



Energy Technical Assistance Program Application

A. Applicant Name (name of organization applying for services):
B. Mailing Address (street, city, & state)
C. Contact Person
· Name:
· Title:
· Email:
· Phone:
D. Type of Organization: (mark one)
<input type="checkbox"/> School
<input type="checkbox"/> College or University
<input type="checkbox"/> State Agency
<input type="checkbox"/> Non-Profit
<input type="checkbox"/> Commercial
<input type="checkbox"/> Industrial
<input type="checkbox"/> Local Government
E. Statement of need: Please provide a brief explanation of the need for an energy assessment. Include, if relevant, an overview of your organization's buildings (including their age, condition and uses), a description of energy-consuming equipment (e.g., air compressors, chillers, etc.), types of energy used (electricity, natural gas, propane, etc.) and a description of the business/process.
Please be sure to include the following information:
<ol style="list-style-type: none"> 1. Total square footage of the area to be assessed: 2. Total number of buildings to be assessed: 3. Age of building(s) to be assessed: 4. Do you own the building(s)? If so, how long have you occupied it (them)? 5. Site diagram showing general and equipment layout of the facility. 6. An inventory of energy related equipment: <ul style="list-style-type: none"> • Motors (location, quantity, HP, typical number of operating hours per week) • HVAC (location, quantity, tonnage, model number, area serviced) • Process Heaters (location, quantity, rated btu/hr output, typical number or operating hours/week) • Lighting (location, type of bulb, number of fixtures, number of bulbs per fixture, wattage, typical number of operating hours per week)

- Plug Load (location, quantity, typical number of operating hours per week)
 - Computers, lamps, space heaters, fans, TVs, refrigerators, etc.
 - Other – any equipment that does not fit into the above categories.
7. Name of energy utility: _____
 8. Energy bills for the most recent 12-month period. If you do not already report this information to the Energy Office and would like for the Energy Office to contact your utility directly, please contact your utility through e-mail or letter stating that you allow the Energy Office to contact the utility provider(s) regarding your utility service. Attach a copy of the correspondence to this application.
 9. For manufacturing facilities, production rates for the same time period as the energy bills provided.