



**City of McCleary**  
Home of the McCleary Bear Festival

100 South 3rd Street, McCleary, WA 98557 • 360.495.3667(phone) 360.495.3097(fax) CityofMcCleary.com

## **CONSERVATION PROGRAM**

### **NON RESIDENTIAL PROGRAM OVERVIEW**

Thank you for your interest in the non-residential energy conservation program. This program was designed to be flexible enough to meet the needs of small and large commercial customers, agricultural customers, industrial customers and institutional customers like schools and governments.

The program provides rebates for projects with verifiable electric energy savings. Rebate amounts are calculated based upon annual kilowatt-hours saved, at the rate of \$0.17/kWh, up to 70% of project cost. Eligible projects must have a simple payback analysis of one year or more (without the effect of the rebate).

Important Note: All projects must be pre-approved and a formal application must be on file prior to the ordering of materials or the start of work to qualify for the City of McCleary rebate programs. When considering potential energy conservation measures, it is never "too early" to contact the City of McCleary. Please allow several weeks for the pre-approval process after all project information has been submitted. Projects must be completed within 90 days of preapproval to receive rebate. Exceptions may be made for projects with unusually long lead times, provided the request for extension is made at the time of application. Pre-approved projects will have funding reserved in the annual budget for energy conservation.

**Once the annual budget is exhausted, no more projects will be approved.**

Standardized Formulas have been developed to determine rebates for most lighting projects.

All projects must conform to local building, mechanical, electrical, fire, energy, ventilation and environmental codes to be eligible for a rebate. Project materials must also meet the City of McCleary and regional conservation specifications and requirements.

If you have questions after reviewing this information, or would like a no-cost site visit to help identify potential energy saving opportunities, call us at 360-495-3667 and we will be happy to provide whatever assistance we can.

The City of McCleary reserves the right to revise program rules and guidelines, including discontinuing all or part of the available incentives, at any time and without prior notice.

All projects, once approved, will be subject to the guidelines in place at the time of approval.



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## CONSERVATION PROGRAM NON RESIDENTIAL REBATE APPLICATION

**NOTE: PROJECT MUST BE PRE-APPROVED PRIOR TO ORDERING OF MATERIALS OR START OF WORK.**  
**Business / Contact Information:**

Name of Business: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Street City, State Zip code

Physical Address  
(if different): \_\_\_\_\_

Street City, State Zip code

Contact Person: \_\_\_\_\_

Phone # : \_\_\_\_\_ Fax # : \_\_\_\_\_

City of McCleary Account # : \_\_\_\_\_

### Project Description :

Total Project Cost: \$ \_\_\_\_\_

Total Estimated Annual Energy Savings : \_\_\_\_\_ kWh.

Please calculate rebate for me (necessary documentation attached).

Type of Project :  
 Lighting     Weatherization     Motors (VFD's, efficiency upgrades, etc.)     Other (describe)

Please attach documentation that describes your project as completely as possible. Attach documentation to support project cost and energy savings estimates ( see guidelines).

### Please read the following statement and sign below.

I understand that I am applying to receive funds from the City of McCleary as an incentive for conservation projects that I intend to implement at a commercial institution. I understand that the City of McCleary views this incentive as a long-term investment in resource conservation, I therefore agree to:

- Conform to all codes and regulations, and leave the project in place for a period of at least three years from the date of project completion.
- Provide all necessary maintenance and repairs to ensure that energy savings continue to accrue for at least three years from the date of project completion.

### Applicant

Signature : \_\_\_\_\_

Pre-Approved	_____	_____
Pre-Constr. Review	_____	_____
Project Approval	_____	_____
Constr. Complete	_____	_____
CP# _____	Int.	Date

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## CONSERVATION PROGRAM

### TIPS ON APPLYING FOR REBATES & ESTIMATING ENERGY SAVINGS

Rebate amounts in the commercial, agricultural, and industrial conservation programs are based solely on annual electric energy savings. **All projects that save electricity are eligible for consideration.** In General, a customer should follow these steps to apply for a rebate through the City of McCleary's program.

- Identify projects with potential energy savings.
- Estimate the energy savings using one of the methods described below.
- Contact the City of McCleary at (360) 495-3667 to arrange for a pre-project inspection and approval.
- Submit the information to the City of McCleary on the application form provided. You will need to provide enough information for us to check your savings estimates (e.g. for a lighting project, we will need to know the number and type of fixtures, as well as the annual operating hours).

After we receive your application, we will review it to determine if further verification of the energy savings will be necessary, and we will let you know how much of a rebate you qualify for. Any cost incurred for additional verification is considered part of the cost of the project, and is the responsibility of the customer.

#### **Energy Savings Estimation Methods**

**Direct calculation (spreadsheet)** - This method is valid for projects where power draw and annual hours of use are easily determined. For example, a display sign upgrade would use the following formula to calculate energy savings.

$$\frac{(\text{old sign wattage} - \text{new sign wattage}) \times \text{annual hours of operation}}{1000}$$

**Computer – Based Energy Modeling** - This method is appropriate for HVAC, daylight harvesting, and building envelope improvement projects, where energy use is dependent on weather and building operating conditions. Trained individuals using industry-accepted software should perform energy modeling. HVAC contractors and energy consultants are good candidates to help you with this task.

**Standardized Formulas** - Where direct calculation or energy modeling is impractical, the best means of estimating energy savings is by using standardized formulas for the type of project being considered. Industry standardized formulas are included in this packet, and others are available from equipment vendors (for example, lighting consultants may use the regional Commercial / Industrial Lighting Offer); please check with us to see if we have new standardized formulas for other project types.

NOTE: It is the customer's responsibility to estimate energy savings. Some assistance may be available on a limited basis from the City of McCleary, depending on demand. Contact us at (360) 495-3667 for details.

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## **CONSERVATION PROGRAM**

### **NON-RESIDENTIAL PROGRAM GUIDELINES**

The non-residential program (including agricultural, commercial, industrial and institutional customers) will provide financial incentives for the installation of energy conservation measures (ECM's) with verifiable electric energy savings. All ECM's will be considered on a case-by-case basis. The following general guidelines will apply to all ECM's:

- All projects must be pre-approved prior to ordering of materials or start of work (including removal of existing equipment or lighting fixtures).
- All retrofit projects must meet or exceed the current Washington State Energy Code and the Energy Policy Acts of 1992 & 2005. Variances or "grandfather rights" granted previously do not constitute code compliance.
- In new construction projects, funding will not be provided for measures that are required to meet the Washington State Energy Code or the Energy Policy Act. All construction completed or installed after January 1, 2000 is considered new construction for the purposes of this program.
- Savings projections are the responsibility of the customer, and they must be measurable and verifiable. Standard engineering practices should be used to estimate annual electricity savings (see "TIPS ON APPLYING FOR REBATES & ESTIMATING ENERGY SAVINGS" form).
- Measurement and verification are the responsibility of the customer, and are subject to review by the City of McCleary and / or its designated representative.
- All projects that save electricity are potentially eligible. Projects that combine savings from other fuel sources (e.g., natural gas) in addition to electricity may be funded, but only that portion of the project that's saves electricity will be considered in determining funding amounts.

#### **The following additional guidelines will apply to all lighting ECM's.**

- All lighting measures and equipment must meet current regional standards for the Bonneville Power Administration's Commercial / Industrial Lighting Offer.
- Many area lighting suppliers and contractors are members of the Northwest Trade Ally Network (TAN) and can provide assistance in identifying conservation measures. See [www.northwest-lighting.org](http://www.northwest-lighting.org) for more details.
- Large lighting projects (over 100,000 kWh annual savings) may be submitted as custom proposals under the Verifiable Savings Program. Please be aware that this will add a considerable amount of time to the pre-approval process.

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All projects, **once approved**, will be subject to the guidelines in place at the time of approval.