



New Jersey's Clean Energy Program™ **Rebate Application Guidelines for State Energy Program, Non-IOU Funding (SEP non-IOU)**

Program Description

Select commercial and industrial components of *New Jersey's Clean Energy Program* (NJCEP) are now available to New Jersey oil, propane, and non-Investor Owned Utility (non-IOU) electric customers that previously were not eligible for incentives under the program. Commercial and Industrial customers served by non investor-owned utilities are eligible to participate in the following NJCEP initiatives: Direct Install, Pay for Performance, or the Local Government Energy Audit. This federal funding is provided by the State Energy Program. All projects must be completed in accordance with all laws, codes and other requirements applicable under federal, state and local authority, no later than December 31, 2012 or for Pay for Performance projects, December 31, 2013.

Eligibility

Eligible applicants are New Jersey oil, propane or non-IOU electric customers who do not pay into the Societal Benefits Charge fund.

Eligible Energy Conservation Programs

Applicants may participate in one of the following NJCEP initiatives, administered by the New Jersey Board of Public Utilities and managed by TRC Energy Services, the Commercial & Industrial program manager.

- Direct Install
- Pay for Performance (for Existing Buildings)
- Local Government Energy Audit

Eligible Measures

Eligible measures are determined by the Direct Install and Pay for Performance program guidelines.

Participation Steps

1. Applicants should start by applying for rebates through Direct Install, Pay for Performance, or Local Government Energy Audit. To participate:
 - a. Contact the Direct Install Participating Contractor serving your county. A list of Participating Contractors is available at the following link:
<http://njcleanenergy.com/commercial-industrial/programs/direct-install/participating-contractors>

- b. Contact a Pay for Performance Program Partner. A list of approved Partners is available at the following link: <http://www.njcleanenergy.com/commercial-industrial/programs/pay-performance/existing-buildings/approved-partners>
 - c. To participate in the Local Government Energy Audit Program go to <http://njcleanenergy.com/LGEA>, complete and submit the Registration Form along with a Facility Data Form (one for each building) and one of the following, whichever applies:
 - A resolution passed by your local governing body authorizing the local government to apply to the program (not applicable to non-profits). OR
 - A copy of a tax exemption letter from the Internal Revenue Service indicating that the non-profit applicant is exempt from federal income tax under section 501(c)(3).
2. The program manager reviews the SEP non-IOU application submitted by the Direct Install contractor, the Pay for Performance program partner or the Local Government Energy Audit Program participant along with the application submitted for one of the programs specified above and provides notification receipt and acceptance. The program manager may conduct a pre-installation inspection prior to reserving funds for applicants. Previously installed measures are not eligible for NJCEP incentives.
 3. The applicant participates in at least one of the eligible components of *New Jersey's Clean Energy Program*; Direct Install, Pay for Performance, or Local Government Energy Audit. Applicants must comply with all required terms and conditions and reporting requirements for NJCEP incentives.
 4. Upon completing participation in one of the programs listed in #3 above, receipt of the required documentation, and successful post-installation inspection (if applicable), SEP non-IOU rebates will be paid. The amount of the rebate is determined by actual incurred costs, and compliance with the terms and conditions of the NJCEP.

Funding Available

Applicants are eligible for rebates that are provided through the eligible energy conservation programs on a first come, first served basis and are subject to funding availability and program caps.

Quality Assurance

Applicants must provide the program manager (or other NJCEP authorized representatives) access to facilities, equipment, data (including invoices and other applicable project cost documentation, metering and energy management system data), and personnel as necessary to facilitate quality assurance inspections. The quality assurance inspection may include a pre-installation and/or a post-installation site inspection.

Initial Application Requirements

First steps in application process include the following:

- SEP non-IOU application form and,
- Direct Install Application Form will be submitted on behalf of the applicant by the Participating Contractor OR,
- Pay for Performance Application Form may be submitted on behalf of the applicant by the Pay for Performance Program Partner OR,
- Local Government Energy Audit Program Registration Form and Facility Data Form(s). Forms with original signature must be submitted by the participant via mail, fax, or e-mail to:

*New Jersey's Clean Energy Program c/o TRC Energy Services
900 Route 9 North, Suite 404, Woodbridge, NJ 07095
Fax: 732-855-0422
E-mail: LGEA@trcsolutions.com*

Final Application Requirements and Deadline

Applications for SEP non-IOU utility customers will be accepted on a first come, first served basis until May 31, 2012 or until funds are exhausted. Those participating in conjunction with the:

- Direct Install program must have SEP non-IOU application along with the Direct Install application submitted by the contractor by **May 31, 2012**
- Pay for Performance program must have SEP non-IOU application and Pay for Performance application which may be submitted by the selected program partner **in addition to a completed Energy Reduction Plan (ERP) submitted by the Program Partner by May 31, 2012**
- Local Government Energy Audit program must have submitted SEP non-IOU application, Registration, Facility Data Forms **in addition to a Firm Selection Form by May 31, 2012** via mail, fax, or e-mail to:

*New Jersey's Clean Energy Program c/o TRC Energy Services
900 Route 9 North, Suite 404, Woodbridge, NJ 07095
Fax: 732-855-0422
E-mail: LGEA@trcsolutions.com*

The individual components of the C&I portfolio (Direct Install, Pay for Performance and the Local Government Energy Audit) each have varying participation steps and requirements that extend beyond the application deadline. With each of these programs, the program manager will work closely with the participating contractors and partners to ensure that everyone is aware of the specifications associated with SEP non-IOU funding.

Please direct questions to: NJSEP@trcsolutions.com, 866-657-6278 X 4, or visit the website at www.NJCleanEnergy.com/NONIOU

Project Completion

All projects must be completed in accordance with all laws, codes and other requirements applicable under federal, state and local authority, no later than December 31, 2012 or for Pay for Performance projects, December 31, 2013.

Vendor Service Provider Selection

If an applicant selects a service provider such as an energy service company (ESCO), energy consultant, engineering firm, utility company, construction company, or contractor, the applicant must comply with any applicable procurement requirements of the applicant's organization, and any applicable procurement requirements of the NJCEP in which the applicant is participating. In addition, the applicant is responsible for ensuring that its service provider complies with SEP non-IOU requirements.

National Environmental Policy Act (NEPA) Compliance

NJCEP has reviewed the list of measures eligible under the Non-Investor Owned Utility Company Rebate Program and determined that these measures are under a categorical exclusion from NEPA review as authorized by the US Department of Energy. However, if for any reason an application is determined to contain measures that are not under a categorical exclusion, NJCEP reserves the right to withhold funding approval for that measure or of the application in its entirety. Additional information about NEPA can be found at:

www.gc.energy.gov/NEPA/index.htm



NJ Clean Energy Program Application

for federally funded State Energy Program (SEP) incentives available to oil, propane and non-IOU electric customers

Application Information

Name of Entity
Federal ID Number

Contact Information (enter the primary contact at the applicant organization)

Applicant Primary Contact Name		Applicant Primary Contact Title	
Address	City	State	Zip Code +4
Office Phone	Cell Phone	Fax	
E-Mail Address			

Waste Management

By signing this application, the applicant certifies that all applicable requirements of the NJDEP's Solid Waste rules at N.J.A.C. 7:26 will be met.

Primary Place of Performance

(enter the physical location of the project - for projects with multiple locations, use the location with the largest dollar amount of measures)

Location Name			
Address	City	State	Zip Code +4

Submission Directions

- **Direct Install** application form and this SEP non-IOU application will be submitted on behalf of the applicant by the Participating Contractor **OR**,
- **Pay for Performance** application form and this SEP non-IOU application may be submitted on behalf of the applicant by the Pay for Performance Program Partner **OR**,
- **Local Government Energy Audit** Registration Form, Facility Data Form(s) and this SEP non-IOU application with original signature must be submitted by the participant via mail, fax, or e-mail to:

*New Jersey's Clean Energy Program c/o TRC Energy Services
 900 Route 9 North, Suite 404, Woodbridge, NJ 07095
 Fax: 732-855-0422
 E-mail: LGEA@trcsolutions.com*

Please direct questions to NJSEP@trcsolutions.com, 866-657-6278 X 4, or visit the website at NJCleanEnergy.com/NONIOU.

Energy Conservation Program Selection

Funding for this program is being provided by the State Energy Program (SEP). To participate in this federally funded rebate program for oil, propane and non-IOU electric customers you must also participate in one of the following programs. Select ONE program only. To apply to participate in more than one program, follow submission directions for each program in which you intend to participate.

Direct Install

Please initial (required)

My participating contractor has my permission to submit this application along with the Direct Install Application per the program guidelines. _____ (Initials)

Pay For Performance

Please initial (required)

My selected program partner has my permission to submit this application along with the Pay for Performance Application per the program guidelines. _____ (Initials)

Local Government Energy Audit

Please initial (required)

I have attached a Registration Form and Facility Data Form(s) _____ (Initials)

Authorizing Signature

I read, understand and am in compliance with all rules and regulations concerning this Non-IOU rebate program. I certify that all information provided is correct to the best of my knowledge, and I give the Market Manager permission to share my records with the New Jersey Board of Public Utilities, and contractors it selects to manage, coordinate or evaluate *New Jersey's Clean Energy Program*, including the release of electric and natural gas utility billing information. I allow reasonable access to my property to inspect the installation and performance of the technologies and installations that are eligible for incentives under the guidelines of *New Jersey's Clean Energy Program*. This arrangement supersedes all other communications and representations.

All projects must be completed in accordance with all laws, codes and other requirements applicable under federal, state and local authority, no later than December 31, 2012 or for Pay for Performance projects, December 31, 2013.

I agree to provide to *New Jersey's Clean Energy Program* any and all required materials, documentation, access to facilities, and other required information, on the schedule required by *New Jersey's Clean Energy Program* to meet all requirements. I understand that this project may be audited for compliance with the requirements of this application. I understand that failure to comply with Non-IOU requirements and to complete the required application process by May 31, 2012* will void this application.

Only duly authorized individuals should execute the application. The application package submitted should include a statement of the signatory party's authority to execute the application and if a local government entity, evidence that the determination regarding distribution of the rebate is consistent with the entity's particular form of government, and New Jersey law. Service providers or vendors may not sign this application.

**This date is subject to extension if funding remains available.*

Signature	Date
Printed Name	Title