

On-Site Energy Manager Offer Terms and Conditions

Energy Efficiency Alberta (“EEA”) offers financial funding within Custom Energy Solutions (“CES”) for qualifying organizations (the “Applicant”) to hire a dedicated On-Site Energy Manager (“OEM”). Funding is provided based on the implementation of measures that reduce energy use and associated greenhouse gas (“GHG”) emissions by industrial, health care and higher education customers with facilities operating within the Province of Alberta.

The intent of OEM funding is to encourage, guide, and accelerate the hire and placement of qualified, full-time energy managers into large companies and facility portfolio owners. Once established, the OEM will leverage support from Custom Energy Solutions funding to identify and implement GHG-reduction projects.

More details on eligibility including eligible facilities, eligible measures and eligible/ineligible expenses can be found on the Custom Energy Solutions page at www.energycanada.ca/customsolutions.

In addition to meeting CES eligibility criteria, qualification for OEM funding includes the following:

- The Applicant will be required to generate and implement GHG-reduction projects totaling at least 1,250 tonnes or 5% of the previous year’s emissions (whichever is higher) for each year of participation in the two-year solution.
- Additional requirements, such as training, as defined in the following terms and conditions.
- If the reduction targets are not met in the first year of employment, the deficit will be added to the second year’s reduction target, but the funding will be made at the second-year rate.

By submitting an application to EEA for OEM funding, the Applicant acknowledges and agrees that:

- a) The Applicant is an eligible Applicant as described in these Terms and Conditions.
- b) The Applicant shall be able to prove, with reasonable assumptions, that the Participant’s facility produces at a minimum 25,000 tonnes GHG emissions per year. Aggregation of facilities to meet the minimum 25,000 tonnes GHG emissions per year threshold is only acceptable for facilities that share at least one energy services (e.g. campuses) and must be approved at the sole discretion of EEA. Shared energy services ensure geographic proximity that will allow one On-Site Energy Manager to oversee the entire campus. Applicants between 25,000 tonnes and 10,000 tonnes GHG emissions per year may be eligible at the sole discretion of EEA and must receive a written notice of acceptance prior to application submittal.
- c) The Applicant represents and agrees that all information submitted to EEA under these Terms and Conditions is true and that the Applicant has conformed to all CES requirements and other requirements communicated to it by EEA or set out in these Terms and Conditions.

- d) The Applicant represents and agrees that the facility qualifies for Custom Energy Solutions in that the customer facility is not classified as a Large Final Emitter or opted into the Carbon Competitiveness Incentive Regulation.
- e) The Applicant will apply best efforts hire a dedicated On-Site Energy Manager with qualifications as outlined in Schedule "A" within 1 month of application approval. It is the responsibility of the Applicant to find and hire an On-Site Energy Manager, including salary negotiations. The candidate must be approved by EEA before the hiring process can be finalized for funding eligibility. The On-Site Energy Manager will be required to perform duties outlined in Schedule "B" of this document.
- f) Once solution targets have been met, the Applicant will continue to only use the On-Site Energy Manager hire for energy and GHG reduction related projects. Under the terms and conditions of this solution, the salary funding is designated for a dedicated Energy Manager whose primary job function pertains to energy and GHG reduction.
- g) The Applicant will apply best efforts to meet On-Site Energy Manager offer milestones and dates outlined in Schedule "C" and specified in the Custom Energy Solution application, pre-approval notifications and applicable pre and post-site inspections, and to ensure that all measures are installed and operated in a manner that will achieve their estimated Effective Useful Life.
- h) The Applicant will commit facility operations staff time to support the On-Site Energy Manager. The Applicant will provide building, operations, and equipment documentation, facility and control system access, and energy use and cost data required to complete OEM project milestones and any CES applications.
- i) On-Site Energy Manager Initiative funding provided pursuant to these Terms and Conditions are for qualifying participants that hire a qualified energy manager dedicated solely to energy management, energy savings initiatives, and GHG emissions reductions.
- j) Equipment or products installed as part of the On-Site Energy Manager offer, or any CES, must be installed at an eligible customer owned facility or facilities within the Province of Alberta and products installed must reduce energy use resulting in GHG emission reductions.
- k) Applications for On-Site Energy Manager funding must be submitted and be pre-approved in writing by the Custom Energy Solutions administrator before the hiring of a dedicated Energy Manager. To determine eligibility relative to this requirement, the system time-stamp and date from the application portal of the application's pre-approval will serve as the effective date. The first twelve (12) month period year will commence on the Energy Manager's employment start date.
- l) i)Where required by EEA to support the review of an application, the Applicant will provide EEA with reasonable access to the facility to inspect the status of the On-Site Energy Manager and compliance to Schedule "B". EEA reserves the right to withhold, revise or reclaim any funding until it has performed a satisfactory verification of the On-

Site Energy Manager's employment and ability to perform the duties outlined in Schedule "B". The Applicant agrees to remedy any issue arising from auditing and monitoring results at no additional cost within the timeframe provided by EEA or its consultants. The Applicant will repay to EEA on EEA's request any funding that was paid prior to an unsatisfactory fulfillment of On-Site Energy Manager employment. If the On-Site Energy Manager is found by EEA to not match the documentation provided during application for pre-approval, during an On-Site visit or otherwise, the Applicant agrees to immediately return any funding payments received by it with respect to that project to EEA.

- m) The Applicant understands that any funding may be withheld if the Applicant refuses to participate in any required verification within a reasonable period. The Applicant verifies that all measures are installed in accordance with all applicable federal, provincial and local laws and manufacturer's specifications.
- n) On-Site Energy Manager funding provided by EEA pursuant to these Terms and Conditions are subject to change by EEA at any time without notice to the Applicant.
- o) The payment of On-Site Energy Manager funding by EEA is dependent upon availability of funds and the distribution of funding across Alberta. EEA reserves the right to deny any application made pursuant to these Terms and Conditions for any reason including that it may result in EEA exceeding its Custom Energy Solution budget.
- p) EEA may, at its sole discretion, approve or reject any application for On-Site Energy Manager Initiative funding at any time.
- q) The annual savings target for the Applicant will be the generation and implementation of GHG-saving projects totaling at least 1,250 tonnes GHG or 5% of the previous year's GHG emissions (whichever is higher) for each year of participation in the two-year solution. The savings target set in the first year will continue to be the savings target for the second solution year (i.e. if the first-year target is 1,500 tonnes GHG, the second solution year target is also 1,500 tonnes GHG)
- r) The Applicant must complete savings projects amounting to at least 10% of the annual GHG reduction goal without claiming funding through any other solution regardless of eligibility for funding. For example, if the Applicant's savings target is 1,500 tonnes, 150 tonnes of GHG reduction must come from non-incentivized projects or solutions.
- s) GHG reduction targets not achieved in the first year of On-Site Energy Manager's employment, the remaining GHG reduction from the first year will be added to the second-year targets, but the On-Site Energy Manager funding will be made at the second-year rate outlined in section (**Error! Reference source not found.** The GHG savings goal established in the first
- t) On-Site Energy Manager funding for the first twelve (12) month period year, commencing on the Energy Manager's employment start date, is calculated at 90% (up to a maximum of \$90,000) of the On-Site Energy Manager's annual salary. 33% of the

funding approved to be paid within 60 days of the Energy Manager's employment start date. The remaining 67% will be paid in proportion to the GHG savings achieved upon submittal of the quarterly savings report. Sample calculations are provided in Schedule "D".

- u) On-Site Energy Manager funding for the second twelve (12) month period year may be subject to change at any point at the sole discretion of EEA and can be terminated without notice. Under the current program design, the second twelve (12) month period year will commence immediately following the first twelve (12) month period year and funding is calculated at 50% of the first-year annual salary (up to a maximum of \$50,000). 33% of second-year funding approved to be paid within 60 days of the Energy Manager's employment first year anniversary date. The remaining 67% will be paid in proportion to the GHG savings achieved upon submittal of the quarterly savings report.
- v) Any savings from projects where new equipment installation has begun prior to the hiring of an Energy Manager will not count towards the first-year savings targets. Any projects, either through the Custom Energy Solutions offering or through other solutions, influenced by the hiring of an On-Site Energy Manager will count towards the OEM savings targets for the Energy Manager funding.
- w) As a condition of the payment of any incentive by EEA under these Terms and Conditions, the Applicant agrees to convey ownership to EEA, or its successors, all environmental attributes and environmental products that are created or otherwise arise from the project that is the subject of the application in any jurisdiction, including but not limited to carbon offset credits. EEA retains the right to adjust program guidelines in accordance to amendments to the Government of Alberta's legislation, policies, or protocols surrounding greenhouse gas emissions, carbon accounting or the carbon offset system. The Applicant further attests that said attributes have not been claimed, sold or otherwise transferred to another party.
- x) Savings claimed for projects with an extended useful measure life over 2 years will be credited on an annualized basis towards the savings targets for the Applicant at the discretion of EEA. Projects related to operations and maintenance activities, including behavior-based savings activities, will be credited towards the Applicant's targets as savings are achieved on an ongoing basis.
- y) Any savings projects completed in the first solution year will not count towards the targets of the second solution year. The savings target in the second solution year can only be fulfilled by new GHG reduction projects.
- z) EEA will use best efforts to review each application that has received pre-approval and to make payments of funding related to such an application within 60 days of the Applicant submitting the application and at prescribed solution milestones pursuant to these terms and conditions. Submitting an application form with incomplete or missing information will delay processing of payment.

- aa) On-Site Energy Manager Initiative project funding rates and limitations are set out on the Custom Energy Solutions page of www.encyalberta.ca and in associated offer letter(s). Applicants and/or contractors are responsible for all costs associated with sales tax and disposal/recycling. For greater certainty, the Applicant is responsible for any tax liability or other fees arising from its receipt of a funding payment from EEA.
- bb) Funding will only be paid directly to the Applicant.
- cc) EEA does not endorse, guarantee, or warrant any particular manufacturer or product, and EEA provides no warranties, expressed or implied, for any products or services whether deemed by EEA to be “eligible” or not. EEA does not expressly or implicitly warrant the performance of installed equipment or any service provider or installation contractor’s quality of work. EEA AND ITS CONSULTANTS DO NOT MAKE ANY REPRESENTATIONS OF ANY KIND REGARDING THE RESULTS TO BE ACHIEVED BY THE ENERGY-SAVING MEASURES OR THE ADEQUACY OR SAFETY OF SUCH MEASURES, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.
- dd) EEA’s and its consultants’ sole liability hereunder is limited to paying the properly qualified funding specified herein. Neither EEA nor its consultants or any of its affiliates or successors shall be liable to the registered facility, the Applicant or to any other party for a service provider’s and/or installation contractor’s failure to perform, for failure of the energy-saving equipment to function, for any damage to the facility caused by the custom project, or for any and all damages to property or injuries to persons caused by or arising from any activities associated with custom project.
- ee) Neither EEA or its directors, officers, consultants, agents, servants or their respective successors and assigns will have any liability whatsoever or howsoever to the Applicant, or any of its employees, representatives, directors, or officers, or any of them, in connection with these Terms and Conditions, the custom project or any application submitted to EEA under these Terms and Conditions.
- ff) The Applicant will not make a claim against EEA or its directors, officers, consultants, agents, servants or their respective successors and assigns for any reason whatsoever or howsoever relating to these Terms and Conditions.
- gg) EEA takes no responsibility for the accuracy of the information supplied during the application process by EEA or its directors, officers, consultants, project advisors, agents, servants or their respective successors and assigns.
- hh) As a condition of the payment of any funding by EEA under these Terms and Conditions, the Applicant agrees to convey ownership to EEA, or its successors, all environmental attributes and environmental products that are created or otherwise arise from the project that is the subject of the application in any jurisdiction, including but not limited to carbon offset credits. EEA retains the right to adjust solution guidelines in accordance to amendments to the Government of Alberta’s legislation, policies, or protocols surrounding greenhouse gas emissions, carbon accounting or the carbon offset system.

The Applicant further attests that said attributes have not been claimed, sold or otherwise transferred to another party.

- ii) In this section, “Asset” means any real or personal property or immovable or movable asset, acquired, constructed, rehabilitated or improved, in whole or part, with funds provided under the Custom Energy Solution. From the date of Pre-approval of the application until five years after the last funding payment date, the Applicant shall not sell, lease, or otherwise dispose of, directly or indirectly, any Asset to any entity, without the prior written approval of EEA, which may be unreasonably withheld. The Applicant may be required to reimburse the Federal government via EEA, any funds received from EEA, if at any time within five years from the last funding payment date, the Applicant sells, leases, or otherwise disposes of, directly or indirectly, any Asset purchased, acquired, constructed, rehabilitated, or renovated, in whole or in part, as a result of or in connection with the Custom Energy Solution, other than to the Federal government, the Alberta government, a local government, or with the Federal government’s written consent.
- jj) Applicants or facilities/companies where projects are completed may not use the EEA or CES name or logo in any marketing, advertising, or promotional materials without EEA’s prior written consent.
- kk) EEA reserves the right to publicize the Applicant’s participation in the Custom Energy Solution. The Applicant agrees not to use the name or identifying characteristics of EEA or Administrator for any advertising, sales promotion, or other publicity of any kind.
- ll) Failure of the Applicant to comply with any aspect of these Terms and Conditions may result in the Applicant being barred from future participation in any and all EEA solutions for any period of time.
- mm) Any deviations from these Terms and Conditions must be submitted in writing to EEA and will not be approved without written consent from EEA and the solution facilitators.

SCHEDULE "A"

ENERGY MANAGER QUALIFICATIONS

An eligible facility, with a minimum of 25,000 tonnes annual GHG emissions, that has been pre-approved for the On-Site Energy Manager solution will hire a dedicated, salary paid, Energy Manager to manage energy projects for their facility. An applicant intended to fill the position of Energy Manager as part of the On-Site Energy Manager Initiative should meet at least one of the following minimum qualifications to be eligible for funding:

- be a Certified Engineering Technician (C.Tech.);
- be a Certified Engineering Technologist (C.E.T.);
- be a Professional Engineer (P.Eng.);
- be a Certified Energy Manager (C.E.M.); or
- have qualifications deemed suitable by EEA.

The Energy Manager candidate should have the ability to perform all, but not limited to, the following duties to qualify for the Energy Manager position:

- Meticulous project management and tracking
- Motivating and coaching plant management and teams
- Guiding the development of overall continuous improvement plans
- Facilitating training workshops and On-Site energy audits
- Analyzing performance of industrial processes using monitoring equipment and statistical analysis
- Technical report writing for technical and non-technical audiences
- Ability to coordinate internally and externally with a broad group of stakeholders to ensure alignment and delivery of solution requirements and targets
- Excellent written communication skills for presentations, technical reports, e-mail, and other written documents
- Outstanding oral communication skills will be necessary for telephone, one-on-one communication, and presentations to groups
- Project management expertise to successfully deliver projects on time and budget
- The ability to work with a team and give and take direction to/from co-workers.

The Energy Manager candidate should have the following education, experience and skills:

- Undergraduate degree required
- 2-5 years of experience in mechanical, electrical, chemical, industrial, energy or facility engineering or a related field.
- Experience with systems, and processes and/or energy engineering principles, methods, and techniques in manufacturing facilities required
- Experience with the following systems is desired: HVAC, lighting, chillers and refrigeration, variable frequency drives, compressed air, and process equipment.

SCHEDULE "B"

ENERGY MANAGER DUTIES

In connection with the identification, reporting, and implementation of energy saving opportunities, the minimum duties of the Energy Manager are expressed below. These duties, along with any other obligation set out in the Agreement should be used to develop the Energy Manager's job description.

- a) Energy Tracking & Monitoring – Provide a database and an energy tracking and monitoring system for each Facility / process that captures current monthly energy consumption and an electrical load inventory of major equipment. The Energy Manager will develop and deliver training to the Applicant's staff on the energy tracking and monitoring system.
- b) Primary Assessment – Review existing energy study reports and perform a high-level assessment, including a scoping audit of each major process area of each site, to identify energy saving opportunities and to identify which systems will require more detailed evaluations.
- c) Detailed Assessment – Perform detailed energy savings assessment and calculations on specific equipment including, but not limited to, forecasted savings, measure life, implementation timeline, budgeting, projected completion date, and equipment resourcing.
- d) Maintenance and Operating Schedules – Review and provide a description of the control systems, operating schedules, and maintenance practices at each Facility / process to identify operational savings. Develop maintenance practices and programs to enhance energy efficiency and reduce GHG emissions. Examples would include, but are not limited to: reprogramming, (or enlisting the help of the Applicant's local programming resources) controls to shutdown equipment and lighting when not required, developing a checklist to ensure that all shutdown procedures are properly implemented and followed, and audit for maintenance and operating schedule change compliance.
- e) Energy Saving Opportunities & Action Plan – Identify, assess, prioritize, and recommend to senior management energy-saving opportunity projects including both capital improvement projects and operational and maintenance changes. This will include the preparation of business cases to justify capital expenditures and the completion of applications to EEA initiatives and to other agencies to maximize funding available for energy-saving projects.
- f) Project Implementation & Energy Savings – Coordinate the implementation of energy-saving projects, including the planning, budgeting, and scheduling for the design, installation, commissioning, and verification of energy efficiency projects. It is expected

that a project manager (not the Energy Manager) would be assigned for large capital projects.

- g) Measurement & Verification Strategy – Work with the Applicant to develop a strategy for the Measurement & Verification of energy-saving projects at a corporate level (i.e. not at project level).
- h) Measurement & Verification – Work with EEA and the On-Site Energy Manager Initiative staff to verify project savings and provide documentation required for funding through the Custom Energy Solutions offerings.
- i) Energy Management Behaviour and Business Process Improvements – Work to create and foster a sustainable energy management culture at the Participant’s facilities and provide an avenue for employees to recognize and report issues and ideas regarding energy conservation and efficiency.
- j) Employee Awareness Program – Implement an employee training and awareness program to promote energy conservation and communicate the energy efficiency initiatives undertaken.
- k) Assistance to Utility Retailer Projects – Coordinate and assist with site inspections by the Utility Retailer/EEA/AESO (or their respective designate) from time to time of the various measures implemented at the sole discretion of the AESO, EEA, or Utility Retailer, as the case may be. Collect relevant information regarding additional electrical energy use (equipment purchases, schedule changes, occupancy changes or construction).
- l) Reporting – Complete Quarterly Reports and annual Energy Management Plan. Coordinate with On-Site Energy Manager Initiative solution manager on a monthly basis to provide project updates, program status, and tracking towards savings targets.

SCHEDULE “C” ENERGY MANAGER MILESTONES AND TIMELINE

- Weeks 0-2 Applicant led Energy Manager onboarding and training for applicant facility operations including, but not limited to, employee training, employment policies, payroll reporting, and introductions.
- Weeks 3-4 Energy Manager onboarding for On-Site Energy Manager Initiative including, but not limited to documentation overview, expectations, and any relevant trainings to use the On-Site Energy Manager Initiative tools and resources.
- Meet with EEA solution contact to discuss onboarding progress and transition into the On-Site Energy Manger Initiative.
- Weeks 5-6 Perform a facility wide scoping audit to identify GHG savings projects, facility savings potential, equipment for further engineering studies, and quick win projects. See CES Scoping Audit Engineering Study and RCx Investigation Guidelines for additional information on Scoping Audit requirements.
- Weeks 7-8 Pursue quick win projects to generate GHG emissions reduction. **Week 8** is the target date for the first completed GHG reduction project.
- Meet with EEA solution contact to discuss progress on the On-Site Energy Manger Initiative.
- Weeks 7-14 Perform engineering studies on the highest priority GHG reduction projects to verify savings potential and develop an implementation plan for completing these projects including, but not limited to, funding applications, savings potential, project timelines, budgets, and payback. See CES Scoping Audit Engineering Study and RCx Investigation Guidelines for additional information on Engineering Study requirements.
- Submit the first Quarterly Report to the On-Site Energy Manager solution contact with information outlined in the On-Site Energy Manager quarterly reporting document.
- Meet with EEA solution contact to discuss progress on the On-Site Energy Manger Initiative.
- Weeks 9-16 Review capital intensive projects with budgeting approval personnel for project approvals. Prioritize projects and begin implementation of approved projects. **Week 20** is the target date for the first completed capital intensive GHG reduction project.
- Meet with EEA solution contact to discuss progress on the On-Site Energy Manger Initiative.

- Week 26 Submit second Quarterly Report to the On-Site Energy Manager solution contact with information outlined in the On-Site Energy Manager quarterly reporting document.
- Meet with EEA solution contact to discuss progress on the On-Site Energy Manger Initiative.
- Month 7 Continue implementation of energy and GHG reduction projects. Meet with EEA solution contact to discuss progress on the On-Site Energy Manger Initiative.
- Month 8 Continue implementation of energy and GHG reduction projects. Meet with EEA solution contact to discuss progress on the On-Site Energy Manger Initiative.
- Month 9 Submit third Quarterly Report to the On-Site Energy Manager solution contact with information outlined in the On-Site Energy Manager quarterly reporting document.
- Continue implementation of energy and GHG reduction projects. Meet with EEA solution contact to discuss progress on the On-Site Energy Manger Initiative.
- Month 10 Continue implementation of energy and GHG reduction projects. Meet with EEA solution contact to discuss progress on the On-Site Energy Manger Initiative.
- Month 11 Continue implementation of energy and GHG reduction projects. Meet with EEA solution contact to discuss progress on the On-Site Energy Manger Initiative.
- Month 12 Submit fourth Quarterly Report to the On-Site Energy Manager solution contact with information outlined in the On-Site Energy Manager quarterly reporting document.
- Submit year 1 completion document with savings verification and tracking towards solution targets.
- Continue implementation of energy and GHG reduction projects. Meet with EEA solution contact to discuss progress on the On-Site Energy Manger Initiative.
- End Year 1 Celebrate savings successes!
- Begin Year 2 Continue implementation of energy and GHG reduction projects. Meet with EEA solution contact monthly to discuss progress on the On-Site Energy Manger Initiative. Submit Quarterly Reports to the On-Site Energy Manager solution contact with information outlined in the On-Site Energy Manager quarterly reporting document.

SCHEDULE "D" FUNDING CALCULATION EXAMPLE

Below is a sample calculation, which is subject to change at the discretion of EEA, for the potential funding granted through the On-Site Energy Manager Initiative for the first solution year.

Sample Company X qualifies for the On-Site Energy Manager Initiative and submits all the required documentation and is approved to hire an On-Site Energy Manager. Company X produces 30,000 tonnes of annual GHG Emissions. Company X then hires an On-Site Energy Manager with a starting salary of \$90,000 making Company X eligible for up to \$81,000.00 in funding.

Savings Target: since 5% of 30,000 tonnes GHG (which totals 1,500 tonnes) is greater than 1,250, the savings target is 1,500 tonnes GHG emissions reduction for each of the two solution years.

With the 1,500 tonne GHG savings target and Energy Manager salary of \$90,000, the following first-year funding timeline for hiring and savings could be outlined as follows with payments to be made within 60 days of milestone completion:

Action	Tonnes	Percent of Target	Funding Calculation	Funding Paid	Remaining Funding
Hire Energy Manager	N/A	N/A	$0.9 * 90,000 * 0.33 = 26,730$	\$26,730.00	\$54,270.00
Q1 Reported Savings	225 tonnes GHG	15%	$0.15 * 54,270 = 8,140.50$	\$8,140.50	\$46,129.50
Q2 Reported Savings	225 tonnes GHG	15%	$0.15 * 54,270 = 8,140.50$	\$8,140.50	\$37,989.00
Q3 Reported Savings	450 tonnes GHG	30%	$0.3 * 54,270 = 16,281.00$	\$16,281.00	\$21,708.00
Q4 Reported Savings	900 tonnes GHG	60%	$0.6 * 54,270 = 32,562.00$	\$21,708.00	\$0.00
Total GHG Reduction	1,800 tonnes GHG		Total Funding	\$81,000.00	

*Note: Funding from Q4 is less than 60% of available funding after the initial 33% is paid since only \$81,000 of total funding is available for an Energy Manager with a salary of \$90,000.

Below is a sample calculation, which is subject to change at the discretion of EEA, for the potential funding granted through the On-Site Energy Manager Initiative for the second solution year.

Sample Company X is beginning the second year of the qualifies for the On-Site Energy Manager Initiative. Company X produced 30,000 tonnes of annual GHG Emissions prior to joining the On-Site Energy Manager Initiative. Company X gives a raise to their On-Site Energy Manager changing the starting salary of \$90,000 to \$95,000 annually. Company X is only eligible for up to \$45,000.00 in funding based on 50% of the Energy Managers starting annual salary.

Savings Target: since 5% of the initial 30,000 tonnes GHG (which totals 1,500 tonnes GHG) is greater than 1,250, the savings target is also 1,500 tonnes GHG emissions reduction the second solution year.

With the 1,500 tonne GHG savings target and starting Energy Manager salary of \$90,000, the following second-year funding timeline for hiring anniversary and savings could be outlined as follows with payments to be made within 60 days of milestone completion:

Action	Tonnes	Percent of Target	Funding Calculation	Funding Paid	Remaining Funding
Energy Manager Anniversary	N/A	N/A	$0.5 * 90,000 * 0.33 = 14,850.00$	\$14,850.00	\$31,150.00
Q1 Reported Savings	225 tonnes GHG	15%	$0.15 * 30,150 = 4,522.50$	\$4,522.50	\$25,627.50
Q2 Reported Savings	225 tonnes GHG	15%	$0.15 * 30,150 = 4,522.50$	\$4,522.50	\$21,105.00
Q3 Reported Savings	450 tonnes GHG	30%	$0.3 * 30,150 = 9,045.00$	\$9,045.00	\$12,060.00
Q4 Reported Savings	450 tonnes GHG	60%	$0.3 * 30,150 = 9,045.00$	\$9,045.00	\$3,015.00
Total GHG Reduction	1,350 tonnes GHG		Total Funding	\$41,985.00	

*Note: In this example the Applicant did not meet the GHG reduction target, so the total available funding amount was decreased proportionately to the amount the total savings were less than the target.