



## Delaware Energy Efficiency Industrial Prescriptive Grant Application

DNREC Division of Climate, Coastal, and Energy  
100 West Water Street, Suite 5A, Dover, DE 19904 Phone: (302) 735 - 3480

### Program Description

The Delaware Department of Natural Resources and Environmental Control offers grant funding through the Energy Efficiency Industrial (E2I) to help Delaware businesses offset the upfront costs for energy-efficient improvements. The Prescriptive Grant Application covers common energy-efficient lighting.

### Application and Instructions

#### Eligible Participants

To be eligible for lighting grant money in E2I, you must pair this application with the custom application and meet all of those requirements. Additionally, to participate in the E2I Program, all four (4) of the following statements must be true:

1. Applicant must be a customer of Delmarva Power and Light Company.
2. Applicant has not received a grant outside of the E2I Program for the same measure(s).
3. The project is to be completed at an existing facility (new construction is not eligible for this program).
4. Applicant's annual electric energy usage exceeds 10,000 MWh and/or applicant's annual natural gas usage exceeds 95,000 MMBtu.

#### Eligible Equipment

All proposed and installed equipment must be new and existing equipment must be removed and retired from use. Applicant is responsible for the proper disposal or recycling of any waste generated as a result of the project, including safe disposal of fluorescent bulbs and ballasts. DNREC reserves the right to request a recycling/disposal plan.

#### Approval Requirements

Pre-approval is required for all applications prior to any equipment purchase or any services completed. A completed and signed E2I Prescriptive Grant Application and appropriate manufacturer data sheets for each type of equipment must be submitted for review and pre-approval prior to purchasing and installing any equipment. Applications that have been received will be classified as "pending" and will expire after 3 months if any missing documentation is not provided. After receipt of the completed application and any required supplementary documentation, DNREC will evaluate the project for consideration of project pre-approval. If the project is pre-approved, the applicant will be notified in writing to proceed. All projects must be completed within one year from pre-approval.

### Application Instructions

#### Step 1

Verify that your project meets the eligibility requirements specified on the individual application forms. Contact DNREC Division of Climate, Coastal, and Energy at 302-735-3480 or [Felicity.Laird@delaware.gov](mailto:Felicity.Laird@delaware.gov) with any questions about eligibility.

#### Step 2

Complete the appropriate application based on your project type. Refer to the Application Checklist in each application to verify that all required information and documentation are included for submission. The applicant must agree to the terms and conditions by signing the application. Applicants must indicate if the payment is being received by the applicant or the contractor/vendor. The party receiving the payment must submit a State Substitute W-9 form electronically at <https://esupplier.erp.delaware.gov>.

Applications and supportive documentation should be submitted by email to [Felicity.Laird@delaware.gov](mailto:Felicity.Laird@delaware.gov).

#### Step 3

Applications will be reviewed, if the program requirements are met, a pre-approval letter reserving program funds will be issued by DNREC to the applicant. After pre-approval, participants may purchase and install their energy-efficient equipment. Applicants must notify DNREC in writing if there are any changes to the pre-approved scope of work.

#### Step 4

Upon project completion, applicants must return the signed pre-approval letter and provide itemized invoices for the installed energy efficiency equipment. Invoices must be itemized to show the cost of each unit purchased and applicants must highlight any changes in the project scope which may result in an adjustment of the approved grant amount.

DNREC may require a post-installation inspection to verify compliance with program rules, verify the accuracy of project documentation and equipment operation. DNREC will process the grant within 60 days of receipt of the final application package and all supporting documentation, or 30 days after a scheduled inspection if required. After approval, DNREC will mail the grant to the applicant unless specified otherwise.



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## LIGHTING APPLICATION

| Applicant Information   |  | Control Number:                                  |
|---|--|--|
| Name of Company:  |  |  |
| Site Address:   |  |  |
| City:   | State:   | Zip code:  |
| Mailing Address:  |  |  |
| City:   | State:   | Zip code:  |
| Name of Contact Person:   |  |  |
| Email:  |  |  |
| Office Phone:   | Are you a Minority, Woman, and/or Veteran-owned Business? Yes No |  |
| Select organization type:   |  |  |
| Corporation   | Partnership  | Individual/Sole Proprietor Tax Exempt Non-profit |
| <b>Contractor Information (if applicable)</b>   |  |  |
| Name / Company:   | DE Business License #  |  |
| Trade Specific License and/or Certification #:  |  |  |
| Email:  | Daytime Phone:   |  |
| Mailing Address:  |  |  |
| City:   | State:   | Zip code:  |
| Grant payments are typically processed to the applicant. The applicants signature below agrees to transfer the grant payment to the above named company or individual. I hereby certify that I understand that I will not receive the grant payment for this project: |  |  |
| Applicant Signature:  |  | Date:  |
| <b>Installer Information (if applicable)</b>  |  |  |
| Name / Company:   | DE Business License #  |  |
| Trade Specific License and/or Certification #:  |  |  |
| Email:  | Daytime Phone:   |  |
| Mailing Address:  |  |  |
| City:   | State:   | Zip code:  |
| Grant payments are typically processed to the applicant. The applicants signature below agrees to transfer the grant payment to the above named company or individual. I hereby certify that I understand that I will not receive the grant payment for this project: |  |  |
| Applicant Signature:  |  | Date:  |
| <b>Vendor Information (if applicable)</b>   |  |  |
| Name / Company:   | DE Business License #  |  |
| Trade Specific License and/or Certification #:  |  |  |
| Email:  | Daytime Phone:   |  |
| Mailing Address:  |  |  |
| City:   | State:   | Zip code:  |
| Grant payments are typically processed to the applicant. The applicants signature below agrees to transfer the grant payment to the above named company or individual. I hereby certify that I understand that I will not receive the grant payment for this project: |  |  |
| Applicant Signature:  |  | Date:  |
| <b>Site Information</b>   |  |  |
| Square footage:   | Number of floors:  |  |
| Year built:   | Building type (office, hospital, etc):                           |  |
| Annual hours of operation:  | Building heat check all that apply:                              |  |
|   | Electric Steam Natural Gas Oil Other                             |  |



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### LIGHTING APPLICATION

Applicant Name:

Control Number:

### Benchmarking/Measurement and Verification Information

Will you be benchmarking your project? If yes, who will be performing the benchmarking? (Your organization or a third party)

If yes, would you be willing to share your data with the Energy Efficiency Industrial grant program?

The State Energy Program Revolving Loan Fund (SEPRLF) can be used to supplement an E2I grant or as a stand-alone loan. The program offers low-interest loans for installation of energy efficiency measures that, in turn, lower their bills while reducing the environmental impacts of energy production, delivery and use. Loan approval will not compromise an applicant's E2I grant amount, meaning that loans can be used in combination with a grant to help pay the balance of the project cost. Would you be interested in discussing loan opportunities?

If yes, please provide the contact information of whom DNREC should contact to discuss these opportunities:



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## LIGHTING APPLICATION

**Applicant Name:**

**Control Number:**

### General Requirements

These lamps should be applied in accordance with national best practices in lighting design such as IESNA Recommended Practices and lighting power densities prescribed by local and state building codes.

**High Performance T8 (HPT8) Linear Fluorescent System:** To be eligible for rebates, all T8 lamps and ballasts must be HPT8 and listed on the Consortium for Energy Efficiency's (CEE) Qualifying Products List available at <http://library.cee1.org/content/commercial-lighting-qualifying-products-lists>.

| Description   | Specification  | Rebate per Fixture |
|---|--|--------------------|
| Relamp / Reballast to HPT8                                  | Must use low ballast factor<br>Must be an upgrade of an existing T8 or T12 | \$5                |
| New HPT8 Fixture  | Must use low ballast factor<br>Includes any HPT8 fixture type              | \$5                |
| New or Retrofit 2-Lamp HPT8 High Efficiency Troffer Fixture | Must use low ballast factor<br>Fixture efficiency must be 80% or greater   | \$15               |
| New HPT8 High Bay Fixture                                   | Must use low ballast factor<br>Fixture efficiency must be 85% or greater   | \$25               |

### T5 Linear Fluorescent Systems

| Description   | Specification                             | Rebate per Fixture |
|---|---|--------------------|
| New T-5 Fixture   | Includes any T5 fixture type              | \$5                |
| New or Retrofit 2-lamp T5 High Efficiency Troffer Fixture | Fixture efficiency must be 85% or greater | \$15               |
| New T5HO High Bay Fixture                                 | Fixture efficiency must be 90% or greater | \$30               |

### Interior LED Lighting

| Description  | Specification  | Rebate per Fixture |
|--|--|--------------------|
| LED Linear Lamp  | Must be DesignLights Consortium qualified<br><a href="http://www.designlights.org/QPL">http://www.designlights.org/QPL</a>                       | \$8                |
| LED Screw-based lamps                                    | Must be ENERGY STAR qualified<br><a href="http://www.energystar.gov/productfinder/product/">http://www.energystar.gov/productfinder/product/</a> | \$7                |
| Recessed and Surface/ Pendant-mounted Downlight Fixtures | Must be ENERGY STAR qualified<br><a href="http://www.energystar.gov/productfinder/product/">http://www.energystar.gov/productfinder/product/</a> | \$20               |
| Track Lighting Fixtures                                  | Must be DesignLights Consortium qualified  | \$30 per head      |
| Refrigerated Case Fixtures                               | Must be DesignLights Consortium qualified  | \$10 per foot      |
| Freezer Case Fixtures                                    | Must be DesignLights Consortium qualified  | \$10 per foot      |
| Display Case Fixtures                                    | Must be DesignLights Consortium qualified  | \$10 per foot      |
| 1'X4' LED Troffer or Panel Ambient Light Fixtures        | Must be DesignLights Consortium qualified  | \$40               |
| 2'X2' LED Troffer or Panel Ambient Light Fixtures        | Must be DesignLights Consortium qualified  | \$40               |
| 2'X4' LED Troffer or Panel Ambient Light Fixtures        | Must be DesignLights Consortium qualified  | \$40               |
| High- and Low-Bay Fixtures                               | Must be DesignLights Consortium qualified  | \$100              |



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## LIGHTING APPLICATION

Applicant Name:

Control Number:

Exterior LED Lighting: All products must be qualified by the DesignLights Consortium. <http://www.designlights.org/QPL>

| Description  | Specification               | Rebate per Fixture |
|--|-----------------------------|--------------------|
| Outdoor Parking or Roadway Fixtures and Retrofits Kits;            | < 5,000 lumens              | \$75               |
| Parking Garage or Canopy Fixtures and Retrofit Kits;               |                             |                    |
| Outdoor Wall-Mounted Area Fixtures (Wall Packs) and Retrofit Kits; | ≥ 5,000 but < 10,000 lumens | \$100              |
| Bollard Fixtures;  |                             |                    |
| Outdoor Flood and Spot Fixtures                                    | ≥ 10,000 lumens             | \$125              |



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## LIGHTING APPLICATION - SUMMARY PAGE

**Applicant Name:**

**Control Number:**

### Project Description

Please briefly describe the project below, including the following information:

- Total project cost (Be sure to separately show equipment/materials and labor)
- Itemized project costs (Be sure to separate according to measures seeking grant funding. This list should include all measures shown on the following page.)
- Total grant award request (Be sure to include all measures in this total.)
- Itemized grant award requests (Be sure to separate according to measures seeking grant funding. This list should include all measures shown on the following page.)



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## LIGHTING APPLICATION - DETAIL PAGE

**Applicant Name:**

**Control Number:**

### Project Description

Please briefly describe the project below, including the following information:

#### Lighting

- Pre & post fixture type description
- Pre & post fixture wattage
- Pre & post ballast factor
- Fixture count & location
- Operating hours
- Installation costs
- Exterior or interior
- Fixture/lamp cut sheets

Project Description:

Total Project Annual Energy Use Reduction (must show calculation and provide documentation to support):

Submit the following with the application:

1. Cut sheets for all equipment, including technical data and testing laboratory information
2. Documentation of estimated project costs (i.e. quotes)
3. Copy of **twelve** consecutive electric and /or natural gas utility bills

### Grant Calculation

#### Fluorescent Lighting

| Lighting Type | Install Date | # of Hours Lights are ON per week | # of Lamps per fixture | (A)<br># of Fixtures | (B)<br>Rebate per Fixture | (A x B)<br>Rebate total |
|---------------|--------------|-----------------------------------|------------------------|----------------------|---------------------------|-------------------------|
|               |              |                                   |                        |                      |                           |                         |
|               |              |                                   |                        |                      |                           |                         |

#### LED Lighting

| Lighting Type | Install Date | # of Hours Lights are ON per week | # of Lamps per fixture | (A)<br># of Fixtures | (B)<br>Rebate per Fixture | (A x B)<br>Rebate total |
|---------------|--------------|-----------------------------------|------------------------|----------------------|---------------------------|-------------------------|
|               |              |                                   |                        |                      |                           |                         |
|               |              |                                   |                        |                      |                           |                         |
|               |              |                                   |                        |                      |                           |                         |

Total Project Cost

Total Grant Award



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## LIGHTING APPLICATION - LIGHTING POWER DENSITY COMPLIANCE

**Applicant Name:**

**Control Number:**

### Lighting Power Density Table

Please complete the table below, columns A through E, and be sure to reference the Building Area Type table at the bottom of this page. Column F to be completed by DNREC or its program evaluator. Please be sure to attach a lighting schedule\* and a ceiling plan showing the installed wattage listed below. This page is used to show compliance with Delaware's building energy code, which currently references ASHRAE 90.1-2010. (Installed wattage is calculated using each fixture's rating.)

| A                                       | B                           | C                                      | D                    | E  | F  |
|---|-----------------------------|--|----------------------|--|--|
| Building Area Type<br>(see table below) | Building Area<br>(sq., ft.) | Estimated Annual<br>Hours of Operation | Installed<br>Wattage | Lighting Power<br>Allowance<br>(per table below) | Installed Lighting<br>Power Density<br>(W/sq. ft.) |
|   |                             |  |                      |  |  |
|   |                             |  |                      |  |  |
|   |                             |  |                      |  |  |

| BUILDING AREA TYPE      | LPD (w/ft <sup>2</sup> ) |
|-------------------------|--------------------------|
| Automotive facility     | 0.9                      |
| Convention center       | 1.2                      |
| Courthouse              | 1.2                      |
| Dining: bar             | 1.3                      |
| Dining: cafeteria/fast  | 1.4                      |
| Dining: family          | 1.6                      |
| Dormitory               | 1.0                      |
| Exercise center         | 1.0                      |
| Fire Station            | 0.8                      |
| Gymnasium               | 1.1                      |
| Health care clinic      | 1.0                      |
| Hospital                | 1.2                      |
| Hotel                   | 1.0                      |
| Library                 | 1.3                      |
| Manufacturing facility  | 1.3                      |
| Motel                   | 1.0                      |
| Motion picture theater  | 1.2                      |
| Multifamily             | 0.7                      |
| Museum                  | 1.1                      |
| Office                  | 0.9                      |
| Parking garage          | 0.3                      |
| Penitentiary            | 1.0                      |
| Performing arts theater | 1.6                      |
| Police station          | 1.0                      |
| Post office             | 1.1                      |
| Religious building      | 1.3                      |
| Retail                  | 1.4                      |
| School/university       | 1.2                      |
| Sports arena            | 1.1                      |
| Town hall               | 1.1                      |
| Transportation          | 1.0                      |
| Warehouse               | 0.6                      |
| Workshop                | 1.4                      |

**Lighting schedule must include the following information for all lighting fixtures:**

- Manufacturer
- Model number
- Description (include lighting source type, i.e. LED, fluorescent)
- Wattage
- Voltage
- Ballast type (i.e. electronic, rapid start)
- Mounting (i.e. wall, recessed, track, suspended)
- Quantity





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### LIGHTING APPLICATION - CHECKLIST, TERMS AND CONDITIONS

**Applicant Name:**

**Control Number:**

**Application Checklist:** Please include the following items:

- ☐ Completed and signed Lighting Application
- ☐ Copy of applicant's electric and/or natural gas utility bills (12 consecutive months)
- ☐ Supporting documentation, including manufacturer's specification (cut) sheets for equipment.
- ☐ Copy of installing contractor's active Delaware business license, Delaware trade specific license, certificate of general liability insurance, and training certificates.
- ☐ Delaware State Substitute W-9 form must be completed for payment recipient.  
The form must be submitted electronically at: <https://esupplier.erp.delaware.gov>

#### Terms and Conditions

##### Application Process

1. Equipment must be new, purchased and installed before the grant payment can be issued.
2. Project pre-approval is required prior to any equipment purchase or any services completed for all grant applications.
3. Commitment of grant is subject to availability of program funds.
4. Applicant is fully responsible for providing a complete application and supporting documents.

##### Project Eligibility

5. All qualifying systems must be installed in accordance with the standards and specifications of the manufacturers of the components in the system, in compliance with all federal, state, and local safety, building and environmental codes and ordinances and these guidelines. The applicant agrees, as a condition of participation in the program, to remove and dispose at its sole cost and expense any and all equipment or materials that are replaced or removed in accordance with all applicable laws, rules, and regulations.
6. All equipment must be tested to Underwriters Laboratory ("UL") standards and be UL listed and installed per manufacturer's instructions.
7. Full 3-year warranty against component failure, malfunction and premature output degradation on all equipment is required. DNREC neither expressly nor implicitly warrants the performance of installed equipment.
8. DNREC does not endorse any particular manufacturer, product or system in promoting this program.
9. Installing contractor, and anyone acting under its direction, shall at its own expense procure and maintain in full force at all times Commercial General Liability Insurance with a bodily injury and property damage combined single limit of liability of at least one million dollars (\$1,000,000) for any occurrence.
10. Installing contractors shall maintain appropriate education and licenses, industry certificates, and accreditations to ensure the program preserves the end-users' expectation of professional work. The installing contractor must have an active Delaware business license, Delaware trade specific license and training certificates.

##### Payment

11. Equipment must be new and installed before the grant can be issued.
12. The grant payment will be made no later than 60 days after the application approval. The applicant may assign the incentive payment to the contractor. Incomplete or missing information will delay processing of application and payment.
13. The Fund will not pay more than 30 percent of the total project cost for any proposed project as detailed on itemized invoices. Individual grants will not exceed \$500,000 without written approval from the Division Director. No company or affiliated group of companies under common ownership/control can receive more than \$1,000,000 in grants within a three year period. There is an additional cap on total lighting awards which shall not exceed \$400,000 within a three year period.
14. If DNREC determines that the customer eligibility, proposed equipment or installed equipment does not meet the program's criteria, DNREC may withhold payment of the grant amount and/or require changes before issuing payment.

##### Site Inspection

15. DNREC may conduct an onsite visit prior to installation to inspect the facility's existing equipment or conduct a post installation visit.
16. The applicant agrees to allow DNREC or its program evaluator to conduct on-site inspections to verify that the qualified measures are installed and to conduct other measurement and verification activities to assess the amount of energy savings achieved.
17. The applicant further agrees to allow DNREC or its program evaluator to have access to the awarded facility's energy use data for a period of at least two years following installation of the incentivized measures.

##### Tax Liability

18. The applicant is responsible for any tax liability imposed as a result of the payment of grants. Please contact your tax professional for more information.

##### Changes to the Program

19. DNREC may change the program and the Terms & Conditions at any time without notice. Pre-approved applications will be processed to completion under the Terms & Conditions in effect at the time of the approval by DNREC.
20. Periodic changes to the program may include but are not limited to: program offerings due to funding availability, updates driven by Delaware's building energy code and updates that reflect changes in the energy efficiency technology market.

#### Agreement and Signature

I certify that all statements made in this application (including worksheets) are true and correct to the best of my knowledge. I agree to the terms and conditions of the program set forth in this application.

#### Applicant

Printed Name:

Date:

Signature :

Date:

#### Contractor

Printed Name:

Date:

Signature:

Date: