

Custom Incentives for Business Program

The Custom Incentives for Business Program from Met-Ed, Penelec, Penn Power, and West Penn Power (FirstEnergy's Pennsylvania utilities), offers incentives and information to encourage participants to install energy-saving projects that do not meet the eligibility criteria for other FirstEnergy Business programs. The program is funded by Pennsylvania nonresidential electric utility customers of FirstEnergy's Pennsylvania territories in accordance with Act 129 of 2008.

Effective Dates

To qualify for incentives, equipment must have been purchased on or after October 28, 2009.

Eligible Participants

The Custom Incentives for Business Program is available to commercial and industrial retail service customers of FirstEnergy's Pennsylvania utilities. In addition to retrofits, new construction projects and the portion of building addition projects that increase a facility's footprint are eligible for incentives under this program.

Eligible Projects

Custom projects include technologies and/or customer specific energy projects that do not meet the eligibility criteria for other FirstEnergy Business programs. To qualify for custom incentives, a Met-Ed, Penelec, or Penn Power project must have a TRC Test Score of one or greater. A West Penn Power project will be subject to an internal cost-effectiveness review.

Possible custom projects include:

- Upgrade of an existing industrial process
- New construction or renovation projects that involve multiple building systems (i.e. lighting, HVAC, and building envelope)
- Replacement of existing motors larger than 200hp
- Replacement of an existing motor speed control for a new Variable Speed Drive
- Water/wastewater system improvements
- Economizers
- Building control systems such as Demand Control Ventilation or Exhaust Air Heat Recovery

Examples of projects/technologies that do NOT qualify for Custom Incentives:

- Power Factor correction devices
- Motor soft starts
- Renewable energy technologies that generate electricity (i.e. solar photovoltaic, wind generation, micro-hydro turbines, etc)
- Any electric generation projects
- Fuel Switching (i.e. replacement of an electric chiller with an absorption chiller)

Pre-Approval Requirements

All custom projects must submit all technical information and documentation as detailed on page three of this form. All custom projects will require program approval prior to the purchase and installation of equipment (pre-approval), regardless of the total incentive requested.

Measurement and Verification (M&V) Plan

Any custom project may require a M&V plan, including pre- and post-metering, to comply with the state-wide evaluator's protocols for custom measures. FirstEnergy will work with its customers to develop these M&V plans on an individual basis due to the unique nature of custom projects.

Limitations

All incentives available from any FirstEnergy utility business program are limited to the total equipment cost.

Questions?

If you have questions, please review the FAQ section of the program website at www.energysavePA.com. This information is being updated regularly. Specific questions can also be sent to program representatives via email at energysavePA@saic.com.

How Do I Apply for Incentives?

Please review the Business Program Terms and Conditions and application requirements.

Step 1: Review program materials to confirm the custom project meets program requirements. Visit www.energysavePA.com or contact us at energysavePA@saic.com or 1-866-554-4430 with questions.

Step 2: Complete the program application and attach supporting technical documentation, as detailed on page three of this form, required to evaluate the energy savings associated with the proposed custom project. Sign the application form and submit a complete application package to the program manager for consideration, review and approval.

A complete application package includes:

- A signed application form with the summary information fields entered on page three of this form,
- Manufacturers' specification (cut) sheets for each installed equipment to verify that the equipment is rated at the efficiency levels used in the calculations,
- A copy of IRS form W-9, and
- A detailed energy savings analysis as described on page three of this form,
- A copy of the TRC test score from the TRC Calculator Tool on the program website for Met-Ed, Penelec, and Penn Power projects.

Complete application packages must be returned via email, fax or hardcopy:

Mail: **FirstEnergy Custom Incentives for Business Program**
6059 Allentown Blvd.
PMB #573
Harrisburg, PA 17112
Fax: 610-743-8629
Email: energysavePA@saic.com

Step 3: The program manager will notify the applicant within 10 business days that the application has been received. The program manager will notify the applicant via email when the initial review is complete and funds have been reserved. Upon receipt of program pre-approval, participants may purchase and install their energy efficient equipment.

Step 4: Once the project is complete, you should review your approved application for any changes to the project that occurred during installation and make the needed corrections. Resubmit the application, along with a dated proof of purchase, to the program for incentive payment.

Applications and supporting technical documentation will be reviewed by program staff, and an onsite inspection to verify the installation may be conducted. Upon receipt and verification of all required documentation, the incentive check will be processed and mailed to the applicant or to an authorized representative, if requested on the application.

To confirm tax status, all applicants (including tax exempt entities) must submit a W-9 with Tax Identification associated with the incentive recipient to enable processing. Incentives will not be paid until W-9s have been received.

CUSTOMER AND PROJECT INFORMATION

Customer Information

Company Name (name must match utility bill):		Utility Company: Met-Ed Penelec Penn Power West Penn Power	
Tax ID (SSN/FEIN):		Account Number (Required)	
Mailing Address (check mailed to):	City:	State:	Zip:
Contact Name:	Contact Title:		
Email Address:	Telephone:	Fax:	
Physical Installation Address (if different from above):	City:	State:	Zip:
How did you hear about the program? Program Contact Utility Contact Trade Ally Direct Mail Mass Media			
Seminar Energy Audit Other _____			

Contractor / Program Ally Information - if applicable

Company Name:	Contact Name:	Title:	
Mailing Address:	City:	State:	Zip:
Email Address:	Telephone:	Fax:	

Authorization for Incentive Payment to Third Party
 Please note that incentive payment will be made to the customer listed above unless a Third Party payment is authorized.
 If check is to be paid to a Third Party, please fill this Authorization box completely.

Payable To:	Representative Contact:		
Mailing Address:	City:	State:	Zip:
Phone:	Email Address:	Tax ID (SSN/FEIN):	
Customer Contact Signature: _____			
Print Name: _____ Date: _____			

Facility / Project Information

Facility Type Education – Primary School Education – Secondary School Education – Community College Education – University Grocery Medical – Hospital Medical – Clinic Lodging Hotel (Guest Rooms) Lodging Motel Manufacturing – Light Industrial Multifamily – Common Areas Office – Large Office – Small Restaurant – Sit-Down Restaurant – Fast-Food Retail – 3-Story Large Retail – Single-Story Large Retail – Small Storage – Conditioned Storage – Unconditioned Streetlighting Warehouse Other: _____ _____	Please choose the best description of the predominant space type included for this project: Air Conditioned Space No Air Conditioning Freezer Space Refrigerated Space <hr/> Is natural gas available at your facility? Yes No <hr/> Facility Size: (Approx. Sq. Ft.) <hr/> Project Schedule: Start date: _____ Completion Date: _____ Estimated Total Equipment Cost: _____	Customer Class (Check all that apply): Not-for-Profit Multifamily Commercial Industrial Government (State, County or Municipal) Institutional Low Income Federal
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PROJECT ESTIMATED ANNUAL SAVINGS SUMMARY	
Project TRC Test Score for Met-Ed, Penelec, Penn Power projects (From the TRC Calculator Tool on the program website)	
Estimated Annual kWh Savings	
Summer Peak Demand Reduction (kW) *	
Annual Estimated Utility Cost Savings	
Annual Operating Hours	
Total Incentive @ \$0.05/kWh savings	

Please attach a detailed energy savings analysis or technical study with the following sections:

1. Executive summary detailing the project scope and information pertaining to the commercial facility operation,
2. Baseline energy use calculation demonstrating pre-project energy consumption, including description of prior-existing equipment capacities and rated performance. Include and clearly reference assumptions and output reports from the analysis, such as spreadsheets, simulation files, and/or metered data.
3. Proposed energy use calculation estimating post-project energy consumption, including description of proposed equipment. Include and clearly reference assumptions and output reports from the analysis, such as spreadsheets, simulation files, and/or metered data.
4. Summary of estimated annual energy savings (kWh/year) and peak demand reductions (kW) (include and clearly reference assumptions and output reports from the analysis, including spreadsheets, simulation files)
5. Appended manufacturer specification (cut) sheets for proposed equipment detailing size, operating parameters, and efficiency ratings
6. Project materials and labor cost quotes

***Notes:**

- 1) Summer peak demand reductions must be realized during the peak demand period, as defined by the PA Technical Resource Manual (TRM):
 - Between the hours of 12:00 noon and 8:00pm,
 - Monday through Friday (excluding holidays),
 - During the months of June, July, August and September.

- 2) Final incentive is subject to project passing the TRC project screening test. Please see the separate TRC Calculator Tool on the program website for details for Met-Ed, Penelec, and Penn Power projects. West Penn Power projects will be subject to internal review of project cost-effectiveness.

Brief description of the existing equipment:
Brief description of new, efficient equipment:

BUSINESS PROGRAM TERMS & CONDITIONS

Definitions	<p>FIRSTENERGY COMPANIES (“THE COMPANY” OR “COMPANIES”) - Metropolitan Edison Company, Pennsylvania Power Company and Pennsylvania Electric Company.</p> <p>PROGRAM or PROGRAMS – Companies’ programs approved by the Pennsylvania Public Utility Commission (“PUC”) for implementation under Pennsylvania Act 129. This application relates to the Business programs supporting energy efficiency in the Companies’ Commercial and Industrial customer facilities including, municipal, government and institutional facilities.</p> <p>PROGRAM MANAGER – The party contracted by the Companies for management of the Programs.</p> <p>ENERGY-EFFICIENCY MEASURES – Any equipment or action eligible to receive a Program Incentive payment under the Program.</p> <p>PARTICIPANT (or PARTICIPANTS or PARTICIPATING CUSTOMERS) – Those non-residential retail electric service eligible customers of the Companies who participate in this Program.</p> <p>PROGRAM INCENTIVES – Refers to the monetary incentive, rebate or service that the Program provides to participating customers pursuant to the Program.</p> <p>CREDITS – Refers to the energy, capacity or environmental attributes from Alternative Energy Portfolio Standards (including Energy Efficiency and Demand Response) associated with measures for which incentives were provided, or PJM Capacity Credits.</p>
Eligibility	<p>Participant or Participants as defined above and served by Metropolitan Edison Company, Pennsylvania Power Company and Pennsylvania Electric Company. Residential customers are not eligible for incentives through the Commercial and Industrial Programs. Incentives are awarded only to Participants, or their assigned agents, for qualifying equipment (“Energy Efficiency Measures”) that is installed in the Commonwealth of Pennsylvania at the location identified in this Application, and such Participants are responsible for compliance with the Terms and Conditions set forth herein.</p>
Compliance	<p>The Participant is responsible to comply with all applicable laws, rules and regulations, and to comply with all federal, state, and local codes.</p>
Publicity	<p>With Participant’s written permission, the Companies may publicly recognize participation in the Programs and disclose information relating to the Participant’s participation in the program, including such data as: projected project energy savings, the incentive amount, and other similar information.</p>
Application and Eligibility Process	<p>The Programs provide for payment of incentives after the installation of qualified energy efficiency measures and review of final documentation for compliance with program requirements by the Program Manager. In order to be eligible for incentives, a Participant, or an agent (contractor/vendor) authorized by the Participant, must submit a properly completed pre-installation application package, including an application and technology worksheets, to the Program Manager before the equipment is purchased. If eligible, the Participant will receive an approval letter with the estimated incentive amount and the date by which the equipment must be purchased and installed for the approval to remain in effect.</p> <p>After installation is completed, the Participant must finalize and resubmit the completed equipment application reflecting the “as built” project, along with the invoice, the manufacturer’s equipment performance sheet, and any other required documentation as may be specified on the application or in the program’s initial approval letter. Applications must be filled out completely, truthfully and accurately, and include signatures of the Participant and its authorized agents (as appropriate). Final payment will be based on the “as-built” documentation provided with the final project application.</p> <p>Exceptions: Program applications for projects completed between October 28, 2009 and May 31, 2011 do not require pre-approval to be eligible for Program incentives. Similarly, customer-owned equipment purchased with a total incentive of less than \$3,000, do not require preapproval from the Program Manager before the purchase or installation of equipment. However, such applications must be submitted no later than nine months following equipment Proof of Purchase date to be considered for payment.</p>
Dates of Program	<p>Incentives are available for eligible Energy Efficiency Measures for which equipment is purchased and installed on or after October 28, 2009.</p> <p>Dated Proof of Purchase and complete documentation will be required with final applications for the participant to be eligible for incentive payment. The program is subject to revision or termination at any time by the Company.</p>
Installation Schedule Requirements	<p>Pre-approved projects will receive approval letters defining terms for payment and a commitment expiration date. If the Participant: (1) has not engaged in installation of the pre-approved project; and (2) has not applied to the Program Manager for a project extension within 90 days from the date the Program Manager pre-approves the project, the Program Manager may cancel Participant’s application without liability.</p>
Acceptable Proof of Purchase	<p>Acceptable forms of Proof of Purchase include paid invoices or receipts. The documentation must show item numbers, quantities and descriptions that are of sufficient detail to verify that the installed equipment meets efficiency requirements. Additionally, the post-installation documentation must include manufacturers’ specifications (“cut sheets”) that list the efficiency ratings of the equipment. <i>The Program Manager may, at its sole discretion, accept other forms of proof of purchase.</i></p>
Evaluation, Measurement and Verification	<p>The Program Manager may, but is not obligated to, conduct an inspection of the facility to verify pre- and post-installation conditions or verify documentation prior to incentive payment, at any time after receipt of applications and up to 5 years after payment of incentives. In addition, the Pennsylvania Public Utility Commission and the Companies have engaged Evaluation Measurement and Verification (“EM&V”) contractors to evaluate program performance which may involve additional visits. The applicant must provide reasonable access to the facility, the equipment, and related documentation and data. The Companies or their agents may install simple/standard metering devices on equipment for program data collection, measurement and verification purposes. The Companies and their agents are not obligated to pay any incentive awards until it has performed a satisfactory post-installation verification, unless it has waived this requirement. If the Program Manager determines that the equipment was not installed in a manner consistent with the approved application, or if non-qualifying equipment was installed, it may require changes before making payment.</p>
Assignment	<p>The Participant may assign Program Incentives to a specified third party.</p>
Participating Customer's Certification	<p>Participant certifies that he/she purchased and installed the equipment listed in its application at its defined Pennsylvania location listed therein. Participant agrees that all information is true and that he/she has conformed to all of the program’s eligibility requirements, terms and conditions.</p>
Incentive Amounts	<p>Program Incentives will equal either: a) the approved Program Incentive amount reflecting incentives in effect at the time of approval, or b) the actual</p>

	equipment cost of the Energy-Efficiency Measure, whichever is less, as determined by the Program Manager. Please allow ninety (90) business days for delivery of the Program Incentive. Applications requiring post-installation inspections and unanticipated high volume of activities may require additional time. If information is missing or incorrect on the application, processing and delivery of the Program Incentive may also require additional time.
Taxes	Incentives received by the Participant under this Application may be taxable by the federal, state, and local government. The Participant is responsible for declaring and paying all such taxes. Companies shall have no liability or obligation for any taxes.
Indemnification and Limits of Liability	<p>The Participant shall protect, indemnify, and hold harmless the Companies and their parents, subsidiaries, affiliates, agents, contractors, employees, officers, and directors from and against all liabilities, losses, claims of death or injury or other damages, judgments, penalties, causes of action, costs and expenses (including, without limitation, attorney’s fees and expenses) incurred by or assessed against the Companies or their and their parents, subsidiaries, agents, contractors, employees, officers and directors arising out of or relating to the performance of this Application or arising out of or relating to the installation, use and maintenance of the equipment, designs, practices or methods involved in this Participant’s project.</p> <p>In no event shall any indemnified party be liable for any punitive, exemplary, special, indirect, incidental or consequential damages (including, but not limited to, lost profits, lost business opportunities, loss of use or equipment down time, and loss of or corruption to data) arising out of or relating to this Agreement or Program, regardless of the legal theory under which such damages are sought.</p>
Warranties	<p>The Companies and their parents, subsidiaries, affiliates, agents, contractors, employees, officers, and directors make no express or implied warranties regarding the performance of installed equipment, the quality of any contractor’s work, or that the equipment will result in any energy or cost savings.</p> <p>THE COMPANIES AND THEIR PARENTS, SUBSIDIARIES, AFFILIATES, CONTRACTORS, EMPLOYEES, OFFICERS, AND DIRECTORS DO NOT ENDORSE, GUARANTEE, OR WARRANT ANY PARTICULAR MANUFACTURER OR PRODUCT, AND THEY PROVIDE NO WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR IMPLIED WARRANTY OF FITNESS FOR ANY PRODUCT OR SERVICES. THE COMPANIES ARE NOT LIABLE OR RESPONSIBLE FOR ANY ACT OR OMISSION OF ANY CONTRACTOR (IF ANY). THE CUSTOMER’S WARRANTIES ARE LIMITED TO ANY WARRANTIES THAT MAY BE PROVIDED BY CONTRACTORS, VENDORS OR EQUIPMENT MANUFACTURER. NEITHER THE COMPANIES NOR THEIR CONSULTANTS ARE RESPONSIBLE FOR ASSURING THAT THE DESIGN, ENGINEERING AND CONSTRUCTION OF THE FACILITY OR INSTALLATION OF THE EQUIPMENT IS PROPER OR COMPLIES WITH ANY PARTICULAR LAWS, CODES, OR INDUSTRY STANDARDS. THE COMPANIES DO NOT MAKE ANY REPRESENTATIONS OF ANY KIND REGARDING THE RESULTS TO BE ACHIEVED BY THE ENERGY EFFICIENCY MEASURES OR THE ADEQUACY OR SAFETY OF SUCH MEASURES.</p>
Recycling (Proper Disposal of Waste)	The Companies and their parents, subsidiaries, affiliates, agents, contractors, employees, officers, and directors are not responsible for the proper disposal or recycling of any waste generated as a result of this project.
Endorsement (Product/Vendor Neutrality)	The Companies and their parents, subsidiaries, affiliates, agents, contractors, employees, officers, and directors do not endorse any particular market provider, manufacturer, product, labor or system design by offering this Program.
Termination	<p>Incentives are available for energy efficiency measures on a first-come, first-served basis subject to the availability of funds. Program availability, program terms and equipment eligibility may change without notice at the discretion of the Companies.</p> <p>Submission of any application does not give rise to any obligation to make any incentive payment by the Companies and their parents, subsidiaries, affiliates, agents, contractors, employees, officers, and directors.</p>

ACKNOWLEDGEMENT

For faster application processing, please be sure to include the following items with your application form:

- Complete Application (Customer and Project Information page, page 3, and Acknowledgement page)
- Utility Account number (on Customer and Project Information page)
- A detailed energy savings analysis as described on page three of this form
- A copy of the TRC Test score from the TRC Calculator Tool on the program website
- W-9 with Tax Identification associated with the incentive recipient (please submit with final application to facilitate faster incentive payment)

In conjunction with the PA Act 129, energy efficiency measures as promoted by this application are considered Tier II resources under the Pennsylvania’s Alternative Energy Portfolio Standards Act. For more information go to <http://paaeps.com/credit/index.do> or the FAQ section of our website at www.energysavePA.com.

Participants in FirstEnergy’s Energy Efficiency and Conservation (EE&C) programs have the ability to take ownership of the alternative energy credits resulting from their project and may be able to sell the alternative energy credit(s) to a broker.

Alternatively, a customer has the ability to allow their local utility (Met-Ed, Penelec, Penn Power, or West Penn Power) to take ownership of the alternative energy credit(s) associated with their energy efficiency project.

- I would like to retain ownership of my Tier II alternative energy credits and commit to offer them into the PJM market.
- I assign ownership of my Tier II alternative energy credits to my local utility to be used to offset the costs charged to customers to fund EE&C programs under Act 129.

If neither box is checked, Met-Ed, Penelec, Penn Power, or West Penn Power will accumulate the alternative energy credits and sell the alternative energy credits to help reduce the cost of the Companies’ EE&C programs by the amount of revenue received.

I read, understand and am in compliance with all rules and regulations concerning this Program. I certify that all information provided is correct to the best of my knowledge, and I give the Companies permission to share my records with the Pennsylvania Public Utility Commission, or its contractors, who plan to evaluate my energy usage. Additionally, I will allow reasonable access to my property to verify the installation and performance of the Energy Efficiency Measures that are eligible for incentives under the Programs.

Signature: _____ Date: _____

Print Name: _____ Title: _____

By signing, I certify that I have read, understood and agree to the terms and conditions listed above and that I am authorized to sign on behalf of the participant.

INSTRUCTIONS: After clicking Submit above, if a new email message appears with this completed form attached, attach your supporting documentation (**cut sheets, W-9 form, signature page, etc**) to the email and click send. You can then save a copy of the completed form to your hard drive if you wish.

If a new email message does not appear, you’ll need to save this completed form to your desktop. Then, create a new email message addressed to energysavePA@saic.com, attach the file you just saved as well as your supporting documentation (**cut sheets, W-9 form, signature page, etc**) to the email and click send.

Thank you for submitting your forms electronically. This allows us to provide you with a faster response.