

Sierra Nevada Energy Watch staff is available to help you take advantage of program incentives and technical services. Just follow these 9 easy steps:

### **Step 1**

An interested business or building owner contacts Sierra Nevada Energy Watch to determine eligibility for the program.

### **Step 2**

Sierra Nevada Energy Watch program staff obtains a Site Access Agreement from the owner and then performs a free, non-obligatory energy survey to identify potential opportunities.

### **Step 3**

A report is generated indicating energy efficiency opportunities at the site, qualifying program incentives, customer cost share amount, and savings estimates.

### **Step 4**

The Sierra Nevada Energy Watch staff coordinates the installation by contacting a local contractor. The Installation Contractor agrees to install the project at the previously negotiated rate and signs the Contractor Work Order

### **Step 5**

The contractor installs the equipment under the Sierra Nevada Energy Watch terms of agreement (Program Participation Agreement) with the business.

### **Step 6**

The customer and contractor review the work and sign the Verification form. The contractor invoices the customer for the customer's share of the project. The business owner pays the contractor for any work not covered by the program incentives, according to the terms of their agreement.

### **Step 7**

The Sierra Nevada Energy Watch staff complete a review of the installed project, which includes an on-site or phone inspection of the work.

### **Step 8**

A Program Administrator invoices PG&E for the completed projects, and issues an incentive check directly to the Installation Contractor.

### **Step 9**

About a month after installation, customers are contacted by Sierra Business Council staff to complete a follow-up customer satisfaction survey.