



# RENEWABLE ENERGY SITE ASSESSMENT APPLICATION FOR HOMES, APARTMENTS, AND CONDOS

Valid through December 31, 2010

**Focus on Energy requires a site assessment when you apply for a wind energy installation incentive, and site assessments are recommended for customers considering installing a solar system.**

## SITE ASSESSMENT STEPS

1. Contact a qualified site assessor to schedule and perform your assessment. Visit [focusonenergy.com/siteassessments](http://focusonenergy.com/siteassessments) for a directory of Focus on Energy recognized site assessor certifications and assessor listings.
2. Following the completion of your site assessment, complete and email or mail a signed copy of this application and itemized invoice to the address indicated at the bottom of the page. A copy of the site assessment report is also required for wind site assessments.
3. The incentive payment may be made payable to either the customer or the site assessor. If it is made payable to the site assessor, the customer must be credited the amount of the incentive by the site assessor, and that credit must be clearly labeled on the invoice that is submitted with the application.
4. Site assessment incentive payments will be made within 8-10 weeks after the completed site assessment paperwork is submitted and approved.

## APPLICANT INFORMATION Complete all appropriate fields. Please print.

Homeowner or Contact Name		System will be installed at: <input type="checkbox"/> Single Family Home <input type="checkbox"/> Apartment/Condo (1-3 units) <input type="checkbox"/> Apartment/Condo (4+ units)		
Company/Organization (if applicable):	Business Type (if applicable): <input type="checkbox"/> For Profit <input type="checkbox"/> Not for Profit	Federal I.D. NO. (if applicable) _____		
Business Classification (if applicable): <input type="checkbox"/> LLC <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> 501(c)3 <input type="checkbox"/> Other:				
Mailing Address		City	State	ZIP
Job Site Address (no PO Boxes)		City	State	ZIP
Home Phone	Work Phone		E-mail	
Water Heating Fuel Supplier at Installation Address		Electric Provider at the Installation Address		
Current water heating fuel type <input type="checkbox"/> Natural gas <input type="checkbox"/> Propane (LP) <input type="checkbox"/> Oil <input type="checkbox"/> Electric <input type="checkbox"/> Other:		Current space heating fuel type <input type="checkbox"/> Natural gas <input type="checkbox"/> Propane (LP) <input type="checkbox"/> Oil <input type="checkbox"/> Electric <input type="checkbox"/> Other:		

## SITE ASSESSOR INFORMATION

Site Assessment Company		Site Assessor's Name		
Mailing Address	City	State	ZIP	
Phone	E-mail	Federal I.D. NO. (only if receiving payment) _____		
Business Type (only if receiving payment): <input type="checkbox"/> LLC <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Other:				

## PAYMENT INFORMATION

Make the incentive payable to:  
 Homeowner  Company / Organization  Site Assessment Company (as listed above)

**E-mail or mail the completed application to:**  
[renewableapplications@focusonenergy.com](mailto:renewableapplications@focusonenergy.com)

Focus on Energy, Attn: Renewable Energy Applications, 431 Charmany Drive, Madison, WI 53719.  
Questions regarding this application should be directed to Focus on Energy at 800.762.7077.



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## SITE ASSESSMENT REQUIREMENTS

1. **Solar Electric Site Assessment Eligibility:** A solar electric site assessment must be performed at a job site whose owner purchases electricity from an electric provider participating with Focus on Energy for that job site.
2. **Solar Water Heating Site Assessment Eligibility:** A solar water heating site assessment must be performed at a job site whose owner purchases natural gas from a participating natural gas provider for that job site (if the primary water heating fuel type is natural gas) or purchases electricity from a participating electric provider for that job site (if the primary water heating fuel is electricity).
3. **Wind Electric Site Assessment Eligibility:** A wind electric site assessment must be performed at a job site whose owner purchases electricity from an electric provider participating with Focus on Energy for that job site.
4. **Qualified Site Assessor:** A site assessor must be certified by a Focus on Energy recognized site assessor certification body. Visit [focusonenergy.com/siteassessments](http://focusonenergy.com/siteassessments) for a directory of Focus recognized certifications and assessor listings.

**INSTRUCTIONS** Attach an itemized invoice. Attach a copy of the site assessment report for wind site assessments only.

- **Site Assessment Type:** Please indicate the technology(ies) that was evaluated in the site assessment at the job site.
- **Total Cost of Site Assessment:** Please indicate the total cost of the site assessment. The total cost may not include site assessor travel costs. Please attach an invoice that itemizes the service(s) received.
- **Renewable Potential:** Based on the site assessment report please rate the renewable energy potential of the job site.
- **Likelihood of Installing Renewable Energy System:** Based on the information gained during the site assessment process please indicate your likelihood of installing a renewable energy system in the next year.
- **Incentive:** The incentive amount is listed for each site assessment type. The incentive may not exceed the total cost of the site assessment.

## SITE ASSESSMENT DETAILS

SITE ASSESSMENT TYPE	TOTAL COST OF SITE ASSESSMENT <sup>1</sup>	RENEWABLE POTENTIAL (per report)	LIKELIHOOD OF INSTALLING RENEWABLE SYSTEM	INCENTIVE <sup>2</sup>
Solar Electric		<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor	<input type="checkbox"/> Very Likely <input type="checkbox"/> Somewhat Likely <input type="checkbox"/> Not Likely	\$100
Solar Water Heating		<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor	<input type="checkbox"/> Very Likely <input type="checkbox"/> Somewhat Likely <input type="checkbox"/> Not Likely	\$100
Wind Electric		<input type="checkbox"/> Excellent <input type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor	<input type="checkbox"/> Very Likely <input type="checkbox"/> Somewhat Likely <input type="checkbox"/> Not Likely	\$200

<sup>1</sup> Site assessor travel expenses are not included in the total cost of the site

<sup>2</sup> The incentive may not exceed the total cost of the site assessment

## TO BE COMPLETED BY FOCUS ON ENERGY STAFF ONLY Project Information

Project Number	Application Received By	Date Received
Reviewed By	<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date Approved/Denied

Incentive

**E-mail or mail the completed application to:**  
renewableapplications@focusonenergy.com

Focus on Energy, Attn: Renewable Energy Applications, 431 Charmany Drive, Madison, WI 53719.  
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## PROGRAM INFORMATION AND REQUIREMENTS

### OTHER INCENTIVES

Incentives are available for a variety of technologies. Check the Focus on Energy Web site at [focusonenergy.com/incentives](http://focusonenergy.com/incentives), or call 800.762.7077 for more information.

### TERMS & CONDITIONS

1. **Incentive Offer:** This application covers service performed between July 1, 2010 and December 31, 2010. Applications must be submitted within 30 calendar days of project completion, unless an earlier date is specified by a Focus on Energy promotion. Please keep a copy for your records. Incomplete applications will be returned.
2. **Proof of Purchase:** This application must have complete information and be submitted with an invoice itemizing the product(s) and/or service(s) received. See the requirements section of this application for more details. Sample invoices are provided at [focusonenergy.com/sampleinvoice](http://focusonenergy.com/sampleinvoice).
3. **Compliance:** Only one incentive will be granted for each project. Incentives granted to contractors, distributors or site assessors cannot also be claimed by end-use customers.
4. **Payment:** Once completed paperwork is submitted, incentive payments are made within 8-10 weeks. Incomplete applications will be returned.
5. **Publicity:** Focus on Energy reserves the right to publicize your participation in this program, unless you specifically request otherwise in writing.
6. **Program Discretion:** Incentives are available on a first-come, first-served basis. This offer is subject to change or termination without notice at the discretion of the Focus on Energy Program.
7. **Utility Incentives:** Some Focus participating electric and/or natural gas providers have incentive programs outside of Focus on Energy. Approval and/or receipt of a Focus incentive may disqualify you for the additional incentives offered by these electric and/or natural gas providers. Check with your electric and/or natural gas provider to verify eligibility for dual incentives in order to comply with program rules.
8. **Focus Logo:** Customers or site assessors may not use the Focus on Energy name or logo in any marketing, advertising or promotional materials without prior written permission.
9. **Disclaimers:** Focus on Energy
  - a. Does not endorse any particular site assessor, manufacturer, product, labor or system design by offering this program;
  - b. Will not be responsible for any tax liability imposed on the customer as a result of the payment of incentives;
  - c. Does not expressly or implicitly warrant the performance of installed equipment or contractor's quality of work (contact your contractor for detailed warranties);
  - d. Is not responsible for the proper disposal/recycling of any waste generated as a result of this project; and
  - e. Is not liable for any damage caused by the installation of the equipment or for any damage caused by the malfunction of the installed equipment.
10. **Monitoring and Verification:** Focus on Energy evaluates program efficacy by monitoring energy use / production prior to and after installation of your energy efficiency or renewable energy project. Program staff may conduct this monitoring or perform an inspection of the facility to survey the installed projects. Your signature on this application provides Focus on Energy approval to obtain energy data directly from your electric and/or natural gas provider(s). Any customer receiving an incentive check may be contacted by an evaluator to verify service/equipment installation or be asked to complete a customer survey.

### UTILITY ELIGIBILITY

Incentives for specific technologies are offered by Focus on Energy to residential and business customers including commercial, industrial, state, federal and local governments, agricultural, and schools/institutions with locations in Wisconsin. Customers of a participating electric provider are eligible for electric technology incentives only. Customers of natural gas providers are eligible for gas savings technology incentives only. Customers who have both a participating electric provider and a participating natural gas provider could qualify for all incentives. To determine eligibility, visit the Focus on Energy Web site at [finditwithfocus.com](http://finditwithfocus.com).

### SITE ASSESSOR INFORMATION

A site assessor represents the company who performed the service for which you are seeking an incentive. The FEIN and Business Classification of the site assessor is required IF you received your incentive as a credit on your invoice, whereby the incentive is owed to the site assessor. In this scenario, the credit must be clearly labeled as the Focus on Energy incentive and deducted from the amount due.

### HOMEOWNER/CONTACT SIGNATURE

The undersigned agrees that the stated renewable measure(s) was (were) completed at the job site address listed above as part of the Focus on Energy program. I have read and agree to the Terms & Conditions within this application. To the best of my knowledge, the statements made on this application are correct, and I have submitted the appropriate supporting documentation to receive an incentive.  **Itemized Invoice Attached**

Homeowner/Contact Signature	Homeowner/Contact Name (Print)	Date
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[renewableapplications@focusonenergy.com](mailto:renewableapplications@focusonenergy.com)

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