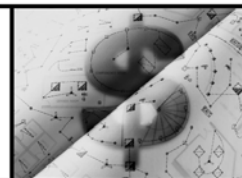


# ELECTRICITY RETROFIT INCENTIVE PROGRAM

Prescriptive Project Application Guideline

Plan on  
**ERIP**



## Program Objective and Scope

The objective of this program is to leverage energy conservation and load management opportunities undertaken within existing buildings within the commercial, industrial, institutional and agribusiness sectors.

Interested parties are directed to the additional terms and conditions in the Project Application form.

## Eligible Applicants

To be eligible to apply to this program, the following conditions must be met:

1. The Applicant must be a customer of a participating Local Utility Distribution Company (LDC)
2. The facility(ies) where the energy conservation or demand response initiative(s) is/are proposed/installed must be within the LDC service territory and installed at a site serviced by the LDC.
3. The energy efficiency project is installed within an existing building
4. Applications must include the Applicant's primary LDC account number and the account numbers of all facilities as appropriate

## Process and Forms

The Electricity Retrofit Incentive Program (ERIP) is made up of two incentive options:

- Prescriptive Projects – where rebates are offered for predefined technologies on a per unit or performance basis.
- Custom Projects – where all technology, equipment and systems are evaluated on the basis of their power and energy performance improvement and an incentive offered based specifically on the level of improvement

This Guideline, addresses the Prescriptive Projects option only. Please refer to the Custom Project Guideline and the Custom Project Worksheet for assistance under the Custom Project path.

An application under the Prescriptive path of this program consists of two parts:

1. Project Application, and
2. At least one prescriptive Application Worksheet. Currently this includes worksheets for:
  - Energy Efficient Lighting Products
  - 3-phase Premium Efficiency Motors up to 200 hp
  - ENERGY STAR® qualified 3-phase Transformers
  - ENERGY STAR® qualified/ CEE compliant Unitary Air-Conditioning up to 25 tons in size
  - Energy Efficient Equipment and Devices for Agribusiness
  - Alternative Energy Measures for Space Cooling
  - Alternative Energy Measures for Service Hot Water
  - Alternative Energy Measures for Food Service

The Project Application is the same for both Prescriptive Project and Custom Project applications, and in fact can be used for applying to both at the same time, if applicable to the Applicant.

The applicable Prescriptive Project Application Worksheet is to be attached to the Project Application and completed as required.

Both parts (Application and Worksheets), with supporting documentation as required, comprise the final Incentive Agreement between the LDC and the Applicant.

## Incentives

Incentives from the LDC will be determined solely from the applicable prescriptive worksheets. No other criteria are used to adjust the incentive value. The applicant is directed to the applicable worksheet(s) for the incentive calculation.

The Applicant is to total the incentives from each worksheet to determine the total incentive being applied for and enter this amount on the Project Application form.

Prescriptive incentives may be applied for after purchase and installation of the eligible equipment or the Applicant may request pre-approval prior to purchase and installation. If a pre-approval is requested, the LDC will pay the incentive once the project equipment has been purchased, installed and verified.

The total minimum incentive available from the LDC under ERIP is \$250.<sup>1</sup>

## Complementary Energy Conservation Programs

While Eligible Project Measures that received, are receiving or will receive funding in or from any other electricity ratepayer funded provincial, federal or local distribution company program are ineligible for Incentive Payments, the use of complementary programs and incentives is strongly encouraged to further defer the costs of project implementation beyond what the applicant may be eligible for under this program. Complementary programs that may be of benefit to the Applicant include:

- Canadian Industry Program for Energy Conservation (CIPEC)
- ecoENERGY Retrofit Incentive for Buildings
- ENERGY STAR® Qualified Products
- Industrial Buildings Incentive Program (IBIP)
- Enbridge Gas Limited programs
- Union Gas Limited programs

## Technical Eligibility

Technical eligibility of equipment is specified on the applicable Worksheet. Only those products that comply will be considered for incentives under this program. If the equipment being specified by the Applicant is not eligible within one of the Prescriptive Project Worksheet(s), then the Applicant is directed to consider applying under the Custom Project path using the Custom Project Worksheet (see Custom Project Application Guideline document for assistance).

If the project under this application is solely for a product or technology covered under a prescriptive rebate, then the Applicant must submit their application using the appropriate Prescriptive Project Worksheet for financial support. Custom Project applications in this case will be rejected.

## Lighting System Worksheet

**Exit Signs:** Eligible signs shall be 5 watts or less, including LED retrofit kits, replacement fixtures and photo luminescent signs with no supplemental lighting. New construction projects do not qualify for an incentive.

**Compact Fluorescent Lights (CFLs):** Screw in CFLs < 40 Watts shall be ENERGY STAR® qualified. Hard wired CFLs < 40 Watts, including both 2 and 4 pin lamps. Lamps shall have the following efficacy - up to 14 Watts - minimum efficacy of 45 initial Lumens/Watt 15 – 40 Watt lamps - minimum efficacy of 60 initial Lumens/Watt.

**T8 Fluorescent Fixtures:** The incentive for fluorescent lighting systems applies only to the replacement of T12 lamps and ballast with T8 lamps using electronic ballasts. Replacements of T12 lamps to T8 lamps without installation of electronic ballast(s) are not eligible. It is the Applicant's responsibility to confirm that light levels of the energy efficient design meet the minimum regulatory requirements and the suggested maximum levels for the proposed use of the space. Projects that are under or over lit according to good professional practice for the intended application of the space are not eligible for incentives. The qualifying list for High Performance T8 Lamps and Ballasts is available at <http://www.cee1.org/com/com-lt/com-lt-main.php3>. All standard T8 lamps and ballasts qualify under Standard Performance T8. All T8 lighting systems must have a minimum rated life of 20,000 hours for 4 foot lamps and 15,000 hours for 8 foot lamps.

<sup>1</sup> Customers applying for a prescriptive incentive for motors are exempt from the \$250 minimum per application. .

**T5 Fluorescent Fixtures:** This measure will apply to T5 systems with lamps rated at 18W to 55W employing electronic ballasts in new or retrofit fixtures. Multi lamp ballasts qualify under this incentive. All ballasts must be dedicated to T5 technology.

**Metal Halide Lamps and Fixtures:** This measure applies to both interior and exterior applications for new and retrofit installations. Displaced lamps can be incandescent, T12 fluorescent, mercury vapour, standard metal halide, HPS and LPS lighting systems.

**Occupancy Sensors:** Sensors shall be of commercial grade, either switch mounted or ceiling mounted. Installation shall be according to manufacturer's specifications and recommended layout. Sensors will have an OFF-AUTOMATIC selector switch with no ON setting conveniently located on the faceplate.

### Motor Worksheet

Only 3-phase motors meeting or exceeding the NEMA Premium Nominal Efficiencies indicated on the Worksheet are eligible for incentives. Motors must operate a minimum of 2000 hours per year to be eligible for incentives. Manufacturers' cut sheets showing compliance efficiency testing and the applicable NEMA rated efficiency must be provided with the application. Motors greater than 200 Hp should apply for incentives under the Custom Project Worksheet.

### Transformer Worksheet

Only 3-phase transformers meeting or exceeding the ENERGY STAR® efficiencies indicated on the Worksheet and certified as ENERGY STAR® qualified are eligible for incentives. The Applicant must provide documentation attached to the Application certifying transformer compliance and efficiency.

### Unitary AC Worksheet

Only unitary air conditioners of the size and meeting or exceeding the ENERGY STAR® efficiency ratings shown on the Worksheet are eligible for incentives. Minimum operation must be 1000 hours per year. Applicant must attach manufacturer's technical cut sheets demonstrating that the equipment meets the program requirements on the Worksheet and is ENERGY STAR® qualified. Unitary AC units with a capacity of 25 tons shall conform to the CEE efficiency standard.

### Agribusiness Worksheet

#### Creep Heat Pads

Only creep heat pads having a measured power requirement no greater than 100 watts are eligible for the incentive. In addition, creep heat pads or mats must meet all applicable Code, standard, safety and regulatory requirements.

#### Creep Heat High Temperature Cutout Thermostat

Only NEMA 4X line voltage thermostats having a temperature range of between 20°C and 40°C are eligible for the incentive. Must meet all applicable Code, standard, safety and regulatory requirements.

#### Creep Heat Controller

Only agricultural products designed for use in animal housing facilities are eligible. Must meet all applicable Code, standard, safety and regulatory requirements, including CSA/UL/CUL approved. Must be NEMA 4 or 4x rated.

#### Energy Efficient 24" Ventilation Exhaust Fans

Only fans which satisfy the qualifying criteria as defined below are eligible:

1. Fans shall meet the minimum ventilation efficiency (cfm/watt) performance levels prescribed in ASAE (now ASABE) Standard number EP566 at static pressure levels of 0.05, 0.1, 0.15 and 0.2 inches of water column.
2. Only fans tested (and proven to meet the above standard) at an accredited test facility such as either the Bioenvironmental and Structural Systems Laboratory (BESS) at the University of Illinois or an AMCA-certified fan testing facility shall qualify for the incentive. In addition, all fans must meet all applicable Code, standard, safety and regulatory requirements.

### Low Energy Livestock Waterers

Low-energy waterers for the purposes of this incentive are those having a total electrical power requirement no greater than 300 watts, including waterline heat tracing elements. In addition, waterers must be completely insulated with a minimum 2 inches of insulation, be equipped with an adjustable thermostat and the insulation must be completely protected from damage by rodents and insects in order to qualify for this incentive. Waterers must meet all applicable Code, standard, safety and regulatory requirements in order to be eligible for the incentive.

### Lighting Photocells and Timers

Only photocells and timers which disengage lighting in livestock barns having sufficient access to natural daytime lighting as to typically provide sufficient illumination within the barn during the period May to October each year, such as naturally ventilated freestall buildings, are eligible for this incentive. Photocells and timers used in sealed or windowless livestock buildings which lack natural light are not eligible. Photocells and timers must meet all applicable Code, standard, safety and regulatory requirements. Units with non-resetting manual "ON" override are not eligible.

### Dual and Natural Exhaust Ventilation

Natural exhaust ventilation systems for the purpose of this incentive are ventilation systems utilizing chimneys and sidewall openings with curtains or insulated panels. No mechanical ventilation shall be present for natural ventilation systems. The dual natural ventilation systems for the purpose of this incentive are hybrid systems utilizing chimneys and sidewall openings with adjustable curtains or sidewall insulated panels to provide ventilation during warm months. Ventilation fans are to be used during cold months only. For a dual ventilation system to be eligible for an incentive, the maximum installed ventilation capacity cannot exceed the sum of Stage 1 (continuous) and Stage 2 (moisture control) minimum ventilation requirements. Installed dual and natural ventilation system must meet all applicable Code, standard, safety and regulatory requirements.

## Alternative Energy Measures – Space Cooling

**Engine Driven and Absorption Chillers:** Eligible chillers shall be non-electric engine driven or absorption with a minimum COP of 1.0 for the replacement or augmentation of electric cooling. Chillers must operate for a minimum of 1000 hours per year. Installed chillers must meet all applicable Code, standard, safety and regulatory requirements.

**Ground Source Heat Pumps:** Ground source heat pumps for the purpose of this incentive are heat pumps that use the ground or a body of water as a heat sink in the summer months. Acceptable system types include open and closed loop systems with vertical and horizontal ground heat exchangers. Eligible heat pumps shall have a minimum cooling COP of 3.5. The system must be installed by a Canadian Geo-Exchange Coalition (CGC) Accredited Installer. System must operate for a minimum of 1000 cooling hours per year. Installed heat pumps must meet all applicable Code, standard, safety and regulatory requirements.

**Desiccant Dehumidifiers:** Desiccant dehumidifiers for the purpose of this incentive are humidifiers that use a desiccant to meet part or all of the building's latent cooling load. System must operate for a minimum of 1000 cooling hours per year. Installed dehumidifier must meet all applicable Code, standard, safety and regulatory requirements.

## Alternative Energy Measures – Service Hot Water

**Solar Hot Water Collector:** Eligible solar hot water collectors shall comply with the Government of Canada's ecoAction Qualified Solar Hot Water Collectors list available at <http://ecoaction.gc.ca/ecoenergy-ecoenergie/>. Installed solar hot water collectors must augment or replace existing electric service hot water heating equipment. Applicant must submit three photographs of the installed electric hot water heater clearly indicating the heater's front, back and nameplate. Installed collectors must meet all applicable Code, standard, safety and regulatory requirements.

**Storage Tank Hot Water Heaters:** Eligible storage tank hot water heaters must be non-electric, have a minimum thermal efficiency of 90% and must replace existing electric water heaters. Applicant must submit three

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photographs of the installed electric hot water heater clearly indicating the heater's front, back and nameplate. Installed hot water heaters must meet all applicable Code, standard, safety and regulatory requirements.

**Tankless/Instantaneous Hot Water Heaters:** Eligible tankless/instantaneous hot water heaters must be non-electric, have a minimum energy factor (EF) of 80% and must replace existing electric water heaters. Applicant must submit three photographs of the installed electric hot water heater clearly indicating the heater's front, back and nameplate. Installed tankless/instantaneous hot water heaters must meet all applicable Code, standard, safety and regulatory requirements.

**Drain Water Heat Recovery:** Eligible drain water heat recovery systems must have a minimum length of 60 inches for 3 inch diameter drain pipes or a minimum length of 48 inches for 4 inch diameter drain pipes and must be installed to recover heat from electrically heated hot water. The minimum efficiency for the drain water heat recovery system shall be 40%. Installed drain water heat recovery system must meet all applicable Code, standard, safety and regulatory requirements.

### **Alternative Energy Measures – Food Service**

**Gas Fryers:** Gas fryers shall be ENERGY STAR® qualified and shall replace existing electric fryers. Applicant must submit three photographs of the installed electric fryer clearly indicating the fryer's front, back and nameplate. Installed fryers must meet all applicable Code, standard, safety and regulatory requirements.

**Gas Griddles:** Eligible gas griddles shall have a minimum cooking efficiency of 38 and must replace existing electric griddles. Applicant must submit three photographs of the installed electric griddle clearly indicating the griddle's front, back and nameplate. Installed fryers must meet all applicable Code, standard, safety and regulatory requirements.

### **ALL WORKSHEETS**

The manufacturer and model numbers must be clearly indicated on each Worksheet. In order to receive an incentive, the Applicant must submit purchase INVOICES indicating model numbers and quantities with PROOF OF PAYMENT (required for incentive payment) or ESTIMATES (required for pre-approval) for purchased equipment. Proof of Payment will be required prior to release of incentive. MANUFACTURER'S TECHNICAL SPECIFICATION SHEETS demonstrating that the equipment meets the program requirements must be attached to each Worksheet for approval.

### **In-service date of project**

The Project Application must be submitted for approval prior to December 31, 2010. Applications submitted after this date will be returned to the Applicant unopened. (See Application Evaluation and Priority below.)

Eligible projects under this program must be completed (be in-service) and delivering kW savings on or before the earlier of (a) the date falling 12 months after the date on which this application is approved by the LDC, and (b) **December 1, 2011**.

Projects that are not completed and put into service prior to the project completion deadline will not be eligible to receive incentive payments.

Projects with an earlier in-service date will be given priority for approval. LDC's incentive budget is limited and project applications will draw down this budget as projects are approved.

### **Project Permanence**

Projects must remain in service and delivering the projected savings for a period of at least 36 months. If the period of operation is less than 36 months, the Applicant shall be deemed to be in default and repayment of a portion of the incentive may be requested by the LDC. If the Project or its operation requires removal, changes or modifications during the 36 months specified above, the Applicant shall notify the LDC forthwith in writing. At that time an assessment of the change will be determined and if required the LDC may request a repayment of a portion of the incentive on a pro-rata

time basis. Failure to promptly notify the LDC of any such changes shall constitute a default of the incentive agreement, and may result in the LDC requesting repayment of all or a portion of the Incentive.

**Application Evaluation & Priority**

Applications for Prescriptive incentives under the pre-approval option must be submitted prior to December 31, 2010. Applications submitted after purchase and installation must be submitted prior to December 31, 2010.

**CLAIMS FORMS MUST BE MAILED WITHIN 30 DAYS OF INSTALLATION**

Applications will undergo a pre-screening process confirming that all conditions described in this guideline have been met. Any applications that fail to meet these criteria will be returned to the applicant with an explanation of the deficiency.

Those applications that meet all the criteria and pass the pre-screening process will undergo a detailed screening by the LDC. Applications will be prioritized using the following criteria:

- Date of application – Projects submitted earlier will receive first consideration.
- In-service date – The sooner the project will be in-service the higher likelihood the project will receive approval. Also, projects must be completed and in-service prior to December 1, 2011.
- Magnitude of kW savings projected – Projects with larger savings will be given higher priority.

Customers will receive payment for prescriptive projects within 30 days after completing the project, assuming that the application has been approved and that all necessary and appropriate documentation has been provided with the application and there are adequate program funds still available, and provided that no incentives will be paid after December 31, 2011.

**LDC Support**

For support regarding this program, obtaining application forms, submitting an application or obtaining information regarding any of the LDC’s conservation and demand management programs, please contact your LDC. Please monitor your LDC for more information and program updates.

**CHECK LIST and PROCESS**

FOR PRESCRIPTIVE APPLICATION:

- Fill in the ERIP Applications form
- Fill in the appropriate worksheets
  - Lighting
  - Transformers
  - Unitary AC
  - Motors
  - Agribusiness
  - Alternative Energy Measures for Space Cooling
  - Alternative Energy Measures for Service Hot Water
  - Alternative Energy Measures for Food Service
- Send the application, worksheet(s) and
- Supporting documentation to the LDC