

Submetered Facility Frequently Asked Questions (FAQ)

What is a submetered facility?

A submetered facility is a leased tenant space where the customer does not receive a utility bill directly from Consumers Energy. Instead, the building owner or property manager receives the utility bill and allocates utility costs to tenants through a separate billing process.

Can submetered customers participate in the program?

Yes. Submetered customers may be eligible provided they meet all other program eligibility requirements and can provide documentation demonstrating responsibility for utility costs and energy use.

Does being submetered automatically make a customer eligible?

No. Submetered customers must still meet all standard program eligibility requirements, including annual energy use thresholds and other program participation criteria.

What documentation is required?

Submetered customers must provide:

- Utility billing documentation from the landlord or property management company.
- Documentation sufficient to validate utility costs and energy use.
- Any additional information requested by the program team during the review process.

Incomplete documentation may delay eligibility review and project approval.

Can a tenant in a shopping center or multi-tenant building qualify?

Yes. A tenant leasing space in a shopping center, office building, or other multi-tenant property may qualify if they can provide documentation showing responsibility for utility costs and meet all other eligibility requirements.

Example:

A retail store in a shopping center receives a monthly utility charge from the landlord rather than directly from Consumers Energy. The tenant provides landlord-issued billing documentation and meets all other eligibility requirements. This customer may qualify.

Can a landlord apply on behalf of multiple tenants?

Maybe. Eligibility will depend on several factors, including who is responsible for utility costs, the scope of the proposed project, and whether the participating customer meets all program eligibility requirements.

Each situation is unique and may require additional review by the program team.

Examples may include:

- Common area improvements that benefit multiple tenants.
- Building-wide projects where utility costs are allocated among tenants.
- Projects where the landlord is responsible for utility costs and equipment ownership.

Because ownership structures, utility billing arrangements, and project scopes can vary significantly, landlords and Trade Allies should contact the program team at 877-607-0737 before submitting an application and to discuss the specific opportunity to determine the appropriate path forward.

Can a landlord simply divide a building into multiple tenants to meet eligibility requirements?

No.

The submetering policy is intended to accommodate legitimate leased tenant spaces that are responsible for utility costs through a landlord billing arrangement. It may not be used to artificially divide a larger facility or organization for the purpose of meeting program eligibility requirements.

The program team reserves the right to review ownership structures, utility billing arrangements, occupancy information, and overall facility use when determining eligibility.

Can individual buildings within a university, hospital, manufacturing campus, or corporate campus qualify separately?

Generally, no.

The submetering policy is intended for leased tenant spaces and may not be used to separate portions of a larger organization for the purpose of meeting program eligibility requirements.

If multiple buildings are owned or operated by the same organization and their energy use is included within a common utility account, master meter, or aggregated billing structure, the total energy use of the organization will be used when determining eligibility.

Why doesn't a building on a larger campus qualify separately?

Program eligibility is determined at the **utility account and organizational level**, not at the individual building level. When multiple facilities operate under the same entity and their energy use is billed through a common utility account or billing structure, the combined energy use is used to determine eligibility.

Example:

A university campus contains four buildings that operate under the same organization and are billed through a shared utility account or common billing structure, eligibility would be based on the total use associated with those account(s), not the individual building where the project is taking place.

However, if those same four buildings are served by their own independent utility accounts and each account individually meets the program's eligibility requirements, each building could qualify independently. In these cases, eligibility would be evaluated based on the use associated with each individual account rather than the combined use of the larger organization or campus.

What about a satellite office or remote location?

A separately located facility may be eligible if it operates independently and is not part of the primary campus utility infrastructure.

Example:

A university, hospital, or corporation operates a satellite office at a separate location with its own utility service. Because the facility is separately metered and operates independently from the primary campus, it may be evaluated independently for program eligibility.

How is annual energy use evaluated for submetered customers?

The program team will review available utility documentation and supporting information to determine eligibility. Additional information may be requested to validate energy use and utility responsibility.

For larger organizations, eligibility may be determined based on the total energy use associated with the entity rather than a single building or project location.

What information should a landlord be prepared to provide?

The program team may request:

- Tenant utility billing documentation
- Lease agreements or occupancy information
- Documentation showing responsibility for utility costs
- Building ownership information
- Additional information needed to validate energy use and eligibility

Providing complete documentation upfront will help expedite the review process and avoid delays in project approval.

I'm not sure whether my facility qualifies. What should I do?

Contact the program team at 877-607-0737 before submitting an application. We are happy to review your specific situation and provide guidance regarding eligibility, required documentation, and the most appropriate path forward.