

# 2025 Commercial Energy Solutions Program

## Custom Incentive Pre-Approval Form

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**Linn County REC requires this form to be completed and signed to be eligible for a custom equipment incentive. Include supporting documentation to review the project.** Project should not be started until the project review has been completed by Linn County REC.

### Eligibility Criteria:

Available to members with a non-coincidental 15-minute demand  $\geq 75$  kW during the billing months of **June, July, August, December, January, and February**. Eligible rates; Rate 4 (4LCOM), Rate 5 (5LCOM), Rate 14 (14TOD), and Rate 16 (16TOD).

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### 1. Custom Equipment Incentive Details:

- Custom Incentive Amounts:
  - Summer Peak Incentive: \$100 per kW
    - The equipment or process must operate consistently between the hours of 4-7 PM
  - Winter Peak Incentive: \$100 per kW
    - The equipment or process must operate consistently between the hours of 6-9 PM and 7 AM to 8 AM
  - Combined Peak Incentive: \$200 per kW

*Equipment or process operations must coincide with Linn County REC's system peak hours to help reduce demand costs Linn County REC membership.*

*Incentives cannot exceed 50% of the project cost.*

- Project must save a minimum of 3 kW of demand reduction.
- Custom incentive cannot exceed \$50,000 per service address annually.
- New construction and retrofit projects are eligible for custom incentives.

## 2. Baseline Saving Methodology:

- HVAC equipment baseline; International Energy Conservation Code 2012
- New Construction lighting baseline maximum LPD Watt per square feet; International Energy Conservation Code 2021.
- The Linn County REC may assign different baselines than those provided and adjust estimates accordingly. In some cases, if equipment is retired solely for efficiency gains (early retirement) the existing equipment can be used as a baseline.

## 3. Project Examples

|   |                                      |
|---|--------------------------------------|
| Cooling Only - Chiller, RTU, Split System | Compressed Air Leak Detection/Repair |
| Commercial Refrigeration                  | BAS Sequence Optimization            |
| Lighting & Controls                       | Energy Recovery Ventilation          |
| Process Equipment                         | NEMA Premium Motors/Pumps            |

*Not an exclusive list, Linn County REC will review any equipment that has demand savings*

## 4. Supporting Documentation for Preapproval:

- Project Plans/Specifications:
  - MEP basis of design/detail plans, specifications, or proposals from contractors/design engineers.
- COMcheck Report:
- Other Relevant Documents:
  - Any additional documentation supporting the project and its expected impact.

*Project site visits will be required for retrofit projects, the project may require additional data logging or trending of BAS points.*

## 5. Preapproval Review and Installation

- Allow 4-6 weeks for pre-approval to be granted or denied. In some instances, the project review could take longer based on scope and project complexity.
- Project approval is based solely on the discretion of Linn County REC.
- A preapproval or denial letter will be issued for the project.
- Preapproval will be valid for 24 months for new construction and 12 months for retrofit projects.
- Once a project has been completed, a Project Completion Noticed Form (issued with preapproval letter) must be returned Linn County REC.
- A site visit will be required after equipment has been installed



**1. Member/Facility Information:**

**Company** \_\_\_\_\_

**Contact Person** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**Phone** \_\_\_\_\_

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**Service Address:**

**Street  
Address** \_\_\_\_\_

**State** \_\_\_\_\_

**Zip Code** \_\_\_\_\_

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**Account Type:**

☐ Commercial

☐ Industrial

☐ Agricultural

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**Facility Description:**

- Number of Employees: \_\_\_\_\_
  - Year Built: \_\_\_\_\_
  - Building Area: \_\_\_\_\_
  - Annual Hours of Operation: \_\_\_\_\_
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### 3. Daily Operations

**Day**            **Operating Hours**

**Mon-Friday** From \_\_\_\_\_ To \_\_\_\_\_

**Saturday**    From \_\_\_\_\_ To \_\_\_\_\_

**Sunday**      From \_\_\_\_\_ To \_\_\_\_\_

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### 4. Contractor/Design Engineer Information

- **Company Name:** \_\_\_\_\_
  - **Contact Name/Title:** \_\_\_\_\_
  - **Email:** \_\_\_\_\_
  - **Phone Number:** \_\_\_\_\_
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#### **Incentive/Rebate Type:**

☐ Custom Incentive

Please check any prescriptive rebate measures in addition to custom equipment:

☐ Ground-Source Heat Pumps

☐ Air-Source Heat Pumps

☐ Variable Refrigerant Flow

☐ Level II EV Charger

*Prescriptive rebate pre-approval is required for heat pump rebates greater than \$10,000.*

*Specific terms, conditions and efficiency requirements are available on individual prescriptive rebate applications on Linn County REC's website.*

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## 5. Project Details

- **Project Description:**

*Provide a detailed description of the project, including the equipment or process to be implemented and how it will achieve the required demand reduction.*

- Estimated Project Completion Date: \_\_\_\_\_
  - Estimated Project Cost: \_\_\_\_\_
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## 7. Authorization

I hereby certify that:

1. **Accuracy:** The account holder is solely responsible for the accuracy of the application information and documentation provided.
2. **Compliance:** All rules of Linn County REC's energy efficiency program have been followed.
3. **Liability:** Linn County REC will not be liable for any work performed or guarantee energy/cost savings.
4. **Account Status:** The account is in good standing.
5. **Equipment:** Any equipment installed must be new.
6. **Program Rights:** Linn County REC reserves the right to extend, modify (including incentive levels), or terminate this Program at any time without prior or further notice. The Member is responsible for checking with the Utility to determine whether the program has been changed or is still in effect.
7. **Inspection Rights:** Linn County REC reserves the right to inspect equipment and verify sales transactions.
8. **Rebate Conditions:** Rebates shall be pro-rated based on the percentage of power supplied by Linn County REC if the member has distributed generation. LCREC may hold a rebate of up to 12 months for verification.

By signing below, you agree to all terms of this rebate application.

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**Member Signature** \_\_\_\_\_

**Date**            \_\_\_\_/\_\_\_\_/\_\_\_\_

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**8. Submission Instructions:**

**Please submit your completed application and all supporting documents to:**

**Email:** [rebates@linncountyrec.com](mailto:rebates@linncountyrec.com)

**9. Program Contact Information:**

Isaiah Borel, CEM

Member Services Supervisor/Commercial Advisor

[iborel@linncountyrec.com](mailto:iborel@linncountyrec.com)

Direct: 319-249-7309