



ERIP Application Check List

Before mailing or couriating your application for an ERIP incentive, please complete the following check list. If you have answered No (N) to any of the following, please go back into your application and complete area in question prior to sending in for evaluation.

ITEM	TASK	Y	N
1	Are there two (2) complete original copies of your submission?		
2	Is the document titled "Project Application" signed in both required locations?		
3	For a prescriptive project, are the manufacturer and model number clearly identified in the worksheet?		
4	Have you included Manufacturer's Technical Specification Sheets for each worksheet?		
5	If the Manufacturer's Technical Specification Sheets lists a number of products, have you highlighted the product you will be using?		
6	For a prescriptive project, have you included estimates for the cost of equipment to be purchased as indicated on the bottom of the worksheet?		
7	For a custom project, have you included all required forms as listed below?		
	(a) The project application		
	(b) The customer project application worksheet		
	(c) In Excel format – ERIP Custom Application Calculation Sheet and Custom Project Detail Sheet		
	(d) All required explanations and supporting documentation		
8	For a Custom Project have you made it easy for the evaluator to follow your reasoning and justification of the savings and related incentive so as to arrive at the same conclusion as you?		
9	Is your application consistent throughout; for example, is the incentive amount the same on the Project Application form and the worksheet?		
10	For a Custom Project are the Project Costs outlined as required in Item 4 Project Costs on the worksheet?		
11	Is the Custom Project Worksheet initialed and dated?		

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