

REQUESTS FOR FUNDING: *INSTRUCTIONS*

Efficiency Maine offers a variety of incentives for improving energy efficiency, including the Commercial and Industrial Prescriptive Program (“C&I Prescriptive Program”). Under the C&I Prescriptive Program, municipalities are eligible for incentives to help offset the cost of energy efficiency upgrades, including converting to LED lighting in existing municipal buildings.

For a limited time, The Nature Conservancy in Maine is offering an additional incentive—on top of the existing Efficiency Maine incentive—to small municipalities (population <4,000) to upgrade out-of-date lighting in municipal buildings. **Through January 31, 2020, qualifying municipalities will be eligible for funding to cover approximately 75% of the cost of converting to high-efficiency LED lighting inside or outside municipal buildings.**

How does it work?

- A. Your municipality contacts a Qualified Partner—a contractor certified to work with Efficiency Maine—and makes an appointment for the Qualified Partner to review your municipal building’s interior and/or exterior lighting. Please go to <https://www.energymaine.com/at-work/qualified-partners/> to find a Qualified Partner in your location.
- B. The Qualified Partner conducts a site visit at your facility to record the existing lighting conditions and develop a lighting project in accordance with the rules and guidelines of the Efficiency Maine C&I Prescriptive Program. The Qualified Partner uses Efficiency Maine’s Cost-effective Lighting Investment Calculator (CLIC tool) to estimate the project cost and calculate the expected Efficiency Maine incentive.¹ The Qualified Partner provides you with a digital copy of the CLIC tool results, along with the project material price quotes and cut sheets.
- C. If your municipality chooses to move forward with the quoted project, **your municipality becomes eligible for an additional incentive from The Nature Conservancy in Maine, equal to 50% of the estimated Efficiency Maine incentive (up to a maximum of \$5,000)**. Combined, the Efficiency Maine and Nature Conservancy incentives will cover roughly 75% of the project cost.² To apply, please follow the instructions below.

Application process

1. Download and complete the application form below and scan it to create a digital copy.
2. Email the completed digital application form and digital copies of the CLIC tool results, project material price quotes and cut sheets to robert.wood@tnc.org **by October 25, 2019**.
3. Staff at The Nature Conservancy in Maine, in consultation with staff at Efficiency Maine, will review the project to ensure it meets the “basic eligibility criteria” listed below.
4. If there are more projects submitted that meet the basic eligibility criteria than there is available Nature Conservancy incentive funding, the “additional selection criteria” listed below will be used to select projects.

(Continued)

¹ The CLIC tool provides estimates only. Final determination of eligibility & incentive level will be made by Efficiency Maine upon application review.

² This is an estimate. Efficiency Maine’s incentives differ by project type and will be finalized upon application review. See www.energymaine.com/at-work/lighting-solutions/ for current incentive offerings through the Efficiency Maine C&I Prescriptive Program.

5. Nature Conservancy staff will notify the applicant via email and phone by November 15, 2019, if your project is selected for an incentive.
6. After receiving notification from Nature Conservancy staff that your project has been selected for our incentive, contact your Qualified Partner and move forward with the project.
7. Once your project is complete, provide proof of project completion to The Nature Conservancy in Maine. Proof of project completion must be provided in the form of a project invoice and a signed Participant Acceptance Form from your Qualified Partner, submitted by email to robert.wood@tnc.org. The project must be complete, and proof of participation provided, by January 31, 2020.
8. Upon receiving proof of project completion, The Nature Conservancy in Maine will remit payment to your municipality—equal to 50% of the Efficiency Maine incentive, up to \$5,000—within two weeks. Please note that the Efficiency Maine incentive will be remitted separately, within six weeks of project completion.

Basic eligibility criteria

- The project must be located on the interior or exterior of a small, municipal-owned building. “Small” is defined as a building metered at the Small General Service electric rate. The electric bill for your municipal-owned building will list the rate at which your building is metered.³
- The project must be approved by Efficiency Maine as eligible for the Efficiency Maine C&I Prescriptive Program. The CLIC tool (filled out by your Qualified Partner) will indicate whether a project is likely to be eligible. However, Efficiency Maine will review the CLIC tool results (submitted with the application) and make a final determination.
- A municipal official must complete the attached application form and submit it with the CLIC tool results, project material price quotes and cut sheets to robert.wood@tnc.org **by the October 25, 2019 deadline.**

Additional selection criteria

Due to the limited funding available for this program, The Nature Conservancy in Maine may need to apply additional selection criteria to select projects, depending on the number of applications we receive. For projects that meet the basic eligibility criteria listed above, additional points will be awarded, as necessary, to score applications as follows:

- I. Total energy savings from the project:
 - a. Large project (large energy savings relative to other proposed projects) = 3 points
 - b. Medium project = 2 points
 - c. Small project = 1 point
- II. Municipality population size:
 - a. Population <1,000 = 4 points
 - b. Population 1,000 - 1,999 = 3 points
 - c. Population 2,000 – 2,999 = 2 points
 - d. Population 3,000 – 3,999 = 1 point
- III. Early application
 - a. Application received on or before October 15, 2019: 2 points
 - b. Application received on or before October 25, 2019: 1 point

Questions?

Contact Rob Wood at The Nature Conservancy in Maine: 207-607-4813 or robert.wood@tnc.org.

³ For Central Maine Power (CMP) customers, the Small General Service rate applies to buildings with maximum energy demand of less than 20kW. For Emera Maine customers, the Small General Service rate applies to buildings with maximum electricity demand of less than 25kW.



REQUESTS FOR FUNDING: **APPLICATION**

PLEASE COMPLETE THIS APPLICATION FORM AND EMAIL IT, ALONG WITH YOUR CLIC TOOL RESULTS, PROJECT MATERIAL PRICE QUOTES AND CUT SHEETS TO robert.wood@tnc.org BY OCTOBER 25, 2019.

Municipality name: _____

Your name: _____ Title: _____

Phone number: _____ Email: _____

Mailing address: _____

Project installation address: _____

Qualified Partner: _____

Will your Qualified Partner be able to complete the project by January 31, 2020? (Y/N): _____

Municipal population size (year-round): _____

Checklist

- Completed application
- CLIC tool results (provided by Qualified Partner)
- Project material price quotes (provided by Qualified Partner)
- Project material cut sheets (provided by Qualified Partner)

Signature: _____ Date: _____

Questions?

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