

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 Low-rise Multifamily ENERGY STAR® incentives from the Program cannot apply for this incentive. Please submit this **Incentive Application** when applying to U.S. EPA for the ENERGY STAR®.

To apply for the ENERGY STAR incentive from Energy Trust, projects must meet the following criteria:

- Must be a commercial building that will earn the ENERGY STAR from U.S. EPA for the first time. **Schools are not eligible for ENERGY STAR incentives.**
- Must be completed and occupied after January 1, 2011.

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 when you submit the ENERGY STAR application to U.S. EPA.
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 receive the ENERGY STAR and submit all required completion documentation.)
4. Earn the ENERGY STAR from the ENERGY STAR program.
5. To request payment, submit the following to the Program, before the established incentive reservation deadline, for verification:
 - Complete and signed **Payment Request (Form 540PR)**
 - ENERGY STAR Letter of Agreement
 - ENERGY STAR Statement of Energy Performance
 - ENERGY STAR Statement of Energy Design Intent from Target Finder, showing a baseline target rating of 75
 - If available, Licensed Professional's report
 - Project Owner's current W-9 (if not previously submitted)

Incentive Calculation

Complete the incentive calculation table below using two tools developed by U.S. EPA ENERGY STAR Program.

1. Target Finder (www.energystar.gov/targetfinder): To calculate your building's baseline estimated energy use, enter your facility information and select a Target Rating of 75, then view the Target Energy Performance Results. Enter the Total Annual Site Energy in the table below.
2. Portfolio Manager (www.energystar.gov/benchmark): Use your Portfolio Manager account to generate the Statement of Energy Performance that will be used to apply for the ENERGY STAR. Enter the Site Energy Use (kBtu) for Natural Gas and Electricity consumption in the table below. Enter the Energy Performance Rating of your building, which must be equal to or greater than 75.

ENERGY STAR incentives are based on the estimated annual energy savings beyond a score of 75, as calculated and approved by the Program. The Program calculates energy savings by subtracting the estimated site use, as shown on the Portfolio Manager Statement of Energy Performance, from the baseline energy use identified through Target Finder.

The ENERGY STAR incentive is calculated at \$0.03 per kWh and \$0.20 per therm, up to a maximum incentive of \$3,000 per project. Projects that earn the ENERGY STAR receive a minimum incentive of \$1,000. Incentive amounts set forth in this application are estimates only.

Form 520ES
Incentive Application: ENERGY STAR®
Business Energy Solutions – New Buildings



For Program Use Only OM: Project ID: FT ID:
 Portland Energy Conservation, Inc. (PECI) is a Program Management Contractor (PMC) for Energy Trust of Oregon, Inc.

Project Information

Project Owner Name		Company	
Building/Project Name			Project ID (if known)
ENERGY STAR Certification Date	Electric Utility Serving Project Address	Gas Utility Serving Project Address	

INCENTIVE CALCULATION TABLE

Energy Performance Rating (≥ 75)		
	Target Finder (rating of 75)	Statement of Energy Performance
Total Annual Site Energy (kBtu)		
Site Electric Use (kBtu)		
Site Natural Gas Use (kBtu)		
Estimated Annual Electric Savings (kWh)		
Estimated Annual Natural Gas Savings (therms)		
	Incentive Amount	

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)

Type or Print Name Here	Title	Date
Firm Name	Phone	Email

FOR MORE INFORMATION:

Please visit energytrust.org/business or call 1.877.467.0930