

LED Sign Lighting Technical Sheet

Energy Solutions for Business

Baltimore Gas and Electric Company (BGE) offers incentives through its Smart Energy Savers Program® to help commercial, industrial, government, institutional and nonprofit electric service customers offset the upfront costs for energy-efficient improvements. The LED Sign Lighting Technical Sheet offerings cover common energy-efficient lighting improvements for retrofitting sign lighting.

Instructions

Eligible Participants

Incentives are available to non-residential, commercial, industrial, government, institutional and nonprofit electric service customers within the BGE service territory that fall under rate schedules G, GS, GL, P or T.

Eligible Equipment

All equipment must be new and meet all designated requirements. Used equipment or equipment not meeting program and/or technical requirements is not eligible for incentives. Existing equipment must be removed and may not be reinstalled within the BGE service territory.

Submitting an Application

All Lighting applications, regardless of the total requested incentive amount, require a program preapproval letter. No amount of existing equipment being replaced may be removed or altered, and no amount of proposed equipment applied for may be purchased and/or installed prior to the issuance of a program preapproval letter. To receive a program preapproval letter, an application must first be submitted for review through [BGE's Application Center](#) and include the lighting worksheet and (for retrofit projects) as well as the manufacturer data (cut) sheets for all proposed equipment.

Approval Requirements

Once an application has been submitted, the project will be assigned a project ID. A [program preapproval letter](#) will be issued once the application has been preapproved. Only at this time may any existing equipment being replaced be removed or altered and may the proposed equipment being applied for be purchased and/or installed. Once the installation of all proposed equipment is complete and the BGE customer is satisfied with the equipment and installation, the BGE customer must sign the program preapproval letter. The BGE customer-signed preapproval letter must be uploaded to the [BGE Application Center](#) along with the final detailed invoice(s). All retrofit projects are expected to be completed within six months of the date of the program preapproval letter.

Program Details

Details of the program, including incentive levels and technical requirements, are subject to change without prior notice. You may go to [BGESmartEnergy.com](#) to get the most current program information, or you may call 410.290.1202. Total incentives are limited to \$1,000,000 per federal tax ID per calendar year. Incentives above this level may be granted on a case-by-case basis subject to program budget limitations. BGE reserves the right to deny any application that may result in BGE exceeding its program budget.

Participation Instructions

Step 1

Verify that your project meets the eligibility requirements specified on the LED Sign Lighting Technical Sheet. Visit the program website at [BGESmartEnergy.com/business/energy-solutions-business](#) or contact us at 410.290.1202 with any questions about eligibility.

Step 2

Whether the application is submitted by the BGE end-use customer or the Service Provider, the Service Provider and/or Installation Contractor must submit an [Energy Solutions for Business Service Provider application](#) prior to the submission of incentive applications. The party listed as completing and submitting the application must be the party who completes and submits the application. Service Providers and Installation Contractors must be properly licensed and insured and could face participation restrictions based on their cumulative score through the Application Evaluation System. For a list of Service Providers who have participated in the program and currently have no participation restrictions, please visit the Energy Solutions for Business [Service Provider Directory](#).

Step 3

Visit [the Application Center](#) to submit an online application. Refer to the Required Supporting Documentation section to verify that all required information and documentation are included for submission to BGE.

All elements of a completed application must be uploaded to [the Application Center](#). All applications will be reviewed for eligibility and completeness. Completed applications will be reviewed in the order received. Applicants who submit incomplete applications will be notified of deficiencies. BGE may require a pre-installation inspection and will notify customers if an inspection of the facility is necessary.

Step 4

The application will be processed, and BGE will notify the applicant in writing when the review is complete and if funds have been reserved. Upon receipt of the program preapproval letter, participants may begin removing/altering existing equipment and purchase and install the program-approved energy-efficient equipment.

Notify BGE immediately if there are any changes to the scope of work, as this may require additional preapproval.

Step 5

Upon project completion, please review your approved application and note any changes to the project that occurred during installation. The BGE end-use customer must sign and return the [preapproval letter](#) and provide invoices for all energy efficiency measures. BGE may require a post-installation inspection to verify compliance with program rules and verify the accuracy of project documentation and equipment operation. BGE will authorize payment upon the application's review and approval. The incentive check should be received within six to eight weeks after the project's completion and final project approval.

Questions

If you have questions about the program, call 410.290.1202, email Business@BGESmartEnergy.com or visit [BGESmartEnergy.com](#).

I. SIGN LIGHTING TECHNICAL REQUIREMENTS

LED Sign Requirements

- Sign must be listed (i.e., UL, CSA).
- LED modules must have a five year warranty.
- LED drivers must have a two year warranty.
- All LED signage must comply with local sign codes.

General Requirements

- The Service Provider and installation contractor must be a member in good standing with either the Maryland Sign Association or U.S. Sign Council. Documentation demonstrating good standing must be submitted with the [Service Provider application](#) to become an approved LED Sign Lighting Service Provider and/or installation contractor.
- This program is limited to the retrofitting of **existing signage only**. Arm mounted fixtures that light the face of the sign, including highway signs, will not be accepted under this program. However, you may apply for incentives for these types of fixtures under the prescriptive [Retrofit Lighting application](#).
- All signs must be hardwired; plug-in signs are not eligible for incentives.
- All new lamps and drivers must be LED in order to be eligible for incentives.

LED Sign Lighting Application Instructions

- Complete the LED Sign Lighting Retrofit Worksheet based on the type of signage.
 - Input the existing sign wattage and the source of illumination (e.g., cold cathode, neon, fluorescent).
 - Input the total proposed LED sign wattage.
 - Confirm hours of operation.
 - Input the building type.
- The worksheet will calculate the total incentive and must be submitted as part of the online application, along with the other required supporting documentation.

Required Supporting Documentation

The following documents must be uploaded to the online application:

- Completed LED Sign Lighting Retrofit Worksheet
- LED Manufacturer's Data Sheet or Specification Sheet
- "Before" and "after" digital photos of sign exterior and interior
 - Interior photos must include: number of transformers, lamps, and ballasts, and labels of each
 - Digital photos should be time-stamped and geo-tagged
 - "Before" photos are required upon initial application submission
 - "After" photos are required upon submission of final documents, including the detailed invoice and customer-signed preapproval letter, following the installation
- Original design documents of existing signage, if drawings were required by the local jurisdiction
- Copy of project proposal to customer
- [Terms and Conditions](#) signed by the BGE end-use customer

The BGE electric account number must also be entered into the online application.

BGE will process applications for payment in the order received and issue incentive payment within six to eight weeks after project completion and approval. Applicants will be notified if post-installation inspections are required prior to final payment. **Please note that failure to provide any of the above items may delay the processing of your application and result in a reduction in a Service Provider's Evaluation Score.**

II. LED SIGN LIGHTING MEASURES AND INCENTIVES

Type of Signage	Incentive
Dusk to Dawn	\$1.00 per watt reduced
Retail 8AM to 9PM	\$1.25 per watt reduced
24 Hours/7 Days Per Week	\$1.65 per watt reduced

EmPOWER Maryland programs are funded by a charge on your energy bill. EmPOWER programs can help you reduce your energy consumption and save you money. To learn more about EmPOWER and how you can participate, go to BGESmartEnergy.com