

# Non-Residential Incentive Program



Your electric cooperative provides energy efficiency incentives for retrofit projects of qualifying equipment in your existing building under the Requirements, Terms and Conditions provided. Qualifications for equipment can be found on the Worksheet provided in this enrollment packet.

## To apply for an incentive under \$10,000:

1. Complete the application and worksheet forms in their entirety.
2. Scan/copy and include in your submission technical specifications (cut sheet/spec sheet) on equipment you are applying for.
3. Scan/copy and include in your submission an itemized invoice(s). Quantity, make, model number and unit price of each item MUST appear on the invoice(s).
4. Email the completed application, worksheet, technical specifications and invoice(s) to [rebates@hepn.com](mailto:rebates@hepn.com). If you are unable to email, you can mail the completed packet to:  
Rebates  
Hoosier Energy REC, Inc.  
2501 S. Cooperative Way  
Bloomington, IN 47403
5. When [rebates@hepn.com](mailto:rebates@hepn.com) finalizes the enrollment, you will receive a follow-up email letting you know your submission has been completed and when to expect payment.

## To apply for an incentive over \$10,000:

1. Complete the application and worksheet forms in their entirety.
2. Scan/copy and include in your submission technical specifications (cut sheet/spec sheet) on equipment you are applying for.
3. Scan/copy and include in your submission an itemized quote(s). Quantity, make, model number and unit price of each item MUST appear on the quote(s).
4. Email the completed application, worksheet, technical specifications and quote(s) to [rebates@hepn.com](mailto:rebates@hepn.com). If you are unable to email, you can mail the completed packet to:  
Rebates  
Hoosier Energy REC, Inc.  
2501 South Cooperative Way  
Bloomington, IN 47403
5. When your enrollment has been approved, you will receive a pre-approval letter via email. This pre-approval letter must be signed and emailed to [rebates@hepn.com](mailto:rebates@hepn.com) at your earliest convenience to confirm and reserve your incentive payment.
6. When your equipment has been installed and your project is complete, you will need to submit a scan/copy of the invoice(s). Quantity, make, model number and unit price of each item MUST appear on the invoice(s).
7. When [rebates@hepn.com](mailto:rebates@hepn.com) receives the invoice(s) and finalizes the enrollment, you will receive a follow-up email letting you know your submission has been completed and when to expect payment.

# Non-Residential Incentive Application



This incentive application form is valid when received from Jan. 1, 2024, through Dec. 31, 2024. This program is being coordinated by Hoosier Energy REC Inc.

## Section 1: Customer Information

Electric Account #

Company Name

Contact Name (Print)

Email\*

Phone(s)

Fax

Mailing Address

City

State

Zip

Total Material Cost

Customer Signature

Date

**By typing your name above, you agree that you are electronically signing this application.**

Customer hereby certifies:

1. The form submission is by the electric customer who is solely responsible for the accuracy of the information contained in this application;
2. All equipment installation is complete and operational prior to submitting payment request;
3. An agreement to allow an electric cooperative or Hoosier Energy representative to verify installed measure through an on-site pre- and/or post-inspection of the installation site; and
4. An agreement to all Program Requirements, Terms and Conditions as outlined on the last page of the application packet.

### Pre-approval supplied for payments greater than \$10,000

If applicant does not submit Non-Residential Incentive Application for pre-approval, funds are not guaranteed.

*\*By providing your email address you are granting JCREMC and Hoosier Energy REC Inc. permission to send further emails regarding our programs and services.*

## Section 2: Installation Site Information (where equipment was installed)

Job Site Name	Operating Hours/Year	Installation Completion Date	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Project Contact Name	Project Contact Telephone	Project Contact Email	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Job Site Address (physical location)	City	State	Zip
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Type of business where equipment was installed (Check ONE per box):

### Construction Type

- New  
 Existing

Year Built:

### Building Type

- Ag/Farm  
 Assembly/Industrial  
 Auto Repair  
 Large Retail  
 Fast Food Restaurant  
 Full Service Restaurant  
 Grocery/Convenience Store  
 Light Industrial
- School  
 Religious Worship  
 Small Office  
 Small Retail  
 Warehouse  
 Other, please specify:

### Heating Type

- AC with Gas Heat  
 Heat Pump  
 AC with Electric Heat  
 Electric Heat Only  
 Gas Heat Only  
 None

**If payment is to be paid to Contractor / Installer, please fill out Section 3 & 4:**

## Section 3: Contractor / Installer Information

Contractor / Installer Business Name			
<input type="text"/>			
Contractor / Installer Contact Person	Contact Telephone	Contact Email	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Contractor / Installer Street Address	City	State	Zip
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

## Section 4: Payment Information

Make payable to	
<input type="text"/>	
Tax Status	Federal EIN or SSN
<input type="checkbox"/> Corporation <input type="checkbox"/> Exempt <input type="checkbox"/> Other	<input type="text"/>

# Variable Frequency Drive (VFD) Program



## \$30 per HP controlled

### Qualifications

- VFD drives between 1 horsepower and 200 horsepower controlling HVAC fans, pumps, cooling towers and industrial fans.
- VFD Drives must be new. Used or rebuilt equipment is not eligible for an incentive.
- Incentive items must be installed on the electric account listed on the application.
- Incentive amount cannot exceed 50% of the equipment cost.
- VFD drives controlling greater than 200 horsepower require custom approval.
- Controlled equipment must operate more than 1,500 hours per year.
- VFD speed must be automatically controlled by differential pressure, flow, temperature or other variable signal.

### Does not qualify

- Redundant, back-up units, or routine replacement of existing VFDs

## VFD Controlling Code

Code	Equipment	Code	Equipment	Code	Equipment
PNC	Process Non-Cooling	WP	Wastewater Pump	AH	Air Handlers
PC	Process Cooling	CP	Cooling Pump	SP	Supply Fans
HC	HVAC Condensing	HP	Heating Pump	EF	Exhaust Fans

# Non-Residential VFD Incentive Worksheet



Electric Account #

Company Name

Quantity		Manufacturer & Model #	VFD Controlling Code*
Ex.	5	Sensor company SDL67WHT	PNC
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

\*See table on previous page for code

## Operation & Incentive Amount

Ex.	Annual Operating Hours	Daily Operating Hours Between:		HP Controlled	Incentive per HP	Subtotal
		7-9 a.m.	3-8 p.m.			
	2,250	2	1	4	\$30	\$120
1					\$30	
2					\$30	
3					\$30	
4					\$30	
5					\$30	
6					\$30	
7					\$30	
8					\$30	
9					\$30	
10					\$30	
<b>Total:</b>						

# Non-Residential Program Terms & Conditions

The non-residential incentive program applies to customers with a valid electric cooperative commercial account in our electric service territory. The following rules and regulations apply to all non-residential incentive programs. More specific rules will also be listed in each program worksheet.

- The incentive programs may be changed or canceled at any time without notice. The customer and contractor are responsible for contacting the electric cooperative to ask whether or not the program is still in effect and to verify program parameters.
- Incentive payments are available on a first-come, first-served basis while program funding lasts. Any project pre-approved and completed in a calendar year, must be submitted for payment in the same calendar year. Pre-approval is required for projects with incentive payments greater than \$10,000. Submit application prior to starting work for pre-approval. Submittal of application is not a guarantee of approval or payment.
- The maximum total incentive payment per customer for all eligible projects and equipment types received during this calendar year is \$50,000.
- Rebates are not available for replacement of previously rebated equipment during its deemed useful life, as determined by Hoosier Energy REC, Inc. For more information, contact [rebates@hepn.com](mailto:rebates@hepn.com) to learn more about deemed useful life of equipment.
- Incentive items must be installed on the electric account listed on the application.
- All equipment must be new; used or rebuilt equipment is not eligible for an incentive.
- The incentive amount cannot exceed 50% of the equipment cost.
- Customer is required to designate an installation completion date and also must submit installation invoices within 60 calendar days of completion of the installation. Failure of customer to complete installation of the rebated equipment on or before the designated installation completion date or to submit the invoices in a timely fashion will result in the rebate automatically terminating without further notice. Invoice(s) submitted must include manufacturers' make and model numbers for each incentive item and original equipment manufacturer (OEM) specification sheets.
- Incentives for each rebate are a one-time payment and cannot be combined with incentive payments from other electric cooperative programs.
- All completed submissions become the property of your electric cooperative and will not be returned. Keep a copy for your records.
- Your electric cooperative will issue incentives in the form of a check or utility bill credit.
- Equipment must meet the technical specifications listed in the application instructions. Your electric cooperative reserves the right to withhold payment for products that do not meet the requirements.
- Your electric cooperative reserves the right to inspect customer's facility for installation of materials listed on this incentive application and will need access to survey the installed project. If the inspection finds that you did not comply with the program rules and standards, any incentive you have received must be returned to your electric cooperative. Your electric cooperative reserves the right to refuse payment and participation if the customer or contractor violates program rules and procedures. Your electric cooperative is not liable for incentives promised to customers as a result of a contractor misrepresenting the program.
- The customer agrees to purchase power for the rebated equipment exclusively from the electric cooperative for a period not less than the deemed useful life of the rebated equipment. Should the customer receive 100% of its power requirements from any source other than the electric cooperative, including generation owned by the customer, before the end of the equipment's deemed useful life, the customer agrees to refund the full amount of the rebate to the distribution cooperative.

## Disclaimers

Your electric cooperative and Hoosier Energy REC, Inc.

- Do not endorse any particular manufacturer, product or system design by offering these incentives;
- Do not expressly or implicitly warrant the performance of installed equipment (contact your contractor for detailed equipment warranties);
- Will not be responsible for any tax liability imposed on the customer as a result of the payment of incentives;
- Are not responsible for the proper disposal/recycling of any waste generated as a result of this project;
- Are not liable for any damage caused by the operation of malfunction of the installed equipment;
- Do not guarantee that a specific level of energy or cost savings will result from the implementation of energy conservation measures or the use of products funded under these programs;
- Reserves the right to change these Rules and Regulations at any time by updating them without any other notice to you. Any change will be effective immediately after it is posted. It is your responsibility to regularly review.