



GREEN COMMUNITY INITIATIVE APPLICATION



Please complete all sections of this application, beginning on Page 4.

Questions?

For questions related to this application and project criteria, contact King County Staff at (206) 296-4388

For financing questions, contact Washington State Housing Finance Commission staff at (206) 254-5359

Program Overview

The Green Community Initiative (GCI) assesses applications for those interested in pursuing Qualified Energy Conservation Bonds (QECBs), for projects over \$1,000,000 that provide energy and other environmental benefits in King County. Projects meeting one or more of the screening criteria are forwarded to the Washington State Housing Finance Commission (WSHFC). The WSHFC then works with GCI applicants to facilitate financing for their projects. The financing may be in the form of QECBs or other financial mechanisms appropriate to the project and dollar amount. Projects under \$1,000,000 should contact WSHFC directly to learn about WSHFC and its non-QECB financing programs.

Application Process

- Applicant determines their project funding support request is over \$1,000,000 and the project meets one or more of the King County Green Community assessment screening criteria (see pages 2 and 3).
- King County staff will review the proposed project against the criteria for the Green Community Initiative. If it deems the project is qualified, the King County Department of Natural Resources and Parks (DNRP) Director or designee will send a letter and forward the application to the WSHFC, recommending that the project be considered for QECB funding through the WSHFC.
 - *A carbon copy of the funding consideration letter will be sent to staff of the King County Council district where the project is located, as well as to the executive or top administrative official of the project location jurisdiction.*
- The Washington State Housing Finance Commission will contact the applicant to discuss the project and pursue financing. The WSHFC will have complete discretion over working with the recommended project applicants to determine credit worthiness and identify the appropriate financing mechanism(s) that will offer the most advantageous financing structure.
- Applications will be first accepted beginning 60 days after Council adoption of the Ordinance establishing the Green Community Initiative. The first review of applications will take place on April 22, 2013. After April 22, 2013, applications will be accepted and considered on an on-going basis.

Notes:

- *Acknowledgement that a project is found to meet the assessment criteria, and thus forwarded to WSHFC, shall not constitute permit or other project approval. King County application review through the GCI is in no manner connected to code or other legal or permitting approval for any project. Code or permitting approval must be pursued through the appropriate, separate, agencies and processes.*
- *Project applicant remains responsible for compliance with IRS regulations. Assessment and acknowledgment by King County that a project meets applicable criteria shall not relieve any project applicant of its duty to meet all requirements of IRS regulations for Green Community program capital expenditures.*

GREEN COMMUNITY INITIATIVE ASSESSMENT CRITERIA

For all projects, estimated savings are to be based on standard engineering and design practices and calculations. Savings must be verified by the applicant, per the applicant's chosen Professional Engineer or other qualified professional.

An individual project can aggregate work in two or more categories to meet the \$1,000,000 QECB funding threshold, as long as the project meets the reduction thresholds for each category (e.g. \$600K from Energy Conservation and Generation, and \$400K from Water Conservation).

Five categories of environmental benefit have been identified. Applicant projects will be assessed based on their ability to meet one or more of the categories of energy and environmental benefit:

- *Energy Conservation and Generation*
- *Greenhouse Gas Emission Reduction*
- *Green Building*
- *Water Conservation*
- *District Energy*

Energy Conservation and Generation

Energy conservation projects shall have a total project cost of \$1,000,000 or more. Projects shall result in a total energy consumption reduction of 10% or more. Energy savings across multiple fuel sources (e.g. electricity and natural gas) may be aggregated based on a common unit such as British Thermal Units (BTUs) to achieve the 10% minimum energy savings. Energy conservation measures may include, but are not limited to:

- *Improvements to mechanical systems in buildings and facilities that install new energy-efficient equipment, either replacing old equipment (e.g. condensing boiler to replace a conventional boiler) or installing new equipment (e.g. heat recovery).*
- *Improvements to building envelopes (i.e. walls, ceiling, etc.) that reduce heat loss and/or heat gain through conservation measures such as installing better insulation, replacing inefficient windows and installing reflective roofing*
- *Installation of more efficient lighting*
- *Installation or expansion of building control systems*
- *Renewable energy generation projects: Photovoltaic and wind projects of 5 kW or larger, and solar hot water projects of 250,000 BTU/day or higher.*

Greenhouse Gas Emission Reduction

This includes building and sustainable development practices that reduce greenhouse gas emissions. Projects must reduce greenhouse gas emissions by 10% and 250 metric tons or more of Carbon Dioxide equivalent per year. Projects can include building and transportation projects and equipment that reduce greenhouse gas emissions compared to the existing baseline energy use and related emissions, specific to the baseline fuel type. Cost requests for QECB financing will consider incremental costs related to efficient equipment and labor necessary to reduce greenhouse gas emissions, as compared to standard equipment, and must be over \$1,000,000.

Green Building

This includes green building projects that are pursuing a LEED Gold or Platinum Certification, Living Building certification, Built Green 4-Star or higher, or Passive House standards. Other equivalent third party sustainable design standards will be considered on a case-by-case basis. Priority will be given to retrofits of existing buildings. Cost requests for QECB financing will consider the incremental life cycle cost above a current local building code design necessary to meet the designated standard, and must be over \$1,000,000.

Water Conservation

Water conservation projects shall have a total project cost of \$1,000,000 or more. Projects shall result in a total facility water consumption reduction of 10% or more. Water conservation measures can include the installation of efficient plumbing fixtures, high efficiency irrigation and irrigation control systems, and water reuse systems that reduce the volume of water entering and being consumed in a facility. Water use reductions that result from the use of grey water and water filtration & recirculation systems will be considered toward the 10% reduction volume if they reduce the volume of water entering a facility, as local laws and codes allow. Reclaimed water that has been treated in a wastewater treatment facility will be considered as offsetting the water volume entering a facility, and count toward the 10% reduction goal. Applications for QECB financing will be considered based on costs related to efficient equipment and labor necessary to achieve the estimated consumption reduction

District Energy

District energy projects shall have a total project cost of \$1,000,000 or more. District energy projects shall provide environmental benefits by capturing energy efficiencies, reclaiming waste heat for beneficial use and reducing energy use through shared heating and/or cooling. Examples can include: Efficient distribution of energy provided by central heating and/or cooling plants, utilizing heating and/or cooling from sources outside of the facility (e.g. tapping into the relatively stable temperatures of wastewater in pipelines) or sharing excess heating and/or cooling among nearby facilities. Criteria will include efficiency of technology with regard to energy and water use, innovative use of emerging technologies, and collaboration with public agencies in establishing new norms for green building and innovative energy use. District energy projects on a facility, neighborhood or community scale will be considered. For projects within a facility, applications for QECB financing will be considered based on equipment and labor costs within the facility related to district energy infrastructure and/or connection to a district energy system.

Green Community Initiative Application

Please answer all questions

I. Borrower/Applicant

- A. Organization/Borrower Applicant Name: _____
- B. Address: _____
- C. City: _____ State: _____ Zip: _____
- D. Telephone: _____ Fax: _____
- E. Contact Person: _____ Title: _____
- F. Email Address : _____
- G. Mailing Address (if different): _____
- H. Telephone (if different): _____ Fax (if different): _____

Please note that organizational and project information is subject to public records requests.

II. Project Site Information

- A. Project Name: _____
- B. What is the Purpose of the Project / Financing? _____

- C. Street Address: _____
City: _____ County: _____ Zip: _____
- D. Congressional District (if known): _____ State Legislative District (if known): _____
- E. List all properties impacted by the project.

(Attach extra sheets if necessary) _____

Commission use only
OID # _____
Date approved: _____

III. Organizational and General Project Information

- A. Is your organization affiliated with, or related to, any other organization?
- YES Name of organization _____
Nature of relationship _____
- NO

- B. Has your organization, or an affiliate, used tax-exempt or tax credit bonds?
 - YES What is the aggregate amount of bonds outstanding?

 - NO
- C. Has your organization formally committed to implementing this project?
 - YES (Please attach a copy of the resolution or the organization’s approval documentation)
 - NO
- D. If the project is affordable housing, does it currently have a regulatory agreement in effect?
 - YES Expiration date: _____
 - NO

IV. Project Information

- A. When is your project scheduled to begin? __ / __ / ____ When will it be completed? __ / __ / ____
- B. Assessment Criteria Met: (check one or more)
 - Energy Conservation and Generation
 - Greenhouse Gas Emission Reduction
 - Green Building
 - Water Conservation
 - District Energy

C. Describe the scope of the project, as it relates to achieving the criteria in the Green Community Initiative: (use additional pages, if necessary)

D. Basis for Savings: _____

E. Annual Calculated Resource Savings: (include units) _____

F. Savings Verification Information: Engineer or Qualified Professional

Name: _____

Company: _____ Phone number: _____

WA State Engineering License #: (if applicable) _____

If not a Professional Engineer, please describe credentials for savings verification:

G. Does your facility include a residential component?

YES

NO

H. Will your facility serve as a house of worship or be used by a religious organization?

YES **(Contact Multifamily Housing and Community Facilities Staff)**

NO

I. If the facility is a school, does it have a religious affiliation?

YES **(A separate "pervasively sectarian" review will be required)**

NO

J. If there is the land associated with the facility, is the land:

Owned

Leased (Please attach a description of the terms and conditions of the lease, including lessor information, and indicate whether the lessor is a government entity, 501(c)(3) nonprofit, or other entity.)

To be purchased (Please contact the Commission.)

K. What is the approximate land area? _____

L. Will all of the land be exclusively used by your organization for project purposes?

YES

NO (Please attach a sheet describing "other" use, including descriptions of the organizations involved and copies of any lease agreements.)

M. Number of buildings: _____

i. If more than one building, are they located on the same tract of land (same address)?

YES

NO (Please attach a description of the tracts and buildings.)

ii. What is the approximate building square footage? (If more than one building, please describe each.) _____

N. Please describe your public outreach plan (attach extra sheets if needed):

V. Project Financial Information

The Commission will use the chart below to better advise you on our programs. If you are unsure as to how much money you will spend or what sources of money you will use to complete your project, please ask us for assistance in completing this section.

Purpose	Bond/Loan Uses	Applicant Contribution	Other Financing	Total
TOTAL				

VI. Timing

A. When do you expect to close the financing? _____

B. Are there permits required?

YES

Date permits expected? _____

NO

VII. Lender Information

- A. Which lender(s) are you working with? _____
- B. Which vendor(s) are you working with? _____

VIII. ESTIMATED EMPLOYMENT IMPACT OF PROJECT

- A. Current number of employees at the site/on the project: _____
- B. Additional employment figures:
 - _____ Number of new jobs created by project
 - _____ Current employees retained due to project
 - _____ Construction-related jobs created
- C. Will this project provide jobs for lower income persons from the community?
 - Yes
 - No
- D. Will workers on this project be paid prevailing wage?
 - Yes
 - No
- E. Are you planning to hire through the local Department of Employment Security, Job Service Center
 - Yes
 - No

Please mail the completed application to:

**Green Community Initiative
King County DNRP – Director’s Office
Attn: David Broustis
201 S Jackson, Suite 700
Seattle, WA 98104**



Applicant Signature

Title

Organization

Date

CHECKLIST

Please include the following attachments to the application if requested:

- II.B Narrative description of project
- II.F Complete Property Location Descriptions
- III.C Board Minutes / Resolution
- IV.E Equipment to be financed with bond proceeds
- IV.F Copies of Leases or Purchase & Sale Agreement
- IV.H Description of “other” uses of land
- IV.J Description of project on multiple tracts of land
- IV.M Description of facility management by outside entity
- IV.N Description of use unrelated to conservation purpose
- IV.O Description of facilities used by other organizations
- V.D Description of equipment or “other” purposes of debt to be refinanced
- VII.C Community, SEPA, or other permit/review processes and timing

Application Fee

- \$400 for bond issues up to \$1.5 million
- For bond issues above \$1.5 million, the fee is \$400 plus .03% of the amount above \$1.5 million to a cap of \$5,000.

Application Fee Example Table:

Bond Amount	Base Fee	Amount Above \$1.5M	Rate	Calculation	Total Fee = Base Fee + Calculation Up to \$5,000
\$1,400,000	\$400	\$0	0.0003	\$0	\$400
\$1,700,000	\$400	\$200,000	0.0003	\$60	\$460
\$2,500,000	\$400	\$1,000,000	0.0003	\$300	\$700
\$7,500,000	\$400	\$6,000,000	0.0003	\$1,800	\$2,200
\$12,500,000	\$400	\$11,000,000	0.0003	\$3,300	\$3,700
\$16,500,000	\$400	\$15,000,000	0.0003	\$4,500	\$4,900
\$17,500,000	\$400	\$16,000,000	0.0003	\$4,800	\$5,000

Fees to be collected at a later date, if application is approved and forwarded to WSHFC