

Staffing Grant Application

Staffing Grants fund labor to identify and develop energy efficiency projects. For energy-efficiency projects that cannot be completed due to lack of staff resources, this incentive offers funding towards a project manager or energy specialist. The position may be filled by a new or existing full- or part-time employee or consultant, and a company may share an employee or consultant between multiple facilities. This initiative is a competitive bid process with all applications for the Program Year 2025 Staffing Grant **DUE NO LATER THAN December 1, 2025**.

Eligibility

- Electric projects: electric delivery service rate DS2, DS3, DS4, DS5, or DS6 and Energy Efficiency Programs Charges on Ameren Illinois electric bill for the service point corresponding to the electric project.
- Gas projects: gas delivery service rate GDS2, GDS3, GDS4, GDS5, or GDS7 and Gas Energy Efficiency Programs Charge on Ameren Illinois gas bill.

Incentives

- **Base incentive: \$5,000 [or \$15,000 for customers with annual facility usage over 15,000 MWh]**
 - Quarterly base incentive payments are contingent on continued participation and program approval: \$5,000 each, for up to four three-month performance periods, totaling \$20,000 [or \$60,000 for customers with annual facility usage over 15,000 MWh].
- **Performance incentive based on energy savings: \$0.03/kWh, \$0.20/therm** for projects that complete and receive final approval from the Program during the performance period.
 - Projects receive performance incentives in addition to applicable Standard and Custom Application incentives.
 - Long-term projects completing after the full performance timeline (four periods) may be eligible for performance incentives with Program approval.
 - Gas performance incentives are capped at \$15,000.

What you should know before beginning:

- Leak Survey & Repair, Metering & Monitoring and Strategic Energy Management (SEM) projects and savings cannot be combined with Staffing Grants.
- Midstream projects (Midstream HVAC/HPWH, Instant Incentive Lighting, Midstream Food Service) can be included in the list of Staffing Grant projects, however, you must notify Ameren Illinois Energy Efficiency when the Midstream transaction occurs.
- Only one Staffing Grant application can be submitted per customer (multiple accounts can be included).
- At the conclusion of each performance period, program staff will determine eligibility for subsequent performance periods based on completed projects and projects under development.
 - Documentation showing continued participation is required to be approved for the next performance period (e.g. program applications, metering, inspections, studies, RFPs, quotes, POs, contracts, etc.).
 - Larger projects and projects further in development are most likely to remain eligible. The full list of completed and developing projects will be considered.
- Base incentives will be paid at the beginning of the performance period. Performance incentives will be paid at the end of the performance period.
- Staffing Grants will not be counted as part of any project or facility maximum incentive cap.
- Performance incentives will not be applied to any projects that already have financial commitments or have been submitted to the Ameren Illinois Energy Efficiency program.
- Projects eligible for performance incentives must be submitted before the end of the final performance period and completed within 12 months of the final performance period.
- Incentives for projects with completion dates after December 31, 2025 are contingent on the approval of budgets and structure of the Ameren Illinois Energy Efficiency Program for program years 2026 through 2030.

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Instructions

Step 1: Complete and sign the Staffing Grant Application form **by December 1, 2025**. Submit the application and all required documentation to the Program via email to illinoisbusinessprojects@ameren.com or mail a hard copy to the address at the bottom of this page. Do not submit compressed (ZIP, TAR, etc.) files via email. You will receive an e-mail within two business days confirming receipt of your application.

Step 2: Applications will be reviewed and scored according to the criteria below. Applications awarded the highest scores will be given priority. Additional information may be requested.

30 points - *Potential Projects* (Table 2)

20 points- *Funding Strategy* (Table 3)

20 points – *Need for Funding* (Table 4)

10 points – *Community Development* (Table 5)

10 points - *Completeness of Application*. Applications should be thorough and complete, providing all required information.

10 points- *Letter of Commitment* provided by the customer supporting the execution of feasible resulting projects. The letter should be on company letterhead.

Step 3: You will receive a notification if your application is selected for this initiative. Complete and submit individual

project incentive applications to be applied towards your Staffing Grant. All projects must meet the eligibility requirements listed on the applications (including individual project pre-approval, as necessary).

Step 4: At the end of each three-month performance period, provide documentation of work completed using Staffing Grant funds (e.g. metering, inspections, studies, applications, RFPs, quotes, POs, contracts, etc.) Program performance review will occur within two weeks of the end of the performance period.

Upon review, an additional three-month performance period may be granted at the discretion of the Program. If approved, Steps 3 and 4 are repeated for the new performance period.

Step 5: Upon receipt of completion documentation, Program staff may conduct a post installation inspection for verification purposes.

Please note: Detailed, step-by-step instructions, FAQs, and other helpful information are available on the Program website in the [Application Guide](#). If you have not received a receipt confirmation within two business days of sending materials to the program, please contact us at IllinoisBusinessEE@ameren.com. Program representatives can also be reached by calling toll free 1.866.800.0747.

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Customer and Project Information

Red indicates a required field.

Table 1 - Ameren Illinois Customer Information				
Customer Name on Ameren Illinois Account	Customer tax status: Taxable/non tax-exempt Government 501(c)(3) Other tax exempt		Ameren Illinois Electric Account Number:*	
W-9 form required for non-exempt applicants. Click here for a blank form			Ameren Illinois Natural Gas Account Number:*	
			<i>*Both electric and gas account numbers are required if you are an Ameren Illinois electric and gas customer.</i>	
Mailing Address		City	State	Zip
Contact Name			Title	
E-mail Address	Phone (xxx) xxx-xxxx	Ext.	Fax (xxx) xxx-xxxx	
Secondary Contact Name (if applicable)	Phone (xxx) xxx-xxxx	E-mail Address		
Physical Installation Address (if different than above)				
Installation Address		City	State	Zip
Check one: Owner Tenant (If tenant, please complete the Landlord Consent Form)				
Name(s) of the person(s) who referred you to the Ameren Illinois Energy Efficiency Program for this project:				
Name of Ameren Illinois or Energy Efficiency Employee		Name of Referring Contractor or Program Ally		
Contractor/Program Ally Information (if applicable)				
Company Name	Contact Name		Title	
Mailing Address	City	State	Zip	
E-mail Address	Phone (xxx) xxx-xxxx	Ext.	Fax (xxx) xxx-xxxx	
Facility/Project Description				
Facility Type (check one): Office Warehouse/Distribution Medical Retail/Service Restaurant Manufacturing/Industrial Grocery Hotel/Motel School/College Multiple Other (please specify):		If Manufacturing/Industrial, specify type: Food Processing Automotive/Transportation/Infrastructure Other (please specify):		
		Customer Facility Size - total interior square feet served by the account(s) number provided above:		

Newer versions of the application forms posted to the Ameren Illinois Energy Efficiency Program website supersede all previous versions. The revision number is listed in the footer of each page. The version of the application that was available at the time you submitted your pre-approval application will apply.

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List projects that are descriptive and thoughtful towards facility needs (i.e. aging, inefficient equipment, etc.)			
Project Number	Potential Projects	Estimated Timeframe	Status of Project (idea to investigate, under development, etc.)
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

Table 3 – Funding Strategy	
Provide roadmap to show how funding will be used for additional resources to complete eligible Ameren IL energy efficient projects (i.e. consultant, internship, etc.). This should include project management/technical resources that will be used during the performance period (note: this could be more than one individual).	

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Table 4 – Need for Funding

Provide evidence that the projects listed have not been implemented in large part due to lack of staff time. For instance, historical evidence the project(s) has/have been on hold due to lack of staff time. Explain how this incentive is essential to the implementation of the projects listed in Table 2.

Table 5 – Community Development

Applications with any of the following factors emphasized will receive additional points; energy savings to an economically challenged community, increased levels of safety for a workforce or community, or helping locally-owned businesses within the Ameren Illinois territory.

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Table 6 – Energy-Efficiency Project Staff

Description of the applicant's energy-efficiency project staff, including personnel names, position titles, and their organizational structure. A member of this staff must be designated as the point of contact for program correspondence. This should include project management/technical resources that will be used during the performance period (note: this could be more than one individual). Organizational chart or staff structure can be submitted in a separate document.

Name	Position Title	Phone Number	E-mail

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Terms and Conditions

1. DEFINITIONS: Capitalized terms used but not defined elsewhere herein shall have the following meanings:

- a) **"Ameren Illinois"** shall mean Ameren Illinois Company d/b/a Ameren Illinois.
- b) **"Application"** shall mean the Customer completed program application used to apply for the specific Ameren Illinois incentive, these Terms and Conditions, and any other supplemental documentation.
- c) **"Retro-commissioning"** shall mean those projects that are found on the *Large Facility, Industrial, Retro-commissioning Lite, or Compressed Air* applications
- d) **"Customer"** shall mean an Eligible Customer who has submitted an Application.
- e) **"Custom Initiative"** shall mean those projects that are not Standard, Retro-commissioning, or Streetlighting Initiatives. Projects that are found on *New Construction Lighting, Metering & Monitoring, and Feasibility Study* are also part of the Custom Initiative.
- f) **"EEM"** shall mean energy efficiency measures.
- g) **"Eligible Customer"** shall mean a non-residential electric and/or gas customer of Ameren Illinois that own and install a Qualifying EEM at the Facility corresponding to the Ameren Illinois account number. Each program application has different eligibility requirements for Delivery Service rates (DS# for electric, GDS# for gas) to be eligible for that program. Refer to the specific program application to determine if your business is eligible for that application.
- h) **"Facility"** shall mean a single premise that, in general, consists of a contiguous tract of land separated by nothing more than a street, alley, or railroad right-of-way, where all buildings and/or energy-consuming devices are owned by a single Customer.
- i) **"New Construction"** shall include construction of new buildings, change-of-use of existing buildings or land, additions to existing buildings, or when two or more building systems are renovated, such as shell and heating, heating and lighting, etc.
- j) **"Pre-approval"** shall mean written notification via a pre-approval letter to Customer that Ameren Illinois has reviewed Customer's Application and determined that the project meets the program eligibility requirements for a maximum pre-approved incentive amount if the project is completed by the estimated completion date and all final application paperwork is submitted and approved.
- k) **"Program Bonus"** shall mean any seasonal, temporary, or promotional additional incentive paid by Ameren Illinois to Customer.
- l) **"Qualifying Energy Efficiency Measures (EEMs)"** shall mean either (i) standard gas or electric EEMs (i.e., measures found on any of the Standard Initiative applications); or (ii) measures eligible under the Custom Initiative approved by Ameren Illinois; or (iii) measures found in the Streetlighting or Retro-commissioning Initiative as identified in official program materials found on the Ameren Illinois Energy Efficiency website. The following technologies are not Qualifying EEMs: (i) technologies that do not demonstrate measurable and verifiable energy savings, including power conditioning; (ii) technologies that displace electrical energy use or natural gas to another fuel (i.e. fuel switching); or (iii) renewable energy projects (solar, wind power, etc.). Eligible gas measures do not include propane or butane measures.
- m) **"Standard Initiative"** shall mean those projects associated with standard gas or electric EEMs. Standard Initiative includes the following: *Lighting* (not *New Construction Lighting*), *VFD*, *HVAC*, *Specialty Equipment*, *Equipment Installation*, *Smart Thermostat*, *Steam Trap* and/or *Leak Survey and Repair*. See the Ameren Illinois Energy Efficiency website for individual program applications (AmerenIllinoisSavings.com).
- n) **"Streetlighting Initiative"** shall mean those projects that are found on the *Ameren Illinois owned* and *Municipal-owned* streetlighting applications

2. PRE-APPROVAL, INSPECTIONS AND FINAL APPROVAL:

- a) For all projects, Ameren Illinois is not obligated to award any incentive payment unless an Application is submitted and Pre-approval is granted. Ameren Illinois will not pay incentives for any EEMs ordered or any purchase order generated prior to the date of the Pre-approval letter, unless the requested incentive is less than \$10,000 on any Standard Initiative Application. Pre-approval reserves incentive funds for a period up to the estimated completion date provided in the Pre-approval letter. After the estimated completion date, Ameren Illinois may revoke the Pre-approval letter and reserved incentive funds. Customer is responsible for ensuring that the project is completed by the estimated completion date, the Application is complete and accurate, and the project meets program eligibility requirements in order to receive final approval and the incentive payment.
- b) A pre-approval inspection and post-installation inspection of the project may be required before an incentive payment is made.
- c) Ameren Illinois reserves the right to request additional supporting documentation as deemed necessary to ensure program eligibility and verify that the expected energy savings will occur.

3. INCENTIVE PAYMENT AMOUNTS:

- a) Incentive caps are defined as follows:
 - i) Standard, Custom, Retro-Commissioning, and Streetlighting Applications: Electric incentives over \$500,000 are likely to be reduced from the full incentive rate based on available program budget. Gas incentives are capped at \$250,000 per project.
 - ii) New Construction Lighting, Feasibility Study, Leak Survey and Repair, Strategic Energy Monitoring, Small Business Direct Install, and Metering & Monitoring incentives are capped all capped at lower amounts. Please see individual program applications for further details.
- b) Ameren Illinois reserves the right to adjust the incentive amount, based upon its independent assessment of appropriate savings or cost estimates.
- c) Ameren Illinois will pay no more than the incentive amount in the Pre-approval letter.
- d) Ameren Illinois reserves the right to cap incentives at \$10,000 for Standard Initiatives that did not obtain Pre-approval.
- e) The sum of all Incentives and any applicable Program Bonuses for Standard Initiative, Custom Initiative, or Streetlighting Initiative will be capped at the project cost, which includes material cost and external labor cost. Internal labor cost is not considered in the project cost. Steam Trap Surveys are eligible for incentives when internal labor is used according to the Steam Trap Application.

4. MONITORING AND EVALUATION: Customer grants Ameren Illinois and any of its agents, the right to make follow-up visits, inspections, metering, data collection and/or surveys of the Customer's Facility during the 36 months following the completion date of the project to verify the installation and performance of the EEMs that were funded by incentives upon reasonable notice to Customer. If Customer removes the EEMs at any time or Customer ceases to be a delivery service customer of Ameren Illinois within 36 months after installation, Ameren Illinois shall be entitled to recover from Customer the total amount of incentive payments made plus interest.

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5. CUSTOMER DATA: By submitting an Application, Customer understands and authorizes Ameren Illinois and its third party providers and agents to retain Customer's Application, and use, store and share the information contained in the Application, together with such data and documentation collected in connection with the project, for the program and its internal business purposes. Customer agrees that Ameren Illinois may share such information with the Illinois Commerce Commission, or its contractors, who plan to evaluate my energy usage. Ameren Illinois may release aggregated, non-identifiable data to third parties for regulatory and non-regulatory purposes.

6. CUSTOMER SHALL PAY ALL TAXES: Incentive payments received by Customer or any third party payee designated by Customer on a Payment Release Authorization Form may be taxable by the federal, state, and local government. Customer is responsible for declaring and paying all such taxes, regardless of who receives the incentive.

7. REMOVAL OF EXISTING EQUIPMENT: Customer agrees, as a condition of participation in the program, to remove and dispose of any equipment being replaced by the EEMs in accordance with all applicable laws, rules, and regulations. Customer further agrees not to reinstall any replaced equipment or transfer it to any other party for installation in Illinois.

8. OWNERSHIP:

a) EEMs purchased and installed with incentives provided by this program, and all energy savings realized from the installation of such EEMs, are the property of Customer.

b) In consideration of the incentives provided by this program, Customer agrees that Ameren Illinois is entitled to all rights to any system capacity and environmental credits and attributes that may be associated with EEMs for which incentives from Ameren Illinois were received, and Customer waives, and agrees not to seek, any right to the same.

9. CHANGES OR CANCELLATION OF THE PROGRAM:

a) Ameren Illinois, in its sole discretion, may change any of the terms and conditions of the program, suspend acceptance of Applications, deny Applications already received and not yet pre-approved or terminate the program at any time without prior notice.

b) In the event of program change or cancellation, Applications that have been pre-approved will be processed to completion under the program requirements and Terms and Conditions in effect at the time of Pre-approval by Ameren Illinois.

c) Incentives under the program are offered on a first-come, first-served basis and are subject to project eligibility and the availability of funds.

10. LIMITATION OF LIABILITY AND INDEMNIFICATION:

a) AMEREN ILLINOIS' TOTAL LIABILITY TO CUSTOMER UNDER THESE TERMS AND CONDITIONS, OR ANY OTHER REQUIREMENT OF CUSTOMER'S APPLICATION OR CONDITION OF INCENTIVE AWARD SHALL BE LIMITED TO PAYMENT OF THE AMOUNT OF THE INCENTIVE PAYMENTS DUE TO CUSTOMER IN THE APPLICATION OR PRE-APPROVAL LETTER ACCORDING TO THE PROGRAM. AMEREN ILLINOIS, ITS PARENT, AFFILIATES AND SUBSIDIARIES, AND THEIR DIRECTORS, OFFICERS, EMPLOYEES, CONTRACTORS OR AGENTS SHALL NOT BE LIABLE TO THE CUSTOMER FOR THE CUSTOMER'S FAILURE TO ACHIEVE ANY RESULTS IN ENERGY SAVINGS; THE OPERATION OF THE CUSTOMER'S FACILITY; LOSS OF PROFITS OR REVENUE; LOSS OF USE OF CUSTOMER'S PROPERTY, EQUIPMENT OR POWER SYSTEM; INCREASED COSTS OF ANY KIND, INCLUDING BUT NOT LIMITED TO CAPITAL COST, FUEL COST AND COST OF PURCHASED OR REPLACEMENT POWER; OR ANY SPECIAL, INDIRECT, CONSEQUENTIAL OR INCIDENTAL DAMAGES WHATSOEVER IN CONNECTION WITH CUSTOMER'S APPLICATION, CUSTOMER'S PARTICIPATION IN THE PROGRAM, ANY EEMS INSTALLED AT CUSTOMER'S FACILITY OR ANY ACTIVITIES ASSOCIATED WITH THE PROJECT. *BY PARTICIPATING IN THE AMEREN ILLINOIS PROGRAM, CUSTOMER AGREES TO WAIVE ANY CLAIMS, EXCEPT AS PROVIDED IN THIS SECTION, AND FULLY RELEASES AMEREN ILLINOIS FROM ANY DAMAGES, OF ANY KIND ARISING OUT OF OR RELATED TO CUSTOMER'S APPLICATION AND ANY EEMS INSTALLED AT CUSTOMER'S FACILITY.*

b) Customer shall defend, indemnify, and hold harmless Ameren Illinois, its parent, affiliate and subsidiaries, and their representative directors, officers, employees, contractors and agents from and against all liabilities, losses, claims, damages, judgments, penalties, costs and expenses (including, without limitation, attorney's fees and expenses) from and against third party claims for injuries, including death, to any person, or for property damage, or for payment for goods or services arising out of or relating to Customer's Application or any EEMs installed at Customer's Facility.

11. NO WARRANTIES: Ameren Illinois and its parent, affiliates, employees, contractors and agents do not guarantee the energy savings, and do not make any representations or warranties of any kind, regarding the results to be achieved by the EEMs or the adequacy or safety of such measures. Ameren Illinois and its parent, affiliates, employees, contractors and agents do not endorse, guarantee, or warrant any particular manufacturer, contractor or product, and do not endorse or guarantee any claims, promises, work, or equipment made performed or furnished by any contractors or vendors that sell or install EEMs.

12. CHOICE OF LAW AND DISPUTES.

a) THESE TERMS AND CONDITIONS, OR ANY OTHER REQUIREMENT OF THE APPLICATION OR CONDITION OF INCENTIVE AWARD WILL BE GOVERNED IN ALL RESPECTS BY THE LAWS, STATUTES, AND REGULATIONS OF THE STATE OF ILLINOIS. AMEREN ILLINOIS AND CUSTOMER HEREBY IRREVOCABLY AND UNCONDITIONALLY WAIVE ANY RIGHT EITHER SUCH PARTY MAY HAVE TO A TRIAL BY JURY OR TO INITIATE OR BECOME A PARTY TO ANY CLASS ACTION CLAIMS IN RESPECT OF ANY ACTION, SUIT OR PROCEEDING DIRECTLY OR INDIRECTLY ARISING OUT OF OR RELATING TO THIS PROGRAM.

b) Customer agrees that any dispute arising out of or related to the workmanship or performance of an EEM or the adequacy or safety or such measure shall be resolved solely between the Customer and the EEM contractor or equipment provider. **(Rev17)**

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Required Documentation Checklists

- Complete all fields and tables in the Staffing Grant Application
- Taxable/non-exempt applicants must submit a signed W-9 form including the Tax Identification Number associated with the Ameren Illinois customer.
- Submit a *Letter of commitment* provided by the customer supporting the execution of feasible resulting projects. The letter should be on company letterhead.

Customer Acknowledgment and Signature

I certify that all information provided is correct to the best of my knowledge, and I give the Company's permission to share my records with the Illinois Commerce Commission, or its contractors, who plan to evaluate my energy usage. Additionally, I will allow reasonable access to my property to verify the installation and performance of the Energy Efficiency Measures that are eligible for incentives under the Programs.

By checking this box and signing below, I certify that I have read, understood and agree to the Terms and Conditions listed above (p. 4). **Applications will not be accepted as "complete" unless this box is checked.**

Requested Incentive Amount _____

Company Name (Ameren Illinois Customer) _____

Print Name: _____ **Title:** _____

Signature: _____ **Date:** _____

Electronic signatures are accepted. Typing your name above constitutes a valid electronic signature.