



NEW CONSTRUCTION DESIGN INCENTIVE AGREEMENT

OFFICE USE ONLY
PROJECT ID:

THIS INCENTIVE APPLICATION FORM IS VALID FROM JULY 1, 2009 TO DECEMBER 31, 2009. INCOMPLETE APPLICATIONS WILL BE RETURNED.
Focus incentives are subject to change. Please visit focusonenergy.com/incentives/business to ensure you are using the most current form.

SECTION 1: CUSTOMER (BUILDING OWNER) LEGAL INFORMATION

Company Legal Name	FEIN (Federal Tax ID #) of customer (Must be 9 digits) _____ - _____		
Mailing Address	City	State	ZIP Code
Business Classification of Customer (Check ONE): <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor/Individual <input type="checkbox"/> LLC <input type="checkbox"/> Other: _____			

SECTION 2: PAYMENT INFORMATION

Make Incentive Check Payable to (Check ONE and complete information below):
 Company (Building Owner) Business Owner's Legal Name (Only if Sole Proprietor) Design Firm (see Section 4)

Attention to	Social Sec. # of Business Owner (only if Sole Proprietor AND no Federal Tax ID) _____ - _____
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SECTION 3: PROJECT INFORMATION

Project Name		Project Contact Name	
Project Street Address (physical location)		Project Contact Telephone	
City	State WI	ZIP Code	Project Contact Email
Electricity Provider for New Facility		Natural Gas Provider for New Facility	
Primary Business Use for New Facility (Check ONE):			
<input type="checkbox"/> Office <input type="checkbox"/> Food Processing <input type="checkbox"/> Educational Facility <input type="checkbox"/> Dairy & Livestock <input type="checkbox"/> Warehouse <input type="checkbox"/> Retail <input type="checkbox"/> Pulp & Paper <input type="checkbox"/> Government Facility <input type="checkbox"/> Horticulture & Crops <input type="checkbox"/> Health Care Facility (Inpatient) <input type="checkbox"/> Restaurant <input type="checkbox"/> Plastics <input type="checkbox"/> Place of Worship (no School) <input type="checkbox"/> Health Care Facility (Outpatient) <input type="checkbox"/> Grocery <input type="checkbox"/> Metal Casting <input type="checkbox"/> Place of Worship w/ School (Specify Grades: _____) <input type="checkbox"/> Multi-Family Building _____ # Bldgs, _____ Total # Units <input type="checkbox"/> Lodging <input type="checkbox"/> Other Manufacturing (Specify: _____) <input type="checkbox"/> Other (Specify: _____)			

SECTION 4: DESIGN FIRM INFORMATION

Design Firm Name	FEIN or Social Security # of Design Firm (if receiving payment) _____ - _____		
Design Firm Street Address	City	State	ZIP Code
Design Firm Contact Name	Contact Telephone	Contact Email	

SECTION 5: CUSTOMER (BUILDING OWNER) SIGNATURE

Certification: The following certifications are required in order for this form to substitute for the IRS form W-9:

- The number shown on this form is the correct taxpayer identification number.
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the IRS that I am subject to backup withholding as a result of a failure to report all interest or dividends or (c) the IRS has notified me that I am no longer subject to backup withholding.
- I am a U.S. citizen (includes a U.S. resident alien).

The undersigned agrees that the stated energy efficient design work will be completed in accordance with Focus on Energy Program rules and requirements. I have read and agree to the Terms and Conditions listed on Page 3 of this application. To the best of my knowledge, the statements made on this application are correct, and I have submitted (or will submit) the appropriate supporting documentation to qualify for an incentive.

Customer Signature	Customer Name (Print)	Date
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INSTRUCTIONS FOR COMPLETING THIS FORM

- The intent of these design incentives is to help offset the cost of completing additional design work required for energy efficiency measures to be implemented as part of the New Construction Program.
- Projects that have completed a feasibility study that resulted in favorable economics for the proposed energy efficiency measure may still apply for design incentives.
- Prior to completing the schematic design phase, the design team leader must work with New Construction Program Staff to define your incentive request and review compliance with the requirements listed in this Design Incentive Agreement.
- All incentives must be pre-approved by the New Construction Program. Time of payment is specified in the requirements section below for each design activity.
- Incentive offers may be reduced if the design work for the incentive begins before the design incentive is approved.
- If payment is made to the design team, the team member receiving the payment is responsible for distributing the design incentive to other subcontractors and design team firms, as appropriate.

DESIGN INCENTIVE APPLICATION New Construction Program Track: Systems Track Whole Building Track

Design Activity	Requirements	Incentive Available	Incentive Requested
Daylighting Design	<ol style="list-style-type: none"> 1. Minimum of 10 kW of lighting controlled by the daylighting controls. Installations less than 10 kW will have the design incentive pro-rated according to the system capacity. 2. Must use automatic daylighting controls (no manual switching) 3. Provide a brief description of the design approach 4. Must include start-up and functional testing procedures for the controls to be installed. 5. Must, at a minimum, meet the lighting power densities outlined in the New Construction Baseline Fact Sheet available at focusonenergy.com/newconstruction. 6. Lighting levels are expected to meet current IESNA recommendations and comply with all applicable electrical, safety and energy codes. 7. The design incentive is paid in one payment to the customer (building owner) or to a member of the design team (solely at the owner's discretion) after the New Construction Program verifies Proof of Completion documentation and that the measures are installed and fully operating, or capable of full operation in the case of seasonal uses. Incentives may be adjusted based on final inspection. 	\$2,000	
Ground Source Heat Pump System Design	<ol style="list-style-type: none"> 1. Minimum of 10 ton system. Installations less than 10 tons will have the design incentive pro-rated according to the system capacity. 2. Provide a brief description of the design approach 3. Must include start-up and functional testing procedures for the Ground Source Heat Pump System to be installed. 4. Describe the method for sizing the Ground Source Heat Pump System loop. 5. Provide a copy of the input assumptions and outputs from loop sizing analysis. Include peak pumping power and peak cooling load. 6. This design incentive is available for custom and whole building track projects, but NOT for the prescriptive ground source heat pump incentive. 7. For projects served by either a qualifying electric provider or a qualifying natural gas provider (i.e., not both) this incentive may be reduced. 8. The design incentive is paid in one payment to the customer (building owner) or to a member of the design team (solely at the owner's discretion) after the New Construction Program verifies Proof of Completion documentation and that the measures are installed and fully operating, or capable of full operation in the case of seasonal uses. Incentives may be adjusted based on final inspection. 	\$2,000	
Building Energy Simulation Incentive (For Whole Building Track Projects Only)	<ol style="list-style-type: none"> 1. This incentive is only available for projects where the design team will be performing the energy simulation. If Program Staff will be completing the energy simulation, the project is not eligible for this incentive. 2. Before the energy simulation begins, the owner, design team, and Program Staff develop a joint statement of the efficiency measures that will be simulated, the baseline design parameters, and the responsibilities of each party. 3. A separate modeling run using the New Construction Program baseline requirements (available at focusonenergy.com/newconstruction) will be required. 4. Design team will provide copies of energy model input / output reports for Program Staff to review. 5. Design team leader is responsible for notifying the New Construction Program when construction starts. 6. For projects served by either a qualifying electric provider or a qualifying natural gas provider (i.e., not both) this incentive may be reduced. 7. The design incentive is paid in one payment to the customer (building owner) or to a member of the design team (solely at the owner's discretion) after the start of construction and after the New Construction Program verifies Proof of Completion documentation. 8. Please indicate the energy modeling software to be used: _____ 	\$3,000	
TOTAL INCENTIVE REQUESTED			\$

FORM SUBMITTAL: Return signed, completed form to:

Mail: Focus on Energy, Business Programs Incentives, 431 Charmany Drive, Madison, WI 53719.

Email: Applications can be scanned and emailed to BPforms@weccusa.org.

Questions: Call 800.762.7077 then #2 for Business Programs.

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INCENTIVE LIMIT

Purchase and install qualifying equipment and receive an energy efficiency incentive of up to \$25,000 per project. Incentives exceeding \$25,000 must receive written approval BEFORE project initiation or equipment purchase. There is a maximum limit of \$500,000 per Corporate Tax ID per year for all Focus on Energy incentives (prescriptive and custom).

PRESCRIPTIVE INCENTIVES

Cash incentives are available for a variety of technologies. Check the Focus on Energy Web site at focusonenergy.com/incentives/business or call 800.762.7077, then press #2 for more information. Depending on your business tax classification, the IRS may require you to pay taxes on incentives totalling over \$600 per calendar year.

CUSTOM INCENTIVES

If your project does not fit the descriptions on this prescriptive incentive application form, it may qualify for a custom incentive which requires approval prior to project initiation and equipment purchase. Direct inquiries to 800.762.7077 then press #2 for Business Programs, or visit focusonenergy.com.

TERMS & CONDITIONS

- Incentive Offer:** This application covers design work begun between July 1, 2009 and December 31, 2009. Please keep a copy for your records. Incomplete applications will be returned.
- Proof of Completion:** Documentation demonstrating compliance with Design Activity Requirements should be submitted to the Focus on Energy staff working on the project.
- Compliance:**
 - All projects are expected to comply with federal, state and local codes.
 - Only one incentive will be granted for each project. Incentives granted to contractors, distributors or other market providers cannot also be claimed by end-use customers.
- Payment:** Once completed paperwork is submitted, incentive payments are made within 6–8 weeks. Incomplete applications will be returned.
- Inspection:** Program staff may conduct an inspection of the facility to survey the installed projects.
- Publicity:** Focus on Energy reserves the right to publicize your participation in this program, unless you specifically request otherwise.
- Program Discretion:** Incentives are available on a first-come, first-served basis. This offer is subject to change or termination without notice at the discretion of the Focus on Energy Program.
- Focus Logo:** Customers or market providers may not use the Focus on Energy name or logo in any marketing, advertising or promotional materials without prior written permission.
- Disclaimers:** Focus on Energy
 - Does not endorse any particular market provider, manufacturer, product, labor or system design by offering this program;
 - Will not be responsible for any tax liability imposed on the customer as a result of the payment of incentives;
 - Does not expressly or implicitly warrant the performance of installed equipment or contractor's quality of work (contact your contractor for detailed warranties);
 - Is not responsible for the proper disposal/recycling of any waste generated as a result of this project; and
 - Is not liable for any damage caused by the installation of the equipment or for any damage caused by the malfunction of the installed equipment.
- Verification:** Any customer receiving an incentive check may be contacted by an evaluator to verify service/equipment installation or be asked to complete a customer survey.

UTILITY ELIGIBILITY

Incentives for specific technologies are offered by Focus on Energy to business customers including commercial, industrial, state, federal and local governments, agricultural, and schools/institutions with locations in Wisconsin. Customers of a participating electric provider are eligible for electric technology incentives only. Customers of natural gas providers are eligible for gas savings technology incentives only. Customers who have both a participating electric provider and a participating natural gas provider could qualify for all incentives. To determine eligibility, visit the Focus on Energy Web site at focusonenergy.com/utilities.

Focus on Energy works with eligible Wisconsin residents and businesses to install cost effective energy efficiency and renewable energy projects. Focus information, resources and financial incentives help to implement projects that otherwise would not get completed, or to complete projects sooner than scheduled. Its efforts help Wisconsin residents and businesses manage rising energy costs, promote in-state economic development, protect our environment and control the state's growing demand for electricity and natural gas.

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