

SECO LoanSTAR Pilot Program Revolving Loan Fund Application

Attachment A

1. General Information

Part 1A: Applicant (Borrower)

| | | | | |
|-------------------------|------------------------|----------------|------------------|----------|
| Name of Eligible Entity | | Federal Tax ID | Application Date | |
| Mailing Address | | City | State | Zip Code |
| County Name | Total Amount Requested | | | |
| | \$ | | | |

Part 1B: Chief Executive Officer (Signing Authority)

| | | | |
|------------|-----------|-----------|---------------|
| First Name | Initial | Last Name | Title |
| Telephone | Extension | Fax | Email Address |

Part 1C : Applicant Primary Contact (Project Director)

| | | | |
|------------|-----------|-----------|---------------|
| First Name | Initial | Last Name | Title |
| Telephone | Extension | Fax | Email Address |

Part 1D : Applicant Secondary Contact (Energy Manager)

| | | | |
|------------|-----------|-----------|---------------|
| First Name | Initial | Last Name | Title |
| Telephone | Extension | Fax | Email Address |

Part 1E: Administrative Contact for Accounting (Financial Contact)

| | | | | |
|-----------------|-----------|-----------|---------------|----------|
| First Name | Initial | Last Name | Title | |
| Mailing Address | | City | State | Zip Code |
| Telephone | Extension | Fax | Email Address | |

Part 1F: Signature and Certification by Applicant Chief Executive Officer or Chief Financial Officer

I certify that I am the Chief Executive Officer and that I have reviewed this application and that I will agree to abide by the terms of the contract.

| | | |
|-----------|------------------------|------|
| Signature | Printed Name and Title | Date |
|-----------|------------------------|------|

2. Qualification Information

| PART 2: QUALIFICATION INFORMATION |
|---|
| 2A. In an attachment, provided proof that the organization owns the space where the project will take place? In the space below, describe the information provided in the attachment. |
| |
| 2B. In the space below, applicant must certify that the loan will be paid in full prior to moving away from, renting or selling the premises? |
| |
| 2C. In an attachment, applicant must provide proof of non-profit incorporation in the State of Texas. In the space below, describe the information provided in the attachment. |
| |
| 2D. In an attachment, applicant must provide proof that the incorporation is in good standing in the State of Texas. In the space below, describe the information provided in the attachment. |
| |
| 2E. In an attachment, applicant must provide proof that organization has been in existence for a minimum of five years under the same name in the State of Texas. In the space below, describe the information provided in the attachment. |
| |
| 2F. In an attachment, applicant must provide documentation (Mission Statement, etc.) to show their purpose. In the space below, describe the information provided in the attachment. |
| |
| 2G. In an attachment, applicant must provide documentation to show the signing authority individual is authorized to bind the organization in a contract. In the space below, describe the information provided in the attachment. |
| |
| 2H. In the space below, applicant must state they agree to the terms and conditions of the sample contract. |
| |

3. Project Information

PART 3: PROJECT INFORMATION

3A. In the space below, applicant must state the composite simple payback for the project Energy Cost Reduction Measures (ECRMs) less than 10 years. Also state the actual composite simple payback for the project.

3B. In the space below, list the simple payback for each ECRM. On the same row, write the Estimated Useful Life (EUL) for the corresponding ECRM, and the source of information used for determining the EUL of each measure. Add a statement whether the simple payback for each ECRM is less than the EUL of each measure.

3C. Place a check on the type of report that is submitted with the application. One (1) original and five (5) bound copies of the report are required. In the blank space below the checklist include the following: a) Report title and date; b) Report author; and c) Location of study (city and county).

- Energy Efficiency Retrofit Plan (EERP). The EERP must be completed by a Professional Engineer licensed in the State of Texas. EERPs must include a narrative of the ECRMs or UCRMs that will be completed to reduce utility (energy and water) costs. Project costs and simple paybacks must also be documented for each ECRM and UCRM – 30 points
- Preliminary Energy Assessment (PEA) (Maximum 25 points)
 - EERP to be completed in less than 100 days – 25 points
 - EERP to be completed in less than 120 days – 20 points
 - EERP to be completed in less than 140 days – 15 points
- Project Assessment Commitment (Maximum 15 points)
 - EERP to be completed in less than 100 days – 15 points
 - EERP to be completed in less than 120 days – 10 points
 - EERP to be completed in less than 140 days – 5 points

If EERP cannot be completed in less than 140 days after notice is received that funding is committed from project, do not proceed. The project is disqualified from further loan consideration.

SECO LoanSTAR Pilot Program Revolving Loan Fund Application

PART 3: PROJECT INFORMATION

3D. In the space below, write down the equipment that will be replaced. What is the average age of the equipment that will be replaced?

- More than 20 years old – 15 points
- 15 to 19 years old – 10 points
- 10 to 14 years old – 5 points

NOTE: Funding cannot be used to replace any HVAC units that are less than 10 years old

SECO LoanSTAR Pilot Program Revolving Loan Fund Application

PART 5: PUBLIC VIEWING OF INFORMATION

5A. Describe where monthly energy savings information will be made available for public viewing.

If yes, how will the applicant make this information available for public viewing
Via an internet portal – 5 points
Via detailed signage at the facility entrance - 2 points
If no, than 0 points will be credited for this response.

PART 6: PROJECT GEOGRAPHIC LOCATION AND POPULATION

6A. Write down the name of the county and the county population where project retrofit activities will take place. Use the following URL to determine the county population, <http://quickfacts.census.gov/qfd/states/480001k.html>

County Name: _____ County Population: _____

County population less than 10,000 - 10 points
County population between 10,001 to 100,000 – 5 points
County population greater than 100,000 – 3 points

PART 7: SIGNATURE AND CERTIFICATION

7A. Signature and Certification by Applicant Chief Financial Officer

I certify that I am the Chief Financial Officer and that I have reviewed this application, including commitment of “buy-down” funds. The information provided is accurate to the best of my knowledge and in my best professional judgment.

| | | |
|-----------|------------------------|------|
| Signature | Printed Name and Title | Date |
| | | |

SECO LoanSTAR Pilot Program Revolving Loan Fund Application

Attachment B – Evaluation Form

Applications will be evaluated under the general criteria outlined below. The Comptroller will make the final decision. The Comptroller reserves the right to accept or reject any or all applications submitted. The Comptroller is not obligated to execute a loan agreement on the basis of this NOLFA / RFA. The Comptroller shall not pay for any costs incurred by any entity in responding to this NOLFA / RFA. Comptroller and SECO may request additional information at any time if deemed necessary for further evaluation. General evaluation criteria are as follows and as set forth in the application instructions:

| Description | Possible Base Points | Score assigned (completed by applicant and SECO) |
|--|-----------------------------|---|
| <p>1. Has the applicant provided proof that the organization owns the space where the project will take place? (0 points)</p> <p>If yes, write “OK” in column and continue with evaluation.</p> <hr/> <p>If no, do not proceed. Project is disqualified from further loan consideration.</p> | <p align="center">—</p> | <p align="center">—</p> |
| <p>2. Has the applicant certified that the loan will be paid in full prior to moving away from, renting or selling the premises? (0 points)</p> <p>If yes, write “OK” in column and continue with evaluation.</p> <hr/> <p>If no, do not proceed. Project is disqualified from further loan consideration.</p> | <p align="center">—</p> | <p align="center">—</p> |
| <p>3. Has the applicant provided proof of non-profit incorporation in the State of Texas? (0 points)</p> <p>If yes, write “OK” in column and continue with evaluation.</p> <hr/> <p>If no, do not proceed. Project is disqualified from further loan consideration.</p> | <p align="center">—</p> | <p align="center">—</p> |
| <p>4. Has the applicant provided proof that the incorporation is in good standing in the State of Texas? (0 points)</p> <p>If yes, write “OK” in column and continue with evaluation.</p> <hr/> <p>If no, do not proceed. Project is disqualified from further loan consideration.</p> | <p align="center">—</p> | <p align="center">—</p> |

SECO LoanSTAR Pilot Program Revolving Loan Fund Application

| Description | Possible Base Points | Score assigned (completed by applicant and SECO) |
|---|-----------------------------|---|
| <p>5. Has the applicant provided proof that organization has been in existence for a minimum of five years under the same name in the State of Texas? (0 points)</p> <p>If yes, write “OK” in column and continue with evaluation.</p> <hr/> <p>If no, do not proceed. Project is disqualified from further loan consideration.</p> | — | — |
| <p>6. Has the applicant provided documentation (Mission Statement, etc.) to show their purpose? (0 points)</p> <p>If yes, write “OK” in column and continue with evaluation.</p> <hr/> <p>If no, do not proceed. Project is disqualified from further loan consideration.</p> | — | — |
| <p>7. Has the applicant provided documentation to show the signing authority individual is authorized to bind the organization in a contract? (0 points)</p> <p>If yes, write “OK” in column and continue with evaluation.</p> <hr/> <p>If no, do not proceed. Project is disqualified from further loan consideration.</p> | — | — |
| <p>8. Has the applicant stated they agree to the terms and conditions of the sample contract? (0 points)</p> <p>If yes, write “OK” in column and continue with evaluation.</p> <hr/> <p>If no, do not proceed. Project is disqualified from further loan consideration.</p> | — | — |
| <p>9. Is the composite simple payback for the project Energy Cost Reduction Measures (ECRMs) less than 10 years? (0 points)</p> <p>If yes, write “OK” in column and continue with evaluation.</p> <hr/> <p>If no, do not proceed. Project is disqualified from further loan consideration.</p> | — | — |

SECO LoanSTAR Pilot Program Revolving Loan Fund Application

| Description | Possible Base Points | Score assigned (completed by applicant and SECO) |
|---|-----------------------------|---|
| <p>10. Is the simple payback for each ECRM less than the Estimated Useful Life (EUL) of that measure? (0 points)</p> <p>If yes, write “OK” in column and continue with evaluation.</p> <hr/> <p>If no, do not proceed. Project is disqualified from further loan consideration.</p> | — | — |
| <p>11. Which of the following reports are submitted with this application? (Maximum 30 points)</p> <p><input type="checkbox"/> Energy Efficiency Retrofit Plan (EERP) – 30 points</p> <p><input type="checkbox"/> Preliminary Energy Assessment (PEA) (Maximum 25 points)</p> <ul style="list-style-type: none"> • EERP to be completed in less than 100 days – 25 points • EERP to be completed in less than 120 days – 20 points • EERP to be completed in less than 140 days – 15 points <p><input type="checkbox"/> Project Assessment Commitment (Maximum 15 points)</p> <ul style="list-style-type: none"> • EERP to be completed in less than 100 days – 15 points • EERP to be completed in less than 120 days – 10 points • EERP to be completed in less than 140 days – 5 points <p>If EERP cannot be completed in less than 140 days after notice is received that funding is committed from project, do not proceed. The project is disqualified from further loan consideration.</p> | 30 | |
| <p>11. What is the average age of the existing equipment that will be replaced? (Maximum 20 points)</p> <p><input type="checkbox"/> More than 20 years old – 20 points</p> <p><input type="checkbox"/> 15 to 19 years old – 15 points</p> <p><input type="checkbox"/> 10 to 14 years old – 10 points</p> <p>NOTE: Funding cannot be used to replace any HVAC units that are less than 10 years old</p> | 20 | |
| <p>12. Will the energy savings information, updated monthly, be available for public viewing?</p> <ul style="list-style-type: none"> • If yes, how will the applicant make this information available for public viewing <ul style="list-style-type: none"> ○ Via an internet portal – 5 points ○ Via detailed signage at the facility entrance - 2 points • If no, than 0 points will be credited for this response. | 5 | |

SECO LoanSTAR Pilot Program Revolving Loan Fund Application

| Description | Possible Base Points | Score assigned (completed by applicant and SECO) |
|--|-----------------------------|---|
| <p>13. What is the name of the county and the county population (http://quickfacts.census.gov/qfd/states/480001k.html) where project retrofit activities will take place?</p> <p>County Name: _____ County Population: _____</p> <ul style="list-style-type: none"> • County population less than 10,000 - 5 points • County population between 10,001 to 100,000 – 3 points • County population greater than 100,000 – 1 points | 5 | |
| Maximum Base Score | 60 | |
| Total Score Assigned By Applicant | | |
| Total Score Assigned By SECO | | |