



# Partner's Letter of Intent



Please e-mail the completed Letter of Intent (3 pages) to [chp@epa.gov](mailto:chp@epa.gov)

With this letter \_\_\_\_\_ (organization name) joins EPA's Combined Heat and Power (CHP) Partnership and agrees to work with EPA to promote the benefits of CHP and support development of new CHP Projects.

Sincerely, \_\_\_\_\_  
Authorized Signature

Name: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

## The Partner Agrees to:

1. Designate a liaison to EPA's CHP Partnership.
2. Provide data on request on existing CHP projects and new project development, as well on other CHP-related activities.
3. Periodically assess the potential for CHP development at their facilities, if applicable.
4. Support development of new CHP projects.
5. Publicize the energy, environmental, and economic benefits of their projects, if applicable.
6. Government partners also agree to promote the benefits of CHP and support the development of projects within their respective jurisdictions.

## EPA will:

1. Promote understanding and recognition of the environmental, energy, and economic benefits of CHP.
2. Support the Partner with tools and services intended to accelerate the development of CHP projects, including recognition of Partner's CHP accomplishments and associated benefits.

## General Terms:

1. This agreement can be terminated by either party, at any time, without prior notification, penalties, or further obligation.
2. Data and activities reported to EPA are kept confidential.
3. The Partner agrees that the activities it undertakes connected with this voluntary agreement are not intended to provide services to the federal government and that the Partner will not seek compensation from a federal agency.
4. The Partner agrees that it will not claim or imply that its participation in the Partnership constitutes EPA approval or endorsement of anything other than its commitment to the Partnership.

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## Partner's Liaison:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

## Partner Profile:

A profile appears on the EPA CHP Partnership website for every Partner (<https://www.epa.gov/chp/chp-partnership-partners>). The information provided below, in addition to the contact information for the Partner Liaison provided above, appear in each Partner's profile.

Please check the box below that best describes your organization's CHP-related service or activity.

- CHP Project Developer
- Construction
- Consultant/Engineering
- ESCO
- End-user
- Equipment Manufacturer
- Financier
- Non-governmental Organization (NGO)
- Utility
- Government (Federal/State/Local/Tribal Agency)

Your organization's website address: \_\_\_\_\_

Does your organization have a CHP-related webpage? If so, please list here: \_\_\_\_\_

May we provide a link to your CHP-related webpage?  Yes  No

Please provide a brief description of your organization's involvement with CHP and what services you provide, for inclusion in your Partner Profile on the Partnership website. (If the space below is not adequate, please e-mail this information with your signed Letter of Intent.):

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Does your organization have any videos that you'd like to be linked from your Partner Profile on the CHP Partnership website? If so, list the titles and URLs here (see Guidelines for Partner Videos at: <https://www.epa.gov/chp/chp-partner-videos>):

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Does your organization have any case studies that you'd like to be linked from your Partner Profile on the CHP Partnership website? If so, list the titles and URLs here (see Guidelines for Partner Case Studies at: <https://www.epa.gov/chp/chp-partner-case-studies>):

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The government estimates the average time needed to fill out this form is 4.9 hours and welcomes suggestions for reducing this level of effort. Send comments (referencing OMB control number) to the Director, Collection Strategies Division, U.S. EPA (2822T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460.



PLEASE E-MAIL THE COMPLETED LETTER OF INTENT TO CHP@EPA.GOV