



**focus on energy**<sup>sm</sup>

Partnering with Wisconsin utilities

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## RECIP Frequently Asked Questions

### January 17, 2020

#### *General Administrative Questions*

**Q. How do I know if Focus on Energy received my application?**

A. When you submit your application via the online form, you will receive an automatic reply stating that you successfully completed the application. The confirmation email will only go to the person who filled out the form.

**Q. If I applied and was not funded in a past RECIP round, may I apply again this time?**

A. Yes, assuming the proposal meets all eligibility requirements you may apply again. However, if that project began work under another source of funding since then, that project would no longer be eligible for RECIP funding.

**Q. What is the amount of funding available per round of RECIP?**

A. Available funding varies per round. Focus on Energy is currently authorized to spend up to \$5.5 million incentive dollars on renewable energy projects closing in the 2019-2022 calendar years. This includes both the [Renewable Rewards offerings](#) and RECIP. The amount available for each round will be posted to the website at the same time that the RFP is issued.

**Q: Can a contractor fill out the application form for their customer and sign their own name on the final page?**

A: Yes. We encourage contractors to help their customers to complete a proposal. In many cases, the contractor will completely fill out and submit the Online Application Form. As long as the customer has expressly given you permission to submit the form on their behalf, you may electronically sign your name and complete the Application Form.

**Q: My Supporting Documents are larger than 25 MB, is there another way to send in the files?**

A: Many versions of Acrobat are able to shrink the file to a more manageable size, and that would be preferable. If this is not possible, the files may be emailed directly or uploaded to [Dropbox](#), and a link to the document emailed to [RECIP@focusonenergy.com](mailto:RECIP@focusonenergy.com).

**Q: When a Customer is awarded a grant through RECIP, can work begin immediately after receiving notification from Focus on Energy they were selected?**

A: Yes, work may begin immediately after the customer receives an award letter/email from Focus on Energy. They will still need to sign an *Incentive Agreement* and a *Completion Date Agreement* within 60 days of when their assigned Energy Advisor provides those agreements, but it is not required that the project delay while waiting for those agreements to be signed.

## Eligibility Questions

**Q. Are systems owned by a third party eligible for RECIP?**

A. No, third party ownership structures are not eligible under RECIP, and no payment structures that are based on the energy production of the system will be allowed.

**Q. Are municipalities eligible to apply for RECIP?**

A. Yes. If you are a non-residential ratepayer of a utility that participates in Focus on Energy, you are eligible to apply for RECIP. This includes municipalities, schools, industrial customers, farms, etc. You can find out your rate class by checking your utility bill or calling your utility. You can determine if your utility participates in Focus on Energy by checking this website: <http://www.focusonenergy.com/about/participating-utilities>

**Q. Section 1 of the application form requires a customer utility and corresponding account number. We do not have that information yet since the renewable energy project is being newly constructed in the service territory of a participating utility. Would we qualify for funding?**

A. If the customer and project site are being served by a participating Focus on Energy utility then it will qualify for RECIP funding. If you have confirmation from the utility that an account is or will be set up for the project please include in supporting documentation. In this case, you may enter a zero (0) in the *utility account number* field.

**Q. If our electricity is serviced by a participating Focus utility but our natural gas is not, would we be able to submit a proposal if the project's potential savings is limited to electric?**

A. Yes. If only electric utility service applies, only electric savings projects may be incented up to \$0.50/kWh.

**Q. In Section 3.1 of the RFP it states that 'Each project site must serve the same applicant'. Many customers/applicants do not own their site, but lease it. Would this be acceptable?**

A. If the project site is served by a participating Focus on Energy utility and uses a non-residential rate, the project site does not have to be owned by the applicant. The project/system *equipment*, however, must be owned by the applicant in order to qualify and confirmation of this ownership should be provided as part of the proposal.

**Q. Are incentives available for feasibility studies or planning for a renewable energy project?**

A. RECIP does not offer funding for this. However, Focus on Energy is currently offering feasibility study grants designed to encourage end-users to undertake renewable energy biogas projects at existing or new anaerobic digester facilities. Study grants are also provided for assessing the feasibility of installing new on-site anaerobic pretreatment facilities. Check the Focus on Energy [website](#) for more details.

**Q. Can previous RECIP applicants apply for funding for an expansion to their existing system?**

A. New renewable energy equipment associated with proposed retrofits or upgrades of existing renewable energy systems that results in a significant increase in the renewable energy generating capacity and output of an existing system are eligible under RECIP, and we do not have restrictions on previous awardees applying for funds. If this expansion is pursued, the following documentation must be provided with the proposal:

- The baseline renewable energy output of the existing system, supported by acceptable measurement data as determined by Focus on Energy;
- Calculations, assumptions, and other data supporting the estimated increase in the renewable energy output attributable to the proposed improvements, and;
- Calculations of the expected increase in renewable energy output attributable to the proposed improvements that are measurable and verifiable.

*Scoring Questions*

**Q. If a project will probably move forward with or without Focus on Energy funding, will it not receive the 25 points in the “Focus on Energy Impact” category?**

A. Focus on Energy is a ratepayer-funded program whose dollars must go towards projects that otherwise would not be completed or would be completed at a much later date. As a result, if a project intends to move forward anyway, it would not receive the points in the “Focus on Energy Impact” category, and could be disqualified. (Section 2.7, of the RFP: " If the Program Administrator assesses that a proposed project would likely go forward without the incentive, including if Customers have purchased equipment or otherwise begun the Project prior to award, it will be deemed a Free Rider and the proposal will be disqualified.")

**Q. Is there any advantage for us to include extended warranties (up to 20 or 25 years for example, when normally might be ten or twelve) even if the cost is more, to have these reviewed as more favorable in the eyes of the scoring process?**

A. There are no additional points associated with an extended warranty for a renewable energy system.

**Q: Is an applicant with additional grants/incentives, such as REAP grants, penalized?**

A: No. Applicants who have investigated all potential incentives and rebates and worked to arrange for other funding are viewed more favorably than one that has no additional funding sources identified to support their proposed project. For example, an applicant who has allocated capital budget for their proposed project, identified loan opportunities or other possible grants and tax credits in addition to the Focus on Energy incentive would be seen as more likely to move forward with their project than a customer that is solely relying on RECIP incentives.

*Clarifying Questions*

**Q. Would RECIP funding be considered taxable income?**

A. Please consult with your tax advisor or the IRS to determine the overall tax implications of Focus on Energy funding on your renewable energy project.

**Q. In Section 3 of the form Line (n) (annual electricity consumption) – what number should a facility that generates some of its own electricity and purchases the rest insert in the blank?**

A. Please record the total energy consumed (total power produced + purchased). However, in the supporting documents, please provide breakdown information for kWh produced and kWh purchased. Please also include how the on-site power is generated.

**Q: Section 3 of the form line (f): Is “percentage of energy to be used on site” measured on an annual basis?**

A: Yes. This should be framed in terms of annual energy consumption of the customer/site and the annual amount of energy that the system will produce.

**Q: What specific items require spec sheets in the supporting documents?**

A: At minimum, specification sheets should be included for any equipment or products that directly affect the energy production of the system.

**Q: What if a customer is chosen as an awardee of a grant, but then declines the award? Is there a penalty for them if they apply in later rounds of RECIP?**

A: This situation will be evaluated on a case-by-case basis, but the Program may choose to disqualify the customer or the Trade Ally from applying in future rounds. This will be at the discretion of the Program Administrator.

**Q: Under the “Focus on Energy Impact”, would conducting an engineering study before applying be viewed negatively, as it would appear likely the project was moving forward and not received the 30 points?**

A: It’s not uncommon for projects to have the engineering study completed and is not viewed by the Program as something that should take points away from a project. In fact, the only place where this would likely effect the points would be in the “Reasonableness of Savings Estimates” category, and it would likely improve the score there.

**Q: Are the companies that receive the award published, or are they kept confidential?**

A: Focus on Energy always keeps customer information confidential and will not share any details about RECIP applicants/awardees with the public.