

Memorandum

To: Renewable Energy Council Members

FR: Karlene Fine, Industrial Commission Executive Director

DT: July 14, 2011

RE: Additional Funding for Projects

Andrea and I would request some direction from the Council as to whether you would entertain a request for additional funding of an ongoing project. At today's meeting you will be looking at a request to reallocate funding within a project's budget. This did not require any additional funding from the Council/Commission but rather a reallocation of the applicant's original budget. The applicant is still providing the matching funds but under a different category.

We have also received an informal request to provide additional funding for an on-going project. The costs of the project have exceeded its original budget and they are asking whether the Council will allow them to request additional funding for the project. When entering into a contact with the Commission, the applicant states they will complete the work outlined in the application. However, the costs on completing the project have far exceeded what they anticipated. Some options for your consideration:

- 1) Have the applicant submit a revised budget outlining the need for additional funding to be considered by staff, the Council and the Commission;
- 2) Indicate to the applicant that the Council will not provide any additional funding but will allow an extension of time to complete the project as outlined in the contract;
- 3) Inform the applicant if they don't complete the work they committed to do, they must return the monies that were provided by the Commission.

If the Council should choose the first option, would the request for additional funding have to go through the technical review process or can it go directly from the staff to the Council?

Karlene