



[MMWEC GO Program](#)  
Toll Free Program Hotline  
(844) 371-6704



## Commercial & Industrial Prescriptive HVAC GO Program

### Primary Objectives

MMWEC’s Green Opportunity (GO) Program assists Massachusetts municipal utilities in developing and delivering energy efficiency services to their commercial and industrial customers.

- Provide a streamlined process for the review and installation of HVAC retrofit projects in existing commercial, industrial, governmental and institutional buildings.
- Assist South Hadley Electric Light Department’s (SHELD) customers to reduce operating costs by incentivizing the identification and installation of cost effective HVAC improvements.

### Program Summary/Design

**SHELD’s** Prescriptive HVAC GO program will be a fast track process for reviewing and implementing HVAC projects. This program is for customers who have identified HVAC improvement projects and have procured cost quotations from licensed installers. Incentives available through **SHELD’s** Prescriptive HVAC GO program are based upon equipment eligibility and pre-determined incentive per unit.

Below is a detailed summary of the program process from project eligibility to final delivery of the incentive from **SHELD**.

- 1. Project Eligibility:** Equipment must be new and installed in a commercial, industrial, institutional, educational, or municipal building, or in common areas of a multi-family building (> 4 units) in the service territory of **SHELD**.
- 2. Equipment Eligibility:** The exact product types listed on the application form are eligible for prescriptive incentives. See our HVAC Guide for more information.
- 3. Application:** The customer or their contractor should complete the Prescriptive HVAC GO Program application form, available on the **SHELD** website or [www.mmwecgoprogram.org](http://www.mmwecgoprogram.org), in its entirety and return to the program administrators by any of the methods listed on the application form. The application will be reviewed for completeness. Incomplete applications will delay the review and incentive payment, please be sure to provide **all** the required information. Application must be signed by customer.
- 4. Review Process:** The review process begins once MMWEC GO has received all of the required information. On average, this may take several weeks depending on the complexity of the project. MMWEC GO Program administrators may contact you to ask questions or obtain further information. If an application meets the program criteria, a **Pre-Approval Incentive Letter** is sent to both the participant and contractor for the project.
- 5. Pre-approval is required:** Before you purchase and install the equipment, send the following to MMWEC GO Program in order to receive a “pre-approval incentive” letter:
  - a. Your application with all requested information filled in.
  - b. Manufacturer’s technical specification sheets (“cut sheets”) for each type of eligible equipment purchased.
  - c. A W9 form for the intended recipient of the rebate.
  - d. After you receive pre-approval incentive letter and have purchased and installed the qualified equipment, return the following to MMWEC GO Program:
    - I. A *signed* copy of your “pre-approval incentive” letter.
    - II. A copy of your invoice showing the date and place of purchase and model/part numbers of the equipment installed.

***Please note: In order to receive an MMWEC GO Program incentive, invoices and manufacturer’s technical data sheets (“cut-sheets”) will always be required.***



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	<p><b>6. <u>Post Installation Inspection:</u></b> All projects requesting an incentive of \$2,500 or greater are subject to a site inspection. MMWEC GO Program will contact the participant to set up a convenient time for the site inspection. Other projects will be randomly assigned a site inspection at the discretion of MMWEC GO Program.</p> <p><b>7. <u>Incentive Payment:</u></b> An incentive check will be issued for all projects that successfully meet the parameters of the program. See below for more information about financial incentives.</p>
<b>Target Market</b>	All non-residential customers – commercial, industrial, governmental, and institutional. Customer must be in <b>good financial standing</b> with <b>SHELD</b> to participate in the program.
<b>Target End Uses</b>	Target end uses include all HVAC retrofit projects that result in energy savings. Eligible HVAC projects must be ENERGY STAR® qualified. Check <a href="http://energystar.gov">energystar.gov</a> for the most current listing of eligible equipment.
<b>Financial Incentives*</b>	<p>The exact product types listed on the application form are eligible for prescriptive incentives. See our HVAC Guide for more information.</p> <ul style="list-style-type: none"><li>• Each business is eligible for MMWEC GO Program incentives up to \$25,000 per business, per calendar year.</li><li>• MMWEC GO Program the right to monitor and/or inspect the installation and energy use of the products for which incentives are paid.</li><li>• MMWEC GO Program may publicize your participation in this program, unless otherwise requested.</li></ul> <p>*This offer may be changed, revised, or discontinued at any time by MMWEC GO Program.</p>
<b>Delivery Mechanism</b>	Installation of measures may be conducted by any qualified contractors selected by the customer. The projects will be reviewed and incentives processed by a pre-selected firm with whom MMWEC GO Program has a standing relationship.