

# Government Office Energy Retrofit Grant Proposal

## 1. Applicant Information

Office / Department Name

Contact Person

Email Address

Phone Number

Office Address

## 2. Project Overview

Project Title

Summary of Proposed Retrofit

## 3. Current Facility Overview

Building Description & Year Built

Building Size (sq ft / m<sup>2</sup>)

Current Energy Usage (annually)

Main Building Systems/Equipment

## 4. Proposed Energy Retrofit Measures

List of Retrofit Measures

Expected Energy Savings (%)

Environmental Impact

## 5. Project Timeline

Estimated Start Date

Estimated End Date

Key Milestones

## 6. Project Budget

Total Project Cost

Amount Requested

Other Funding Sources

## 7. Implementation Team

Project Manager Name

Main Team Members & Roles

8. Supporting Information

Attachments / Additional Notes