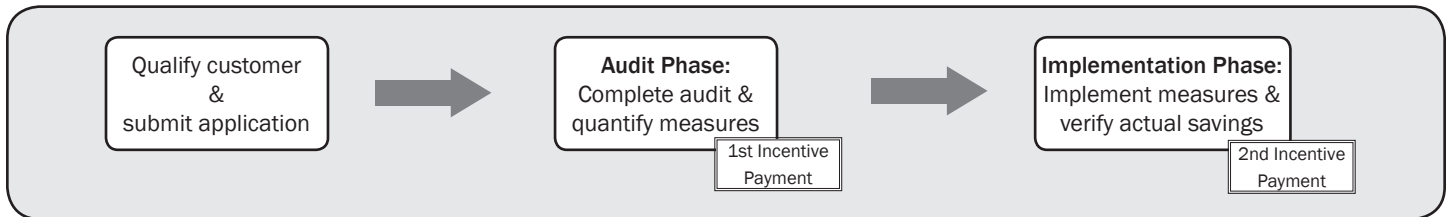


**This application expires December 31, 2017 and is provided to customers who intend to begin a Retrocommissioning (RCx) Audit in accordance with the program guidelines.** A complete Opportunity Assessment form must accompany this application. These documents are necessary to qualify customers as eligible to receive incentives through the Focus on Energy RCx program. **General Terms and Conditions:** [focusonenergy.com/terms](http://focusonenergy.com/terms) or call to request a copy be provided to you. **Questions?** Contact us at 800.762.7077 or visit <https://www.focusonenergy.com/Business/RCx>.

## SECTION 1: PROGRAM SUMMARY

The Focus on Energy RCx program offers assistance to optimize the energy use of existing buildings. Incentives based on kWh and therms reduced are offered at both points throughout the project. The third phase is optional. Below is a graphical representation of the program timeline:



### Customer Qualification Phase\*

- Customer must select a qualified Retrocommissioning Service Provider (RSP).
- Customer and RSP jointly complete the Opportunity Assessment.
- Focus on Energy will provide notification of application status within 10 business days of receipt of an application and opportunity assessment.

### Audit Phase\*

- The RSP will complete the audit according to program guidelines. (Consult the Focus on Energy RCx M&V Guide to establish baseline energy usage.)
- Upon Audit completion, the RSP will compile and submit eligible RCx measures to Focus on Energy using the provided workbook template. Eligible RCx measures are limited to operational improvements of existing equipment and systems. Other retrofit-related measures identified in the Audit may be considered separately from the RCx program and submitted to the Focus on Energy custom incentive program.
- Upon approval of the calculation workbook, the customer will be asked to sign an incentive agreement. By signing this incentive agreement, the customer agrees to begin implementation of selected measures within 90 days.
- Upon receipt of a signed incentive agreement, Focus on Energy will issue the first payment based on estimated energy savings (\$0.04/estimated kWh + \$0.40/estimated therm); up to 75% of the audit cost.

### Implementation Phase

- Once the 1st payment is initiated, the implementation of measures must begin within 90 days and be completed within 225 days.
- The customer is responsible for implementing the measures. The RSP will complete necessary measurements to verify savings. (Consult the Focus on Energy RCx M&V Guide <https://focusonenergy.com/trade-allies/current-trade-ally/field-tools>).
- RSP will submit any necessary revisions to the calculation workbook.
- Upon approval of the revised calculation workbook, Focus on Energy will issue a second incentive agreement.
- Upon receipt of a signed second incentive agreement, Focus on Energy will issue a second payment based on verified energy savings. The payment will be calculated as the remaining funds necessary to bring the total 1st and 2nd payments to \$0.08 verified kWh and \$0.80 verified therm; not to exceed 100% of audit and implementation costs.

Payment Summary			
Project Phase	Incentive Rate	Incentive Distribution	Limitations
Complete Audit	\$0.04/estimated kWh \$0.40/estimated therm	First incentive payment	75% of audit cost
Implement Measures	Remaining funds necessary to bring total 1st and 2nd payment to \$0.08 verified kWh and \$0.80 verified therm	Second incentive payment	All incentives are not to exceed 100% of all RCx costs
<i>Maximum incentive is \$200,000 per site per calendar year, and \$400,000 per customer per calendar year combined for all incentives.</i>			

### FORM SUBMITTAL - Return signed, completed application to:

**Mail:** Focus on Energy RCx, 440 Science Drive, Suite 203, Madison, WI 53711

**Email:** [RCx@focusonenergy.com](mailto:RCx@focusonenergy.com)

**Questions:** 800.762.7077

## SECTION 2: RETROCOMMISSIONING SERVICE PROVIDER (RSP) INFORMATION

A qualified RSP must be selected. To find a qualified RSP, visit our website at <https://www.focusonenergy.com/Business/RCx>

Company Name:		Contact Name:	
Phone:	Fax:	E-mail:	

## SECTION 3: CUSTOMER LEGAL INFORMATION

Company Legal Name:	FEIN #: _____ OR SSN: _____
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Business Classification of Customer (Check ONE only. Required for all businesses, including non-profits):

Corporation  Partnership  Sole Proprietorship-Individual  LLC  Other \_\_\_\_\_

Street Address:	City:	State:	Zip Code:
Contact Name:	Phone:	Fax:	E-mail:

## SECTION 4: JOB SITE INFORMATION (Where project will occur)

Job Site Name:			
Job Site Street Address (physical address):	City:	State: WI	Zip Code:
Electric Provider:	Natural Gas Provider:		

## SECTION 5: PROJECT PARAMETERS

Estimated kWh Savings:	Estimated Gas Savings:	
Estimated Audit Cost:	Estimated Audit Start Date:	Estimated Audit Completion Date:

## SECTION 6: CUSTOMER SIGNATURE (Read and sign)

I, the undersigned, certify that the application information provided on this page and the attached pages is accurate and true to the best of my knowledge. I have read and agree to the provisions set forth herein and to the Terms and Conditions posted at [focusonenergy.com/terms](http://focusonenergy.com/terms). I understand that Focus on Energy may revise these Terms and Conditions at any time and I will not be notified in the event changes are made. I understand that submission of this form does not guarantee we will receive funding or a specific level of funding. If the terms of this document or the incentive agreement are not met, I understand I must refund any incentive payments. I acknowledge that participation in this program shall impose no liability on Focus on Energy. Focus on Energy may conduct a pre- and/or post-service inspection to verify savings. My signature confirms that I will proceed with an RCx Audit.

Customer Signature:	Customer Name (Print):	Date:
<b>Internal Use Only:</b>	Approving Program Manager:	Date:

\*At any time during the Customer Qualification Phase or prior to the completion of the Audit Phase, the customer must report to their selected Registered Service Provider (RSP) an Energy Star® score if the facility type to be audited is listed in Energy Star® as a facility type capable of receiving an Energy Star® score. The RSP is to report the score in the RCx audit report. If the facility type isn't listed in Energy Star®, then as an alternative, an Energy Utilization Index (EUI) score must be calculated and reported. Following implementation the customer is to repeat the process 12 months after the implementation phase is completed and submit a score under the same protocol used during the Customer Qualification Phase or prior to Audit Phase completion. The Energy Star® protocol for receiving an Energy Star® score may be found at: <http://www.energystar.gov/>

**FORM SUBMITTAL - Return signed, completed application to:**  
**Mail:** Focus on Energy RCx, 440 Science Drive, Suite 203, Madison, WI 53711  
**Email:** [RCx@focusonenergy.com](mailto:RCx@focusonenergy.com)  
**Questions:** 800.762.7077