

# Kentucky Schools Assessment Application



Completed Project     RESERVATION    Estimated date of completion \_\_\_\_\_ (mm/year)

Questions? 1-866-380-9580 or www.duke-energy.com

Mail ORIGINAL, signed application and required documents to:  
 Duke Energy  
 431 Charmany Drive  
 Indianapolis, IN 46278

Please check each box to indicate completion of the following program requirements:

all sections of application     invoice with make, model number, quantity and equipment manufacturer     Tax ID # for payee     customer/vendor agreement to Terms & Conditions

## CUSTOMER INFORMATION

## VENDOR INFORMATION

SCHOOL \_\_\_\_\_

PE CERTIFIED (Circle One)    YES    NO

SCHOOL DISTRICT \_\_\_\_\_

VENDOR \_\_\_\_\_

CONTACT \_\_\_\_\_ (    )  
PHONE \_\_\_\_\_

CONTACT \_\_\_\_\_ PHONE \_\_\_\_\_

ACCOUNT NUMBER \_\_\_\_\_

ADDRESS \_\_\_\_\_

ADDRESS (WHERE INCENTIVE SHOULD BE MAILED) \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

(    )

FAX \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_

INSTALLATION ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

If Duke Energy has questions about this application, who should we contact?

Customer     Vendor

## INCENTIVES

Type of Assessment (select one)	Description	Total Cost of Assessment	Incentive (25% of total assessment cost)	Did you Install any of the recommended measures? (circle one)	Type of Measure (circle one)	Install Date
<input type="checkbox"/> component system <input type="checkbox"/> building envelope <input type="checkbox"/> comprehensive		\$	\$	Yes No	Prescriptive Custom	

Total Incentive \$ \_\_\_\_\_

## PAYMENT INFORMATION

Who should receive incentive payment? (circle one only)    CUSTOMER    VENDOR (CUSTOMER MUST SIGN BELOW)

\* I hereby authorize payment of incentive directly to vendor: \_\_\_\_\_  
 CUSTOMER SIGNATURE    DATE

Provide required Tax ID # for Payee:    \_\_\_\_\_  
 CUSTOMER TAX ID#    VENDOR TAX ID#

## TERMS & CONDITIONS

I have read and hereby agree to the Terms & Conditions and Program Requirements as stated on this form.

\_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_    \_\_\_\_\_  
 CUSTOMER SIGNATURE    DATE    VENDOR SIGNATURE    DATE

\_\_\_\_\_    \_\_\_\_\_  
 TITLE    TITLE

*Incentives are subject to change and to availability – “first-come, first-served” basis. To reserve incentives, see page two. Duke Energy limits incentives to \$100,000 per fiscal year (July 1 through June 30) per school for all program technologies combined. As Federal Energy Policy Law changes, equipment efficiency requirements are subject to change.*

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## Program Description

### Kentucky Schools Rebate Program:

- A comprehensive evaluation may be performed on all energy efficiency systems in a facility. Or, an assessment may focus on selected components such as lighting or HVAC.
  - Schools may choose their own expert for the assessment process or select one from the list provided on the website. Use of an expert is not restricted to this list. Duke Energy in no way implies promotional support of any specific provider noted on the list.
  - Expert is not required to be PE Certified, but it is recommended
  - Duke will not pay labor costs for internal school staff assessments.
- Incentives for both prescriptive (standard) and custom incentives are available. Custom incentives are identified energy saving measures not part of the program's prescriptive technologies. All custom incentives must have pre-approval before equipment is purchased and installed. (see page 3 for more information about the Custom Incentive Process)
  - An assessment does not need to be performed to apply for prescriptive measure incentives.
- Duke Energy will pay an incentive to cover 25% of the cost of the assessment up to \$500 per school. If recommendations resulting from the analysis are implemented, an additional 25% of the assessment cost up to \$500 will be covered.
- The maximum annual incentive amount is \$100,000 per school. (includes incentives for assessment, customized and prescriptive measures)
- The customer payback period for customized incentives must be two years or more.

## Program Requirements

- Incentives for assessments are available to any Duke Energy Kentucky School Electric customer not in rate group TT (Time-of-Day Rate for Service at Transmission Voltage).
- Incentives will not be paid until the assessment has been completed.
- Duke Energy reserves the right to revise incentive levels at any time.
- Customer may assign the incentive to the vendor who conducted the assessment. The customer's signature is required in the appropriate places on this form to sign over the incentive. The assigned incentive must reduce the purchase price paid for the assessment by an equivalent amount.
- Duke Energy limits incentive payments to a maximum of \$100,000 per school per fiscal year (July 1 through June 30) for all eligible technologies combined including the assessment. Incentives will be paid on a "first come, first served" basis.
- To reserve prescriptive measure incentives prior to project completion, submit an application form completed in its entirety signed by the customer. Check box indicating "reservation" and provide an estimated date of completion. Attach a copy of the proposal and submit to Duke Energy at the address indicated on the front of this application.
- Incentive recipient assumes all responsibilities for any tax consequences resulting from Duke Energy incentive payment.

## TERMS & CONDITIONS

I certify that this premise is served by Duke Energy (or an affiliate of Duke Energy), that the information provided herein is accurate and complete, and that I have acquired the services of an outside expert to complete an assessment for the purposes of identifying electric energy savings opportunities for the business facility listed herein. Attached is an itemized invoice of the services provided. I understand that the proposed incentive payment from Duke Energy is subject to change based on verification and Duke Energy approval. I agree to Duke Energy verification which may include a site inspection by a Duke Energy Representative or Duke Energy. I also understand that I am not allowed to receive more than one incentive for each specific assessment but may receive additional incentives for assessments on other systems. I also understand that my participation in the program may be taxable and that my company is solely responsible for paying all such taxes. I hereby agree to indemnify, hold harmless and release Duke Energy and its affiliates from any actions or claims in regards to the installation, operation and disposal of equipment (and related materials) covered herein including liability from any incidental or consequential damages.

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## Custom Incentive Program for K-12 Program

### Requirements:

To qualify for custom incentives, schools **must** complete a facility assessment or an assessment on a component or system of the facility. It is recommended, but not required, that the assessment be completed by a Professional Engineer (PE).

Prior to project initiation, a report must be submitted to Duke Energy that contains the following:

1. A description of facility characteristics and energy data, including the operational characteristics of the energy-using systems for the systems being improved and desiring incentives;
2. A description and engineering analysis of each identified energy conservation measure being applied for, including the following:
  - a. An estimate of the cost of the design, acquisition, and installation, including monitoring equipment, when necessary to assess the performance of the measure, including calculation assumptions;
  - b. An estimate of the annual energy and energy cost savings using generally accepted engineering standards and practices, including all formulae, data and assumptions clearly presented in arriving at the estimate;
  - c. The simple payback period of each energy conservation measure, calculated by dividing the estimated total cost of the measure by the estimated annual energy cost saving (including installation, equipment and engineering design);
  - d. An estimated date of completion for each energy conservation measure.
3. The Duke Energy electric account number(s) of the facility where the assessment took place to determine energy use and cost data for each fuel type used for the prior 12-month period, by month or in accordance with the usual billing cycle;
4. An outline of qualifications of the firm documenting previous experience in energy conservation in building construction, mechanical systems, and/or manufacturing processes.
5. The information in Table 1 is required to determine the value and incentive of the customized measure:

**Table 1:**

Account Number
Location/address
Gross and conditioned square footage affected
Current Monthly KWh consumption by measure
Current Monthly KW consumption by measure
Monthly KWh saved by measure
Monthly KW saved by measure
Incremental cost of installed EE measures over standard measures
Cost of baseline, inefficient equipment
Cost of efficient equipment
Life of efficient equipment
Projected lifetime savings
Simple payback
Proposed completion date for each measure

Example areas of opportunity for customized energy conservation measures are as follows:

- Non-prescriptive lighting systems
- Electric Boilers
- Energy management systems
- HVAC systems (including chilled water, thermal storage, VSD pumps)
- Building envelope – doors, windows, roofs, etc.
- Alternate/renewable energy systems
- Electrical distribution systems – motors, variable speed drives, and fans
- Energy recovery systems
- Other cost-effective demand or rate-based improvements (electric only)
- Commissioning (new construction) and Retro-Commissioning (existing construction).

### Directions for Applying:

1. Mail the completed assessment application form along with any completed prescriptive measure application forms with required documentation for verification, to the following address:

Duke Energy  
Smart \$aver™  
431 Charmany Drive  
Madison, WI 53719
2. If you are applying for Customized Incentives, send all the required documentation listed above along with a completed copy of the assessment application, to the address listed above.

***All customized measures must be preapproved by Duke Energy prior to installation in order to qualify for an incentive.***