



Dear Member:

Thank you for inquiring about your New Hampshire Electric Cooperative's (NHEC) 2010 Low Temperature Heat Pump Rebate Program. Below are important points you need to know in order to expedite the processing of your rebate. Please read carefully!

- **All projects must be pre-approved before installation begins. Rebates will not be awarded retroactively for systems that did not receive pre-approval.**
- Rebates are available on a first come, first-serve basis. There are a limited number of rebates available in 2010. The rebate is up to \$4,000.
- For new construction, your home must meet Energy Star requirements. For existing construction, your home must receive a HERS rating of 80 or less. Call for commercial buildings.
- Receipt of your completed application with supporting documents (see checklist) will put you in the queue for a rebate. If your project is pre-approved, NHEC will send a pre-approval letter to you.
- To receive 2010 program year rebates, your project must be installed and operating and all paperwork received by NHEC no later than December 31, 2010.
- By receiving a rebate, you will be giving NHEC rights to your Renewable Energy Certificates. These certificates are used to help the Cooperative reach its Renewable Energy Portfolio requirements. See [http://www.nhec.com/rates\\_rps\\_compliance.php](http://www.nhec.com/rates_rps_compliance.php).
- NHEC does not guarantee energy performance of your system.

All documents should be mailed to: NHEC LTHP Program, 579 Tenney Mountain Highway, Plymouth, NH 03264. Please call 1-800-698-2007 if you have any questions.

Thank you.

NHEC



**NEW HAMPSHIRE ELECTRIC COOPERATIVE'S (NHEC) 2010 LOW TEMPERATURE HEAT PUMP REBATE PROGRAM APPLICATION CHECKLIST (please keep for your records)**

Please send in the following documents, which constitute your rebate application (important note- applications must be pre-approved before installation of your system begins):

1. \_\_\_\_\_ NEW HAMPSHIRE ELECTRIC COOPERATIVE'S (NHEC) 2010 LOW TEMPERATURE HEAT PUMP REBATE PROGRAM APPLICATION FORM
2. \_\_\_\_\_ PROGRAM TERMS AND CONDITIONS (to be signed and initialed by member)
3. \_\_\_\_\_ PROPOSAL OR CONTRACT FROM INSTALLER (to be signed by member and installer)
4. \_\_\_\_\_ SYSTEM DESCRIPTION AND EQUIPMENT LIST (to be provided by installer to member. May be included elsewhere)

**Please send in the following once your system is installed and is operating:**

1. \_\_\_\_\_ NEW HAMPSHIRE ELECTRIC COOPERATIVE'S (NHEC) 2010 LOW TEMPERATURE HEAT PUMP REBATE PROGRAM COMPLETION FORM (to be filled out by installer and member)
2. \_\_\_\_\_ GRANTING OF RIGHTS TO RECS FORM (to be signed by member)
3. \_\_\_\_\_ FINAL CONTRACT WITH FINAL PRICING (signed by member and installer).



**NEW HAMPSHIRE ELECTRIC COOPERATIVE'S (NHEC) 2010 LOW TEMPERATURE HEAT PUMP REBATE PROGRAM APPLICATION FORM**

<b>Member (s):</b>		<b>Builder/Contractor:</b>	
Current Address:		SS# or Fed. I.D.:	
City, State, Zip		Address:	
Home Phone:	E-mail:	City, State, Zip:	
Project Address:		Phone Number:	
City, State, Zip		Start Date:	Completion Date:

If you are building a home in the New Hampshire Electric Cooperative, Inc.'s service territory or converting an existing heating system, you may be eligible for up to \$4,000 in incentives, plus \$500 for all duct work being installed in conditioned space. **Applications must be received prior to construction of the building and the installation of any equipment.**

**WHAT YOU NEED TO DO:**

- NEW CONSTRUCTION** – submit application and plans along with this completed application form to Chris Johnson NHEC, 579 Tenney Mountain Highway, Plymouth, NH 03264. Please note, the attached “Building Information” form must be completed for plans review. Plans review and site inspection fee of \$700 will be paid for out of the incentive. There is no upfront cost to the member.
- CONVERSION** or **LOW TEMPERATURE HEAT PUMP REPLACEMENT** – Submit application and contact Chris Johnson at (603) 536-8672 to schedule an onsite evaluation. A \$350 deposit is required with the application payable to NHEC.
- PLANS REVIEW** – The Program Coordinator will review the plans and/or conduct the energy rating analysis. If the home does not already meet HERS Rating standards (70), upgrade options will be presented in consultation with the builder, buyer and/or owner.
- SITE VISITS** – The Program Coordinator will conduct **required** site visits necessary for certification. There are typically two site visits conducted: after insulation / before drywall and when the home is complete (mechanical systems are operating). The purpose of site visits is to verify that the home is built to the agreed specification.
- FINAL RATING** – Upon completion of the site visits, a Home Energy Rating is delivered to the applicant and incentive funds will be issued.

**Building Information (New Construction Only)**

Please fill in the following information and submit with full-sized copies of the building plans, including:

- Plans: foundation, floor and site plan indicating building compass orientation
- Elevations indicating grade level for all sides of the building.
- Sections to clarify any cathedral/vaulted ceiling, floor level, and wall assembly details.
- Complete window schedule with rough opening dimensions. Indicate on plans all window sizes and U-value.

(Please complete Building Information data sheet)

**SECTION I: Insulation Specifications**

Insulation Location	Insulation Thickness	Insulation R-Value	Insulation Type*	Stud/Joist Spacing (o.c.)
Flat ceilings (w/attic above)				
Sloped/cathedral ceilings				
Exterior frame walls				
Rim/Band joists				
Floor over unconditioned basement				
Floor over garage				
Cantilevered floor				
Foundation walls				
Basement frame/walkout walls				
Under-slab insulation				Ins. Width (feet)
Slab perimeter insulation				Ins. Depth (inches)

\*If foam insulation is used, specify type such as: isocyanurate, expanded or extruded polystyrene, etc.

**SECTION II: Door and Window Specifications**

<b>Exterior Doors</b>	<input type="checkbox"/> Insulated Steel	<input type="checkbox"/> Fiberglass	<input type="checkbox"/> Wood	<input type="checkbox"/> Other	<input type="checkbox"/> Storm
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<b>Windows</b>	Manufacturer	NFRC whole-unit U-Value	NFRC SHGC
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**SECTION III: Mechanical Specifications**

<b>Heating Equipment</b>	<input type="checkbox"/> Gas	<input type="checkbox"/> Oil	<input type="checkbox"/> GeoExchange <input type="checkbox"/> Open loop / <input type="checkbox"/> Closed loop	<input type="checkbox"/> Other
	<input type="checkbox"/> Warm air	<input type="checkbox"/> Hot water baseboard	<input type="checkbox"/> Radiant floor	<input type="checkbox"/> Other
	Manufacturer		Model number	
Rated output capacity (Btu/hr or tons)			AFUE or COP rating	

<b>Cooling Equipment</b>	<input type="checkbox"/> Central A/C	<input type="checkbox"/> Low E
	Manufacturer	Model number
	Rated output capacity (Btu/hr or tons)	SEER

<b>Water Heater</b>	<input type="checkbox"/> Gas	<input type="checkbox"/> Oil	<input type="checkbox"/> GeoExchange <input type="checkbox"/> Desuperheater <input type="checkbox"/> Dedicated	<input type="checkbox"/> Electric
	<input type="checkbox"/> Stand alone	<input type="checkbox"/> Indirect fired	<input type="checkbox"/> Tankless coil	<input type="checkbox"/> Instantaneous
	Manufacturer		Model number	
Rated output capacity (Btu/hr or tons)			Energy Factor (EF)	

<b>Ventilation System</b>	<input type="checkbox"/> Exhaust-only (rated for continuous operation)	<input type="checkbox"/> Heat Recovery Ventilator
	Manufacturer	Model number

<b>General</b>	<input type="checkbox"/> Conditioned basement	<input type="checkbox"/> Ducts in unconditioned space. Specify location:
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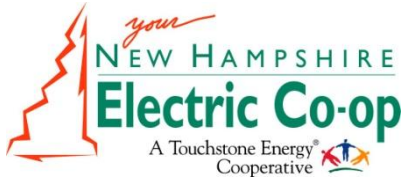
<b>Renewable Energy Sources</b>	Solar Hot Water, Photovoltaics, Wind
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**I have read NHEC's Low Temperature Heat Pump Program Regulations, the Recommended/Required Guidelines, The Thermal Bypass Checklist and understand these rules as they apply to my project potentially receiving an incentive.**

Applicant Signature	Date
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Member Name: \_\_\_\_\_

Initials \_\_\_\_\_



## NEW HAMPSHIRE ELECTRIC COOPERATIVE'S (NHEC) 2010 LOW TEMPERATURE HEAT PUMP REBATE PROGRAM TERMS AND CONDITIONS

### 1. Rebates

Subject to these terms and conditions, NHEC will award rebates to eligible NHEC active members for the installation of new commercially available Low Temperature Heat Pump systems including the air handler, ductwork, refrigeration, piping, labor, etc. All installations must comply with local, State of NH, and National codes. The system must be installed by a qualified installer. Do it yourself installations do not qualify. Application must be received and pre-approved prior to the beginning of installation of the system.

To receive 2010 program year rebates, your project must be completely installed and operating and all documentation received by NHEC no later than December 31, 2010. Projects may carry over into 2011 if funds are available.

Each capital credit account can participate one time in each of NHEC's 2010 Social and Environmental Responsibility Programs.

Program definitions:

Low Temperature Heat Pump: presently, the only product that qualifies is the Hallowell International Acadia All Climate Heat Pump.

Qualified Installer: a sole proprietorship; company; corporation; limited liability company; or other organization authorized to conduct business in the State of NH that is normally commercially engaged in the installation of heat pumps and has been properly trained on the Hallowell Acadia All Climate Heat Pump.

Do it yourself installation: any other type of installation project.

To the extent that funds are available, the following rebates will apply:

	<b>New Construction ***</b>	<b>Conversion</b>	<b>Replacement</b>
Rebate	<b>\$1,500/Ton \$4,000 max.</b>  \$700 to be used for building and duct analysis	<b>\$1,500/Ton \$4,000 max.</b>  \$700 to be used for building and duct analysis	<b>\$1,000/Ton \$2,500 max.</b>  \$700 to be used for building and duct analysis
Deposit	<b>\$0</b>	<b>\$350 *</b>	<b>\$350 *</b>
HERS Rating	70 or less	80 or less **	80 or less **

\*Deposits are refundable if the project is approved and goes forward.

\*\*May be waived if under certain circumstances or if enrolled in the Energy Solutions (Electric Heat) Program

\*\*\*Bonus of \$500 for ductwork installed in conditioned space. Tonnage is determined by the rating of the equipment in cooling mode.

## **SYSTEM REQUIREMENTS**

**NHEC will advise and monitor the progress regarding contracts, costs, design, etc. NHEC is not providing technical or mechanical advice for heat pump installations.**

### **Conversion and Heat Pump Replacement (for Existing Construction)**

The building must meet a HERS rating of 80 or less and the ductwork must be properly insulated and properly sealed. For projects requiring new ductwork, a duct design is required.

### **New Construction Requirements**

In order to align NHEC's Program with the new EPA Energy Star Guidelines effective 7/1/07. The following will be required in order to qualify for incentives. This is not intended to place undue burden or expense, but will insure better performance from the building shell and heating/cooling equipment and reduce energy expenses.

The home must meet EPA Energy Star Standards - Energy Star/ NHEC Program Requirements:

The building must meet all conditions of the EPA's Thermal Bypass checklist [www.energystar.gov](http://www.energystar.gov).

The low temperature heat pump must be Energy Star rated. Programmable thermostats must have adaptive recovery technology. Windows must have U-Factor of 0.35 or less.

**Air Distribution Systems** – Duct work is subject to pressure testing. Joints and seams of all duct work in unconditioned areas must be sealed with mastic or other

approved material and insulated to R-8. Any system not meeting these requirements will be subject to a reinspection fee to be deducted from program incentives. **Bonus incentive (\$500) available for all duct work being located in conditioned space.**

Energy Star Program rebates may also be available for lighting fixtures, ventilation equipment and appliances (refrigerator, dishwasher and washing machine). Products must be Energy Star rated.

One exhaust fan rated for continuous operation, 1.5 sones or less with a timer is required for a typical home.

### **Manufactured or Modular Homes:**

The Manufacturer must be registered as an EPA Energy Star Partner.

A completed Energy Star installation checklist must be submitted with application along with a list of contact information for 3<sup>rd</sup> party verification company.

## **2. Member Eligibility**

Funds will be distributed on a first-come, first-serve basis. Systems must be installed in NHEC's service territory (at an active member account) and NHEC reserves the right to limit each member to one rebate. Energy produced must be used at the member's home or business.

## **3. Completed Application**

Receipt by NHEC of the completed application will put the member in the queue for a rebate.

## **4. Pre-Approval and Pre-Installation**

Before installation work begins, pre-approval from NHEC is required for all projects. After an application is pre-approved by NHEC, the member will receive written notification of the maximum pre-approved rebate. NHEC reserves sole discretion to approve or disapprove of any Low Temperature Heat Pump system proposed. NHEC reserves sole discretion to determine if an installer is qualified or an installation is qualified as described above.

The following are required in addition to other requirements listed herein:

- a. The project must be deemed feasible regarding payback, energy savings, practicality, etc. by a qualified installer.
- b. The system will remain permanently installed for at least 10 years
- c. The building that the system serves must be "on the NHEC electric grid" for a period of five years after completion of the project. Failure to do so will result in member paying NHEC the rebate amount within 60 days of going "off grid."

Submission of an application does not entitle member to program participation. Participation can only occur after NHEC has given written pre-approval.

## **5. Monitoring and Evaluation Follow-up Visits**

NHEC reserves the right to make a reasonable number of follow-up visits after the actual project completion date and filing of Project Completion Form. Such visits will be at a time convenient to the member. The purpose of these visits is to provide NHEC with an opportunity to review operation of the system. The scope of the review of the design and installation of the system is limited solely to determining whether program conditions have been met. It does not include any safety review.

## **6. Schedule for Rebate Payment**

NHEC expects all rebates to be paid 30 days after the Monitoring and Evaluation Follow-up visit and project completion. This visit may take 30 days or more to schedule. Project completion includes:

- a. receipt of all Application documentation
- b. completed installation of the system and the system is operating
- c. receipt of the Completion Form
- d. receipt of the final contract with final pricing (if changed from the original contract)
- e. Monitoring and Evaluation visit as deemed necessary by NHEC
- f. NHEC's acceptance of the above, all in accordance with the specifications outlined elsewhere in the Terms and Conditions

## **7. Changes in or Cancellation of the Program**

NHEC may change and/or cancel the program requirements, rebates, and/or Terms and Conditions at any time without prior notice to members. In the event of a program change, pre-approved applications will be processed to completion under the Terms and Conditions in effect at the time of pre-approval.

## **8. Publicity of Member Participation**

NHEC may wish to publicize your participation in the program, the results, the amount of rebates paid to participants, and any other information which reasonably relates to participation in this program without compromising your reasonable expectations of confidentiality.

## **9. Installation/Completion Schedule Requirements**

Rebate funding will be held in queue for a period of four months from the date of application to the date of project completion. All projects must be completed on or before December 31, 2010. All documentation must be received by NHEC on or before December 31, 2010. Projects may carryover into 2011 if funds are available.

## **10. Limitation of Liability and Indemnification**

NHEC's liability under these Terms and Conditions will be limited to paying the rebate amounts specified herein. NHEC and any of its affiliates, consultants, or contractors shall not be liable for any consequential or incidental damages or for any damages in tort (including negligence) caused by any activities associated with these Terms and Conditions or in the Program.

The member shall protect, indemnify, and hold harmless NHEC from and against all liabilities, losses, claims, damages, judgments, penalties, causes of action, costs, expenses (including, without limitation, attorney's fees and expenses) incurred by or assessed against NHEC arising out of or relating to performance of these Terms and Conditions.

### **11. No Warranties**

NHEC does not qualify, endorse, guarantee, nor warrant any particular manufacturer, product, or installer and provides no warranties, expressed or implied, for any product or services. The member's reliance on warranties is limited to any warranties that may arise from, or be provided by installers, contractors, vendors, etc. NHEC merely maintains a list of installers and equipment. It is the member's responsibility to determine if an installer is qualified to perform the work needed for the project and the equipment specified by the installer is appropriate for the project.

Member acknowledges that neither NHEC nor any of its consultants or affiliates are responsible for assuring that the design, engineering and construction of the system is proper or complies with any particular laws, codes, or industry standards. NHEC is not providing design and/or system technical advice and shall not be considered as doing so. Member should seek design and/or system technical advice from the qualified installer or another qualified individual.

NHEC makes no representations of any energy and/or demand performance results to be achieved by the system.

### **12. Limitations of Liability**

In no event will NHEC be liable to member for any lost profits, lost savings or incidental, indirect, liquidated, special or consequential damages, arising out of member's participation in this program. NHEC's liability will be limited to the rebate amounts described herein.

### **13. No Advice on Taxes, Property Tax Exemptions, or State of NH Rebates**

Members may qualify for a federal tax credit, a local property tax exemption, and/or a State of NH Rebate. NHEC's actions, comments, or written materials shall in no way be considered tax advice, advice on property tax exemptions, or advice on State of NH Rebates. Members should consult a tax advisor for a federal tax credit qualification determination. Members should consult your municipal officials for determination of a local property tax exemption. Members should consult the appropriate State of NH agency for determination of qualification of a State of NH rebate.

### **14. ISO-NE Forward Capacity Market Payments, Renewable Energy Credits, Regional Green House Gas Initiative Payments, Etc.**

Member agrees in perpetuity to forgo applying directly or indirectly for any ISO-NE Forward Capacity Market payments or credits, any Renewable Energy Credits or payments, any Regional Green House Gas Initiative payments or credits, and any other environmental or energy credits or payments resulting from this project. NHEC reserves the right to apply for the above-mentioned payments and/or credits and to receive such payments and/or credits for its own use.

Member reserves the right to apply for and receive local, state, and/or federal tax credits, deductions, and/or exemptions.

### **15. Member Designation of NHEC as Recipient of Renewable Energy Certificates**

Member designates in perpetuity NHEC as the recipient of its Renewable Energy Certificates resulting from this project so that NHEC can receive such Certificates directly from the issuer. Member designates in perpetuity NHEC as the recipient of any Regional Green House Gas

Initiative payments or credits, and any other environmental or energy credits or payments resulting from this project.

Member agrees to the conditions set forth in the NEW HAMPSHIRE ELECTRIC COOPERATIVE'S (NHEC) 2010 LOW TEMPERATURE HEAT PUMP REBATE PROGRAM GRANTING OF RIGHTS OF ENVIRONMENTAL ENERGY CERTIFICATES (RECS) OR PAYMENTS TO NHEC, NAMING NHEC AS DESIGNEE, ATTESTATION OF MEMBER REGARDING BUILDING CODES, AND MEMBER DISCLOSURE TO FUTURE OWNERS OF THE PROPERTY THE TRANSFER OF RIGHTS TO NHEC agreement and will sign said agreement.

**16. Miscellaneous Items**

The Parties agree that no failure or delay in exercising any right, power or privilege hereunder will operate as a waiver thereof, nor will any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any right, power or privilege hereunder.

This Agreement shall be governed by and construed and interpreted in accordance with the laws of the State of New Hampshire without regard to its conflicts of laws principles and any legal action will be adjudicated at a New Hampshire State court or New Hampshire administrative body of competent jurisdiction.

The invalidity or unenforceability of any provision of these Terms and Conditions will not affect the validity or enforceability of its other provisions. Following a determination by a court or an administrative body of competent jurisdiction that any provision of these Terms and Conditions is invalid or unenforceable, the remaining Terms and Conditions shall remain in full force and effect in accordance with their terms.

Member agrees to disclose these Terms and Conditions to future purchasers of the property at which the project is located.

**17. Paragraph Headings and Paragraph Numbering**

Paragraph headings, paragraph numbering, and other headings are for information only and are not made a part of these Terms and Conditions.

**18. Entire Agreement**

These Terms and Conditions set forth the entire agreement between the Parties. No other prior or contemporaneous written or oral agreement and no subsequent oral agreements between the Parties will be binding on the Parties.

By signing below and initialing the other pages, member and NHEC agree to the terms and conditions contained herein.

\_\_\_\_\_  
Signature of Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Member Printed Name (if Business, Print Name of Business)

\_\_\_\_\_  
Signature of NHEC Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
NHEC Representative Printed Name



**NEW HAMPSHIRE ELECTRIC COOPERATIVE'S (NHEC) 2010  
LOW TEMPERATURE HEAT PUMP REBATE PROGRAM COMPLETION FORM**

Member Name:	
Member Account Number:	
<b>Installer must fill out the information in this block (please initial)</b>	
<p>_____ the system has been installed in compliance with the applicable requirements of the local codes authority, State of NH codes, and National Codes.</p> <p>_____ installation of the system is complete and the system is operating as designed.</p> <p>_____ the final contract signed by the member and installer with final pricing is included with this form (if changed from the original contract)</p> <p>Comments:</p>	
Signature of Installer:	Date:
Member Signature:	Date:



Member Name: \_\_\_\_\_

**NEW HAMPSHIRE ELECTRIC COOPERATIVE'S (NHEC) 2010 LOW TEMPERATURE HEAT PUMP REBATE PROGRAM GRANTING OF RIGHTS OF ENVIRONMENTAL ENERGY CERTIFICATES (RECS) OR PAYMENTS TO NHEC, NAMING NHEC AS DESIGNEE, ATTESTATION OF MEMBER REGARDING BUILDING CODES, AND MEMBER DISCLOSURE TO FUTURE OWNERS OF THE PROPERTY THE TRANSFER OF RIGHTS TO NHEC**

**In exchange for receiving a rebate from NHEC, member agrees to the following:**

Member forgoes in perpetuity applying directly or indirectly for any ISO-NE Forward Capacity Market payments or credits, any Renewable Energy Certificates or payments, any Regional Green House Gas Initiative payments or credits, and any other environmental or energy credits or payments resulting from this project. NHEC reserves the right to apply for the above-mentioned payments, certificates and/or credits and to receive such payments, certificates and/or credits for its own use.

Member designates in perpetuity NHEC as the recipient of its Renewable Energy Certificates resulting from this project so that NHEC can receive such Certificates directly from the issuer. Member designates in perpetuity NHEC as the recipient of any Regional Green House Gas Initiative payments or credits, and any other environmental or energy credits or payments resulting from this projects.

Member reserves the right to apply for and receive local, state, and/or federal tax credits, deductions, and/or exemptions.

Member attests that the project is installed and operating in conformance with any applicable building codes, if any.

Member will disclose this agreement to future purchasers of the property at which the project is located.

By signing below, member agrees to the terms listed herein.

Project Address: \_\_\_\_\_

Date Installed (completion): \_\_\_\_\_

\_\_\_\_\_  
Signature of Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Member Printed Name (if Business, Print Name of Business)