



HIGH PERFORMANCE
NEW CONSTRUCTION

High Performance New Construction Program Prescriptive Project Application Guidelines

Program Objective and Scope:

The objective of this program is to reduce peak electric demand in new building design and construction. The Program will establish financial incentives for qualifying applicants and their qualifying design decision-makers (architect, consulting engineer, etc) in order to encourage the implementation of energy efficient construction and major renovation projects.

Eligible Applicants:

To be eligible to apply to this program, the following conditions must be met:

- (1) The applicant building site must be within the province of Ontario (excluding area code 416)
- (2) The applicant can only apply if the building is a new structure; a new addition to an existing structure; a major renovation that converts the building to another use; or a renovation project which results in the building being unoccupiable for a minimum of thirty (30) days and in the replacement of at least two building systems.
- (3) The building must conform to part 3 of the Ontario Building Code (OBC) 2006 and be intended for commercial, institutional, or multi-residential occupancy. Agricultural buildings may also apply.
- (4) The project savings must come from the design of a more energy efficient building and building systems and cannot be the result of an electrical (fuel) substitution (unless incorporating a defined Alternative Energy Measure for Space Cooling).
- (5) An applicant must be an owner or developer of a qualified project and owning any equipment in respect of which a financial incentive is claimed.

Process and Forms:

The High Performance New Construction (HPNC) Program is made up of two project streams:

Custom Projects – Means new construction in which one or more energy efficient measures are installed and kW savings are determined by one of the approved modelling softwares including EE4, eQUEST or DOE-2

Or

Prescriptive Projects – Means new construction in which one or more prescriptive measures are installed and kW savings are determined by use of the worksheets

Application Documents:

The project application is the same for both custom and prescriptive projects. Please refer to the custom project application guideline for custom projects. Applicants may not apply for both custom and prescriptive incentives for the same new construction building location, with the exception of non-electric space cooling (see Alternative Energy Measures for Space Cooling prescriptive list) and energy efficient appliances in a custom multi-residential building (see Multi-Residential In-Suite Appliance prescriptive list).

Prescriptive projects, including all supporting documentation, will be accepted up to thirty (30) days after building completion. Accepted proof of building completion can include (but is not limited to) the Final Building Inspection Notice, Building Occupancy Permit, Certification of Substantial Performance, etc.

Please monitor our website www.hpnc.ca for more information and program updates. All program documents and forms can be downloaded from the HPNC website.

This guideline addresses the prescriptive project option only.

An application under the prescriptive path of this program consists of three parts:

- (1) Project Application.
- (2) At least one prescriptive Application Worksheet.
 - ◇ Lighting
 - ◇ Motors
 - ◇ Unitary Air-Conditioning
 - ◇ Agribusiness
 - ◇ Alternative Energy Measures for Space Cooling
 - ◇ Multi-Residential In-Suite Appliances
- (3) The following supporting documentation
 - Cut sheets or detailed manufacturers' data for equipment specified for incentives
 - A set of mechanical and electrical specifications and drawings
 - Equipment cost estimates, quotes or proposals and proof of purchase
 - Project completion letter

In order to receive an incentive, the applicant must submit purchase invoices indicating model numbers and quantities with proof of payment (required for incentive payment) or estimates (required for application approval) for purchased equipment. Proof of payment (eg. copy of cancelled cheque) will be required prior to release of incentive. Manufacturers' Technical Specification Sheets demonstrating that the equipment meets the program requirement must be attached to each worksheet for approval.

Please contact the HPNC Program at 1-888-672-4762 or hpnc@enbridge.com to set up access to the program's File Transfer Protocol (FTP) site to expedite application submissions.

Application and worksheets, with supporting documentation as required, comprise the final incentive agreement between Enbridge Gas Distribution ("Enbridge") and the applicant. This complete package must be submitted for approval.

Incentives:

Applicant financial incentives for prescriptive projects shall be based upon the verified kW savings or appliances installed as calculated in the respective prescriptive worksheets. A minimum potential financial incentive total of \$1,000 is required.

For completed applications received on or after March 15, 2010, CFL's cannot represent more than 70% of the demand savings for which an incentive is being requested. Enbridge reserves the right to withhold incentives on those projects that do not qualify.

Incentives from Enbridge will be determined solely from the applicable prescriptive worksheets. No other criteria are used to adjust this incentive value. The applicant is directed to the applicable worksheet(s) for the incentive calculation.

The applicant is to total the incentives from each worksheet to determine the total incentive being applied for and enter this amount on the project application form.

Once the project is completed the applicant must notify Enbridge in writing and supply invoices with proof of payment. Prescriptive incentives will be paid once all appropriate documentation is received and verified.

Complementary Energy Conservation Programs:

Any project which receives funding, directly or indirectly, from or through the OPA, other than from the HPNC Program shall be ineligible for the HPNC Program.

The use of complementary programs and incentives from non-OPA funded programs is strongly encouraged to further defer the costs of project implementation beyond what the applicant may be eligible for under this program.

Disclosure of Incentives obtained from other Parties:

As a condition of participation, the applicant must disclose the full incentive amounts pledged by other parties. Enbridge or its representatives reserve the right to contact other funding entities and verify incentives released or pledged. Signing the application is the applicant's authority for Enbridge to make these requests.

Technical Eligibility:

Technical eligibility of equipment is specified on the applicable worksheet. Only those products that comply will be considered for incentives under this program.

If the equipment being specified by the applicant is not eligible within one of the prescriptive project worksheets, then the applicant is directed to consider applying under the custom project path (see the custom project application guideline document for assistance).

Application Evaluation and Acceptance:

Applications must be submitted prior to October 31, 2010. Applications will undergo a pre-screening process confirming that all the above conditions have been met. Applications that fail to meet the above criteria will be returned to the applicant with an explanation of the deficiency. Applicant may re-submit after deficiencies have been addressed.

Project evaluation will be conducted by an independent third party (Project Evaluator) that is contracted by Enbridge. Their role will be to assess the viability of projects proposed in participant applications and to determine whether the proposed measures meet the program requirements and that they have been installed.

In-service date of project:

For the project to be eligible for incentives under this program, the project must be completed (be in service), delivering kW savings and all required final documentation submitted prior to December 1, 2012. Projects that are not completed and put into service prior to December 1, 2012, risk having their application rejected and the incentive offer withdrawn.

The applicant must notify Enbridge of the anticipated completion date.

If the kW savings for a completed prescriptive project have deviated materially from the kW savings indicated in the application, the applicant will be required to recalculate the kW savings for the project on an "as built" basis using applicable worksheets.

Verification:

Enbridge reserves the right to conduct site audits of completed projects.

Project Permanence:

Projects must remain in service and delivering the projected savings for a period of at least 36 months.

HPNC Support:

For information and support regarding this program, obtaining application forms or submitting an application, please contact Enbridge at 1-888-OPA-HPNC (1-888-672-4762) or hpnc@enbridge.com.

Please monitor our website www.hpnc.ca for more information and program updates. All program documents and forms can be downloaded from website.

For Application:

- ❑ Fill in HPNC Program application form and send an original signed copy by mail to Enbridge
- ❑ Fill in the appropriate worksheets
- ❑ Contact Enbridge to set-up access to FTP site for file transfer
- ❑ Send the application, worksheets and supporting documentation to Enbridge
- ❑ For completed applications received on or after March 15, 2010, CFL's cannot represent more than 70% of the demand savings for which an incentive is being requested. Enbridge reserves the right to withhold incentives on those projects that do not qualify.

For Notification of Project Completion:

- ❑ If nothing has changed from the original application please notify Enbridge in writing of building completion and submit the invoices and proof of payment for the equipment indicated on the worksheet(s).
- ❑ If the equipment installed has deviated from the kW savings indicated in the application then please submit a new worksheet(s) on an "as built" basis. Also, please include any and all supporting documentation including invoices and proof of purchase with appropriate changes.