2026 Small Business Direct Install Program Application
for Indiana businesses

This application covers equipment installed by December 15, 2026.

Thank you for choosing to participate in Indiana Michigan Power's Energy Efficiency at Work Small Business Direct Install (SBDI) Program. To confirm your eligibility and ensure your application is complete, please review the information below. Remember to keep copies of your completed application and all related invoices for your records. For full program terms and conditions, visit the official Indiana Michigan Power website https://electricideas.com/at-work/.

Need help?

For assistance completing this application, call **800-929-7633** to speak with a program representative, or email saveenergyatwork@aep.com.

What you will need:

- Your Indiana Michigan Power electric account number
- The completed SBDI Program Application (signed and dated)
- A copy of your itemized cost estimate (pre-application) or invoice (final application), including all applicable material and labor costs (please keep the original for your records)
- Energy Assessment Report (signed and dated)
- Installing Trade Ally information
- Technical data sheets for each type of equipment installed

How to apply

Step 1: determine eligibility

Applicant: Applicant must be a current non-residential electric customer located in Indiana with a peak demand less than or equal to 150 kW.

Application and installation: the final application must be postmarked within 90 days of equipment installation.

Equipment: must be purchased and installed by December 15, 2026. Read all requirements carefully to ensure your product qualifies.

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Step 2: complete application

Pre-application or final application: all SBDI projects require pre-application approval. Once pre-application approval has been granted a final application can be submitted after installation is complete.

Complete application: unless noted otherwise, all fields must be completed on the application to receive an incentive.

Attach Energy Assessment Report and technical data sheets to application:

- Ensure that you have completed and attached the signed Energy Assessment Report with selected (pre-application) or installed (final application) measures.
- Technical data sheets or manufacturer cut sheets are required for all installed equipment.

Attach estimates/invoices: estimates are needed for the pre-application, for final applications only, ensure that you have attached copies of all invoices to the application. Invoices should include:

- The equipment make, model and cost
- The date of installation
- Total number of units installed
- Labor costs of equipment installation

Step 3: submit application

Submit application, technical data sheets and invoice(s): submit your completed application, Energy Assessment Report, technical data sheets and a copy of your itemized invoice(s), Final Applications only. You may do so one of three ways:

Email: submit to saveenergyatwork@aep.com (Note: be sure to include all documents as email attachments.)

Mail: Resource Innovations, ATTN: Indiana Michigan Power Incentive Programs
1232 Fourier Drive Suite 125
Madison, WI 53717

Fax: 608-829-2723

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Customer and contact information

Is this project:

☐ Pre-Application (required for all SBDI projects)

☐ Final Application (for completed projects)

Installation date: _____

1. Customer

Customer business name: _____
(as shown on your Indiana Michigan Power electric bill)

Contact name: _____ Contact title: _____

Contact phone: _____ Contact email: _____

Contact address: _____ City: _____ State: _____ Zip: _____

2. Indiana Michigan Power account information

Electric account number: _____

3. Location of installation (as shown on your Indiana Michigan Power electric bill)

☐ Same as customer

Installation address: _____ City: _____ State: _____ Zip: _____

4. Trade Ally information

Trade Ally business name: _____

Contact name: _____ Contact title: _____

Contact phone: _____ Contact email: _____

Contact address: _____ City: _____ State: _____ Zip: _____

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Sign application

By signing below, I certify that, as the Customer Representative, I have the authority to bind the Customer to the Program Agreement. I have read, understand, and agree to be bound by and comply with the terms set forth, herein and such other terms as set forth in the Indiana Michigan Power Program Terms and Conditions. The information provided to Indiana Michigan Power or Program Administrator in and as part of this Application is accurate and complete and I will notify Indiana Michigan Power immediately of any changes to the information. The number shown on this form is my correct federal Taxpayer Identification Number (or I am waiting for a number to be issued to me), and I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and I am a U.S. citizen or other U.S. person, and the FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

The Internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.

Customer representative signature: _____

Printed name: _____

Title: _____ Date: _____

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Program agreement

Indiana Michigan Power ("I&M") is offering various energy efficiency programs ("Program") which provide eligible Customers with energy efficiency education, informational support, and assistance with facilitating the installation of energy-efficient products, equipment, and services ("Measures") designed to provide reduction in utility bill costs, as well as contribute potential non-energy benefits such as improvements to health, comfort, or safety at an eligible Customer's address. Resource Innovations ("Program Administrator") has been contracted by I&M to offer various Program services to eligible Customers. "Customers" are non-residential business customers located within I&M's Indiana territory who meet the eligibility requirements provided below. As part of the Program, Customers or trade allies ("Trade Ally(ies)") will perform installations, and construction work for the purpose of putting into service and making operational the energy efficiency Measure(s) ("Services"). A "Project" is defined as all Services performed at a single Site in one or more visits. A Customer may have multiple Sites which participate in the Program, which would account for multiple Projects. A "Site" is defined as a non-residential business at a single address that qualifies for the Program Services. Customers who are interested in determining their eligibility for participation in the Program must agree to comply with and be bound by the terms and conditions of this Program Agreement ("Agreement"). This Agreement sets forth the terms governing Customer's participation in the Program and will be incorporated by reference into the Program application provided to the Customer.

Program participation steps: To be considered for incentives offered by I&M, Customer must submit a fully completed Program Application. When submitting a Final Application, Customer must provide a project invoice with each Measure cost and labor cost itemized separately. Labor must be listed as a separate line item on the invoice. For self-installations, internal labor hours and cost estimates must be provided. As part of the Program Application review process, I&M may request additional documentation and conduct any site inspection activities necessary to confirm the installation and operability of Measures at the Project Site. Failure to provide or complete any of the requested information or Program requirements may result in the return or denial of the Program Application.

Terms and conditions: This Program Agreement incorporates by reference the I&M Program Terms and Conditions ("Terms and Conditions") located at www.aep.com/terms. The Terms and Conditions set forth additional terms governing Customer's participation in the Program including but not limited to limiting the liability of I&M and the Program Administrator, establishing the laws that govern this Program Agreement, and the process for disputes.

Eligibility: I&M incentives are offered to qualifying non-residential electric customers. Incentives are made available and paid on a first-come, first-served basis until depleted or otherwise directed by I&M. Projects must be completed and operational by December 15, 2026. All application documentation must be submitted within 90 days of Project completion or by December 15, 2026, which ever comes later. Projects must reduce electric usage through system efficiency improvements; control upgrades may also qualify. The following Measures will not qualify: peak shaving, demand reductions, fuel switching, power generation, renewable energy, or operating schedule changes. Equipment must meet the minimum number of annual operating hours.

Compliance: All Projects must comply with applicable federal, state, and local laws and building codes. All Measures installed must be new or retrofitted with new components per Program specification. Used or rebuilt equipment is not eligible for incentives. Existing equipment must be removed or permanently disconnected. New equipment must meet specification requirements and existing equipment must be operational when the Program application is submitted. Only one incentive will be granted for each Project. Customers can submit multiple Projects in a calendar year; however, the incentive totals cannot exceed the Incentive Limit Cap per year. If the Project is in a leased building, the lease term must be at least three (3) years and a copy of the lease may be requested. Up to 24 months of utility usage information may be requested.

Program incentive: The Program offers incentives for the installation of eligible Measures. Payment of a final incentive amount will be based on I&M's, or its Program Administrator's, review of the completed Project and satisfaction of all eligibility and Program requirements, including without limitation, verified energy savings and Project cost-effectiveness and may differ from the pre-approved incentive amount. Any amount in excess of the pre-approved incentive amount will be subject to availability of Program funds. Applications for incentives in excess of $20,000, or savings estimated to be greater than 1 GWh per premise per year must be preapproved by Indiana Michigan Power prior to purchasing or installing equipment.

Incentive Limit Caps: Incentives may not exceed 100% of the total Project cost, unless otherwise stated, including materials, external labor, permits, equipment rental or disposal. Individual Customer Incentives received from all Programs offered by I&M are limited to an annual $250,000 cap per Site or $500,000 cap if your business has multiple Sites participating, while Program funding is available ("Incentive Limit Cap").

Inspections: I&M, or its Program Administrator, reserves the right to conduct pre-inspections and post inspections of proposed and installed Projects. To determine eligibility and provide Program Services, including but not limited to, conducting a Site assessment, collecting Site information, or to verify equipment installation, Customer shall provide I&M, Program Administrator, and their respective subcontractors, full access to the Project Site throughout the term of the Program and for up to two years from the date that Services were provided.

Publicity: I&M reserves the right to publicize your participation in this Program, unless you specifically request otherwise.

Logo use: Customers or Trade Allies may not use the I&M name or logo nor that of any other participating utilities, in any marketing, advertising, or promotional material without written permission. If interested in co-branding, please contact I&M at saveenergyatwork@aep.com for permission.

Program discretion: Incentives are available on a first-come, first-served basis. Incentive amounts and offerings are subject to change or termination without notice at the discretion of I&M.

Payment: Once completed paperwork is submitted, incentive payments are usually made within 6–8 weeks. Incomplete Program applications will delay payments or result in denial of application approval. I&M reserves the right to refuse payment and participation if the Customer or Trade Ally violates Program terms and conditions, or this Agreement. I&M must receive 100% of the energy savings for the rated life of the product(s) or for a period of three (3) years from the receipt of incentive, whichever is less. If you do not provide the energy savings, the Site on which the installed Projects are located closes or ceases operation within three (3) years from receipt of incentive, or you cease to be a customer of I&M within (3) years, you shall refund a prorated amount of the incentive.

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Release/indemnification: Payment of rebates under the Program and/or evaluation of applications for rebates shall not deem I&M, its Program Administrator, or any of its affiliates, employees, contractors or agents ("I&M Parties") to be responsible for any work completed in connection herewith. Applicant fully releases I&M Parties from any and all claims it may have against I&M Parties in connection with this application, the rebates or the work performed in connection with them. In addition, applicant agrees to defend, indemnify and hold I&M Parties harmless from and against any and all claims, losses, demands or lawsuits by any third parties arising in connection with this application, the payment or non-payment of rebates, or any work performed in connection with them. The customer hereby releases I&M, its Program Administrator, and participating utilities from any and all liability arising from or connected with releasing the information to I&M set forth herein.

Safety: If at any time during the Program and/or the installation of the Project, I&M or Program Administrator, in either sole's discretion, determines any Project conditions, implementation, or participation in the Program creates or potentially may create unsafe situation or adversely impacts the reliability to provide electric or gas service, I&M may instruct, or Program Administrator may independently, terminate or suspend the Customer's participation in the Program immediately and until such time as I&M or Program Administrator determines, such safety or adverse conditions have been satisfactorily resolved.

Disclaimer of Warranties: Customer shall independently evaluate any information provided by the Program related to estimates of bill cost savings or energy savings and selection or implementation of Measures. Neither I&M nor Program Administrator guarantee that installation of the energy efficiency Measures selected or adoption of Program recommendations will result in reduced bill costs or energy usage. I&M AND PROGRAM ADMINISTRATOR MAKE NO REPRESENTATIONS FOR WARRANTIES, AND ASSUME NO LIABILITY WITH RESPECT TO QUALITY, SAFETY, PERFORMANCE, EFFECTIVENESS, POTENTIAL ENERGY SAVINGS, OPERATIONAL CAPABILITY, RELIABILITY OR ANY OTHER ASPECT OF ANY DESIGN, SYSTEM, OR EQUIPMENT INSTALLED RELATED TO THE PROJECT. TO THE MAXIMUM EXTENT PERMITTED BY LAW, I&M AND PROGRAM ADMINISTRATOR EXPRESSLY DISCLAIM ALL REPRESENTATIONS AND WARRANTIES, EXPRESS OR IMPLIED, WHETHER STATUTORY OR OTHERWISE, INCLUDING WITHOUT LIMITATION ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSES.

Misrepresentation: Project information provided must be accurate and if determined fraudulent or misleading the Project Incentive will be disqualified. Any person who knowingly files an application containing any materially false information or who purposely or misleadingly conceals information subjects such person to criminal and civil penalties. Any and all funds determined to have been acquired on the basis of inaccurate or fraudulent information must be returned to I&M. Any Customer found to be engaged in fraudulent activity or misrepresentation of any kind will be immediately removed from the Program. This section shall not limit other remedies that may be available for the filing of a false or fraudulent application, including, but not limited to, referral to law enforcement authorities.

Assignment: Neither the Agreement nor any of rights or obligations arising hereunder may be assigned or transferred in whole or in part, whether by operation of law or otherwise, without I&M, or Program Administrator's prior written consent. Any attempted assignment or transfer without such consent shall be void and of no force or effect. Subject to the foregoing, this Agreement shall be binding upon and inure to the benefit of each Party's permitted successors and permitted assigns.

Customer Project Information: Notwithstanding anything in this Agreement to the contrary, Customer authorizes and acknowledges that Program Administrator may duplicate, disseminate, release and disclose Customer's information relating to Customer's application (including the entirety of its contents), and any other information obtained by Program Administrator arising out of Customer's participation in the Program, including but not limited to Project documentation, account information, billing data, and energy usage to its employees, subcontractors under agreement with Program Administrator, I&M and its regulatory authorities, and their staff and contractors, for the purposes of processing Customer's Application and other Program related activities, to confirm compliance with Program terms and conditions, or as required to comply with state and/or federal law, fraud prevention, regulation, and other legal actions.

No Double Dipping: Customer represents they have not received within the last five years and will not for the next five years from the date of this Agreement, any energy efficiency incentives offered by I&M, other energy saving programs for the same Project Measures/Services being provided pursuant to this Agreement.

Tax Liability: Customer acknowledges that receipt of any rebate pursuant to the Program Agreement may result in taxable income to the Customer, even if Customer does not directly receive a payment, and that Customer is solely responsible for payment and reporting with respect to Customer's taxes. Customer should consult his or her own tax advisor with respect to the tax treatment of rebates provided pursuant to the Program Agreement. Nothing in this Agreement is intended to constitute tax advice and cannot be used for the purpose of avoiding penalties under the Internal Revenue Code.

Toxic Materials: I&M, or its Program Administrator, shall have no responsibility for the discovery, exposure, presence, handling, removal, or disposal of hazardous materials of any kind related to implementing the Project, including without limitation, asbestos, PCBs, or other toxic substances.

Compliance with Law: Customer, at its own expense, is responsible for meeting all requirements and complying with all local and state laws and codes concerning the Program. Customer shall, at its own expense, obtain and maintain licenses and permits needed to install eligible equipment. Failure to obtain and maintain necessary licenses and permits constitutes a material breach of Customer's obligations.

Entire agreement: The terms set forth herein, including all attachments and incorporated references, constitute a complete statement of the terms and conditions applicable to the Program and supersede all prior representations or understandings, whether written or oral. I&M and Program Administrator shall not be bound by or be liable for any statement, representation, promise, inducement or understanding of any kind that is not set forth herein.

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