RETROFIT

2026 VFD Incentive

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APPLICATION INSTRUCTIONS

Fill out Steps 1-3 and submit to your electric utility provider. **Do not sign Steps 5-6 until instructed by your utility provider.**

STEP 1 CUSTOMER INFORMATION

Select your utility company: ❑ Eversource ❑ Liberty ❑ NH Electric Co-op ❑ Unitil Date: _____

Electric Account #: _____ Natural Gas Account #: _____

Company Name: _____ Contact Person: _____

Phone Number: _____ Contact Email: _____

Installation Address: _____ City: _____ State: _____ Zip: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

STEP 2 CONTRACTOR INFORMATION *(if self-installed leave blank)*

Contractor Company (if applicable): _____ Contact Person: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Contact Phone: _____ Contact Email: _____

STEP 3 PAYEE INFORMATION

Check Payable to: ❑ Customer ❑ Contractor ❑ Other Payment To: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

LIBERTY CUSTOMERS ONLY – Signature (for payment to Contractor/Other): _____

STEP 4 RETURN APPLICATION TO UTILITY REPRESENTATIVE

Send to your utility representative or email to your utility here:

Eversource: efficiencynh@eversource.com

Liberty: nhsaves@libertyutilities.com

New Hampshire Electric Co-op: solutions@nhec.com

Unitil: efficiency@unitil.com

STEP 5 PRE APPROVAL OFFER *(Do not sign until instructed by utility provider)*

STOP Once you have received Utility Pre-approval notification, sign below accepting incentive offer, payment arrangement, and Program Terms and Conditions.

Utility Signature: _____ Date: _____

Amount Of Incentive: _____ Valid Through: _____

CUSTOMER SIGNATURE: _____ Date: _____

STEP 6 PROJECT COMPLETION *(Do not sign until instructed by utility provider)*

STOP Sign below to indicate that project is completed. Send final signed application to Utility.
Final Incentive calculated based on 'as-installed' conditions.

Utility Signature: _____ Date: _____

CUSTOMER SIGNATURE: _____ Date: _____

Final Project Cost: _____ Final Incentive Amount: _____

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RETROFIT VFD INCENTIVE WORKSHEET*

ITEM	MOTOR HP[4,5]	FAN OR PUMP ID	AREA SERVED	APPLICATION CODE[1]	CONTROL PARAMETERS[2]	MOTOR EFFICIENCY	ANNUAL HOURS OF OPERATION[3]	INCENTIVE ($)[4]
Ex.	*10*	*AC-2*	*Atrium*	*HWP*	*DT*	*91.00%*	*5,400*	*$1,000*
1						0.00%		
2						0.00%		
3						0.00%		
4						0.00%		
5						0.00%		
6						0.00%		
7						0.00%		
8						0.00%		
9						0.00%		
10						0.00%		
Vendor quote or proposal required for incentive.							**TOTAL**	$ 0.00

*For fan or pump application codes in boldface in Fan or Pump Application Code table below (BDF, PCP, PEF, and WHP) the page that follows also needs to be completed. Please refer to page 3 to provide additional information for boiler draft fans, process cooling pumps, process exhaust fans and circulation pumps for water source heat pumps.

[1]FAN OR PUMP APPLICATION CODE

CODE	APPLICATION
SFA	Supply fan on constant volume air handler
SFP	Supply fan on VAV packaged HVAC unit[4]
RFA	Return fan on constant volume air handler[4]
RFP	Return fan on VAV packaged HVAC unit
BEF	Building exhaust fan
PEF	**Process exhaust fan[6]**
MAF	Makeup air & fume hood exhaust fan
HWP	Heating hot water pump
WHP	**Circulation pump for water source heat pump loop[6]**
FWP	Boiler feed water pump
CWP	Condenser water pump
CHWP	Chilled water pump
BDF	**Boiler draft fan[6]**
CTF	Cooling tower fan
PCP	**Process Cooling Pump[6]**
-	Hydraulic pump[5]
-	Wastewater, municipal or private supply water pump[5]

[4,5]INCENTIVES

HP CONTROLLED BY EACH VFD	MAXIMUM INCENTIVES ($)
1 < 5	$800
5 < 7.5	$900
7.5 < 10	$1,000
10 < 15	$1,125
15 – 20	$1,575

[2]CONTROLLING PARAMETERS

DP	Pressure Differential
DT	Temperature Differential
DF	Flow Differential

FACILITY TYPE (CHECK ONE)

- ❑ College/University
- ❑ Warehouse
- ❑ School K-12
- ❑ Restaurant
- ❑ Multi-Family
- ❑ Retail
- ❑ Hotel/Motel
- ❑ Grocery
- ❑ Health Care
- ❑ Offices
- ❑ Water Treatment
- ❑ Wastewater

[1]Forward curve fans with inlet guide vanes are not eligible for a VFD Incentive. Other VFD applications like VFDs on pumps in a wastewater facility, municipal or private water supply, and non-HVAC circulating systems may be eligible for a custom incentive.

[2]VFD's should be installed to be modulated automatically based on downstream information. The building controls contractor should be engaged to ensure proper operation.

[3]VFD's must operate a minimum of 2,000 hours per year to be eligible for an Incentive.

[4]VFD's on VAV boxes over 10HP are not eligible for Incentives.

[5]NHSaves can provide incentives for energy efficient motors and drives greater than 20 HP as well as motors and drives for industrial processes like Wastewater, Municipal or Private Water Supply Pumps and Hydraulic Pumps using the NHSaves custom application. Please contact your utility to find out more.

[6]For the product types in boldface/highlighted on the Fan or Pump Application Code table above, page 3 of this application must be completed.

2026 Variable Frequency Drive Retrofit

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VFD Installation Information Form: to be completed for VFDs associated with Boiler draft fans, Process cooling pumps, Process exhaust fans and Circulation pumps for water source heat pump loops (Fan or Pump Application Codes BDF, PCP, PEF or WHP respectively) and align with the information for this equipment as found on the page 2 "Retrofit VFD Incentive Worksheet."

Equipment Information

Item ID: _____ *(Reference number found in the Incentive worksheet table)*

Fan or Pump ID(s): _____ *(Example: FW-1, Feedwater Pump #1; CW-1, Condenser Water Pump #1)*

VFD Application: _____ *(Use list of applications from page two, or describe other)*

Building Type: ❑ Office ❑ Hotel/Motel ❑ Healthcare ❑ Elementary/High School ❑ College/University
❑ Warehouse ❑ Restaurant ❑ Manufacturing ❑ Other? _____

Type of area(s) served by fan(s) or pump(s): _____

Equipment served by the fan (s) or pump (s): _____

If fan, note type: _____ *(centrifugal, forward curve, backward curve, axial, etc)*

Fan or Pump Nominal HP: _____ *(if multiple motors, list individual HP's)*

Nameplate motor efficiency(s) _____

Fan or Pump Manufacturer: _____

Model: _____

Full Load Design Conditions: Flow *(CFM, GPM)* _____ Pressure *(inches static, feet of water, PSI, other?)* _____

Existing Controls: _____ *(discharge damper, inlet guide vanes, outlet control valve, bypass valve, etc.)*

Existing setpoint: _____ *(inches static, feet of water, PSI, other?)*

Operating Hours

The fan or pump operates the following hours: *(Example: 600 to 1800)*

Summer:			Winter:		
Weekdays	_____	to _____	Weekdays	_____	to _____
Saturdays	_____	to _____	Saturdays	_____	to _____
Sundays	_____	to _____	Sundays	_____	to _____

Number of shifts per weekday: _____ Number of shifts per weekend day: _____

Motor Load

Option 1: (retrofit): Measured input power under full load: _____ kW, *(true RMS power)* _____ Power Factor

Option 2: (retrofit): Measured current and voltage under full load: _____ Amps _____ Volts
Load calculation = _____ volts X _____ amps X _____ PF = _____ kW

Option 3: (retrofit or new): Estimated Fan or Pump Load: _____ %, Estimated Power _____ kW

If estimating load, provide description, assumptions and formula used to calculate power: _____

_____

_____

Proposed Operations

The proposed VFD will be automatically controlled to maintain the following setpoints:

Flow *(CFM, GPM, other?)*: _____ Pressure *(inches static, feet of water, PSI, other?)* _____

Other? (describe): _____

_____

ESTIMATED VFD SPEED IN FUTURE OPERATIONS

% LOAD	SUMMER		WINTER	
	Week-day	*Week-end*	*Week-day*	*Week-end*
90% to 100%				
80% to 90%				
60% to 80%				
20% to 60%				
Off				
TOTALS	**100%**	**100%**	**100%**	**100%**

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Instructions for completing the RETROFIT VARIABLE FREQUENCY DRIVE Incentive Worksheet

General Notes:

1. A vendor proposal is required for an Incentive. Completing page 3 of this application is only required for Boiler draft fan, Process cooling pump, Process exhaust fan, or Circulation pump for water source heat pump loop installations.
2. VFDs offer a method of significantly reducing the energy consumed by fans, centrifugal pumps, and other motor-driven machinery operated under varying loads. For VFD applications not covered here, use the Custom Incentive Application.
3. Systems must have varying load operations such as variable flow, temperature or pressure regulation. Fan and pump operations that would otherwise be regulated by on/off cycling are not eligible for VFD incentives. Systems with constant speed and variable load operations (such as conveyors) are not eligible for VFD incentives.
4. Check with your specific utility for any harmonics or power quality requirements.
5. If power factor correction capacitors are present, they could be adversely affected by the VFD. The customer's design engineer should address this issue.
6. Invoices are required for payment of incentives.
7. The incentive, in conjunction with all other sources of funding, cannot exceed the total project cost.

Eligibility Requirements:

1. Eligible product types for prescriptive incentives can be found in the "Fan or Pump Application Code" box above.
2. Fans / pumps motors must operate a minimum of 2,000 hours a year.
3. Applicants must demonstrate significant load diversity that will result in savings through motor speed variation.
4. The VFD speed must be automatically controlled by differential pressure, flow or temperature as shown in the "Controlling Parameters.
5. The incentive offer is not valid unless signed and dated by the utility representative. The customer accepts the utility incentive offer and agrees to the Terms and Conditions of the Utility by signing in the pre-approval offer block in step 5 of the above form.

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Pre-Installation:

1. Review the Incentive eligibility requirements.
2. Review the proposed equipment specifications to confirm it meets the minimum efficiency requirements.
3. Provide to the utility representative the manufacturer's equipment specifications and confirm that it meets the minimum efficiency requirements:
    a. Motor HP (size) horsepower
    b. Fan or Pump ID identification (example: AC-2, air handler #2, chilled water pump #1)
    c. Area Served - location (example: Atrium, Lobby, Cafeteria, 2nd floor offices)
    d. Fan or Pump Application Code (as provided on page 2 of VFD incentive form below the Retrofit VFD Incentive Worksheet)
    e. Verify the fan is not a forward curve with inlet vanes type.
    f. Annual Hours of Operation

RETROFIT VFD INCENTIVE WORKSHEET								
Item	Motor HP	Fan or Pump ID	Area Served	Application Code[1]	Control Parameters[2]	Motor Efficiency	Annual Hours of Operation	Incentive[4] ($)
Ex.	*10*	*AC-2*	*Atrium*	*SFA*	*DT*	*91%*	*5,400*	*$1,000*
	Motor name plate	Equipment identification or name	Location of pump or fan	Refer to table 1 on the Incentive Form	Refer to table 2 on the Incentive form	Refer to Motor Manufacture's specifications	State Annual Hours (> 2,000 hours / year)	Refer to Incentives table on page 2

The VFD Installation Information Form on page 3 of this incentive form must be also completed for eligible VFDs associated with Boiler draft fans, Process cooling pumps, Process exhaust fans and Circulation pumps for water source heat pump loops (Fan or Pump Application Codes BDF, PCP, PEF or WHP respectively)

Post-Installation:

Utility representative must verify that:

1. The equipment including the VFD, motor and line reactors has been installed and is operable.
2. The VFD equipment matches the Incentive application information. If the equipment has changed from what was approved for the initial Incentive offer, the substituted equipment/material specifications must be submitted and reviewed by the utility to verify compliance with technical requirements and approved before an Incentive is considered.
3. Verify that the prior control is disabled
    a. Inlet or outlet dampers are fully open or removed
    b. Inlet or outlet valves are fully open or removed, bypass loop valved off or removed
4. Observe operation of drive, motor, and driven equipment
5. Observe variation in drive speed with changing operating conditions
6. The invoice or proof of payment has been submitted
7. The utility representative & customer have signed & dated the post installation inspection block on step 6 of this VFD Incentive form

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