COMMONWEALTH OF VIRGINIA
TREASURY BOARD ENERGY LEASING PROGRAM
Financing Request Certificate
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Date _____

Agency Name		Agency Contact	
Address		Title	
Address		Phone	
City		Fax	
Zip		email	

Project Name	
Project Description	
Project Benefit	
Estimated Project Cost (**please provide an equipment cost breakdown**)	$
Amount to be Financed	$
Tax-Exempt or Taxable:	
Financing Term: (12 or 15 years)	
Payment: (Semi-annual or Annual) ***Note: Semiannual lease payments will be due six months following the escrow fund date or annual lease payments will be due twelve months following the escrow fund date.***	
Does the agency plan to pay for project expenditures and seek reimbursement for the project expenditures? **This Financing Request Certificate will be deemed a Declaration of Official Intent based on regulations in 26 CFR Section 1.150-2 (the "IRS Regulations"). Therefore, if an Agency plan to seek a reimbursement financing, this section must be completed.** **I hereby certify that this amount will be used to reimburse the agency for the cost of project expenditures and in accordance to regulations in 26 CFR Section 1.150-2 (the "IRS Regulations**").	**AGENCY REPRESENTATIVE** **By**: _____ (Signature) **Name:** _____ (Printed) **Title**: _____
Estimated reimbursement amount of project expenditures:	$
Estimated amount of project expenditures paid to Energy vendor:	$
****ESTIMATED REIMBURSEMENT OF PROJECT EXPENDITURES AND ESTIMATED AMOUNT OF EXPENDITURES PAID TO ENERGY VENDOR MUST EQUAL AMOUNT TO BE FINANCED.***	
Project Location (if different from contact address) (e.g., city/county, campus)	
First year payment appropriated? Y____ N ____ - Explain _____ Please include the following Virginia Acts of Assembly information: Year: Chapter: Item Number:	
Please include the amount of Debt Service Authorized: Year 1: Year 2:	

Energy Vendor		
Vendor Contact Name		
Contact Phone/email		
Has energy audit been completed? (if yes, attach executive summary report with projected cash flows)		

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Are energy savings guaranteed by a Performance Contract? ***Please provide a copy of the executed signed Energy Performance Contract and the Office of Attorney General review and approval.***		
Estimated Project Begin Date		
Estimated Project End Date		
Please indicate if the escrow account established for the acquisition of the equipment will require **18, 24 or 36** months to complete the project draw.		
Estimated Project Draw Schedule	Dates	Amounts
Has energy project been reviewed/recommended by The Department of Mines, Minerals & Energy? Refer to ***Section 4-400 Capital Projects, 2.t.2.c of Virginia Acts of Assembly*** (if yes, attach letter)		
Has agency received approval by the Department of Planning and Budget for energy projects totaling $7 million or more? Refer to ***Section 4-400 Capital Projects, 2.t.2.d of Virginia Acts of Assembly*** (if yes, please attach copy)		
Has agency received approved Decision Brief for energy projects totaling $7 million or more? Refer to ***Section 4-400 Capital Projects, 2.t.2.e of Virginia Acts of Assembly*** (if yes, please attach copy)		