



**Rebuild Michigan Services  
2014 CLIENT ENROLLMENT APPLICATION**

This agreement between the Michigan Economic Development Corporation, Michigan Energy Office (MEO) and \_\_\_\_\_ outlines each organization’s responsibilities for participating in the Rebuild Michigan Services. Rebuild Michigan fosters partnerships that promote increased energy efficiency and renewable energy within a community. Rebuild Michigan provides services to public schools, community colleges, universities, small business, libraries, churches, public housing commissions and local governments to encourage energy efficiency improvements at their facilities. Assistance includes benchmarking, an assessment of energy savings potential for each building and recommendations and consultation regarding next steps A Technical Energy Analysis (TEA) Consultants directory, project financing information and project troubleshooting are also offered. Rebuild Michigan Services may be delivered through MEO staff or Regional Technical Assistants (RTAs), designated partners of the MEO.

**The Enrollee agrees to:**

- Designate an organization representative to serve as the principal contact with MEO.
- Provide specific information for each participating building (see page 2).
- If possible, provide blueprint or floor plan copies for each participating building.
- Present the Introductory Energy Evaluation (IEE) report to the appropriate governing body, committee or individual responsible for approving energy efficiency projects.
- Participate in a project planning session with MEO representatives to discuss/assess results of the IEE and enrollee interest in undertaking an energy efficiency project and to determine what MEO support services will be needed.

**If Enrollee decides to pursue a TEA or performance contract, the Enrollee agrees to:**

- Contract with a Rebuild Michigan TEA analyst for each participating building. (Guidelines are available from the MEO for quality assurance.)
- Direct the selected TEA analyst to forward a draft copy of the TEA report to MEO for review and approval, prior to organization’s acceptance.
- Present TEA recommendations to the appropriate governing body, committee or individual responsible for authorizing the energy efficiency project(s).

**If Enrollee decides to implement the energy efficiency project, the Enrollee agrees to:**

- Provide MEO with descriptions & costs of installed energy efficiency measures, along with copies of utility bills required to estimate the energy savings for participating buildings.

**The Michigan Energy Office agrees to:**

- Analyze the previous 12-months of energy usage for each participating building (up to 10 buildings or a maximum of 750,000 ft2), conduct a walk-through of each building and provide the Enrollee with a written IEE report on their relative energy efficiency and areas for potential savings.
- Offer a directory of consultant firms that conduct TEAs and participate in the Rebuild Michigan Services.
- Review the TEA report for quality, accuracy and completeness.
- Assist enrollee in resolving technical issues that may arise during project installation.
- Assist enrollee in evaluating first year energy savings and other project benefits.

**Contact/Building Information**

Contact Person & Title: \_\_\_\_\_

Ph. #: \_\_\_\_\_ Fax #: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: Michigan Zip Code: \_\_\_\_\_

**Rebuild Michigan Project Buildings:**

	Building Name*	Address	Sq. Ft.	Yr. Built	Annual Energy Consumption			Annual Energy Cost		
					Electric	Nat. Gas	Other	Electric	Nat. Gas	Other
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										

*\*Most recent 12 months of utility data (or copies of utility bills) is required for each building listed*

**Incentive Information**

The MEO incentivizes 50% of the estimated cost for delivering Rebuild Michigan Services. In the chart below, please fill in how the remaining 50% of the cost will be provided.

Total building square footage	MEO Incentive	Enrollee Investment (cash or in-kind)	RTA Investment (in-kind)
Up to 50,000**	\$1,250		
50,001-100,000	\$1,500		
100,001-200,000	\$1,750		
Above 200,000	\$2,000		

*\*\* Minimum annual utility cost of \$20,000*

**Planning Questions: (attach additional sheet(s) if necessary)**

1. What are your goals for building performance and energy reduction?
2. How will building energy improvements fit in with other organization priorities?
3. What financing options and sources are you considering for building improvements?
4. What is your likely timeframe for developing and completing an energy efficiency project?

Enrollee Signature	Date	Title/Position
Michigan Energy Office Signature	Date	Title/Position
RTA Signature (if applicable)	Date	Title/Position

**Revised October 1, 2013**