



Wyoming  
Association of  
Municipalities  
Building Strong Communities

**LEASE APPLICATION COVER SHEET**

**WAM-WCCA ENERGY LEASE PROGRAM**

*NOTE: This cover sheet should be the first page of each application for a WAM-WCCA Energy Lease. A separate cover sheet and supporting documents showing the energy savings should be submitted for each project.*

**Please Print or Type**

Title of Project: Main Street Decorative Light Lamp Post Replacement  
Project - Phase 1

Name of City/Town/County: Lander

Name of Contact Person: Anne Even

Address: 240 Lincoln St, Lander WY 82520

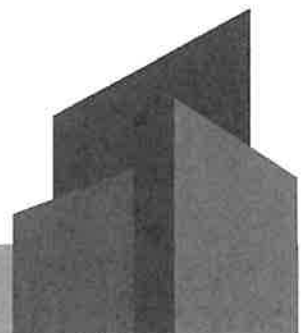
Phone: (307) 332-2870 x113

Amount of Lease Requested: \$ 100,000.00

On behalf of the City/Town/County of Lander, I hereby agree that all the information submitted is correct to the best of my knowledge, and that this application is being submitted with the consent of the governing body.

\_\_\_\_\_  
Mayor/Chairman of Board of County Commissioners

\_\_\_\_\_  
Date





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## MEMORANDUM

**TO:** All Mayors, County Commission Chairpersons, Municipal Clerks,  
and County Clerks (All Municipal and County Clerks: Please distribute to  
Mayors and County Commission Chairpersons)

**FROM:** Ashley Harpstreith, WAM Executive Director and  
Jerimiah Rieman, WCCA Executive Director

**DATE:** September 22, 2025

**SUBJECT:** WAM-WCCA Energy Lease Program Request for Proposals

The Wyoming Association of Municipalities/Wyoming County Commission Association (WAM-WCCA) Energy Lease Program Joint Oversight Board is issuing a request for proposal for the 2026 Energy Lease Program Awards. Cities, towns, and counties are encouraged to apply for leases to increase energy efficiency. Zero interest leases between \$2,500 and \$100,000 will be awarded for projects that will increase the energy efficiency of public facilities, or other projects consistent with the State Energy Conservation Plan (contact WAM for a copy). Attached please find a Request for Proposal soliciting local government lease applications.

The WAM-WCCA Energy Lease Program is overseen by a Joint Oversight Board which consists of three county and three municipal officials appointed by the Presidents of WCCA and WAM. All leases will be for a period of two years, amortized over ten years, and each lease can be renewed up to four times. For example, a lease to replace an inefficient furnace, costing \$10,000, could be a two-year lease with \$1,000 annual payments and a balloon payment at the end of the term for \$8,000. The lease, however, could be renewed four times with a corresponding reduction in the balloon payment. Equal quarterly payments are required.

Applications must be received at the WAM Office no later than 5:00 p.m. on December 12, 2025. Lease applicants should use the attached WAM-WCCA Energy Lease Program application cover sheet. The Joint Oversight Board will review all applications for consistency with the State Energy Conservation Plan before consideration. Any application not consistent with the State Energy Conservation Plan will be returned to the applicant with an opportunity to revise the application. The Joint Oversight Board will meet in January 2026 to review applications. Awardees will have 90 days to accept the lease award. Funds will be available to the awardees on or after July 1, 2026, and must be requested by June 30, 2027.



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The total amount of lease money available for award on July 1, 2026, is expected to be approximately \$450,000.

Potential lease applicants should carefully read the attached Request for Proposal. For further information, please contact Earla Checchi at the WAM Office, call 307-275-8376 or email [earla@wyomuni.org](mailto:earla@wyomuni.org).

**WAM-WCCA Joint Oversight Board:**

Commissioner, Natalie Macker, Teton County  
Commissioner, Gunnar Malm, Laramie County  
Commissioner, Robert Short, Converse County  
Clerk/Treasurer, Kelley Millar, Town of Upton  
Mayor Arne Jorgensen, Town of Jackson  
Clerk/Treasurer Lynette Strecker, City of Torrington



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## **REQUEST FOR PROPOSALS (RFP)**

### **WAM-WCCA ENERGY LEASE PROGRAM**

The WAM-WCCA Energy Lease Program is soliciting Proposals (Lease Applications) for funding of zero interest (0%) leases for projects authorized under the State Energy Conservation Plan (SECP), including energy efficiency improvements to existing, or new public buildings. **The improvements must show a monetary savings, and, if possible, a BTU savings. The BTU savings should have documentation verifying this savings.**

Capitalization for the WAM-WCCA Energy Lease Program comes from a Petroleum Violation Escrow Account grant originally awarded to WAM and WCCA by former Governor Mike Sullivan on May 28, 1991.

Leases under the WAM-WCCA Energy Lease Program shall be in amounts of not less than \$2,500, not more than \$100,000. Leases will be amortized over no more than a ten (10) year period with four equal payments per year.

Lease Applications shall be no longer than three pages. Each lease application shall contain the following information, at a minimum: name of city, town, or county submitting the lease application; name, address, and phone number of the contact person; signature of the mayor or county commission chairman, as applicable; and a general description of the project.

A city, town, or county may submit applications for more than one project. However, each project should be submitted under a separate lease application. If a city, town, or county submits more than one application for this award period, the city, town, or county must **prioritize their project applications**. The total lease outstanding balance for any one city, town, or county shall not exceed \$150,000.

Lease applications will only be accepted from cities, towns, and counties. The city, town, and county submitting a lease application shall be held responsible for full re-payment of any lease award received.

Lease applications must be received at the office of the Wyoming Association of Municipalities (WAM) no later than 5:00 p.m. December 12, 2025, Lease applications can be mailed to the WAM Office at 315 W. 27<sup>th</sup> Street, Cheyenne, WY 82001, faxed to 307-632-1942, or emailed to [checchi@wyomuni.org](mailto:checchi@wyomuni.org).

Lease awards will be determined by the Joint Oversight Board of the WAM-WCCA Energy Lease Program at their meeting in January 2026. Award letters will be mailed out shortly thereafter. Grantees shall accept or deny lease awards in writing within 90 days of award notification, or they shall lose the lease award. Email notification is acceptable. Lease funds will be available on or after July 1, 2026. Awards must be requested by June 30, 2027.

Interested cities, towns, and counties may contact Earla Checchi (307) 632.0398 at the WAM office for more information.

# ENERGY LEASE PROGRAM - 12/12/2025

Wyoming Association of Municipalities /Wyoming  
County Commission Association

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**Application Deadline**

**12/12/2025**

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**Status**

**NEW PRE-APPLICATION**

## PRE-APPLICATION STATUS

- Pre-Application PDF Generated and Saved
- Department Head Approval Workflow
- Department Head Approval Notification

## Applicant & Sponsor

### Applicant

ANNE EVEN

### Department Head/Project Manager

RAJEAN STRUBE FOSSEN

## Project

### Program/Project Name &/or Code

Main Street Decorative Light Lamp Post  
Replacement Project - Phase 1

### Is the project in the budget?

NO

### Are ongoing expenses budgeted?

YES

**Is this project in-house, or will it require bids for services?**

General Services Only

## **PRE-APPLICATION**

**Grant Program**

Energy Lease Program

**Funding Agency**

Wyoming Association of Municipalities /Wyoming  
County Commission Association

**Purpose of Grant**

Zero interest lease program up to \$100,000 to  
replace 20-25 Main Street Decorative Light Lamp  
Posts

**Requested Amount**

\$100,000.00

**Match Amount**

\$0

**Total Amount**

\$100,000.00

**Application Deadline**

12/12/2025

**Council Authorization Required?**

NO

**Legal Requirements**

-

**Has Legal Review Been Initiated?**

-

**Legal Requirements Explained**

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**Pre-Application**

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