

# The Supplier's Role

*Energy Efficiency Loans in Wales –  
Supplier information*

**Updated May 2018**

## Energy Efficiency Loans in Wales

Delivered by the Carbon Trust, Energy Efficiency Loans in Wales provide interest and fee-free loans to businesses based in Wales who want to purchase more energy efficient equipment.

The details below are provided to ensure you and your sales team have all the information needed to make eligible customers aware of Energy Efficiency Loans in Wales, which could help you secure a sale. By providing information needed to support their application, you can help to make the process as quick and simple as possible.

**If your customer has already purchased, or placed an order for, any equipment, we are unable to provide funding towards their project.**

## Key features of the loan scheme

Private SMEs based in Wales can borrow **from £3,000 to £200,000** for energy efficiency or renewable energy projects. The loans are interest free and unsecured, with no arrangements fees, and structured so in most cases the monthly energy savings exceed the repayments.

## Eligibility - Businesses

To apply for an interest free loan, the customer must:

- ✓ be a private sector SME in Wales
- ✓ have been trading for the minimum period (limited company 12 months, unincorporated company 36 months)
- ✓ have an acceptable credit history
- ✓ project replaces existing equipment, and makes on-site fossil fuel savings
- ✓ be eligible for funding within the context of de minimis state aid regulations

## Eligibility – projects

A wide range of energy efficiency and renewable energy projects can be considered for an interest free loan, providing they make on-site fossil fuel use savings. Examples of projects which could qualify are listed below. If your equipment is not listed, please contact us to discuss.

Building Technologies	Industrial Process Technologies	Renewables
Air conditioning Building insulation Heating Heating controls Heat recovery Lighting Pipe insulation Solar thermal systems	Compressed air Materials handling Equipment Motors Process heating Process controls Refrigeration Variable speed drives	Biogas Biomass Air and ground source heat pumps Solar PV Solar thermal Wind turbines Hydro electricity

We prefer a project to payback in five years, but if it doesn't, we may still be able to provide some funding towards it.

We cannot support projects:

- retrospectively
- in domestic residences
- in new builds
- where there is no existing fossil fuel use
- for relocations
- for upgrades to existing renewable technology, unless there is an additional fossil fuel use

## How much can be borrowed?

Business loans are available from £3,000 - £200,000. The loan amount is based on the projected CO<sub>2</sub> savings of the project, and for every 1.0tCO<sub>2</sub> saved per annum, we can offer £1,000. The projected CO<sub>2</sub> savings will be independently assessed by the Carbon Trust.

Loans are structured so that in most cases the monthly energy cost savings should exceed the monthly repayments. Loans are repaid over 1 to 4 years in line with the project payback period.

To see how much your customer could potentially borrow, try our [Loan Calculator \(.xlsx\)](#).

They can apply more than once, up to the maximum loan amount.

Representative example of a 0% APR loan: £12,000 loan over 48 months = monthly repayments of £250. Total repayable £12,000.

## How to apply

The application MUST be done by the customer. It is the first step towards a legally binding, financial agreement, and they must take full ownership of the application and the information contained within it. If they require any support, the loans team are available Monday – Friday 9am – 5pm.

Your customer will be asked to provide supporting documentation for their application relating to the project and their business, as listed in our leaflet '[What We Need](#)'.

We ask that you provide them with the following:

- a quotation
- energy saving calculations

## Quotation

To meet our requirements, your quotation must include:

- The customer's name and registered address, as it appears on the application
- The site address, if different
- The VAT amount in £s, the supplier's VAT registration number, or confirmation they are not VAT registered
- The equipment supplier's quotation reference
- A date within the past 3 months
- A full list of the equipment to be supplied, including quantities, capacities, and prices
- The equipment supplier's name, address, and contact number, as shown on the application

## Energy Saving Calculations

Provide calculations to show the existing equipment and its energy use, and your proposed solution and anticipated energy use. Please ensure your calculations reflect the current actual use of the customer, as shown on their fuel bills.

For air compressor projects, please provide data logging covering a 7 days standard period, dated within the past 3 months.

## Disbursal of loan funds

Once the customer has received their offer in the form of a loan agreement, they can place an order for the equipment with you. Please ensure they have their loan offer in place, as accepting an order prior to this will result in them being ineligible for funding. Once the loan agreement has been completed and returned, along with a copy of the purchase order, we can release 30% of the loan amount as a deposit to them, on receipt of an invoice from you (via the applicant).

The balance of the loan is paid to the applicant when you have completed the installation, and the customer can provide us with a delivery note and signed commissioning certificate.

Minimum requirements for a deposit and/or commissioning invoice:

- 1) The customer's registered name and address (as it appears on the online application), and site address if different
- 2) The VAT amount in pounds and the supplier's VAT registration number, or confirmation they are not VAT registered
- 3) A supplier quote reference which matches the original quotation
- 4) An invoice date
- 5) An invoice number
- 6) A full list of the equipment to be supplied
- 7) The equipment suppliers name and address as stated on the Application and Loan Agreement

Minimum requirements for a commissioning certificate:

- 1) The customer's registered name and address (as it appears in the online application), and site address if different
- 2) Date of installation
- 3) A full list of the equipment installed, which matches the original quotation
- 4) The installation engineer's printed name, signature, and date
- 5) The customer's printed name, signature on behalf of their company, and date
- 6) The equipment supplier's name and address as stated on the Application and Loan Agreement

Further information can be found in our guide ['How to tick all the boxes'](#).

**The loan offer to the customer is valid for 3 months**

## Further information

If you would like more information on Energy Efficiency Loans in Wales, or would like to arrange a meeting with the Loans Manager to discuss it further, please contact [loans@carbontrust.com](mailto:loans@carbontrust.com) or **028 9073 4398**.

The loans team are happy to discuss the scheme, and your role as a supplier, however we are limited as to what we can discuss for individual applications.

## FAQs

### Application process – How long does it take?

Applications are submitted online, and if all the supporting documentation provided is correct, we can issue a loan offer within ten working days – often quicker – subject to availability of funds.

### Can the loan be used with other finance?

The loan amount is based on the project's energy savings, rather than cost, so additional finance may sometimes be required.

- If the customer has secured grant funding, the maximum loan amount we could provide is the net project cost less the grant funding.
- They can use company funds, or other unsecured lending
- We do not permit leasing or other finance to be secured on the equipment. If you are considering additional finance please contact us to discuss.

### Loan repayment term

The repayment term is based on the amount borrowed divided by the anticipated annual monetary savings. This is then rounded up to the next full year, to a maximum 4 year repayment term.

### Carbon Trust Supplier Accreditation

The [Green Business Directory](#) is a list of accredited suppliers who have been independently assessed by the Carbon Trust, and have met or exceeded criteria designed to examine their capability and proven track record of delivering thoughtful, well-designed energy efficiency and renewable energy systems. As part of the robust assessment process, the Carbon Trust takes into consideration case studies and feedback from client references regarding suppliers' performance.

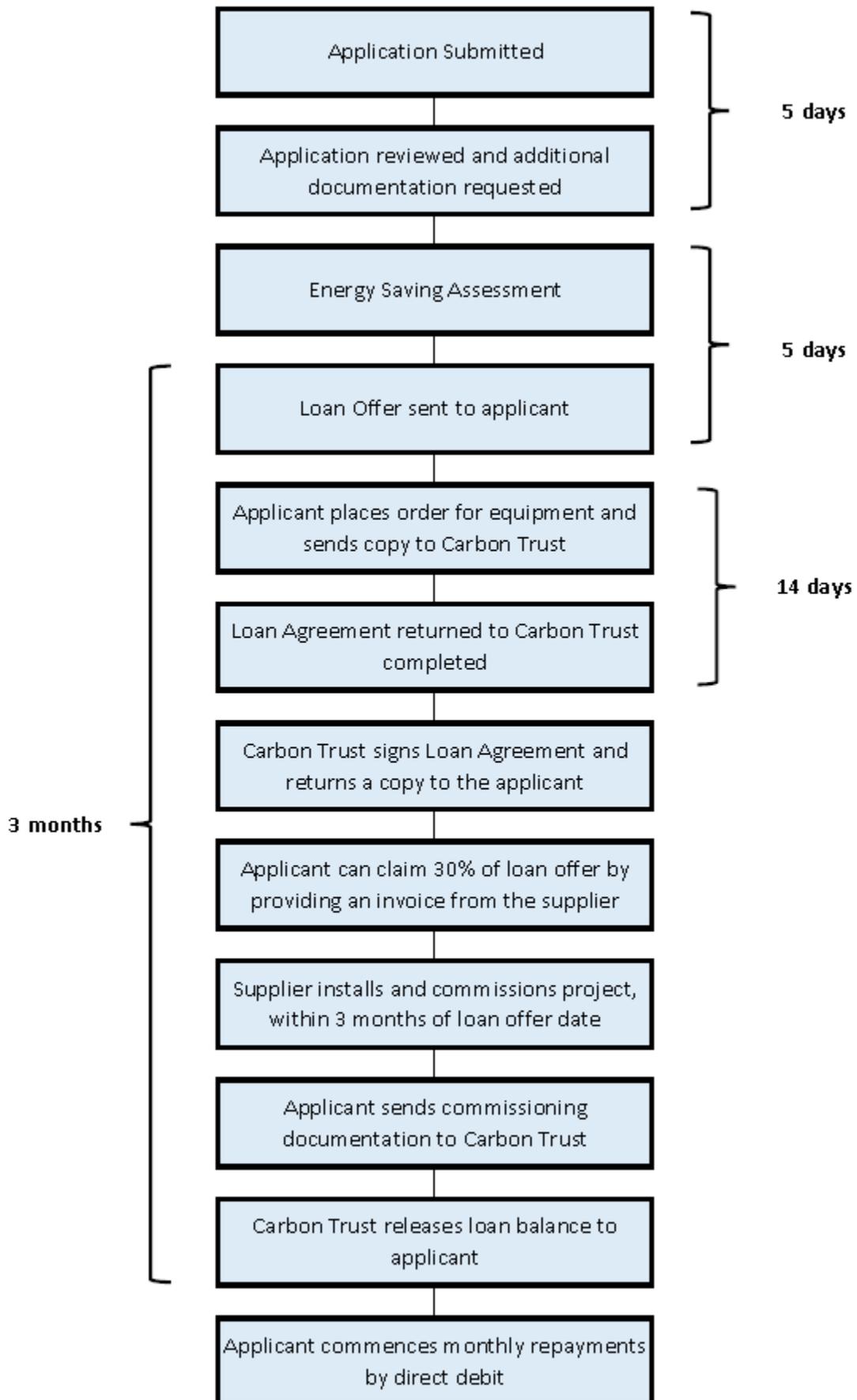
#### Benefits of the Accredited Supplier scheme

Companies that are approved for accreditation are able to benefit from the following:

- Listing on our Green Business Directory, hosted on the Carbon Trust website which received 60,000 page views in its first year
- Licence to refer to yourself as a Carbon Trust Accredited Supplier
- Use of the Carbon Trust Accredited Supplier logo
- Signed accreditation certificate
- Quarterly Accredited Supplier newsletter with news on relevant industry developments, and advice on how to maximise the benefits you get from your accredited supplier status
- Benefit from Green Business Directory and Accredited Supplier Scheme marketing and PR in relevant press, events and online.

Email [info@carbontrust.com](mailto:info@carbontrust.com) for more details.

## The Customer Journey



The Carbon Trust is an independent company with a mission to accelerate the move to a sustainable, low-carbon economy. The Carbon Trust:

- > advises businesses, governments and the public sector on opportunities in a sustainable, low-carbon world;
- > measures and certifies the environmental footprint of organisations, products and services;
- > helps develop and deploy low-carbon technologies and solutions, from energy efficiency to renewable power.

For information on any of the Carbon Trust's other services, please visit our website or contact the Customer Centre on:

[www.carbontrust.com](http://www.carbontrust.com)

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