



Wyoming Self-Direction Credit Program Manual

A Commercial & Industrial
Energy Efficiency Credit
Program

Do the
**bright
thing**

January 1, 2009

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Rocky Mountain Power is pleased to offer the Self-Direction Credit Program. The program provides large business customers the opportunity to self-direct the Customer Efficiency Services Charge into qualified cost-effective energy efficiency improvement projects within their own facilities.

I.1 PROGRAM OVERVIEW

The Self-Direction Credit Program (the Program) is an energy efficiency opportunity sponsored by Rocky Mountain Power with the goal of obtaining verifiable and persistent electric energy efficiency improvements for customers meeting minimum usage requirements. Customers may submit projects that increase electric energy efficiency at their facilities. Upon review and approval by Rocky Mountain Power, customers will receive a credit for the Customer Efficiency Services Charge on their monthly electric bills with a total credit amount equal to 80 percent of the eligible project cost. Customers that demonstrate their facilities have no remaining cost-effective energy efficiency projects are eligible to receive 50 percent of the monthly Customer Efficiency Service Charge for a period of two years. After two years, the customer must re-qualify for the credit.

Energy efficiency measures must be installed in a customer's facility(s) where electrical service is provided under an eligible rate schedule. A listing of eligible schedules is provided in Appendix A. Energy efficiency measures may be installed as part of either a retrofit or new construction project.

Credits are available on a first-come first-served basis. Customers are encouraged to submit projects to the Self-Direction Credit Program Administrator (Program Administrator) prior to commencing construction activities. Pre-approval, or pre-qualification, of projects will guarantee credit availability when the project is completed within certain restrictions. Upon approval of the completed project, eligible credits will be reflected on the first monthly bill issued more than 30 days after the receipt of all contractual documents.

This program manual, designed for use by customers, contractors, architecture and engineering firms, energy services companies, and equipment manufacturers, outlines the rules and requirements of the Program. The manual is organized as follows:

- Section 2 addresses eligibility requirements for the customer, project, measure, and expenses.
- Section 3 outlines the credit structure for the Program.
- Section 4 includes information on program timelines and the application process.
- Finally, supplemental program information and resources are contained in appendices at the end of this manual.

2.1 QUALIFYING CUSTOMERS

To qualify for participation in the Program, customers must receive electric service from Rocky Mountain Power in Wyoming under one or more of the eligible schedules identified in Appendix A. In addition, customers must meet one of the following minimum usage requirements:

- A peak load of 1,000 kW.
- Annual usage of 5,000,000 kWh within the prior twelve months.

These requirements can be met with electric use at a single meter or at meters that are aggregated under common ownership. New construction projects are eligible for the Program if the projected annual electricity use meets one of the above requirements. Customers with questions regarding usage should consult the Program Administrator or their Corporate Account Manager. Contact information for the Program Administrator is provided in Section 4.4.

Customers can verify their rate schedule and meter numbers by looking on a recent bill. Figure 2.1 shows where to find the rate schedule on a typical Rocky Mountain Power customer bill. Customers on special contracts are not eligible to participate in the Program.



CORPORATION X
1234 MAIN ST
ANYTOWN, USA 12345

Questions about your bill: 1-888-221-7070
24 hours a day, 7 days a week
www.rockymtnpower.net

BILLING DATE: Feb 10, 2004
ACCOUNT NUMBER: 88822170-001 6
DATE DUE: Mar 3, 2004
AMOUNT DUE: \$479,430.22

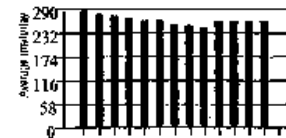
Your Balance With Us

Previous Account Balance	496,775.90
Payments/Credits	-496,775.90
New Charges	+259,364.55
Current Account Balance	\$ 259,364.55

Payments Received

DATE	DESCRIPTION	AMOUNT
Feb 9, 2004	Payment Received - Thank you	496,775.90
Total Payments		\$ 496,775.90

Historical Data - ITEM 2



2003 F M A M J J A S O N D J F 2004
Your Average Daily kWh Usage by Month

PERIOD ENDING	FEB 2004	FEB 2003
Avg. Daily Temp.	19	34
Total kwh	824000	839200
Avg. kWh per Day	26590	269379
Cost per Day	\$8,366.59	

Detailed Account Activity

ITEM 2 - ELECTRIC SERVICE

1234 Main St Anytown, USA
Grinding Mill 1 Schedule 9

**Rate
Schedule**

METER NUMBER	SERVICE PERIOD From To	ELAPSED DAYS	METER READINGS Previous Current	METER MULTIPLIER	THIS MONTH
1234567	Jan 2, 2004 Feb 2, 2004	31	71466 72496	8,000.0	8,240,000 kwh
1234567	Jan 2, 2004 F			8,000.0	3,528,000 kvarh
1234567	Demand			8,000.0	12,480 kw

**Meter
Number**

NEW CHARGES - 02/04

	UNITS	COST PER UNIT	CHARGE
Basic Charge			98.29
Demand Charge	12,480 kw	6.0200000	75,129.60
Energy Charge	8,240,000 kwh	0.0212790	175,338.96
Percent Interim Rate Adjustment		0.0351000	8,791.45
Home Electric Lifeline Program			6.25
Total New Charges			259,364.55

Looking for other ways to pay?
Try our free ePay option at
www.rockymtnpower.net. Or, for a fee, you
can pay by phone with a check
www.rockymtnpower.net for you
payment options

Figure 2.1 Location of Information on a Customer Bill

2.2 PROJECT ELIGIBILITY

80 Percent Credit Projects

Eligible projects under the Program must include a measure or package of measures that are designed to promote electric energy efficiency or conservation at one or more eligible customer facilities. Projects must comply with the following requirements:

- Project costs must be incurred on or after January 1, 2008
- The project must be completed on or after October 1, 2008
- Projects must meet reasonable industry standards as determined by the Program Administrator,
- Projects must have a simple payback between one and five years, or meet alternative cost-effectiveness criterion as determined by the Program Administrator, and



- Projects must not have received incentives through another Rocky Mountain Power energy efficiency program.
- If the Rocky Mountain Power-funded energy engineering work was completed more than three years ago, customers may choose to update it as needed at their expense and apply to the Self-Direction Credit program.
- For energy engineering work completed within the past three years and paid for by Rocky Mountain Power, customers may submit a Self-Direction Credit program application for that project or portion of the project once they have repaid Rocky Mountain Power for the prior energy engineering services. If customers want to self-direct a portion of a project receiving prior energy engineering services, the repayment amount will be prorated based on energy savings. Please contact the Self-Direction Credit program administrator for eligibility and repayment terms.

Customers with projects meeting these requirements will receive credits equal to 80% of the eligible project cost. Additional information on eligible project costs is presented in Section 2.4.

50 Percent Credit Projects

Customers that demonstrate to the satisfaction of the Program Administrator that no remaining energy efficiency projects with a payback period of less than eight years exist at qualifying facilities are eligible for the 50 percent Self-Direction credit (opt-out). To qualify for the opt-out credit, an energy audit must be pre-authorized by the Program Administrator and performed at the expense of the Customer by an auditor retained by the Program Administrator. The energy audit will be performed at all facilities served by the meter or aggregated meters used to determine customer eligibility for the Program. Demonstration of compliance with these requirements will be based on publicly available resources, including, but not limited to:

- United States Department of Energy, Industrial Technologies Program, Best Practices Screening Tool.
- Current version of the United States Green Building Council Green Building Rating System for New Construction and Major Renovations.

The credit must be renewed every two years through the performance of a new energy audit. This 50 percent credit will not be available to a customer during any time they are receiving another eligible credit under the Program.

2.3 ENERGY EFFICIENCY MEASURE ELIGIBILITY

The Program does not explicitly specify eligible measures to provide customers maximum flexibility in identifying potential projects. Eligible customers may propose the inclusion of any measure that:

- Produces a verifiable energy and/or demand reduction through an increase in energy-efficiency.
- Is installed in either retrofit or new construction applications.
- Meets minimum cost-effectiveness requirements as required by the Self Direction Administrator.

Measures that are *excluded* from consideration in this program include those that:

- Rely solely on changes in customer behavior and require no capital investment.
- Utilize load-shifting or load-leveling equipment to achieve more efficient management of electric energy loads.
- Merely terminate existing processes, facilities, or operations.
- Are required by state or federal law, building or other codes, or are standard industry practice.
- Involve plug loads.
- Generate electricity, including cogeneration or renewable energy generation.
- Achieve savings through equipment maintenance or operational changes without an equipment or system upgrade.

Examples of eligible measures are listed in Table 2.1. Customers are free to propose measures not included in the table, so long as the above requirements are met.

Table 2.1 Examples of Eligible Measures

Energy-Efficiency Measures	<ul style="list-style-type: none"> ▪ Constant air volume to variable air volume conversion in existing construction ▪ Chiller replacement with a more efficient chiller ▪ Packaged cooling unit replacement with a more efficient unit ▪ Refrigeration compressor and condenser replacement with more efficient units ▪ Evaporatively condensed air conditioning installations instead of air cooled condensing ▪ High-efficiency fluorescent lighting that replaces less efficient lighting ▪ Variable speed drive installations on fans and pumps that result in a peak demand reduction ▪ Motor replacement with a premium efficiency motor ▪ Installation of permanent shading devices that reduce cooling loads ▪ Installation of direct or indirect evaporative cooling systems in place of vapor compression cooling
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2.4 PROJECT EXPENSE ELIGIBILITY

Program credits are based upon the actual incremental expenses incurred by the customer in connection with the construction, installation or implementation of an eligible project. Costs may include equipment costs, engineering and consulting expenses and finance charges. Expenses are subject to approval by the Program Administrator. The required project administrative fee is not an eligible cost.

Customers shall provide cooperation and access as is reasonably required for the Program Administrator to make a determination of eligible costs. Acceptable documentation of eligible costs may include: invoices, work orders, cancelled checks, and accounting system reports.

2.5 BASELINES FOR ENERGY CONSUMPTION AND ELIGIBLE EXPENSES

Energy savings and eligible costs are calculated in comparison to the equipment inventory and operation prior to implementing qualified projects. This baseline is consistent with Rocky Mountain Power's incentive-based programs, specifically:

- If the project is an elective retrofit and the equipment is still operable, the baseline is the existing equipment and operation.
- If the project is new construction, replacement of equipment at the end of its useful life, or an expansion, the baseline is the energy consumption and

implementation cost for a facility/system to achieve energy efficiency levels that meet applicable codes¹ or is common practice for the industry.

- Where applicable, proposed lighting, motors and HVAC equipment will be required to meet minimum efficiency standards in order to qualify for Self-Direction Credits. Please refer to the FinAnswer Express program for specific equipment eligibility requirements.

¹ For equipment required to comply with energy codes, the Program assumes baseline as specified in the International Energy Conservation Code (IECC) 2003.

Program credits will be available in the form of utility bill credits against the Customer Efficiency Services charge every month until the eligible project credit amount is exhausted or until Schedule 192 expires. Program credits will be disbursed in two forms as follows:

- 80% Credit - New projects containing eligible measures will receive monthly credits in the amount equal to the Customer Efficiency Services charge, up to a maximum amount of 80 percent of the eligible project expenses.
- 50% Credit - Customers who can demonstrate that their facilities have no cost-effective energy efficiency potential may receive credit for 50 percent of the monthly Customer Efficiency Services charge for a period of two years. After two years, the customer must re-qualify for the credit.

Upon approval of the completed project, Rocky Mountain Power will reflect credits on the first monthly bill issued more than 30 days after the receipt of the signed approval letter and Standard Program Agreement. Each month, Rocky Mountain Power will apply the applicable credit to the customer's bill. At least 60 days before the month when the Program credits are projected to be exhausted, the Program Administrator will notify the customer. On the final month, the remaining Program Credits will be trued up on the bill.

3.1 SELF-DIRECTION CREDIT CAPS

Program credits are available on a first-come first-served basis. The program caps for each category are as follows:

- 80% Credit - \$400,000 per calendar year
- 50% Credit - \$50,000 per calendar year

In the event that a funding cap is reached in any particular year, Program credits will be queued on a first-come, first-served basis until credits are available.

4.1 PROGRAM TIMELINE

The Customer Efficiency Services Charge became effective January 1, 2009, and eligible customers can submit qualified projects to the Program until Schedule 191 or Schedule 192 expires, whichever occurs first.

4.2 CUSTOMER APPLICATION PROCESS

Each participating customer will be required to sign the Self-Direction Program Agreement with Rocky Mountain Power. An example of this agreement is presented in Appendix B. Customers must also submit a completed project application for each eligible project. An example of the project application is included in Appendix C. Each project application must be accompanied by the non-refundable administrative fee. The administrative fee varies depending on the number of meters included in the project as shown in Table 4.1.

Table 4.1. Administrative Fee Structure

Quantity of Meters	Administrative Fee
1 - 25	\$500
26 - 50	\$1,000
51 - 75	\$1,500
76+	Contact Program Administrator

The project application and supporting documentation may be submitted prior to commencement of the project (optional, but recommended) or upon completion of the project. Submitting a project application before construction activities begin has the distinct advantage of pre-qualifying the project and reserving credits for a limited time. Project applications submitted after completion of the project will be queued for credit on a first-come, first-served basis.

Customers requesting the 50 percent Self-Direction Credit (opt-out) project must submit the project application and receive formal approval from the Program Administrator prior to commencing the required energy audits. Energy audits must be completed at the Customer's expense by an auditor retained by the Program Administrator. Additional information about the audit requirement is contained in Section 2.2.

4.2.1 Project Application

A sample project application is provided in Appendix C. A current copy of the project application can be requested from the Program Administrator or from the Rocky Mountain Power website (www.rockymountainpower.net). Customers must complete

the project application before the Program Administrator will begin the review process. Incomplete and missing information will delay the approval process. Specific directions on how to properly complete the project application are provided below.

Project Contact Information

Customers are required to provide contact information in this section of the application.

Account Information

Customers should list each Rocky Mountain Power electric meter submitted to meet the customer eligibility requirements of the program. Meter numbers can be found on the Rocky Mountain Power electric bill shown in Figure 2.1. Check each location affected by the proposed project and each account that will receive Program credits. Attach extra rows if necessary on a separate sheet.

Project Information

The appropriate application type must be selected. If a project is pre-qualified, a completed project application must be submitted upon completion of all construction activities. For opt-out projects, one application must be submitted prior to commencing energy auditing work.

If Rocky Mountain Power provided energy engineering services for this project less than three years ago, customers may submit this project or a portion of the project to the Self-Direction Credit program once the customer has repaid Rocky Mountain Power for the prior energy engineering services. Please contact the Self-Direction program administrator for eligibility and repayment terms.

Measure Information

Summarize the eligible incremental expenses and the associated energy, demand, and electric cost savings in the Measure Information table for each proposed energy efficiency measure. Additional eligible project expenses such as engineering studies and financing charges should be added as a separate line item. The Administrative Fee is *not* an eligible project expense. Attach extra rows if necessary on a separate sheet. *Do not complete this table if submitting for 50% Self-Direction Credit Project Applications.*

Estimated Project Completion Date

In the event that a funding cap is reached in any particular year, Program credits will be queued on a first-come, first-served basis until credits are available. Projects receiving Pre-Qualification will have the associated credits reserved until the Estimated Project Completion Date provided in the project application.

Additional Required Information

Supporting documentation should adhere to industry standard practices for energy engineering. Savings calculations must be supported by spot or short-term measurements, trended data, or accepted engineering practices. Required information should contain clear project and measure descriptions, savings calculations and methodologies, documentation of eligible costs, and any additional information necessary for the review of the project.

The Self-Direction Administrator may require a Commissioning plan be submitted for certain projects seeking Pre-Qualification. Specific Completed Projects may also be required to provide a Commissioning report prior to Self Direction credit approval. Contact the Program Administrator for commissioning requirements.

Customers requesting the 50 percent Self-Direction Credit should provide a written description of why they qualify for the credit. This description should be accompanied by supporting information and additional materials.

4.2.2 Application Submittal

Customers can submit their project applications to the Program Administrator by email or hard-copy to:

Self-Direction Credit Program Administrator
2274 South 1300 East #G15-333
Salt Lake City, UT 84106
E-mail: selfdirection@rockymtnpower.net

4.3 PROJECT REVIEW PROCESS

The review processes for 80 percent and 50 percent credit project submittals will follow the flowcharts presented in Figures 4.1 and 4.2, respectively.

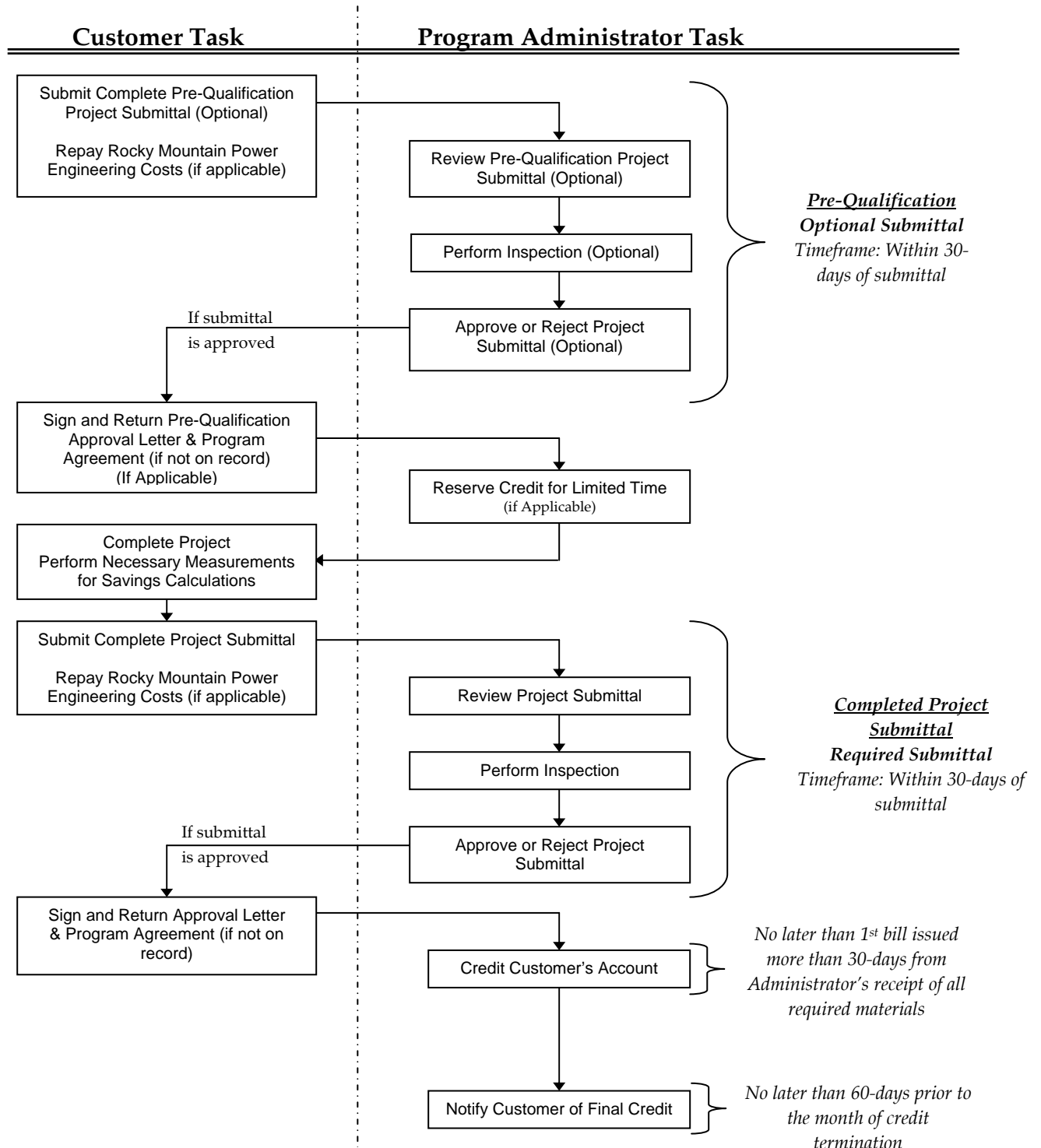


Figure 4.1. 80 Percent Credit Project Review Process



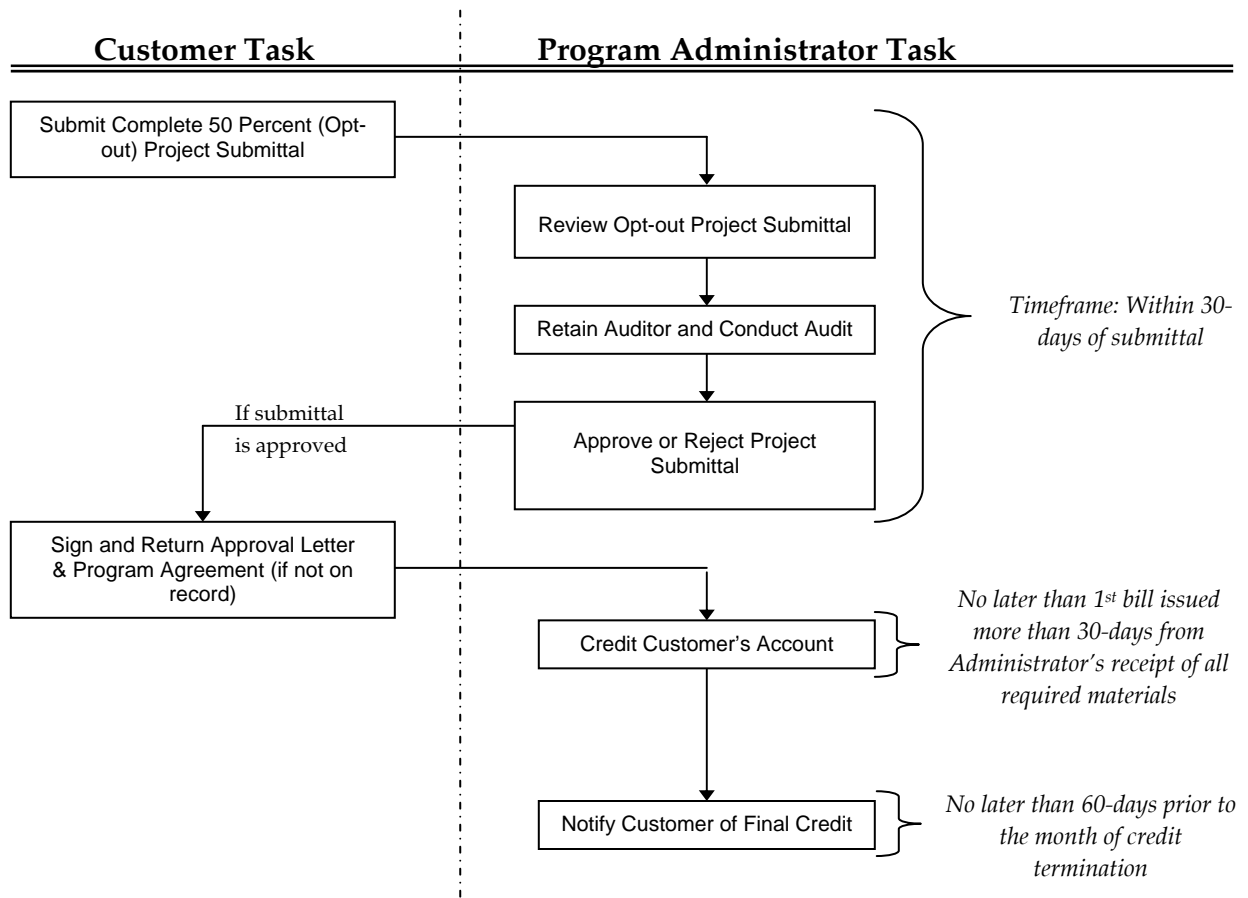


Figure 4.2. 50 Percent Credit Project Review Process

4.4 CONTACT INFORMATION

Questions about the Program should be directed to Program Administrator at:

Self-Direction Credit Program Administrator
 2274 South 1300 East #G15-333
 Salt Lake City, UT 84106
 Toll-free: (888) 682-1234
 E-mail: selfdirection@rockymtnpower.net

Eligible Customers must receive electric service from Rocky Mountain Power on one or more of the following eligible tariffs:

- 2
- 15
- 18
- 25
- 33
- 40
- 46
- 48T
- 51
- 53
- 54
- 57
- 58
- 207
- 210
- 211
- 212

SELF-DIRECTION CREDIT PROGRAM AGREEMENT (WY Schedule 192)

This Program Agreement (“Agreement”) is made and entered into as of _____ by and between Rocky Mountain Power and _____ (“Customer”). The parties enter into this Agreement to establish the general terms and conditions that will apply to the Eligible Projects (“Project”), as described in Exhibit B, to be performed by the parties pursuant to the Self-Direction Credit Program.

RECITALS

- SAMPLE**
- A. Rocky Mountain Power Customers can self-direct Schedule 191 and Schedule 192 Customer Efficiency Service charges into cost effective Energy Efficiency Projects within their own facilities in accordance with Schedule 192, including any future commission approved revisions to Schedule 192, and the Self-Direction Credit Program Manual (“Program Manual”) available from the Self-Direction Administrator.
 - B. Customer is an existing customer of Rocky Mountain Power on an eligible industrial or commercial schedule, in accordance with Schedule 191, with locations as specified in Exhibit B (the “Facility”).
 - C. Information regarding the Eligible Measures (“Measures”) and associated Self Direction Credit (“Credit”) is provided with the Project Approval Letter (“Approval Letter”) included in Exhibit B.

THEREFORE, Rocky Mountain Power and Customer agree as follows:

AGREEMENT

Definitions. All capitalized terms not otherwise defined in this Agreement shall have the meaning ascribed to them in Tariff Schedule 192, attached as Exhibit A to this Agreement. All provisions of the Tariff Schedule attached as Exhibit A and the Program Manual apply to this Agreement, in addition to the terms of the Agreement itself.

1. **Limitation on Damages.** Customer shall independently evaluate any advice or direction given by Rocky Mountain Power related to estimates of electricity savings or the cost, selection or installation of Measures. IN NO EVENT WILL ROCKY MOUNTAIN POWER AND ITS CONSULTANTS BE LIABLE FOR THE FAILURE OF CUSTOMER TO ACHIEVE A SPECIFIED AMOUNT OF ENERGY SAVINGS, THE OPERATION OF CUSTOMER’S FACILITIES, OR ANY INCIDENTAL OR

Customer Name: _____

WY Schedule 192 Program Agreement v.1

CONSEQUENTIAL DAMAGES OF ANY KIND IN CONNECTION WITH THIS AGREEMENT OR THE INSTALLATION OF MEASURES, AND IN NO EVENT SHALL ROCKY MOUNTAIN POWER'S LIABILITY EXCEED ANY OBLIGATION TO PAY THE CREDIT FOR WHICH CUSTOMER IS ELIGIBLE UNDER SCHEDULE 192.

2. Toxic Materials. Rocky Mountain Power and its consultants shall have no responsibility for the discovery, presence, handling, removal, or disposal of or exposure of persons to hazardous materials of any kind in connection with Customer's Facility, including without limitation, asbestos, asbestos products, polychlorinated biphenyls, or other toxic substances.
3. Property Damage, Injury, or Death. Rocky Mountain Power and its consultants shall not be liable for damage to property or injury or death of any person or persons in any way connected with or arising from actions of Customer or its agents under this Agreement. Customer shall hold harmless, defend and indemnify Rocky Mountain Power and its consultants as to any such claims.
4. Confidential Information. In consideration for the receipt of any Confidential Information from Customer, Rocky Mountain Power agrees to keep such information strictly confidential and not to disclose it to any third party.
 - 4.1. Confidential Information shall mean business plans of Customer or operating data related to the Customer's Facility, disclosed to Rocky Mountain Power and/or the Self Direction Administrator, during the course of the project review or any follow-up visits at the Customer's Facility, and identified by Customer in writing as confidential. Confidential information will not include information which (i) is or becomes part of the public knowledge or literature, (ii) is approved for release by the written authorization of its Customer, or (iii) is rightfully disclosed by operation of law, regulation, or order by a court or governmental agency.
 - 4.2. Rocky Mountain Power and/or the Self Direction Administrator may disclose Confidential Information to energy specialists utilized at Customer's Facility. Prior to such disclosure, Rocky Mountain Power and/or the Self Direction Administrator shall require that energy specialists agree in writing to be bound by these confidentiality provisions. At Customer's request, Rocky Mountain Power and/or the Self Direction Administrator will provide Customer with copies of any such agreements.
 - 4.3. Rocky Mountain Power's and or the Self Direction Administrator's obligation to protect Customer's Confidential Information will remain in force for the term of this Agreement.
5. Cooperation by Customer. Customer agrees to require its employees or contractors to cooperate with Rocky Mountain Power, the Self-Direction Administrator and Rocky Mountain Power's approved energy specialists and to provide Facility operating data and energy use evaluation assistance needed for Rocky Mountain Power to complete its required activities.
6. Customer agrees to transfer to Rocky Mountain Power all "Environmental Attributes" attributable to the Eligible Project or its operation. Environmental Attributes include any and all credits, benefits,

Customer Name: _____

WY Schedule 192 Program Agreement v.1

emissions reductions, offsets and allowances, howsoever entitled, resulting from the avoidance of the emission of any substance to the air, soil or water at or by PacifiCorp generating facilities through reduced generation of energy or other savings or offsets on account of the Eligible Project. Customer will not claim ownership of any Environmental Attributes. As long as Customer at the same time states the Eligible Project was made possible with funding from Rocky Mountain Power, Customer may claim that it is facilitating the production of the Environmental Attributes attributable to the Eligible Project.

7. **Attorneys' Fees.** If arbitration or litigation is commenced by either party to enforce or interpret any of the provisions of this Agreement, the prevailing party shall be entitled to recover reasonable costs and attorneys' fees at the arbitration, at trial, on appeal, and on any petition for review.
8. **Exhibits.** Exhibits A and B are hereby incorporated into and made a part of this Agreement
9. **Entire Agreement/Modification.** This Agreement contains the entire agreement between the parties with respect to the subject matter hereof, and unless otherwise provided in this Agreement, no modification or waiver of any of the provisions, or any future representation, promise, or addition, shall be binding upon the parties unless made in writing and signed by both parties.
10. **Disputes/Governing Law.** This Agreement shall be exclusively governed by and interpreted in accordance with the laws of the state where the Facility is located, excluding choice of law rules. Any litigation between the parties shall be prosecuted only in the state or federal courts of the state where the Facility is located.
11. **Term.** This Agreement begins as of the date above first written and shall terminate when Customer receives all approved credits or Schedule 12 expires.
12. **Termination by Rocky Mountain Power.** At Rocky Mountain Power's option, in addition to any other rights and remedies which Rocky Mountain Power may have at law or in equity, Rocky Mountain Power may terminate this Agreement by written notice upon Customer, if:
 - 12.1. Any petition is filed, a receiver is appointed for Customer's properties, or any proceeding is commenced by or against Customer for relief under any bankruptcy or insolvency laws;
 - 12.2. Customer suspends or abandons the operation of all or a substantial portion of Customer's business; or
 - 12.3. Customer is in breach of any material term or condition of this Agreement, Rocky Mountain Power has notified Customer of the breach, and Customer has not cured the breach within thirty (30) days. Customer's failure to complete a Pre-qualified project set forth in Exhibit B shall not put Customer in breach of this Agreement, but will affect credit made to Customer under this agreement.

13. Termination by Customer. At Customer’s option, in addition to any other rights and remedies that Customer may have at law or in equity, Customer may terminate this Agreement by written notice upon Rocky Mountain Power, if:

13.1. Any petition is filed, a receiver is appointed for Rocky Mountain Power’s properties, or any proceeding is commenced by or against Rocky Mountain Power for relief under any bankruptcy or insolvency laws;

13.2. Rocky Mountain Power is in breach of any material term or condition of this Agreement, Customer has notified Rocky Mountain Power of the breach, and Rocky Mountain Power has not cured the breach within thirty (30) days; or

13.3. Rocky Mountain Power suspends or abandons the operation of all or a substantial portion of Rocky Mountain Power’s business.

14. Force Majeure. Neither party shall be considered in default of the performance of their obligations under this Agreement to the extent that performance is delayed or prevented due to Force Majeure. Force Majeure is defined as flood, tornado, fire and similar acts of God which are beyond the control of, and without the fault or negligence of, the party claiming Force Majeure. The non-performing party, as soon as practicable but in any event no more than two (2) weeks after the occurrence of the Force Majeure, shall give the other party written notice describing the particulars of the occurrence, and its anticipated duration. The following conditions shall not be considered as Force Majeure:

14.1. Lack of or unavailability of personnel to install the Measure(s) at a Facility; or

14.2. Unavailability of the Measure, or other equipment from the manufacturer or supplier.

CUSTOMER

ROCKY MOUNTAIN POWER

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

SELF-DIRECTION CREDIT PROGRAM AGREEMENT

EXHIBIT A

Tariff Schedule 192

Cover Sheet Only

Approved Schedule 192 on file with the Wyoming Public Service Commission and available on Company web site.

SAMPLE

SELF-DIRECTION CREDIT PROGRAM AGREEMENT

(WY Schedule 192)

EXHIBIT B

Project Approval Letter(s)

Cover Sheet Only

Attach Letters

SAMPLE

Measure Information

Summarize the eligible incremental expenses and the associated energy, demand, and electric cost savings in the table below for each proposed DSM measure. Please include any additional eligible project expenses such as engineering studies and financing charges as a separate line item. Please attach extra rows as necessary on a separate spreadsheet. *This table is not required for 50% Self Direction Credit Project (Opt-Out) Applications.*

Location	Measure Type (lighting, Process Controls, etc.)	Measure Eligible Expenses (\$)	Savings Estimates	
			Energy (kWh/yr)	Peak Demand (kW)
Total				

Estimated Project Completion Date (Pre-Qualification Only)

Projects seeking Pre-Qualification are required to provide a date that the project will be complete and submitted to the Administrator for approval of credits. The administrator will reserve the credits for this project based upon this date.

This Project's Estimated Completion Date is: _____

Additional Required Information

In order for Pre-Qualification and Completed Projects to qualify for the Self-Direction Credit Program, the following supplemental info must be attached to this application for each measure:

- **Measure Description** - project overview or description, existing or baseline equipment inventories and operation, proposed equipment descriptions and operation.
- **Savings** – baseline usage measurements or calculations, proposed equipment usage calculations, description of variable affecting energy savings, total energy and demand savings.
- **Costs** - energy engineering to quantify savings, design engineering, equipment, installation labor, project management, equipment start-up, copies of invoices/receipts required for completed projects.
- **Commissioning Plan/Report** - The Self-Direction Administrator may require a Commissioning plan be submitted for projects seeking Pre-Qualification. Completed Projects may be required to provide a Commissioning report prior to Self Direction credit approval.
- **Misc. required information** – information regarding Rocky Mountain Power funding, financing arrangement, engineering studies, simple payback calculation and other information as required by the administrator to determine eligibility of the customer, the project and the eligible expenses.

For 50% Self Direction Credit (Opt-Out) project submittals, customers should submit a written description of why they believe they will qualify for the credit and include any supporting information or materials.

Administrative Fee

Use the following table to determine the project's Administrative Fee.

Quantity of Meters	Administrative Fee	Quantity of Meters	Administrative Fee
1 - 25	\$500	51-75	\$1,500
26 - 50	\$1,000	76+	Call Administrator

Payment Method (Check One):

Bill my account: _____

Check is enclosed payable to: **Rocky Mountain Power**

Program Agreement

Customers are required to have signed the Self Direction Credit Program Agreement. Contact the Program Administrator for a copy of the Program Agreement.

SEND COMPLETED APPLICATION, ATTACHMENTS, ADMINISTRATIVE FEE, AND PROGRAM AGREEMENT TO:

Self-Direction Credit Program Administrator, 2274 South 1300 East #G15-333, Salt Lake City, UT 84106

Email: selfdirection@rockymountainpower.net Phone: 1-888-682-1234

PROGRAM TIMELINE AND CAPS**How long will the Self-Direction Credit program be available?**

The program is available as long as Schedule 191 and Schedule 192 are approved by the Wyoming Public Service Commission.

What is the cap?

The program cap for standard projects (80%) is \$400,000 in credits per year. The program cap for 50% Self Direction Credit (Opt-Out) is \$50,000 in credits per year. All credits will be approved on a first-come, first-served basis.

SELF-DIRECTION CREDIT**What is the credit and how is it used?**

For a standard project, the credit is 80 percent of eligible expenses from a energy efficiency project. It is applied against 100 percent of the customer's monthly Customer Efficiency Services charge on their electric bill until the entire credit is used or until the charge expires. For an opt-out project, the credit is 50% of the customer's monthly Customer Efficiency Services charge on their electric bill for the period of 2 years.

What is the Customer Efficiency Services charge and how is it calculated?

On October 3, 2008, the Wyoming Public Service Commission approved Rocky Mountain Power's request to collect the costs associated with energy efficiency as a separate Customer Efficiency Services line item on customer bills rather than including those costs as part of general rates. The Customer Efficiency Services charge began appearing on Wyoming customer bills effective January 1, 2009 and the amount of the charge varies by rate schedule. Unless a customer has Self-Direction Credits, the charge appears on each monthly bill.

Can Customer Efficiency Services charge payments be refunded once I have a Self-Direction Credit approved?

No, the Customer Efficiency Services charge cannot be refunded once billed. Self-Direction Credits can be used on a going forward basis only.

CUSTOMER ELIGIBILITY**Are customers on special contracts eligible?**

No.

PROCESS DETAILS

What is an appropriate baseline for energy consumption and project implementation cost?

The baseline is the equipment inventory and operation prior to implementing energy efficiency improvements. Energy savings and implementation costs are calculated from the baseline. Baseline determination for the Self-Direction Credit program is consistent with Rocky Mountain Power's incentive-based programs:

- If the project is an elective retrofit, the baseline is existing equipment and operation.
- If the project is new construction, replacement of equipment at the end of its useful life, or an expansion, the baseline is assumed to be the energy consumption and implementation cost for a facility/system that meets IECC 2003 or is common practice for the industry.

What are the program's minimum equipment efficiency standards and requirements?

Where applicable, certain proposed lighting, motors and HVAC equipment may be required to meet minimum efficiency standards in order to qualify for Self-Direction Credits. Please refer to the FinAnswer Express program for specific equipment eligibility requirements.

When must a project be completed in order to qualify for the program?

Projects completed on or after October 1, 2008 are eligible for the program. Eligible project expenses must be incurred on or after January 1, 2008.

How is the payback period determined?

The projected payback period equals the total eligible energy efficiency project expenses divided by the projected reduction in energy and demand charges resulting from the project.

What if the projected payback period is more than five years?

The Self-Direction Credit administrator may use an alternative eligibility criterion if the project provides system benefits and satisfies the Program Administrator's approved cost-effectiveness tests.

What if the projected payback period is less than one year?

The project is not eligible for Self-Direction Credits.

What project expenses are eligible?

All actual expenses reasonably incurred by the eligible customer in connection with the construction, installation or implementation of an eligible project. Project invoices dated on or after January 1, 2008, may be eligible. Costs may include equipment costs,

engineering and consulting expenses and finance charges. For new construction or expansion of existing facilities, eligible expenses are those expenses that are additional to achieve energy efficiency levels that exceed standard industry practice. Expenses are subject to Self-Direction Credit program administrator approval.

Does the energy efficiency project have to be at each of the meters aggregated by the customer?

No. The energy efficiency project needs to be at one or more of the meters aggregated by the customer.

What is the administrative fee?

The administrative fee is designed to offset the Rocky Mountain Power and program administrator costs associated with processing a project and is not considered an eligible project expense. The fee is \$500 per project, payable when a customer submits a new project to the program administrator. Customers who aggregate meters to meet eligibility requirements pay a higher fee. The administrative fee is not refundable.

Quantity of Meters	Administrative Fee
1 - 25	\$500
26 - 50	\$1,000
51 - 75	\$1,500
76+	Contact Program Administrator

What other types of credits are available?

In addition to the credit for projects described above, there is another type of credit for customers with no cost-effective energy efficiency potential (opt-out credit).

How does an eligible customer demonstrate it has no cost-effective energy efficiency potential?

The customer hires an auditor retained by the program administrator. The auditor performs an energy audit of all facilities served by the meter or aggregated meters used to determine customer eligibility for the Self-Direction Credit program. If the audit demonstrates, to the satisfaction of the program administrator, there are no remaining energy efficiency projects with a payback period of eight years or less at any of the meters used to meet the usage criteria, the customer is eligible for the 50 percent credit.

What is the credit for customers with no cost-effective energy efficiency potential?

Fifty percent of the customer's monthly Customer Efficiency Services charge. The credit can be taken for 24 months. After 24 months, the customer needs to re-qualify for the credit with a new energy audit.

What is the program cap for this type of credit?

Total 50 percent credits for all customers with no remaining energy efficiency potential is \$50,000 in any year, available on a first-come first served basis.

Can customers use old energy engineering paid for by Rocky Mountain Power as the “opt-out” study?

No.

Can customers who have “opted-out” opt back in within the 24 months?

Yes.

ROCKY MOUNTAIN POWER’S OTHER ENERGY EFFICIENCY PROGRAMS**Can I participate in Rocky Mountain Power’s other energy efficiency programs and the Self-Direction Credit program at the same time?**

Yes, but not on the same project.

What if I want to self-direct a project identified in a study paid for by Rocky Mountain Power?

- If the Rocky Mountain Power-funded energy engineering work was completed more than three years ago, you can update it as needed at your expense and apply to the Self-Direction Credit program.
- For energy engineering work completed within the past three years and paid for by Rocky Mountain Power, you can submit a Self-Direction Credit program application for that project or portion of the project once you have repaid Rocky Mountain Power for the prior energy engineering services. If you want to self-direct a portion of a project receiving prior energy engineering services, the repayment amount will be prorated based on energy savings. Please contact the Self-Direction Credit program administrator for eligibility and repayment terms.

What if I am currently working with a Rocky Mountain Power Energy Efficiency Alliance participant on a lighting retrofit?

If you are working with an Alliance participant on a lighting project, you may submit a Self-Direction Credit program application for that project as long as the incentive payment has not been processed. If Rocky Mountain Power paid for an inspection for the project within the past three years, you can submit your application after you repay the costs associated with the inspection and any engineering services.

What if I choose to participate in the Self-Direction Credit program and later decide I want to switch to the Energy FinAnswer?

You may choose to transfer a project from Self-Direct to Energy FinAnswer® provided purchase orders for eligible equipment and installation work have not been signed. Energy engineering costs you incurred to develop your project may be eligible for reimbursement by Rocky Mountain Power once the project installation is completed. Contact the Self-Direction Credit program administrator for more information.

What if I met with a Rocky Mountain Power representative on a project in the past and I now want to implement that project?

The only Rocky Mountain Power participation that may affect energy efficiency project eligibility for self-direction is funding for energy engineering (and incentives). You may apply for approval of that project as a Self-Direction Credit project.