

Appendix A

Fill in one form for each building.

APPLICANT INFORMATION

Organization Legal Name

Registration Number

PER BUILDING PROJECT SUMMARY

Building Name & Address

Age of building

Estimated Start Date

Estimated End Date

PER BUILDING PROJECT DETAILS

Description

Provide a brief snapshot of your project

PER BUILDING PROJECT PLAN

Activities

Select one or more of the following activities. Provide a contact person and timeline for each. Items with a higher return on investment (ROI) are preferred. ROI is defined as the measure of gain generated on an investment relative to the amount of money invested:

	Activity	ROI Range	Start Date** (YYYY/MM/DD)	End Date** (YYYY/MM/DD)	Who Will Oversee the Activity
	Exit Lighting	High			
	Controls/thermostats	High			
	Roof Insulation	High			
	Pipe/duct insulation	High			
	Air-sealing	High			
	Lighting	High/Medium			
	Boilers*	High/Medium			
	Pumps	High/Medium			
	Hot water tanks	Medium			
	Heating, ventilation, and air conditioning systems	Medium			
	Building envelope systems	Low			
	Windows	Low			
	Other				

* supply boilers must be greater than 15 years old and functional

** Maximum of 20 months from project approval to completion

Have any of the selected activities been completed in the last 15 years?

If yes, please explain below

Project Scope Details:

- Common Areas
- Tenant Areas
- Other

PER BUILDING PROJECT BUDGET AND FUNDING SOURCES

Estimated Budget* (\$)

Describe how you arrived at this estimate.

Estimated other Funding Sources	Amount
Maintenance Budget	
Operating Budget	
Replacement Reserve	
Utility Rebates	
Government	
Donation/Fundraising	
Other	
Estimated Program Funding	Amount
Columbia Basin Trust	
Total Funding*	

*Total Funding and Estimated Budget should be equal.

If necessary, clarify any items regarding the Budget and Funding sources.