

## CASE STUDY GUIDELINE FOR WI K-12 SCHOOLS

### ABOUT YOUR SCHOOL AND/OR DISTRICT

- SCHOOL NAME, LOCATION, AND SIZE (STUDENTS AND/OR SQ FT)
- TYPICAL/ANNUAL ENERGY USE
- MOTIVATIONS FOR PURSUING A SOLAR PV PROJECT

### YOUR "STORY" OF HOW THE PROJECT CAME TO BE

- WHO FIRST PROPOSED THE PROJECT?
- TIMELINE OF EVENTS (FROM PROJECT CONCEPTION TO INSTALLATION)
- WHAT DID YOUR SOLAR PV CHAMPION TEAM LOOK LIKE? (I.E. SCHOOL BOARD MEMBERS, BUSINESS ADMINISTRATORS, STUDENT GROUPS, TEACHERS, ...)
- WHAT LEADERSHIP MEMBERS WERE ON BOARD FROM THE START?
- DID ANY LEADERSHIP NEED TO BE PERSUADED (IF SO, HOW?)
- ANY OTHER UNIQUE/INTERESTING DETAILS ABOUT YOUR PROJECT STORY

### PROJECT DEVELOPMENT:

- DID YOU WORK WITH A DEVELOPER?
- WHO WAS YOUR INSTALLER?

### ABOUT THE SYSTEM:

- PICTURES OF INSTALLATION/FINAL SYSTEM/RIBBON CUTTING CEREMONIES
- DATE OF INSTALLATION/COMPLETION
- SYSTEM SIZE (DC OR AC) & LOCATION (ROOF, GROUND MOUNTED, OFF SITE, ...)
- UNIQUE FEATURES (IF ANY) ABOUT THE SYSTEM
- UTILITY TERRITORY / IS THE SYSTEM NET METERED?
- UNIQUE FEATURES ABOUT SYSTEM DESIGN (I.E. BATTERY STORAGE, ELECTRIC BUSES, ENERGY MONITORING STATIONS, EDUCATIONAL INTEGRATION...)

### SYSTEM FINANCING

- HOW WAS THE PROJECT FINANCED?
- ANTICIPATED LOAN PAYBACK (IF APPLICABLE)
- ROI
- PROJECTED ENERGY SAVINGS (FINANCIAL SAVINGS AND/OR PERCENTAGE OF ENERGY USE)
- ANY OTHER RELEVANT FINANCIAL NUMBERS/STATISTICS

### PROJECT BARRIERS AND/OR SUCCESSES

- WHAT ISSUES DID YOU ENCOUNTER WHEN PROCURING YOUR SYSTEM?
- HOW DID YOU OVERCOME THESE ISSUES?
- LESSONS LEARNED

### ADVICE FOR OTHER WI K-12 SCHOOLS INTERESTED IN PROCURING THEIR OWN SOLAR PV SYSTEM