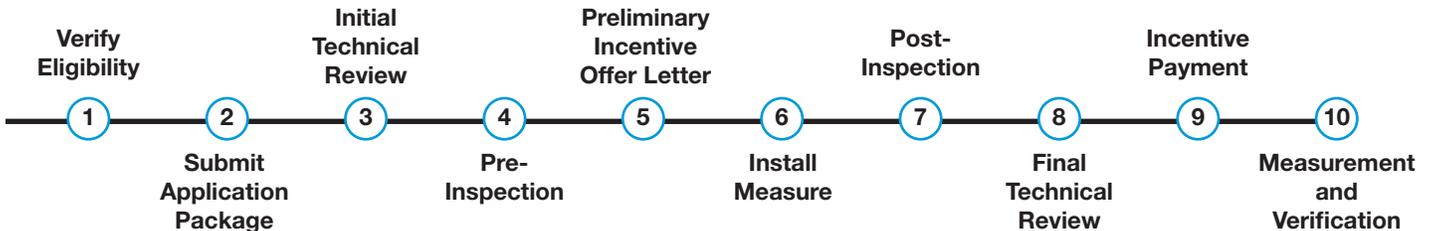


# New Construction Pilot Program Application

Get incentives for new construction projects that are performing beyond the Energy Conservation Construction Code of New York State (ECCCNYS).

## How to Apply



### 1. Verify Eligibility

- Verify eligibility for the Pilot Program (customer, site, proposed measures, contractors) as specified in the Eligibility Requirements section below.
- Work on a project may not begin until a Notice to Proceed has been issued by Con Edison (typically, a pre-inspection occurs, then, as appropriate, a Preliminary Incentive Offer Letter and Notice to Proceed are issued).

### 2. Submit Application Package

- Commercial & Industrial and Multifamily Buildings: Customers and Participating Contractors should email applications to [EEDMPilots@conEd.com](mailto:EEDMPilots@conEd.com) with a subject line of New Construction – [Applicant Name].
- The application must include these documents labeled as shown below:
  - **Completed Program Application** – Account name must match the name of the future Con Edison account holder (customer), and customers should also list any temporary account number or case numbers that Con Edison provided them. (Filename: Application)
  - **Form W-9 of the Incentive Recipient** – The Form W-9 submitted must match the name of the payee as indicated on the program application and must be the latest version available on the Internal Revenue Service website at the time of application to the Pilot Program. (Filename: Form W9)
  - **Scope of Work and Installation Timeline** – A detailed scope of work that contains a description of the proposed measure(s), the scope of application, the counterfactual baseline as well as the installation timeline in the construction cycle. (Filename: Scope of Work)
  - **Energy Savings Analysis** – All calculations and analysis must be clear and transparent, using standard engineering methodologies, including a listing of source values. A stacked modeling report will be required for projects taking the whole building performance pathway for code compliance. (Filename: Calculations)
  - **Department of Buildings (DOB) Filing Documents**– A complete set of permit documentation from the Authority Having Jurisdiction (AHJ) including energy code forms like EN1, EN2, TR1, TR8, ComCheck analysis reports, etc. (Filename: Permit Documents)
  - **Cut Sheets for Proposed Equipment** – Specific model(s) and product ratings being used in the project must be highlighted on the cut sheets before submission. (Filename: Cut Sheet – [Make - Model #])
  - **Cost Estimate for Proposed Work** – Installation cost for the proposed measure itemized to show material and labor costs for each measure. (Filename: Cost Estimate)
  - **Other Measure-Specific Documentation** – Other documentation listed in the program guide specific to the technology (custom projects) or required to confirm savings calculations. Filename: [Specify Document Type based on measure-specific requirements]

### 3. Initial Technical Review

Con Edison will conduct an initial incentive review to determine preliminary savings and incentives for the project focused on the completeness of the documentation provided with the application, equipment eligibility, project incentive category, and baseline and assumptions used in the energy analysis for the project.

### 4. Pre-Inspection

- Con Edison will pre-inspect the existing condition of your site in order to establish baseline conditions necessary for the accurate calculation of incentives.
- Please clearly identify a contact person who will be present during the pre-inspection site visit.

### 5. Preliminary Incentive Offer Letter & Notice to Proceed

- Once the pre-inspection of the project site has been completed, and if results are satisfactory, Con Edison will issue a Preliminary Incentive Offer Letter that must be signed and returned to Con Edison within 30 days.
- After we receive your signed Preliminary Incentive Offer Letter, we will issue a Notice to Proceed (including any updates to your offer letter).

### 6. Installation of Project Measures

- Once your Notice to Proceed is issued, you may begin installing project measures with a qualified Participating Contractor(s) of your choosing. Please submit your completion paperwork as soon as your project is installed and fully operational (100% of incentivized measures), which should include:
  - Approved AHJ permit submission including EN-drawings and final TR8 Form that signed by DOB inspectors.
  - Customer and Participating Contractor signed Completion Certificate reflecting only costs directly related to incentivized measures.
  - Final invoices and receipts broken out by product, with invoices including material and labor costs for each equipment line item and applicable labor costs per equipment.

### 7. Post Inspection

Con Edison will conduct a post-installation incentive inspection of your site to confirm that all work was installed in accordance with the scope of work provided for by the Notice to Proceed issued by Con Edison. Please note that all reviews by Con Edison, including Con Edison's post-inspection incentive review is to determine the appropriateness of incentive payments and is not focused otherwise on a review of the sufficiency of work performed, which is the responsibility of your Participating Contractor.

### 8. Final Technical Review

Con Edison will review the completion paperwork and findings from the post-inspection incentive review to determine the final project savings and incentives.

### 9. Incentive Payment

Once a final incentive review is conducted and a positive determination of final project savings and incentives made, an incentive check will be mailed to you or your Participating Contractor. Please note that only designated Participating Contractors in good standing may be sent incentive payments.

### 10. Measurement and Verification

In order to assess the success and benefits of the Pilot Program, Con Edison may conduct data collection and other measurement and verification activities that will vary by project.

**Eligibility Requirements**

- The predicted energy savings from the project and the selection of building systems must not meet the eligibility criteria provided by the New York State Energy Research and Development Authority (NYSERDA) Commercial New Construction Program (Program Opportunity Notice (PON) 3609) and the NYSERDA New Construction Housing Program (PON 4337).
- The Con Edison customer of record listed on the application should be a directly metered future C&I or Multifamily customer.
- For both C&I and Multifamily gas projects, all customers with commercial accounts are eligible except customers with a service class of SC-14 or customers receiving service via a negotiated contract.
- Customers must not receive any financial incentives for measure installation from NYSERDA.
- Site owners must plan to have the site occupied year-round.
- Projects taking the whole building performance pathway and applying for multiple measures with cumulative annual savings greater than 200 MMBtus will be given preference. Projects only seeking incentives for lighting measures will not be accepted.
- **C&I Customers**
  - The project must forecast over 100 kW average peak demand on a rolling 12-month basis.
- **Multifamily Customers**
  - Must be a residential building with 5+ units.

**1. Con Edison Account Holder Information**

Account Name (as shown on your Con Edison bill):		Temporary Con Edison Account Number	
		Electric:	Gas:
Contact Name:		Title:	Email:
Mailing Address:	City:	State:	Zip:
Office Phone:		Mobile Phone:	
How did you hear about the program? <input type="checkbox"/> Participating Contractor <input type="checkbox"/> Event/Seminar <input type="checkbox"/> Email			
<input type="checkbox"/> Online Search <input type="checkbox"/> Sales Rep <input type="checkbox"/> Other			
<input type="checkbox"/> If the incentive check should be mailed to the account holder at a different address than shown above, please list address below.			
Contact Name:			
Mailing Address:	City:	State:	Zip:

**2. Site Information**

Service Address:	City:	State:	Zip:
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**3. Participating Contractor Information (if applicable)**

Company Name:		
Contact Name:	Title:	Email:
Office Phone:	Cell Phone:	

#### 4. Payee Authorization

(The account holder may designate another entity to receive the incentive check, which may include Participating Contractors in good standing with Con Edison)

The account holder hereby authorizes the incentive check to be paid directly to the entity referenced in the payee section below. If this box is checked, the account holder must sign here; this signature must match the signature at the end of this Application. The entity being paid must provide its form W-9. **Only the Con Edison account holder may sign and submit (or authorize) this application.**

Payee Name (please print):	Title (please print):	Payee Company Name:	Payee Address:
Account Holder Name (please print):	Title (please print):	Account Holder Signature:	Date:

#### 5. New Construction Project Information

Building Occupancy Classification:	
New Construction Permit Filing Date:	Code Compliance Path Used:
Anticipated Date of Completion Paperwork Submission:	

#### 6. Measure Information

<b>1. HVAC Measures</b>	
Summary of Scope	Installation Start Date:
<b>2. Envelope Measures</b>	
Summary of Scope	Installation Start Date:
<b>3. Lighting Measures</b>	
Summary of Scope	Installation Start Date:
<b>4. Non-interactive Measures</b>	
Summary of Scope	Installation Start Date:

## 7. Application Package

All of the following supporting documents MUST be submitted for consideration in the New Construction Pilot Program:

- Form W-9 of the Incentive Recipient (Customer or Participating Contractor)
- Scope of Work and Installation Timeline
- Energy Savings Analysis
- DOB Filing Documents
- Cut Sheets for Proposed Equipment
- Cost Estimate for Proposed Work
- Other Measure-Specific Documentation

## Terms and Conditions

**ELIGIBILITY:** Consolidated Edison Company of New York, Inc.'s (Con Edison's) New Construction Pilot Program (Pilot Program) offers incentives to both commercial and industrial and multifamily new construction projects. All customers with commercial accounts are eligible except customers with a service class of SC-14 or customers receiving service via a negotiated contract. Con Edison will not offer financial incentives for the same eligible measure to those customers who have received financial incentives or rebates from the New York State Energy Research and Development Authority (NYSERDA) and/or another electric or gas utility company. Accordingly, customer represents and warrants to, and covenants and agrees with, Con Edison that it has not received and will not receive any financial incentive or rebate from any other person or entity with respect to the measure(s) identified in the application and in any Preliminary Incentive Offer or Notice to Proceed issued by Con Edison in connection herewith.

**QUALIFYING PROJECTS:** Qualifying projects are projects eligible for program incentives that include electric or gas energy-efficiency measures identified as eligible and site-specific custom energy-efficiency measures approved by Con Edison. Qualifying projects do not include any electric or gas energy-efficiency measures or energy-efficiency equipment or services purchased, contracted for, or installed prior to the date of Con Edison's Preliminary Incentive Offer, the date of any required pre-installation inspection or the date of customer's receipt of a Notice to Proceed.

**FINANCIAL INCENTIVES:** The amounts of the incentives for which qualifying projects are eligible are set forth in the Pilot Program guide, as may be amended from time to time. Con Edison's determination of incentive amounts is final. Con Edison reserves the right to make changes to the Pilot Program at any time, including changes as might relate to measures and incentives.

**APPLICATION AND WORKSHEETS:** Eligible customers must submit completed applications and other required documentation for all proposed qualifying projects. Electronic signatures will have the same force and effect as original signatures.

**APPLICATION REVIEW AND INSPECTION:** Con Edison will review all applications and accompanying documentation for eligibility, completeness, and accuracy. After completing review of the application and determination of eligibility, Con Edison will send a Preliminary Incentive Offer Letter (PIOL) to each qualifying customer accepted for the Pilot Program, specifying the estimated incentive amount. The customer must sign and return the PIOL that includes an estimated project end date. If any proposed project does not meet Pilot Program requirements, then Con Edison will notify the customer that its application has been rejected. To be eligible for an incentive, a customer must receive from Con Edison a PIOL and Notice to Proceed (NTP) and must sign and return the PIOL. Any required pre-installation inspection must be completed before customer orders, purchases, or installs qualifying equipment. Con Edison reserves the right to reject any estimates. Customer understands that the estimated incentive amount identified in any PIOL and/or NTP is only an estimate and may not reflect the actual amount payable to customer upon completion of a qualifying project.

**INSTALLATION TIME LIMITS:** Installation time limits will be stated in the Notice to Proceed. Any changes to specified time limits must be requested in writing and agreed to by Con Edison in writing. Failure to meet approved deadlines may result in denial of incentive payments. Con Edison may elect in Con Edison's sole discretion to conduct pre and/or post-installation inspections.

**FINAL INSPECTION AND INCENTIVE PAYMENT:** When installation is completed, customers must notify Con Edison in writing and submit invoices specifying the quantity and cost of all materials purchased and installed, the date ordered, the date purchased, the date delivered, installation costs, and applicable taxes. Con Edison, in its sole discretion, may schedule and conduct a post-installation inspection. The actual incentive amount will be determined based upon the inspection and may vary from original estimates. Incentive checks will be sent approximately six weeks after receipt of all proper invoices and verification of all installations. Checks will be payable directly to the Con Edison account holder unless otherwise indicated in the Payee Authorization section of the application. Customer agrees that Con Edison may provide customer information including customer name, account number, electric and/or gas consumption data, and electric and/or gas energy savings to its third-party evaluation contractor for program evaluation purposes. The evaluation contractor will keep customer information confidential. With advance notice to the customer, following completion of the project and in order to provide Con Edison with an opportunity to review the operation of the

energy efficiency measures for program evaluation purposes related to the determination of final project savings and incentives, the customer agrees to cooperate with any effort by Con Edison or its contractors and subcontractors, to make or to have made follow-up visits to customer facilities, and the customer shall provide building energy system data, supporting documentation, and otherwise cooperate fully in support of this effort. Customer information may also be provided to the New York State Public Service Commission. Any customer information provided to the New York State Public Service Commission will be aggregated with information about other customers and not personally identifiable.

**TAX LIABILITY and CREDITS:** Con Edison is not responsible for any taxes which may be imposed on the customer or business as a result of projects installed under the Pilot Program. The incentive check recipient may want to consult a tax advisor about any tax consequences of this offer. The incentive check recipient must provide a valid federal tax ID number and a W-9 form.

**DISPUTES:** Con Edison will have sole discretion to decide on the final resolution of any issues relating to the payment of incentives, including but not limited to energy savings, projects, or eligibility.

**PROGRAM CHANGES:** Con Edison reserves the right to change, modify, or terminate the Pilot Program at any time without any liability except as expressly stated herein. Con Edison will honor all written commitments made in the Notice to Proceed sent to customers prior to the date of any change, modification or termination of the Pilot Program, provided project installations are fully completed within the time specified in the Preliminary Incentive Offer and Notice to Proceed.

**PROGRAM EXPIRATION:** The Pilot Program will expire December 31, 2022, when funds are depleted, or when the Pilot Program is terminated, whichever occurs first or as determined by program management. In order to receive incentives under the Pilot Program, project applications must be submitted by June 30, 2022 and projects completed by October 31, 2022 (all documents received, measures installed, and the project is ready for post inspection).

**DISCLAIMER:** Customer acknowledges and agrees that Con Edison shall not be liable to customer or any other person or entity in connection with any qualifying project undertaken by customer, including in connection with Con Edison's review or approval of the application and/or worksheets. Con Edison makes no representation or warranty, and undertakes no responsibility whatsoever concerning the adequacy of any project design or plan, any construction or installation work, the completion of any project or the performance of any energy efficiency measures or equipment. To the fullest extent permitted by law, customer, on behalf of itself and any other person or entity claiming by and through customer, hereby irrevocably and unconditionally releases and forever discharges, and agrees to defend, indemnify, and hold harmless Con Edison, its affiliates, and their respective past, present and future officers, directors, trustees, stockholders, employees, agents, representatives, successors and assigns, from any and all claims, charges, complaints, causes of action, damages, losses, agreements and liabilities of any kind or nature arising from the design, installation or performance of any energy efficiency measure or equipment purchased or installed in connection with the Pilot Program (including without limitation, claims for personal injury, death or property damage) or related to energy costs incurred by customer, including, without limitation, attorneys' fees, court costs and costs of experts. Accordingly, Con Edison and its representatives recommend that all customers engage qualified contractors, engineers and/or other qualified consultants to evaluate the risks and benefits, if any, of such measure or equipment and its implementation and use related to energy consumption, cost savings, or operation of customers' facilities.

**INSTALLATION REQUIREMENTS:** Customer assumes sole responsibility for installation work. Customer acknowledges and agrees that all work must be in full compliance with the requirements of applicable laws, rules, and regulations of authorities having governmental and regulatory jurisdiction.

## 8. Application Requirements

I certify that all statements made in the application package (including supplemental documents) are true and correct to the best of my knowledge. I agree to all terms and conditions of the Pilot Program. I understand that if any services performed or equipment intended to be used in connection with the proposed project listed on the application are ordered, purchased, or installed before written approval is received from Con Edison in the form of a Notice to Proceed, the proposed project will not qualify for an incentive. I also understand that my right to receive any incentive payment is conditioned upon the truth and accuracy of the representations and warranties that I have provided and my compliance with program requirements.

Customer or Authorized Representative Name (please print):	Title (please print):	Date:
Authorized Signature:		Company Name: