

# ENERGY EFFICIENCY FINANCIAL INCENTIVES HEATING, COOLING AND AIR-CONDITIONING MEASURES FOR BUSINESS CUSTOMERS

The following information is provided as part of an incentive program to encourage non-residential customers to select and install energy efficient equipment for their facilities. This program is brought to you by participating municipalities and cooperative members of Minnkota Power Cooperative, Inc. and the Northern Municipal Power Agency.

## Instructions for Use:

**For complete instructions, please refer to the Terms and Conditions, on page 7.**

**Step 1: Determine Eligibility.** Equipment must be new and installed in a facility served by one of the participating municipal or cooperative utilities listed below:

<input type="checkbox"/> Bagley Public Utilities	<input type="checkbox"/> Hawley Public Utilities	<input type="checkbox"/> Roseau Municipal Utilities
<input type="checkbox"/> Baudette Municipal Utilities	<input type="checkbox"/> North Star Electric Cooperative	<input type="checkbox"/> Stephen Municipal Utilities
<input type="checkbox"/> Beltrami Electric Cooperative	<input type="checkbox"/> PKM Electric Cooperative	<input type="checkbox"/> Thief River Falls Municipal Utilities
<input type="checkbox"/> Clearwater-Polk Electric Cooperative	<input type="checkbox"/> Red Lake Electric Cooperative	<input type="checkbox"/> Warren Municipal Utilities
<input type="checkbox"/> Fosston Municipal Utilities	<input type="checkbox"/> Red River Valley Cooperative Power Association	<input type="checkbox"/> Wild Rice Electric Cooperative
<input type="checkbox"/> Halstad Municipal Utilities	<input type="checkbox"/> Roseau Electric Cooperative	

**Step 2: Install Equipment.** New equipment must be installed and old equipment removed. Only new products, which are exact product types listed in this form are eligible for prescriptive incentives. If the potential incentive is greater than \$10,000, contact the utility to get pre-approval.

**Step 3: Complete and sign the application.** Forms must be received within 60 days of installation. Incomplete applications will cause delays in payment.

**Step 4: Attach the following documentation:**

- Itemized invoices including costs for equipment installed and installation labor.
- Specification sheets for lamps, ballasts and fixtures installed.

**Step 5: Mail completed paperwork to your utility.** Addresses are on page 2.

This is a joint offering from participating utilities of the Minnkota Power Cooperative, Inc. (MPC) and the Northern Municipal Power Agency (NMPA). MPC is a regional generation and transmission cooperative serving 11 member-owner distribution cooperatives. Minnkota's service area of 34,500 square miles is located in eastern North Dakota and northwestern Minnesota. NMPA is comprised of 12 municipal utilities in eastern North Dakota and northwestern Minnesota.

## PARTICIPATING COOPERATIVE UTILITIES

### Beltrami Electric Cooperative

P.O. Box 488  
Bemidji, MN 56619-0488  
(218) 444-2540 or 1-800-955-6083, (218) 444-3676 (fax)

### Clearwater-Polk Electric Cooperative

315 N. Main Ave.  
Bagley, MN 56621-1001  
(218) 694-6241 or 1-888-694-3833, (218) 694-6245 (fax)

### North Star Electric Cooperative

441 Street Hwy. 172 N.W.  
P.O. Box 719  
Baudette, MN 56623-0719  
(218) 634-2202 or 1-888-634-2202, (218) 634-2203 (fax)

### PKM Electric Cooperative

406 N. Minnesota Street  
Warren, MN 56762-0108  
(218) 745-4711 or 1-800-552-7366, (218) 745-4713 (fax)

### Red Lake Electric Cooperative

P.O. Box 430  
Red Lake Falls, MN 56750-0430  
(218) 253-2168 or 1-800-245-6068, (218) 253-2630 (fax)

### Red River Valley Cooperative Power Association

P.O. Box 358  
Halstad, MN 56548-0358  
(218) 456-2139 or 1-800-788-7784, (218) 456-2102 (fax)

### Roseau Electric Cooperative

1107 Third Street N.E.  
Roseau, MN 56751-0100  
(218) 463-1543 or 1-888-847-8840, (218) 463-3713 (fax)

### Wild Rice Electric Cooperative

P.O. Box 438  
Mahnomen, MN 56557-0438  
(218) 935-2517 or 1-800-244-5709, (218) 935-2519 (fax)

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## PARTICIPATING MUNICIPAL UTILITIES

### Bagley Public Utilities

P.O. Box M  
Bagley, MN 56621  
(218) 694-2300, (218) 694-6632 (fax)

### Baudette Municipal Utilities

P.O. Box 548  
Baudette, MN 56623  
(218) 634-2432, (218) 634-9777 (fax)

### Fosston Municipal Utilities

220 East 1<sup>st</sup> Street  
Fosston, MN 56542  
(218) 435-1737, (218) 435-1961 (fax)

### Halstad Municipal Utilities

405 2<sup>nd</sup> Ave. West  
Halstad, MN 56548  
(218) 456-2128, (218) 456-2018 (fax)

### Hawley Public Utilities

P.O. Box 69  
Hawley, MN 56549  
(218) 483-3331, (218) 483-3332 (fax)

### Roseau Municipal Utilities

1198 Center Street West  
Roseau, MN 56751  
(218) 463-2351, (218) 463-1231 (fax)

### Stephen Municipal Utilities

P.O. Box 630  
Stephen, MN 56757  
(218) 478-3614, (218) 478-3806 (fax)

### Thief River Falls Municipal Utilities

P.O. Box 528  
Thief River Falls, MN 56701  
(218) 681-5816, (218) 681-8225 (fax)

### Warren Municipal Utilities

120 East Bridge Ave.  
Warren, MN 56762  
(218) 745-5343, (218) 745-5344 (fax)

**Customer Information (Please Print)**

Name of Business		Phone		E-mail Address	
Mailing Address		City		State	ZIP Code
Installation Address		City		State	ZIP Code
Utility Account Number	Building Use - Please Check One				
	<input type="checkbox"/> Office <input type="checkbox"/> Restaurant <input type="checkbox"/> Lodging <input type="checkbox"/> Other/Miscellaneous: _____		<input type="checkbox"/> Retail <input type="checkbox"/> Grocery/Supermarket School: <input type="checkbox"/> Elementary/Secondary <input type="checkbox"/> College		<input type="checkbox"/> Warehouse <input type="checkbox"/> Manufacturing Healthcare: <input type="checkbox"/> Clinic <input type="checkbox"/> Hospital
Annual Hours of Operation: _____ / year		Is this a 24-hour facility? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Fuel Type for Space Heating:  Natural Gas  Electric  LP (Propane)  Oil  Other \_\_\_\_\_

How did you learn about the program?  
 My Utility  Utility Web site  Newspaper  Community Event  Mail/Bill Insert  Contractor  Other: \_\_\_\_\_

**Contractor Information**

Name of Installing Contractor (if applicable)		Phone	
Address	City	State	ZIP

**Equipment Information**

**UNLESS NOTED, MUST BE USED FOR HVAC SYSTEMS WITH MINIMUM 1,500 HOURS OF OPERATION PER YEAR**

**A. Central Packaged Unit, Split System, PTAC, and Chiller Incentives (including Rooftop Units)**

Description (Refer to line lettering on pg 5)	Make/Model # (for split systems, supply both the indoor and outdoor coil numbers)	# of Units	Tons per Unit	Incentive per Ton* (see pg 5)	Installed ARI Efficiency Rating and/or kW/ton (Rating and circle one)**	ARI Number	Date Installed and Operable (mm/yy)	Total Incentive
					SEER or EER or kW/ton***			
					SEER or EER or kW/ton***			
					SEER or EER or kW/ton***			
					SEER or EER or kW/ton***			
					SEER or EER Or kW/ton***			

\*\*Installed ARI Efficiency is required for all Central AC units and Chillers. ARI Efficiency levels for Central AC units will be rated by SEER or EER, and kW/ton for Chillers.  
 \*\*\*Full load efficiency rating (FL) must be provided for Air Cooled and Water Cooled Chillers. Integrated part load value (IPLV) must also be provided for Water Cooled Chillers.

**B. ENERGY STAR Window and Wall (Sleeve) Air Conditioner Incentives**

Description (Refer to line lettering on page 5)	Make/Model #	Size Range Btu/hr	Incentive per Unit* (see pg. 5)	Quantity	WINDOW & WALL ONLY Energy Star Rated? (circle one)	Date Installed and Operable (mm/yy)	Total Incentive
					Yes No		
					Yes No		
					Yes No		
					Yes No		

C. Setback/Programmable Thermostat Incentives					D. Chilled Water Resets				
Make/Model #	Quantity	Incentive per Unit*	Date Installed and Operable (mm/yy)	Total Incentive	Description (Refer to line lettering on page 5-6)	Make/Model #	Tons	Incentive per Ton*	Total Incentive
*Total thermostat incentive is limited to \$2,500 per facility, up to 50% of unit cost.					*See page 5-6 for equipment requirements.				

Summary of Incentives	
A. Subtotal	\$
B. Subtotal	\$
C. Subtotal	\$
D. Subtotal	\$
Total Incentive:	\$

### Certifications and Signature

I hereby certify that: 1. The information contained in this application is accurate and complete; 2. All installation is complete and the unit(s) is operational prior to submitting application; and 3. All rules of this incentive program have been followed. 4. I have read and understand the terms and conditions included with this document.

I agree to verification of equipment installation, which may include a site inspection by a program or utility representative. I understand that I am not allowed to receive more than one incentive from this program on any piece of equipment. I hereby agree to indemnify, hold harmless and release the utility from any actions or claims in regard to the installation, operation and disposal of equipment (and related materials) covered herein, including liability from any incidental or consequential damages.

Signature	Print Name	Date Equipment Installed
		Date Submitted

### Program Use Only

Date Received:	Post Inspected? <input type="checkbox"/> Yes <input type="checkbox"/> No	Incentive Approved <input type="checkbox"/> Yes <input type="checkbox"/> No Amount: \$	Date Approved:
Utility or Program Representative:			
Joint Program Tracking #			

## Cooling Incentive Table & ARI Rated Efficiency Requirements

Cooling systems must operate  $\geq 1,500$  hours annually to be eligible.

Description	Size Range		Minimum ARI Efficiency	Incentive
<b>Packaged Terminal Air Conditioning</b>				
A	All Sizes		Minimum Efficiency (EER) calculation: 12.8 EER - (.213 x (BTUH/1000))	\$35/ton
<b>Split System Air Conditioning</b>				
B	<65,000 BTUH (1 ph)	<5.4 tons	14.0 SEER	\$30/ton
C	<65,000 BTUH (3 ph)	<5.4 tons	11.6 EER	\$30/ton
D	65,000 – 135,000 BTUH	5.4–11.3 tons	11.0 EER	\$40/ton
E	136,000 – 240,000 BTUH	11.4–20.0 tons	10.8 EER	\$40/ton
F	241,000 – 760,000 BTUH	20.1–63.3 tons	9.8 EER	\$40/ton
G	> 760,000 BTUH	>63.3 tons	9.3 EER	\$40/ton
<b>Split System Air-Source Heat Pumps</b>				
H	<65,000 BTUH (1 ph)	<5.4 tons	14.0 SEER	\$30/ton
I	<65,000 BTUH (3 ph)	<5.4 tons	11.6 EER	\$30/ton
J	65,000 – 135,000 BTUH	5.4–11.3 tons	10.6 EER	\$40/ton
K	136,000 – 240,000 BTUH	11.4–20.0 tons	10.0 EER	\$40/ton
L	>240,000 BTUH	>20.0 tons	9.1 EER	\$40/ton
For split systems, the indoor coil and condenser must be a matched set to be eligible.				
<b>Unitary Single Packaged Air Conditioning (Including Rooftop Units)</b>				
M	<65,000 BTUH (3 ph)	<5.4 tons	11.3 EER	\$50/ton
N	65,000 – 135,000 BTUH	5.4–11.3 tons	11.0 EER	\$50/ton
O	136,000 – 240,000 BTUH	11.4–20.0 tons	10.8 EER	\$50/ton
P	241,000 – 760,000 BTUH	20.1–63.3 tons	10.0 EER	\$50/ton
Q	> 760,000 BTUH	>63.3 tons	9.8 EER	\$50/ton
<b>Single Packaged Air-Source Heat Pumps (Including Rooftop Units)</b>				
R	<65,000 BTUH (3 ph)	<5.4 tons	11.3 EER	\$20/ton
S	65,000 – 135,000 BTUH	5.4–11.3 tons	10.6 EER	\$25/ton
T	136,000 – 240,000 BTUH	11.4–20.0 tons	10.0 EER	\$35/ton
U	>240,000 BTUH	>20.0 tons	9.1 EER	\$35/ton
<b>Ground-Source Heat Pump</b>				
V	Open Loop <135,000 BTUH @ 59°F	<11.3 tons*	16.2 EER	\$200/ton
W	Closed Loop <135,000 BTUH @ 77°F	<11.3 tons*	14.1 EER	\$400/ton
<ul style="list-style-type: none"> <li>• Maximum incentive for closed loop incentive - \$15,000</li> <li>• Maximum incentive for open loop system - \$7,500</li> <li>• Heat load calculation required with all geothermal incentive applications submitted clearly delineating a) design temperature used for analysis, b) resulting heat loss, and c) equipment heating capacity required for building.</li> <li>• If unit is equipped with backup electric heat, the business must be on load control or demand billing per the member utility's offerings.</li> <li>• Units <math>\geq 11.3</math> tons may qualify for incentives if the EER requirement is met. Submit equipment manufacturer and model information for preapproval before equipment is purchased.</li> </ul>				
<b>Air Cooled Chillers</b>				
X	All Sizes		1.2 kW/ton full load	\$40/ton
<b>Water Cooled Chillers</b>				
Y	<150 ton		0.79 kW/ton full load 0.49 kW/ton part load (IPLV)	\$30/ton
Z	150 – 300 ton		0.63 kW/ton full load 0.44 kW/ton part load (IPLV)	\$40/ton
AA	> 300 ton		0.58 kW/ton full load 0.44 kW/ton part load (IPLV)	\$40/ton
<b>Energy Star Window and Wall (Sleeve) AC Incentive Table</b>				
Description	Size Range		Min. ARI Efficiency	Incentive
ES Window AC				
BB	< 14,000 Btu/hr		Must meet Energy Star standards	\$35 each
CC	> 14,000 Btu/hr		Must meet Energy Star standards	\$70 each
ES Sleeve AC				
DD	< 14,000 Btu/hr		Must meet Energy Star standards	\$35 each
EE	> 14,000 Btu/hr		Must meet Energy Star standards	\$70 each

Window air units must be Energy Star -rated to qualify. Data sheets are required.

Chilled Water Resets			
	Description		Incentive
FF	Chilled Water Reset Air Cooled 0-100 tons		\$6.00/ton
GG	Chilled Water Reset Air Cooled 100-200 tons		\$5.00/ton
HH	Chilled Water Reset Air Cooled 200-300 tons		\$3.50/ton
II	Chilled Water Reset Air Cooled 300-400 tons		\$2.50/ton
JJ	Chilled Water Reset Air Cooled 400-500 tons		\$2.00/ton
KK	Chilled Water Reset Water Cooled 0-1,000 tons		\$1.00/ton
LL	Chilled Water Reset Water Cooled 1,000-2,000 tons		\$0.50/ton
MM	Chilled Water Reset Water Cooled 2,000-3,000 tons		\$0.35/ton

**Chilled Water Resets:**

- Controls must be installed that vary the chilled water supply temperature based on either outdoor air temperature, chiller return water temperature or percentage cooling load.
- Incentive is based on type of chiller (water cooled vs. air cooled) and tons of refrigeration capacity for the chiller plant.
- Incentive is capped at 50% of project cost.
- Typical reset schedules are 44F CWT (chilled water supply temperature) at 95F OAT (outside air temperature) and 50F CWT at 65F OAT.
- As with all controls measures the purchase of controls is required, in lieu of a setting change. Controls must be installed on an existing constant volume chilled water system.
- Variable flow systems and new construction projects do not qualify.
- Note that other chilled water reset projects may qualify for custom incentives.

**Setback/Programmable Thermostat**

Incentive = \$50.00

- Qualifying setback/programmable thermostat(s) shall be installed according to manufacturer's specifications and comply with manufacturer's warranty requirements.
- Thermostat(s) shall have a program memory retention capability or battery back-up (minimum 2 days), with warning indicator for battery replacement.
- Thermostat(s) shall be capable of automatic variation of the start of daily warm-up time depending on indoor and outdoor temperature variations, shipped with a default energy saving program that is capable of maintaining two separate programs (to address the different comfort needs of weekdays and weekends) and four temperature settings or more for each day.
- Thermostat incentive is limited to \$2500 per facility, up to 50% of the unit cost.

## Terms and Conditions

1. **Incentive Offer:** Projects must be implemented (completed) by **December 31, 2009**. An original signed application and invoices for materials and labor must be delivered to the participating utility at the address located on page 2 of this application **within 60 calendar days of installation (completion)**. Please keep a copy for your records.
2. **Proof of Purchase:** This application must have complete information and be submitted with an invoice itemizing the **new equipment purchased and the manufacturer (OEM) specification sheets**. The invoice must indicate date of purchase, size, type, make, model and total project cost.
3. **Compliance:**
  - a. All projects are expected to comply with federal, state and local codes.
  - b. All equipment must be new or retrofitted with new components per the program specifications. Used or rebuilt equipment is not eligible for incentives. Existing equipment must be removed or permanently disconnected.
  - c. Equipment must meet specification requirements and be purchased and operating prior to submitting an incentive application.
  - d. Customers may only receive one incentive per piece of qualifying equipment.
  - e. If the project is in a leased building, the term of the lease must be at least five (5) years.
4. **Payment:** Once completed paperwork is submitted, incentive payments are usually made within 45 calendar days. Incomplete applications will either delay payments or be denied. The participating utilities reserve the right to refuse payment and participation if the customer or contractor violates program rules and procedures. All projects exceeding \$10,000 of incentives will be inspected prior to incentive payment.
5. **Inspection:** Program staff may conduct an inspection of the facility to survey installed projects.
6. **Publicity:** The participating utilities reserve the right to publicize your participation in this program, unless you specifically request otherwise.
7. **Program Discretion:** Incentives are available on a first-come, first-served basis. This incentive is subject to change or termination without notice at the discretion of the participating utilities.
8. **Logo Use:** Customers or allies may not use the participating utilities' name or logo in any marketing, advertising or promotional material without written permission.
9. **Disclaimers:** The participating utilities
  - a. Do not endorse any particular manufacturer, product, labor or system design by offering these programs;
  - b. Will not be responsible for any tax liability imposed on the customer as a result of the payment of incentives;
  - c. Do not expressly or implicitly warrant the performance of installed equipment or contractor's quality of work (contact your contractor for detailed warranties);
  - d. Are not responsible for the proper disposal/recycling of any waste generated as a result of this project;
  - e. Are not liable for any damage caused by the installation of the equipment or for any damage caused by the malfunction of the installed equipment.

### **INCENTIVE LIMIT:**

Purchase and install qualifying equipment and receive an energy efficiency incentive of up to \$15,000 per customer, per calendar year. An incentive exceeding \$10,000 must receive written approval BEFORE project installation. Total incentive not to exceed 75 percent of the project cost. If self-installed, incentives for measures can be up to the purchase price of a specific measure, but shall not exceed the incentives set by Minnkota Power Cooperative, Inc. and the Northern Municipal Power Agency for each measure.

### **ELIGIBILITY:**

These incentives are offered by the member utilities of Minnkota Power Cooperative, Inc. and the Northern Municipal Power Agency. For questions regarding eligibility, call your local utility listed on page 2.