



PARTICIPANT AWARDS APPLICATION

1. PARTICIPANT INFORMATION (please print)

Participant Name _____ Job Title _____

Square Footage that Participant is Responsible for Maintaining _____

Participant Email Address _____ Participant Phone Number _____

Supervisor Name _____ Job Title _____

Supervisor Email Address _____ Supervisor Phone Number _____

Company Name _____ Name That Participant Award Check Should Be Made Payable To _____

Company Mailing Address _____ City _____ State _____ Zip Code _____

Work Phone Number _____ Work Fax Number _____

2. PARTICIPANT SIGNATURE

By typing my first and last names below, I am signing this document and certify that my company is a customer of Austin, Owatonna, or Rochester Public Utilities and all the information in this application (including any associated worksheets) is correct to the best of my knowledge.

Participant's Signature _____ Date _____

Check here if you DO NOT give us permission to use your name in advertising our Building Operator Certification (BOC) program (e.g. utility web site, newspaper ads).

3. CONTRACTOR/VENDOR INFORMATION – FOR PROJECT AWARD APPLICATIONS ONLY (please print)

Company Name _____

Address _____ City _____ State _____ Zip Code _____

Contact Name _____

Daytime Phone Number _____

Fax Number _____

Email _____

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AUSTIN UTILITIES
Connections for Better Living®

OWATONNA PUBLIC UTILITIES

ROCHESTER PUBLIC UTILITIES
WE PLEDGE, WE DELIVER®

CONSERVE & \$SAVE®

4. AWARD INFORMATION (please print)

Your company must be a customer of Austin, Owatonna, or Rochester Public Utilities to apply for awards. Please check the box next to the award for which you are applying. You do not have to apply for all awards at the same time. You may copy this form or download a new one from our websites (www.austinutilities.com • www.owatonnautilities.com • www.rpu.org) to apply for future awards. Program participants may not receive awards totaling more than the tuition cost.

COMPLETION AWARD – \$300 for each participant who completes the training and earns BOC LEVEL I or LEVEL II certification.
THIS SECTION IS TO BE COMPLETED BY YOUR BOC PROGRAM ADMINISTRATOR!

BOC Program Location

Program Dates

BOC Program Administrator Name

BOC Program Administrator Signature

Date

By signing this application, I certify that the aforementioned participant has completed all courses and project requirements for BOC LEVEL I or LEVEL II.

ANALYSIS AWARD – \$300 for each participant who earns the COMPLETION AWARD and submits a project analysis for a potential PROJECT AWARD. All projects are subject to approval by the utility. Analysis can be based on a class project. The items listed below must be included to be eligible for the BOC LEVEL I ANALYSIS AWARD. PLEASE CHECK EACH BOX TO INDICATE THAT ALL REQUIRED DOCUMENTS ARE INCLUDED WITH THIS APPLICATION! ANALYSIS AWARD APPLICATION MUST BE RECEIVED WITHIN **6 MONTHS** OF PROGRAM COMPLETION.

- Project Description
- Customer Measure Estimated Total Cost
- Annual Demand & Energy Savings Including Assumptions and Calculations
- Annual Bill Savings Based on Energy Savings Calculations
- Cost Benefit/Payback Analysis
- Rebate Calculation and Completed Rebate Forms

PROJECT AWARD – Up to \$600 for each participant when the project analysis they have previously submitted has earned the ANALYSIS AWARD, been approved by the utility, and is implemented by their employer. PLEASE ATTACH A FINAL DESCRIPTION OF YOUR PROJECT BECAUSE QUANTITIES OR EQUIPMENT TYPES MAY HAVE CHANGED FROM THE ORIGINAL ANALYSIS. THESE CHANGES MAY AFFECT THE FINAL CONSERVE & SAVE® REBATE AMOUNT AND ELIGIBILITY. PROJECT AWARD APPLICATION MUST BE RECEIVED WITHIN 12 MONTHS OF ANALYSIS AWARD COMPLETION.

Qualified projects will be eligible for the BOC LEVEL I or LEVEL II PROJECT AWARD in addition to CONSERVE & SAVE® rebates and are subject to the Terms and Conditions listed on rebate forms. Rebates are usually approved within 14 working days. Customers have **12 months** to complete the project after the rebate has been approved.

****THE PROJECT AWARD WILL ONLY BE AWARDED AFTER THE APPROVED PROJECT HAS BEEN COMPLETED AND INSPECTED BY THE UTILITY. PROJECT AWARD CANNOT EXCEED 25% OF THE TOTAL PROJECT COST, UP TO \$600.****

OFFICE USE ONLY – AWARD CALCULATION

COMPLETION AWARD:	\$ _____	COMPLETION certified by program administrator?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Initials _____
ANALYSIS AWARD:	\$ _____	ANALYSIS approved by Utility?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Initials _____
PROJECT AWARD:	\$ _____	PROJECT completed by customer?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Initials _____
TOTAL AWARD:	\$ _____	PROJECT completion date:	_____	

MAIL OR EMAIL COMPLETED APPLICATION AND REQUIRED DOCUMENTATION TO YOUR UTILITY PROVIDER:

Austin Utilities
Attn: Rebate Processing
1908 14th St NE
Austin, MN 55912
507-433-8886
www.austinutilities.com
rebates@austinutilities.com

Owatonna Public Utilities
Attn: Rebate Processing
P.O. Box 800
Owatonna, MN 55060
507-451-2480
www.owatonnautilities.com
rebates@owatonnautilities.com

Rochester Public Utilities
Attn: Rebate Processing
4000 East River Road NE
Rochester, MN 55906-2813
507-280-1500
www.rpu.org
rebates@rpu.org