

OVERVIEW AND ELIGIBILITY

A signed copy of the **Project Enrollment Application (Form 510A)** must accompany or precede this form, and only those projects approved for enrollment by the New Buildings program (Program) can apply for incentive funding. Projects seeking LEED incentives from the Program or SB1149 Schools program funding from Oregon Department of Energy for these measures cannot apply for this incentive. If you are interested in pursuing efficiency measures not included on this form, please contact the Program for eligibility.

This is a packaged offering open to primary schools less than 70,000 square feet pursuing energy efficiency levels above 2014 Oregon Code. The incentives are centered on the choice of lighting design, reduction in fan brake horsepower and two electives, with additional incentives available for the selection of four to six total elective measures.

STEPS TO PARTICIPATE

1. Successfully enroll your project as described in the **Project Enrollment Application**.
2. Complete this **Incentive Application** and submit it to the Program. For detailed measure requirements, refer to the [Schools Incentive Workbook](#).
3. Following its review of the application, Energy Trust will notify Project Owner via e-mail of its decision. If the application is approved for an incentive reservation, you will receive a written notice. The incentive reservation notice will inform Project Owner of the estimated incentive and incentive reservation period (i.e. the deadline to submit all required documentation to the Program).
4. To request payment, submit the following to the Program, before the established incentive reservation deadline, for verification:
 - Complete, signed [Payment Request \(Form 540PR\)](#)
 - Completed [Schools Incentive Workbook](#) (using version in effect at date of incentive reservation or later)
 - Product data sheets, plans, and schedules demonstrating equipment compliance (see **Schools Incentive Workbook**)
 - Payment documentation (suppliers or contractors can send the copies of the invoices directly to the Program)
 - A site verification visit may be required by the Program prior to final payment
 - Project Owner's current W-9 (if not previously submitted)

INCENTIVE CALCULATION

The incentive is calculated based on square footage. Meeting the requirements for lighting power density, reduction in fan brake horsepower, plus the number of chosen electives will determine what incentive level your project qualifies for. See [Schools Incentive Workbook](#) for details about what selections meet each level requirement.

Schools Incentives (per sq. ft.)		
Best	"Good" base requirements + six or more electives At least one elective must be a non-lighting measure	\$0.50
Better	"Good" base requirements + four to five electives At least one elective must be a non-lighting measure.	\$0.40
Good	See Schools Incentive Workbook for "Good" requirements	\$0.30

RETURN FORM TO
 Business Energy Solutions – New Buildings
 100 SW Main Street, #1500, Portland, OR 97204
 1.877.467.0930 **telephone** 503.961.7642 **fax**
newbuildings@energytrust.org **email**

For Program Use Only
 OM:
 Project ID:
 FT ID:

Primary Schools

New Buildings | Incentive Application | 520_{SL}



PROJECT INFORMATION

PROJECT OWNER NAME	COMPANY
BUILDING/PROJECT NAME	PROJECT ID (IF KNOWN)

EXPECTED CONSTRUCTION COMPLETION DATE	PROJECT SIZE (SQ. FT.)
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Please select your incentive package level: Good Better Best	Number of electives that will be added: Two Three Four Five Six+	Based on your intended package level, number of electives, and indicated square footage, please enter your estimated incentive:	\$
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SUBMITTAL

Project Owner understands and agrees that the terms and conditions contained in this Incentive Application are in addition to, and governed by, its **Project Enrollment Application** agreement with Energy Trust for the identified project. Project Owner further agrees that all of the information in the submitted **Project Enrollment Application** agreement remains true and correct as of the date of this submission.

Submitted By: (Must be an authorized representative of Project Owner)

Name	Title	Date
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Firm Name	Phone	Email
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FOR MORE INFORMATION

Please visit energytrust.org/business or call 1.877.467.0930

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