

2018

Prescriptive Lighting Program Manual

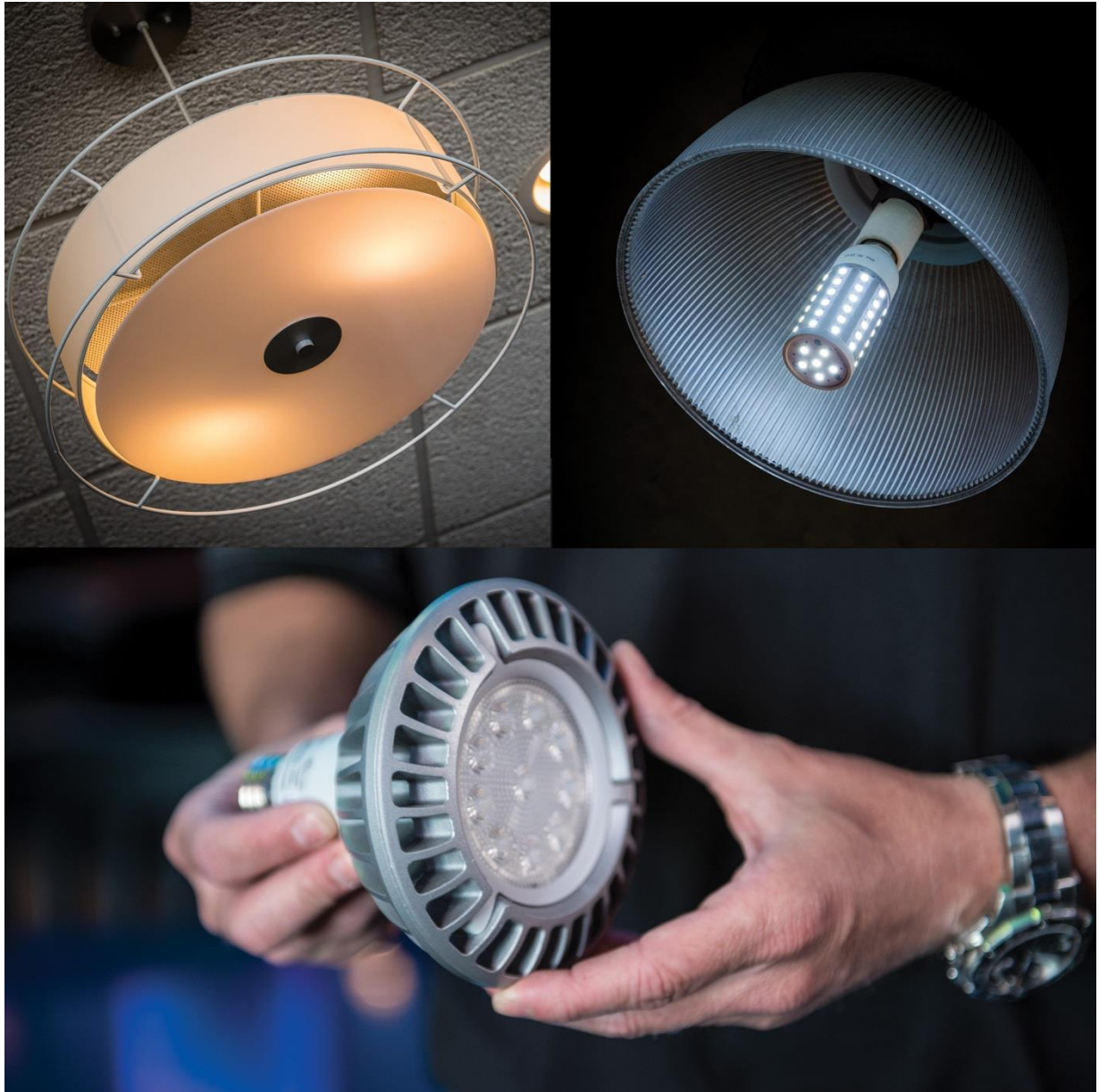


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1.1 Program Overview

Santee Cooper is pleased to offer its 2018 Commercial Prescriptive Lighting Rebate Program (Rebate Program or Program). The Program promotes the implementation of energy efficient lighting upgrades by providing rebates to Santee Cooper customers to reduce the incremental cost of high-efficiency lighting over standard-efficiency options. The manual outlines the requirements of the Rebate Program.

1.2 Contact Information

Questions and requests for additional information should be directed to:

- (843) 347-3399 x3910 or
- commercial.energy@SanteeCooper.com

Section 2 Eligibility Requirements and Rebate Information

2.1 Customer Eligibility

To be eligible to participate in the Rebate Program, a customer must be served by Santee Cooper under one or more of the Santee Cooper commercial electric rate schedules list in Table 2-1 below.

Table 2-1: Eligible Rate Schedule for the Rebate Program

Description	Schedules
General Service	GA
Medium General Service	GB
Seasonal General Service	GV
General Service – Time of Use Rate	GT
Large General Service	GL
Temporary Service	TP
Transition Adjustment	TA

2.2 Measure Eligibility

The Rebate Program provides rebates for lighting technologies shown in Table 2-2 below.

Table 2-2: Measure Eligibility

Lighting Measure	Rebate
Tier 1 Certified Retrofit Lighting	\$0.20/reduced watt
Tier 2 Non-Certified Retrofit Lighting	\$0.10/reduced watt
Lighting Controls	\$45/sensor – day lighting controls
	\$10/sensor – fixture mounted occupancy sensor
	\$10/sensor – wall mounted occupancy sensor
	\$50/sensor – ceiling mounted occupancy sensor
Underwater LED Lighting	\$0.20/reduced watt

In order to be eligible for a rebate, all measures must meet the following requirements:

- Equipment and materials must be purchased and all work initiated between December 1, 2017, and November 30, 2018.
- Equipment must be installed and applications submitted by November 30 of the year the project is started to be eligible for Program rebates.
- Qualifying equipment must be installed in retrofit applications only. No new construction rebates are available under the Program.
- Qualifying equipment and materials must be new.
- Qualifying measures cannot have been previously rebated through any other Santee Cooper rebate program.
- Qualifying measures must be completed in a manner that meets or exceeds all applicable code and regulatory requirements.
- The equipment that is removed and replaced cannot be re-installed elsewhere and must be disposed of in accordance with all applicable local, state, and federal codes and regulations.

2.3 Rebate Information

Customers will be issued rebates upon the verified completion of all the requirements for the associated measures. Rebate amounts and payment structures are detailed in the Equipment Catalog listed in section 4. Rebates may not exceed 100% of the cost of an eligible project. Project costs include the cost of evaluation, construction, installation, implementation, and commissioning of an eligible energy-efficiency measure. All costs must be supported by invoices, receipts, work orders, cancelled checks, and/or accounting system reports.

Each facility is capped at a maximum rebate of \$200,000 for the Rebate Program, and \$300,000 for all energy-efficiency programs offered by Santee Cooper through November 30 of each year. A 1099 tax form will be sent if total rebate exceeds \$600.

Lighting Workbooks are reviewed in the order they are received. Customers requesting rebates after all available Rebate Program funding has been reserved will be placed on a waiting list in the order the requests are received by Santee Cooper.

3.1 Customer Participation Process

Table 3-1 provides a summary of the participation processes for the Program.

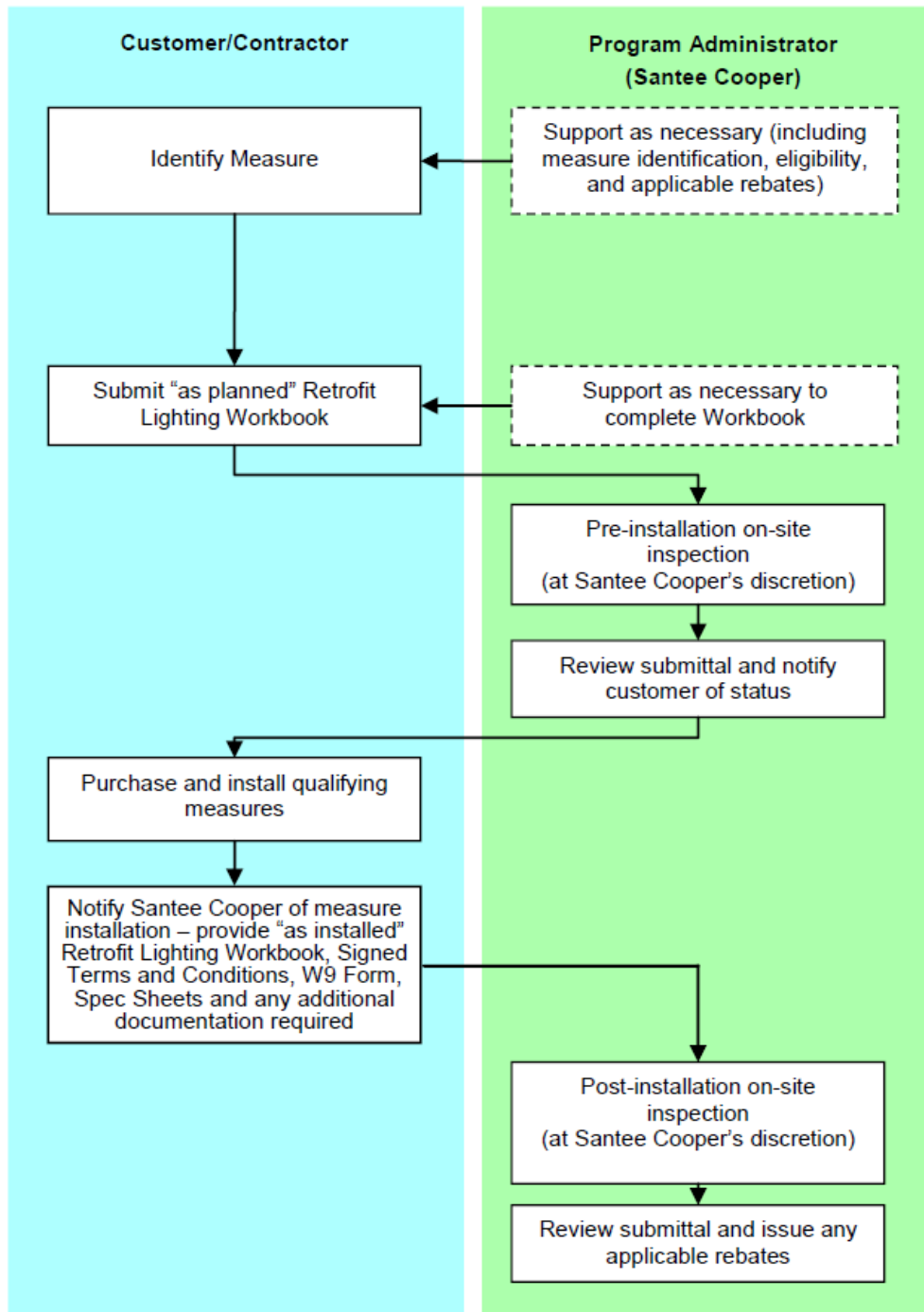
Table 3-1: Customer Participation Overview

Participation Steps	Participation Process
Step 1	Submit “as planned” Retrofit Lighting Workbook for pre-approval
Step 2	After approval of “as planned” Retrofit Lighting Workbook, purchase and install eligible measure(s)
Step 3	Submit “as installed” Retrofit Lighting Workbook and all required documentation

3.1.1 Graphical Participation Process

Figure 3-1 shows a graphical representation of the participation process for the Program

Figure 3-1 Participation Process for Retrofit Lighting Measures



3.1.2 Submittals

All required documentation should be sent to commercial.energy@santecooper.com

Questions about the Rebate Program should be directed to one of the following:

- (843) 347-3399 x3910 or
- commercial.energy@santecooper.com

3.1.3 Site Inspections

Santee Cooper may inspect the associated facility prior to or after installation of qualifying measures. The inspection may include a telephone survey and/or site visit. Discrepancies on any submitted documentation or incorrect installation may delay or void rebate payment. Customers will be notified upon completion of the inspection if discrepancies are identified.

For Program quality control, Santee Cooper may conduct site visits and/or telephone surveys to evaluate and/or monitor the rebated measures at any time up to two years after work is completed. Such visits may include the installation of temporary monitoring equipment. Customers must allow Santee Cooper and its sub-contractors reasonable access to the associated facility during normal business hours for evaluations and/or monitoring equipment installations.

3.2 Trade Ally Participation Process

Participating contractors and equipment vendors have the option of becoming a member of Santee Cooper's Trade Ally Program. Advantages of a being a Trade Ally include:

- Contact information on the Santee Cooper website
- Free Program training
- Rebate Program information and updates
- Marketing privileges

For more information contact Santee Cooper's Trade Ally Coordinator at:

- SCTradeAlly@nexant.com or
- 855-259-0077

Section 4

Lighting Equipment Catalog

The following measures are eligible for rebate under the 2018 Commercial Prescriptive Lighting Rebate Program. Please see individual measure for more detail.

Lighting Measure	Rebate
Tier 1 Certified Retrofit Lighting	\$0.20/reduced watt
Tier 2 Non-Certified Retrofit Lighting	\$0.10/reduced watt
Lighting Controls	\$45/sensor – day lighting controls
	\$10/sensor – fixture mounted occupancy sensor
	\$10/sensor – wall mounted occupancy sensor
	\$50/sensor – ceiling mounted occupancy sensor
Underwater LED Lighting	\$0.20/reduced watt

The Lighting Equipment Catalog describes the eligibility requirements and rebate amounts for qualifying lighting equipment, occupancy sensors and daylight sensors under the Rebate Program. It also includes instructions on how to complete the Lighting Workbook and information regarding required documentation. Please read the following sections carefully to ensure that you purchase and install qualifying equipment.

In order to qualify for rebates through the Rebate Program, all equipment and work must meet the following requirements:

- Equipment and materials must be purchased and all work initiated between December 1, 2017, and November 30, 2018.
- Equipment must be installed and applications submitted by November 30 of the year the project is started to be eligible for Program rebates.
- Qualifying equipment must be installed in retrofit applications only. No new construction rebates are available under the Program.
- Qualifying equipment and materials must be new.
- Qualifying measures cannot have been previously rebated through any other Santee Cooper rebate program.
- Qualifying measures must be completed in a manner that meets or exceeds all applicable code and regulatory requirements.
- The equipment that is removed and replaced cannot be re-installed elsewhere and must be disposed of in accordance with all applicable local, state, and federal codes and regulations.

Pre-qualification of eligible measures under the Rebate Program is required for retrofit lighting equipment, occupancy sensors and daylight sensors.

For more information about Santee Cooper rebates, eligibility requirements, or general inquiries, email us at commercial.energy@santeecooper.com or call us at (843) 347-3399 x3910.

4.1 Retrofit Lighting Equipment

Applicability: Rebates are available for qualified lighting equipment installed as part of a retrofit project. **Lighting retrofit project applicants must submit a Retrofit Lighting Workbook prior to equipment purchase and installation.**

Equipment Eligibility: Lighting equipment that results in a verifiable installed wattage reduction is eligible for a rebate, provided that the following criteria are met:

Tier 1 – Certified Lighting

To qualify for a Tier 1 rebate, the lighting product submitted must be listed on at least one of the approved Qualified Product List options: Energy Star or DesignLights Consortium (DLC). Documentation of product listing must be included for each product type submitted for rebate and must be included as a part of the submitted project documentation. The Tier 1 lighting rebate is \$0.20 per watt reduced as calculated by the Retrofit Lighting Workbook.

Tier 2 – Non-Certified Lighting

All lighting that is not certified by Energy Star or DLC is considered Non-Certified Lighting, and qualifies for a Tier 2 rebate. The Tier 2 lighting rebate is \$0.10 per watt reduced as calculated by the Retrofit Lighting Workbook.

Note: “Underwater LED Lighting” has its own rebates and therefore does not qualify for this rebate. Please refer to Section 4.3 of the Lighting Equipment Catalog for rebate requirements regarding underwater LED lighting.

Eligible HID systems must use ceramic metal halides or pulse start metal halides.

Retrofit work involving de-lamping is eligible provided that the capability to re-install additional lamps into a fixture is eliminated (this includes permanent removal of lamp, ballast, socket, and/or luminaires) and is accompanied by an upgrade to qualifying lighting equipment at the same time.

Customers are strongly encouraged to confirm with contractors/vendors that a manufacturer’s or installer’s warranty on this type of equipment will be honored.

Ineligible Lighting Measures:

- Measures with energy savings due solely to behavioral changes
- T12 fluorescent lighting technology
- T8 fluorescent lighting technology

- Screw-in incandescent
- CFLs
- Standard metal halide or any high pressure sodium lighting fixture
- De-lamping without upgrading to qualifying lighting equipment

Instructions for Lighting Workbook: Retrofit Lighting projects require the submittal of a Retrofit Lighting Workbook in electronic format for pre-approval by Santee Cooper.

- Obtain a copy of the Retrofit Lighting Workbook in one of the following ways
 - Download from the Santee Cooper website (recommended)
 - Contact the Program Administrator
 - Contact a participating Trade Ally or contractor
- Before work is started, follow the instructions accompanying the Retrofit Lighting Workbook, submit the Workbook with the project “as planned”¹. The completed Retrofit Lighting Workbook spreadsheet will automatically calculate the electrical reduction and rebate amount expected from your lighting project. This Workbook can be filled in by the contractor performing the work.
- Upon receiving approval of the “as planned” Workbook by Santee Cooper, purchase and install eligible equipment.
- After completion of project, submit “As Installed” Retrofit Lighting Workbook.
- Along with “As Installed” Workbook, submit the following items:
 - Dated sales receipt or paid invoice including material and labor as applicable.
 - For Tier 1 LED lighting, include documentation such as a specification sheet demonstrating Energy Star or Design Lights Consortium (DLC) qualification.
 - Signed Terms and Conditions
 - W9 Form with Tax ID

Note: Santee Cooper does NOT endorse any of the LED products on the above mentioned lists. Santee Cooper reserves the right to review, approve and/or reject any LED product on a case by case basis.

¹ “As Planned” and “As Installed” Retrofit Lighting Workbooks should be the same except for any approved changes made during project work.

Measure Rebate: Rebate amounts for qualifying retrofit lighting measures are located in table 4-1 below:

Table 4-1: Eligible Retrofit Lighting Rebates

Measure	Rebate
Tier 1 Retrofit Lighting	\$0.20/reduced watt
Tier 2 Retrofit Lighting	\$0.10/reduced watt

Documentation Checklist: Please make sure that all of the following documentation has been completed correctly and submitted to Santee Cooper in order to receive this rebate.

- “As Planned” Lighting Workbook
 - Submitted prior to equipment purchase and installation
- “As Installed” Lighting Workbook
 - Submitted after project completion
- Spec Sheet for any Tier 1 Lighting
 - Must demonstrate Energy Star or DLC qualification.
- Dated Sales Receipt or Paid Invoice
 - Including material and labor, as applicable.
- Signed Terms and Conditions
- W9 Form with Tax ID
 - Available at <https://www.irs.gov/pub/irs-pdf/fw9.pdf>

4.2 Occupancy & Daylight Sensors

Applicability: Rebates for occupancy & daylight sensors are available in buildings where they are not required by ASHRAE 90.1-2007

Equipment Eligibility: Rebates will be offered to customers installing lighting controls as a part of retrofit projects provided the measures meet the following requirements:

- Sensors must be new and installed in a manner that meets or exceeds applicable code regulations
- Sensors must be hard-wired and permanently installed (no plug-based devices)
- Installations must comply with manufacturer’s guidelines on coverage and maximum controlled watts

The eligibility criteria for daylight sensors are:

- Daylight sensors must control a minimum of 45 watts

The eligibility criteria for lighting occupancy sensors are:

- Sensors can be passive infrared, ultrasonic, or dual-technology
- Fixture-mounted sensors must control a minimum of 30 watts

- Wall-mounted sensors must control a minimum of 30 watts
- Ceiling-mounted sensors must control a minimum of 175 watts
- Sensors or installations with the ability to disable sensor function (other than for maintenance) are NOT eligible

Instructions for Rebate Application: Qualified Lighting Sensor projects require the submittal of a Retrofit Lighting Workbook in electronic format for pre-approval by Santee Cooper. Lighting Sensor projects that are part of another qualified Lighting Project can be included in that Project’s Lighting Workbook.

The Retrofit Lighting Workbook can be obtained in any of the following ways:

- Download from the Santee Cooper website (recommended)
- Contact the Program Administrator
- Contact a participating Trade Ally or contractor

Follow the instructions accompanying the Lighting Workbook. The filled in Lighting Workbook spreadsheet will automatically calculate the rebate amount expected from your lighting sensor project. This Workbook can be filled in by the contractor performing the work. The following items must also be submitted with the Lighting Workbook:

- Dated sales receipt or paid invoice including materials and labor as applicable
- Manufacturer’s equipment specification sheet demonstrating compliance with equipment eligibility requirements
- Signed Terms and Conditions
- W9 Form with Tax ID

Measure Rebate: Rebate amounts for qualifying occupancy sensors are located in the table below:

Measure	Rebate
Area Day Lighting Controls	\$45/sensor
Building Occupancy Fixture-Mounted Lighting Controls (Infrared and Dual Technology)	\$10/sensor
Building Occupancy Wall-Mounted Lighting Controls (Infrared and Dual Technology)	\$10/sensor
Building Occupancy Ceiling-Mounted Lighting Controls (Infrared and Dual Technology)	\$50/sensor

Documentation Checklist: Please make sure that all of the following documentation has been completed correctly and submitted to Santee Cooper in order to receive this rebate.

- “As Planned” Lighting Workbook
 - Submitted prior to equipment purchase and installation
- “As Installed” Lighting Workbook
 - Submitted after project completion
- Manufacturer’s Equipment Spec Sheet
 - Must demonstrate compliance with equipment eligibility requirements
- Dated Sales Receipt or Paid Invoice
 - Including material and labor, as applicable.
- Signed Terms and Conditions
- W9 Form with Tax ID
 - Available at <https://www.irs.gov/pub/irs-pdf/fw9.pdf>

4.3 Underwater LED Lighting

Applicability: Underwater LED rebates are available to customers installing LED fixtures in existing underwater applications.

Equipment Eligibility: Underwater LED lamps or fixtures that result in a verifiable installed wattage reduction are eligible provided that the following criteria are met:

- Lamps and/or fixtures must be rated for pool installations

Instructions for Lighting Workbook: Retrofit Lighting projects require the submittal of a Retrofit Lighting Workbook in electronic format for pre-approval by Santee Cooper.

- Obtain a copy of the Retrofit Lighting Workbook in one of the following ways
 - Download from the Santee Cooper website (recommended)
 - Contact the Program Administrator
 - Contact a participating Trade Ally or contractor
- Before work is started, follow the instructions accompanying the Retrofit Lighting Workbook, submit the Workbook with the project “as planned”². The completed Retrofit Lighting Workbook spreadsheet will automatically calculate the electrical reduction and rebate amount expected from your lighting project. This Workbook can be filled in by the contractor performing the work.
- Upon receiving approval of the “as planned” Workbook by Santee Cooper, purchase and install eligible equipment.
- During construction, the contractor will need to take detailed pictures of the fixture(s) being removed and the fixture(s) being installed.

² “As Planned” and “As Installed” Retrofit Lighting Workbooks should be the same except for any approved changes made during project work.

- After completion of project, submit “As Installed” Retrofit Lighting Workbook.
- Along with “As Installed” Workbook, submit the following items:
 - Dated sales receipt or paid invoice including material and labor as applicable.
 - Detailed pictures of old fixture being removed, and new fixture being installed
 - Signed Terms and Conditions
 - W9 Form with Tax ID

Measure Rebate: Rebate amounts for qualifying LED channel letter signage are located in the table below:

Measure	Rebate
Underwater LED Lighting	\$0.20/ reduced watt

Documentation Checklist: Please make sure that all of the following documentation has been completed correctly and submitted to Santee Cooper in order to receive this rebate.

- “As Planned” Lighting Workbook
 - Submitted prior to equipment purchase and installation
- Pictures of Equipment
 - Detailed pictures of fixture being removed
 - Detailed pictures of fixtures being installed
- “As Installed” Lighting Workbook
 - Submitted after project completion
- Dated Sales Receipt or Paid Invoice
 - Including material and labor, as applicable.
- Signed Terms and Conditions
- W9 Form with Tax ID
 - Available at <https://www.irs.gov/pub/irs-pdf/fw9.pdf>

Section 5

Sample Santee Cooper Electric Bill

The following sample electric bill highlights the location of the customer account number and meter number to be included in the Lighting Workbook:

3541110000000000000000000000110053

SANTEE COOPER
PO BOX 188
MONCK'S CORNER, SC 29461-0188

Any Business
123 Anywhere St
Anywhere Town SC 29575-4833

ACCOUNT NUMBER
3541110000

PLEASE PAY BY
09/23/2010

	AMOUNT DUE \$110.05
	AMOUNT PAID _____

Please make checks payable to SANTEE COOPER

Check here for **address change, comments.**
If you would like to sign up for **Autopay**,
Please write on the reverse side and return.

Detach this stub and return with your payment. See back for payment options.

Bill Date: 09/08/2010
Any Business
123 Anywhere St
Anywhere Town SC 29575-4833

Previous balance	694.11
Payments received	-694.11
Electric Service Commercial	110.05
Total Charges	\$ 110.05

123 Anywhere St, Anywhere Town, SC 29575

GA-GN Electric Service Commercial from 8/9/10 through 9/8/10 for 31 days

Meter Number	Previous Meter Read		Current Meter Read		Usage / Consumption
	Date	Reading	Date	Reading	
LT3E19117	8/8/2010	27715	9/8/2010	28765	1050 KWH

Usage At-A-Glance

KWH

Month	Usage (KWH)
Sep	1050
Aug	950
Jul	950
Jun	950
May	950
Apr	950
Mar	950
Feb	950
Jan	400
Dec	100
Nov	100
Oct	200
Sep	500

Electric Service Commercial
Service from 8/9/10 - 9/8/10

Customer Charge	10.00
Energy charge	96.08
Fuel Adjustment	-3.72
Demand Sales Adjustment	-0.46
Sales Tax	8.15
Total New Charges	110.05
Electric Amount	\$110.05

