



# Colorado C-PACE Application

Please fill out the following application form. Respondents must submit the completed application and all attachments through email to [application@copace.com](mailto:application@copace.com).

## For additional Information

Colorado C-PACE Program Manager

E-mail: [application@copace.com](mailto:application@copace.com)

Telephone: (877) 325-1882

Visit: <http://www.copace.com>

Or contact us with any questions:

## I. PROPERTY ELIGIBILITY *(check all that apply)*

Learn about C-PACE Eligibility Requirements in our [program guidelines](#).

- Property requires financing for energy improvements.
- Property is non-residential  
*(multi-family properties of five or more units are eligible).*
- Property is located in a participating C-PACE county  
*(see participating counties list on website).*
- Property is current on all property taxes and county assessments.
- Property is not in bankruptcy.
- Property is not in mortgage default.

## II. PROPERTY INFORMATION

### 1. Who is submitting this application?

- a. Contact Person \_\_\_\_\_
- b. Email \_\_\_\_\_
- c. I am a:
  - Building Owner
  - Building Manager
  - Other: \_\_\_\_\_
  - Contractor/Auditor/Project Developer
  - Investor/Lender

### 2. Who is the property owner?

- a. Building Owner Corporate Identity  
(e.g. John Doe LLC) \_\_\_\_\_
- b. Property Owner Contact
  - i. First Name \_\_\_\_\_
  - ii. Last Name \_\_\_\_\_
- c. Property Owner Email \_\_\_\_\_
- d. Property Owner Phone \_\_\_\_\_

### 3. Property Address

- a. Street Address Line 1 \_\_\_\_\_
- b. Street Address Line 2 \_\_\_\_\_
- c. City \_\_\_\_\_
- d. State **Colorado**
- e. Zip Code \_\_\_\_\_

### 4. Property Size \_\_\_\_\_ (gross square feet)

### 5. Property Type

- |                            |                   |                                       |
|----------------------------|-------------------|---------------------------------------|
| Office                     | Hotel             | Industrial/Manufacturing              |
| Non-Profit                 | Warehouse/Storage | Education                             |
| Healthcare<br>(inpatient)  | Retail            | Multi-Family/Apartment<br>(>5 Units)* |
| Healthcare<br>(outpatient) | Religious/Worship | Other _____                           |

**6.** Do you have a mortgage on the property?

Yes

- a. Mortgage lender name \_\_\_\_\_
- b. Mortgage closing date \_\_\_\_\_
- c. Mortgage payments current (Yes/No) \_\_\_\_\_
- d. Principal outstanding \_\_\_\_\_
- e. Current monthly payment \_\_\_\_\_
- f. Interest rate (*fixed or variable*) \_\_\_\_\_
- g. Term of mortgage \_\_\_\_\_
- h. Amortization schedule \_\_\_\_\_
- i. Balloon date (*if applicable*) \_\_\_\_\_

No

**7.** What is the estimated value of the property?

- a. Appraised value \_\_\_\_\_
- b. Appraisal year \_\_\_\_\_
- c. Assessed value (*e.g. county assessment value*) \_\_\_\_\_
- d. Assessment year \_\_\_\_\_

**8.** Do you have clear title to the property with no encumbrances?

Yes

No

**9.** Are there any outstanding tax liens or notices of default?

Yes

No

**10.** When was the property acquired by the current owner(s)? \_\_\_\_\_

**11.** Other than the proposed project, are there any other major (>\$100,000) capex expenditures planned for the next 5 years? \_\_\_\_\_

**12.** What has the vacancy rate range of the property been over the last 5 years?

Low \_\_\_\_\_%

High \_\_\_\_\_%

### III. PROJECT INFORMATION

1. What type of project do you plan on financing?

Energy efficiency upgrade

Renewable energy system

(solar PV, Solar thermal, cogeneration, fuel cell, biomass, geothermal, wind)

Other: \_\_\_\_\_

2. Describe the planned energy efficiency measures and/or renewable energy system in your proposed project

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3. What is the estimated cost of your project? \_\_\_\_\_

4. Have you already identified a contractor to design and/or install your project?

Yes

a. Contractor Company \_\_\_\_\_

b. Contractor Name \_\_\_\_\_

i. First Name \_\_\_\_\_

ii. Last Name \_\_\_\_\_

c. Contractor Email \_\_\_\_\_

d. Contractor Phone \_\_\_\_\_

No

5. Have you conducted a recent energy audit on the building?

No

Yes

ASHRAE Level I

ASHRAE Level II

ASHRAE Level III

Other: \_\_\_\_\_

6. Date of the energy audit \_\_\_\_\_

**7.** For renewable energy systems, has a feasibility study been prepared for the project?

Yes

No

**8.** Date of feasibility study \_\_\_\_\_

**9.** Have you contacted your utility for incentives, if applicable?

Yes

No

Please attach any additional supporting project documents to this application.  
(e.g. prior energy audit)

To read the C-PACE Program Guidelines, visit <http://www.copace.com>.

To read the policy concerning the **Colorado Open Records Act (CORA)**, visit  
[http://www.sos.state.co.us/pubs/info\\_center/cora.html](http://www.sos.state.co.us/pubs/info_center/cora.html)

## IV. MULTI-FAMILY/APARTMENT BUILDING INFORMATION

Fill in this section for **multi-family/apartment buildings only**

- a. Number of Buildings in Complex \_\_\_\_\_
- b. Number of Units in Complex \_\_\_\_\_
  - i. Rental Units \_\_\_\_\_
  - ii. Owner-occupied Units \_\_\_\_\_
- c. Year Built \_\_\_\_\_
- d. Date of Last Major Renovation \_\_\_\_\_
- e. Property Condition

**Poor Condition** – significant capital improvements needed, including emergency repairs

**Good Condition** – systems generally work adequately; no immediate capital improvements needed or planned in the next 3 to 5 years

**Excellent Condition** – all systems work well; no major capital improvements needed or planned in the next 5 to 10 years; property could be described as new or “almost new” condition

- f. Property Type (*check*)

- Rental
- Condo
- Co-op
- Congregate housing (*apartments or group accommodations that provide supportive services for residents, including the elderly and disabled*)

- g. Affordability (*check all that apply*)

- Market Rate Housing
- Mixed Income Housing
- Privately Financed Affordable Housing  
(*serves low-income tenants, but no public subsidies*)
- Subsidized Affordable Housing  
(*units are subsidized and rented to income-eligible tenants*)
- Public Housing Authority – HFA/State Financed
- Public Housing Authority – HUD Financed

- h. Financial Structure (*check all that apply*)

- Privately Financed (*Please indicate mortgage holders*)
- Fannie Mae Financing
- Freddie Mac Financing
- FHA Insured Loans

- Other HUD Financing (*please indicate type*)
- CMBS
- Low Income Housing (*tax credit financing*)
- Section 8 Rental
- No Debt on Property
- Other (*please indicate type*) \_\_\_\_\_

**i. Utility Information:**

**i.** What is the source of heating fuel?

Oil

Natural Gas

Propane

Electric

Other (*please indicate*) \_\_\_\_\_

**ii.** Who pays the fuel bill?

Owner

Tenant

**iii.** Rough estimate of annual fuel bill \_\_\_\_\_

**iv.** What is the source of hot water?

Oil

Natural Gas

Propane

Electric

Other (*please indicate*) \_\_\_\_\_

**v.** Who pays the water bill?

Owner

Tenant

**vi.** Rough estimate of annual water bill \_\_\_\_\_

**vii.** Is electricity metered at the building or individual apartment level? \_\_\_\_\_

**viii.** Who pays the electric bill?

Owner

Tenant

**ix.** Rough estimate of annual electric bill \_\_\_\_\_



**NOTE:**

The C-PACE Team will request the following supporting documentation after confirming the property's eligibility:

- Previous years' income/operating statements, statements of cash flows and balance sheets for the property.

**FOR SOLAR PV PROJECT APPLICATIONS ONLY:**

Include previous year federal tax returns if property is planning to claim value of the federal Investment Tax Credit or MACRS depreciation benefits in determining the project's overall savings for purposes of calculating the Savings to Investment Ratio. This information should be appended to the form "Documentation of Ability to Monetize Federal Tax Credits Associated with Clean Energy Installations" detailed in section V below.

## V. DOCUMENTATION OF ABILITY TO MONETIZE FEDERAL TAX CREDITS ASSOCIATED WITH CLEAN ENERGY INSTALLATIONS

C-PACE applicants can count the value of all relevant federal tax credits (including the Investment Tax Credit and MACRS depreciation benefits) towards their projects' estimated savings-to-investment ratio calculation.

However, all applicants seeking to have the value of such tax benefits credited towards their projects' estimated savings must demonstrate the ability to monetize those benefits within the timeframe allowed by federal law.

Please check either or both of the boxes below:

- As of this date and to the best of my knowledge, my company will be able to fully monetize the value of the federal Investment Tax Credit.
- As of this date and to the best of my knowledge, my company will be able to fully monetize the value of federal MACRS depreciation benefits.

In addition, please attach to this form the two (2) most recent years of tax returns for the corporate entity that will be taking advantage of the federal tax benefits associated with the clean energy installation at the property listed below. If the corporate entity that will be taking the tax credits is not the direct owner of the property, please attach sufficient documentation to demonstrate the legal relationship between the parent corporate entity and the subsidiary owner of the property.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*(An electronic signature may be accepted with the authority as the original.)*

Printed Name: \_\_\_\_\_

Title \_\_\_\_\_

Company \_\_\_\_\_

Property Address: \_\_\_\_\_