



SUPPLEMENTAL FORM

PROJECT INFORMATION (MUST BE COMPLETED)

Installation Address	City	State	Zip Code
Estimated Project Cost \$	Estimated Project Start Date		
Estimated Project Completion Date	Building Information Year built:		# of Floors:
Provide a brief description of the project			

APPLICATION PROCEDURES

1. Visit www.ladwp.com/boss to download all of the application documents and to review the Terms and Conditions and participation requirements to determine if you qualify.
2. All projects require LADWP approval and pre-installation verification. Before removing existing equipment and installation, you must submit an application package to reserve funds.

The BOSS application package includes:

- Fully completed and signed:
 - Distributed Energy Solutions Non-Residential Program application (Part A)
 - BOSS Supplemental Form (Part B)
 - Authorization Form, if applicable
- Completed BOSS Workbook
- Detailed Project Scope, if available
- Photos of the Pre-Existing Equipment and Nameplates, detailing the equipment(s) make, model and size
- Completed and signed IRS Form W-9 for the legal entity that will receive the incentive payment
- Schematic drawings and/or manufacturer specification sheets for all proposed equipment, if applicable
- Energy model, measurement and verification plan or energy savings calculations (electronic copy required), if available
- For LED Horticultural Lighting Measures, customers must submit a completed Horticultural Lighting Workbook along with documents from the following sources:
 - Manufacturer's Specification Sheet for the proposed product(s)
 - Print out of the LED product's listing from the DLC Horticultural Lighting Qualified Product List, which can be found here - <https://qpl.designlights.org>
- For Film Set Lighting Measures, customers must submit a completed Film Set Lighting Workbook with the application.

3. Submit all required forms via email to boss@ladwp.com or mail to:

**LADWP Non-Residential Programs
ATTN: BOSS PROGRAM MANAGER**

111 N. Hope St., JFB Room 1057, Los Angeles, CA 90012-2607

4. A BOSS Program Manager (PM) will be assigned to your project and will contact you to confirm receipt of the application.
5. LADWP will contact you to schedule a pre-installation verification of the existing equipment.
6. Before removing equipment and installation, you **must** wait for LADWP approval. Once written approval is received, you may proceed with the installation and implementation of the measure(s).
7. Projects not completed within 12 months of LADWP approval may be cancelled and reserved funds returned to the program fund.
8. Once the measures are installed and implemented, you must submit:
 - Completed BOSS Installation Report
 - Completed Payment Assignment Form, if applicable
 - Copies of itemized invoices and any other project cost documentation
9. After all required documents are received, LADWP will contact you to schedule a post-installation verification.
10. After the installation is verified, the PM will review all documentation and process the incentive payment. It may take 8 to 12 weeks to receive payment after the post-installation verification is completed.

ELIGIBILITY

- The Measure must exceed Title 24 Standards.
- Estimated energy savings and incentives that will be calculated based on energy efficiency improvements beyond the minimum current Title 24 requirements.
- LED Horticultural Lighting products must be listed on the DesignLights Consortium's (DLC) Qualified Products List (QPL) - <https://qpl.designlights.org> to qualify. Equipment must meet or exceed all applicable DLC Horticultural Lighting Technical Requirements in effect at the time of application. In addition to being DLC listed, all proposed products must have a Power Factor (PF) greater than or equal to 0.9 and total harmonic distortion (THD) less than or equal to 20% to qualify. Please note, DLC qualified products may be tested at numbers that do not meet the threshold required by the LADWP for PF and THD. Products not meeting the minimum requirements for PF and THD will not be eligible for LADWP incentives despite DLC listing. Please make certain the products you have selected meet LADWP's PF and THD requirements prior to applying. Customers must submit documentation to validate their proposed products meet the program requirements listed above.
- Film Set Lighting Requirements include:
 - Pre-existing fixtures must be disposed of
 - Lighting cannot be removed from the premises
 - Off-site set lighting is ineligible
 - Annual hours of operation capped at 1,000 hours per year or the lifespan of the existing lamp/fixture if less than 1,000 hours
 - Interactive effects and controls are ineligible
- To be eligible for incentives under this Program, applicant agrees that they will not apply for or receive any other incentive offered by local, state or federal entities or utilities for measures covered under this Agreement without receiving prior approval from the LADWP.
- Measures may not be applied for nor may Applicant receive incentives from multiple LADWP energy efficiency programs for the same measure. Only one (1) incentive will be paid per energy efficiency or electrification measure.

QUESTIONS?

Please contact the Business Offerings for Sustainable Solutions Program hotline at 213.367.3436 or email boss@ladwp.com.