

Engineering Study Program Application

Purpose

The Engineering Study provides customers up to \$15,000 to offset the costs of on-site engineering support to perform an implementation study, investment-grade audit or process evaluation required for large custom, capital-intensive energy saving projects.

Instructions for Use

All Engineering Studies must receive pre-approval from the program BEFORE the study begins. For detailed instructions, please refer to the steps below. If you have any questions, please call 855-849-8928.

Step 1: Determine Eligibility

Studies proposed must take place in a private multi-family, small business, commercial or industrial facility that is a Peoples Gas or North Shore Gas customer with a Service Classification of 2 or higher. Service Classification 5 customers are exempt from participating in this program. **Program begins January 1, 2020, and expires December 31, 2020.**

Step 2: Submit Application for Pre-Approval

Engineering Study incentives are limited to an annual budget and are available on a first-come, first-served basis. If funding is fully committed, customers will be notified and may resubmit their applications at a later date. Required documentation includes:

- The completed application with a pre-approval signature and date. Check "Yes" next to "Submitted for Pre-Approval" on page 2.
- A copy of the study proposal including a detailed scope of work and study costs.
- A copy of the customer's recent Peoples Gas or North Shore Gas utility bill and third-party supply bill, if applicable.

Step 3: Reserve Funds

If the study proposal receives pre-approval, the customer will receive a reservation letter via email indicating that funds have been reserved for the study. The reservation letter must be signed and returned within seven (7) days.

Step 4: Complete the Study

After receiving the reservation letter, the customer has 90 days to complete the study. Extensions may be requested in writing to the program address listed below.

Step 5: Submit Final Application and Completed Study

The application must be submitted with:

- The completed application with final signature and date. Check "Yes" next to "Submitted for Final Approval" on page 2.
- The completed Engineering Study including findings, recommendations, and relevant project cost and energy savings data.
- Supporting calculations in Microsoft Excel format must be emailed to the correct email address shown below with the subject of "Supporting Calculation for Engineering Study at [Customer Name]" and the installation address from page 2.

Step 6: Implementation Bonus

After submitting the final application and completed study, the customer has 180 days to implement findings in order to qualify for the implementation bonus. The implementation bonus is awarded with prescriptive and custom rebates for qualifying measures. See prescriptive and custom applications for requirements. Please note: All custom projects and many prescriptive projects require pre-approval BEFORE the project begins. Refer to program applications at peoplesgasrebates.com and northshoregasrebates.com for program requirements. In order to receive the implementation bonus, the application must be submitted with:

- The completed application with implementation bonus signature and date. Check "Yes" next to "Submitted for Implementation Bonus" on page 2.
- Complete prescriptive application or a custom final application with required supporting documentation.

Please submit the completed, signed application and required documentation one of three ways:

Option 1: Mail

Peoples Gas/North Shore Gas
Engineering Study Program
5450 N. Cumberland Ave., Ste. 125
Chicago, IL 60656

Option 2: Scan and Email

Attn: Engineering Study Program

For Peoples Gas customers:
peoplesgas@franklinenergy.com
For North Shore Gas customers:
northshoregas@franklinenergy.com

Option 3: Fax

Attn: Engineering Study Program

773-853-2205

Applicant Information

Customer Account Name:		Contact Name and Title:	
Phone:	Email:		
Installation Address:	City:	State:	ZIP:
Mailing Address:	City:	State:	ZIP:
Customer Type:	<input type="checkbox"/> Multi-Family <input type="checkbox"/> Small Business <input type="checkbox"/> Commercial and Industrial		Domestic Water Heat: <input type="checkbox"/> Natural Gas <input type="checkbox"/> Electric
Is this a 24-hour facility?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Annual Hours of Operation:	Fuel Type for Space Heating: <input type="checkbox"/> Natural Gas <input type="checkbox"/> Electric
Natural Gas Utility:	<input type="checkbox"/> Peoples Gas <input type="checkbox"/> North Shore Gas	Utility Account Number:	
Building Type:	<input type="checkbox"/> College/University <input type="checkbox"/> Grocery <input type="checkbox"/> Healthcare/Medical <input type="checkbox"/> Hotel/Motel <input type="checkbox"/> K-12 School <input type="checkbox"/> Manufacturing <input type="checkbox"/> Multi-family <input type="checkbox"/> Non-Profit <input type="checkbox"/> Office <input type="checkbox"/> Religious Facility <input type="checkbox"/> Restaurant <input type="checkbox"/> Retail/Service <input type="checkbox"/> Warehouse <input type="checkbox"/> Other _____		
How did you learn about this program?	<input type="checkbox"/> Advertisement <input type="checkbox"/> Chicago Retrofit Program <input type="checkbox"/> City of Chicago <input type="checkbox"/> Contractor <input type="checkbox"/> Event <input type="checkbox"/> Mailer or Bill Insert <input type="checkbox"/> Utility <input type="checkbox"/> Website <input type="checkbox"/> Other: _____		
Is your business classified as any of the following?	<input type="checkbox"/> Women-owned <input type="checkbox"/> Minority-owned <input type="checkbox"/> Veteran-owned		

Engineering Study Provider Information

Business Name:		Contact Name and Title:	
Phone:	Email:		
Mailing Address:	City:	State:	ZIP:
Is your business classified as any of the following?	<input type="checkbox"/> Women-owned <input type="checkbox"/> Minority-owned <input type="checkbox"/> Veteran-owned		

Certifications and Signature

Please sign and complete information below. Customer signature is required for payment. I hereby certify that:

1) The information contained in this application is accurate and complete; 2) All rules of this rebate program have been followed; and 3) I have read and understand the terms and conditions included within this document.

Pre-Approval Signature:	Submitted for Pre-Approval:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Print Name:	Date Submitted:	
Engineering Study Provider Signature:	Submitted for Pre-Approval:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Print Name:	Date Submitted:	
Final Application Signature:	Submitted for Final Approval:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Print Name:	Date Submitted:	
Implementation Bonus Signature:	Submitted for Implementation Bonus:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Print Name:	Date Submitted:	

Program Specifications

Scope of Service: Incentives are available to offset the costs for an Engineering Study that evaluates complex natural gas systems for the purpose of identifying more natural gas efficient solutions. The scope of the Engineering Study must be pre-approved prior to beginning Engineering Study activities.

Provider Eligibility: Engineering Studies are provided by independent energy consultants or engineering firms qualified in the area to be studied. Upon request, program staff can assist in the identification of qualified study providers. Study providers must be pre-approved as part of the application process prior to beginning Engineering Study activities.

Program Funding: Program funding for Engineering Studies is established on a yearly basis and qualifying cost-effective projects will be approved until all funding for the current program year has been committed.

Project Eligibility: Engineering Study applications will be evaluated based on cost effectiveness (study cost versus potential savings), study and potential project implementation timelines, and the customer's study justification.

Engineering Study Incentives: Engineering Study costs may be reimbursed up to 100% of the study costs to a maximum of \$15,000 not to exceed 5% of the customer's natural gas expenditures in the previous 12 months. Incentives are paid in two parts: 1) The study incentive, which is paid for pre-approved studies upon completion and acceptance of the proposed study and 2) the implementation bonus which is added to custom or prescriptive rebates if the project is installed within 180 days of the study delivery. Both rebates are capped at the lesser of 50% of study costs or \$7,500. Customers must submit this application with a custom or prescriptive application in order to be eligible for this bonus.

Study Information

System(s) Studied:			
Annual Natural Gas Usage of System(s) to be studied (Est.):			therms
Annual Energy Costs for System(s):	\$		
Savings Potential High:	therms	Savings Potential Low:	therms
Study Costs:	\$	Estimated Study Completion Date:	
Briefly state what the success criteria for the study must be in order for a natural gas efficiency project to move to implementation:			
If the study is successful, what is the customer's anticipated timeline for implementation?			

Engineering Study Incentives

Study Incentive (50% of Study Costs Up to \$7,500):	
Implementation Bonus (Up to \$7,500, not to exceed 50% of project cost or 5% of annual gas expenditure):	

For Program Use Only:	\$	Date:		Approval Initials:	
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Terms and Conditions

1. **Program Offer:** Engineering Study must be completed by eligible Peoples Gas and North Shore Gas customers ("Customers") on or after January 1, 2020 and on or before December 31, 2020. Proposed Engineering Study Projects must result in reduced natural gas energy use due to an improvement in the system efficiency. Reduced natural gas resulting from fuel switching, power generation, renewable energy, or operating schedule changes will not qualify.
2. **Eligibility:** Studies proposed must take place in a private multi-family, small business, commercial or industrial facility that is a Peoples Gas or North Shore Gas Customer with a Service Classification 2 or higher. Service Classification 5 Customers and multi-family Customers are exempt from participating in this program.
3. **Compliance:**
 - All projects must comply with the applicable federal, state, and local laws and regulations, including building codes.
 - Existing equipment must be operational when the application is submitted.
 - Only one Engineering Study Incentive will be granted for each project.
 - If the project is in a leased building, the term of the lease must be at least three (3) years and a lease agreement may be requested.
4. **Delivery:** Applications must be delivered one of three ways:
 - Mailed to: Peoples Gas/North Shore Gas
Engineering Study Program
5450 N. Cumberland Ave., Ste. 125
Chicago, IL 60656
 - Emailed to: Attn: Engineering Study Program
peoplesgas@franklinenergy.com or
northshoregas@franklinenergy.com
 - Faxed to: 773-853-2205
5. **Pre-Approval Applications:** Pre-approval applications must have complete information and be submitted for pre-approval with:
 - The completed application with pre-approval signature and date. Check the pre-approval box.
 - A copy of the study proposal including a detailed scope of work and study costs.
 - A copy of the Customer's recent Peoples Gas or North Shore Gas utility bill and third-party supply bill, if applicable.
6. **Final Applications:** Final applications must be submitted with:
 - The completed application with final approval signature and date. Check the final approval box.
 - The completed engineering study including findings, recommendations, and relevant cost data.
 - Supporting calculations in Microsoft Excel format must be emailed to the correct email address shown above with the subject of "Supporting Calculation for Engineering Study at [Customer Name]" and the installation address from page 2.
7. **Implementation Bonus Applications:** Implementation bonus applications must be submitted with:
 - The completed application with implementation bonus signature and date. Check implementation bonus box.
 - Complete prescriptive application or a custom final application with required supporting documentation.
8. **Payment:** Once completed paperwork is submitted, rebate payments are usually made within 30 days. Payments may only be made to the Customer or qualified trade ally. Incomplete applications will either delay payments or result in denial of application approval. Peoples Gas or North Shore Gas reserves the right to refuse payment and participation if the Customer or the study provider violates program terms and conditions.
9. **Inspection:** Program staff reserves the right to conduct pre-inspections and post-inspections of proposed and installed projects.
10. **Tax Information:** Incentives may be subject to federal and/or state income tax reporting. Applicant is responsible for contacting a qualified tax advisor to determine tax liability. As applicable, certain incentives may be reported to the IRS. Peoples Gas or North Shore Gas is not responsible for any tax liability imposed on the Customer as a result of the payment of incentives.
11. **Publicity:** Peoples Gas and North Shore Gas reserves the right to publicize your participation in this program, unless you specifically request otherwise.
12. **Program Discretion:** Engineering Study Incentives are limited to an annual budget and are available on a first-come, first-served basis. Customers who submit applications after program funding has been committed will be notified that funding is not available and may resubmit their application when funding becomes available. Rebate amounts and offerings are subject to change or termination without notice at the discretion of Peoples Gas and North Shore Gas.
13. **Logo Use:** Customers or trade allies may not use the Peoples Gas and North Shore Gas program name or logo in any marketing, advertising, or promotional material without written permission.
14. **Disclaimers:** The Customer will defend, hold harmless, and release The Peoples Gas Light and Coke Company and North Shore Gas Company and each company's affiliates, officers, directors, shareholders, agents, employees, contractors, and representatives from any and all claims, liabilities, fines, interest, costs, expenses, and damages (including attorneys' fees and court costs) incurred by the Customer or its contractors or any third party for any damage, injury, death, loss, or destruction of any kind to persons or property, to the extent the damage, injury, death, loss, or destruction arises out of, or is related to, the acts or omissions of Peoples Gas or North Shore Gas or either company's affiliates, officers, directors, shareholders, agents, employees, contractors, or representatives or to the rebate program. Neither Peoples Gas nor North Shore Gas endorses any particular manufacturer, product, labor, or system design by offering these programs.

NEITHER PEOPLES GAS NOR NORTH SHORE GAS EXPRESSLY OR IMPLICITLY WARRANTS THE PERFORMANCE OF ANY EQUIPMENT OR ANY CONTRACTOR'S QUALITY OF WORK. NO WARRANTY OF ANY KIND, WHETHER STATUTORY, WRITTEN, ORAL, OR IMPLIED (INCLUDING WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE OR MERCHANTABILITY) WILL APPLY.

Contact your contractor or equipment supplier for any warranties.
15. **Release of Customer Information:** Customer agrees to the release by Peoples Gas or North Shore Gas of any Customer data, including personally identifiable information, to any contractor or other vendor providing services or support under the program.
16. **Verification:** Any Customer receiving an incentive check may be contacted by an evaluator to verify service/equipment installation or be asked to complete a Customer survey.