



WPPSEF
WEST PENN POWER
SUSTAINABLE
ENERGY FUND

Joel L. Morrison

WPPSEF, Fund Administrator

Email: wppsef@ems.psu.edu

Cell: 814.441.1100

To: WPPSEF Applicant
From: Joel L. Morrison
Re: Applying for WPPSEF Funding Consideration

WPPSEF Background. Thank you for your interest in the West Penn Power Sustainable Energy Fund (WPPSEF). The WPPSEF is a 501(c) 3 non-profit organization whose mission is to promote sustainable energy production, energy efficiency & conservation, and the creation of sustainable energy jobs. The WPPSEF Board evaluates if funding requests have mission fit, the technical and financial due diligence reviews, and if the request has benefit to the West Penn Power ratepayer.

Completing Your Request. The submission of your funding inquiry provides the WPPSEF with background information on your business, project, and financial need. After you submit your funding inquiry, you will be notified that it was received and under review. The WPPSEF initial review process will take approximately 4-8 weeks to complete. Please take time to provide thorough and accurate information. If needed, feel free to attach additional sheets to answer the questions. Applicants should view the completion of the funding inquiry form as the first step of a process that is followed by a more extensive due diligence process.

Submitting your request: Please remember to save your form prior to submitting it to the WPPSEF. The funding inquiry form (and general questions) should be submitted via email, to the following email address: wppsef@ems.psu.edu



Section 1: Describe Your Business Information

Name of Person Completing this Form:		Date:	
Title of Person Completing this Form:		E-mail:	
Tel. No. ()	Cell No. ()	Fax:	
Complete Legal Business Name:		Year Established:	# of Employees:
Business Address:			
City:	County:	State:	Zip:
Legal Structure of the Business:		Website:	
Electric Company Provider for Business:			
Primary Business Focus:			
Business Owners (list names and % ownership):			
Management Team (list key personnel):			
Has the company ever claimed bankruptcy?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Does the company have any outstanding suits or judgments?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes to any of the above two questions, please explain:			



Section 2: Describe Your Project

Project Description and Location (use additional sheets if necessary):

Project Milestones (list key dates and activities):

Describe Impact on PA's Sustainable Energy Market and/or Impact on Local Community:

Energy Metrics:

Energy Generated (kWh/ year)

Energy Saved (kWh/ year)

Economic Development Metrics:

Number of Temporary Jobs Created

Number of Permanent Jobs Retained

Number of Permanent Jobs Created

Electric Company Provider for Project:

Describe Environmental Impact of Project (i.e. greenhouse gas/ water reduction, etc...):



Section 3: Describe Your Financing Needs

Sources and Uses (list all main project items, level of funding, and funding provider):

Project Item	Funding Source (Applicant)	Funding Source (Other)	Funding Source (Requested from WPPSEF)
Total by Funding Source:			
Grand Total:			

Describe the financial terms and conditions that you would like WPPSEF to consider:

Describe how your business will secure WPPSEF funding, if provided:

Does your company have a current business plan? Yes No

Can your business provide 2-3 years of tax returns? Yes No

Can you provide biographical data on key management? Yes No