



## Letter of Understanding

between

Ohio Interfaith Power and Light (OhIPL) and

\_\_\_\_\_ (Congregation name)

to repay the cost of an energy audit in conjunction with the OhIPL  
Cool Congregations Program.

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Understanding that OhIPL is providing walk-through energy audits for Ohio congregations who have first: 1) attended a three-hour OhIPL energy efficiency education workshop, 2) have set up an EPA Portfolio Manager profile of their congregational facilities to provide at least a 12-month weather-normalized energy use baseline, and with which to track their energy use for at least 12 months, and will a) complete a congregational carbon footprint calculation, and b) engage at least five congregation member households in carbon footprint calculations.

Understanding that an OhIPL volunteer will make a site visit to participating congregations to help them complete the online carbon footprint calculation and the set-up of Portfolio Manager;

Understanding that participating congregations who have completed the above are eligible for a one-year, no-interest loan from OhIPL to cover the up-front cost of the energy audit, which they will pay back—on a sliding scale according to each congregation’s annual budget—into the OhIPL revolving loan fund within a year of receipt of the written audit report;

Understanding that the payback rate for the audit is as follows, and payments are returned to the OhIPL revolving loan fund to become available for other congregations:

Annual Budget of Congregation	Audit Cost to Repay After One Year
Less than \$150,000	\$300
Between \$150,000 and \$350,000	\$500
Over \$350,000	\$700

(please circle your rate in the chart above)

Understanding that each energy audit shall consist of a walk-through of the facilities with at least two congregation members accompanying the energy auditor, and a written report due to the congregation within two weeks of the walk-through;

Understanding that the written energy audit report will include several elements as outlined in the attached “scope of energy audit” document; and

Understanding that the energy audit will be of no value unless my congregation implements energy conservation and efficiency improvements as suggested in the audit, and as encouraged through follow-up contact with OhIPL volunteers and staff,

I, \_\_\_\_\_ (congregation official) assure that \_\_\_\_\_ (congregation name) will repay the audit cost to the OhIPL revolving loan fund no later than one year after the receipt of the written audit report (received on \_\_\_\_\_ (date)).

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Address, phone, email:** \_\_\_\_\_