



Alaska Commercial Energy Audit Program 2012 Program Guidelines

February 13, 2012

Application Deadlines:

Early Decision: **March 5, 2012 (4:30 pm)**
Regular Deadline: **March 28, 2012 (4:30 pm)**

Introduction

The Alaska Energy Authority initiated a commercial energy audit program in 2011 as one of many efforts to achieve the 15% by 2020 energy efficiency goal set by the Governor and Legislature in 2010. This is the second year of funding that has been made available under this program for privately owned commercial buildings.

The intent of the program is to provide high quality energy audits to private commercial building owners to help them identify and value possible energy efficiency measures that could be implemented specific to their building. This program will pay for part or all of the energy audit costs, up to a limit that is based on the size and complexity of the building. The reimbursement maximums may or may not cover the full cost of a quality energy audit. It is the owner's responsibility to pay for energy audit costs that exceed the rebate amount. The program does not pay for the implementation of the recommended efficiency measures. A state loan program has been funded and is currently being designed that will provide state loans to commercial building owners in order to implement the identified energy efficiency measures found through this program. More information will be posted as it is available on AEA's web site (see link below) and on the Alaska Division of Economic Development's web site.

The reimbursements for the 2012 energy audits are funded with Federal funds from the American Recovery and Reinvestment Act which expires in September 2012. It is expected that this funding will cover between 100 and 150 energy audits, depending on the size of the buildings that participate.

All program information and updates are available at Alaska Energy Authority's web site <http://www.akenergyauthority.org/efficiencyaudits.html>.

Program in Brief

Application period:	February 13, 2012 to March 28, 2012 (4:30 pm)
Early decision deadline:	March 5, 2012 (4:30 pm)
Eligibility:	Privately owned commercial buildings in Alaska
Size:	Under 160,000 square feet
Restrictions:	Does not include residential buildings
Reimbursement:	\$1,800 to \$7,000 depending on building size/complexity
Auditor travel costs:	\$300 for communities 100 miles from local auditor
Number of buildings to be funded:	100-150 expected in 2012
Audits & audit reports complete:	August 10, 2012 (4:30 pm)
Reimbursements requests due:	August 31, 2012 (4:30 pm)
Apply online:	http://www.akenergyauthority.org/efficiencyaudits.html

Application Period

The Alaska Energy Authority will accept applications from eligible commercial building owners during an open application period starting February 13, 2012 until 4:30 pm March 28, 2012. Applications scoring ten points or more on the voluntary commitments and cost of energy portion of the application will be awarded on a first come, first served basis. Applications scoring fewer than 10 points will be reviewed and awarded following two deadline dates of March 5 and March 28, 2012, with the top scoring half receiving awards following the March 5 review, and top scoring applicants being awarded as funding is available following the March 28 review. More details about the selection and award process are below.

Eligible Applicants

Eligible applicants are owners of commercial buildings in Alaska, including individuals, corporations, partnerships, LLCs, etc. To be eligible, an online application must be submitted by a building owner, and the owner must agree to the required commitments listed below and on the online application form.

Eligible Buildings

Eligible buildings are limited to commercial buildings in Alaska up to 160,000 square feet in size that are privately owned, including those owned by non-profit organizations. Not eligible are residential buildings (for example apartment or condominium buildings), or publicly owned buildings (for example, those owned by federal, tribal, state or local governments, including school districts). The building must be heated and have a minimum annual energy cost exceeding the building's maximum reimbursement amount listed in the table below. Building uses may vary widely, including office buildings, restaurants, grocery stores, warehouses, retail, houses of worship, medical offices, hospitals, hotels, lodges, etc.

The energy audits are for whole buildings only; tenants of buildings are not eligible to have partial building audits conducted under this program, but are encouraged to invite their property owner to participate. Due to limited funds, building owners may not receive reimbursement for more than 5 buildings or a total reimbursement exceeding \$25,000, whichever comes first.

Services Provided

Approved applicants will be reimbursed the cost of an ASHRAE¹ Level II energy audit² or better. It is the applicant's responsibility to select and hire a qualified energy auditor. Interested energy auditors'

¹ American Society of Heating, Refrigeration and Air Conditioning Engineers, www.ashrae.org

statements of qualifications and customer ratings from last year's program are available at the program website given on page 1 above. The energy audit and audit report must provide at least the minimum requirements outlined below. It is the applicants' responsibility to ensure that their selected energy auditor fulfills at least the minimum requirements. In addition, the applicant may specify items of interest for the energy auditor to inspect more thoroughly while on site. Following the on-site energy audit, the auditor will prepare an energy audit report for the applicant and send a copy to AEA. The energy audit report will include a written report of recommended energy efficiency measures (EEM) and energy conservation measures (ECM) with cost effectiveness calculations for most recommendations. The energy audit will be equivalent to an ASHRAE level II audit or better, meaning that the report will list specific EEMs and ECMs and how cost effective each is. The audit will also include benchmarking using past years' energy utility data to compare the building's energy use against itself and against similar buildings. The full minimum contents of the energy audit are included in the "Required Elements of the Energy Audit Report" section below.

Selected buildings may have energy monitoring equipment installed to track building energy use on an hourly basis for the dual purpose of providing information about how energy is used within the building as well as to measure and verify energy savings after energy efficiency measures have been implemented.

In addition to the energy audits, AEA has plug-in Watt meters that are available to borrow by applicants to self-test the energy use of various pieces of plug-in equipment such as refrigerators, printers, etc. We also have more comprehensive industrial energy audit kits to test motors and higher voltage equipment. Please see AEA's web site, or contact efficiency staff for more information.

Selecting an Energy Auditor

Depending upon how applicants plan to implement the recommended measures, there are two fundamental factors to consider when selecting an energy audit firm.

1. Self-Implementation: Many small businesses will self-implement energy audit findings using either existing staff or contractors hired by the business to implement the recommendations. For these applicants just about any qualifying energy auditor will work. The most important selection criteria in this case will likely be matching the type and size building and your special interests to the expertise of the energy auditor. For example, a larger commercial building in need of comprehensive assessment of the HVAC system might choose an engineering firm or auditor skilled in mechanical systems. A relatively small residential-style commercial building might be best suited for an auditor that is skilled in blower-door testing, cold climate building envelope improvements, appliances, plug loads, and employee conservation measures. Other decision criteria include availability, price, past performance as rated by previous customers, and examinations of sample audits conducted in the past.
2. Energy Savings Performance Contract: For building owners who may want to use Energy Savings Performance Contracts (ESPC) to implement the identified energy savings measures, they should select an auditor capable of providing performance contract services, typically called an Energy Service Company (ESCO). In a typical Energy Savings Performance Contract, the energy auditor identifies and implements energy efficiency measures with little or no up-front cost to the building owner. The building owner then pays back the ESCO for the efficiency improvements

² For those not familiar with the levels of energy audits Wikipedia has descriptions:

http://en.wikipedia.org/wiki/Energy_audit

out of the energy savings achieved. Depending upon the contract arrangement, the energy savings are sometimes guaranteed by the ESCO. In that case if the prescribed energy savings are not achieved, the ESCO pays the difference. The benefits to this method are low or no up-front costs, the auditor also performs (or contracts for) the efficiency measures, and sometimes the energy savings are guaranteed. The primary disadvantage is higher overall cost due to a more extensive audit and a greater need for measurement and verification of energy performance. Performance contracts are most typical for large commercial buildings, and occasionally mid-sized buildings. The initial energy audit expenses associated with a performance contract are acceptable expenses through the Alaska Commercial Energy Audit Program, and may help to shorten the payback period of a performance contract.

AEA has established an online bulletin board where energy auditors are able to post a brief statement about their qualifications and their contact information. Previous customers in this program have also rated their energy auditors here. To view statements and customer ratings, go to: <http://www.akenergyefficiency.org/auditors>.

Reimbursement Information

The Alaska Energy Authority will reimburse approved building owners the cost of the energy audit up to the limits given in the reimbursement table below. The reimbursement limits are intended to cover **most of** the cost of a high-quality energy audit. Audit costs, especially those for facilities with more specialized equipment or more complex systems, may exceed the reimbursement amount. The building owner is responsible for paying the energy auditor. AEA will reimburse the building owner's eligible audit expenses, up to the limits posted below. The energy audit must meet the minimum audit requirements listed below and be conducted by an auditor that meets the minimum requirements listed below to be reimbursed. Approved building owners are those who receive a Notice to Proceed email from AEA after applying. The total amount of the reimbursement will likely be taxable. Please consult your tax advisor for additional information.

Reimbursement Table

If the square footage is up to...	The maximum reimbursement is...	
Square feet	Buildings with heat but no mechanical ventilation systems	Buildings with heating and mechanical ventilation systems
2,500 sf	\$1,800	\$2,100
5,000 sf	\$1,950	\$2,325
10,000 sf	\$2,300	\$2,750
15,000 sf	\$2,650	\$3,175
20,000 sf	\$3,000	\$3,600
30,000 sf	\$3,700	\$4,450
40,000 sf	\$4,400	\$5,300
120,000 sf	\$5,100	\$6,150
160,000 sf	\$5,800	\$7,000

Rural Alaska Travel Stipend

In addition to the amounts listed above, if no qualified energy auditor is available locally or within 100 road or marine highway miles, the limit may be raised by \$300 to partially cover auditor travel expenses, so long as at least three commercial audits are conducted under this program during the same visit in the same community. Applicants may achieve this by conducting energy audits on more than one of their own buildings and/or by coordinating with other building owners in the same community. This coordination should start at the time of application—especially in small communities—to enhance the chances that other applicants from the same area are selected. A list of approved applicants by community will be posted on the AEA web page for this program. Each eligible building may earn the \$300 rural travel stipend, up to a maximum of \$900 per owner. The purposes of this Rural Alaska Travel Stipend are to encourage energy audits in rural parts of Alaska that are inaccessible by road and to reduce programmatic travel expenses by consolidating audits.

Commitments Required of Applicants

The numbers below correspond to the question numbers on the application form.

1. The building on the application form is a privately owned commercial building in Alaska, including ownership by nonprofit organizations.
2. Commit staff time to support the auditor during pre-meetings and walk-throughs; by providing as-built records, two years of historic energy utility records, and similar documents as needed; and by supporting the auditor in other related activities.
3. Commit to making at least some of the recommended low- and no-cost improvements. The minimum investment must be at least half the maximum reimbursement value listed on the table above. Staff time to support the audit and implement the changes may be counted in this investment. Preference will be given to applicants who commit a higher level of investment.
4. Provide a follow-up report within one year of the audit report date (and before August 30, 2013). This final report includes an update of the building's utility bills (unless permission has been granted to AEA to obtain this directly from the utility; see #10 below), a list of the energy efficiency measures and implemented and date of implementation, investments made in improvements, and program feedback.

Commitments Preferred of Applicants

The following commitments are not required of applicants; however, applicants will be selected based upon their commitments made at the time of application on the following topics. The points given for each commitment is listed, and additional details are provided below.

5. Commit to making energy efficiency improvements beyond the minimum dollar commitment (half of the reimbursement amount) in the next year. For scoring purposes, this commitment will be measured by either A) the payback period that is deemed acceptable by the building owner, or B) by a certain dollar value commitment stated in terms of a percentage of the building's current annual energy cost. An example for option A is the building owner commits to implement measures that have a simple payback of five years or less. An example for B is that the building owner commits to spend 75% of the building's current annual energy cost on improvements in the next year. (0-5 Points)
 - A. Acceptable payback period:
 - 1 year = 0 points
 - 2 years = 0.5 points
 - 3 years = 1 point

- 5 years = 2 points
- 7 years = 3 points
- 9 years = 4 points
- >9 years = 5 points

B. Investment amount expressed as a percentage of annual energy cost:

- 10% = 0 Points
- 25% = 0.5 points
- 50% = 1 point
- 75% = 2 points
- 100% = 3 points
- 150% = 4 points
- 200+% = 5 points

6. Initiate a building energy conservation program to encourage building occupants to participate in energy savings. Examples of energy conservation programs activities include: establishing an energy team of employees or tenants to address energy issues on a regular basis; providing trainings for employees or tenants to learn about energy conservation; developing building energy policies that encourage efficiency and conservation; sending periodic energy tips and reminders in newsletters or employee emails; etc. (1 Point)
 7. Initiate a building energy policy or energy efficiency policy. (1 Point)
 8. Allow public use of the building name and building location in association with the building energy use and/or energy savings through a written success story, or through a map interface of energy efficiency measures implemented in Alaska, or similar public information about energy efficiency improvements that have been implemented. If this commitment is not made, only the building name and city will be publicized and it will not include energy use of individual buildings. This program is publicly funded; therefore, any information submitted into the program is potentially subject to public information requests. (3 Points)
 9. Commit to rating your energy auditor on the AEA web site to help future applicants select the top-performing energy audit firms. This can be done at <http://www.akenergyefficiency.org/auditors> and should be performed prior to reimbursement if this commitment is made on the application form. (1 Point)
 10. Give permission to AEA and/or your selected auditor to obtain the building's energy utility records from January 2009 to December 2014, and provide utility name and account numbers on the application form. It is required in number 2 above that applicants provide historic utility records. This voluntary commitment allows AEA and/or your auditor to obtain your records directly from your utility. (2 Points)
- In addition to points earned for commitments, points are also calculated based upon the building's per-square-foot annual energy cost to give preference to poorer performing buildings and buildings located where the cost of energy is higher. This number is automatically calculated on the application form based upon the inputs for annual energy cost and square footage.

- \$0.01 – \$1.99 = 0 points
- \$2.00 – 3.99 = 1 point
- \$4.00 – 5.99 = 2 points
- \$6.00 – 7.99 = 3 points

\$8.00 and higher = 4 points

The Application and Program Process

1. **Applicant completes the application form** and submit to AEA prior to 4:30 pm **March 28, 2012** (or by 4:30 pm **March 5, 2012** for early decision).
2. **Applicant receive Notice to Proceed email from AEA** if selected.
3. **Applicant hires audit firm and notifies AEA:** Once the notice to proceed (NTP) is received, the applicant has 45 days to notify AEA with the name of their selected auditor and the anticipated on-site audit date(s). Email the auditor name and date to energyaudits@aidea.org. Please include the building name in the subject line.
4. **Auditor and Applicant conduct the energy audit.**
5. **Auditor emails reports:** Auditor emails the following 2 reports plus any supporting documents to both the applicant and AEA (energyaudits@aidea.org, include building name in subject line) by 4:30 pm August 10, 2012:
 - a. **Audit report** in auditor's own style and format (pdf)
 - b. **Audit Report Summary Form** (Excel)
6. **Auditor** invoices applicant. **Applicant** pays auditor.
7. **Applicant rates their audit firm:** Applicants who committed to rating their auditor on the application form rate their auditors online at <http://www.akenergyefficiency.org/auditors>.
8. **Applicant submits Request for Reimbursement:** The applicant submits a request for reimbursement form including a copy of the auditor's invoice and proof of payment. This form should be completed within 30 days of the audit report date, and no later than August 31, 2012
9. **Applicant implements energy efficiency measures and submits final report:** Implement energy efficiency measures to at least the level committed to on your application form by August 30, 2013.

All forms and links are available at AEA's program web site:

www.akenergyauthority.org/EfficiencyAudits.html

Applicant Selection

- Applications will be reviewed for meeting the eligibility requirements for buildings, applicants, and the required commitments. Ineligible applicants will not be considered further and will be notified by email.
- Eligible applicants will be ranked based upon the points earned through the Preferred Commitments and on their annual cost of energy.
- Applicants scoring 10 points or higher on voluntary commitments and cost of energy will be awarded on a first-come, first-served basis.
- Applicants scoring lower than 10 points and lower than are submitted by the early review deadline of March 5, 2012 will be reviewed and the top scoring half will be awarded. The remaining half will be reconsidered following the regular deadline.
- All applications submitted between the early review date and the regular deadline, plus the remaining applications from the early review process will be reviewed and awarded following

the regular application deadline of March 28, 2012. The top scoring applications will be awarded to the extent that funding is available.

- The final selection of applicants will be based primarily upon the points earned above, but will also consider geographic distribution of applicants, the types of buildings served, and possibly other factors.
- If available funding is not fully committed after the application period, a second application period will be opened, or the application period may be extended.

Completion of Projects

Applicants who do not follow the program guidelines or who do not complete the required or preferred commitments may have their reimbursement held, reduced, or cancelled at the sole discretion of AEA. This includes any approved applicants who do not meet the deadlines to complete the energy audit or the deadline to submit a complete final report. Selected applicants must provide a final report within a year of the energy audit and no later than August 30, 2013. Any forfeited funding will be rotated to other eligible applicants or used for other purposes.

Guarantees

AEA requires eligible auditors to meet minimum certification and professional standards, however AEA provides no guarantee of the quality of the energy audits provided or a guarantee of the savings stated in the audit reports. It is the responsibility of the applicant to select a qualified firm or individual. To assist some applicants, AEA has provided an online forum for applicants to score the services provided by the audit firms. This web “bulletin board” can also be used by energy audit firms to post their contact information, and a brief summary of their qualifications.

<http://www.akenergyefficiency.org/auditors>. The format and web address of this rating system may change over time. Check the program web site listed on page 1 for the latest link.

Some energy audit firms may be willing to provide certain warranties or guarantees of energy savings, though the energy savings guarantees may increase the cost of the energy audit. The content of the agreement between the energy audit firm and the applicant is between those two entities, and AEA shall not be a party to that agreement. AEA’s only role is to provide funding, up to a limit, for qualifying energy audit services as described in this document.

Required Elements of the Energy Audit

The energy audit report provided by the energy auditor must contain the following elements in order for the approved applicant to be reimbursed. Beyond these minimum requirements, applicants may work with the energy auditor to focus more attention on certain systems of interest. When contracting with an audit firm, it is the applicant’s responsibility to ensure that the auditor will provide quality information in each of these areas.

1. Documents to be Submitted

- a. Energy Audit Report:** An energy audit report documenting and providing details on findings of the on-site energy audit must be provided to the customer and to AEA by the deadline listed above. The report may be in the auditor’s preferred format and style, and should contain enough detail so the customer understands the recommendations and has enough information to make the recommended improvements. The report may also provide multiple options for some of the recommended measures. In the event that multiple options are given in the report, please indicate the most likely outcome in the Audit Report Summary. This report should be submitted in PDF format.

- b. Audit Report Summary:** This Excel spreadsheet contains sections for building information, utility bill history, and a summary of recommendations section. The summary of recommendations section contains one row for every energy efficiency measure recommendation, including estimated implementation cost, energy savings, cost savings, simple payback, and similar information to inform the building owner's decision making process regarding implementation. Auditors are required to complete this form and email it to AEA at the same time the energy audit report is sent to the applicant. This form will include a checklist that must be completed to ensure that all minimum requirements and building systems were included in the audit.
- c. Supporting Materials:** The auditor should submit to AEA any supporting materials used to support the energy audit findings such as AkWarm files, data log files, and calculations spreadsheets that support the findings.

2. Energy Use History and Benchmarking:

Provide energy use history for at least two years prior to the audit date, and preferably more. This energy data must be entered on the Audit Report Summary Form. To benchmark the building against other buildings, auditors may use EPA's Portfolio Manager web tool, the Alaska End Use Study (expected to be released in March 2012), or other relevant data sources.

3. Audit and Document All Major Building Systems in Narrative Report

The energy audit must consider each of the following major systems of buildings.

- a.** Heating system, ventilation system, and/or air conditioning
- b.** Lighting (indoor and outdoor; equipment and controls; lighting level and distribution; and an assessment of after-hours lighting)
- c.** Electrical equipment (motors, pumps, equipment, plug loads, appliances)
- d.** Specialized equipment (walk-in freezers, kitchen equipment, fan hoods, compressed air systems, etc.)
- e.** Domestic water heating
- f.** Building envelope
- g.** Energy conservation: Employee or building user behavior

For each piece of the above building systems audited, the auditor must provide a description of the existing status including brand names, model numbers, faceplate information, Wattage, observed hours of operation, R-value, measured or estimated load factor for motors, age, condition, or any other relevant information that is observed specific for that type of equipment. For systems where an energy efficiency measure is recommended, a description of the recommended measure and its estimated cost should be included. Enough information should be provided such that the building owner can easily take the next step toward implementation. In some cases such as retrofitting lighting, specifications should be provided, such as recommended brand, model, Wattage, etc. and its approximate cost. For more complex recommendations such as a major HVAC retrofit to a digital energy management control system, it may not be possible to specify the entire project, however, the building owner should gain enough information in the energy audit report to pursue more detailed bids for the work.

In addition to the typical major systems assessments common in commercial energy audits, auditors under this program are required to examine and report on three sometimes overlooked energy efficiency opportunities:

1. After-Hours

Auditors should observe the building's usage during hours of operation and during after-hours to determine whether energy savings opportunities exist after hours. The use of lighting and occupancy data loggers is recommended to "observe" sections of the building during evening hours. Watt Stopper IntelliTimer® Pro Occupancy and Light Logger, or similar, provides convenient data logging and analysis software.

2. Energy Conservation

Auditors should learn about the human factors of energy use in the building and prescribe energy conservation measures. Auditors are encouraged to provide hands-on training/education to building users in conjunction with the building's contact and/or energy team. If auditors are not familiar with or comfortable addressing the human factors and the behavior change components, AEA recommends sub-contracting that service to local organizations that can offer these services.

3. Plug Loads

Auditors should observe, measure and/or record energy use patterns of relatively smaller plug loads such as computers, printers, coffee makers, vending machines, domestic refrigerators, electronics, etc., and prescribe EEMs or ECMs to reduce their energy usage. Data logging can be obtained using Watt's Up Pro Power Analyzers, or similar. Auditors should include data logs (in Excel) or findings from each plug load tested in order for AEA to compile a database of findings to make recommendations in the future. Include the name, model number, year, and other relevant information for the equipment tested.

This narrative section of the audit report may take any format preferred by the auditor so long as it includes the required elements. Where recommendations are made, these narrative sections should tie by number to the Summary of Recommendations Report.

4. Photographs

Photographs provide good information to the client and should be included in the audit report. Please include at least one exterior photograph of the building.

Optional Elements of the Energy Audit Report

1. Building Modeling

Buildings need not be modeled in commercial building energy modeling software; however, auditors may find that modeling is necessary for some of the more complex buildings. Residential-like structures may use a blower-door test to determine air exchanges/air leakage. Additionally, a new version of AkWarm software is available for commercial buildings. AEA encourages the use of this software where applicable. If used the auditor should transmit the AkWarm files with the audit report to AEA. Free download available at: <http://www.analysisnorth.com/AkWarm/AkWarm2download.html>

2. Sub-Metering

Auditors are encouraged to record daily energy use patterns by sub-metering the building's electrical and fuel systems, if possible, or by tapping information in the building energy management system, if available. Additionally, it may be necessary to data-log the energy use of particular systems to understand how the system is working and to accurately calculate energy savings.

3. Indoor Air Quality

Auditors are encouraged to measure indoor air quality and air exchanges through CO2 data logging or other methods.

4. Infrared Imagery

Auditors may use infrared imagery to observe, document, and/or analyze heat losses, heat flows or observed abnormalities.

Auditor Qualifications

Audit firms or energy auditors are required to have at least one of the following licenses/certifications for the staff conducting the audit and/or the project manager:

- a. PE (Professional Engineer) with at least two years' experience conducting building energy audits.
- b. CEA (Certified Energy Auditor, by the Association of Energy Engineers)
- c. CEM (Certified Energy Manager, by the Association of Energy Engineers)

A list of CEAs and CEMs in Alaska is available at the Association of Energy Engineers' web site (<http://www.aeecenter.org/custom/cpdirectory/index.cfm>) by searching under Alaska. Please note that many of the CEAs and CEMs listed currently are government employees who likely do not perform energy audits commercially.

If a single auditor or audit firm is not qualified to perform audits of all of the required building systems, they are required to team with a qualified firm or individual to provide a complete building energy audit. For example, a company specializing in HVAC audits and retrofits could team with an organization specializing in lighting or energy conservation methods and training.

Applicants or audit firms may petition for an exemption from these standards if they have considerable experience in the field of commercial energy audits, yet at this point lack the required certifications and professional licenses. In cases where exemptions are given, it will only be a temporary exemption until the auditor has an opportunity to take a CEA or CEM class and exam.

At this incipient stage of more widespread commercial and public building energy auditing in Alaska, it will be important for the program applicants to directly ask their potential auditors about their experience conducting complete building energy audits, and whether their in-house team or partnerships with other organizations will be able to thoroughly address each of the required elements of the audit in a cost effective manner.

In addition to the required certifications/licenses, there are many other certifications that would provide evidence of knowledge in particular areas, such as HVAC, lighting, cold climate building science, etc. These might include ASHRAE's BEAP certification (American Society of Heating, Refrigerating

and Air-Conditioning Engineers' Building Energy Assessment Professional), LEED AP (the US Green Building Council's Leadership in Energy and Environmental Design Accredited Professional), Lighting Certified (by the National Council on Qualifications for the Lighting Professions), cold climate building science classes offered by Alaska Housing Finance Corporation and their partners, and many more.

To help applicants select high-quality commercial energy auditors, AEA has created a forum for users of this program to rate their energy auditor, and a place for potential energy audit firms to post their qualifications. This forum can be found at <http://www.akenergyefficiency.org/auditors>.

Review of Auditors

AEA may conduct an independent review of the energy auditors and their energy audit reports. For future rounds of funding for this program, AEA choose to select the highest scoring auditors identified in the independent review. Additionally, AEA will be reviewing and may score energy audit reports for completion of required elements and thoroughness of report. Incomplete audit reports will be returned and reimbursement will be withheld until deemed complete.

Awards

At the end of the grant period, Alaska Energy Authority may provide recognition awards in a variety of categories for outstanding performance. Some of the categories that are being considered include:

- For Applicants
 - Most energy efficient building
 - Most improved building
 - Most energy saved per employee
 - Best cutting edge energy efficiency technology installation
- For Auditors and Audit Firms
 - Best energy auditor or audit firm
 - Highest value energy auditor (highest quality per cost)

Program Changes

The program may undergo changes both prior to the application deadline, and possibly while underway. Please be sure to check back to the program web site for the most recent versions of this document and other applicable documents.

Additional Information

All current forms and information about this program will be posted on AEA's web site www.akenergyauthority.org/EfficiencyAudits.html. Any other questions and comments may be addressed to:

Alaska Energy Authority
Attn: Sean Skaling
Program Manager, Energy Efficiency and Conservation
813 West Northern Lights Blvd.
Anchorage, AK 99503-2495
energyaudits@aidea.org
P (907) 771-3000
P 1-888-300-8534 (in state only)
F (907) 771-3044