

# ENERGY EFFICIENCY FINANCIAL INCENTIVES RETROFIT LIGHTING 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  
Mahnomon, 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)



Equipment		Specifications	Incentive Per Unit	Qty	Incentive
<b>High Performance (Super) T8 Fluorescent Systems (CEE Qualified Only)</b>					
T8 4 ft. High Performance	1-lamp	Replace incandescent, T12 systems, or specified standard T8 systems with CEE Qualified High Performance (super) T8 systems. Lamps and ballasts used must meet the CEE specifications for High Performance T8 Systems. See " <b>Commercial Lighting</b> " at <a href="http://www.cee1.org">www.cee1.org</a> for approved lamp and ballast list. Replacement fixtures or lamp and ballast retrofits are eligible.	\$6.00		
	2-lamp		\$7.00		
	3-lamp		\$12.00		
	4-lamp		\$14.00		
T8 4 ft. High Performance Replacing Specific Fixtures	2-lamp	Replacing T12 8' one lamp fixture - One for one replacement only.	\$8.00		
	2-lamp	Replacing T12HO 8' one lamp fixture - One for one replacement only.	\$20.00		
	4-lamp	Replacing T12 8' two lamp fixture - One for one replacement only.	\$16.00		
	4-lamp	Replacing T12HO 8' two lamp fixture - One for one replacement only.	\$30.00		
High Performance (super) T8 systems require manufacturer and model number for ballast and lamps used. Both ballast and lamp must be from CEE approved list to qualify. See approved list at <a href="http://www.cee1.org">www.cee1.org</a> , under Commercial Lighting.					
<b>T8 High-Bay Fluorescent Fixtures with T8 Lamps and Electronic Ballasts. One for one replacement only. Only When Replacing Specific Wattage HID (Metal Halide, Mercury Vapor and High Pressure Sodium) or Incandescent Fixtures.</b>					
High-Bay T8 Fixtures- 4 ft. Lamps	3-lamp	Replacing 150 Watt or larger	\$45.00		
	4-lamp	Replacing 250 Watt or larger	\$70.00		
	6-lamp	Replacing 400 Watt to 749 Watt	\$85.00		
	6-lamp	Replacing 750 Watt or larger	\$120.00		
	8-lamp	Replacing 400 Watt to 749 Watt	\$70.00		
	8-lamp	Replacing 750 Watt or larger	\$100.00		
	10-lamp	Replacing 1,000 Watt or larger	\$150.00		
	12-lamp	Replacing 1,000 Watt or larger	\$140.00		
	16-lamp	One 16-lamp or two 8-lamp replacing 1,000 Watt or larger	\$130.00		
<b>T5HO High-Bay Fluorescent Fixtures with T5 High Output Lamps and Electronic Ballasts. One for one replacement only. Replacing Specific Wattage HID (Metal Halide, Mercury Vapor, and High Pressure Sodium) or Incandescent Fixtures.</b>					
High-Bay T5 High Output Fixtures with 4 ft. Lamps.	2-lamp	Replacing 150 Watt to 249 Watt	\$60.00		
	2-lamp	Replacing 250 Watt or larger	\$75.00		
	3-lamp	Replacing 250 Watt or larger	\$70.00		
	4-lamp	Replacing 400 Watt or larger	\$90.00		
	6-lamp	Replacing 400 to 749 Watt	\$70.00		
	6-lamp	Replacing 750 Watt or larger	\$125.00		
	8-lamp	Replacing 750 Watt to 999 Watt	\$110.00		
	8-lamp	Replacing 1,000 Watt or larger	\$200.00		
	10-lamp	One 10-lamp or two 5-lamp replacing 1,000 Watt or larger	\$175.00		
	12-lamp	One 12-lamp or two 6-lamp replacing 1,000 Watt or larger	\$150.00		
All fluorescent fixtures must utilize electronic ballasts and T8 or T5 lamps. Ballasts shall have a power factor greater than 90%. Harmonic distortion of ballasts shall not exceed 20%. For 8-foot fluorescent ballasts, the total harmonic distortion shall not exceed 30%.					
<b>Subtotal</b>					

Equipment	Specifications	Incentive Per Unit	Qty	Incentive
<b>Pulse-Start Metal Halide Fixtures – replacing Specific Wattage Fixtures. One for one replacement only</b>				
Pulse Start and Ceramic Metal Halide Fixtures	20 Watt Ceramic MH	Replacing 100 Watt or larger incandescent	\$75.00	
	39 Watt Ceramic MH	Replacing 150 Watt or larger incandescent	\$75.00	
	150 Watt Ceramic MH	Replacing 500 Watt or larger incandescent	\$75.00	
	320 Watt PSMH	Replacing 400 Watt or larger HID or incandescent	\$20.00	
	750 Watt PSMH	Replacing 1,000 Watt or larger HID or incandescent	\$30.00	
Must be hard-wired ballast retrofit or new fixture. Screw-in retrofit lamps do not qualify. Pulse-start lamp wattage must be lower than existing probe-start lamp wattage. Ceramic Metal Halide lamp and electronic ballast must be used.				
<b>Compact Fluorescent Fixtures and Lamps (CFL)</b>				
CFL Fixture	Incentive per fixture replacing incandescent. Pin based CFLs are required.	\$22.00		
CFL Screw-In Lamps	Incentive per screw-in self ballasted lamp.	\$1.50		
<b>LED and Induction Technologies</b>				
LED Exit Sign-New fixture ≤ 8 Watts	Replace or retrofit existing sign.	\$12.00		
LED Automobile Traffic Signal	Incentive per lamp replaced.	\$25.00		
LED Pedestrian Signal	Incentive per sign.	\$22.00		
LED or Induction Fixtures - <input type="checkbox"/> Garage or <input type="checkbox"/> Exterior Use	Replacing up to 175 Watt HID	\$80.00		
LED or Induction Fixtures - <input type="checkbox"/> Garage or <input type="checkbox"/> Exterior Use	Replacing 175 Watt to 249 Watt HID	\$100.00		
LED or Induction Fixtures - <input type="checkbox"/> Garage or <input type="checkbox"/> Exterior Use	Replacing 250 Watt to 400 Watt HID	\$120.00		
LED or Induction Fixtures—Exterior Use	Replacing 750 Watt to 1,000 Watt HID	\$225.00		
LED Exit Signs shall use 8 Watts or less, including the battery charger when active. Must meet State Fire Marshal codes and be UL-rated. Traffic Signals and Pedestrian Signals: Traffic signals and pedestrian signals using LED lights must replace conventional signals. LED and Induction Technology must be complete fixtures with a total power reduction of 40% or more. Lamp only replacements are not eligible for incentive. LED garage and exterior fixtures should have a minimum efficiency of 35 lumens per watt.				
<b>Other Efficient Lighting Technologies</b>				
Occupancy Sensors Under 500 W	Occupancy sensor incentives limited to \$2,000. Additional incentive may be available through Custom Incentive Program. Incentive is per sensor. May be wall or ceiling mounted. Rapid or programmed start ballasts are recommended for fluorescent fixtures.	\$20.00		
Occupancy Sensors Over 500 W		\$40.00		
Plug Load Occupancy Sensor Document Stations	Must control at least three copiers, printers or faxes in any combination. Incentive is per sensor controlling at least 3 devices.	\$25.00		
Occupancy Sensors: Specify Connected Wattage _____				
Plug Load Occupancy Sensor Document Stations: Specify Number of Units Controlled: ____ Copiers, ____ Printers, ____ Faxes				
				<b>Subtotal</b>

Summary of Incentives			
Page 3 Subtotal	Page 4 Subtotal	Page 5 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 #			

## 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.

### **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.