Utility Name

Address Line 1

Address Line 2

City/State/Zip

Email

Fax

**Optional Data Collection Tool - Custom Program Completion Report**

This is an optional data collection form provided as a resource to utility customers.  This document, or a utility document with all this required information, should be held in the customer file.  After the BEETS system goes live, this data will be entered in BEETS as required fields.

**Utility Information**

|  |  |
| --- | --- |
| **Utility** | **Date Completion Report Submitted to BPA** |
| **Utility Contact Name and Phone** | **Utility Contact Email** |

**Program Information**

|  |  |
| --- | --- |
| **Describe the implemented Program.** | **Describe any modifications to the Program from the accepted proposal.** |

**Energy Savings**

|  |  |
| --- | --- |
| **Savings Methodology**  **M&V**  **Evaluated** | **Who Performed the Energy Savings Calculations**  **Utility**  **Utility Third Party Contractor** |
|  | **Third Party Contact Information (Company, Name, Email, Phone)** |
| **If Evaluated: Provide the Evaluation Report** | **Describe any modifications to the Evaluation Plan from the accepted proposal.** |
| **If M&V: Describe the M&V Plan used, including:**  **-Baseline Conditions, current practice or pre-condition**  **-Pre metering whole building, affected end use or none**  **-Post metering whole building, affected end use or none**  **-Model type – engineering, regression or indexing** | **Describe any modifications to the M&V Plan from the accepted proposal.** |

**Summary**

|  |  |
| --- | --- |
| **Program Start Date** | **Program Completion Date** |
| **Actual Number of Sites** | **Actual Program Busbar kWh Savings** |
| **Actual Program Cost** | **Actual Program TRC B/C Ratio** |
| **Percentage of EEI Funding Requested: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Percentage of Funds Not Requested: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Allocated EEI kWh Savings: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Allocated Self-Funded kWh Savings: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |