

|| CSE SGIP EXTENSION REQUEST FORM

Instructions:

Please note the use of this extension request form is not required; an extension request can be submitted in writing via email to SGIP@energycenter.org. Please review the SGIP Handbook prior to completing an extension request. Once you have determined that the project meets the eligibility requirements for an extension, respond to the prompts below and email this completed document to SGIP@energycenter.org.

Once received, CSE will review the request and notify you of the results as soon as possible. Please ensure to include any documentation that supports the request for an extension in the email along with this form.

All approved reservation expiration date extensions will be granted 6 months from the original ICF due date (reservation expiration date) with no project receiving more than 3 extensions. Projects that have exhausted the maximum of three 6-month extensions and require additional time to complete the installation due to issues related to the COVID-19 pandemic may be granted a stay on the cancellation not to exceed one (1) year from the project's Reservation Expiration Date. Program participants seeking additional time due to COVID-19 delays must submit a written request with verifiable information that clearly demonstrates the project was progressing in a timely manner prior to the COVID-19 pandemic. Note: Proof of Project Milestone (PPM) extensions will be determined on a case-by-case basis, not to exceed the original reservation expiration date.

Date of Request:

Project ID(s):

Please input the Project ID(s) of the project(s) for which you are requesting an extension. The ID must have the following format "SD-SGIP-XXXX-XXXX"

What type of extension are you requesting:

Date of Original Reservation Expiration:

Describe the circumstance around why the original due date will not be met. Include sufficient justification for how the reason for the extension is outside of the program participants' control.

Please provide an estimated timeline for the project or requirement completion. Please attach any documentation that supports your claim to the email on which you submit this request.