



## Energy Efficiency/Renewable Energy Application Instructions and Form

Thank you for your interest in applying for a energy efficiency/renewable energy grant. The DDA seeks to promote energy efficiency and renewable energy technology in the downtown community. The desired outcome of this project is to educate the community about energy consumption, while helping participants save money on energy efficiency and renewable energy installation and technology. Enclosed you will find eligibility requirements, guidelines, the application and funding process, and the application form.

**The DDA has allocated \$7,500 for this grant program in 2017. The DDA will match 50% of project costs up to \$2,500 per grant**

### *Energy Efficiency/Renewable Energy Grant Eligibility*

- Your business must be located within the DDA boundaries.
- If renting you must have permission from the property owner
- To be eligible, you must submit written quotes from at least two different businesses/contractors when enhancing your property with energy efficient and/or renewable energy technologies
  - Priority will be given to applicants that intend to use local businesses and/or contractors

### *Energy Efficiency/Renewable Energy Grant Guidelines*

- Grants will be awarded on a reimbursement basis and do not apply to past work.
- Completion of the project should take less than twelve months after funding approval, barring any unforeseen circumstances.
- Grants will not be awarded for energy bills
- If renting you must include a written letter from the property owner approving the potential project
- The improvements to your building must comply with all City of Golden codes and ordinances, and laws, as well as green building codes
- All submittals become public once received by the DDA
- All recipient organizations must operate in an open and transparent manner with financial statements available for reasonable inspection
- The DDA will only provide financial assistance to programs and organizations that have a very strong nexus to Golden. Casual or infrequent use by Golden citizens is not enough connection in and of itself
- The DDA does not intend to become a regular, anticipated funding partner with any organization. We hope that our limited funding will enable worthwhile organizations to establish permanent funding sources; rise to new levels of service; meet an urgent need or take advantage of a unique opportunity. Likewise if we can help build a small or large improvement that will last for many years and contribute to life in Golden we are interested in making one-time or occasional contributions
- The DDA reserves the right to reject any and all applications and to waive minor irregularities in grant application



- If there might be a conflict of interest, you must clearly state the potential conflict in your grant application. If you do not disclose your potential conflict during the application process, the DDA has the right to revoke your grant if the DDA discovers a conflict after you or your business has been approved for funding
  - The DDA defines conflict of interest as it relates to the DDA grant funding program as follows:
    - Grant funds cannot be used on any other projects other than for the purposes stated in your grant application
    - Funding cannot be used to financially benefit a business or interest of relative(s)
    - DDA funding cannot be used to provide personal financial benefit
- All activities must comply with City of Golden ordinances and not break any laws

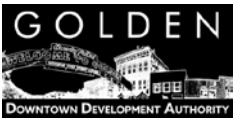
*Application and Funding Process:*

- Applications are accepted throughout the year
- All eligible applicants, as determined by the DDA staff, will receive a grant until funds are depleted for the program
- You might be asked to present your funding request to the DDA board at a regularly scheduled DDA meeting which occurs on the 3<sup>rd</sup> Monday of every month at 6:30 p.m. at 911 10<sup>th</sup> Street (Golden City Council Chambers)
- If awarded a grant you must agree to the terms listed in the grant contract.
- After you agree to the grant contract, work has been completed and written proof of payment for your project has been submitted to DDA staff, you will be reimbursed within 4 to 6 weeks up to the grant award amount

Contact the DDA:

[DDA@cityofgolden.net](mailto:DDA@cityofgolden.net)

303-384-8080



## Energy Efficiency/Renewable Energy Application Form

*Please complete the application and return it via mail, or email*

*Golden Downtown Development Authority*

*1445 10<sup>th</sup> Street*

*Golden, CO 80401*

*DDA@cityofgolden.net*

Name of applicant \_\_\_\_\_

Phone number and email of applicant \_\_\_\_\_

Property address \_\_\_\_\_

### **If renting, please complete the following section:**

Name of property owner \_\_\_\_\_

Phone number and email of property owner \_\_\_\_\_

What is the grant amount desired? \_\_\_\_\_

Is the property a unit within a building? \_\_yes \_\_no

What enhancements would you like to make to your property?

What is the return on investment for the energy efficient/renewal energy upgrades you will be making to your property?

Please disclose any potential conflicts of interest.

Include written letter of approval from the property owner if you are renting

- Please attach two written quotes from businesses and/or contractors

Signature \_\_\_\_\_

Date \_\_\_\_\_