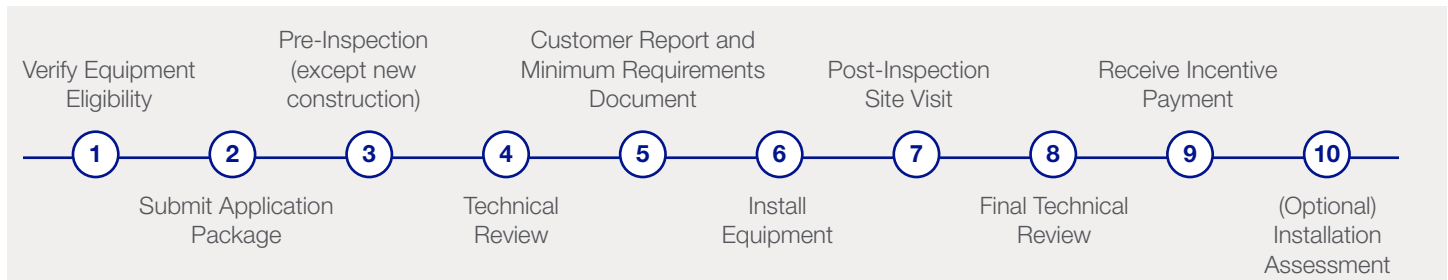


# NYS Clean Heat Program Application

Receive incentives for installing energy-efficient electric heat pump systems for space- and water-heating.



## Eligibility for Custom Incentives

- Multifamily with five or more dwelling units in scope
- Systems with total heat pump heating capacity 300,000 btu/h or higher
- Systems of any size where the equipment includes air source VRF, large unitary heat pumps, heat recovery chillers, SPVHPs, PTHPs
- Applicants seeking incentives for DOAS, ERV/HRVs or envelope improvements installed with eligible heat pumps
- Equipment must be installed and commissioned before December 31, 2025

## How to Participate

- 1. Verify Eligibility:** Consult in the NYS Clean Heat Program Manual or contact a program representative.
- 2. Submit Application Package:** Email your application to your program representative or **[NYSCleanHeatCI@nationalgrid.com](mailto:NYSCleanHeatCI@nationalgrid.com)**.
- 3. Pre-Inspection:** National Grid will document the existing condition of the site. Not required for new construction.
- 4. Technical Review:** National Grid will review the technical documentation to determine preliminary savings and incentives.
- 5. Customer Report (CR) and Minimum Requirements Document (MRD):** National Grid will issue a CR, our incentive offer, and MRD, which describes installation requirements. The CR must be signed by the customer and returned to National Grid.
- 6. Install Equipment:** When the equipment is commissioned, notify your program representative and submit the final project invoices.
- 7. Post-Inspection:** National Grid will inspect the site to confirm all work was installed in accordance with the project application and MRD. The customer's signature is required on the MRD.
- 8. Final Technical Review:** National Grid will review the final project invoices and post-inspection findings, revising energy savings calculations as necessary, and determine the final savings and incentive.
- 9. Receive Incentive Payment:** National Grid will pay the incentive to the customer or their designee as listed on this application.
- 10. Installation Assessment:** National Grid may select the project for a quality assurance site visit, in accordance with Section 5 of the NYS Clean Heat Program Manual. Typically this occurs during the post-inspection (step 7).

## Program Contacts

- Your National Grid energy efficiency program representative
- ICF, National Grid's program administration partner: **[NYSCH@icf.com](mailto:NYSCH@icf.com)**
- Program inbox: **[NYSCleanHeatCI@nationalgrid.com](mailto:NYSCleanHeatCI@nationalgrid.com)**
- Our program hotline: **1-844-212-7823**

## Application Package — Required Documents

The following documents are required with your application. Please email your National Grid Program Representative or **NYSCleanHeatCI@nationalgrid.com**.

### Administrative documents

- ☐ Completed application
- ☐ Customer W9
- ☐ Incentive recipient W9 (if applicable)
- ☐ Cost estimate for proposed work, including labor and materials

### Documents for technical review

#### All Projects

- ☐ Description of project and inventory of equipment to be installed, such as a proposal, statement of work, and mechanical schedule. Please describe what will happen to the existing heating system and any backup or supplemental heating system(s).
- ☐ AHRI certificates and/or NEEP certificates for all proposed heat pump equipment
- ☐ Cutsheets for other proposed equipment
- ☐ Building heating and cooling loads (e.g., btu/h) and source documentation. Block loads must be provided. Room-by-room models may be requested. Include both model inputs and outputs.<sup>1</sup>
- ☐ NYS Clean Heat Custom Calculator (recommended)<sup>2</sup>

#### For Ground-source Heat Pumps

- ☐ Ground loop design report with avg, min, max entering water temperatures

#### For ERV/HRV

- ☐ Whether or not the ERV/HRV is required by code. If not, provide a summary referencing section C403.7.4 of 2020 Energy Conservation Construction Code of New York State.

#### For Domestic Hot Water

- ☐ Location to be installed

#### For Heat Recovery Projects

- ☐ Please reach out to program representative for additional requirements

### Additional requirements for partial load projects or projects with supplemental/backup heating system(s)

- ☐ Description of any existing or new heating system or system components serving the same space as the heat pump.
- ☐ Documentation showing:
  - Whether a supplemental heating system is required to accommodate the design heating load
  - Why additional electrification above and beyond the proposed design is not feasible (if applicable)
  - Description of the control strategy that will be employed to ensure that the heat pump system is prioritized for heating

### Additional requirements for projects seeking incentives for envelope improvements

- ☐ Building heating and cooling loads representing baseline condition.
- ☐ Documentation of proposed envelope measures, including architectural drawing and/or product submittals.
- ☐ For gut rehabs and new construction, documentation that envelope meets code.
- ☐ Blower door test data, if available.

### For projects applying for funding from NYSERDA programs

- ☐ Documentation showing program(s) applied for and award amount, such as award letter from NYSERDA

<sup>1</sup> Equipment installed in commercial buildings must be sized in accordance with heating and cooling load calculations following ANSI/ASHRAE/ACCA Standard 183-2007 (RA2017) or other code-approved equivalent computational procedure.

<sup>2</sup> Can be found at <https://cleanheat.ny.gov/contractor-resources/> under "Resources for Applications."

# NYS Clean Heat Program Application

Please complete this entire application. Customer or Authorized Representative signature is required.

## Account Holder Information

Account Name (as shown on your National Grid bill):		Office Phone:	
Contact Name:	Title:	Mobile Phone:	
Mailing Address:	City:	State:	Zip:
Federal Tax ID Number:	Email:		
Electric Billing Account Number (required)		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
Gas Billing Account Number (if available for National Grid gas customer)		<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	

## Project Site Information

Service Address:	City:	State:	Zip:
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### Building Type (Check one):

- |  |   |   |  |
|--|---|---|--|
| <input type="checkbox"/> Assembly                | <input type="checkbox"/> Heavy Industrial | <input type="checkbox"/> Motel                              | <input type="checkbox"/> Multifamily High-rise (5+ units)                |
| <input type="checkbox"/> Community College       | <input type="checkbox"/> High School      | <input type="checkbox"/> Single Family Residence (1-4 unit) | <input type="checkbox"/> Multifamily Low-rise (5+ units)                 |
| <input type="checkbox"/> Elementary School       | <input type="checkbox"/> Hospital         | <input type="checkbox"/> Small Office                       | <input type="checkbox"/> Multifamily Buildings:                          |
| <input type="checkbox"/> Fast Food               | <input type="checkbox"/> Hotel            | <input type="checkbox"/> Small Retail                       | # of dwelling units _____  |
| <input type="checkbox"/> Food & Beverage         | <input type="checkbox"/> Large Office     | <input type="checkbox"/> University                         | Select one:  |
| <input type="checkbox"/> Full Service Restaurant | <input type="checkbox"/> Large Retail     | <input type="checkbox"/> Warehouse                          | <input type="checkbox"/> Market Rate <input type="checkbox"/> Affordable |
| <input type="checkbox"/> Grocery                 | <input type="checkbox"/> Light Industrial | <input type="checkbox"/> Other _____                        |  |

Age of Building: \_\_\_\_\_ Square Footage: \_\_\_\_\_

**Project Type:** ☐ Retrofit ☐ Gut Rehab\* ☐ New Construction

\*Gut Rehab is a renovation that removes material down to structural load-bearing beams, as defined by the NY TRM.

### Existing Heating System:

Fuel: ☐ Natural Gas ☐ Oil ☐ Propane ☐ Electric Resistance ☐ Other

What will happen to the existing heating system? ☐ Left in place (equipment operable) ☐ Decommission (inoperable) ☐ Remove from site

### Heat Pump Heating System Scope

Will the heating system serve the entire building? ☐ Yes ☐ No, square footage covered by heat pumps: \_\_\_\_\_

Percentage of building or zone heating load to be served by heat pump ☐ >100%, Full Load ☐ <100%, Partial Load

Will there be any other heating system(s) serving the area in addition to the heat pump? ☐ Yes ☐ No

### Proposed Technology (check all that apply):

#### Space Heating Equipment

- ☐ NEEP-Listed ASHP
- ☐ VRF Heat Pump
- ☐ Large Unitary Heat Pump
- ☐ Ground Source Heat Pump
- ☐ Air-To-Water Heat Pump
- ☐ ERV/HRV
- ☐ DOAS

#### Building Envelope Improvements

- ☐ Windows
- ☐ Wall Insulation
- ☐ Roof Insulation
- ☐ Air Sealing
- ☐ Other

#### Water Heating Equipment

- ☐ Residential or Commercial Air Source HPWH
- ☐ Air-to-Water Heat Pump
- ☐ Ground Source Heat Pump

#### Other

- ☐ Heat Recovery Chiller
- ☐ Heat Pump Chiller

## Additional Application Information

Start Date of Project: \_\_\_\_\_ Expected Completion Date (equipment installed and commissioned): \_\_\_\_\_

**Installation Contractor** *(Required. Installer must be a Clean Heat Participating Contractor)*

Company Name:		Contact Person:	
Street Address:	City:	State:	Zip:
Phone:	Email Address:		
Federal Tax ID Number <i>(Required if receiving incentive)</i> :			
Is this party completing this application? <input type="checkbox"/> Yes <input type="checkbox"/> No			

**Project Expediter** *(Required if applicant is not the Account Holder or Installation Contractor)*

Company Name:		Contact Person:	
Street Address:	City:	State:	Zip:
Phone:	Email Address:		
Federal Tax ID Number <i>(Required if receiving incentive)</i> :			
Type of Company: <input type="checkbox"/> Equipment Vendor <input type="checkbox"/> Engineering Firm <input type="checkbox"/> General Contractor <input type="checkbox"/> Other _____			
Is this party completing this application? <input type="checkbox"/> Yes <input type="checkbox"/> No			

**Incentive Payment Instructions** *(If Account Holder is not the payee, signature is required below)*

Payee: <input type="checkbox"/> Account Holder <input type="checkbox"/> Installation Contractor <input type="checkbox"/> Project Expediter <input type="checkbox"/> Other <i>(fill out below)</i>			
Name:		Contact Person:	
Street Address:	City:	State:	Zip:
Phone:	Email Address:		
Federal Tax ID Number <i>(Required if receiving incentive)</i> :			
<input type="checkbox"/> The account holder hereby authorizes the total incentive to be paid directly to the Party referenced above. If this box is checked, the National Grid account holder must sign here and the signature must match the customer acknowledgment signature. The entity being paid must provide their W-9.			
Account Holder <i>(please print)</i> :	Title <i>(please print)</i> :	Account Holder Signature:	Date:

**Customer Acknowledgment** <sup>3,4</sup>

I certify that all information above is correct to the best of my knowledge and that I have read and agree to all Terms and Conditions of this incentive. I agree to payment of the incentive (if Project is deemed eligible) to the parties set forth in the Incentive Payment Instructions above. Customers may not apply for or receive multiple incentive for the same measure (meaning, same equipment) from another gas or electric utility, or through other National Grid programs. National Grid reserves the right to conduct field inspections to verify installations and system functionality and compliance with Program Rules.

I acknowledge that National Grid, their Implementation Vendors, New York agencies, and authorities will use this information, and additional supporting documentation to be submitted by the installing Contractor, together with my attestation to determine whether an incentive rebate will be issued, and that such information may also be used for other purposes as set forth below. I further acknowledge that National Grid or its representatives or designees may contact me to ask about my experience participating in this program or using my heat pump.

I have read and agree to the terms and conditions below for Customers participating in the Program.

Customer or Authorized Representative Name <i>(please print)</i> :	Title <i>(please print)</i> :	Date:
Authorized Signature:	Company Name:	

# NYS Clean Heat Program Application

## Terms and Conditions

**Program** – Subject to these terms and conditions (“Terms and Conditions”) and other requirements provided by National Grid, including, without limitation, Program guidelines and requirements, the application to participate in the Program (“Application”) and other materials provided regarding the Program (collectively, the “Program Materials”), under New York State Clean Heat Statewide Heat Pump Program (“Program”) National Grid offers Incentives to directly metered electric nonresidential customers in good standing.

**Incentives** – Incentives are those payments made by National Grid to Eligible Customer pursuant to the Program and these Terms and Conditions and are available to property owner/lease holder (tenant)/ property manager for the purchase and installation of eligible heat pump equipment qualified for incentive (“Qualifying Equipment”) at the Facility where the Qualifying Equipment is to be installed.

**Customer Eligibility** – National Grid’s Program offers Incentives to nonresidential electric customers with an active utility account or proof of ownership of a property served by National Grid (“Eligible Customer”). Each Eligible Customer must provide a valid utility account number and must also intend to install Qualifying Equipment (as defined below) in a facility of the Eligible Customer located in Upstate New York served by National Grid (“Facility”).

**No Double Dipping** – National Grid is not offering Incentives, and Eligible Customers may not apply for or receive multiple Incentives, for the same Qualifying Equipment from another gas or electric utility or the New York State Energy Research and Development Authority (“NYSERDA”), unless project is specifically approved. Accordingly, Customer represents and warrants National Grid that it has not received and will not receive any financial incentive or rebate from any other person or entity with respect to the Qualifying Equipment identified in this Application and in any offer letter issued by National Grid stating National Grid’s approval of Eligible Customer’s application, the approved Incentives, required date of project completion, any changes to Eligible Customer’s Application and any other requirements of National Grid related to the Incentives (“Offer Letter”).

**Qualifying Projects** – Qualifying Projects are projects eligible for Incentives under the Program that include heat pump measures identified as eligible under the Program and site-specific heat pump measures (referred to hereunder as “Qualifying Equipment”) approved by National Grid (“Qualifying Projects”). Qualifying Projects do not include any heat pump measures or heat pump equipment or services purchased, contracted for or installed prior to the date of National Grid’s Offer Letter. There will be no substitute for Qualifying Equipment unless the substitute is approved by National Grid in advance of installation of such Qualifying Equipment.

**Participating Contractor** – In order to participate in this Program and install Qualifying Equipment on behalf of Eligible Customers, a contractor must submit a participating contractor application and a National Grid contractor participation agreement to become eligible to apply for incentives in the Program (“Participating Contractor”). All Qualifying Equipment must be in conformance with federal, state, and local code requirements and installed by a Participating Contractor. Notwithstanding any language to the contrary in these Terms and Conditions or any Program Materials, the Eligible Customer understands and agrees that the relationship between National Grid and the Participating Contractor is that of independent contractors. The Eligible Customer further acknowledges and agrees that (1) the Participating Contractor is chosen exclusively by the Eligible Customer and not National Grid; and (2) the Participating Contractor is not acting as an agent or contractor of National Grid.

**Financial Incentives** – The basis for determining the amount of the financial incentive for which Qualifying Projects are eligible is set forth in the Program Manual. National Grid’s determination of Incentive amounts is final.

**Application and Worksheets** – Eligible Customers must work with Participating Contractors to submit completed applications and other required documentation as described elsewhere in this application for all proposed qualifying projects.

**Application Review and Inspection** – National Grid will review all applications and accompanying documentation for eligibility, completeness, and accuracy. As part of this review, National Grid may conduct an on-site inspection of a facility’s existing equipment and systems. After completing review of the application and determination of eligibility, the National Grid Program Administrator will send an Offer Letter to each Eligible Customer accepted for the program, specifying the estimated incentive amount. If any proposed project does not meet program requirements, National Grid will notify the Eligible Customer that the Eligible Customer’s Application has been rejected. Eligible Customer understands that the estimated incentive amount identified in the Offer Letter is only an estimate and may not reflect the actual amount payable to Eligible Customer upon completion of a Qualifying Project.

**Installation Schedule Requirements** – If the Eligible Customer does not complete installation of approved project by the completion date specified in the Offer Letter, National Grid may, in its sole discretion, deny payment of Incentives and/or rescind any incentive amount agreed in any Offer Letter.

**Final Inspection and Incentive Payment** – When installation is completed, the Eligible Customer must notify National Grid 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. National Grid, in its sole discretion, may schedule and conduct a post-installation inspection. The Eligible Customer must provide access to National Grid or its authorized designee for such inspection. The actual Incentive amount will be determined based upon the inspection and may vary from the original estimates. National Grid will issue Incentive approximately six weeks after receipt of all proper invoices and verification of all installations. Checks will be payable directly to the Eligible Customer except as otherwise authorized by the Eligible Customer in the Payee Authorization section of this Application.

**Confidentiality** – The Eligible Customer hereby authorizes National Grid to release their energy use information to energy efficiency program administrators and/or designees, including the New York State Energy Research & Development Authority (“NYSERDA”), understands that such information will be kept confidential and used only for the purposes of Program evaluation, determining Program eligibility and energy savings during the duration of 1/1/2020-12/31/2025. The Eligible Customer agrees that National Grid may provide Eligible Customer information including name, address, account number, energy consumption data and energy savings to a third-party contractor for evaluation purposes provided that National Grid has a nondisclosure agreement with the third-party contractor to keep Eligible Customer information confidential. Eligible Customer understands and agrees that Customer’s information may also be provided to federal and state governmental and regulatory agencies and authorities.

**Tax Liability** – National Grid is not responsible for any taxes which may be imposed on the Eligible Customer or business as a result of projects installed under this program. The recipient of the Incentive should consult a tax advisor about any tax consequences resulting from participation in the Program. The recipient of the Incentive must provide a valid federal tax ID number and a W-9 form.

# NYS Clean Heat Program Application

## Terms and Conditions *(continued)*

**Removal of Equipment** – The Eligible Customer agrees that as a condition of participation in the Program the Eligible Customer shall remove and dispose at its sole cost and expense any and all Qualifying Equipment or other materials that are replaced or removed in accordance with all applicable laws, rules, and regulations.

**Disputes** – National Grid will have sole discretion to decide on the final resolution of any Program issues relating to the payment of Incentives, including but not limited to energy savings, projects, or eligibility.

**Program Changes** – National Grid reserves the right to change, modify, or terminate this Program at any time without any liability except as expressly stated herein. National Grid will honor all written commitments made to the Eligible Customer prior to the date of any change, modification or termination of this Program, provided that the installation of the Qualifying Equipment is completed prior to the date of such change, modification or termination. Correction requests to Incentive applications that have already been processed and paid must be made within thirty (30) days of the date the Incentive was mailed. Correction requests received after thirty (30) days from the mail date of the Incentive will not be honored.

**Installation Requirements** – Eligible Customer assumes sole responsibility for installation work. Eligible 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. Accordingly, National Grid 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.

**Customer Consent** – Customer of National Grid agrees and authorizes the utility's sharing of the participant-customer's information and/or project-level information with New York Department of Public Service Staff and NYSEERDA, including its agents or authorized representatives, consistent with NYSEERDA's New York Public Service Commission and statutorily authorized responsibilities, including but not limited to supporting market development initiatives, and other evaluation and measurement activities. (For clarity, the term project level includes the information based on the scope of the project, including, but not limited to aggregated and anonymized whole building, building or subsets of the project.)

**Disclaimer** – Eligible Customer acknowledges and agrees that National Grid shall not be liable to customer or any other person or entity in connection with any Qualifying Project undertaken by Eligible Customer, including in connection with National Grid's review or approval of this Application and/or worksheets. National Grid 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 work by any Qualifying Contractor, including without limitation installation of the Qualifying Equipment. To the fullest extent permitted by law, Eligible Customer, on behalf of itself and any other person or entity claiming by and through Eligible Customer, hereby irrevocable and unconditionally releases and forever discharges, and agrees to defend, indemnify, and hold harmless National Grid and 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, including without limitation, claims for personal injury, death or property damage or related to energy costs incurred by Eligible Customer, including, without limitation, attorneys' fees, court costs, and costs of experts arising from the Eligible Customer's participation in the Program, the project design or plan and the installation of the Qualifying Equipment.

**Misc.** – (a) These Terms and Conditions and the Program Materials together make up the entire Agreement between the parties and supersedes all other communications and representations. In the event of a conflict between these Terms and Conditions and any Program Materials, these Terms and Conditions shall govern. (b) The Eligible Customer acknowledges that the Participating Contractors performing services related to the Program are not authorized to make any agreement or representation on behalf of National Grid, and that National Grid will be bound only by an authorized representative of a Company on only that Company's behalf. (c) There shall be no amendment or modification to these Terms and Conditions or any Program Materials unless such is made by National Grid. (d) Except to the extent expressly stated in these Terms and Conditions, no rights are granted to any third parties. (e) These Terms and Conditions are governed by the laws of the State of New York.

<sup>3</sup> Customer acknowledges that the incentive amount is subject to change based on project review by National Grid, or its agents.

<sup>4</sup> Customer acknowledges applicable jurisdictional programs, codes, and requirements (e.g., federal, state, municipal, etc.) that govern decommissioning and disposal of heating systems and fuel storage tanks.