Required Application Materials & Supporting Documentation

☐ Completed, initialed, and signed Individual Application Form.

☐ Project proposal including itemized bid or invoice listing model(s) and quantities of equipment.

☐ Energy analysis, including projected annual energy production, and annual energy consumption at facility where energy project will be located, based on recent energy bills or usage history. For off grid or new construction projects, include a load sheet documenting major sources of energy usage (i.e., HVAC, lighting, appliances, etc.).

☐ Product brochures for each major piece of equipment to be financed (i.e., PV panels and inverter).

☐ Site map showing where equipment will be installed, including area of all excavation. A copy of an internet-based satellite map with project location and soil disturbance indicated is sufficient.

☐ Documentation of income:

☐ Three most recent paystubs for regular earnings **AND**

☐ Documentation of any other income to be considered for loan qualification (i.e., disability, pension, Social Security, etc.)   **OR**

☐ If self-employed, a copy of your most recent tax return, including schedules that detail income and expenses.

Additional documentation may be required upon request.

Application Submittal

Applications may be submitted electronically, by mail, or in person. Due to personally identifiable information, applications are **not** accepted by email. However, a secure electronic file submittal is accepted through the Montana File Transfer Service (transfer.mt.gov). For questions regarding the File Transfer Service please contact program staff.

Applications and supporting documents may also be mailed or delivered to:
Alternative Energy Revolving Loan Program
Department of Environmental Quality
1520 East 6th Avenue
Helena, MT 59601

Program Contacts

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