EFFICIENCY MAINE

COMMERCIAL & INDUSTRIAL PRESCRIPTIVE PROGRAM

FUNDING OPPORTUNITY NOTICE (FON)

School Retrofits FON

FON-009-2022

Opening: June 20, 2022
Updated: October 21, 2022

Application Deadline: May 31, 2023
Project Completion Deadline: December 31, 2023

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SECTION 1: FUNDING OPPORTUNITY NOTICE INFORMATION AND INSTRUCTIONS

1.1 Purpose of Application Request

Through this Funding Opportunity Notice (FON or "opportunity") Efficiency Maine is seeking applications for heating, ventilation, and air conditioning (HVAC), lighting and refrigeration projects in Maine schools. This FON is specifically focusing on Maine's public schools in smaller towns and districts. This initiative falls under Efficiency Maine's Commercial and Industrial Prescriptive Initiatives (CIPI). The program will refer to this opportunity as the School Retrofits Funding Opportunity Notice (or School Retrofits FON). This FON offers higher incentives than typically provided under the CIP initiatives, with the intent to accelerate the conversion to high-efficiency equipment in schools across the state.

1.2 Funding Description

This FON provides enhanced incentives for qualifying HVAC, LED lighting, and refrigeration upgrade projects. See the charts below for incentive information on the qualifying equipment and see Section 2.7 for a description of the criteria that will be used to determine which equipment (or "measures") qualifies for these incentives. LED retrofit lighting projects will receive an incentive based on $0.36 per estimated kWh saved in the first year, capped at 85% of total measure cost.

High-Performance Heat Pump Retrofits			
Zone	**Min. HSPF**	**Min. HSPF2**	**FON Incentive**
1	12.5	10.4	$2,800
Retrofit only. Air source heat pumps only, non-ducted, ducted, and mixed systems. Single-zone systems only. Incentives are capped at 90% of the **total material cost** ~~of the indoor and outdoor units~~ (without labor).			

Energy Recovery Ventilators		
Measure Code	**Sensible Heat Recovery**	**Incentive per CFM**
ERV	≥ 55% to < 65%	$2.25/CFM
	≥ 65% to < 75%	$2.50/CFM
	≥ 75% to < 85%	$2.75/CFM
	≥ 85%	$3.00/CFM
Incentives are capped at 90% total material costs of the units (without labor).		

Heat Pump Rooftop Units (Ventilation)		
Required Heat Pump RTU* Heating Capacity (MBh)	**Minimum Required Efficiency Criteria (Heating)**	**Incentive per Unit**
24	8.5 HSPF	$4,800
36	8.5 HSPF	$7,200
48	2.0 COP	$9,600
60	2.0 COP	$12,000
90	2.0 COP	$18,000
120	2.0 COP	$24,000
132	2.0 COP	$24,000
*AHRI Heating Capacity at 17°F. Buildings heated with natural gas are eligible if the RTU will be replacing a heating system that is 15 years or older and the replacement RTU must be all electric including supplemental heat.		

Variable Refrigerant Flow (VRF) Systems					
Measure Code	**Measure**	**Cooling Capacity Btu per Hour**	**Criteria (SEER, IEER or HSPF)**	**If Existing Oil & Propane Heating Systems**	**If Existing Natural Gas Heating Systems[1]**
VRF	**Single-Phase** VRF Air-Cooled Heat Pump with or without Heat Recovery	< 65,000	≥ 17 SEER ≥ 10 HSPF ≥ 9.5 HSPF2	$8.00/sq.ft.	$4.00/sq.ft.
	VRF Air-Cooled Heat Pump without Heat Recovery	≥ 65,000 and < 135,000	≥ 22.8 IEER	$8.00/sq.ft.	$4.00/sq.ft.
		≥ 135,000 and < 240,000	≥ 21.9 IEER		
		≥ 240,000	≥ 19.7 IEER		
	VRF Air-Cooled Heat Pump with Heat Recovery	≥ 65,000 and < 135,000	≥ 22.6 IEER	$10.00/sq.ft.	$6.00/sq.ft.
		≥ 135,000 and < 240,000	≥ 21.1 IEER		
		≥ 240,000	≥ 20.3 IEER		
Incentives are capped at 90% of total material cost (without labor).					
[1]Buildings heated with natural gas are eligible if the VRF will be replacing a heating system that is 15 years or older.					

Refrigeration Solutions			
Measure Code	**FON Incentive**	**Measure Code**	**FON Incentive**
R10 – Evaporador Fan Motor Control	$416	R52 – Floating-Head Pressure Controls – 3 Coil	$787
R20 – Door Heater Control	$240	R70 – New Scroll Compressor 2 HP	$320
R40 – Evaporator Fan Motors for Coolers/Freezers	$115	R71 – New Scroll Compressor 3 HP	$420
R41 – Evaporator Fan Motors for Warehouses	$115	R72 – New Scroll Compressor 4 HP	$480
R42 – Evaporator Fan Motors for Merchandise Cases	$94	R73 – New Scroll Compressor 5 HP	$800
R50 – Floating-Head Pressure Controls – 1 Coil	$414	R74 – New Scroll Compressor 6 HP	$1,040
R51– Floating-Head Pressure Controls – 2 Coil	$587	R25 – Strip Curtain for Coolers/Freezers	$10/sq ft

1.3 FON Schedule

Efficiency Maine will accept applications for the Schools Retrofits FON from June 20, 2022, through May 31, 2023, or until funding has been exhausted. The CIP initiative team will review the applications and issue incentive offers in the form of a pre-approval offer email to applicants who meet the criteria within this FON, and as funding allows.

FON Schedule	
FON Issue Date:	June 20, 2022
Rolling Application Period:	June 20, 2022 - May 31, 2023
Project Completion Deadline:	**December 31, 2023**

1.4 FON Informational Webinars

Efficiency Maine will conduct three webinar presentations to inform interested parties on the specifics of this FON. It is not mandatory but recommended the applicant attend. The webinar schedule appears below and to participate in a webinar presentation, register using the link attached to your desired date.

- July 19, 2022, at 1:00 PM - TO REGISTER, CLICK HERE
- July 20, 2022, at 8:00 AM - TO REGISTER, CLICK HERE
- July 21, 2022, at 3:00 PM - TO REGISTER, CLICK HERE

1.5 Project Development

Efficiency Maine offers a virtual building consultation service if you're not sure what energy efficiency solutions may exist in your building. If you wish to take advantage of this no-cost, no obligation service, click here and we will contact you to set up a time to discussion solutions best suit for your building.

SECTION 2: PROJECT ELIGIBILITY

2.1 School & Building Spaces Eligibility

2.1.1 Eligible Schools will be limited to:

- Public schools that are associated with:
  - Maine School Administrative District (MSAD)
  - Regional School Unit (RSU)
  - Community School District (CSD)
  - Alternative Organization Structures (ASO)
  - Unions of Towns
- Limited to up to 50,000 square feet of conditioned space for the heating and cooling solutions.
  - ***Example: High School with 100,000 sq. ft may use this FON to upgrade the heating systems for up to 50,000 square feet of conditioned space. This***

could be an entire wing or floor of the school. If the school wants to upgrade the full 100,000 sq. ft., they may use this funding to cover up to 50,000 sq. ft. of the full system. Note: Regardless of building size, the school may use this funding to support upgrades to LED lighting and/or upgrade the refrigeration system(s).

Other schools such as private institutions or charter schools are not eligible but may qualify for incentives offered through Efficiency Maine Prescriptive Initiatives. See https://www.efficiencymaine.com/at-work/education/ for more information.

2.1.2 Eligible Building Spaces will be limited to:

- Classrooms/Hallways/stairways
- Lobbies/Entryways
- Auditorium
- Library
- Cafeteria/Kitchens
- Restrooms/Locker rooms
- Open and Closed offices
- Gymnasium
- Parking lots/Entryways

2.1.3 Ineligible Buildings & Spaces

- Sport Fielding Lighting
- Concession stands/dugouts
- Storage buildings
- Bus Garages
- Portable Classrooms

2.2 Eligible High-Performance Heat Pump Projects

An eligible heat pump retrofit project includes the heat pump solutions listed in section 2.7. Heat pumps must meet the energy efficiency criteria, which an Efficiency Maine Qualified Partner (QP) can determine, and Efficiency Maine will confirm during a review of an application. The installed heat pumps must be installed and configured as the primary heating system and the existing system configured for supplemental heating, if necessary. In addition, projects must be completed by an Efficiency Maine Qualified Partner (QP) or licensed self-installer on staff; a Qualified Partner can be found by using the QP locator at https://www.efficiencymaine.com/at-work/qualified-partners/. To use the locator simply enter your ZIP code and desired radius before selecting “Heat Pumps and Cooling Solutions” in the “Services” menu.

2.3 Eligible Variable Refrigerant Flow (VRF) System Projects

An eligible Variable Refrigerant Flow system retrofit project includes the VRF solution listed in section 2.7. VRF projects must meet the energy efficiency criteria, which an Efficiency Maine Qualified Partner (QP) can determine, and Efficiency Maine will confirm during a review of an application. The installed VRF system must be installed and configured as the primary heating system and the existing system configured for supplemental heating, if necessary. Project incentives for this category will cover a portion of the equipment cost and installation (labor) costs. For a project that is replacing a heating system fueled by natural gas, the existing system must be 15 years or older. In addition, projects must be completed by an Efficiency Maine Qualified Partner (QP) or licensed self-installer on staff; a Qualified Partner can be found by using the QP locator at https://www.efficiencymaine.com/at-work/qualified-partners/. To use the locator simply enter your ZIP code and desired radius before selecting "Heat Pumps and Cooling Solutions" in the "Services" menu.

Eligible Heat Pump Rooftop Units (RTUs)

An eligible RTU system retrofit project is limited to one of the systems listed in section 2.8. Replacing existing rooftop units (RTUs) with heat pump systems can significantly lower energy consumption while providing building ventilation, heating, air conditioning, and dehumidification**.** Project incentives for this category will cover a portion of the equipment cost. For a project that is replacing a RTU fueled by natural gas, the existing RTU must be 15 years or older and the replacement RTU must be all electric including supplemental heat. In addition, projects must be completed by QP or licensed self-installer on the business's staff; a Qualified Partner can be found by using the locator at https://www.efficiencymaine.com/at-work/qualified-partners/. To use the locator simply enter your ZIP code and desired radius before selecting "Heat Pumps and Cooling Solutions" in the "Services" menu.

2.4 Eligible Energy Recovery Ventilator (ERV) Projects

In a some setting, such as schools, ERVs are used to condition outside air that ventilates into a building, taking the load off a heating or cooling system and making them more efficient. There are several types of ERVs depending on the needs of a building:

- Rotary heat exchanger – plastic or metal wheels that rotate between the exhaust and incoming airflow, picking up heat from one airstream and transferring it to another.
- Plate heat exchanger – a fixed core allows air to flow through channels, heating or cooling down material within the channels and allowing energy to transfer.
- Heat pipe heat exchanger – heat pipes, which are filled with refrigerant, are used to transport air between the exhaust and the outside airflow. One channel heats the refrigerant to cause evaporation while another cools the pipe to cause condensation.
- Runaround coil heat exchanger – a water coil is used in the exhaust and in the incoming ventilation air stream. Two coils are filled with a water and glycol mix to keep it operational. Heat is moved from one tube to the other.

For this FON, an eligible ERV project includes the ERV solution and criteria listed in section 2.7. ERV projects must meet the energy efficiency criteria, which an Efficiency Maine Qualified Partner (QP) can determine, and Efficiency Maine will confirm during a review of an application. In addition, projects

must be completed by an Efficiency Maine Qualified Partner (QP) or licensed self-installer on staff; a Qualified Partner can be found by using the QP locator at https://www.efficiencymaine.com/at-work/qualified-partners/. To use the locator simply enter your ZIP code and desired radius before selecting "Heat Pumps and Cooling Solutions" in the "Services" menu.

2.5 Eligible Lighting Projects

An eligible lighting project includes only the interior and exterior LED solutions listed in section 2.7. A total of 15 solution types can be used for this funding opportunity. Lighting products must be certified under the applicable ENERGY STAR® or DesignLights Consortium standards for each solution type. Projects must pass the CIP program's cost-effectiveness test, as demonstrated through the completion of School Retrofits Lighting Cost-effective Lighting Investment Calculator, Attachment B. This calculator will help guide applicants towards the creation and planning of an eligible solution(s) under this FON and must be submitted as part of the lighting project application. In addition, projects must be completed by an Efficiency Maine Qualified Partner (QP) or identified self-installer; a list of Qualified Partners can be found by using the QP locator at https://www.efficiencymaine.com/at-work/qualified-partners/. To use the locator simply put in your ZIP code and desired radius before selecting "Lighting Solutions" in the "Services" menu. The QP installer or product supplier will be able to fill out the CLIC tool.

2.6 Eligible Refrigeration Projects

An eligible refrigeration project includes only the solutions listed in section 2.7. A total of 14 refrigeration solution types can be used for this funding opportunity. All refrigeration equipment must meet the energy efficiency criteria, which an Efficiency Maine Qualified Partner (QP) can determine, and Efficiency Maine will confirm during a review of an application. In addition, projects must be completed by an Efficiency Maine Qualified Partner (QP) or licensed self-installer on staff; a Qualified Partner can be found by using the QP locator at https://www.efficiencymaine.com/at-work/qualified-partners/. To use the locator simply enter your ZIP code and desired radius before selecting "Refrigeration Solutions" in the "Services" menu.

2.7 Eligible Measures

High-Performance Heat Pumps			
Zone	**Minimum HSPF**	**Description**	**Example Image**
1	**12.5 or an HSPF2 of 10.4**	**High-Performance Mini-Split Heat Pump System** • Single-zone systems only and Incentives are capped at 90% of the **total material cost** ~~of the indoor and outdoor units~~ (without labor). • System must serve as the primary heating and cooling system.	A high-performance heat pump outdoor unit. 
Incentives are capped at 90% **total material costs** ~~of the indoor and outdoor units~~ (without labor).			

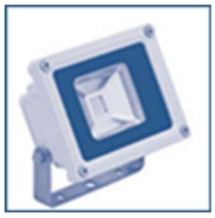
Variable Refrigerant Flow Systems				
Measure Code	**Measure**	**Cooling Capacity Btu per Hour**	**Criteria (SEER, IEER or HSPF)**	**Example Image**
VRF	**Single-Phase** VRF Air-Cooled Heat Pump <u>without</u> Heat Recovery	< 65,000	≥ 17 SEER ≥ 10 HSPF ≥ 9.5 HSPF	
	VRF Air-Cooled Heat Pump <u>without</u> Heat Recovery	≥ 65,000 and < 135,000	≥ 22.8 IEER	
		≥ 135,000 and < 240,000	≥ 21.9 IEER	
		≥ 240,000	≥ 19.7 IEER	
	VRF Air-Cooled Heat Pump <u>with</u> Heat Recovery	≥ 65,000 and < 135,000	≥ 22.6 IEER	
		≥ 135,000 and < 240,000	≥ 21.1 IEER	
		≥ 240,000	≥ 20.3 IEER	
Incentives are capped at 90% total material cost (without labor).				

Energy Recovery Ventilators	
Sensible Heat Recovery	**Example Image**
≥ 55%	Example of an energy recovery ventilator system. 
Sensible heat recovery unit transfers heat from exhaust to new supply coming in (heat needed to raise temperature).	

Interior Lighting		
Efficiency Maine Measure Code		**Description**
	**S21**	**Recessed, Surface and Pendant-Mounted LED Downlight** • Includes recessed, surface or pendant-mounted ceiling and downlights. • Must be qualified by ENERGY STAR® - See the following link for a complete list of qualified products: www.energystar.gov/productfinder/product/certified-light-fixtures/results
	**S30**	**LED Refrigerated Case Fixture** • Strip lights in refrigerator cases, vertically mounted alone refrigerator case door mullions. • Must be listed on the DesignLights Consortium's Qualified Products List with a minimum Standard classification with the Primary Use of Vertical Refrigerated Case Luminaires – see the following link for a complete list of qualified products: www.designlights.org/search

	**S32**	**LED Horizontal Refrigerated Case Fixture** • Strip lights in refrigerator cases, horizontally mounted along refrigerator case shelves or canopies. • Must be listed on the DesignLights Consortium's Qualified Products List with a minimum Standard classification with the Primary Use of Horizontal Refrigerated Case Luminaires – see the following link for a complete list of qualified products: www.designlights.org/search
	**S51**	**LED Interior Luminaires** • Common recessed, suspended, or surface-mounted fixtures intended to provide ambient lighting in settings such as office spaces, schools, retail stores, and other commercial environments. • Must be listed on the DesignLights Consortium's Qualified Products List with a minimum Standard classification with the Primary Use of 1x4, 2x2 and 2x4 Luminaires for Ambient Lighting of Interior Commercial Spaces – see the following link for a complete list of qualified products: www.designlights.org/search
	**S52**	**LED Retrofit Kits for Interior Luminaires** • Integrated-style kits are troffer retrofit kits that replace all reflectors and optical systems of existing luminaries. • Linear-style kits are tube-shaped or strip-style retrofit kits for troffers. These products do not replace the optical systems and leave the basic form of the existing luminaire intact. • Does not include tube-style, linear replacement lamps in settings such as office spaces, schools, retail stores, and other commercial environments. • Must be listed on the DesignLights Consortium's Qualified Products List with a minimum Standard classification with the Primary Use of Linear or Integrated Retrofit Kits for 1x4, 2x2 and 2x4 Luminaires – see the following link for a complete list of qualified products: www.designlights.org/search
	**S61**	**LED High/Low Bay Fixtures** • Pendent or surface-mounted fixtures specific for indoor high ceiling spaces. • Must be listed on the DesignLights Consortium's Qualified Products List with a minimum Standard classification with the Primary Use of High-bay, Low-bay or High-bay Aisle Luminaires – see the following link for a complete list of qualified products: www.designlights.org/search

	**S62**	**LED Retrofit Kits for High/Low Bay Fixtures** ● Integrated-style kits that replace all reflectors and optical systems of existing luminaries. Does not include screw-in lamps intended as HID replacements. ● Must be listed on the DesignLights Consortium's Qualified Products List with a minimum Standard classification with the Primary Use of Retrofit Kits for High-bay or Low-bay Luminaires for Commercial and Industrial Buildings – see the following list of qualified products: www.designlights.org/search
	**S71**	**LED Stairwell/Passageway Luminaires** ● Corner- or surface-mounted luminaires that provide lighting in stairwells and passageway. ● Luminaires must include integral controls or operate off of remote sensors. ● Controls must revert luminaires to lower-power, lower-light output state when no occupants are in the vicinity.
	**S81**	**LED Linear Ambient Luminaires** ● Recessed, suspended, or surface-mounted fixtures, no wider than 12", intended to provide ambient lighting in indoor spaces. May be designed to be installed end-to-end to create long chains. ● May be described as direct, indirect, semi-direct, semi-indirect, or general ambient. ● Must be listed on the DesignLights Consortium's Qualified Products List with a minimum Standard classification with the Primary Use of Direct Linear Ambient Luminaires or Linear Ambient Luminaires w/Indirect component – see the following link for a complete list of qualified products: www.designlights.org/search
	**S82**	**LED Retrofit kits for Linear Ambient Luminaires** ● Retrofit kits for "strip" luminaires and other types of linear ambient luminaires. ● Do not employ existing lamp holders for "pin" bases. ● Must be listed on the DesignLights Consortium's Qualified Products List with a minimum Standard classification – with the Primary Use of Retrofit Kits for Direct Linear Ambient Luminaires – see the following link for a complete list of qualified products: www.designlights.org/search

Exterior Lighting		
	**S8**	**LED Retrofit Kits for Exterior Luminaires** • Integrated-style kits that replace all reflectors and optical systems of existing luminaires Does not include screw-in lamps. • Must be listed on the DesignLights Consortium's Qualified Products List with a minimum Standard classification with the Primary Use of Retrofit Kits for Outdoor Pole/Arm-mounted Area, Roadway or Decorative Luminaires, Full-Cutoff Wall-Mounted Area Luminaires, Parking Garage or Fuel Pump Canopy Luminaires – see the following link for a complete list of qualified products: www.designlights.org/search
	**S11**	**LED Outdoor Area Fixture** • Typical street lights or parking lot lights. Does not include utility pole-mounted fixtures. • Must be listed on the DesignLights Consortium's Qualified Products List with a minimum Standard classification with the Primary Use of Outdoor Pole/Arm-mounted Area and Roadway or Decorative Luminaires – see the following link for a complete list of qualified products: www.designlights.org/search
	**S13**	**LED Wall Packs** • Typical walkway or security lights, affixed to a building wall. • Must be listed on the DesignLights Consortium's Qualified Products List with a minimum Standard classification with the Primary Use of Outdoor Full-Cutoff and Semi-Cutoff Wall-mounted Luminaires – see the following link for a complete list of qualified products: www.designlights.org/search
	**S17**	**LED Canopy Flood** • Canopy luminaires for vehicular and pedestrian areas. • Ceiling mounted luminaires for use outdoors or in locations open to elements. • Must be listed on the DesignLights Consortium's Qualified Products List with a minimum Standard classification with the Primary Use of Parking Garage or Fuel Pump Canopy Luminaires – see the following link for a complete list of qualified products: www.designlights.org/search
	**S23**	**Spot Lights** • Directional luminaires intended to highlight objects and areas in outdoor lighting. Does not include LED screw-in lamps. • Must be listed on the DesignLights Consortium's Qualified Products List with a minimum Standard classification with the Primary Use of Landscape/Accent Flood and Spot or Architectural Flood and Spot Luminaires – see the following link for a complete list of qualified products: www.designlights.org/search

Refrigeration Retrofits	
Measure Code	**Description**
R10	**Evaporator Fan Motor Control for Cooler or Freezer** • Systems equipped with ECM evaporator fan motors are not eligible for evaporator fan motor control incentives.
R20	**Door Heater Controls for Cooler or Freezer**
R40	**High-Efficiency Evaporator Fan Motors – Walk-in Coolers/Freezers**
R41	**High-Efficiency Evaporator Fan Motors – Refrigerated Warehouses**
R42	**High-Efficiency Evaporator Fan Motors – Merchandise Cases**
R50	**Floating-Head Pressure Controls – Controlling 1 Coil**
R51	**Floating-Head Pressure Controls – Controlling 2 Coils**
R52	**Floating-Head Pressure Controls – Controlling 3 Coils**
R70	**New Scroll Compressors – 2 HP**
R71	**New Scroll Compressors – 3 HP**
R72	**New Scroll Compressors – 4 HP**
R73	**New Scroll Compressors – 5 HP**
R74	**New Scroll Compressors – 6 HP**
R25	**Strip Curtains for Cooler or Freezer**
Examples of a strip curtain (left) and a scroll compressor (right).	 

SECTION 3: APPLICATION REQUIREMENTS

Each applicant must submit the documentation listed below to be considered for incentives under this opportunity. Note that this documentation must include a material price quote obtained by the applicant from their Qualified Partner. Material quotes should include the make and model of each product used in the energy efficiency solution requesting an incentive, the quantity of each and represent the costs to the customer. Installation quotes for lighting projects should also be provided. Schools may apply for more than one solution (HVAC, lighting, refrigeration) but each project type will need all attachments. The list of required documentation follows:

HVAC Projects

1) Attachment A: FON Project Application and Commitment Form
2) Qualified Partner Material Price Quote to Customer

Lighting Projects

1) Attachment A: FON Project Application and Commitment Form
2) Attachment B: School Retrofits Lighting CLIC tool
3) Qualified Partner Material Price Quote to Customer
4) Installation Price Quote to Customer

Refrigeration Projects

1) Attachment A: FON Project Application and Commitment Form
2) Qualified Partner Material Price Quote to Customer

SECTION 4: SUBMITTAL INSTRUCTIONS

Project applications must include all materials (appropriate attachments) as requested in Section 3 and are to be emailed to CIP@efficiencymaine.com by the program applicant. The email subject line must include "CIP FON-009-2022".

For questions throughout the process, applicants are encouraged to speak with a Qualified Partner (using the locator tool described in section 2) or to contact the Program Team at (207) 213-6247 or CIP@efficiencymaine.com.

SECTION 5: PROJECT APPROVAL AND INCENTIVE OFFER PROCESS

For applications received by the deadline listed in section 1.3 Efficiency Maine will review the data submitted to ensure accuracy. Efficiency Maine reserves the right to conduct pre-inspections at project sites and/or to request additional information during the review process. A representative from Efficiency Maine may schedule site inspection visits through the point of contact listed in the FON Project Application and Commitment Form (Attachment A), during the pre-approval period.

Once Efficiency Maine completes its review, it will make a formal incentive pre-approval offer through an "Approved Scope of Work" emailed to the applicant and the installer. The Approved Scope of Work and Terms and Conditions will be sent to the applicant and will indicate the approved scope of work and project financials including costs and estimated payback and the approved project incentive pending project completion. Incentives received by the applicant may be taxable by the federal, state, and local government. A W9 will be sent with the Approved Scope of Work to ensure correct tax information of the applicant. If the applicant wishes to accept this incentive offer, the applicant, and the installer (QP) must sign the Approved Scope of Work and Terms and Conditions and return them with the completed W9 for the applicant via email to the contact listed in Section 4.

Efficiency Maine will confirm receipt of an applicant's acceptance of the pre-approval incentive offer via email to the contacts listed on Project Application and Commitment Form (Attachment A) and include the Customer Project Acceptance Form detailing the scope of work. Only at this point may the applicant proceed with material ordering/purchasing and installation in accordance with the Approved Scope of Work.

SECTION 6: PROJECT COMPLETION PROCESS

Upon completion of all work as outlined in the Approved Scope of Work (see section 1.3 for project completion deadline), the applicant and the installing contractor must sign and return the Customer Project Acceptance Form along with any material invoices to the email address listed in Section 4. Efficiency Maine will conduct a final project review and process the applicant's incentive(s). Once the final project review has been completed, payment will be processed to the customer. Efficiency Maine reserves the right to conduct a post-installation inspection during the final project review. A representative from Efficiency Maine will schedule site inspection visits through the point of contact listed in the FON Project Application and Commitment Form (Attachment A). Efficiency Maine will conclude all approved incentive payments by January 31, 2024.

APPENDIX A: Sample Documents

Included in Appendix A is a sample of an Approved Scope of Work with Terms and Conditions, and a Project Completion Form. Note that the project Scope of Work and Project Completion Form for lighting projects are created by the School Retrofits Lighting CLIC tool.

Scope of Work (SOW) Sample:

COMMERCIAL & INDUSTRIAL PRESCRIPTIVE LIGHTING SOLUTIONS

SCHOOL RETROFIT APPLICATION

SCOPE OF WORK (APPROVED) TERMS AND CONDITIONS

Cost-effective Lighting Investment Calculator (CLIC) CIP FON-009-2022

Facility Name: **MSAD ABC**
Qualified Partner #1: **Company A**
Qualified Partner #2: **Company B**
Facility Name: **Elementary School**
Installation Address: **123 Name St**
City: **Augusta** State: **Maine** Zip: **04330**
Reference Number: **CLIC87465**

This Approved Scope of Work Form is part of the Funding Opportunity Notice (FON) for the Efficiency Maine Commercial & Industrial Prescriptive Program. When executed by the Parties and submitted with CIP FON-009-2022, constitute agreement to the following Terms & Conditions:

1. APPLICANT ELIGIBILITY REPRESENTATIONS.
Applicant represents that the following statements are true:
a. Applicant is a non-residential customer of electric utilities in the State of Maine,
b. Applicant's primary business function is not to generate power to be sold into a power market,
c. Applicant has the authority to contract for retrofit work in the Facility in connection with the Measures listed,

2. AGREEMENT AS TO THE MEASURES. Applicant agrees to have an Installation Contractor perform retrofit work at the Facility in connection with the Measures identified on the attached Section C to this Scope of Work. In consideration of the Contractor's performance of such work, Applicant agrees to pay Installation Contractor for Measures installed at the Facility, based on the Estimated Costs listed on said Section C for the number of completed units for each Measure upon receipt of invoice; provided the Contractor may collect a deposit from Customer prior to performing such work, in which case the final invoice shall be net of such deposit.

3. AGREEMENT AS TO INCENTIVE AMOUNTS.
a. Subject to the other terms of this Scope of Work, Applicant's obligation to pay for the installation and Measures shall be reduced by an amount (the "Incentive") provided under the Efficiency Maine CIP FON-009-2022, which amount shall be equal to $0.36 per 1st years saved kWh or capped at 85% of the measure cost.

4. INSTALLATION REQUIREMENTS.
a. Services to be provided this Scope of Work shall in no way include work by the Installation Contractor in connection with the correction of apparent or hidden safety issues or code violations. Installation Contractor shall not perform work where, in its sole discretion, it is determined such safety issues or code violations exist.
b. The Applicant agrees not to reinstall any of this equipment, or transfer it to any other party for installation. Applicant agrees that it will not alter, modify or discontinue use of the Measures without prior written approval from Efficiency Maine and that Measures will be used for their rated useful life.
c. Applicant agrees to permit Efficiency Maine (or any designated agent) to access the Facility before, during or after installation of the Measures at times reasonable convenient to Applicant, project inspections and evaluations.
d. Notwithstanding Applicant's ownership of all installed improvements, Efficiency Maine shall be deemed the owner of, and shall hold exclusive right, title and interest in and to any electric system capacity credits and environmental credits that may be associated with the Measures, and Efficiency Maine can sell, transfer and otherwise dispose of these credits in any manner authorized by law or regulation. By accepting an Incentive, Applicant expressly and irrevocably conveys all such rights and credits to Efficiency. In no event shall activity associate with any such energy or environmental credits result in interference with the Applicant's sole discretion to operate Measures as approved in the Approved Scope of Work.

5. LIMITATION OF LIABILITY; INDEMNIFICATION
a. In no event shall Efficiency Maine, nor any of their respective trustees, officers, directors, shareholders, affiliates, employees, agents, or contractors be liable to the Applicant or anyone claiming through Applicant, for any special, consequential, or incidental damages, including lost profits or lost business opportunities, or for any damages in tort (including negligence) caused by or resulting from any activities in connection with or associated with this Scope of Work or the Efficiency Maine Prescriptive Program.
b. The Applicant shall protect, indemnify, and hold harmless Efficiency Maine, and their respective trustees, officers, directors, shareholders, affiliates, employees, agents or contractors (each, an "Indemnified Party") from and against all liabilities, losses, claims, damages, judgments, penalties, causes of action, costs and expenses (including, without limitation, attorney's fees and expenses) incurred by or assessed against an Indemnified Party arising out of or relating to the Applicant's performance or non-performance of obligations under this Scope of Work or the installation and operation of the Measures.
c. Nothing herein shall be construed to waive, release, or diminish any statutory or common law immunities of Efficiency Maine as a governmental entity, all of which are expressly retained.

6. WARRANTIES
a. Installation Contractor warrants to Applicant that all equipment and materials installed as part of the Project are free from defects in title, material, workmanship and installation, and shall conform to Efficiency Maine Prescriptive Program specifications. Such warranty shall not expire before the later of the applicable manufacturer warranty period (if any) or one (1) year from the date of installation. If such warranty is breached, Contractor shall, at its expense, either repair or replace (at its option) the equipment or materials to remove the defect and/or establish such conformity, as applicable.
b. Neither Efficiency Maine nor any agent of, endorses, guarantees, or warrants any particular manufacturer or product, and provides no warranties, express or implied, for any product or services. Efficiency Maine expressly disclaim all warranties relating to the Measures. The Applicant's reliance on warranties is limited to any warranties that may be provided directly by Contractor or equipment suppliers.
c. Neither Efficiency Maine nor any agent of, are responsible for assuring that the design, engineering and construction of the Facility or installation of the Measures is proper or complies with any particular laws, codes, or industry standards, nor for the accuracy or inaccuracy of any energy assessment findings or anticipated energy savings. Neither Efficiency Maine nor any agent of make no representations of any kind regarding the results to be achieved by the Measures or the adequacy or safety of such measures.

7. PUBLICITY OF APPLICANT PARTICIPATION
By accepting an Incentive, the Applicant understands that Efficiency Maine reserves the right to disclose certain information about the Applicant's participation in the Efficiency Maine Prescriptive Program, including, but not necessarily limited to, the Applicant's name and address, the Incentive amount, projected energy savings as well as other non-proprietary business information.

8. CUSTOMER MUST PAY ALL TAXES
Incentives received by the Applicant may be taxable by the federal, state, and local government. The Applicant is responsible for determining any tax obligations and declaring and paying all such taxes. Recipients of Incentive payments must provide their tax identification number to Efficiency Maine for payment processing. Incentive award payments in excess of $600 made to unincorporated entities will be reported on IRS Form 1099-MISC.

9. MISCELLANEOUS
a. This Scope of Work constitutes the full agreement among Applicant and Installation Contractor (collectively, the "Parties"), and supersedes any prior discussions, understandings and agreements, whether oral or in writing.
b. Paragraph headings are for the convenience of the Parties only and are not to be construed as part of this Scope of Work.
c. If any provision of this Scope of Work is deemed invalid by any court or administrative body having jurisdiction, such ruling shall not invalidate any other provision, and the remaining provisions shall remain in full force and effect in accordance with their terms.
d. In the event of any dispute concerning this Scope of Work, or any other requirement of the Efficiency Maine Prescriptive Program, resolution will be governed in all respects by the laws, statutes, and regulations of the United States of America and of the State of Maine. Any legal proceeding against the State regarding this agreement shall be brought in State of Maine administrative or judicial forums. The Applicant consents to personal jurisdiction in the State of Maine.
e. Applicant and Installation Contractor expressly acknowledge that Efficiency Maine or a designated agent of, are each an intended third party beneficiary of this Scope of Work with full power to enforce the terms of this Scope of Work.

By signing below, the Parties agree the Measures listed in Section C shall be installed by the Installation Contractor. The Applicant shall pay the Installing Contractor as described herein following Completion and Acceptance of Measures.

Participating Customer _____ Date _____

Participating Qualified Partner _____ Date _____

Section B. Summary of Project Financials and Energy Savings

Estimated Annual kWh Savings:	82,765
Average cost per kWh:	$0.15
Estimated Annual Energy Cost Savings:	$12,414.75
Estimated Monthly Energy Cost Savings:	$1,034.56
Total Labor Costs:	$8,081.25
Total Material Costs:	$16,505.00
Total Taxes on Materials:	$1,045.28
Total Ancillary Costs:	$8,300.00
Total Project Costs (including tax):	$33,931.53
Estimated Incentives:	$24,128.00
Estimated Cost to Customer:	$9,803.53
Est. Simple Payback (years):	0.8

Section C. List of Measures

Measure Description	Location	Qty	Labor Cost	Material Cost	Total Cost	Estimated Incentive	Est. Cost to Customer
Linear Retrofit Kit for LED 1x4 Interior Fixture <40W	Hallways Floors 1-4	36	$1,350.00	$3,240.00	$4,590.00	$3,428.00	$4,485.00
Linear Ambient <50W (Strip)	Kitchen Prep	8	$300.00	$440.00	$740.00	$435.00	$685.00
LED 6-8" Recessed Can Retrofit Kit	Front Desk	15	$562.50	$900.00	$1,462.50	$3,535.00	$1,375.75
LED Surface-Mounted Downlight	Classrooms 1-10	100	$3,750.00	$6,000.00	$9,750.00	$4,369.00	$9,695.00
LED 2x4 Recessed Fixture <50W	Lobby Restrooms	4	$150.00	$300.00	$450.00	$33.00	$425.25
LED Outdoor Wall Pack 30 - 60W	Wallpacks	10	$562.50	$1,250.00	$1,812.50	$1,698.00	$1,786.75
LED Pole-Mounted Streetlight 100W - 250W	Poles	25	$1,406.25	$4,375.00	$5,781.25	$10,630.00	$5,675.25

Project Acceptance Form (PAF) Sample:

COMMERCIAL & INDUSTRIAL PRESCRIPTIVE LIGHTING SOLUTIONS

SCHOOL RETROFIT APPLICATION

PROJECT ACCEPTANCE FORM

Cost-effective Lighting Investment Calculator (CLIC) CIP FON-009-2022

Facility Name: **MSAD ABC**
Qualified Partner #1: **Company A**
Qualified Partner #2: **Company B**
Facility Name: **Elementary School**
Installation Address: **123 Name St**
City: **Augusta** State: **Maine** Zip: **04330**
Reference Number: **CLIC87465**

This Project Acceptance Form ("Form") is part of the Commercial & Industrial Prescriptive Lighting Solutions Program. The Form is to be executed in connection with the installation of energy efficiency retrofit measures by the Participating Qualified Partner and the above listed Facility ("Parties"). This Form, together with the Scope of Work, constitute the full Agreement between the Parties.

By signing below, the Parties confirm the measures initialed in Section C of this Form (below) have been installed in the specified quantities and that associated equipment is operational. Additionally, by signing below, the Qualified Partner certifies that all applicable permits have been obtained and all hazardous and nonhazardous materials have been disposed of in accordance with federal, state and local regulations.

The Applicant must review and initial each row in Section C. Both the Installing Contractor and the Applicant must sign, and return this document as outlined in FON CIP-009-2022 Section 6. The project incentive will not be paid until the signed/initialed Form is received by the date outlined in CIP FON-009-2022 Section 6.

Participating Customer _____ Date _____

Participating Qualified Partner _____ Date _____

Efficiency Maine Representative _____ Date _____

Project Acceptance Form (PAF) Sample: (cont. page 2):

Section C. List of Measures

Measure Description	Location	Quantity Installed	Initials to Accept
Linear Retrofit Kit for LED 1x4 Interior Fixture <40W	Hallways Floors 1-4	36	
Linear Ambient <50W (Strip)	Kitchen Prep	8	
LED 6-8" Recessed Can Retrofit Kit	Front Desk	15	
LED Surface-Mounted Downlight	Classrooms 1-10	100	
LED 2x4 Recessed Fixture <50W	Lobby Restrooms	4	
LED Outdoor Wall Pack 30 - 60W	Wallpacks	10	
LED Pole-Mounted Streetlight 100W - 250W	Poles	25	
Total		198	