



SMALL BUSINESS ADVANTAGE GRANT APPLICATION

(This checklist is provided to aid the applicant, and must be submitted with the application.)

- This checklist is Page 1 of the 2013 Advantage Application.
- The application is complete, legible and has an original signature. Every field has been completed, or has been marked "N/A" or "none." Printed applications are in blue or black ink.
- All fields in the application must have an entry to avoid return to the applicant.
- The Vendor ID Number on the application has been verified to be correct for the applicant.
- The number of employees reported in Section I has been verified to be the total number of employees. This should be inclusive of employees of subsidiary companies, parent companies and other subsidiaries of the parent company. Part time employees are added up to full time equivalent.
- The company name, and address on the application **have been verified to be identical** to the company name and address registered with the Pennsylvania Vendor Data Management Unit.
- The ENERGY STAR Portfolio Manager "Statement of Energy Performance," "Data Checklist" and "Facility Summary" will be provided prior to execution of the grant agreement. This requirement is not applicable if the project is new construction, is a pollution prevention/material recycling project or is an auxiliary power unit, bunk heater or anti-idling project.
- Sufficient information has been provided to enable the department to evaluate the proposed project. This includes the manufacturer and model number for any equipment purchases and sufficient information to verify the calculated annual energy savings.
- The applicant certifies that any rebates or incentives have been subtracted from the "Total eligible cost of project" provided in Section II.
- Energy Star rated equipment is being proposed for grant reimbursement when the project equipment is in a category of equipment verified and rated by the Energy Star Program.
- Truck operators provide a copy of CDL.
- The applicant will save 25 percent plus \$500 through the implementation of this grant assisted project.
- The applicant has submitted the required one-year follow-up report for previously received grants.