

Memorandum of Understanding – Solar on Schools: **TEMPLATE**

This Memorandum of Understanding is designed to establish a mutual understanding and detail the terms of participation for _____ (Grantee) to participate in and receive a grant from Midwest Renewable Energy Association's (MREA) Solar on Schools initiative.

The MREA is a 501(c)(3) non-profit organization. Together with partners around the Midwest, we work to expand renewable energy adoption through innovative programs, renewable energy training, and educational events. The Midwest Renewable Energy Association promotes renewable energy, energy efficiency, and sustainable living through education and demonstration. MREA's Solar on Schools initiative fosters the expansion of solar power among K-12 schools in Wisconsin, issuing grants and providing support for schools to install solar arrays on their facilities.

Grantee Name _____

Grantee Address _____

As part of receiving this Solar on Schools grant, MREA and (Grantee) will work together, as defined below, to publicly highlight the installation of the solar array to spread the word and educate Wisconsin about the benefits of solar.

Commitment by MREA

As part of this initiative, MREA will:

1. Reserve and hold, the grant for _____ modules/_____ kW DC (maximum of 50kW DC) with an estimated value of \$_____ for up to 12 months, until _____ (date). See attached Quote A in Appendix.
2. Reserve and hold, an additional _____ modules/_____kW DC (maximum of 150kW DC) to be sold at wholesale cost to Grantee for up to 12 months, until _____ (date). See attached Quote B in Appendix.
3. Reserve and hold, an additional _____ modules/_____kW DC to be sold at retail cost to Grantee for \$_____/watt with an estimated total cost of \$_____ for up to 12 months, until _____(date). See attached Quote B in Appendix.
4. Guarantee that modules referenced in (1) – (3) will be new, Tier1 modules (not recycled or reused) that have valid factory (manufacturer and performance) warranties
5. Guarantee that Modules referenced in (1) – (3) will be _____ (specifications of reserved panels)
6. Guarantee shipping or pickup location of modules from Couillard Solar Foundation warehouse in Deerfield, WI. See attached Appendix C. If shipped, modules will only be sent direct to installation site once construction begins.
7. Provide support and guidance to the grantee throughout the fundraising and installation process.
8. Make a good faith effort to attend and help publicize any solar education sessions, dedication Ceremonies, or other related events hosted by Grantee.

Commitment by Grantee

As part of this initiative, Grantee will:

1. Provide all time and resources needed to install a _____ kW DC/AC (circle) solar array at its facility, including collaborating with and overseeing contractors, providing materials and documentation and any other needed administration.
2. Use this grant exclusively for its solar project (i.e. for no other project/purpose).
3. Raise all additional funds needed to complete the installation of the solar project within 12 months. Recognizing that this is a cost-sharing arrangement, Grantee will seek funding from additional sources including: (please include all planned funding sources) _____ (i.e. its operating budget, Focus on Energy, community fundraising campaign, financing, etc.).
4. If grantee does not install the solar array within 12 months, they understand that MREA will cancel the grant reservation and make the funds available to other grantees, unless another mutually agreed solution is reached.
5. Check in with MREA within 6 months from the date of this MOU, no later than _____ (6 months) and provide a brief, written progress report on its fundraising plan.
6. Within one year of project completion, grantee will provide MREA with a case study/guiding document on the project including contact information for a project point person. Additional suggestions to include:
 - Document its solar installation process with photos and videos of key milestones of the system installation and commissioning and make all photos or videos available to MREA to share in promotional materials.
 - Make information about the size and performance of the solar array, as well as expected cost savings and return-on-investment information, available to share in promotional materials and with MREA.
7. By signing this MOU, Grantee certifies that it is eligible to participate in this program as a Wisconsin K-12 school in good financial standing to make this investment and with authority to make this decision.

This MOU does not constitute a contract detailing service delivery and terms to be signed between the grantee and its solar contractor. Any contract(s) signed between grantee and its chosen installation contractor(s) will be exclusively between the two parties; MREA is not responsible for those contract(s) and will not be a party to those contract(s).

No rights, responsibilities or liabilities will be assigned to MREA through this program or grantee's pursuit of a solar array. Grantee will release and hold harmless MREA and its affiliates, officers, agents and employees from any claims, damages, expenses and obligations arising from this program or any circumstances related to its facility or its pursuit of a solar array.

Signed,

For Couillard Solar Foundation

_____ (Signature)
_____ (Name)
_____ (Title or Role)
_____ (Date)

For MREA

_____ (Signature)
_____ (Name)
_____ (Title or Role)
_____ (Date)

For (Grantee)

_____ (Signature)
_____ (Name)
_____ (Title or Role)
_____ (Date)