



**PUBLIC SECTOR ENERGY EFFICIENCY PROGRAM
2016 – 2017 Electric and Natural Gas**

PROGRAM GUIDELINES & APPLICATION

**PROGRAM YEAR: 2016-2017
START DATE: JUNE 1, 2016**

**NEW CONSTRUCTION PROGRAM
PRESCRIPTIVE & CUSTOM INCENTIVES
FOR
LOCAL GOVERNMENT, PUBLIC SCHOOLS,
COMMUNITY COLLEGES, PUBLIC UNIVERSITIES,
AND STATE/FEDERAL FACILITIES**



Illinois
Department of Commerce
& Economic Opportunity
OFFICE OF ENERGY & RECYCLING
Bruce Rauner, Governor

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PROGRAM GUIDELINES

Program Guidelines Section 1 – General Information

1.1 Purpose. The Illinois Department of Commerce and Economic Opportunity (the “Department of Commerce”) administers the **Illinois Energy Now** portfolio of programs to implement cost-effective energy efficiency measures that help meet annual energy savings targets. Implementing such measures will also enhance economic development in the state of Illinois through job creation and business development. The Public Sector Energy Efficiency New Construction Program will, to the extent funds are available, provide incentives for projects that increase the energy efficiency of local governments, municipal corporations, public school districts, community college districts, public universities, and state/federal facilities located in the service territories of Ameren Illinois (“Ameren”), Commonwealth Edison (“ComEd”), Nicor Gas (“Nicor”), Peoples Gas (“Peoples”), and/or North Shore Gas (“North Shore”).

The Public Sector Energy Efficiency New Construction Program offers both “Prescriptive” and “Custom” incentives. The Prescriptive New Construction program provides incentives for specific electric-and natural gas-saving measures.

The measures are listed under the following categories:

- Lighting
- Envelope
- Heating, Ventilation, Air Conditioning (HVAC)
- Water Heaters
- Kitchen

The Custom New Construction program provides incentives for projects with whole building energy models, as well as other electric- and natural gas-saving measures not listed under the Prescriptive program.

1.2 Authority and Funding. The Department of Commerce is authorized by the Energy Efficiency Section of the Public Utilities Act (220 ILCS 5/8-103) and (220 ILCS 5/8-104) to administer a portion of the Illinois Energy Efficiency Portfolio (“EEP”). The statute provides funding for the EEP and sets certain statutory requirements to meet incremental annual energy savings goals; procure a minimum percentage of the portfolio from local governments, municipal corporations, public school districts, and community college districts; and target low income households proportionate to their share of annual utility revenues. The Public Sector New Construction Program is one component of the Department of Commerce’s total portfolio of measures to meet its obligations under the Act. Funding levels are determined each year by the Department of Commerce under a plan submitted to the Illinois Commerce Commission. The Department of Commerce reserves the right to limit the total amount of funding for program incentives in any given fiscal year.

1.3 Definitions. The terms used in this document have the meanings set forth below. Words and terms not defined here, if defined in the Environmental Protection Act (415 ILCS 5), will have the meanings as defined therein.

“100% Construction Documents” means drawings and specifications for a new building, addition, or renovation project; complete and ready for bidding. Also called “100% Design Documents”, or “Bid Documents”.

“Act” means the Public Utilities Act.

“Applicant” means one of the following public entities, (i) a unit of local government, (ii) a municipal corporation, (iii) public school district, (iv) public community college district, (v) public universities, or (vi) state/federal facilities.

- Proposing an electric energy efficiency project in Illinois that receives electric delivery service from Ameren or ComEd wires regardless of the retail electric supplier, or a private entity proposing an energy efficient new construction project in which one of the public entities above will lease the facility and will be responsible for paying for the electric delivery service from Ameren or ComEd regardless of the retail electric supplier.
- Proposing a natural gas energy efficiency project in Illinois that receives natural gas delivery service from Ameren, Nicor, Peoples, or North Shore distribution regardless of the retail natural gas supplier, or a private entity proposing an energy efficient new construction project in which one of the public entities above will lease the facility and will be responsible for paying for the gas delivery service from Ameren, Nicor, Peoples, or North Shore regardless of the retail gas supplier.

Program Guidelines Section 1 – General Information (Continued)

“Application” means a request for program funds by submitting the required information, on the Department of Commerce’s approved forms and attachments as prescribed in these guidelines.

“As-Built Documents” means owner-required marked-up drawings and specifications showing all changes made during construction which modify or alter the installed systems and equipment.

“Building Energy Model” means an energy simulation software program that complies with the LEED-NC 2009 (or later version) Performance Rating Method criteria, with or without adherence to ASHRAE 90.1-2013 Appendix G. An extensive list of available software tools can be found in the Department of Energy (DOE) *Building Energy Software Tools Directory*: <https://buildingdata.energy.gov/cbrd/resource/705>. A list of commonly used building energy simulation software can be found in the Advanced Energy Modeling for LEED, Technical Manual v2.0, pp.56-57: http://www.usgbc.org/sites/default/files/Advanced%20Energy%20Modeling%20for%20LEED_V2_1c.pdf. Department of Commerce reserves the right to request verification of software validation/testing by an approved testing protocol such as the DOE *Building Energy Simulation Test (BESTEST)*; or the ANSI/ASHRAE Standard 140, Standard Method of Test for the Evaluation of Building Energy Analysis Computer Programs.

“Building Envelope” means the elements of the building enclosure including above-grade exterior wall systems; exterior doors, windows, and skylights; below-grade foundation wall systems; floor slabs in contact with the earth (on-grade or below-grade); attic floors between unconditioned attic spaces and conditioned floor levels; and roofing systems.

“Custom” means incentives based on kilowatt-hour savings for electric projects and therms savings for natural gas projects; demonstrated through whole building energy modeling, or component measure energy modeling/analysis. Applies to projects with whole building energy model and/or measures that are not covered under the Prescriptive incentive program.

“Energy Efficiency” means measures that reduce the total Btus of electricity and natural gas needed to meet the end use or uses.

“Entity” means any applicant submitting an application to the Department of Commerce.

“Final Certification” means a certification that is submitted after Project Completion Date that reflects the actual measures and equipment installed, and is based on the Illinois Energy Now *Public Sector New Construction Incentive Review* report, to be provided for the project following the submittal of a complete project Pre-approval application and required supporting documentation. It is used to determine the incentives paid.

“Grantee” means an entity that has been awarded a grant.

“Incentive” means a grant award or rebate. Incentives less than or equal to \$150,000 will be awarded as rebates, while those greater than \$150,000 will be processed as grants.

“Incremental Measure Cost” means the increased equipment cost of upgrading to energy efficient equipment. For new equipment, the incremental measure cost is the cost to purchase and install the energy efficiency equipment minus the cost to purchase and install equipment that meets minimum codes or standards.

“Major Renovation” means a building renovation project significantly altering two of the following three major building systems: interior lighting; heating and cooling plants; building envelope.

“Performance Period” means the length of time the Grantee is required to operate the project and submit information/data to the Department of Commerce.

“Partner Bonus Coupon” is not applicable to the Public Sector Energy Efficiency New Construction Program.

“Pre-approval Application” means an application for incentives that reflects the estimated number of various measures to be installed, given the best information at the time of the application. It is used to reserve funds for projects and to assure that the calculations and methodology used to estimate the energy impacts meet the program requirements. Department of Commerce Illinois Energy Now Program Partner (SEDAC) reviews all pre-approval applications for the Public Sector Energy Efficiency New Construction Program and provides and *Incentive Review* report with summary review findings and incentive recommendations to be used in completing the project final certification forms and worksheets.

“Prescriptive” means measures that have set incentive levels as listed on the Prescriptive New Construction Incentive Worksheets.

“Project” means an eligible new construction energy project that the Department of Commerce agrees to fund through the Public Sector Energy Efficiency New Construction program.

“Project Completion Date” means the date that all necessary procurement is complete, equipment is installed and operational. For new construction projects this is typically the date of “Substantial Completion”.

“Total Project Cost” means the cost to purchase and install the qualifying measures including labor costs.

Program Guidelines

Program Guidelines Section 2 – Eligibility Criteria

- 2.1 Project Location.** Eligibility is limited to projects physically located in the state of Illinois.
- 2.2 Customer of Participating Utility Requirement.**
- A. Project locations for those requesting incentives for electric measures must receive electric delivery services from Ameren or ComEd. Applicants will be required to submit documentation that the project is located in the Ameren or ComEd electric service territory, in the form of a current utility bill or letter from their utility.
 - B. Project locations for those requesting incentives for natural gas measures must receive natural gas delivery service from Ameren, Nicor, Peoples, or North Shore. Applicants will be required to submit documentation that the project is located in the Ameren, Nicor, Peoples or North Shore gas service territory, in the form of a current utility bill or letter from their utility.
 - C. Project locations that receive either electric delivery service or gas delivery service (but not both) from a participating utility are only eligible for electric or gas incentives (but not both), determined by which energy type (electric or gas) is provided by the participating utility.
- 2.3 Eligible Projects/Equipment.** Eligibility is limited to new construction projects or additions and renovations that exceed 15,000 square feet that produce electrical and or natural gas savings through efficiency improvements in buildings, equipment, or process. **Note: Applicants are encouraged to contact the Department of Commerce project manager.** Projects less than 15,000 sf may use the Standard Incentive Program through the Department of Commerce.
- A. Applicants must be a unit of local government, a municipal corporation, a public school district, a community college district, a public university or a state/federal facility located within the state of Illinois or a private entity proposing an energy efficient new construction project in which one of the public entities listed above will lease the facility and will be responsible for paying for the energy delivery service.
 - B. Remanufactured equipment must have a warranty that meets or exceeds Original Equipment Manufacturer (OEM) warranty. Documentation must be submitted with application.
 - C. Final certifications must be for new construction projects completed prior to June 1, 2017 and after May 31, 2016.
 - D. The application may include prior incurred costs or installation of equipment prior to June 1, 2016, with written permission, which may take the form of a Notice to Proceed or Grant issued during the previous program year.
 - E. Pre-approval applications are accepted at or after 100% Construction Document completion.
 - F. Final certifications are accepted at or after construction substantial completion.
 - G. Applicant must submit the information as outlined in Application.
 - H. Prescriptive New Construction Incentive applicants must complete applicable prescriptive New Construction Incentive Worksheets.
 - I. Custom New Construction Incentive applicants must complete applicable Custom New Construction Incentive Worksheets.
 - J. Process load efficiency improvements must be calculated separately. This shall follow the LEED exceptional calculation process (www.usgbc.org).
- 2.4 Ineligible Projects and Costs.** The following projects are not eligible for funding under these guidelines:
- A. Projects that repair or replace existing equipment with like equipment.
 - B. Projects for sole purpose of implementing demand response measures.
 - C. Projects receiving funding for the same equipment through any other Energy Efficiency Portfolio (EEP) programs offered by the Department of Commerce or Utilities (Ameren, ComEd, Nicor, Peoples, or North Shore).
 - D. Component projects with simple paybacks greater than the equipment life.
 - E. Used equipment.
 - F. Renewable energy measures, except solar light tubes.
 - G. Linear LED lamp retrofits for fluorescent fixtures.

Program Guidelines Section 2 – Eligibility Criteria (Continued)

2.5 Maximum Incentive Award.

2.5.1 Maximum Incentive Rate for Prescriptive New Construction Program. Prescriptive New Construction incentives for electric and natural gas efficiency measures are set forth in: Lighting Incentive Worksheets; Envelope Incentive Worksheet; HVAC Incentive Worksheets; Water Heater Incentive Worksheet; and Kitchen Incentive Worksheets.

2.5.2 Breakthrough Equipment and Devices. Projects that involve breakthrough equipment or devices are allowed to have a payback exceeding 7 years, but not exceeding the equipment life. No more than 3 percent of Illinois Energy Now funds shall be expended on breakthrough equipment and devices.

2.5.2.a. Geothermal Heat Pumps. The Department of Commerce shall accept applications for geothermal heat pumps under the Custom New Construction Incentive Program.

2.5.3 Maximum Incentive Rate for Custom New Construction Incentive Program. Incentives are based on the following rates for kWh and/or therm savings; demonstrated through whole building energy modeling, or component measure energy modeling.

Custom New Construction Incentives	
Electricity	Natural Gas
\$0.08 / kWh	\$2.00 / therm

The Custom New Construction Program incentives are based on how far beyond the current Illinois Energy Conservation Code the building, or component measure will be constructed.¹ This is to encourage applicant to design the building to achieve the greatest level of energy efficiency.

For projects with baseline energy models aligned with the ANSI/ASHRAE/IES Standard 90.1 *Energy Standard for Building Except Low-Rise Residential Buildings* (ASHRAE 90.1)-2007, the baseline usage will be discounted 15% when calculating the energy savings for the Custom New Construction incentive. For projects with baseline energy models aligned with the ASHRAE 90.1-2010, the baseline usage will be discounted 10% when calculating the energy savings for the Custom New Construction incentive. The Department of Commerce reserves the right to negotiate different incentive levels if the applicant is under rules that already require beyond code achievement.

Custom projects are subject to cost effectiveness evaluation. The Department of Commerce reserves the right to review applications and negotiate levels.

2.5.4 High Performance Design Bonus. In order to encourage the use of whole building energy modeling, buildings seeking LEED Silver, Gold or Platinum certification, or otherwise provide an engineered computer energy model, shall be eligible for a Design Bonus based on percentage of beyond code energy cost savings. See section 2.5.6 Maximum High Performance Design Bonus.

High Performance Design Bonus			
Energy Cost Savings	Baseline Energy Model Conforming to ASHRAE 90.1-2007	Baseline Energy Model Conforming to ASHRAE 90.1-2010	Baseline Energy Model Conforming to ASHRAE 90.1-2013
5% beyond code	\$0.00 / sf	\$0.00 / sf	\$0.40 / sf
10% beyond code	\$0.00 / sf	\$0.00 / sf	\$0.60 / sf
15% beyond code	\$0.00 / sf	\$0.40 / sf	\$0.80 / sf
20% beyond code	\$0.40 / sf	\$0.60 / sf	\$1.00 / sf
25% beyond code	\$0.60 / sf	\$0.80 / sf	\$1.20 / sf
30% beyond code	\$0.80 / sf	\$1.00 / sf	\$1.40 / sf

¹ The reference standard for the Custom New Construction Program is the ANSI/ASHRAE/IES Standard 90.1 *Energy Standard for Buildings Except Low-Rise Residential Buildings* 2013 (ASHRAE 90.1-2013).

Program Guidelines Section 2 – Eligibility Criteria (Continued)

- 2.5.5** The total Department of Commerce issued incentives cannot exceed 100 percent of the incremental measure cost and 75 percent of the total project cost. If additional incentives are provided to the project from other public sources [such as State Energy Program (SEP), Energy Efficiency and Conservation Block Grants (EECBG), Illinois Clean Energy Community Foundation (ICECF)], the combined the Department of Commerce and other public source incentives cannot exceed 100 percent of the total project cost.
- 2.5.6 Maximum High Performance Design Bonus.** The High Performance Design Bonus cannot exceed \$120,000.
- 2.5.7 Maximum Incentive Per Square Foot Limit.** The Department of Commerce may provide up to, but not more than, a maximum grant award of \$3.00 per square foot for projects (total incentive including high performance design bonus, where applicable). Funding decisions are made as funding is available and the Department of Commerce is not obligated to provide the maximum grant amount. The Department of Commerce reserves the right to review applications and negotiate grant amounts. Projects are subject to a cost effectiveness evaluation.
- 2.5.8 Maximum Incentive.** The Department of Commerce may provide up to, but not more than, a maximum incentive of \$300,000. A single award may exceed \$300,000 if the application includes multiple project locations. Funding decisions are made as funding is available and the Department of Commerce is not obligated to provide the maximum grant amount. The Department of Commerce reserves the right to review application and negotiate grant amounts.
- 2.5.9** The Department of Commerce reserves the right to modify the incentive amounts as needed to fulfill its EEP statutory requirements or based on current market development, technology development, evaluation, measurement and verification (EM&V) results and program implementation experience. The Director reserves the right to waive funding limitations and other program parameters. The Director has the authority to implement pilot projects.

Program Guidelines Section 3 – Program Information

- 3.1 Payment Schedule.** The grant agreement will specify the conditions of payment and the payment schedule. The Department of Commerce reserves the right to determine the appropriate payment structure on a project-specific basis.
- 3.2 Reporting Requirements/Project Monitoring.** Grantees will be required to submit progress and expenditure reports in accordance with the requirements of the grant agreement. The Department of Commerce reserves the right to structure reporting requirements on a project-specific basis. The Department of Commerce project manager will monitor the Grantee's compliance with the terms of the grant agreement to include verification of both sales transactions and equipment installation.
- 3.3 Freedom of Information Act/Confidential Information.** Applications are subject to disclosure, in response to requests received under provisions of the Freedom of Information Act (5 ILCS 140/1 et seq.). Information that could reasonably be considered to be proprietary, privileged or confidential commercial or financial information should be identified as such in the application. The Department of Commerce will maintain the confidentiality of that information only to the extent permitted by law.
- 3.4 Authority/Approvals.** The applicant's signature on the Applicant Certifications is its certification that all authorizations required to perform the project have either been obtained or will be obtained no later than 90 days following the grant beginning date set forth in the Notice of Grant Award issued by the Department of Commerce.
- 3.5 Legal Compliance.** The applicant must certify on the application that the project complies with all applicable state, federal, and local environmental and zoning laws, ordinances, and regulations and that all permits, licenses, etc., required to perform the project have either been obtained or will be obtained no later than 90 days following the rebate application date or grant beginning date.
- 3.6 Dissemination of Information/Technology Transfer.** Grantees will be contractually required to allow the Department of Commerce access to the project site and the ability to obtain, publish, disseminate or distribute any and all information obtained from the project (except any data or information that has been negotiated as being confidential or proprietary), without restriction and without payment or compensation by the Department of Commerce.
- 3.7 Grant Duration/Performance Period.** The grant term/performance period will be determined on a project specific basis.
- 3.8 Ownership/Use of Equipment.** The grant agreement will specifically prohibit the sale, lease, transfer, assignment, or encumbrance of any equipment or material purchased with grant funds, without the express written approval of the Department of Commerce for the duration of 5 years or end of product life, whichever is less. In the event of a grantee's failure to comply with this requirement, the grant agreement will provide that the Department of Commerce may, at its discretion, require the grantee to return all grant funds provided by the Department of Commerce, require the grantee to transfer to the state ownership of equipment and material purchased with grant funds and bar the grantee from consideration for future funding. The Department of Commerce reserves the right to require the grantee to give it a purchase money security interest in equipment purchased with grant funds for the duration of the grant term.
- 3.9 Prevailing Wage Requirements.** Grantees are responsible for determining if their projects will trigger compliance with the Illinois Prevailing Wage Act (820 ILCS 130/0.01). The Department of Commerce will not render a legal opinion as to the applicability of the Prevailing Wage Act to any project. Questions regarding the applicability of Prevailing Wage requirements may be referred to the Illinois Department of Labor at (312) 793-2800 or (217) 782-6206. Attorney General Opinion No. 00-018, which addresses applicability of Prevailing Wage requirements, may be accessed on the Attorney General's Web site at <http://illinoisattorneygeneral.gov/opinions/2000/00-018.pdf>.
- 3.10 State Not Liable.** Grantee shall hold the State of Illinois harmless from any and all claims, demands, and actions based upon or arising out of any services performed by grantee or by their agents or employees under a grant agreement. The Department of Commerce, by entering into a grant agreement, does not pledge or promise to pledge the assets of the state nor does it promise to pay any compensation to the grantee from any moneys of the treasury or the state except such moneys as shall be appropriated and paid to the grantee by the Department of Commerce.

Program Guidelines Section 3 – Program Information (Continued)

- 3.11 Indemnity.** The grantee agrees to assume all risks of loss and to indemnify and hold the Department of Commerce, its officers, agents and employees, harmless from and against any and all liabilities, demands, claims, damages, suits, costs, fees, and expenses, incidents thereto, for injuries or death to persons and for loss of, damage to, or destruction of property because of the grantee's negligence, intentional acts or omissions. In the event of any demand or claim, the Department of Commerce may elect to defend any such demand or claim against the Department of Commerce and will be entitled to be paid by the grantee for all damages.
- 3.12 Insurance.** The grantee shall provide Workers' Compensation Insurance or the same, as required, and shall accept full responsibility for the payment of Unemployment Insurance, premiums for Workers' Compensation, Social Security, and retirement and health insurance benefits, as well as all income tax deductions required by law for its employees who are performing services specified by the grant agreement.
- 3.13 Return of Funds.** The grantee shall return to the Department of Commerce any and all funds that are determined by the Department of Commerce to have been spent in violation of the grant agreement.

Program Guidelines Section 4 – Application Process

- 4.1 Term and Application.** Applications shall be completed on the Department of Commerce's current approved form available at www.illinoisenergy.org.
- 4.1.1** Each application submitted under these guidelines must include all of the information required in Program Guidelines Section 6 – Checklist. Submissions must be submitted electronically as two attachments: 1) this PDF form filled out in its entirety as one attachment, and 2) a scanned copy of all supporting documents as another attachment per Application.
- 4.1.2** For Prescriptive New Construction Incentive projects, where the applicant seeks an incentive for specified equipment, the application must also contain the appropriate incentive worksheets and documentation as specified in the Prescriptive New Construction Incentive Worksheets. All Prescriptive New Construction Incentive projects must submit a Pre-Approval Application.
- 4.1.3** For Custom New Construction Incentive projects, where the applicant seeks an incentive for projects not included in the Prescriptive New Construction Incentive Program, the application must contain the Custom New Construction Incentive Worksheets as well as appropriate grant application documentation specified in the Custom New Construction Incentive Worksheets – Additional Documentation. All Custom New Construction Incentive projects must submit a Pre-Approval Application.
- 4.1.4** Applicants are strongly encouraged to submit an application for pre-approval to reserve funding for Prescriptive and Custom New Construction incentives. A Pre-Approval Application must be submitted for all Prescriptive and Custom New Construction projects. The pre-approval process assures that the calculations and methodology used to estimate the energy impacts meet the program requirements. Incentives will be based on the actual energy savings achieved as determined in the Final Certification and the pre-approval process is not a guarantee of an incentive. The incentives for certain measures may be disallowed or reduced if a Pre-approval Application is not submitted and the Department of Commerce is unable to determine measure eligibility due to an inability to document qualifying pre-retrofit equipment. Pre-inspection may be required prior to project installation.
- 4.1.5** Applications under this program will be accepted on an ongoing basis, beginning on June 1, 2016 subject to funding availability. The Department of Commerce will review the Pre-Approval Application for completeness of customer information. A letter acknowledging reservation of funds will be sent to the applicant. Funds will be reserved until May 8, 2017.
- 4.1.6** No new Pre-Approval Applications for the Program Year ending May 31, 2017 will be accepted after April 3, 2017.
- 4.1.7** The Final Certification, reflecting the measures and equipment actually installed, and based on the Illinois Energy Now *Public Sector New Construction Incentive Review* report must be submitted within 45 days of project completion and no later than May 8, 2017, provided a Pre-Approval Application was submitted by April 3, 2017. No Final Certifications for new projects will be accepted after April 3, 2017, unless a Pre-Approval Application was submitted by April 3, 2017. Project documentation, such as copies of substantial completion pay request; as-built construction documents and project manual; dated invoices for the purchase and installation of the measures and/or product specification sheets; and Certificate of Occupancy, is required.
- 4.1.8** Partner Bonus Coupon is not applicable to the Illinois Energy Now Public Sector Energy Efficiency New Construction Program.
- 4.1.9** Incentive applications will be accepted electronically at: NCincentives@sedac.org. Electronic submissions must contain two (2) attachments:
- 1) Department of Commerce and Economic Opportunity Application form PDF**
 - 2) Scanned copy of all necessary support documentation** (i.e., signed Applicant Certifications Page, utility bills; 100% construction documents (for Pre-approval Applications); as-built documents (for Final Certifications); additional manufacturer's specifications sheets as required; final certification and certificate for payment (for Final Certifications), and certificate of occupancy (for Final Certifications)). If electronic submission is impossible, the application materials can be mailed to:

Program Guidelines Section 4 – Application Process (Continued)

Illinois Energy Now Program Partner: SEDAC
Attn: New Construction Incentive Program
1 St. Mary's Rd
Champaign, IL 61820

- 4.2 General Review and Evaluation.** The Department of Commerce will review and evaluate applications in the order in which they are received and grants and rebates will be awarded as funding is available. Applications will first be reviewed to determine eligibility and completeness as specified under Program Guidelines Section 2 and Section 4.1 and for compliance with the EEP statutory requirements. Ineligible or otherwise incomplete applications will be rejected and returned to the applicant.
- 4.3 Incentives.** The applicant must submit Final Certification to the Department of Commerce at the time of project completion. This certification must include the project completion and system operation dates. Applicants are also required to provide any information that may be required by the Independent Evaluator to assure Department of Commerce compliance. Final Certifications that satisfy the general review of Program Guidelines Section 4.2 and certify completion of project will be processed, subject to Department of Commerce approval. For incentives over \$150,000, the Department of Commerce will incorporate a statement of work, budget, and grant requirements into a Grant Agreement between the Department of Commerce and the grantee. The Grant Agreement will require the grantee's signature before the final Department of Commerce approval.
- 4.4 Evaluation Criteria.** Applications satisfying the general review of Program Guidelines Section 4.2 will be evaluated on the basis of the following criteria. The evaluation criteria have been developed to allow the Department of Commerce to identify those projects that best achieve the goals and objectives of the Department of Commerce's Public Sector Energy Efficiency Program.
- 4.4.1 Completeness and quality of the application.
 - 4.4.2 Eligibility of project and equipment and custom calculation methodology.
 - 4.4.3 Potential for the project to encourage investment in energy efficiency measures and support economic development in the state of Illinois through job creation and business development.
 - 4.4.4 Cost-effectiveness in energy saved per program dollar spent.
 - 4.4.5 Capability of the applicant including previous experience and additional professional resources available.
 - 4.4.6 Any applicant that is a current or previous grantee of the Department of Commerce and was or is delinquent in its compliance with grant provisions shall have such delinquency included as one of the application evaluation criteria for this current application.
 - 4.4.7 Other criteria as determined by the Department of Commerce to be in the best interest of the State of Illinois.
- 4.5 Rejection of Applications.** The Department of Commerce reserves the right to reject any application for Pre-Approval or Final Certification. The submission of an application under these guidelines confers no right upon any applicant. The Department of Commerce is not obligated to award any grants or rebates under this program or to pay any costs incurred by the applicant in the preparation and submission of an application, or pay any grant or rebate related costs incurred prior to the grant beginning date.

Program Guidelines Section 5 – Contact Information

Program Guidelines Section 2 lists the eligibility criteria to determine whether your project qualifies for electric only, natural gas only, or both electric and natural gas incentives.

For additional information on the
Illinois Department of Commerce and Economic Opportunity
Illinois Energy Now
Public Sector Energy Efficiency Program
New Construction Prescriptive and Custom Incentives:

Visit our website at:

www.ilenergynow.org

For additional information visit our Illinois Energy Now Program Partner website at:

<http://smartenergy.illinois.edu/new-construction-incentive-program.html>

Email questions to:

NCincentives@sedac.org

Phone: (800) 214-7954

[TTY: (800) 785-6055]

Note: Save paper and submit application electronically.

E-mailing and mailing the same application leads to confusion and waste.

Please submit your application electronically at: NCincentives@sedac.org

Electronic submission must contain the following two (2) attachments:

- 1) Department of Commerce and Economic Opportunity application form in PDF format
- 2) Scanned copy of all necessary support documentation (i.e., the signed certification page, utility bills, and spec sheets)

Applications that cannot be submitted electronically may be mailed to Department of Commerce program office:

Illinois Energy Now Program Partner: SEDAC
Attn: New Construction Incentive Program
1 St. Mary's Rd
Champaign, IL 61820

Program Guidelines Section 6 – Checklist

Pre-Approval Application must include:

- Completed Application Section 1, General Information, check “Pre-approval Application” box.
- Signed Application Section 2, Applicant Certifications.
- 100% Construction Documents including the following:
 - Architectural, mechanical, plumbing, and electrical drawings.
 - Full project manual and/or specifications.
- Copy of electric and/or natural gas bill or letter from utility certifying that the building will use that utility for delivery. If submitting bills, please include pages of bills that list all taxes and fees applied.^{2, 3}

Prescriptive Projects must also include:

- Completed *Prescriptive New Construction Incentive Worksheets*
- Manufacturer’s specification sheets for all eligible equipment showing equipment meets required specifications

Custom Projects must also include:

- Completed *Custom New Construction Incentive Worksheets*
- Baseline and proposed building energy model inputs and outputs (see Program Guidelines Section 1.3, Building Energy Model) and documenting reports to justify energy savings. A list of required energy model reports will be provided by the Illinois Energy Now Program Partner (SEDAC) upon request.

Final Certification must include:

- Copy of electric and/or natural gas bill (include pages that list taxes and fees applied).^{2, 3}
- Completed Application Section 1, General Information, check “Final Certification” box; to complete the incentive request amounts, use values found in the Illinois Energy Now *Public Sector New Construction Incentive Review* report provided for the project.
- Signed Application Section 2, Applicant Certifications.
- Completed Prescriptive and/or Custom New Construction Incentive Worksheets: to complete the worksheets, use values found in the Illinois Energy Now *Public Sector New Construction Incentive Review* report provided for the project.
- As-built construction documents w/ changes noted, including:
 - Architectural, mechanical, plumbing, and electrical drawings.
 - Full project manual and/or specifications.
- Certificate for Payment; or Certificate of Substantial Completion; or both Form C-13 State of Illinois Invoice-Voucher plus State of Illinois Capital Development Board form: CFD Contractors Final Declaration
- Final building occupancy certificate

² For projects requesting electric incentives, bills must confirm electric delivery service from Ameren or ComEd wires regardless of the retail electric supplier.

³ For projects requesting natural gas incentives, bills must confirm natural gas delivery service from Ameren, Nicor, Peoples, or North Shore distribution regardless of the retail natural gas supplier.

APPLICATION FORMS AND WORKSHEETS

Application Section 1 – General Information

Complete Application Sections 1 and 2, and corresponding Prescriptive New Construction Incentive Program Worksheets and/or Custom New Construction Incentive Program Worksheets. All forms and calculation worksheets may be filled out in this PDF form, available at www.ilenergynow.org. The Department of Commerce encourages that this form is filled out with a computer using Adobe reader, available at www.get.adobe.com/reader for free download. Applying for electric and/or natural gas incentives from both The Department of Commerce and participating utilities for the same energy efficiency measure is prohibited.

Check One: Pre-Approval Application Final Certification

General Information			
Public Entity Name:			
Public Sector Class:			
<input type="checkbox"/> Local Government	<input type="checkbox"/> Elementary School	<input type="checkbox"/> Middle/High School	<input type="checkbox"/> Community College
<input type="checkbox"/> Public University	<input type="checkbox"/> State Agency	<input type="checkbox"/> Federal Agency	
<input type="checkbox"/> New Facility		<input type="checkbox"/> Addition to Existing	
<input type="checkbox"/> Renovation			
Project Name:			
Project Site Address:		City:	State:
Zip:			
Project Gross Area (gsf):	Description of Project, Primary Space Type(s):		
Construction Start Date (MM/DD/YEAR):		Planned Construction Completion Date (MM/DD/YEAR):	
Seeking LEED Certification (if yes, please specify version)		Have Building Energy Model (if yes, please specify software)	
<input type="checkbox"/> Yes _____	<input type="checkbox"/> No	<input type="checkbox"/> Yes _____	<input type="checkbox"/> No
Project Manager/Primary Contact:			
Name:		Title:	
Company/Organization:			
Address:		City:	State:
Zip:			
Phone:		Fax:	
Email:			
Architect or Design Team Leader:			
Name:		Title:	
Company/Organization:			
Address:		City:	State:
Zip:			
Phone:		Fax:	
Email:			

Application Section 1 – General Information (Continued)

Utility Information			
Electric Utility		Natural Gas Utility	
<input type="checkbox"/> Ameren	<input type="checkbox"/> ComEd	<input type="checkbox"/> Ameren	<input type="checkbox"/> Nicor Gas
		<input type="checkbox"/> Peoples Gas	<input type="checkbox"/> North Shore
Utility Account Address (If different from Project Site Address) – provide full address and explanation for the difference:			
Electric Utility Account Number*:		Gas utility Account Number*:	
Incentive Request			
Total Prescriptive Incentive Requested: (Table 11)			
Total Custom Electric Incentive Requested: (Table 13)		Total Custom Gas Incentive Requested: (Table 13)	
Total High Performance Design Bonus Incentive Requested: (Table 14)**			
Total Electric & Gas Incentive Requested***:		Total Project Cost (Equipment+Labor):	
Other Public Incentive Funds, \$:		Specify, other public funds****:	
Department of Commerce Use Only			
Electric Incentive:		Natural Gas Incentive:	
Bonus:		Bonus:	
Total Electric Incentive & Bonus:		Total Gas Incentive & Bonus:	
Total Electric & Gas Incentive, \$:	Incentive/Cost, %:	(Incentive+Funds)/Cost, %:	Total+Bonus, \$:

* Provide with Pre-approval Application if available. Required for Final Certifications.

** Total High Performance Design Bonus Incentive cannot exceed \$120,000.

*** Incentive based on total of all worksheets up to 75 percent of the total project cost. Combined the Department of Commerce incentives and other public resource incentives cannot exceed 100 percent of the total project cost.

**** Such as State Energy Program (SEP) and Illinois Clean Energy Community Foundation (ICECF).

Application Section 2 – Applicant Certifications for New Construction Incentive

Applicant hereby certifies that:

- For electric energy projects, the project received electric delivery service from Ameren or ComEd. **A copy of the electric utility bill or other documentation must be submitted with this Application.**
- For natural gas energy projects, the project received natural gas delivery service from Ameren, Nicor, Peoples or North Shore. **A copy of the gas utility bill or other documentation must be submitted with this Application.**
- All authorizations required to perform the project, described in its application, have either been obtained or will be obtained no later than 90 days following the grant beginning date set forth in the Notice of Grant Award issued by the Department of Commerce.
- The project complies with all applicable state, federal, and local environmental and zoning laws, ordinances, and regulations and that all required licenses, permits, etc., have either been obtained or will be obtained no later than 90 days following an award by the Department of Commerce.
- It is not in violation of the prohibitions against bribery of any officer or employee of the State of Illinois as set forth in 30 ILCS 505/10.1.
- It has not been barred from contracting with a unit of state or local government as a result of a violation of Section 33E-3 or 33E-4 of the Criminal Code of 1961 (720 ILCS 5/33 E-3 and 5/33 E-4).
- It is not in violation of the Educational Loan Default Act (5 ILCS 385/3).
- I understand that the State Finance Act, 30 ILCS 105/30 may apply and that payments under this incentive program are contingent upon the existence of a valid appropriation, and that no officer, institution, department, board or commission shall contract any indebtedness on behalf of the State, or assume to bind the State in an amount in excess of the money appropriated, unless expressly authorized by law.
- I understand that the Illinois Prevailing Wage Act (820 ILCS 130/0.01) may apply and that Grantees are responsible for determining if their projects will trigger compliance.
- As of the submittal date, the information provided in its application is accurate, and the individual signing below is authorized to submit this application.
- I agree and authorize the release of all electric and natural gas utility usage billing information to the Illinois Department of Commerce and Economic Opportunity and its agents for purpose of performing an Evaluation, Measurement, and Verification (EM&V) of Department of Commerce’s energy efficiency programs.

Authorized Official Signature*

Date

Courtesy Title

First Name

Last Name

Job Title

Telephone #

Authorized Signature E-mail Address

Fax #

Payment Information Below

FEIN (9 digits, Federal Employment ID Number, does not start with “E”)

Name of Public Entity

Street Address for Incentive Payment to be Mailed

City

Zip

* Electronic Signatures not acceptable. Please supply Certifications (this page) with original signature via e-mail, fax, or electronically (scanned document)

PRESCRIPTIVE NEW CONSTRUCTION WORKSHEETS

All equipment must meet or exceed the minimum requirements in the Illinois Energy Conservation Code and the *Guidelines, Application, and Worksheets* for the Illinois Energy Now Public Sector Energy Efficiency New Construction Program.

For Pre-approval Applications, complete the applicable worksheets using the best information available at the time of the application. For Final Certifications, complete the applicable worksheets using values found in the Illinois Energy Now *Public Sector New Construction Incentive Review* report to be provided for the project following the submittal of complete project Pre-approval application and required supporting documentation.

Lighting Incentive Worksheets

The LPD reduction incentive (Table 1) encourages the inclusion or installation of lighting designs and equipment that provide quality lighting at lower installed wattage. The incentive for reducing LPD is calculated on a per square foot (SF) basis for overall LPD performance.

Table 1 Lighting Power Density Incentive

LPD Reduction	Incentive Rate (\$/SF)
For each watt/sf below maximum allowed LPD or fraction thereof.	\$0.30

- To determine the maximum allowed LPD reference ANSI/ASHRAE/IES Standard 90.1 *Energy Standard for Buildings Except Low-Rise Residential Buildings* 2013 (ASHRAE 90.1-2013), Table 9.5.1 for the Building Area Method; or for projects following the Space-by-Space Method, Table 9.6.1.
- Maximum payment is \$0.15 per square-foot-gross lighting area or \$40/fixture, whichever is less
- The Department of Commerce may assign a power rating (e.g. watts per fixture) for proposed lighting equipment that is not supported by manufacturer model numbers or specification sheets.
- The Department of Commerce's team will make the final determination of affected area for incentive calculation.
- Lighting power densities must be based on designs that meet applicable codes and standards and follow industry guidelines for acceptable quantity and quality of light for the space types and tasks.
- Provide construction documents with lighting plans and schedules.

Table 2 Lighting Measure Incentives Worksheet

Building Area (or Space) Type	(A) Required LPD *	(B) Proposed LPD	(C) Gross Building Area or Gross Space Area	(A-B) x C x \$0.30
Total				

* Use required LPD from the following: ASHRAE 90.1-2013, Table 9.5.1 for the Building Area Method; or for projects following the Space-by-Space Method, Table 9.6.1.

Envelope Incentive Worksheets

Funding is available for exceeding code requirements for the thermal envelope of the building based on the square footage of surface, subject to review of measure cost-effectiveness.

All envelope components must meet the minimum standards of the Illinois Energy Conservation Code. Improvements in the envelope must be calculated based on the effective R-Value and subtracted from the required effective R-Value. All other conditions of the code must be met.

Table 3 Envelope Measure Incentive Worksheet

Envelope Description	(A) Proposed R-Value* (SHGC where applicable)	(B) Required R-Value** (SHGC where applicable)	(C) Area (sf) of Component	Incentives \$
Roofs				(A-B) x C x \$0.08
Insulation Entirely above Deck		R-31.3 (Zones 4 & 5)		
Metal Building		R-27.0 (Zones 4 & 5)		
Attic and Other		R-47.6 (Zones 4 & 5)		
Walls				(A-B) x C x \$0.10
Mass		R-9.6 (Zone 4) R-11.1 (Zone 5)		
Metal Building		R-16.7 (Zone 4) R-20.0 (Zone 5)		
Steel-Framed		R-15.6 (Zones 4) R-18.2 (Zone 5)		
Wood-Framed and Other		R-15.6 (Zone 4) R-19.6 (Zone 5)		
Opaque Doors ***				(A-B) x C x \$2.00
Swinging		R-2.00 (Zones 4 & 5)		
Roll-up or sliding		R-2.00 (Zones 4 & 5)		
Windows & Skylights***				(A-B) x C x \$5.00
Nonmetal framing (all)		R-2.86 (Zone 4) R-3.13 (Zone 5)		
Metal framing (fixed)		R-2.38 (Zone 4 & 5)		
Metal framing (operable)		R-2.00 (Zone 4 & 5)		
Metal framing (entrance door)		R-1.30 (Zone 4 & 5)		
Skylights		R-2.00 (Zones 4 & 5)		
Windows - SHGC				(B-A) x C x \$5.00
SHGC		SHGC-0.40		
SHGC		SHGC-0.40		
SHGC		SHGC-0.40		
Total				

Envelope Incentive Worksheets (Continued)

Notes to Table 3:

- * Proposed R-Value is the effective R-Value of the exterior system.⁴ For buildings which have several envelope systems, calculate incentive for each area separately. Each effective R-Value shall include all components of the wall, roof or window assembly. Provide calculations.
- ** Required R-Value is the effective total assembly R-Value based on 1/U-Factor, where the U-Factor is the Assembly Maximum listed in the ANSI/ASHRAE/IES Standard 90.1 *Energy Standard for Buildings Except Low-Rise Residential Buildings* 2013 (ASHRAE 90.1-2013), Table 5.5-4 for buildings located Climate Zone 4, or Table 5.5-5 for buildings located in Climate Zone 5.
- *** Convert proposed and code allowed maximum assembly U-Factor to R-Value for this calculation. The proposed R-Value (total effective assembly R-Value) is the conversion of total effective assembly U-Factor. Total effective assembly U-Factor shall include all components of the frame, edge-of-glass (EOG), and center-of-glass (COG). EOG is measured starting from the inside edge of frame and typically goes 2.5" toward COG. COG is entire glass area except area of EOG. Total effective assembly U-Factor = $[(U\text{-Factor}_{\text{FRAME}} \times \text{Area}_{\text{FRAME}}) + (U\text{-Factor}_{\text{EOG}} \times \text{Area}_{\text{EOG}}) + (U\text{-Factor}_{\text{COG}} \times \text{Area}_{\text{COG}})] / \text{Total Area}$. Provide calculations.

⁴ The determination of effective assembly R-Values for building envelope components, including roof and walls, should be based on industry best practice. Recommended source for information on this topic:
ANSI/ASHRAE/IES Standard 90.1, Normative Appendix A: Rated R-Value of insulation and assembly U-Factor, C-Factor, and F-Factor Determinations

HVAC Incentive Worksheets

The efficient Heating Ventilating and Air Conditioning (HVAC) equipment incentive encourages designers to select energy efficient mechanical systems. The energy performance of select equipment must meet or exceed the requirements shown in Table 4.

Table 4 HVAC Incentive Summary

Electric Equipment Type	Incentive	Qualifying Efficiency	Size Category
Room Air Conditioner	\$29 per Ton	≥ 11.2 EER (CEE Tier 1)	< 8,000 Btuh (0.67 tons)
	\$29 per Ton	≥ 11.3 EER (CEE Tier 1)	8,000 to 13,999 Btuh (0.67 – 1.2 tons)
	\$29 per Ton	≥ 11.2 EER (CEE Tier 1)	14,000 to 19,999 Btuh (1.3 – 1.7 tons)
	\$29 per Ton	≥ 9.8 EER (CEE Tier 1)	≥ 20,000 Btuh (≥ 1.7 tons)
Packaged Terminal Air Conditioners	\$42 per Ton	> 14.0-(0.300 x Btuh Capacity/1000) EER*	≤ 24,000 Btuh (2 tons)
Packaged Terminal Heat Pumps	\$83 per Ton	> 14.0-(0.300 x Btuh Capacity/1000) EER*	≤ 24,000 Btuh (2 tons)
Natural Gas Equipment Type	Incentive	Qualifying Efficiency	Size Category
Natural Gas Furnaces**	\$5.80 per 1,000 Btuh	≥ 92% AFUE	ALL
	\$6.65 per 1,000 Btuh	≥ 94% AFUE	ALL
	\$8.30 per 1,000 Btuh	≥ 96% AFUE	ALL
Natural Gas Boilers***	\$4.60 per 1,000 Btuh	> 90% AFUE	< 300,000 Btuh Hot Water
	\$5.80 per 1,000 Btuh	> 90% E _t	≥ 300,000 Btuh Hot Water
	\$2.90 per 1,000 Btuh	> 85% AFUE	< 300,000 Btuh Steam
	\$3.75 per 1,000 Btuh	> 85% E _t	≥ 300,000 Btuh Steam
Condensing Unit Heaters****	\$540 per unit	> 90% E _t	≤ 300,000 Btuh
Infrared Heater*****	\$1,245 per unit	Low-intensity	ALL

* All EER values must be rated at 95°F outside dry-bulb temperature.

** Natural Gas Furnaces shall be ENERGY STAR® qualified (www.energystar.gov).

*** Natural Gas Boilers greater than 5 MMBtuh (5,000,000 Btuh) may be eligible for the Custom New Construction Incentive Program.

**** Condensing Unit Heaters must be vented and condensate drained per manufacturer's specification.

***** Infrared Heaters with electric ignition that uses non-conditioned air for combustion.

HVAC Incentive Worksheets (Continued)

Table 5 HVAC Incentive Worksheet

HVAC Equipment Type	Make & Model *	Unit Efficiency	(A) Unit Size (ton or kBtuh)	(B) Quantity	(C) Incentive per Unit **	(AxBxC) *** Incentives \$
Total						

* Provide manufacturer's specification sheets.

** Incentives are listed in Table 4.

*** For Infrared Heater (B x C)

Table 6 Chiller Incentive Summary

The chiller efficiency ratings must be based on AHRI Standard 550/590-2003 for IPLV conditions. The chillers must meet AHRI Standard 550-590 (1-P)-2011 and be UL listed. The refrigerant must comply with local codes. The AHRI net capacity value should be used to determine the chiller tons. A manufacturer's specification sheet with the rated kW/ton-IPLV or EER-IPLV as well as kW/ton-FL or EER-FL must accompany the application. Central plant or loop systems may apply under the Custom New Construction Incentive Program.

Chiller Type	Incentive	Qualifying Efficiency	Size Category
Air Cooled	\$25 per ton plus \$2.90 per 0.01kW/ton-IPLV bonus*	≥ 9.7 EER-FL & ≥ 15.8 EER-IPLV	< 150 tons
	\$25 per ton plus \$2.90 per 0.01kW/ton-IPLV bonus*	≥ 9.7 EER-FL & ≥ 16.1 EER-IPLV	≥ 150 tons
Water Cooled – Centrifugal	\$25 per ton plus \$2.90 per 0.01kW/ton-IPLV bonus*	≤ 0.695 kW/ton-FL & ≤ 0.44 kW/ton-IPLV	< 150 tons
	\$25 per ton plus \$2.90 per 0.01kW/ton-IPLV bonus*	≤ 0.635 kW/ton-FL & ≤ 0.40 kW/ton-IPLV	≥ 150 and < 300 tons
	\$25 per ton plus \$2.90 per 0.01kW/ton-IPLV bonus*	≤ 0.595 kW/ton-FL & ≤ 0.39 kW/ton-IPLV	≥ 300 and < 400 tons
	\$25 per ton plus \$2.90 per 0.01kW/ton-IPLV bonus*	≤ 0.585 kW/ton-FL & ≤ 0.38 kW/ton-IPLV	≥ 400 tons
Water Cooled – Reciprocating, Scroll, or Screw	\$25 per ton plus \$2.90 per 0.01kW/ton-IPLV bonus*	≤ 0.78 kW/ton-FL & ≤ 0.50 kW/ton-IPLV	< 75 tons
	\$25 per ton plus \$2.90 per 0.01kW/ton-IPLV bonus*	≤ 0.75 kW/ton-FL & ≤ 0.49 kW/ton-IPLV	≥ 75 and < 150 tons
	\$25 per ton plus \$2.90 per 0.01kW/ton-IPLV bonus*	≤ 0.68 kW/ton-FL & ≤ 0.44 kW/ton-IPLV	≥ 150 and < 300 tons
	\$25 per ton plus \$2.90 per 0.01kW/ton-IPLV bonus*	≤ 0.625 kW/ton-FL & ≤ 0.41 kW/ton-IPLV	≥ 300 and < 600 tons
	\$25 per ton plus \$2.90 per 0.01kW/ton-IPLV bonus*	≤ 0.585 kW/ton-FL & ≤ 0.38 kW/ton-IPLV	≥ 600 tons

* The bonus is paid in addition to the regular incentive for chillers with efficiencies that exceed the qualifying efficiency level. For each 0.01 kW/ton-IPLV better than the qualifying values, an extra \$2.90 per ton is applied to the chiller base incentive of \$25/ton. The formula to calculate the bonus is: Efficiency Bonus (\$) = [((Qualifying IPLV efficiency for chiller) - (Actual IPLV efficiency of chiller)) / 0.01] X \$2.90.

HVAC Incentive Worksheets (Continued)

Table 7 Chiller Incentive Worksheet

Chiller Equipment Type	Make & Model *	Unit Efficiency (kW/ton-IPLV)	(A) Unit Size (tons)	(B) Quantity	(C) Incentive per ton **	(D) Efficiency Bonus \$***	(AxBx(C+D)) Incentives \$
					\$25		
					\$25		
					\$25		
					\$25		
					\$25		
					\$25		
Total							

* Provide manufacturer's specification sheets.

** Incentives are listed in Table 6.

*** Efficiency Bonus (\$) = $[(\text{Qualifying efficiency for chiller}) - (\text{Actual efficiency of chiller}) / 0.01] \times \2.90 .

Water Heater Incentive Worksheet

Incentive applies to the installation of a new gas-fired storage-type water heater. Qualifying units must have a thermal efficiency (E_t) greater than or equal to 90%. They can be found at the AHRI (Air-Conditioning, Heating and Refrigeration Institute) website www.ahrinet.org – select Commercial Water Heaters.

Table 8 Water Heater Incentive Worksheet

	Make & Model*	Unit Efficiency (E_t)	Unit Size	(A) Quantity	(B) Incentive per Unit	(A x B) Incentive \$
Natural Gas Water Heater Tanked		$\geq 90\% E_t$	All		\$500 per Unit	
Total						

* Provide manufacturer's specification sheets.

Kitchen Incentive Worksheets

Table 9 Kitchen Incentive Worksheet *

	Incentive Unit	(A) Quantity	(B) Incentive per Unit	(A x B) Incentive \$
Electric Measure				
ENERGY STAR® Solid Door Freezers	Per Cubic Foot		\$4.15	
ENERGY STAR Glass Door Freezers	Per Cubic Foot		\$8.30	
ENERGY STAR Glass Door Refrigerator	Per Cubic Foot		\$3.30	
Electrically Commutated Evaporator Fan Motor (Reach-in or Walk-in Refrigerated Cases)	Per Motor		\$42	
Beverage Machine Control	Per Unit		\$180	
Snack Machine Control	Per Unit		\$45	
ENERGY STAR Refrigerated Vending Machine	Per Unit		\$250	
LED Refrigeration Case Lighting	Per Linear Foot		\$4.15	
LED Freezer Case Lighting	Per Linear Foot		\$6.65	
Low Flow Pre-Rinse Spray Valve – Electric Water Heater (Cafeteria)	Per Unit		\$100	
Low Flow Pre-Rinse Spray Valve – Electric Water Heater (Non-Cafeteria)	Per Unit		\$75	
Natural Gas Measure				
Low Flow Pre-Rinse Spray Valve – Natural Gas Water Heater (Cafeteria)	Per Unit		\$100	
Low Flow Pre-Rinse Spray Valve – Natural Gas Water Heater (Non-Cafeteria)	Per Unit		\$75	
Total				

* Provide manufacturer's specification sheets.

Kitchen Incentive Worksheets (Continued)

Table 10 Other Kitchen Incentives Worksheet *

Demand Control Ventilation for Kitchen Exhaust Hoods**					
Unit Description			(A) Quantity	(B) Incentive per Unit	(A x B) Incentive \$
				\$800	
Total					
ENERGY STAR High Efficiency Ice Makers					
Size (lbs / 24 hrs)	Qualifying kWh per 100 lbs	(A) Quantity		(B) Incentive per Ice Maker	(A x B) Incentive \$
101-200	≤ 8.5			\$100	
201-300	≤ 7.7			\$100	
301-400	≤ 6.5			\$150	
401-500	≤ 5.5			\$150	
501-1000	≤ 5.2			\$200	
1001-1500	≤ 5			\$300	
> 1500	≤ 4.6			\$300	
Total					
Steam Cookers					
Electric Steam Cookers	Qualifying Efficiency	Idle Energy Rate	(A) Quantity	(B) Incentive per Steam Cooker	(A x B) Incentive \$
3-pan	≥ 50%	≤ 400 W		\$900	
4-pan	≥ 50%	≤ 530 W		\$1,000	
5-pan	≥ 50%	≤ 670 W		\$1,100	
6-pan and larger	≥ 50%	≤ 800 W		\$1,200	
Natural Gas Steam Cookers	Qualifying Efficiency	Idle Energy Rate	(A) Quantity	(B) Incentive per Steam Cooker	(A x B) Incentive \$
3-pan	≥ 38%	≤ 6,250 Btuh		\$900	
4-pan	≥ 38%	≤ 8,350 Btuh		\$1,000	
5-pan	≥ 38%	≤ 10,400 Btuh		\$1,100	
6-pan and larger	≥ 38%	≤ 12,500 Btuh		\$1,200	
Total					

* Provide manufacturer's specification sheets.

** If Demand Control Ventilation for Kitchen Exhaust Hood is required by code, no incentive is available for this measure.

KITCHEN SPECIFICATIONS (pg 1)

ENERGY STAR® Solid Door Freezers

Incentive applies for commercial food-grade ENERGY STAR listed freezers. Outer doors on all sides of the unit must be solid doors, doors may be sliding or hinged. Qualifying models are listed at www.energystar.gov/cfs.

ENERGY STAR Glass Door Freezers and Refrigerators

Incentive applies for ENERGY STAR listed refrigerators or freezers. Outer doors on at least one side of the unit are glass doors, doors may be sliding or hinged. Qualifying models are listed at www.energystar.gov/cfs.

Electrically Commutated (EC) Evaporator Fan Motor (Reach-in or Walk-in Refrigerated Cases)

Incentive applies for the Electronically Commutated Motor (ECM) in refrigerated display cases or fan coil in reach-in or walk-in refrigerated cases. This measure cannot be used in conjunction with the Evaporator Fan Control measure.

Refrigeration Economizer

Incentive applied for installation of outside economizers and evaporator fan controllers on a commercial walk-in refrigeration system. Eligible systems can include or exclude a circulation fan.

Evaporator Fan Controls

Incentive applies for the installation of controls in medium temperature walk-in coolers. The controller reduces airflow of the evaporator fans when there is no refrigeration flow. The measure must control a minimum of 1/20 HP where fans operate continuously at full speed. The measure also must reduce fan motor power by at least 75% during the off cycle.

This measure is not applicable if any of the following conditions apply:

- 1) The compressor runs all the time with high duty cycle.
- 2) The evaporator fan does not run at full speed all the time.
- 3) The evaporator fan motor runs on poly-phase power.
- 4) The evaporator fan motor is not shaded-pole or permanent split capacitor (PSC).
- 5) Evaporator does not use off-cycle or time-off defrost.

Automatic Door Closers for Walk-in Freezers

Incentive applies for the installation of an auto-closer to the main insulated opaque door(s) of a walk-in freezer. The auto-closer must firmly close the door when it is within one inch of full closer.

Beverage Machine Controls

Incentive applies for the installation of new controls on refrigerated beverage vending machines (assumed to contain non-perishable bottled and canned beverages). Controls must include a passive infrared occupancy sensor to turn off fluorescent lights and other vending machine systems when the surrounding area is unoccupied for 15 minutes or longer. Also, the control logic should power up the machine at 2-hour intervals to maintain product temperature and provide compressor protection. Incentive does not apply to ENERGY STAR qualified vending machines as they are eligible under **ENERGY STAR Refrigerated Beverage Vending Machine**.

Snack Machine Controls

Incentive applies for the installation of new controls on non-refrigerated snack vending machines. Controls must include a passive infrared occupancy sensor to turn off fluorescent lights and other vending machine systems when the surrounding area is unoccupied for 15 minutes or longer. Incentive does not apply to ENERGY STAR qualified vending machines.

ENERGY STAR Refrigerated Beverage Vending Machine

Incentive applies for the installation of an ENERGY STAR qualified refrigerated beverage vending machine. Qualifying machines can be found at www.energystar.gov.

LED Refrigeration and Freezer Case Lighting

Incentive applies for the installation of new light emitting diode (LED) source illumination. New LED lamps and fixtures must be either ENERGY STAR labeled or on the Design Lights Consortium (<https://www.designlights.org/>) qualifying fixture list.

KITCHEN SPECIFICATIONS (pg 2)

Low Flow Pre-Rinse Spray Valve (Electric and Natural Gas Water Heater)

Incentive applies for the installation of low flow pre-rinse spray valves where the hot water heater is electric or natural gas. Pre-rinse spray valves must have a flow rate of 1.06 gallons per minute or less, and a cleanability performance of 26 seconds per plate or less based on the ASTM Standard Test Method for Performance of Pre-Rinse Spray Valves. Applicants who receive a high efficiency pre-rinse spray valve for free through any other Department of Commerce programs are not eligible for this incentive.

Demand Control Ventilation for Kitchen Exhaust Hoods

Incentive applies for new control system that varies the exhaust rate of kitchen ventilation (exhaust and/or makeup air fans) based on the energy and effluent output from the cooking appliances (i.e., the more heat and smoke/vapors generated, the more ventilation needed). This includes the installation of a temperature sensor in the hood exhaust collar and/or an optic sensor on the end of the hood, a variable speed drive on the exhaust fan that will vary the rate of exhaust to what is needed, and a variable speed drive on the makeup air unit, if applicable. Incentive is based on the exhaust fan HP only (not makeup air fan). VSDs on the makeup air fan do not qualify for an additional incentive.

ENERGY STAR High-Efficiency Ice Makers

Incentive applies for the installation of a new ENERGY STAR qualified commercial ice machine. This excludes flake and nugget type machines. Only air-cooled machines qualify (self-contained, ice making heads, or remote condensing). The machine must have a minimum capacity of 101 lbs of ice per 24-hour period (per day). Qualifying model numbers are listed at www.energystar.gov or www.cee1.org. A manufacturer's specification sheet must accompany the application that shows rating in accordance to AHRI standard 810.

Electric and Natural Gas Steam Cookers

Incentive applies for the installation of ENERGY STAR steam cookers. The minimum cooking energy efficiency at heavy load (potato) cooking capacity is 38% for gas steam cookers and 50% for electric steam cookers. Qualifying models are listed at www.energystar.gov/cfs.

Total Prescriptive New Construction Incentive Summary Worksheet

Complete the following worksheet to calculate the total gas and electric incentive requested under the Prescriptive New Construction Incentive Program. This figure is subject to verification by the Department of Commerce. Provide construction documents, project manual, and other documentation required to verify implemented measures.

Table 11 Total Prescriptive New Construction Incentive Worksheet

Section	Table	Incentive \$
1 Lighting Power Density	Table 2	
2 Envelope	Table 3	
3 HVAC	Table 5	
Chillers	Table 7	
4 Water Heaters	Table 8	
5 Kitchen Equipment	Table 9	
Demand Control Ventilation	Table 10	
Ice Makers	Table 10	
Steam Cookers	Table 10	
Total*		

* Total Prescriptive Incentive cannot exceed \$3.00 per sf or \$300,000.

CUSTOM NEW CONSTRUCTION WORKSHEETS

All equipment must meet or exceed the minimum requirements in the Illinois Energy Conservation Code *Application, and Worksheets* for the Illinois Energy Now Public Sector Energy Efficiency New Construction Program.

For Pre-approval Applications, complete the applicable worksheets using the best information available at the time of the application. For Final Certifications, complete the applicable worksheets using values found in the Illinois Energy Now *Public Sector New Construction Incentive Review* report to be provided for the project following the submittal of a complete project Pre-approval application and required supporting documentation

Additional Documents for Custom Projects

The method and assumptions used by the applicant to calculate the annual savings will be reviewed by the Department of Commerce. **The Department of Commerce is solely responsible for the final determination of the annual energy savings to be used in calculating the incentive amount.** The Department of Commerce also reserves the right to require specific measurement and verification activities such as monitoring both before and after a retrofit and/or monitoring new building performance; and to base the incentive payment on the results of these activities.

The following information should be provided where applicable as supporting documentation along with the required information previously listed in this application. The Department of Commerce reserves the right to request additional documentation if necessary to determine or verify the energy savings.

- Describe BOTH the existing (pre-retrofit or code-compliant “baseline”) systems and the proposed (as designed/ installed) systems. Be as precise, yet concise as possible in the descriptions.
- Provide the following if not included in the 100% Construction Documents, As-Built Documents, and/or Specifications:
 - Provide the quantity, make, model number and rated capacity of the new equipment (proposed) that is being installed. Also provide other nameplate information like operating voltage, rated full load amps, thermal rating, and efficiency where appropriate. The scope of work from the proposal to the client is often helpful to describe the new equipment.
 - Provide copies of the manufacturer’s specifications and/or performance rating sheets and the Web site address where further technical information about the equipment performance might be found.
 - Describe the locations where the equipment is installed.
- Describe BOTH the facility operating hours and the equipment operating schedule for each day of the week. Where equipment operation varies with days of the week or seasons, be sure to provide a description of the operation for all days of the week and all seasons.
- Annotate all assumptions or constants used in engineering calculations.
- Provide the name of the person(s) who did the savings calculations so that staff can discuss questions.
- Use accepted engineering algorithms and procedures from recognized technical organizations such as ASHRAE, SMACNA, ANSI, etc.
- Use rated performance factors tested under accepted procedures specified by recognized rating agencies such as AHRI, AGA, ANSI, ASTM, etc. Provide an explanation when equipment performance rating conditions vary from standard conditions.
- Other information as required.

Custom New Construction Incentive Breakdown and Summary Worksheets

All equipment must meet or exceed the minimum requirements in the Illinois Energy Conservation Code and the *Guidelines, Application, and Worksheets* for the New Construction Program.

For custom (non-prescriptive) projects, indicate kWh and/or therm saving totals from building model or calculation. The method and assumptions used by the applicant to calculate the annual savings will be reviewed by the Department of Commerce. **The Department of Commerce is solely responsible for the final determination of the annual energy savings to be used in calculating the incentive amount.** Provide construction documents, project manual, all inputs and outputs from building energy model, and other documentation required to verify implemented measures.

Table 12 Energy Savings Breakdown*

	kWh Saved	Therms Saved
HVAC		
Space Heating		
Space Cooling		
Pumps		
Fans		
HVAC – Add'l		
Heat Rejection		
Other _____		
Lighting - Interior		
Lighting - Exterior		
Receptacle Loads		
Water Heating		
Other Process _____		
Total Building Performance		

* For Pre-Approval Application, refer to the building energy model reports. For Final Certification, refer to Illinois Energy Now *Public Sector New Construction Incentive Review* report for values.

Table 13 Custom Base Incentive Worksheet

	(A) Baseline *	(B) Proposed *	(C) Incentive Rate	(A-B) x C Incentive \$**
Electrical (kWh)			\$0.08/kWh	
Natural Gas (therms)			\$2.00/therm	
Total				

* For Pre-Approval Application, refer to the building energy model reports. For Final Certification, refer to Illinois Energy Now *Public Sector New Construction Incentive Review* report for values.

** Total Custom Base Incentive and High Performance Design Bonus cannot exceed \$3.00 per sf or \$300,000.

Table 14 High Performance Design Bonus Incentive Worksheet

(A) Baseline Energy Cost*	(B) Proposed Energy Cost*	(A-B)/A	(C) Incentive Rate (See Section 2.5.4)	(D) Gross Square Footage*	(C x D) Incentive**
\$	\$	%	\$	sf	\$

* For Pre-Approval Application, refer to the building energy model reports. For Final Certification, refer to Illinois Energy Now *Public Sector New Construction Incentive Review* report for values.

** High Performance Design Bonus cannot exceed \$120,000.