



## BUSINESS INCENTIVES APPLICATION

The following information is provided as part of the PowerSavers conservation program to encourage non-residential customers to select and install energy efficient equipment for their facilities. This program is a joint offering from participating utilities of the Minnkota Power Cooperative (MPC) and the Northern Municipal Power Agency (NMPA).

### **Instructions for Use:**

***For complete instructions, please refer to the Terms and Conditions on page 11.***

**Step 1: Determine Eligibility.** Equipment must be new and installed in a facility served by one of the participating municipals or cooperatives listed on page 2.

**Step 2: Install New Equipment.** New equipment must be installed and old equipment removed. Product types eligible for incentives are listed on this form. If there is a question regarding eligibility, please consult with your local cooperative or municipal.

**Step 3: Contact your local cooperative or municipal for pre-approval if the potential incentive is greater than \$15,000.** Maximum incentive of \$50,000 per member/customer per year. Incentives are available on a first-come first-served basis.

**Step 4: Complete and sign the application. Forms must be received within 60 days of installation.** Incomplete applications will cause delays in payment.

**Step 5: Attach the following documentation:**  
Itemized invoices including costs for equipment installed and installation labor.

**Step 6: Mail completed paperwork to your utility, listed on page 2 of this form.** Incentives are subject to change or termination without notice at the discretion of the participating utilities.

## PARTICIPATING COOPERATIVES AND MUNICIPALS

### **City of Alvarado**

155 Marshall Street  
P.O. Box 935  
Alvarado, MN 56710  
(218) 965-4911

### **Baudette Municipal Utilities**

P.O. Box 548  
Baudette, MN 56623  
(218) 634-1850, (218) 634-9777 (fax)

### **Fosston Municipal Utilities**

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

### **North Star Electric Cooperative**

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

### **Roseau Municipal Utilities**

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

### **Warren Municipal Utilities**

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

### **Bagley Public Utilities**

P.O. Box M  
Bagley, MN 56621  
(218) 694-2300, (218) 694-6623 (fax)

### **Beltrami Electric Cooperative**

4111 Technology Drive, P.O. Box 488  
Bemidji, MN 56619-0488  
(218) 444-2540 or 1-800-955-6083  
(218) 444-3676 (fax)

### **Hawley Public Utilities**

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

### **Roseau Electric Cooperative**

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

### **Thief River Falls Municipal Utilities**

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

### **Wild Rice Electric Cooperative**

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



# 2024 BUSINESS INCENTIVES APPLICATION

## Customer Information (Please Print)

Name of Business	Contact Phone	Email Address		
Mailing Address	City	State	ZIP Code	
Installation Address		State	ZIP Code	
Utility Account Number	Annual Hours of Operation: _____ / year	Is this a 24-hour facility?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

## Building Use – Please Check One

- College 
  Elementary/Secondary School 
  Clinic 
  Hospital 
  Office 
  Grocery/Supermarket 
  Manufacturing 
  Retail 
  Restaurant 
  Warehouse 
  Other Miscellaneous \_\_\_\_\_

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

## Contractor Information

Name of Installing Contractor (if applicable)	Contact Phone	Contact Mobile		
Address	City	State	Zip Code	

## A. Lighting

### LED Technologies

*Rebates are available for both retrofits and new installations, unless otherwise noted. Incentives must not exceed 50% of the purchase price and must be used a minimum of 1,800 hours of operation to qualify for any lighting rebates)*

Equipment	Specifications	Incentive Per Unit	Qty	Incentive
LED Lamp – 2 pin or 4 pin base – <b>retrofit only</b>	2 or 4 pin base LED lamp replacing compact fluorescent lamp. 4-pin base lamps must be DesignLights™ Consortium approved.	50% of the purchase price up to \$2/bulb		
LED Recessed Downlight	Complete fixture or replacement kit. ENERGY STAR recommended.	50% of the purchase price up to \$4/fixture		
LED Fixture - High-Intensity Discharge (HID ) or Equivalent <b>Examples include:</b> Fluorescent High Bay Fixtures, Mercury Vapor, High Pressure Sodium and Metal Halide	LED Fixture Wattage less than 40 Watts. Must be DesignLights Consortium approved. <b>If used as an outside fixture it must have a photocell.</b>	50% of the purchase price up to \$20/fixture		
	LED Fixture Wattage <u>40 Watts or greater</u> . Must be DesignLights Consortium approved. <b>If used as an outside fixture it must have a photocell.</b>	50% of the purchase price up to \$40/fixture		
LED Linear Lamp – 4ft.	<b>Must be DesignLights Consortium™ approved</b>	50% of the purchase price up to \$2.50/lamp		
LED Linear Lamp – 8ft.		50% of the purchase price up to \$5.00/lamp		

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**A. Lighting** *(continued)*

**LED Technologies** *(continued)*

*Rebates are available for both retrofits and new installations, unless otherwise noted. Incentives must not exceed 50% of the purchase price and must be used a minimum of 1,800 hours of operation to qualify for any lighting rebates.*

Equipment	Specifications		Incentive per Unit	Qty	Incentive
LED Troffer and Strip	Less than 3,000 Lumens	1X4, 2X2 and 2x4 – LED fixtures <b>Must be DesignLights Consortium approved</b>	\$4/fixture		
	3,001 – 5,799 lumens		\$6/fixture		
	5,800 lumens		\$9/fixture		
Horizontal LED Case Lighting	<b>Retrofits only</b> – Must be DesignLights Consortium™ approved		\$5/linear foot of lamp		
LED Case Lighting	<b>Retrofits only</b> – Must be DesignLights Consortium™ approved		\$25/door		

**Standalone Sensor Lighting Controls** *(wall-or ceiling-mounted, one sensor controls multiple fixtures)*

*Incentives must not exceed 50% of the purchase price.*

Occupancy Sensors	<b>Retrofits only</b>	\$20/sensor		
Daylighting Sensors (Interior)	<b>Retrofits only</b>	\$20/sensor		
Combo Sensors (Occupancy/daylight)	<b>Retrofits only</b>	\$25/sensor		
High-bay occupancy sensor	<b>Retrofits only</b>	\$10/controlled fixture		

**Integrated Sensor Lighting Controls** *(built into fixture, one sensor controls one fixture)*

*Incentives must not exceed 50% of the purchase price*

Integrated Occupancy / Daylight Sensors	<b>Retrofits only</b>	\$6.50/fixture		
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**Other Lighting Control Technologies**

LED Case Lighting – Occupancy Sensor		\$10/door		
Networked Lighting Controls	Must be DesignLights Consortium™ approved. Custom application available upon request. Contact your local cooperative or municipal for possible incentives.			

**Page 4 Subtotal**

**B. Appliances (Residential Style)**

Equipment Type	Specifications	Qty.	Incentive	Total
Clothes Washer	ENERGY STAR®		\$25/unit	
Brand Installed:	Model Number Installed:	Serial Number Installed:		
Electric Clothes Dryer	ENERGY STAR		\$25/unit	
Brand Installed:	Model Number Installed:	Serial Number Installed:		
Refrigerator or Freezer	ENERGY STAR		\$25/unit	
Brand Installed:	Model Number Installed:	Serial Number Installed:		
Removed and recycled old refrigerator <input type="checkbox"/> Removed and recycled old freezer <input type="checkbox"/>			\$50/unit	
<b>(Recycling receipt must be returned with application to qualify for additional incentive)</b>				

**C. Electric Water Heaters (Must be controlled under utility's demand response program to receive rebate)**

Equipment Type	Specification	Qty.	Incentive	Total
Electric Water Heater	-55 gallon or less		\$125/unit	
	-80-85 gallon		\$200/unit	
	-100 gallon or greater		\$300/unit	
Brand Installed:	Model Number Installed:	Serial Number Installed:		
Equipment Replaced: <input type="checkbox"/> Electric Water Heater <input type="checkbox"/> Natural Gas Water Heater <input type="checkbox"/> LP Water Heater. <input type="checkbox"/> Other: _____				

**D. Heating, Ventilation Air Conditioning (HVAC) Measures (See page 7 for HVAC requirements)**

Equipment Type	Specifications	AHRI Number/	Qty.	Incentive	Total
AC Tune-up for Rooftop Units				\$50/unit	
AC Tune-up for Central AC Split System < 5.4 tons				\$50/unit	
Air-source Heat Pump (ASHP) <sup>1,2,3</sup>	Less than 17 SEER (16.2 SEER2)			\$300/ton	
	Equal to or greater than 17 SEER (16.2 SEER2)			\$500/ton	
<b>Type of heating system air-source heat pump is replacing <input type="checkbox"/> Electric <input type="checkbox"/> Natural Gas <input type="checkbox"/> Propane</b>					
ENERGY STAR Window AC <b>(Must be Energy Star rated to qualify)</b>	Less than 14,000 Btu/hr.			\$35/unit	
	Equal to or greater than 14,000 Btu/hr.			\$70/unit	
ENERGY STAR Wall (Sleeve) AC <b>(Must be Energy Star rated to qualify)</b>	Less than 14,000 Btu/hr.			\$35/unit	
	Equal to or greater than 14,000 Btu/hr.			\$70/unit	
Mini-Split Ductless Heat Pump	Less than 17 SEER (16.2 SEER2)			\$300/ton	
	Equal to or greater than 17 SEER (16.2 SEER2)			\$500/ton	
<b>Type of heating system mini-split replacing <input type="checkbox"/> Electric <input type="checkbox"/> Natural Gas <input type="checkbox"/> Propane</b>					

**Page 5 Subtotal**

**D. Heating, Ventilation Air Conditioning (HVAC) Measures (continued) (See page 7 for HVAC requirements)**

Equipment Type	Specifications	AHRI Number/	Qty.	Incentive	Total
Packaged Terminal Heat Pump				\$200/ton	
Programmable Thermostat	Total thermostat incentive is limited to \$2,500 per facility, up to 50% of unit cost.			\$25/unit	
Supplemental Heating Source for Air-Source Heat Pump (ASHP) <sup>1</sup>	Must modulate to allow qualifying ASHP to operate down to 5°F, and <b>must be on load control</b>			\$500/unit	
<b>Packaged Terminal Air Conditioning</b>					
All Sizes	Minimum Efficiency 11.2 EER			\$35/unit	
<b>Split System Air Conditioning</b>					
Description – Size	Size Range	Minimum Efficiency Rating	Qty.	Incentive/ Ton	Total Incentive
<65,000 BTUH	<5.4 tons	15 SEER (14.3 SEER2)		\$30/ton	
65,000 – 135,000 BTUH	5.4 - 11.3 tons	11.5 EER		\$40/ton	
136,000 – 240,000 BTUH	11.4 - 20.0 tons	11.3 EER		\$40/ton	
241,000 – 760,000 BTUH	20.1 - 63.3 tons	10.3 EER		\$40/ton	
> 760,000 BTUH	>63.3 tons	10.0 EER		\$40/ton	
<b>Unitary Single Packaged Air Conditioning (Including Rooftop Units)</b>					
Description – Size	Size Range	Minimum Efficiency Rating	Qty.	Incentive/ Ton	Total Incentive
<65,000 BTUH	<5.4 tons	15.0 SEER		\$30/ton	
65,000 – 135,000 BTUH	5.4 - 11.3 tons	11.5 EER		\$40/ton	
136,000 – 240,000 BTUH	11.4 - 20.0 tons	11.3 EER		\$40/ton	
241,000 – 760,000 BTUH	20.1 - 63.3 tons	10.3 EER		\$40/ton	
> 760,000 BTUH	>63.3 tons	10.0 EER		\$40/ton	
<b>Air Cooled Chillers</b>					
Description – Size	Efficiency Rating	Qty.	Incentive/ Ton	Total Incentive	
<150 ton	10.2 EER FLV, 16.6 EER IPLV		\$40/ton		
≥150 ton	10.2 EER FLV, 16.6 EER IPLV		\$40/ton		
<b>Water Cooled Chillers</b>					
< 75 ton (scroll/screw)	0.68 kW/ton full load, 0.46 kW/ton part load (IPLV)		\$30/ton		
≥75 ton and <150 ton (scroll/screw)	0.71 kW/ton full load, 0.47 kW/ton part load (IPLV)		\$40/ton		
≥ 150 and < 300 ton (scroll/screw)	0.65 kW/ton full load, 0.42 kW/ton part load (IPLV)		\$40/ton		
≥ 300 and < 600 ton (scroll/screw)	0.59 kW/ton full load, 0.39 kW/ton part load (IPLV)		\$40/ton		
<p><b>Cooling Systems must operate equal to or greater than 1,500 hours annually to be eligible.</b>                      Installed AHRI Efficiency is required for all Central AC units and Chillers. AHRI Efficiency levels for Central AC units will be rated by SEER or EER, and kW/ton for Chillers. Full load efficiency rating (FL) must be provided for Air Cooled and Water Cooled Chillers. Integrated part load value (IPLV) must also be provided for Water Cooled Chillers.</p>					
<b>Page 6 Subtotal</b>					

### E. Ground-Source Heat Pumps (GSHPs)

If equipped with backup electric heat, home must be on load control or demand billing per local utility offerings

Equipment Type	Specifications	AHRI Reference Number	Incentive/Unit	Quantity	Total
<b>Water-to-Air</b> Open Loop Ground-Source Heat Pump Less than 135,000 BTUH	21.1 EER/4.1 COP		\$200/ton		
Closed Loop Ground-Source Heat Pump Less than 135,000 BTUH	17.1 EER/3.6 COP		\$400/ton		
<b>Water-to-Water</b> Open Loop Ground-Source Heat Pump Less than 135,000 BTUH	20.1 EER/3.5 COP		\$200/ton		
Closed Loop Ground-Source Heat Pump Less than 135,000 BTUH	16.1 EER/3.1 COP		\$400/ton		
Manufacturer:	Model Number(s):	Serial Number(s) Installed:			
Manufacturer:	Model Number(s):	Serial Number(s) Installed			
Design Temperature used for analysis:	Resulting Heat Loss:	Equipment Heating Capacity			
System Provides: <input type="checkbox"/> Cooling <input type="checkbox"/> Heating <input type="checkbox"/> Both		Type of Geothermal System: <input type="checkbox"/> Water-to-water <input type="checkbox"/> Water-to-air			

#### Requirements for all HVAC Measures:

1. Must be installed by qualified, insured contractor. New installations only. Must be the primary heating source for the business and be on a list of prequalified units.
2. Qualifying units are standard split system, furnace integrated for homes with ductwork.
3. Unit must be on a list of prequalified units. The furnace and condenser model and serial numbers, evaporator model and serial number, and AHRI reference number are required for all installations. All efficiency ratings will be verified using the AHRI database (ahridirectory.org) or manufacturer specifications.
4. Attach AHRI Certificate of Product Ratings for the geothermal heat pump installed. If this is not available, a spec sheet from the manufacturer clearly showing efficiency ratings at ISO Standard 13256-1 (water-to-air) or ISO Standard 13256-2 (water-to-water) testing conditions may be provided.
5. All open loop geothermal systems consuming more than 10,000 gallons per day or one million gallons per year of water must be permitted by the Minnesota Department of Natural Resources (DNR) before any incentives are paid.
6. Geothermal incentives require a heat load calculation to be submitted with the incentive application. Incentive is based off total heating capacity for the business.
7. Water-to-water systems need the manufacturer's specifications indicating the equipment meets incentive requirements.
8. Units must meet or exceed above efficiency levels **or** carry an ENERGY STAR qualification. Multi-stage units may be qualified based on the following: EER = (highest rated capacity EER + lowest rated capacity EER) / 2, COP = (highest rated capacity COP + lowest rated capacity COP) / 2

### F. Replacement Ground-Source Heat Pump (GSHP)

Equipment Type	Specifications	AHRI Reference Number	Incentive/Ton	Qty	Total
<b>Water-to-Air</b> Replacement Open Loop Ground-Source Heat Pump Less than 135,000 BTUH	21.1 EER/4.1 COP		\$100/ton		
Replacement Closed Loop Ground-Source Heat Pump Less than 135,000 BTUH	17.1 EER/3.6 COP		\$200/ton		
<b>Water-to-Water</b> Replacement Open Loop Ground-Source Heat Pump Less than 135,000 BTUH	20.1 EER/3.5 COP		\$100/ton		

**Page 7 Subtotal**

## F. Replacement Ground-Source Heat Pump (GSHP) (continued)

Equipment Type	Specifications	AHRI Reference Number	Incentive/Ton	Qty	Total
Replacement Closed Loop Ground-Source Heat Pump Less than 135,000 BTUH	16.1 EER/3.1 COP		\$200/ton		
Manufacturer:	Model Number(s):	Serial Number(s):			
Design Temperature used for analysis:	Resulting Heat Loss:	Equipment Heating Capacity Required:			
System Provides: <input type="checkbox"/> Cooling <input type="checkbox"/> Heating <input type="checkbox"/> Both			Type of Geothermal System: <input type="checkbox"/> Water-to-water <input type="checkbox"/> Water-to-air		

### Additional Requirements on Replacement Geothermal Equipment

1. Incentive available for failed Geothermal equipment only
2. Entire indoor unit replacement is required to receive incentive. Replacing only the compressor will not qualify for the incentive.
3. Equipment must meet or exceed efficiency requirements as stated above
4. Equipment being replaced must fall outside of any warranty period to receive incentive. Invoice showing proof of purchase must be attached.
5. If equipped with backup electric heat, building must be on load control or demand billing per local utility offering.
6. Heat load calculation required with all replacement applications submitted clearly delineating
  - a. Design temperature used for analysis
  - b. Resulting heat loss
  - c. Equipment heating capacity required for building

## G. Refrigeration Measures

Equipment Type	Specifications	Incentive/Door	Qty	Total
Anti-Sweat Heater Control ( <i>cooler</i> )	Retrofits only	\$40/door		
Anti-Sweat Heater Control ( <i>freezer</i> )	Retrofits only	\$100/door		
Auto-closure on Walk-in Cooler/Freezer Doors	Retrofits or new installations	\$40/closure		
Compressor Fan ECM	Retrofits or new installations	\$25/unit		
Condenser Fan ECM	Retrofits or new installations	\$25/unit		
ECM Evaporator Fan – Walk-In Coolers/Freezer	Retrofits only	\$40/motor		
ECM Evaporator Fan – Reach-In Cooler/Freezer	Retrofits only	\$40/motor		
ENERGY STAR Commercial Solid or Glass Door Freezer	Less than 15ft <sup>3</sup>	\$50/unit		
	15-30ft <sup>3</sup>	\$100/unit		
	30-50 ft <sup>3</sup>	\$150/unit		
	Greater than 50ft <sup>3</sup>	\$250/unit		
	Less than 15ft <sup>3</sup>	\$50/unit		
	15-30 ft <sup>3</sup>	\$100/unit		
	30-50 ft <sup>3</sup>	\$150/unit		
ENERGY STAR Ice Machine	Less than 500lb per day	\$200/unit		
	500 – 1,000lb per day	\$300/unit		
	Greater than 1,000lb per day	\$600/unit		
<b>Page 8 Subtotal</b>				

**G. Refrigeration Measures (continued)**

Equipment Type	Specifications	Incentive/Door	Qty	Total
Horizontal LED Case Lighting	Retrofit only – Must be DesignLights Consortium™ approved	\$5/linear foot of lamp		
LED Case Lighting	Retrofit only – Must be DesignLights Consortium™ approved	\$25/door		
LED Case Lighting – Occupancy Sensor	Retrofit or new installations	\$10/door		
Night Cover	Retrofit only	\$8/linear foot		
Energy Efficient Case Door (Anti-sweat heater <54 Watts)	Retrofit or new installations	\$15/door		
Replace Open Multi-Deck Reach-In Case with Glass Door Reach-In	Retrofit Only	\$30/linear foot		
Vending/Cooling Miser	Retrofit only	\$50/unit		
Snack Miser	Retrofit only	\$25/unit		
Strip Curtain	Retrofit or new installations	\$8/linear foot		

**H. Other Food Service Measures**

ENERGY STAR Steam Cooker – Electric Only	3 Pan Steam Cooker	\$300/unit		
	4 Pan Steam Cooker	\$400/unit		
	5 Pan Steam Cooker	\$500/unit		
	6 Pan Steam Cooker	\$600/unit		
ENERGY STAR Fryer – Electric Only		\$500/unit		
Griddles and Ovens – Electric Only	Griddle – Cooking efficiency =0.70	\$850/unit		
	Combination Oven – Cooking Energy Efficiency. =0.60	\$1,000/unit		
	Convection Oven – Cooking efficiency =0.70	\$1,500/unit		
ENERGY STAR Holding Cabinets	Full-sized Hot Cabinet	\$400/unit		
	Three-Quarter Sized	\$300/unit		
	Half-sized	\$200/unit		

**I. Variable Frequency Drives (Motors, pumps and fans must operate a minimum of 1,500 hours annually to be eligible. See additional requirements on page 10).**

Incentives under this program are not available for replacement VFDs.

VFD HP*	Make/Model or Catalog #	Qty	Incentive	Annual Operating Hours (Minimum of 1,500 hrs)	Date Installed & Operable (mm/yy)	Total Incentive
			\$40/hp			
			\$40/hp			
			\$40/hp			
			\$40/hp			
<b>Page 9 Subtotal</b>						

- VFD horsepower is the lesser of the VFD nominal horsepower and the motor nominal horsepower.
- Maximum incentive cannot exceed 50% of the total equipment cost.
- Drives must be used in pumping or air handling applications.
- Motors and pumps or fans, must operate a minimum of 1500 hours annually to be eligible. Equipment operating less than 1,500 hours annually may qualify for a custom rebate. Contact your local cooperative or municipal for details.
- Qualifying projects must have a true power factor of 0.90 or greater and should include a line reactor between the power source and the drive with a reactor rating of not less than 3% impedance of the VFD rating.
- Incentives will be paid for the installation of new variable frequency drives on existing fan and pump systems and process equipment.
- The replacement of a variable frequency drive does not qualify for this program.
- Variable frequency drives that are provided on new packaged HVAC equipment do not qualify.
- Redundant or backup units do not qualify.
- VFDs must be automatically controlled by a variable signal, and have load diversity that will result in savings through motor speed variation.
- The pump or air handling system may not exceed 400 horsepower to qualify for the above incentives. However, it may qualify under the custom program. Contact your local cooperative or municipal for more information.
- VFDs in new construction projects do not qualify for the above incentives if they are over 7.5 horsepower. However, they could qualify under the custom program. Contact your local cooperative or municipal for more information.

Summary of Incentives	
Page 3 Subtotal	\$
Page 4 Subtotal	\$
Page 5 Subtotal	\$
Page 6 Subtotal	\$
Page 7 Subtotal	\$
Page 8 Subtotal	\$
Page 9 Subtotal	\$
<b>Total Incentives</b>	<b>\$</b>

### 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; 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 regarding the installation, operation and disposal of equipment (and related materials) covered herein, including liability from any incidental or consequential damages.

Customer 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, 2024**. 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 \$15,000 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:**

Maximum incentive of \$50,000 per member/customer per year. Total incentive not to exceed 50 percent of material plus external labor costs.

### **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.