



Greener Business Program
December 9, 2009 Informational Meeting
Question and Answers



What criteria will be used to competitively review the applications submitted?

Applications will be reviewed based on the scope of the project and the impact of the improvements on energy efficiency.

When will the competitive review be triggered?

A competitive review will be triggered if the applications received exceed the amount of funding available:

Matching Grant Fund - \$235,000

Revolving Loan Fund - \$278,400

Does the city have a list of firms that can complete an energy audit?

Matching Grant Fund: An energy audit is not required under application for the Standard Incentive; however the City strongly encourages all applicants to complete a self audit of the facilities. An energy audit and report is *required* for all applicants seeking Custom Incentive funding. Please refer to *Exhibit B* of the application packet for a list of resources that may be helpful in finding an energy auditor or completing a self audit. The City is not providing a list of private audit professionals.

Revolving Loan Fund: An energy audit is not required under application for the Revolving Loan Fund, but is encouraged.

How does an applicant determine compliance with the 2009 IECC code?

Depending on the scope of work, a ComCheck may be required, although certain improvements may refer to the prescriptive sections of the code.

Does receipt of the city grant affect any federal/state credits being offered?

The City will not limit grant funding based on applicants seeking other federal or state credits. Please refer to restrictions associated with specific state or federal credits to determine if there are any limitations/restrictions imposed by those programs.

What defines a project as “being started” or being “in progress”?

Projects already in progress or completed do not qualify for the Greener Business Program at this time. The goal of the program is to incentivize energy improvements that may have not been otherwise been contemplated. A project that has applied for a permit, but has not received a permit or started work will qualify for funds under the Greener Business Program provided all other eligibility requirements are met as outlined in the Matching Grant Fund and Revolving Loan Fund applications.

Are there any penalties if a business is sold within a certain timeframe after the grant is awarded?

One of the goals of the program is to improve energy efficiency in Naperville; therefore, the program is not intended for leased equipment that can be easily moved to another location. Special consideration may be given for commercial equipment that may be subject to a “lease to own” contract; please include as much detail as possible in your application materials if you are seeking reimbursement for “lease to own” equipment.

Who will determine which of the three bids submitted is used?

The applicant is required to provide three bides to the city as part of the application requirements through the contractor’s of their choice. Federal guidelines typically require the lowest bid to be selected. If the applicant does not want to choose the lowest bid, the applicant must to provide a written reasonable justification supporting their requested use of an alternative bid, which must be approved by city staff.

Will a performance bond be required from contractors?

A performance bond is not required for the matching grant or the loan as part of the Greener Business Program.

Will the city reimburse the taxes included on energy efficiency purchases?

The City is not aware of any provisions that would allow purchases to be tax exempt. Eligible expenses for reimbursement do not include taxes paid on the purchasing price of eligible equipment.

Will the grant money be taxable to the business receiving it?

Applicants should consult a tax advisor to determine the potential tax implications of the grant to their business.

How soon after the required paperwork is submitted will the applicant receive reimbursement?

Matching Grant Fund: It is anticipated that reimbursement will occur 3-5 weeks after the city receives and approves all required reimbursement documentation.

Revolving Loan Fund: Funds provided through the revolving loan fund will distributed before the project begins.

Does the city have an expedited permitting process for permits required in conjunction with the Greener Business Program awards?

Applicants requiring building permits will be directed to attend the city’s Tenant Build-Out (T.B.O.) meeting, which is conducted every Tuesday morning at 8:30 am at the

Naperville Municipal Center. At the TBO meeting, please let staff know that you are requesting improvements in conjunction with the Greener Business Program. As with all development permits, we will work with applicants to develop a submittal schedule to best meet their needs.

For the Revolving Loan Fund, will the city consider money spent on the energy efficiency improvement instead of only looking at a 15% improvement?

Either a reduction of energy usage or energy bills/costs by 15% may be considered. Staff anticipates working with each individual applicant and wants to encourage creativity. If this percentage may be a problem for your project, please contact Katie Wernberg directly at (630) 548-1122.

Are there size limitations for businesses applying for the Matching Grant Fund?

There are no business size limitations associated with the Matching Grant Fund.

For the Revolving Loan Fund, is the percent of energy savings for the particular project or for the entire building?

The percentage of energy savings is project based. Staff anticipates working with each individual applicant and wants to encourage creativity. If this percentage may be a problem for your project, please contact Katie Wernberg at (630) 548-1122.

Are leased improvements excluded? Do the improvements have to be permanent?

One of the goals of the program is to improve energy efficiency in Naperville; therefore, the program is not intended for leased equipment that can be easily relocated to another location. Special consideration may be given for commercial equipment that may be subject to a "lease to own" contract; please include as much detail as possible in your application materials if you are seeking reimbursement for "lease to own" equipment.

Is there any advantage to submitting applications early?

There are no advantages to submitting applications early; however, all applications must be submitted by the application deadline, January 28, 2010, 5 pm.

Will the city award partial grants?

Depending on the level of interest regarding the Matching Grant Fund, partial grants may be awarded.