



EmPOWER GRANT PROGRAM INFORMATION

HOW TO SUBMIT AN EmPOWER GRANT APPLICATION:

1. Review the information in this document to ensure the applicant is eligible and that the project is qualified. If you have any questions, please reach out to Chester Carson at HE-Grants@Leidos.com or your Energy Advisor.
2. Fill out the EmPOWER Grant Application completely and obtain the appropriate signatures.
3. Fill out the Commercial Incentive Application completely and obtain the appropriate signatures.
4. Gather all of the required documentation. Required documents are:
 - EmPOWER Grant Application
 - Hawai'i Energy [Commercial Incentive Application](#)
 - [IRS Form W-9](#)
 - Itemized quote [from a Clean Energy Ally contractor](#)
 - Proposed equipment specification sheets or submittals (provided by chosen Clean Energy Ally contractor)
 - For 501(c)3 organizations only: IRS 501(c)3 Determination Letter
5. **Submit all of the required documents to Chester Carson by email at HE-Grants@Leidos.com as soon as possible to be considered for the EmPOWER Grant program. Applications will be accepted, reviewed, and processed until funding is exhausted or until the end of the calendar year, whichever comes first.**

OVERVIEW

Building on the success of the last four years of this program, the EmPOWER Grant provides funding for energy efficiency improvements for Hawai'i small businesses and nonprofits that are pursuing pathways to reducing energy use at their facilities to improve their resilience, and ultimately, reduce their operating costs.

Hawai'i Energy is offering small businesses and 501(c)(3) nonprofit organizations a **reimbursement** of up to \$6,000* for an eligible energy efficiency project. Applicants must apply for specific project that qualifies for a Hawai'i Energy commercial incentive on the EmPOWER Grant Eligible Equipment Types list. Organizations are limited to two (2) applications per facility.

All applications will be reviewed and processed on a first come, first served basis. EmPOWER Grants will be offered to applicants with complete, eligible, and qualified project applications on a first come, first served bases until program funding is exhausted or until the end of the calendar year, whichever comes first.

If awarded, the EmPOWER Grant funds will be paid as a reimbursement after the project is completed. Applying for an EmPOWER Grant does not guarantee grant funding will be offered.

Applicants DO NOT need to purchase equipment to be considered for an EmPOWER grant.

Applicants that are not awarded an EmPOWER Grant may still be eligible for rebates for the energy efficiency project submitted in their application. Hawai'i Energy will notify the applicant if this applies.

NOTE: Complete, eligible applications will be reviewed and processed by Hawai'i Energy as they are submitted. Program funding may be exhausted at any time, which would end the application period.



EmPOWER GRANT INFORMATION & APPLICATION

ELIGIBILITY

To be eligible for the EmPOWER Grant, the applicant must fulfill the following requirements:

- 1. Applicant must be a commercial rate schedule account holder of an electric utility on the island of Hawai'i, Lana'i, Maui, Moloka'i, or O'ahu where the energy efficiency measure is being installed.***
You must be a Hawaiian Electric customer with a commercial account to be eligible. If your business name is not listed as the HECO account holder, you must apply through the entity listed on the HECO account for your facility.
- 2. Applicant must fall into ONE of the following categories:**
 - Small business with electric rate Schedule G
 - Small business with less than 5,000 sq. ft. facility
 - Restaurant
 - 501(c)(3) nonprofit organization

The following entities are not eligible for the EmPOWER Grant at this time:

- Businesses with a residential (Schedule R) electric utility account (unfortunately, this includes home-based businesses)
- Businesses on the island of Kaua'i
- Entities that are completely off the grid

TIMELINE

Key Activity	Timeline/Deadline
Applications open	August 1, 2024
Applications due	<i>As soon as possible to ensure consideration while program funding remains available</i>
Award letters sent electronically	<i>On an ongoing basis as Hawai'i Energy completes review and processing of applications</i>
Deadline to complete installation and submit final documentation	June 1, 2025
Reimbursement check mailed	6-8 weeks from final document submission
Final survey due	Within thirty (30) days of receiving the survey, which is provided by Hawai'i Energy after the reimbursement is issued

EXAMPLES OF ENERGY EFFICIENCY PROJECTS

Examples of energy efficiency projects include but are not limited to:

- Upgrading to high efficiency split AC or heat pump
- Installing electronically-commutated (EC) motors in walk-in coolers or HVAC units
- Adding night covers or doors to refrigerated display cases
- Upgrading walk-in coolers or freezers with high efficiency evaporators
- Changing out aging commercial kitchen equipment with ENERGY STAR® appliances
- Upgrading to a solar water heater

A comprehensive list of eligible project types and is available at: <https://hawaiienergy.com/empower-grant>



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GRANT AMOUNT

Up to \$6,000* (depending on equipment type) capped at the total cost of the project.

*Please see Hawai'i Energy's list of EmPOWER Grant Eligible Equipment Types and potential grant funding available for each equipment type at: <https://hawaiienergy.com/for-business/empower-grant>

- *Tier 1 capped at up to \$500;*
- *Tier 2 capped at up to \$3,000;*
- *Tier 3 capped at up to \$4,000; and*
- *Tier 4 capped at up to \$6,000*

****All grant caps receive up to a 50% increase for projects located in the counties of Maui or Hawai'i:***

- *Tier 1 capped at up to \$750 instead of \$500;*
- *Tier 2 capped at up to \$4,500 instead of \$3,000;*
- *Tier 3 capped at up to \$6,000 instead of \$4,000; and*
- *Tier 4 capped at up to \$9,000 instead of \$6,000*

Applications are limited to up to two (2) per facility.

ELIGIBLE PROJECTS EXPENSES

Eligible Project Expenses

- New energy efficient equipment that qualifies for a Hawai'i Energy incentive
 - *For new appliances, Hawaii Energy must be able to verify the existing equipment being replaced*
- Parts, accessories, and other materials necessary for installation
- Labor for old equipment removal, site preparation, and installation of energy efficiency measure(s)
- Shipping costs for equipment and materials
- Taxes for the above items

Ineligible Projects and Expenses

- Equipment that does not qualify for a Hawai'i Energy incentive or not on the EmPOWER Grant Eligible Equipment Types list
- Used equipment
- **Items purchased before August 1, 2024**
- Administrative Fees
- Electric vehicle charging stations
- Solar photovoltaic (PV) systems or panels



EmPOWER GRANT INFORMATION & APPLICATION

APPLICATION REQUIREMENTS & HOW TO SUBMIT

Email the following documents to Chester Carson at HE-Grants@leidos.com as soon as possible to be considered for the EmPOWER Grant program. Applications will be accepted while funding lasts, and the program may close to new applications at any time without notice.

1. EmPOWER Grant Application
2. [Hawai'i Energy Commercial Incentive Application](#)
3. [IRS Form W-9](#)
4. Itemized quote from a [Clean Energy Ally contractor](#)
5. Proposed equipment specification sheets or submittals (provided by Clean Energy Ally contractor)
6. For 501(c)3 organizations only: IRS 501(c)3 Determination Letter

Incomplete applications will not be considered.

APPLICATION REVIEW CRITERIA INCLUDES

- All application materials are filled out completely
- Project demonstrates potential for significant energy savings
- Applicant is able to demonstrate available funding to cover project costs through completion prior to receiving reimbursement through this program
- Unless otherwise noted by Hawai'i Energy (i.e. demonstrated impact from the wildfires on Maui), applicant has provided information and pictures of existing equipment to be upgraded

REPORTING REQUIREMENTS

Applicants who are awarded an EmPOWER Grant must complete a final survey after their project is completed. The survey must be completed within thirty (30) days of receiving the survey, which is provided by Hawai'i Energy after the reimbursement is issued.

OTHER TERMS & CONDITIONS

- Hawai'i Energy reserves the right to accept or reject any and all applications.
- Funding is not guaranteed.
- Applicants may apply for up to two (2) grants per facility.
- Applicants may apply for one (1) grant per energy efficiency project.
- Applicants who are ineligible for a grant may participate in Hawai'i Energy's other energy efficiency programs if applicable.
- Projects that are not approved for an EmPOWER Grant will be directed through the standard business incentive process.
- Applicant must submit to Hawai'i Energy the IRS Form W-9 with their application for processing of the IRS Form 1099 (most current version from IRS website and dated in the current year). It is understood that Hawai'i Energy may forward a copy of the IRS Form 1099 to the applicant at the end of the calendar year, should IRS Form 1099 apply.



Hawai'i Energy

EmPOWER GRANT INFORMATION & APPLICATION

Please fill out this application completely. Incomplete applications will not be considered. **Note that the Commercial Incentive Application must be submitted in addition to this application form.**

ORGANIZATION DETAILS

Business Legal Name:

Check all that apply to your business:

- ☐ 501(c)(3) nonprofit organization
- ☐ Business with HECO rate Schedule G
- ☐ Business with facilities smaller than 5,000 square feet
- ☐ Restaurant

How did you hear about the EmPOWER Grant?

- ☐ Hawai'i Energy staff member
- ☐ Referred by someone within my company
- ☐ Online search
- ☐ Webinar
- ☐ Contractor
- ☐ Referred by another organization: _____
- ☐ Other: _____

Please provide a brief overview of what your business/organization does and your mission statement, if applicable:

Does your business/organization serve any under-resourced or vulnerable populations (e.g. low-income, geographically rural or hard-to-reach, etc.)? Please provide a description of which population/s your business/organization serves, and an estimate of how many people you reach with your services each year.



Hawai'i Energy

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How do energy costs typically factor into your business/organization's decision-making processes (short-term, long-term, not at all, etc.)? For example, if your organization's energy costs or ability to pay them is currently impacting operations, please tell us about that. Or, are there planned energy efficiency upgrades or retrofits your organization has hoped to do but has been unable to? If so, please elaborate. (200 words max.)

Has your organization received a Hawai'i Energy rebate or grant in the last five (5) years?

☐ YES ☐ NO

PROJECT DESCRIPTION

Estimated Total Project Costs:

Are you able to cover or obtain financing for the costs of this project? The grant funds are awarded as a reimbursement of project costs after installation is completed and verified.

☐ YES ☐ NO

Amount Requested from Hawai'i Energy (up to 100% of total project costs or up to \$6,000, depending on equipment type, whichever is smaller):

Provide a description of your project and what the funds will be used for:

When do you anticipate this project will be completed by if the grant is awarded? Projects must be completed by June 1, 2025. Please provide a month and year at minimum.



Hawai'i Energy

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Use this page to provide information – and pictures – of the existing equipment being upgraded as part of this application. Please provide the make, model, and approximate age of the existing equipment, and, if possible, a picture showing the name plate on the equipment.

Feel free to attach additional photos as well! Mahalo.



Hawai'i Energy

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We have reviewed this application and acknowledge that the information provided is accurate to the best of our knowledge. We authorize Hawai'i Energy to use this information to determine our business/organization's eligibility for the EmPOWER Grant program and to contact us for further questions and clarifications if necessary. We understand that while our participation in the EmPOWER Grant program includes receiving financial assistance from Hawai'i Energy, it does not guarantee that we will receive any products, equipment or labor for free.

Person preparing application:

Executive Director/CEO/President (if different from the person preparing the application):

Print Name _____

Print Name _____

Title _____

Title _____

Company _____

Company _____

Signature _____

Signature _____

Date _____

Date _____