FirstEnergy®

Met-Ed • Penelec • Penn Power

Your First Source for
Energy Savings

Non-Standard Lighting Incentives for Business Program

FirstEnergy's Non-Standard Lighting Incentives for Business Program offers incentives and information to encourage participants to undertake comprehensive projects to install high-efficiency lighting equipment. The program is funded by FirstEnergy's commercial and industrial electric utility customers in Pennsylvania in accordance with Act 129 of 2008.

Effective Dates

To qualify for incentives, equipment must have been purchased on or after **October 28, 2009**.

Eligible Participants

The Non-Standard Lighting incentives are available to commercial and industrial retail customers of Met-Ed, Penelec and Penn Power. New construction projects and the portion of building addition projects that increase a facility's footprint are eligible for Non-Standard Lighting incentives.

Federal facilities and residential customers may take advantage of separate programs.

Pre-Approval Requirements

Program pre-approval is not required for projects that are purchased and installed before March 31, 2010.

Non-Standard Lighting projects to be completed (installed) after March 31, 2010 will require program approval prior to the purchase and installation of equipment (pre-approval), regardless of the total incentive requested.

Existing Facilities vs New Construction

Existing facilities and new construction projects, as defined above, are eligible for these incentives. Existing facilities should consider the currently installed equipment when calculating the baseline energy usage. New construction projects should follow applicable building energy construction codes when calculating baseline energy usage.

Questions?

If you have further questions, please review the FAQ section of the program website – www.energysavePA.com. This information is being updated regularly.

Specific questions can also be sent to program representatives via email – energysavePA@saic.com

How Do I Apply for Incentives?

Please review the Business Program Terms & Conditions and application requirements.

Step 1: Review program materials to confirm the energy efficiency measures meet program requirements. Visit www.energysavePA.com and/or contact us at 1-866-554-4430 with questions.

Step 2: Complete the program application and the FirstEnergy Lighting calculator spreadsheet. Collect supporting technical documentation required to verify equipment energy use, such as manufacturers' cut sheets. Please note that the FirstEnergy Non-Standard Lighting calculator spreadsheet is state mandated documentation required before your application can be reviewed by the program.

Sign the application form and submit a complete application package to the program manager for consideration, review and approval. Incomplete applications will not be considered and will be returned to the applicant for completion.

A complete application package includes:

- A signed application form with the summary information fields entered on page three,
- FirstEnergy Non-Standard Lighting calculator spreadsheet showing both annual kWh and kW demand reduction, and
- Manufacturers' specification (cut) sheets for each installed fixture type to verify that the equipment is rated at the efficiency levels used in the calculations.

Complete application packages may be returned via email, fax or hardcopy:

Mail: **FirstEnergy Non-Standard Lighting Incentives for Business Program**
6059 Allentown Blvd.
PMB #573
Harrisburg, PA 17112
Fax: 610-743-8629
Email: energysavePA@saic.com

Step 3: The program manager will notify the applicant via email when the pre-approval technical review is complete and funds have been reserved. Upon receipt of program pre-approval, participants may purchase and install their energy efficient equipment.

Step 4: Once the project is complete, you should review your approved application for any changes to the project that occurred during installation and make the needed corrections. Resubmit the application, along with a dated proof of purchase, to the program for payment.

Applications and supporting technical documentation will be reviewed by program staff, and an onsite inspection to verify the installation may be conducted. Upon receipt and verification of all required documentation, the incentive check will be processed and mailed to the applicant or to an authorized representative, if requested on the application.

Following review and approval, you will be required to submit a W-9 with Tax Identification associated with the incentive recipient to enable processing. W-9s are not required until approved.

CUSTOMER AND PROJECT INFORMATION

Customer Information

Company Name:

Utilities Company:
☐ Met-Ed ☐ Penelec ☐ Penn Power
Account Number *(Required)*
__ __ __ __ __ __ __ __ __ __ __ __

Tax ID (SSN/FEIN):

Mailing Address (check mailed to):	City:	State:	Zip:
Contact Name/Title:			
Email Address:	Telephone:	Fax:	
Physical Installation Address (if different from above):	City:	Zip:	

How did you hear about the program? ☐ Program Contact ☐ Utility Contact ☐ Trade Ally ☐ Direct Mail ☐ Mass Media

☐ Seminar ☐ Other ______________________________

Contractor / Program Ally Information - if applicable

Company Name:	Contact Name/Title:		
Mailing Address:	City:	State:	Zip:
Email Address:	Telephone:	Fax:	

Authorization for Incentive Payment to Third Party
Please note that payment will be made to Contact at Company listed above unless Third Party payment is authorized.
If check is to be paid to a Third Party, please fill this Authorization box completely.

Payable To:	Representative Contact:	
Mailing Address:		
Phone:	Email Address:	Tax ID (SSN/FEIN):

Customer Contact Signature: ____

Print Name: ______________________________ Date: ____________________

Facility / Project Information

Facility Type
- ☐ Education – Primary School
- ☐ Education – Secondary School
- ☐ Education – Community College
- ☐ Education – University
- ☐ Grocery
- ☐ Medical – Hospital
- ☐ Medical – Clinic
- ☐ Lodging Hotel (Guest Rooms)
- ☐ Lodging Motel
- ☐ Manufacturing – Light Industrial
- ☐ Multifamily – Common Areas
- ☐ Office – Large
- ☐ Office – Small
- ☐ Restaurant – Sit-Down
- ☐ Restaurant – Fast-Food
- ☐ Retail – 3-Story Large
- ☐ Retail – Single-Story Large
- ☐ Retail – Small
- ☐ Storage – Conditioned
- ☐ Storage – Unconditioned
- ☐ Streetlighting
- ☐ Warehouse
- ☐ Other:

____

Please choose the best description of the predominant space type included for this project:
- ☐ Air Conditioned Space
- ☐ No Air Conditioning
- ☐ Freezer Space
- ☐ Refrigerated Space

Is natural gas available at your facility?
☐ Yes ☐ No

Customer Class (Check all that apply):
- ☐ Not-for-Profit
- ☐ Multifamily
- ☐ Commercial
- ☐ Industrial
- ☐ Government (State, County or Municipal)
- ☐ Institutional
- ☐ Low Income

Note: *Federal Facilities may take advantage of a different program.*

Facility Size: (Approx. Sq. Ft.)

Project Schedule:

Start date: ______________________________

Completion Date: ______________________________

Estimated total Cost: ______________________________

PROJECT ESTIMATED ANNUAL SAVINGS SUMMARY	
Estimated Annual kWh Savings *This is the sum of the Annual kWh Saved in column W of the FirstEnergy Lighting Calculator spreadsheet.*	
Total Estimated kW Reduction (Column P)	
Annual Estimated Cost Savings	
Annual Operating Hours	
Incentive @ $0.65/W *Multiply the sum of the values in column P of the NonStandard Lighting Calculator by 1,000 to convert to watts, then by $0.65/W to determine the total incentive. (Total Incentive = Total from column P x 1,000 W/kW x $0.65/W)*	

If an energy savings analysis, other than the FirstEnergy Lighting calculator spreadsheet, was performed for this project, please attach a copy of the calculations to the application. Please indicate the page or section of the document that describes the project and shows the relevant calculations and assumptions.

Brief description of existing equipment:
Brief description of new, efficient equipment and how energy is saved: When lighting controls are being installed or improved, please include a description of the controls and how they will be used to save energy.

BUSINESS PROGRAM TERMS & CONDITIONS

Definitions	FIRSTENERGY COMPANIES (“THE COMPANY” OR “COMPANIES”) - Metropolitan Edison Company, Pennsylvania Power Company and Pennsylvania Electric Company. PROGRAM or Programs – Company programs approved by the Pennsylvania Public Utility Commission (“PUC”) for implementation under Pennsylvania Act 129. This application relates to the Business programs supporting energy efficiency in the Companies’ Commercial and Industrial customer facilities including, municipal, government and institutional facilities. PROGRAM MANAGER – The party contracted by the Company for management of the Programs. ENERGY-EFFICIENCY MEASURES – Any equipment or action eligible to receive a Program Incentive payment under the Program. PARTICIPANT (or PARTICIPATING CUSTOMERS) – Those non-residential electric service eligible customers of the Companies who participate in this Program. PROGRAM INCENTIVES – Refers to the monetary incentive, rebate or service that the Program provides to participating customers pursuant to the Program. CREDITS – Refers to the energy, capacity or environmental attributes from Alternative Energy Portfolio Standards (including Energy Efficiency and Demand Response) associated with measures for which incentives were provided, or PJM Capacity Credits.
Eligibility	“Participant” or “Participants” are Program customers identified above served by Metropolitan Edison Company, Pennsylvania Power Company and Pennsylvania Electric Company as defined above. Residential customers are not eligible for incentives through the Commercial and Industrial Programs. Incentives are awarded only to Participants, or their assigned agents, for qualifying equipment (“Energy Efficiency Measures”) that is installed in the Commonwealth of Pennsylvania at the location identified in this Application, and such Participants are responsible for compliance with the Terms and Conditions set forth herein.
Ownership of Credits	Ownership of Credits shall be in accordance with the following: a) Equipment purchased and installed with the support of the incentives provided by the Program are the property of the Participant, subject to any limitations contained within these Terms and Conditions. b) Notwithstanding the above, unless otherwise requested in writing by the Participant prior to installation of the equipment, the Companies possess sole and exclusive rights to any Credits that may be associated with equipment for which incentives were received, and the Companies can retire or otherwise utilize these Credits in any manner authorized by law or regulation. c) In no event shall activity associated with any Credits noted above result in interference with the Participant’s sole discretion to operate equipment supported by an incentive award.
Compliance	The Participant is responsible to comply with all applicable laws, rules and regulations, and to comply with all federal, state, and local codes.
Publicity	With Participant’s written permission, the Companies may publicly recognize participation in the Programs and disclose information relating to the Participant’s participation in the program, including such data as: projected project energy savings, the incentive amount, and other similar information.
Application and Eligibility Process	The Programs provide for payment of incentives after the installation of qualified energy efficiency measures and review of final documentation for compliance with program requirements by the Program Manager. In order to be eligible for incentives, a Participant, or an agent (contractor/vendor) authorized by the Participant, must submit a properly completed pre-installation application package, including an application and technology worksheets, to the Program Manager before the equipment is purchased. If eligible, the Participant will receive an approval letter with the estimated incentive amount and the date by which the equipment must be purchased and installed for the approval to remain in effect. After installation is completed, the Participant must finalize and resubmit the completed equipment application reflecting the “as built” project, along with the invoice, the manufacturer’s equipment performance sheet, and any other required documentation as may be specified on the application or in the program’s initial approval letter. Applications must be filled out completely, truthfully and accurately, and include signatures of the Participant and its authorized agents (as appropriate). Final payment will be based on the “as-built” documentation provided with the final project application. Exceptions: Program applications for projects completed between October 28, 2009 and March 31, 2010 do not require pre-approval to be eligible for Program incentives. Similarly, Lighting, HVAC or motor equipment purchased with a total incentive of less than $3,000, do not require pre-approval from the Program Manager before the purchase or installation of equipment. However, such applications must be submitted no later than nine months following equipment Proof of Purchase date to be considered for payment.
Dates of Program	Incentives are available for eligible Energy Efficiency Measures for which equipment is purchased and installed on or after **October 28, 2009**. Dated Proof of Purchase and complete documentation will be required with final applications for the participant to be eligible for incentive payment. The program is subject to revision or termination at any time by the Company.
Installation Schedule Requirements	Pre-approved projects will receive approval letters defining terms for payment and a commitment expiration date. If the Participant: (1) has not engaged in installation of the pre-approved project; and (2) has not applied to the Program Manager for a project extension within 6 months from the date the Program Manager pre-approves the project, the Program Manager may cancel Participant’s application without liability.
Acceptable Proof of Purchase	Acceptable forms of Proof of Purchase include paid invoices or receipts. The documentation must show item numbers, quantities and descriptions that are of sufficient detail to verify that the installed equipment meets efficiency requirements. Additionally, the post-installation documentation must include manufacturers' specifications (“cut sheets”) that list the efficiency ratings of the equipment. *The Program Manager may, at its sole discretion, accept other forms of proof of purchase.*

Evaluation, Measurement and Verification	The Program Manager may, but is not obligated to, conduct an inspection of the facility to verify pre- and post-installation conditions or verify documentation prior to incentive payment, at anytime after receipt of applications and up to 5 years after payment of incentives. In addition, the Pennsylvania Public Utility Commission and the Companies have engaged Evaluation Measurement and Verification ("EM&V") contractors to evaluate program performance which may involve additional visits. The applicant must provide reasonable access to the facility, the equipment, and related documentation and data. The Companies or their agents may install simple/standard metering devices on equipment for program data collection, measurement and verification purposes. The Companies and their agents are not obligated to pay any incentive awards until it has performed a satisfactory post-installation verification, unless it has waived this requirement. If the Program Manager determines that the equipment was not installed in a manner consistent with the approved application, or if non-qualifying equipment was installed, it may require changes before making payment. If qualifying equipment cannot be located at the Participant's facility or is not installed in a manner consistent with the provisions of these Terms and Conditions, the Company may seek recovery of the incentives paid.
Assignment	The Participant may assign Program Incentives to a specified third party.
Participating Customer's Certification	Participant certifies that he/she purchased and installed the equipment listed in its application at its defined Pennsylvania location listed therein. Participant agrees that all information is true and that he/she has conformed to all of the program's eligibility requirements, terms and conditions.
Incentive Amounts	Program Incentives will equal either: a) the approved Program Incentive amount reflecting incentives in effect at the time of approval, or b) the actual equipment cost of the Energy-Efficiency Measure, whichever is less, as determined by the Program Manager. Please allow ninety (90) business days for delivery of the Program Incentive. Applications requiring post-installation inspections and unanticipated high volume of activities may require additional time. If information is missing or incorrect on the application, processing and delivery of the Program Incentive may also require additional time.
Taxes	Incentives received by the Participant under this Application may be taxable by the federal, state, and local government. The Participant is responsible for declaring and paying all such taxes. Companies shall have no liability or obligation for any taxes.
Indemnification and Limits of Liability	The Participant shall protect, indemnify, and hold harmless the Companies' and their agents contractors, employees, officers and directors from and against all liabilities, losses, claims of death or injury or other damages, judgments, penalties, causes of action, costs and expenses (including, without limitation, attorney's fees and expenses) incurred by or assessed against the Companies or their agents, contractors, employees, officers and directors arising out of or relating to the performance of this Application or arising out of or relating to the installation, use and maintenance of the equipment, designs, practices or methods involved in this Participant's project. In no event shall any indemnified party be liable for any punitive, exemplary, special, indirect, incidental or consequential damages (including, but not limited to, lost profits, lost business opportunities, loss of use or equipment down time, and loss of or corruption to data) arising out of or relating to this Agreement or Program, regardless of the legal theory under which such damages are sought.
Warranties	The Companies make no express or implied warranties regarding the performance of installed equipment, the quality of any contractor's work, or that the equipment will result in any energy or cost savings. THE COMPANIES AND THEIR CONSULTANTS DO NOT ENDORSE, GUARANTEE, OR WARRANT ANY PARTICULAR MANUFACTURER OR PRODUCT, AND THEY PROVIDE NO WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR IMPLIED WARRANTY OF FITNESS FOR ANY PRODUCT OR SERVICES. THE COMPANIES ARE NOT LIABLE OR RESPONSIBLE FOR ANY ACT OR OMMISSION OF ANY CONTRACTOR (IF ANY). THE CUSTOMER'S WARRANTIES ARE LIMITED TO ANY WARRANTIES THAT MAY BE PROVIDED BY CONTRACTORS, VENDORS OR EQUIPMENT MANUFACTURER. NEITHER THE COMPANIES NOR THEIR CONSULTANTS ARE RESPONSIBLE FOR ASSURING THAT THE DESIGN, ENGINEERING AND CONSTRUCTION OF THE FACILITY OR INSTALLATION OF THE EQUIPMENT IS PROPER OR COMPLIES WITH ANY PARTICULAR LAWS, CODES, OR INDUSTRY STANDARDS. THE COMPANIES DO NOT MAKE ANY REPRESENTATIONS OF ANY KIND REGARDING THE RESULTS TO BE ACHIEVED BY THE ENERGY EFFICIENCY MEASURES OR THE ADEQUACY OR SAFETY OF SUCH MEASURES.
Recycling (Proper Disposal of Waste)	The Company and its agents are not responsible for the proper disposal or recycling of any waste generated as a result of this project.
Endorsement (Product/Vendor Neutrality)	The Company and its agents do not endorse any particular market provider, manufacturer, product, labor or system design by offering this Program.
Termination	Incentives are available for energy efficiency measures on a first-come, first-served basis subject to the availability of funds. Program availability, program terms and equipment eligibility may change without notice at the discretion of the Companies. Submission of any application does not give rise to any obligation to make any incentive payment by the Companies and their agents.

ACKNOWLEDGEMENT

I read, understand and am in compliance with all rules and regulations concerning this Program. I certify that all information provided is correct to the best of my knowledge, and I give the Companies permission to share my records with the Pennsylvania Public Utility Commission, or its contractors, who plan to evaluate my energy usage. Additionally, I will allow reasonable access to my property to verify the installation and performance of the Energy Efficiency Measures that are eligible for incentives under the Programs.

Signature:______________________________ Date: ______________________

Print Name: ______________________________ Title: ______________________

By signing, I certify that I have read, understood and agree to the terms and conditions listed above and are authorized to sign on behalf of the participant.

FOR PROGRAM USE ONLY

Date Received:_______________ Initials:______________ Pre-Approval? ☐ Yes ☐ No

Application Number:______________________________