



Agreement to Terms and Conditions for Energy Savings Account Participation¹

The undersigned applicant to the Energy Savings Account (ESA) program agrees to abide by the policies and procedures of the ESA option as specified in the Vermont Public Utility Commission (PUC) Order establishing the ESA option, and agrees that they have reviewed and understand those provisions².

These provisions include, but are not limited to:

Qualification of Electrical Energy Efficiency Measures

1. Determination of project and electrical efficiency measure eligibility will be made by the applicable energy efficiency utility (EEU)³, in consultation with the ESA participant, in compliance with PUC-ordered screening requirements.
2. All efficiency measures implemented under the ESA option must pass the same cost-effectiveness screening requirements set by the PUC for EEU measures.
3. Projects or electrical efficiency measures that have previously received incentive payments from an EEU are not eligible for ESA reimbursement.
4. ESA participants are not eligible to receive electric energy efficiency charge (EEC) funded incentives or services. EEU technical services will be strictly limited to project screening, review, and approval.
5. ESA participants must submit project cost documentation to the EEU for final project review. Failure to provide such documentation will result in denial of reimbursement. Projects will also be subject to energy savings verification by the Vermont Department of Public Service (DPS).

Reimbursement of Qualified Expenses From the Energy Savings Account

6. A portion (approximately 70%) of the participant's EEC will be held by the ESA Fiscal Agent to be used to reimburse the participant for qualified expenses.
7. "Qualified expenses" for ESA projects are limited to those defined in the PUC order and will be reviewed and approved on a case-by-case basis by the EEU. If approved, the EEU will reimburse⁴ the ESA Customer for qualified expenses as part of the payment upon completion of the project, to the extent of Available Funds.

¹ Learn more about Energy Savings Accounts in "[A Comprehensive Guide for Energy Savings Accounts](#)".

² "[Energy Savings Account Option for Customer Self-Administration of Energy Efficiency](#)", revised PUC Order of June 6, 2014.

³ Efficiency Vermont or Burlington Electric Department, depending upon service area.

⁴ Reimbursement process revised per PUC Order of January 28, 2011.

- 8. If a participant does not make use of ESA funds within 24 months of the date they are deposited, those funds are forfeited. Exceptions may be granted by the PUC in exception circumstances, subject to the specified waiver process.
- 9. Reimbursement for qualified expenses shall not exceed the current balance available in the ESA account. If a qualified expense does exceed the available balance, the participant will receive monthly reimbursements equal to the amount credited to the ESA until the qualified expenses are fully reimbursed, subject to the limitation that the total future reimbursement is recaptured within 12 months.

Maintaining Eligibility for Energy Savings Accounts

- 10. ESA applications must be updated and re-submitted every three years.
- 11. Projects and electrical efficiency measures, on average, must achieve a net present value of electric benefits equal to or greater than that of the comparable EEU initiative. This criterion will be evaluated prior to enrollment in the next 3-year period.
- 12. Participants may become ineligible to continue under the ESA program under any of the following circumstances:
 - Participant does not meet eligibility criteria upon renewal.
 - Participant has forfeited any available funds due to lack of project activity.
 - Participant should no longer participate due to cause, as determined by the PUC.

Other Provisions

- 13. ESA participants remain eligible for services not funded through the EEC, such as unregulated fuels services.
- 14. The ESA participant must provide documentation of its EEC to the DPS and applicable EEU in an approved format on a monthly basis.
- 15. Participants who wish to dispute a decision of the EEU may appeal to the DPS, which shall have 30 days to seek a negotiated solution. Unresolved disputes shall be referred to the PUC.

The applicant further agrees that:

- All information provided in the ESA Application Form is true and accurate.
- Utility accounts listed in the ESA Application Form, as verified by the DPS, are the only accounts to be used in the calculation of ESA fund accrual.
- The DPS and EEU shall receive notice from the participant within 30 days of account status change (removal of existing accounts or addition of new accounts).

PARTICIPANT (BUSINESS) NAME

PRINTED NAME OF AUTHORIZED REPRESENTATIVE

TITLE

SIGNATURE

DATE