

# EmPower Louisiana

LOUISIANA DEPARTMENT OF NATURAL RESOURCES

American Recovery and Reinvestment Act of 2009



FLEX-FUND REVOLVING LOAN PROGRAM

## Application Forms

**SUBMITTAL DEADLINE**

**3:00 p.m. CST**

**June 30, 2011**

Attn: EmPower Louisiana Revolving Loan Program  
P.O. Box 94396  
Baton Rouge, LA 70804-9693



**Empower Louisiana Flex-Fund Revolving Loan Program  
Form A  
Applicant Information**

**Applicant Information**

Applicant Full Name	DUNS Number Required	FEIN (Tax ID#)
Mailing Address	City	Zip Code + 4
Primary Contact Name	Title	E-mail Address
Telephone Number	Fax Number	

**Project Site Information**

Project Title	Primary Activity (e.g. Commercial / Industrial)	
Project Site Address	City	Zip Code + 4
Total land area (acres)	Size of facility (sq.ft)	
Electric utility	Gas utility	

**Applicant Signature**

I hereby certify that I am authorized to submit this application and that the information presented in this application is true and accurate. In addition, I agree to abide by all the terms and conditions described in the Louisiana Department of Natural Resources "Empower Louisiana - Energy Loan Program Guidelines", application forms, and all supporting documents.

Name	Signature	Date
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**Empower Louisiana Flex-Fund Revolving Loan Program  
Form B  
Project Information**

**Project Information**

Provide information regarding how the loan will be spent.

Proposed Project Start Date: \_\_\_\_\_

Proposed Project Completion Date: \_\_\_\_\_

Brief Project Description:

**Metrics Activity**

Complete this section after working through Application Forms C through F.

Jobs Created or Retained: \_\_\_\_\_ FTE  
 Annual Energy Savings: \_\_\_\_\_ kWh  
 GHG Emissions Reduced: \_\_\_\_\_ CO<sub>2e</sub>  
 Cost-Effectiveness: \_\_\_\_\_ MMBTU/ \$1,000  
 Project Simple Payback \_\_\_\_\_ Years  
 Borrowers Contribution \_\_\_\_\_ \$

**Financial Information**

	Amount (\$)	Percent (%)
Loan Funds Requested		
Applicant Contribution		
Total Project Cost		100%

**Reserved for Louisiana Department of Natural Resources Use**

Date Received	Time Received	Proposal Number Assigned

**Empower Louisiana Flex-Fund Revolving Loan Program  
Form B  
Project Information**

**Project Narrative and Benefits**

Provide a description of how the proposed loan will be used. Discuss the proposed project for which funding is requested, including goals and objectives, the overall impact and benefits of the project and a statement of work (required tasks and activities). Applicants should describe the existing system and the proposed energy efficiency measures. The narrative may be used to explain budget details.



**Empower Louisiana Flex-Fund Revolving Loan Program  
Form C  
Energy Usage Information**

**Energy Usage**

Provide information regarding the total annual energy usage of the facility.

	Electricity	Natural Gas	Gasoline	Oil	Kerosene	Propane	Wood	Coal	Other
Total <b>paid</b> for the Last 12 months	\$	\$	\$	\$	\$	\$	\$	\$	\$
Total <b>usage</b> for the Last 12 months	kWh	Therms	Gal	Gal	Gal	Gal	Cords	Tons	

**Technical Assistance**

On an as needed basis, the Department will provide technical assistance to applicants which require guidance completing application forms, specifically calculating annual energy savings. Applicants may call 1-877-319-1368 to request assistance or send an e-mail to [larlf@shawgrp.com](mailto:larlf@shawgrp.com).

**Empower Louisiana Flex-Fund Revolving Loan Program  
Form D  
Efficiency Measures**

**Efficiency Measures**

For every energy efficiency measure to be implemented, Applicants must complete all tables included in this form. Applicants may print out additional copies of the tables as needed.

- **Energy Efficiency Measure:** identify the new equipment to be purchased and installed that will replace, upgrade or retrofit the existing equipment. Identify the existing equipment to be replaced, upgraded or retrofitted.
- **Equipment Cost:** identify the cost of purchasing the new equipment required to implement the energy efficiency measure.
- **Installation Cost:** identify the labor cost related to installing the energy efficiency measure.
- **Annual Energy Savings:** identify the expected annual energy savings (in kWh) to be achieved by replacing existing equipment with the proposed equipment.
- **Average Utility Rate:** identify the average annual utility rate that was paid to the utility company during the previous year for facility operations.
- **Total Cost:** includes equipment and installation costs.
- **Simple Payback:** represents the amount of time it will take to recover the project’s investment through reduced or avoided energy costs. It is calculated by dividing equipment and installation costs (\$), by annual energy savings x average annual utility rate.

		(A)	(B)	(C)	(D)	(E)	$(A * B) + (C) = (F)$	$\frac{(F)}{(D) * (E)}$
	Energy Efficiency Measure/ Equipment	Equipment Unit Cost (\$)	Quantity	Installation Cost (\$)	Annual Energy Savings (kWh)	Average Annual Utility Rate (\$/kWh)	Total Cost (\$)	Simple Payback (years)
1	New:  Replaces:							
2	New:  Replaces:							
3	New:  Replaces:							

**Empower Louisiana Flex-Fund Revolving Loan Program  
Form D  
Efficiency Measures**

		(A)	(B)	(C)	(D)	(E)	$(A * B) + (C) = (F)$	$\frac{(F)}{(D) * (E)}$
	Energy Efficiency Measure/ Equipment	Equipment Unit Cost (\$)	Quantity	Installation Cost (\$)	Annual Energy Savings (kWh)	Average Annual Utility Rate (\$/kWh)	Total Cost (\$)	Simple Payback (years)
4	New:  Replaces:							
5	New:  Replaces:							
<b>Totals</b>								

**Bundled Simple Payback**

Use the information from above to complete the table below.

(F)	(D) * (E)	$\frac{(F)}{(D) * (E)}$
<b>Sum of Total Cost</b>	<b>Sum of Annual Energy Savings x Average Annual Utility Rate</b>	<b>Bundled Simple Payback</b>

**Empower Louisiana Flex-Fund Revolving Loan Program  
Form E  
Energy Metrics**

**Jobs Created or Retained**

Labor Activity	(A) Proposed Start Date	(B) Proposed Completion Date	(C) Working Days between Start Date and Completion Date (days)	(D) = (C) x 8 Cumulative Hours on a Full-Time Schedule (hrs)	(E) Hours Worked on Labor Activity (hrs)	(F) = (E) / (D) Jobs Created or Retained (FTE)
Installation of Equipment						
<b>Total</b>						

**Annual Energy Savings and GHG Emissions Reduced**

	(A) Annual Energy Savings (kWh)	(B) GHG Emission Factor (MT CO <sub>2</sub> e/kWh)	(C) = (A) x (B) GHG Emissions Reduced (MT CO <sub>2</sub> e)
<b>Total</b>		0.00083462	

**Cost-Effectiveness**

(A) Annual Energy Savings (kWh)	(B) Conversion Factor	(C) Loan Funds Requested (\$)	(D) = $\frac{((A) \times (B))}{(C)}$ Cost-Effectiveness (MMBtu/\$1,000)
	0.003413		

**Empower Louisiana Flex-Fund Revolving Loan Program  
Form F  
Project Budget**

**Budget Summary**

Budget Item	(A) Loan Funds Requested (\$)	(B) Contribution (\$)	(C) = (A) + (B) Total Costs (\$)
Project Implementation			
Equipment & Materials			
Direct Labor/ Contractual Services			
Other (please explain below)			
<b>Total</b>	\$	\$	\$

Other budget items:

**Detailed Budget**

**Equipment/Materials:** List all items of equipment to be purchased with a total valued greater than \$100. Identify the manufacturer of the equipment as well as the model and the rated capacity, if applicable. Applicants must include a copy of the manufacturer's specifications for every proposed piece of equipment for which funds are being requested.

Equipment/Material	Make/Model and Manufacturer	Quantity	Unit Cost (\$)	Total Cost (\$)	Loan Funds Requested <sup>1</sup> (\$)
<b>Total</b>				\$	\$

**Empower Louisiana Flex-Fund Revolving Loan Program  
Form F  
Project Budget**

**Direct Labor/ Contractual Services:** List all applicable costs for design, construction, or installation. Note that for purposes of this program, only equipment design and installation costs will be considered eligible to receive funding.

Title/Job Classification	Number of hours	Billing Rate (\$/hr)	Total Cost (\$)	Loan Funds Requested <sup>1</sup> (\$)
<b>Total</b>			\$	\$

**Other:** List all other costs associated with project implementation not included in the above categories. The Department reserves the right to not provide loan funds for other costs not included in the above categories.

Purpose	Loan Funds Requested (A)	Required Contribution (B)	Total Cost (\$) (C)
<b>Total</b>			\$

**Applicant Contribution**

**Empower Louisiana Flex-Fund Revolving Loan Program  
Form F  
Project Budget**

List the sources of funding that will be contributed toward this project, including funding contributed by financial partners and other funds. Identify the date when the funds were received or will be received by the Applicant.

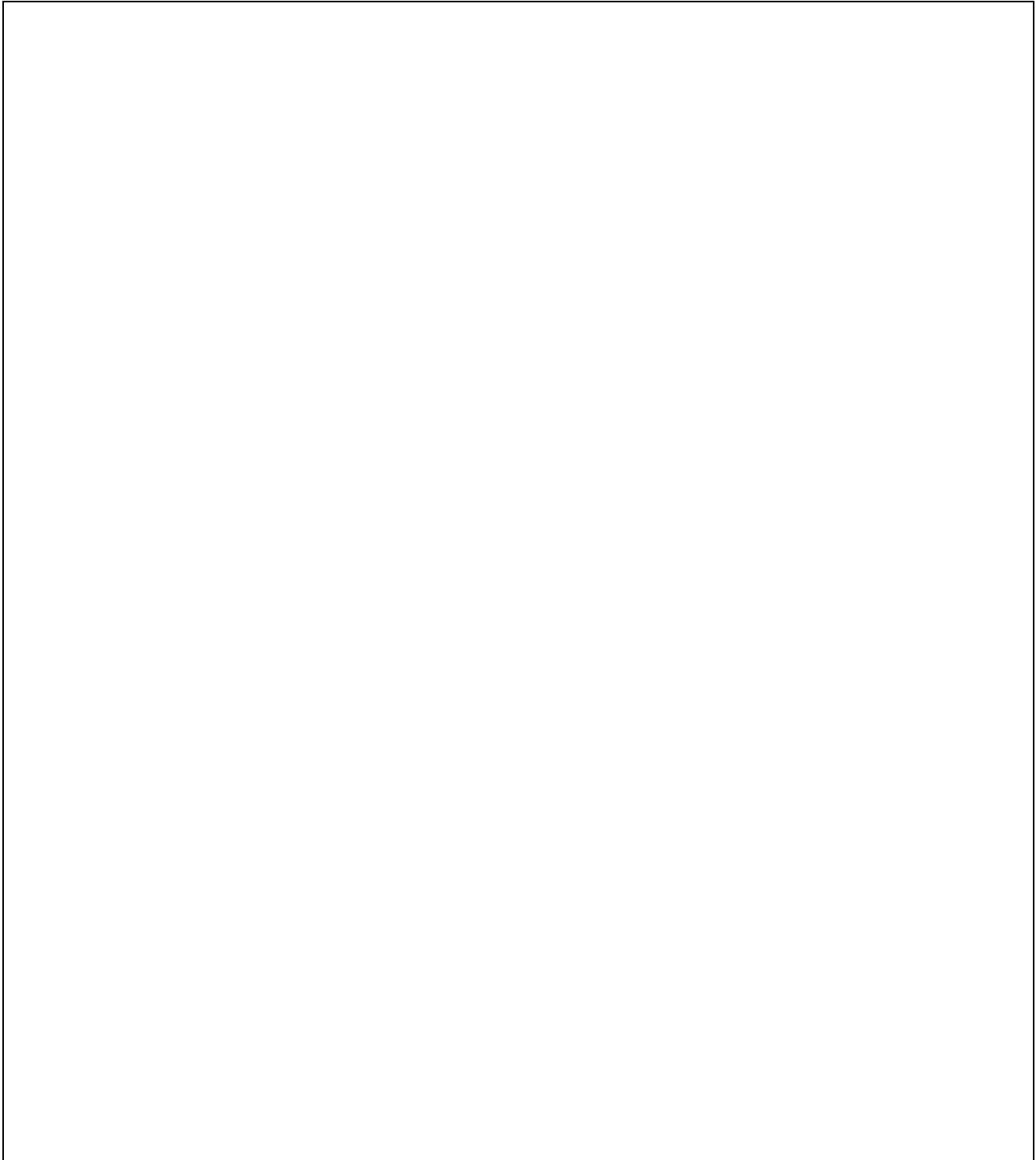
The Applicant must provide letters from each financial partner or funding entity indicating the amount of their support and the project commencement date expected for their partnership. In the event of funding by private foundations or public sources, if such a letter is not yet available, indicate the anticipated source and provide supporting documents or guidelines for the anticipated source.

Source	Date of award	Total Funds (\$)	Letter Provided (Y/N)
<b>Total</b>		\$	

**Empower Louisiana Flex-Fund Revolving Loan Program  
Form G  
Waste Stream**

**Waste Stream Description**

Indicate if the proposed project will generate a waste stream. For activities that will generate a waste stream, describe the waste and your methodology for waste handling and disposal.

A large, empty rectangular box with a thin black border, intended for the user to provide a detailed description of the waste stream generated by the proposed project, including the type of waste and the handling and disposal methodology.

**Empower Louisiana Flex-Fund Revolving Loan Program  
Form H  
National Environmental Policy Act**

**Applicability of NEPA to the Proposed Project**

Please refer to **Exhibit D** of the Program Guidelines for the complete EF-1 form.

The proposed project is categorically excluded from NEPA because it falls within the following category and does not involve "extraordinary circumstances" within the meaning of 10 C.F.R. Section 1021.410:

Funding energy efficiency retrofits, provided that projects are limited to: Installation of insulation; installation of energy efficient lighting; HVAC upgrades; weather sealing; purchase and installation of ENERGY STAR appliances; replacement of windows and doors; high efficiency shower/faucet upgrades; and installation of solar powered appliances with improved efficiency.

Installation of alternative fueling pumps and systems (but not storage tanks) installed on existing facilities (other than a large biorefinery); purchase of alternative fuel vehicles.

The proposed project falls within the categories listed above but may involve "extraordinary circumstances" within the meaning of 10 C.F.R Section 1021.410, for the following reason(s)

The EF-1 Environmental Questionnaire has been completed and attached. A copy of the EF-1 is provided in Exhibit D of the Program Guidelines.

The proposed project is not categorically excluded, for the following reason(s)

The EF-1 Environmental Questionnaire has been completed and attached. A copy of the EF-1 is provided in Exhibit D of the Program Guidelines.

**Empower Louisiana Flex-Fund Revolving Loan Program  
Form H  
National Environmental Policy Act**

**Description of Project Site**

Does your project involve a building or structure included in the National Register of Historic Places (NRHP) or one eligible for inclusion in the NRHP?

Yes

No

If the proposed project involves a building or structure listed on or eligible for the NRHP, Applicant must complete additional information in Item 5 of the EF-1 Environmental Questionnaire (Exhibit D of the Program Guidelines).

Has Item 5 of the EF-1 been completed for projects on or eligible to be included in the NRHP?

Yes

No

All applicants must complete the below sections regardless of answers to the above two questions.

Provide information on the facility:

<b>Site Name</b>	<b>Site Address</b>	<b>Age of Original Structure (Year Built/Constructed)</b>

Brief Description of Facility: