



Rhode Island
Economic Development Corporation

Building the 21st Century Innovation Economy

**Rhode Island Renewable Energy Fund
Application Materials**

Use this Application for:

- ✓ **Pre-development Feasibility Studies**

Program details can be found at:

<http://www.edc.ri.gov/documents/finance/RI-REF-Rules-and-Regulations-2013.pdf>

Rhode Island Renewable Energy Fund

Frequently Asked Questions

1) Who is eligible to apply for an Pre-development Feasibility Study?

Any municipality, non-profit organization, legal business entity (sole proprietorship, partnership, corporation, limited liability company), institution, or a combination of the previously listed organizations are eligible for Pre-development funding, as long as the project directly benefits the State of Rhode Island.

2) What project technologies are eligible for funding under this program?

- Those technologies consistent with R.I. Gen. Laws § 39-2-1.2.
- Technologies studied must have the ability to generate electricity or provide a direct benefit to the electric grid.

3) What types of activities can be funded by a Predevelopment Feasibility Study award?

Pre-development activities occur after a project is deemed worthy of development and before construction takes place. These tasks shall not include initial feasibility assessments. Examples of Pre-development Activities include but are not limited to:

- Local and State Permitting
- Structural and Electrical Engineering
- National Grid Interconnection Studies
- National Grid Impact Studies
- Detailed Financial Analyses
- RFP Preparations.

4) Why isn't the RIEDC funding early-stage feasibility studies anymore?

The Renewable Energy Siting Partnership launched www.rienergy.org in late 2012, which contains a plethora of physical resource data as it relates to potential renewable energy projects. The RIEDC has funded dozens of feasibility studies over the past 4 years. All final study results are available to the public through public record requests.

5) What is the maximum size of a REF grant?

The maximum funding amount is \$200,000.

6) When are the deadlines for submission of applications?

- April 12, 2013
- June 28, 2013

- October 31, 2013

Rhode Island Renewable Energy Fund

Submission Instructions

Applications should be sent to the following:

Please email application and all attachments to Hannah Morini,

Renewable Energy Program Manager <C:\Users\hmorini\Documents\REF Application\hmorini@riedc.com> REF@riedc.com

Hard copies of the application should be sent via USPS registered mail to:

Rhode Island Economic Development Corporation

Attn: Hannah Morini

315 Iron Horse Way, Suite 101

Providence, RI 02908

If you have any questions, please contact Hannah Morini, Program Manager for the Renewable Energy Fund at 401-278-9135 or email us at hmorini@riedc.com

- Interested parties are requested to notify the RIEDC of the intention to apply to the Renewable Energy Fund as soon as possible prior to submitting the application by emailing hmorini@riedc.com or calling 401-278-9135.
- **Read and review the REF Rules and Regulations before completing this application.** A copy of the proposed Rules may be obtained by mail or email or by calling 401-278-9135, or may be accessed online at: <http://www.riedc.com/files/RI-REF-Rules-and-Regulations-2013.pdf>
- All applicants are advised that any and all records (documents, correspondence, memoranda, etc.) regardless of the form, provided, received, maintained or kept by the RIEDC and/or the REF may constitute public records unless they are clearly within an exemption under the Access to Public Records Act (RI Gen. Laws §38-2-2). One such exemption includes any portion of a document that contains "trade secrets and commercial or financial information obtained from a person, firm, or corporation, which is of a privileged or confidential nature." As such, we suggest that any portion of the application or materials provided by the applicant that contains such information (including for example, customer lists, processes, etc. or financial information) be clearly labeled with a legend or marking such as "Confidential information -- Not Public Record".

- **All requirements must be met. Awards are dependent on funding availability.**
Projects with the highest scores will be funded first if applications exceed total funding allocation.

I. Applicant Information

Company/Entity:	
Is applicant applying as or on behalf of a customer? If Yes, who?	
Project Site Name:	
Contact Name of Applicant:	
Address:	
City, State, Zip:	
Phone:	
Email:	
Website:	
Type of Entity (ex: LLC):	
Activities of Entity:	
Please describe the Entity's presence in Rhode Island in terms of # of employees, percentage of total employees in RI, and/or history of doing business in RI:	

II. Executive Summary

Please use the space below to explain the purpose and goals of the proposed Pre-development Feasibility Study. Include how REF funds are necessary to achieve said goals and how the proposed study fits in with the REF's goal and mission. REF Staff is also interested in knowing why you feel the proposed technologies fit with your organization's goals.

IV. Scope of Work

Please provide a detailed scope of work including anticipated start and end dates for all major tasks. Be sure to include the name of the company/subcontractor responsible for completion of each task.

All projects must be completed within 18 months of contract signing.

V. Economic Development

Impact on Rhode Island

Please explain how the project will help to promote the expansion and development of renewable energy in Rhode Island. Please describe any environmental or economic benefits to the state.

VI.

VI. Qualifications of Firm and Project Personnel

Summarize the selected contractor's qualifications with regards to the proposed project. Additionally, provide concise qualifications of each member on the core project team, including all subcontractors.

Summarize the selected contractor's qualifications with regards to conducting the proposed study. Additionally, provide concise qualifications of each member on the core project team.

Key Project Personnel Name:
Key Project Personnel Title:
Company:
Summary of Experience:

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Key Project Personnel Title:
Company:
Summary of Experience:

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VII. Attachments

Please include any additional documentation that will help support your application. Please fill in items that are in addition to the list below:

- Copy of most recent electricity bill
- Executed contract with contractor (Contract can be contingent on REF funding.)
- Completed W-9 Form (Form can be found here: <http://www.irs.gov/pub/irs-pdf/fw9.pdf>)
- Host Site: 12-month financial statements (audited, certified or reviewed)
- Project Financial Analysis illustrating Simple Payback Calculation, Cash Flows, and Return on Investment.
- Proof of energy audit and/or energy efficiency improvements undertaken at the project host site (preferred)
- Project location site plan
- Project location aerial photo
- For municipalities:** include evidence of a Town/City Council vote in favor of the proposed project

Any other supporting or supplemental information that the Applicant deems relevant for the Corporation's review and evaluation of the Application:

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VIII. Application Authorization

The undersigned is an authorized representative of the Applicant listed below with the authority to bind the company for the proposed Renewable Energy Project. The Applicant has read, understands, and agrees to be bound by the terms and conditions provided by the Rhode Island Economic Development Corporation (RIEDC).

I certify that:

- All statements made in this Application in its entirety including all attachments, appendices, etc. are true and correct to the best of my knowledge.

- The Application is not made in connection with any competing Applicant submitting a separate response to this solicitation and is in all respects fair and without collusion or fraud.

- The Applicant has not been convicted of bribery or attempting to bribe a public official or employee of the RIEDC or of the State, has not been disqualified from an awarded contract with RIEDC or the State, and has never defaulted on work awarded by the RIEDC or the State.

- The Applicant does not have a relationship or affiliation, financial or otherwise, with any other Applicant applying to this round of funding with the RIEDC Renewable Energy Fund.

Legal Name of Applicant: _____

Name of Customer Site (If different than above): _____

Company or Department Name (if applicable): _____

Signature of Applicant's Authorized representative: _____

Name of Authorized Representative: _____

Title/Company: _____

Date Signed: _____