Application Checklist: Distributed Generation (DG) Projects

- ☐ 1. Application cover page signed by the customer, including estimated savings
- ☐ 2. Project description (include size and type of proposed unit)
- ☐ 3. Detailed project cost including material, labor, engineering, piping etc. Lump sum costs will not be accepted.
- ☐ 4. Hourly analysis of the thermal and electrical loads that can be served by the proposed DG asset. This analysis will be based on actual logged data that is provided in support of the analysis.
- ☐ 5. Make and model, fuel type, efficiency, operating parameters, and performance specifications for all existing facility infrastructure that will be impacted by the measure, (boilers, chillers, etc.)
- ☐ 6. Criteria for unit selection based on the thermal and electrical loads at the site.
- ☐ 7. Savings calculations in an Excel format with all formulas and documentation of any assumptions.
- ☐ 8. Analysis for system fuel consumption should be based on High Heat Values (HHV).
- ☐ 9. Technical specifications of the unit being installed that includes input fuel consumption (HHV), electrical output, thermal output, and the overall "parasitic" electric load for the proposed system.
- ☐ 10. Indication of unit maintenance costs
- ☐ 11. Description of the anticipated downtime for the unit to incorporate maintenance activities including routine maintenance as well as major maintenance with extended downtime.
- ☐ 12. Documentation of electrical costs and any other fuel costs associated with the project. Include copies of utility bills.
- ☐ 13. Cost savings analysis. Electrical cost savings should separately account for energy and peak demand impacts and describe any steps to ensure peak demand reduction is realized. Any adjustments to future fuel cost rates should be clearly documented.
- ☐ 14. Simple payback criteria for the customer.
- ☐ 15. Letter of commitment from the customer indicating that they will move forward with the project if approved, and provided an anticipated implementation schedule.