

# KIIT Funding Guidelines

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Getting your project off the ground quickly and smoothly brings the savings in for your organization and doesn't distract you from your core mission while pursuing a major energy project like Solar. The brief guidelines below will help you prepare your organization to "go solar" and help smooth out some of the bumps in the road.



## 1 Prepare your team for the solar journey

Going solar is a process. Bringing together the partnerships and people to help you achieve a lifetime of energy savings takes a bit of foresight and fortitude. In addition to discovery and design your municipality and state most likely offer a number of solar incentives and guidelines that come with their own rules and application processes.

**3 Month Feasibility Study** – Allowing 90 days for project discovery gives time for property evaluations, energy bill evaluations, utility evaluations and financial evaluations to take place prior to the time and expense of full development. During this feasibility period, KRE and its partners will work with you to determine the scope of the project and the potential benefit to your organization. During this period you will probably sign either a PPA or an Option to Lease with KRE to give them assurance of your desire to move forward.

**3-6 Month Develop and Finance** – During this period, KRE and its team will assist you in designing and engineering an optimal solution, applying for incentives and utility interconnection, and working through local municipality requirements and permitting. Final due diligence on financing will take place during this time and project partners like OEM suppliers and Electrical and Solar contractors will be vetted and selected.

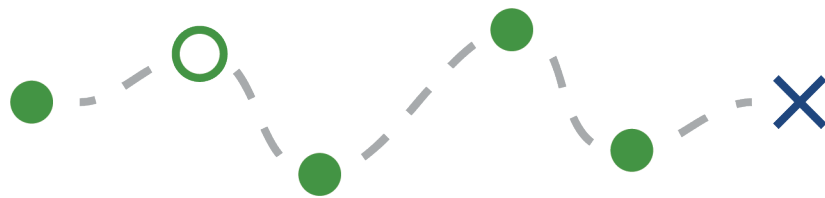
**3-6 Month Build and Interconnect** – Depending on the size and complexity of your project this period varies. Beginning with mechanical components and progressing to the electrical installation, this is when your project really takes shape! Testing and final certifications from permitting authorities and local utilities can take up to 50% of this period, so don't get discouraged if there is a gap between construction and final interconnection – your savings are almost here!

**20-30 Year Savings and Relationship** – KRE likes to focus on working with non-profits and businesses that are in it for the long haul. With a commitment to long-term ownership, KRE selects everything from system components to project partners with an eye toward the future.

## 2 Gather Relevant Property information

Gathering information on your building or property is an important first step to approaching KRE and beginning the Feasibility Study. The list below is a good place to start.

- | Lot information including ownership, taxes, and property boundaries
- | Roof report (if applicable) from a local roofing contractor including roof age, type, and condition
- | Structural report or architectural plans. Somewhere, sitting around in the dust of your archives you might have some documentation that tells us about your structure including snow loads for your roof. We would love to see these!
- | Soil conditions (if ground mount). We will do our own engineering report for either your roof structure or soil conditions, but any information you have available can help us during the Feasibility Study.
- | Report on any hazardous materials on site or environmental conditions (i.e. wetlands)
- | Information on any mortgages or financing already present on the property where the solar will be installed including contact information and addresses for the relevant lien holders.



## 3 Gather Basic Company Information

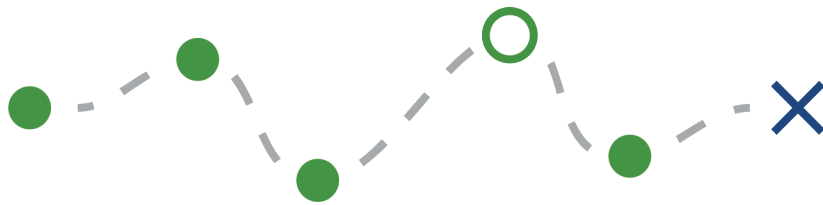
KRE is excited to help organizations like yours go solar and save. Most projects involve an upfront commitment from KRE of hundreds of thousands to millions of dollars. KRE will be taking the time to ask questions and make sure that your entity is a good fit for solar.

- | 1 Page Company Executive Summary. This document should include a one paragraph summary of your mission, your years in business or existence, your annual revenues, and the contact information for the members of the executive team we will be working with to help you go solar.
- | Bank References and 3 Year Audited Financial Statements or Company Returns. These documents are necessary for us to look at your financial strength and credit history with your primary banking institution.
- | Recent company credit report

## 4 Gather Basic Energy Information (as applicable)

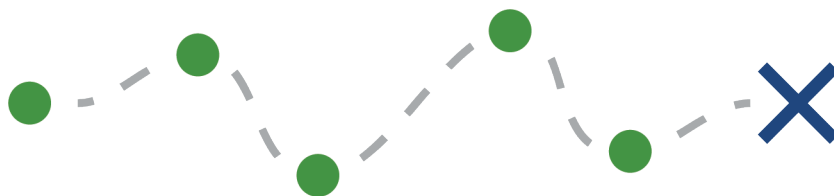
12 Months Utility Bills. Utility rates and items like demand charges can vary from month to month. At KRE we believe in the value of an accurate and thorough energy assessment. Reviewing your utility charges will help us assess the true value of solar for your organization and develop an accurate proposal and financial pro-forma.

Interval Data. A call to your electrical utility or a visit to your online utility portal should be all that is needed to retrieve interval data for your facility. This report is usually in EXCEL format and provides the data from every hour or 15 minute interval of energy use for the last year. This can be useful in determining whether an advanced solution like energy management through batteries or other solutions can help enhance your savings.



## 5 Consider commissioning a company energy audit

The best money is the money never spent! If you have not performed regular energy audits, you may be unaware of new technology or services that can reduce your consumption. Many utilities across North America have programs that help pay for or significantly offset the cost of an energy audit.



## 6 Contact an organization that will do project discovery prior to bringing in Contractors and Salespeople

That would be KRE! KRE works with project partners like Intelligen who are contractor and material agnostic to make sure the right solution is discovered and financed on your behalf. Engaging a contractor too early can mean you are offered a template solution based on the Contractor's expertise and supply relationships rather than a customized solution specific to your needs. Let's get started!