MGB ACADEMY · JOB AID

Standard of Care & Independence Disclosure

The professional commitments, and the disclosure of record

MGBA-EA-JA-10 · Version 1.0 · Released at Segment 6

Your signature carries weight downstream. A capital provider that funds a project on inflated projections, then watches actual performance fall short, remembers the auditor's name. So does the owner. This document states the standard and provides the disclosure of record to accompany a report supporting a C-PACE project.

The standard of care

1. DO NOT OVERSTATE SAVINGS. EVER.

Conservative, well-documented numbers that come true build a reputation that feeds you for a decade. Optimistic numbers that do not will end you in this market faster than anything else. Where a range exists, the summary figure is the conservative end of it.

2. WHEN UNCERTAIN, SAY SO AND BOUND IT.

A range with stated assumptions is more professional than a false point estimate. Reviewers trust auditors who show their uncertainty, because it signals that every other number was handled with the same care.

3. DISCLOSE THE METHOD, NOT JUST THE RESULT.

Every projected saving is traceable to a named method, stated inputs, and an identified source. A number a reviewer cannot rebuild is a number a reviewer will discount.

4. SEPARATE OBSERVATION FROM INFERENCE.

What you measured, what you were told, and what you concluded are three different things and are labeled as three different things in the report.

5. MAINTAIN INDEPENDENCE.

No undisclosed financial interest in the contractor selected, the equipment specified, or the financing arranged. No referral fee accepted without written disclosure to the owner. No adjustment of an analysis to reach a threshold someone else needs it to reach.

6. STAY IN YOUR LANE.

You determine baseline, technical viability, projected savings, cost basis, and useful life. You do not determine eligibility, approval, rate, term, lien position, or whether the owner should proceed. State the boundary in the report rather than letting a reader assume you crossed it.

7. REMAIN AVAILABLE.

State the window during which you will answer reviewer questions about your own analysis. An unreachable auditor is the second most common cause of a stalled project.

WHY THE DISCIPLINE IS NOT MERELY PERSONAL

Every honest, defensible audit makes the next financed project easier — for you, for the contractor, for the owner, for the market. Every inflated one raises the cost of capital for everyone, by teaching lenders to distrust the diagnosis. You are not just serving one client. You are maintaining the credibility of the entire mechanism that lets Missouri buildings get better. That is not a burden. It is the reason the work matters.

Independence & conflict disclosure

Complete and include with any audit report supporting a C-PACE project. Provide to the property owner at delivery, and make available to the capital provider on request.

Property	____
Report title and date	____
Prepared by	____
Firm	____
Credential(s) held	____
Engaged by	☐ Property owner ☐ Contractor ☐ Capital provider ☐ Other: __________
Compensation basis	☐ Fixed fee ☐ Hourly ☐ Other: __________ Contingent on project proceeding? ☐ No ☐ Yes — describe below

Disclosures

Check each that applies and describe below. Checking a box is not disqualifying; failing to check one is.

☐	I or my firm hold a financial interest in a contractor, vendor, or equipment supplier that may participate in the recommended scope.
☐	I or my firm receive, or expect to receive, a referral fee, commission, or other consideration related to this project from any party other than the engaging client.
☐	I or my firm have performed, or expect to perform, design or construction work on the recommended scope.
☐	Any portion of my compensation is contingent on the project proceeding, on the financing closing, or on the projected savings reaching a threshold.
☐	I have a familial, employment, or ownership relationship with the property owner or with any party expected to participate in the transaction.
☐	None of the above applies.

Description of any item checked above:

____

____

Certification

I certify that the analysis in the referenced report was prepared in accordance with the standard of care stated above; that the baseline, methodology, and cost basis are documented such that a qualified reviewer can reconstruct them; that projected savings represent my conservative professional judgment and are not adjusted to reach any external threshold; and that any uncertainty material to the conclusions is disclosed and bounded within the report.

Signature ______________________________

Printed name and credential ______________________________

Date ____________________

Missouri Green Banc
16305 Swingley Ridge Road, Suite 220, Chesterfield, MO 63017 · (866) 554-4083 · communications@missourigreenbanc.org
Markets set in motion. It all starts with collaboration.