



BPA ENERGY EFFICIENCY Quick Start Utility Guide



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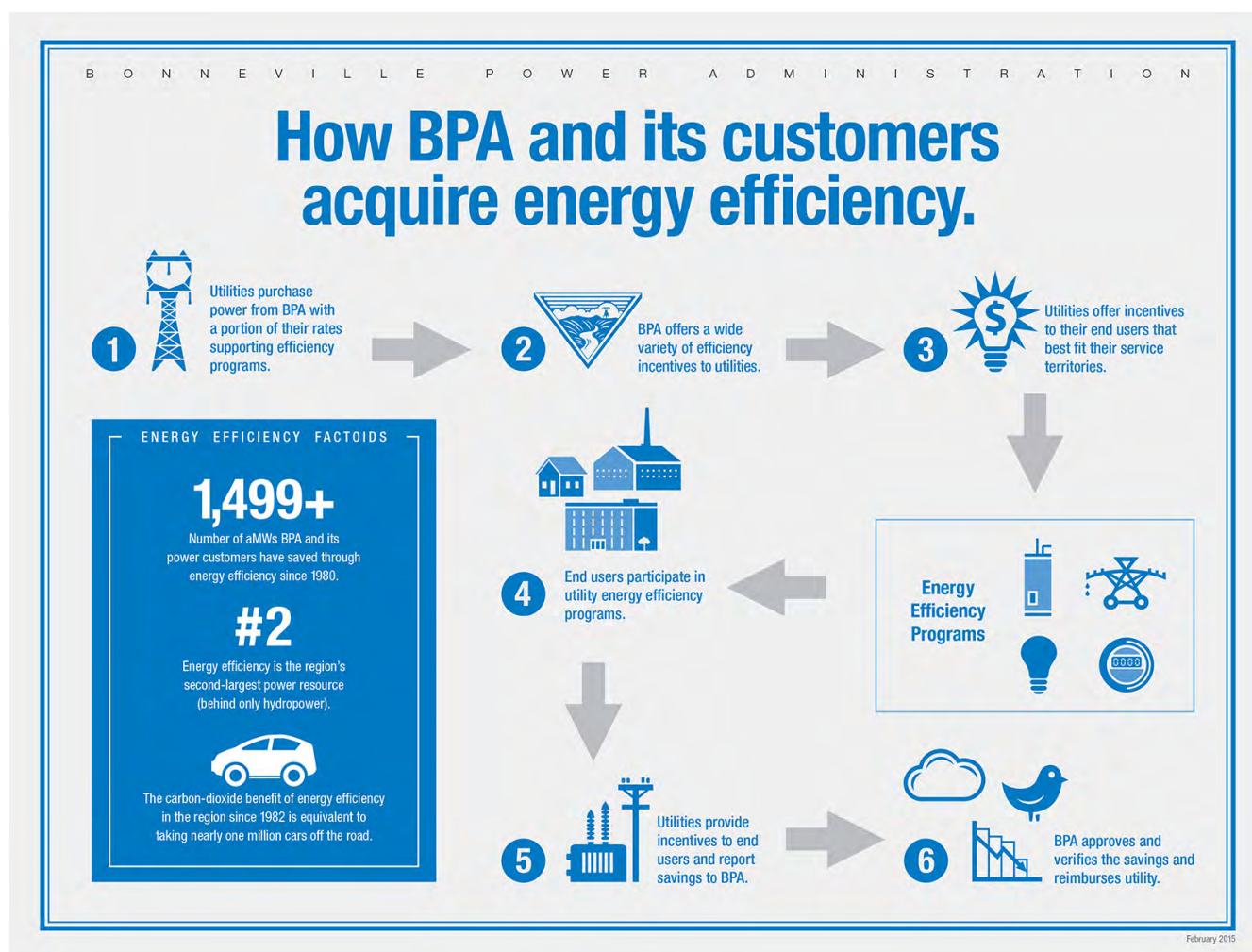
Introduction

BPA meets the energy-efficiency goals of the Pacific Northwest Electric Power Planning and Conservation Act by working with and through its electric utilities to acquire energy efficiency. BPA's Energy Efficiency program delivers cost-effective energy savings that help meet BPA's need for reliable load service.

This document serves as a quick-start guide for utility staff new to working with BPA's Energy Efficiency program. The guide includes a summary, links to additional resources for common tasks and activities, and responses to potential questions new staff may have.

The guide also provides information and references that allow BPA utilities to process information at their own pace and get started in their work with the program. The guide also serves as a reference to help focus discussions between utility staff and BPA's energy efficiency representatives (EER) who serve as a primary point of contact.

For any additional questions about BPA programs, budgets, systems and policies, please contact your EER.



Programs

WHAT ARE THE VARIOUS PROGRAM SECTORS AND HOW DO I WORK WITH EACH?

BPA's Energy Efficiency program is organized around seven sectors, each having specific energy-use patterns and energy-efficiency opportunities. View the current edition of BPA's [Energy Efficiency Implementation Manual \(IM\)](#) for official definitions of each sector. The sectors are:

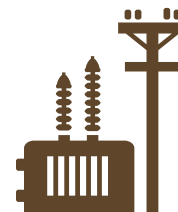
- Residential: Single-family, multifamily, and manufactured homes
- Commercial: Businesses, institutional buildings, miscellaneous end-uses
- Industrial: Manufacturing, municipal utility services
- Agricultural: Irrigation, on-farm production, aquaculture, dairies
- Multisector: Nonresidential lighting systems, other miscellaneous end-uses
- Utility Distribution: Electric utility owned/operated equipment and facilities
- Federal: A BPA program that assists federal agencies that are either served by BPA directly or through a utility, to reduce their energy consumption

While each sector has a particular set of subject-matter experts and team members associated with it, the best way for a utility to make a connection with sector-specific staff is through their EER. This partnership helps the EER keep abreast of each utility's needs and enables them to identify other potentially helpful resources. The EER also gives BPA's other staff a single point of contact to funnel information back to an individual utility.

HOW DO I DECIDE WHICH PROGRAMS TO OFFER TO BEGIN QUICKLY?

Your current energy-efficiency incentive (EEI) budget and time remaining in the two-year rate period to spend those dollars should be your biggest considerations for which energy efficiency programs to offer. A good-sized budget may open a wide range of program options; whereas, a smaller budget might limit what you can incentivize. The composition of your end users will also help determine what you can offer. Some utilities hire third-party contractors to manage their programs, while others minimize their offers and focus on a few large projects for the entire rate period. Work with your EER to review your projects and the amount of time needed to commit to new measure opportunities.

Review the applicable sector(s) in the BPA [IM](#). If your customer base is mostly residential, there are turnkey measures such as Energy Efficiency kits you can offer. With the support of Trade Ally Network Northwest, nonresidential lighting could be a great opportunity in the commercial sector. If you have industrial customers and EEI funds to support projects, Energy Smart Industrial (ESI) can assist you by providing outreach and working with those interested in taking advantage of available program opportunities. Agricultural and utility distribution systems measures are also available. Contact your EER for additional assistance in determining the best options for your utility.



WHAT IS THE PROTOCOL TO CONTACT A PROGRAM MANAGER OR SOMEONE WORKING IN PORTLAND?

Utility staff should communicate primarily through their EER. EERs hold ultimate accountability for building and maintaining relationships and act as the key means to support communications between BPA's EE program and its utilities. It is also the EERs responsibility to work to ensure the customer viewpoint is considered throughout BPA's energy-efficiency department, especially with any activities or offerings that have an impact on utilities.

People You Should Know

ENERGY EFFICIENCY STAFF

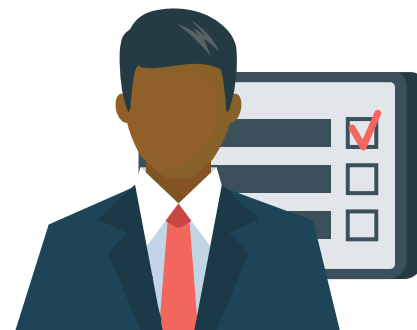
ENERGY EFFICIENCY REPRESENTATIVE (EER)

- **Roles and responsibilities:** EERs are accountable for building and maintaining customer relationships and act as the key means to support EE's communication with utilities. EERs lead the Customer Service Team—composed of the EER, field engineer, and the contracting officer's representative—for each utility. EERs work with all BPA staff, third party staff and contract support to provide oversight, coordination, and execution of communication to and from utilities.
- **How do we work together?** Your EER should be your first point of contact for any questions, comments, or concerns about BPA's EE program. If your EER doesn't know the answer, he or she will find it and get back to you, or put you in touch with the right person.



CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)

- **Roles and responsibilities:** COTRs are accountable for the review and validation of customer reporting, and payment and oversight of customer energy-efficiency activities. COTRs work with utilities on the review and approval of invoices submitted to ensure compliance with BPA's contractual rules, and to answer a utility's questions regarding BPA's rules, invoices, and payment.
- **How do we work together?** Utilities should contact a COTR about invoices they submit and questions of compliance with BPA's IM rules. COTRs also assist utilities with interpretation of rules and policies of the IM.



ENGINEER

- **Roles and responsibilities:** Engineers are accountable for technical support and associated communication necessary to ensure utilities can effectively implement and conduct a Measurement and Verification Plan (M&V) on complex and custom EE projects in their service territories.
- **How do we work together?** Utilities should work with engineers to identify, plan, and support complex efficiency projects. Engineers often partner with utilities to work directly with end users to facilitate large-scale technical projects. They can also make hands-on site visits and provide remote implementation support for utilities and end users. Engineers can also help with entering data into the BPA calculators.



PROGRAMS STAFF

- **Roles and responsibilities:** The Programs team is responsible for the development and execution of EE programs to meet efficiency acquisition goals in a way that serves the needs of BPA's utilities and their end users.
- **How do we work together?** The Programs team provides detailed and program-specific guidance to BPA and utility staff. Utilities will often be connected directly to a Programs team member for help with detailed questions about BPA's programs or efficiency applications that are out of the norm. Your EER will connect you with the appropriate Programs team member if necessary.



THIRD-PARTY IMPLEMENTER STAFF

The following people work for implementers hired by BPA. They represent BPA programs and help utilities achieve energy efficiency in their service territories, but are employed by a third-party implementer:

ENERGY SMART INDUSTRIAL PARTNER (ESIP)

- **Roles and responsibilities:** ESIPs work directly with utilities to identify and support the implementation of efficiency at industrial facilities. ESIPs possess highly technical industrial engineering knowledge and can support efficiency in complex industrial environments.
- **How do we work together?** Utilities decide how they prefer to work with the ESIP and the communication protocol they want to establish with their industrial customers. An individual utility may either contact their customer directly or through their ESIP. EERs have an important role in these relationships, working in partnership with utilities and the ESIP to help coordinate the EEI budget.



TRADE ALLY NETWORK FIELD SPECIALIST

- **Roles and responsibilities:** BPA's trade ally network is an organization that works with the contractor community to support the implementation of efficient commercial lighting and HVAC systems. This organization trains participating contractors on best practices for efficient installation, how to use efficiency to create competitive advantage, and how to work with utility programs to offer incentives to their customers.
- **How do we work together?** You can call on BPA's trade ally network to train and support your contractor community, and help identify and scope efficiency opportunities in commercial lighting and HVAC. You should reach out to this group either directly or work with your EER to facilitate their engagement.



REGIONAL EE ORGANIZATIONS

NORTHWEST POWER AND CONSERVATION COUNCIL

The Council was created by the Pacific Northwest Electric Power Planning and Conservation Act of 1980 to develop and maintain a regional power plan and a fish and wildlife program to balance the Northwest's environmental and energy needs. The Council:

- Sets the regional energy-efficiency target through power plans
- Calculates total resource cost, which is used to determine measure cost effectiveness



REGIONAL TECHNICAL FORUM (RTF)

The RTF—a volunteer organization formed by the Council in 1999—determines measure cost and energy savings and specifications for a limited set of energy-efficiency measures. RTF creates unit energy savings (UES) by verifying the savings estimates of commonly used measures. It also produces standard protocols for measures with variable savings, and guidelines for evaluating savings from custom measures and program-impact evaluations.








NORTHWEST ENERGY EFFICIENCY ALLIANCE (NEEA)

NEEA—a nonprofit organization—works to increase energy efficiency to meet the region’s future energy needs. NEEA works in collaboration with BPA, Energy Trust of Oregon, and Northwest public- and investor-owned utilities on behalf of energy consumers to accelerate the innovation and adoption of energy-efficient products, services, and practices. NEEA also leverages the region’s market power within the commercial, industrial, and residential sectors to remove barriers to adoption of energy-efficiency measures.



ROLES

PROJECT STEPS	 Utility	 Business Owner or Facility Manager	 Trade Ally Network NW Specialists Supported by BPA	 BPA Engineer (Custom or Complex Projects)	 Contractors, Distributors, Manufacturers
STEP ONE: PROJECT IDENTIFICATION	<ul style="list-style-type: none"> Identifies potential project with customer or Trade Ally. 	<ul style="list-style-type: none"> Shows interest in potential project. Contacts local utility, Trade Ally Network, or Trade Ally 	<ul style="list-style-type: none"> Assists Trade Allies and utilities with identifying available lighting and/or HVAC incentives. Upon request, conducts an initial site visit to identify savings potential. Upon request, recommends technology or products 	<ul style="list-style-type: none"> If its a custom or complex project, is involved from the design phase and works with the trade ally and owner to confirm energy savings opportunities. 	<ul style="list-style-type: none"> Identifies potential project with customer. Contacts local utility or Trade Ally Network for available incentives, or uses the search tool on the Trade Ally Network website.
STEP TWO: PROJECT SCOPING	<ul style="list-style-type: none"> Ensures any required pre-project paperwork is complete. If required, pre-approves custom project proposals. 	<ul style="list-style-type: none"> Participates in initial project scoping activities. Reviews Trade Ally's proposal 	<ul style="list-style-type: none"> Ensures owner and Trade Ally both understand the project specifications. Confirms with the local utility any additional incentive requirements. When project is ready to proceed, engages the local utility to confirm proper paperwork is in place. 	<ul style="list-style-type: none"> If custom project, works with the Trade Ally to conduct an initial assessment to scope energy savings potential. As necessary, works with Trade Ally and utility to create a custom project proposal. 	<ul style="list-style-type: none"> Provides project cost estimate to business owner. If its a custom project, works with BPA Engineer and Trade Ally Network to identify all potential energy upgrades.
STEP THREE: PROJECT INSTALLATION	<ul style="list-style-type: none"> Not responsible for project management or job oversight. 	<ul style="list-style-type: none"> If required, signs agreements with Trade Ally. 	<ul style="list-style-type: none"> Is available to answer questions about incentive requirements. Not responsible for project management or job oversight. 	<ul style="list-style-type: none"> Available to answer questions about incentive requirements and provides technical support during project installation. Not responsible for project management or job oversight. 	<ul style="list-style-type: none"> Proceeds with project installation and continues to work with the local utility, Trade Ally Network, or BPA Engineers as appropriate.
STEP FOUR: PROJECT CLOSEOUT	<ul style="list-style-type: none"> Completes or oversees any required post-installation inspections. 	<ul style="list-style-type: none"> If required, signs off on completed project. 	<ul style="list-style-type: none"> Upon request, helps ensure accurate completion of incentive paperwork prior to submittal to local utility. 	<ul style="list-style-type: none"> Works with Trade Allies and local utility to develop a project completion report. Verifies energy savings. 	<ul style="list-style-type: none"> Completes all work, including commissioning; confirms project meets incentive requirements If custom project, works with BPA engineer to develop a project completion report.
STEP FIVE: INCENTIVE PROCESSING	<ul style="list-style-type: none"> Processes incentive payment (estimated 6-8 weeks) 	<ul style="list-style-type: none"> Receives incentive payment within estimated 6-8 weeks 	<ul style="list-style-type: none"> Helps ensure utility has complete paperwork for incentive processing. 	<ul style="list-style-type: none"> Submits final report to local utility. Payment is made after the completion report is reviewed and accepted. 	<ul style="list-style-type: none"> Provides local utility with required final documentation, including Project Information Form and any installation invoices.

Measures and Projects

HOW DO UES MEASURES AND CUSTOM PROJECTS DIFFER? HOW DO I REPORT THEM?

UES are measures in which savings are estimated on a per-unit basis (e.g., savings per light bulb, square foot or volume) for a typical baseline case to an efficient case scenario. These measures have relatively small variation in savings that can be reliably forecast (formerly known as a deemed measure). UES measures can be either RTF- or BPA-qualified measures, and are reported to BPA by uploading an invoice with the most current version of the UES [measures upload template](#) to the BPA Customer Portal. UES measures can be either EEI funded or utility self-funded.

CUSTOM PROJECTS

All sectors can have custom projects; site-specific calculations determine the savings. Projects are paid the lesser of 70% of incremental project cost and the incentive calculated based on the type and sector of the project. Utilities can choose to cap project cost at less than 70% or pass through less than the BPA reimbursement.

Custom projects need to have a baseline of past energy use, a proposal of what the end-use customer will do, and an M&V plan for the post-project energy use.

After completing the M&V plan and Custom Project Calculator, submit them to BPA at eedocs@bpa.gov. Bonneville will review the project to verify that it was completed as described in the proposal, and that the savings are reliable. The utility will be notified if the project is deemed acceptable by BPA, and an approved [Custom Project Calculator](#) will need to be uploaded to the BPA Customer portal for invoicing.

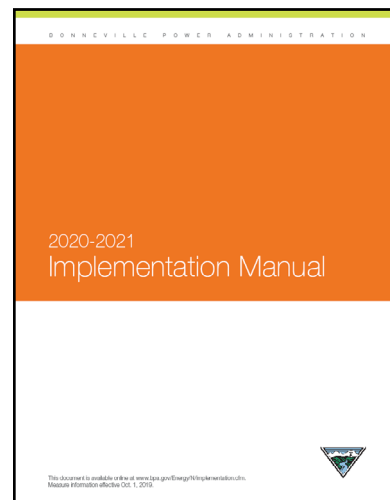
Resources & Tools

HOW DO I USE THE ENERGY EFFICIENCY IMPLEMENTATION MANUAL?

BPA's [IM](#) describes the requirements that BPA's public utility customers must meet to receive reimbursement for EE measures and projects. The IM covers everything from funding and sector-specific measures, to custom projects, and utility distribution. It is published once a rate period and updated once every six months.

The first three sections are administrative in nature (Introduction, BPA Funding, and General Requirements), the next two cover custom projects, and the last seven highlight the program measures by sector. Each section lists its measure offerings in the same format: basis for energy savings, requirements and specifications, documentation requirements, payment info, and any additional information.

The IM should be the first place you go with questions about BPA's programs. You can find the most current version of the IM online on the BPA [website](#).



WHAT ARE THE VARIOUS CALCULATORS AND THEIR FUNCTIONS?

There are a number of calculators on the BPA website that are used for reporting measures and projects to BPA (i.e., invoicing). They are uploaded through the BPA Customer Portal and the Interim Solution (IS) 2.0 reporting system. The calculators include nonresidential lighting, compressed air, variable frequency drives, utility electric system loss reduction, agricultural transformer de-energization, and custom projects. Find all the calculators on our IS2.0 webpage.

The following are the two most used calculators:

- The nonresidential lighting calculator offers fixed and calculated incentives. BPA currently offers two versions; Lighting Calculators (LC) [4.0](#) and [5.0](#). You can also find them on our [Commercial/Industrial Lighting](#) page.

Don't be discouraged if the calculator takes time to load and you see a yellow box that asks, "Did your form disappear?" Both calculators are large files and feature embedded macros. Enable the macros, and if necessary, click on the yellow box. For assistance, ask your assigned BPA EE engineer, the BPA Lighting Team (lighting@bpa.gov), or your BPA contracted trade ally. [Tutorial Videos](#) are also available on the Commercial/Industrial Lighting page.

- The Custom Project Calculator includes project documentation, description, costs, and incentive calculations. Find the CPP calculators on our [Interim Solution 2.0](#) (IS2.0) page. Ask your EE engineer for assistance.

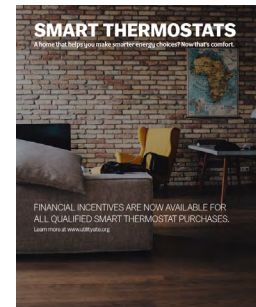


WHAT ENERGY-EFFICIENCY MARKETING RESOURCES ARE ON THE BPA WEBSITE? HOW CAN I GET HELP CUSTOMIZING MATERIALS FOR MY UTILITY?

The primary tool BPA's Energy Efficiency Program Marketing team uses to help utilities communicate with their customers about energy efficiency is the [Marketing Portal](#).

The [Marketing Portal](#) offers a range of easily customizable, ready-made marketing materials and an image library to help utilities communicate about the benefits of energy-efficiency products and current rebate offers. Utilities may also work directly with the Program Marketing team to adapt portal materials to their need if they lack the capability or resources to work with the files, or if they need a level of customization beyond what the portal offers. Remember, your EER and the marketing staff are happy to help you find a solution that meets your needs. Visit [BPA.gov](#) to register for the Marketing Portal, and view instructional documents and helpful videos.

In addition to its own resources, BPA often participates in regional marketing efforts through the Northwest Energy Efficiency Alliance. Sign up to access NEEA's marketing newsletter and customer-facing marketing sites as well as quick access to marketing toolkits, resources and marketing calendars at <https://neea.org/portal>.



WHAT IS CONDUIT?

Conduit is a file and resource-sharing web-based platform for group coordination and collaboration among energy efficiency professionals in the Northwest.

Operated by NEEA with additional support from BPA, Conduit is critical to regional market transformation efforts. The website houses the Regional Emerging Technology Advisory Committee (RETAC) database, the Efficiency Exchange website and regional working groups' files. A large majority of the work groups on Conduit depend on the ability to share working documents and rely on the version control the website provides. These groups utilize Conduit's resource-sharing capability to help foster regional collaboration.

Visit www.conduitsnw.org to learn more.



Budget and Payments

WHEN IS THE NEW EEI ISSUED?

Your EEI budget is issued based on a specific formula that calculates your utility's share of the BPA system. EEI budgets are part of the utility's Energy Conservation Agreement (ECA), and are issued for the two-year rate period. The period starts on Oct. 1 of odd-numbered years; however, EEI budgets are released the month before the beginning of the rate period (September of odd-numbered years).

HOW DO PERFORMANCE PAYMENTS WORK?

To help utilities invest time and material in energy efficiency, BPA used to pay an administrative fee or admin. However, it required bookkeeping to track costs, staff time, and mileage for energy-efficiency projects. During the Post-2009 Process, BPA met with utilities around the region and they requested a simpler system. Small, Rural and Residential (SRR) utilities also asked for assistance with hard-to-reach end users.

BPA created a simplified system to assist utilities with the staff and material costs of doing energy efficiency. BPA divided utilities into two classes for this purpose: SRR and non-SRR. For the larger, non-SRR utilities, BPA pays \$0.04/kWh, up to 20% of the total EEI budget. For the smaller SRR utilities, BPA pays \$0.08/kWh, up to 30% of the total EEI budget.

The current system allows the utility to claim all or part of its performance payment from qualifying savings. Some utilities request no performance payment and this leaves more EEI budget to do additional projects with their customers.

WHAT IS SELF-FUNDING?

Self-funding are qualifying energy savings for which a utility chooses not to seek a payment from BPA. Some utilities use their performance payment to pay for additional energy efficiency, and other utilities have the approval from their board or council to self-fund additional energy efficiency in addition to using their EEI budget.

WHAT IS A BILATERAL TRANSFER?

A bilateral transfer is a reallocation of implementation budget funding between utilities. These are funds that may otherwise go unspent at the end of the rate period and/or exceed the amount of funding a utility is allowed to roll over into the subsequent rate period. At any time during the rate period, utilities may redistribute EEI funds among each other by submitting a completed Bilateral Transfer Request and Attestation Form to eedocs@bpa.gov and copy their EER. After review, BPA will make the approved implementation budget revisions to the respective utility budgets. Utilities may also authorize a third party, through a Bilateral Third Party Agreement, to request BPA to redistribute EEI funds on their behalf. For further information please refer to Section 2: Funding of the [IM](#).

HOW DO I PREPARE AN INVOICE AND ENTER IT ON THE BPA CUSTOMER PORTAL?

The IS 2.0 invoicing process uses many spreadsheets. Although IS 2.0 is our reporting system, you must complete these easy steps before uploading your documents to the platform:



1. Determine who is responsible for submitting invoices. This person will be added as a user after completing the Customer Portal Access and Use Agreement. Please note: Your utility may already have a primary system administrator (noted in the document). Find the documents on <https://customerportal.bpa.gov>.
2. After confirmation, log in and click the Energy Efficiency tab. The Resources box on the right contains all relevant IS 2.0 files for submission. They can also be found on the IS 2.0 file landing [page](#).
3. Find Energy Efficiency Library in the middle of the page, and click “Submit an Invoice.”
4. Upload the files you want to submit to BPA for payment. A summary of your invoice will be on your landing page.

Instructions for completing the spreadsheets are available on the BPA [website](#). If you have any questions, contact your EER.



WHAT ARE MOMENTUM SAVINGS?

Since 2009, BPA has performed market research to quantify Momentum Savings, which are defined as all the energy efficiency occurring above the Northwest Power and Conservation Council’s Power Plan baseline that are not directly reported by utilities and not part of the Northwest Energy Efficiency Alliance’s Net Market Effects. Accounting for one-third of BPA’s regional energy savings goals in the EE Plan for 2016-2021, Momentum Savings are a significant portion of BPA’s total resource portfolio. To date, BPA has captured regional Momentum Savings from the residential and non-residential lighting markets, residential HVAC, residential hot water, and federal appliance standards.

Quantifying Momentum Savings is more than meeting the energy-efficiency target. BPA is trying to understand how energy efficiency is changing the power grid. Through its research, BPA collects rich information on how much energy efficiency is happening in the total market, which is used by BPA and the Council to help plan for future generation and capacity needs. Additionally, BPA’s research gathers invaluable market intelligence on how the market works to inform our programs and help bolster our market model assumptions.

To learn more, visit www.bpa.gov/goto/MomentumSavings.

Gatherings

WHAT IS EXPECTED OF ME DURING A ROUNDTABLE?

BPA's EERs work with utility staff to set up roundtable meetings across the region in late summer and early fall. Roundtables are a great opportunity for utility staff and BPA EE staff to network and share updates on their activities.

Suggestions to get the most out of roundtables:

- Before the roundtable, let your EER know the topics you'd like to discuss to help them develop the agenda and line up the appropriate EE staff to attend
- Share your ideas for organizing the roundtable or leading the discussion on a particular topic with your EER
- Don't be afraid to chime in with questions or comments to contribute to a richer conversation
- Come prepared to share updates on your programs, successes, concerns, etc. during the roundtable discussion portion of the meeting
- Network with utility and BPA staff during breaks and after hours
- After the meeting, give us your feedback about ways to improve the roundtable

WHAT IS THE PURPOSE OF A BROWN BAG?

Brown bags are informal presentations—offered during the lunch hour—that cover topics of interest to the energy-efficiency community. Subjects may include: new programs and measures, updated calculators, and evaluations and results.

The purpose of brown bags is to educate, inform, and allow for collaboration between groups. Some topics may expand to become more hands-on workshops.

Information about upcoming brown bags, topics, and participation details are announced two weeks in advance in the BPA Energy Efficiency Weekly Announcements, and through direct outreach to utilities from BPA EERs. Presentation materials are posted after the brown bag on Energy Efficiency's [Presentations & Webinars](#) page.

WHAT IS EFFICIENCY EXCHANGE AND HOW SHOULD I PREPARE TO ATTEND?

[Efficiency Exchange](#) (EFX) is a collaborative effort between BPA and NEEA, and is the premier networking and learning conference for energy-efficiency professionals across the Northwest. Attendees from public and private utilities, consulting and research firms, government, and nonprofit organizations gather to learn and connect, and help the region more effectively achieve its energy-savings goals. Visit the [EFX](#) website for more details.



SEVEN TIPS TO ENSURE YOU GET THE MOST FROM EFFICIENCY EXCHANGE:

1. Register in advance, rather than trying to register on-site
2. Make your hotel reservation early. Reservations fill up fast and if nothing is available close to the event, you may need to commute from a distant hotel. The same goes for your transportation arrangements. If you aren't staying at a host hotel, arrive early enough for a "dry run" to and from the conference site. When travel arrangements are made, remember to confirm transportation to your hotel. Many cities offer public transportation to hotel sites. Shuttles, taxis and ride share options are also available.
3. Review the agenda and plan what workshops to attend
4. Arrange meetings with organizations, panelists or utility representatives in advance, or agree to meet during meal times or receptions
5. Visit exhibitor booths to learn about new products and services
6. Sign up for EFX offsite activities
7. Arrive early or stay later to explore the EFX host city. EFX locations are always in interesting places with historical significance and exploration opportunities.

HOW CAN I JOIN A WORKGROUP FOR AN INITIATIVE THAT IS IMPORTANT TO MY UTILITY?

There are several workgroups utility staff can participate in and help make a difference in the Pacific Northwest region. Here are a few workgroups you might like to explore:

Utility Sounding Board (USB)

This is a group of nine energy-efficiency staff from a diverse set of utilities that are interested in working closely with BPA managers to provide suggestions and feedback on current programs and initiatives. USB members also have the opportunity to provide ideas while previewing new programs and initiatives prior to the launch for all utilities. Learn more about the USB [here](#).

Northwest Public Power Regional Low-Income Energy Efficiency Workgroup

A group of utilities, Community Action Program Agencies (CAP), Community Action Agencies (CAA), and other stakeholders that work together to help residential customers in the low-income segment of our region. Learn more about the workgroup [here](#).

Regional Technical Forum (RTF) and its subcommittees

Utilities are invited to join a subcommittee that is relevant to their service area, such as Connected Thermostats, Ductless Heat Pumps, Heat Pump Water Heaters, New Homes Standard Protocol, Non-Residential Lighting, Small and Rural Utilities, and other subcommittees. Find a list of RTF subcommittees [here](#).

Northwest Energy Efficiency Alliance (NEEA)

NEEA also has workgroups across many of their key initiatives and programs listed on their [webpage](#).

BPA sectors—Agriculture, Commercial, Industrial and Residential

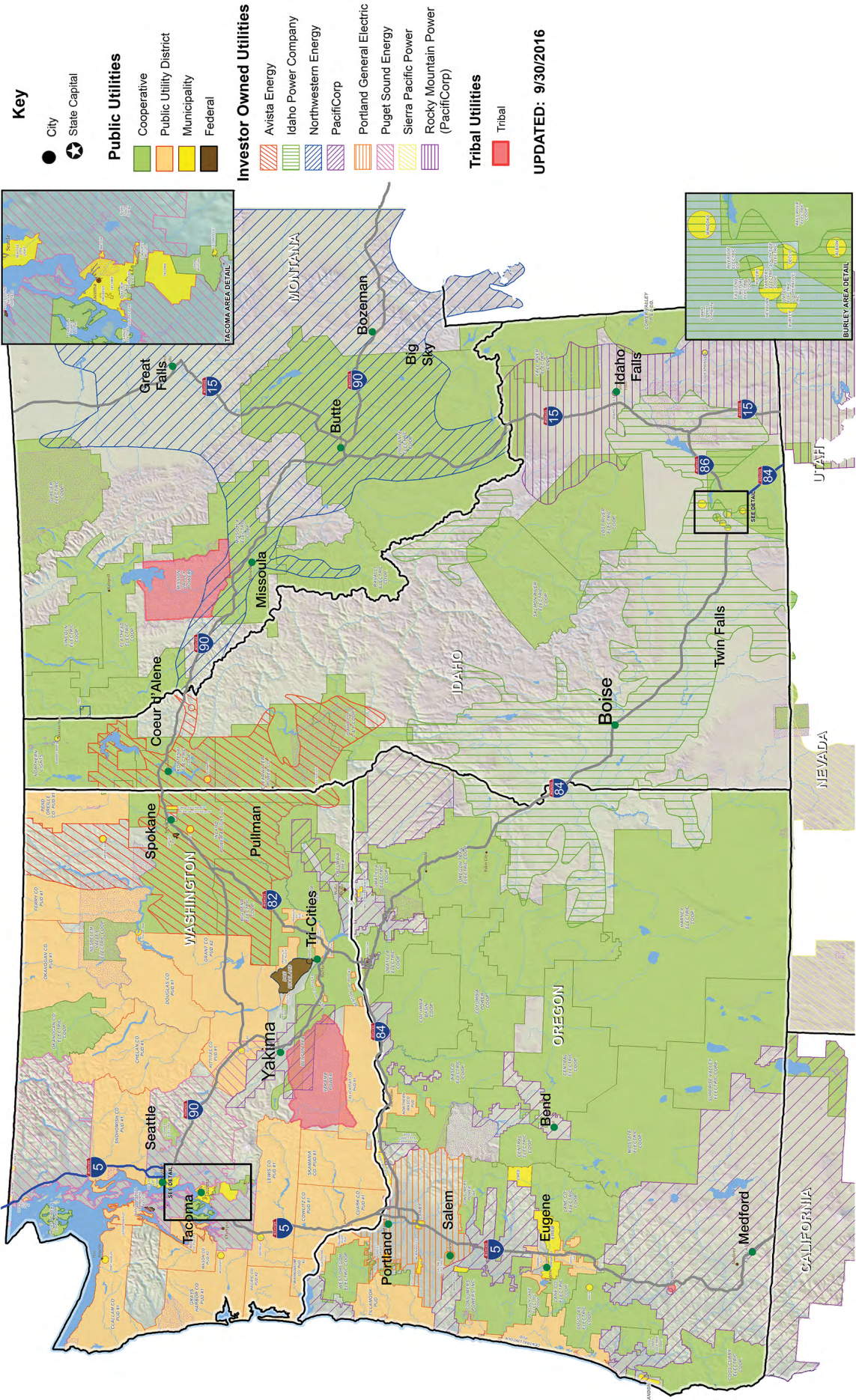
Sectors also have workgroups that can be joined. Find a list on bpa.gov/EE. To learn more about these and other workgroups, please contact your EER.

Conduit

Workgroups of all types can be found on the Conduit website. Click [here](#) to find one or start your own.

Utility Territory Maps

PACIFIC NORTHWEST PUBLIC UTILITY TERRITORIES



Glossary

TERM	DEFINITION
Bilateral Transfer	A reallocation of implementation budget funding between utilities
BPA	Bonneville Power Administration
CAA	Community Action Agencies
CAP	Community Action Program Agencies
COTR or COR	Contracting Officer's Technical Representative
CPP	Custom Project Proposal Calculator
ECA	Energy Conservation Agreement
EE	Energy Efficiency
EEl	Energy Efficiency Incentive
EER	Energy Efficiency Representative
EFX	Efficiency Exchange Conference
ESI	Energy Smart Industrial
IM	Implementation Manual
IS 2.0	Interim Solutions
kWh	Kilowatt Hours
LC	Lighting Calculator
M&V	Measurement and Verification Plan
NEEA	Northwest Energy Efficiency Alliance
RTF	Regional Technical Forum
SRR	Small, Rural and Residential
UES	Unit of Energy Savings
USB	Utility Sounding Board
VFD	Variable Frequency Drive

For a more comprehensive list of energy-efficiency terms, and acronym definitions, please refer to the BPA [Implementation Manual](#) or contact your EER.

Guide Links

PAGE	LINK
Implementation Manual	http://www.bpa.gov/goto/ImplementationManual
UES measures upload template (deemed measures)	https://www.bpa.gov/EE/Policy/Solutions/Pages/default.aspx
Option 1 Custom Project Calculator:	https://www.bpa.gov/EE/Policy/Solutions/Pages/default.aspx
Lighting Calculator 4.0	https://www.bpa.gov/EE/Policy/Solutions/Documents/LC_V4-0_LightingCalculator_20180402.xls
Lighting Calculator 5.0	https://www.bpa.gov/EE/Policy/Solutions/Documents/LC_V5-0_LightingCalculator_20190401.xls
Commercial/Industrial Lighting	https://www.bpa.gov/EE/Sectors/Commercial/Pages/Commercial-Industrial-Lighting.aspx
Tutorial videos	https://www.youtube.com/playlist?list=PLfkQc2Db24zvYMnc93_kLsG9Oo77Pi702
Interim Solution 2.0	https://www.bpa.gov/EE/Policy/Solutions/Pages/default.aspx
Marketing Portal	https://www.bpa.gov/EE/Utility/marketing/Pages/default.aspx
Customer Portal	https://customerportal.bpa.gov/
Presentations and Webinars	https://www.bpa.gov/EE/NewsEvents/presentations/Pages/default.aspx
Efficiency Exchange	https://conduitnw.org/Pages/Group.aspx?rid=242&sortType=active
Low Income Energy Efficiency	https://www.bpa.gov/EE/Policy/Pages/Low-Income-Efficiency.aspx
Northwest Energy Efficiency Alliance	https://neea.org
BPA Energy Efficiency Sectors	https://www.bpa.gov/EE/Sectors/Pages/Industrial.aspx

Measure Summary Tables

The payment levels described in these tables are intended to provide a summary only and are subject to change. Please refer to the current [Implementation Manual](#) for a comprehensive list of measures including complete details of the payment levels and associated requirements.

AGRICULTURAL	
PROGRAM COMPONENT OR MEASURE	PAYMENT
6.2 Freeze-Resistant Stock Water Tanks/Fountains	\$140-\$225 per tank or fountain
6.3 Thermostatically Controlled Outlets	\$14 per outlet
6.4 Thermostatically Controlled Stock Tanks	\$52 per stock tank
6.5 Transformer De-Energization	\$0.03 per kWh
6.6 Irrigation Measures	
6.6.1 Irrigation System Conversions: LESA/LEPA/MDI	\$12 per drop
6.6.2 Sprinkler Package Replacements	\$3-\$12 per drop
6.6.3 Irrigation System Conversions: MESA	\$10 per drop
6.6.4 Irrigation Hardware	\$1-\$275 per measure
6.7 Agricultural Pumps and VFDs	
6.7.1 Irrigation Pump Testing and System Analysis	\$50-\$300 per test or analysis
6.7.2 Variable Frequency Drives for Centrifugal Agricultural Pumps (BPA-Qualified)	\$50 per horsepower
6.7.3 Variable Frequency Drives in Agricultural Turbine Pump Applications (BPA-Qualified)	\$80 per horsepower
6.7.4 Variable Frequency Drive for New Agriculture Pump Efficiency Installations (BPA-Qualified)	\$50 per horsepower (New Centrifugal Pump) \$80 per horsepower (New Turbine Pump)
6.7.5 Agricultural New Pump Efficiency Upgrade (BPA-Qualified)	\$50 per horsepower
Custom Projects	
6.8 New Agricultural Construction	See the Custom Projects Payment Table
6.9 Other Agricultural Measures	See the Custom Projects Payment Table

COMMERCIAL	
PROGRAM COMPONENT OR MEASURE	PAYMENT
7.2 Commercial Custom Projects—Retrofits and New Construction	See the 4.1 Custom Projects Payment Rate
7.3 Nonresidential Lighting	See 7.3 Nonresidential Lighting Payment Table and Program Offerings section of Lighting Calculator
7.4 Commercial HVAC	
7.4.1 Advanced Rooftop Unit Control (ARC)	\$100 per ton (ARC Retrofit - Lite) \$200 per ton (ARC Retrofit - Full)
7.4.2 Connected Thermostat	\$150 per connected thermostat (Initial Install) \$50 per connected thermostat (Verification)
7.4.3 Ductless Heat Pump Retrofit and Upgrade (BPA-Qualified)	\$1,000 per ton (Retrofit) \$300 per ton (Upgrade)
7.4.4 Air-Source Heat Pump Retrofit and Upgrade (BPA-Qualified)	\$1,000 per ton (Retrofit) \$150 per ton (Upgrade)
7.4.5 Variable Refrigerant Flow System Retrofit (BPA-Qualified)	\$1,000 per ton
7.4.6 Variable Frequency Drive on Air Handling Unit Fan (BPA-Qualified)	\$300 per horsepower
7.5 Commercial Shell Measures	
7.5.1 Commercial Insulation (BPA-Qualified)	\$0.75-\$2.10 per square foot
7.5.2 Commercial Windows (BPA-Qualified)	\$9 per square foot of window replaced (Heating Zone 1) \$18 per square foot of window replaced (Heating Zone 2) \$18 per square foot of window replaced (Heating Zone 3)
7.6 Commercial Refrigeration	
7.6.1 Anti-Sweat Heater (ASH) Controls	\$40 per linear foot of case
7.6.2 Walk-In or Display Case Evaporator Fan Motors-Shaded Pole to Electronically Commutated Motor (ECM)	\$55 per motor (ECM on Display Case) \$140 per motor (ECM on Walk-In Cooler or Freezer)
7.6.3 Strip Curtains for Walk-In Coolers and Freezers	\$9 per square foot of doorway
7.7 Commercial Kitchen and Food Service Equipment	
7.7.1 Demand Controlled Kitchen Ventilation (BPA-Qualified)	\$200-\$400 per fan horsepower
7.7.2 Electric Commercial Steam Cookers	\$500 per pan (6 pan cooker)
7.7.3 Hot Food Holding Cabinets	\$250 per cabinet (Half Size) \$500 per cabinet (Full Size) \$1,000 per cabinet (Double Size)
7.7.4 Electric Combination Ovens	\$500 per oven (5-15 pan oven or 16-20 pan oven)
7.7.5 Electric Convection Ovens	\$200 per oven (Half size) \$400 per oven (Full size)
7.7.6 Commercial Electric Fryers	\$250 per fryer

COMMERCIAL	
PROGRAM COMPONENT OR MEASURE	PAYMENT
7.7.7 Pre-Rinse Spray Wash Valves	\$100 per spray valve
7.8 Additional UES Offerings	
7.8.1 ENERGY STAR Commercial Clothes Washers	\$25-\$125 per washer
7.8.2 Smart Power Strips	\$15 per strip
7.8.3 Commercial Showerheads	\$8 per showerhead (By Request) \$11 per showerhead (Direct Install)
7.8.4 Generator Engine Block Heaters (BPA-Qualified)	\$200 per unit (Size <3 kW) \$1,500 per unit (Size ≥3 kW)
7.8.5 Vehicle Engine Block Heater Controls	\$200 per unit

INDUSTRIAL	
PROGRAM COMPONENT OR MEASURE	PAYMENT
9.2.1 Energy Project Manager	See the Payment section of this offering
9.2.2 Strategic Energy Management Projects	See the Payment section of this offering
9.2.3 Industrial Custom Projects	See the Payment section of this offering
9.2.4 Small Industrial Projects	See the Payment section of this offering
9.2.5 BPA-Funded Technical Service Providers (TSP)	Not applicable
Other Industrial Measures	
9.3 Variable Frequency Drives for Fans in Potato and Onion Storage Facilities	\$200 per horsepower
9.4 Small Compressed Air Systems	See the Payment section of this offering
9.5 High Frequency Battery Charger Upgrade (BPA-Qualified)	See the Payment section of this offering
9.6 Welder Upgrade (BPA-Qualified)	See the Payment section of this offering
9.7 Water System Leak Abatement (BPA-Qualified)	See the Payment section of this offering

RESIDENTIAL	
PROGRAM COMPONENT OR MEASURE	PAYMENT
10.2 Lighting	
10.2.1 LED Lamps	\$0.75-\$9/LED
10.2.1 LED Fixtures	\$1-\$9/fixture
10.2.2 TLEDs	\$3-\$5/TLED

RESIDENTIAL	
PROGRAM COMPONENT OR MEASURE	PAYMENT
10.3 Advanced Power Strips	
10.3.1 Advanced Power Strips: Load Sensing (Home Entertainment Centers)	\$15–25/unit
10.3.2 Advanced Power Strips: Infrared Sensing (Home Entertainment Centers)	\$0/unit
10.3.3 Advanced Power Strips: PC Interaction Sensing (Personal Desktop Computers)	\$0/unit
10.4 Appliances (New)	
ENERGY STAR® Clothes Washers	\$15–\$100/washer
ENERGY STAR® Clothes Dryers	\$50–\$175/dryer
10.5 Electric Water Heating	
10.5.1 Showerheads	\$15–\$23/unit
10.5.2 Thermostatic Shut-Off Valves	\$14–\$23/unit
10.5.3 Aerators	\$3–\$8/unit
10.5.4 Unitary Heat Pump Water Heaters	\$300–\$600/water heater
10.5.5 Split System Heat Pump Water Heaters	\$800/water heater
10.5.6 Pipe Insulation	\$5–\$25/unit
10.6 Simple Steps	
BPA Simple Steps, Smart Savings Retail Promotion	See the payment section of this measure
10.6.1 Energy Saver Kits	
10.6.1 Energy Saver Kits	See the payment section of this measure
10.7 Heating, Ventilation, Air Conditioning (HVAC) Measures	
10.7.1 Ductless and Ducted Mini-Split Heat Pumps	See the payment section of this measure
10.7.2–10.7.5 Ducted Systems	See the payment section of this measure
10.8 Thermostats	
10.8.1 Line Voltage Thermostats	\$18/unit
10.8.2 Smart Thermostats	\$100–\$125/unit
10.9 New Construction	
10.9.1 NEEM 1.1 Manufactured Homes	\$1,200/home
10.9.1 NEEM 2.0 Manufactured Homes	\$1,400/home
10.9.2 Manufactured Home Replacement	\$2,200–\$2,500/home
10.9.3 Single-family New Construction Performance Path	Varies based on measures installed
10.9.4 Montana House	See the payment section of this measure
10.9.5 Energy Efficient New Multifamily Construction	See the payment section of this measure

RESIDENTIAL	
PROGRAM COMPONENT OR MEASURE	PAYMENT
10.9.6 Zero Energy Ready New Multifamily Construction	See the payment section of this measure
10.10 Weatherization (Standard Income)	
10.10.1 Insulation	See the Unit Energy Savings (UES) Measure List in the IM Document Library
10.10.2 Prime Window and Patio Door Replacement	\$2–\$16/square foot
10.10.3 Low-E Storm Windows	\$2/square foot
10.10.4 Exterior Insulated Doors	\$40/door
10.10.5–10.10.6 Whole House Air Sealing and Testing	See the UES Measure List in the IM Document Library .
10.10.7 Weatherization (Low-Income)	
Low-income weatherization, ductless heat pumps, air source heat pumps, heat pump water heaters, duct sealing, and smart thermostats	See the payment section of this measure