

Form – Enrolment and Conditions

Grants – Steam trap maintenance

As part of its Global Energy Efficiency Plan, Énergir provides its customers with grants to help them reduce their natural gas consumption.

This document is intended for Énergir customers (or those in the process of becoming one¹) in the business, industrial or institutional sectors who want to conduct steam trap audits, acquire an automatic steam trap monitoring system, replace or repair faulty steam traps, or add thermal insulation to their existing steam traps.

This form sets out the terms and conditions for participation in the Steam trap maintenance program (the “Program”) and allows the customer to submit their enrolment request to Énergir.

To submit an application or for any administrative information related to files in progress, you can reach us:

by email:
energyefficiency@energir.com

or by phone:
514-598-3410



Conditions

Eligibility criteria

1. Be an Énergir customer or in the process of becoming one.¹
2. Use steam that's primarily natural-gas-fired (>50 %)² for process or space heating.
3. Review the terms and conditions of the Program as set out in this document and agree to comply with them.
4. Submit an enrolment request by filling out the form on [page 8](#) before completing the measure in question.
5. Use the services of one of the providers authorized by Énergir. The list of authorized suppliers is available on [Énergir's website](#).

Source rebate

To streamline the administrative process for participating customers, Énergir-authorized suppliers will identify the applicable grants and may deduct them directly from their bill (conducting an audit, sale of steam traps, sale of parts to repair a steam trap, replacing or repairing a defective steam trap, sale of an automatic monitoring system, sale removable insulating jackets for steam traps, etc.).



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¹ For applicants in the process of becoming an Énergir customer, they must have a signed contract with their sales representative and an assigned Énergir account number in order to take advantage of this grant program.

² Cases that do not meet this criterion may be submitted to Énergir for discussion.

Calculation of grant amount

Audit	
Number of steam traps audited	Grant amount per audit
1 to 49	\$10/steam trap
50 to 99	\$1,000
100 to 149	\$1,300
150 to 199	\$1,600
200 to 249	\$1,900
250 to 299	\$2,200
300 to 349	\$2,500
350 to 399	\$2,800
400 to 449	\$3,100
450 to 499	\$3,400
500 to 549	\$3,700
550 to 599	\$4,000
600 to 649	\$4,300
650 to 699	\$4,600
700 to 749	\$4,900
750 to 799	\$5,200
800 to 849	\$5,500
850 to 899	\$5,800
900 to 949	\$6,100
950 to 999	\$6,400
≥ 1,000	\$6,700
Maximum amount	
100% of eligible costs	

Faulty steam trap repair or replacement		
Steam system pressure	Grant amount per steam trap	Maximum amount
< 50 psi	\$100	50% of eligible costs up to \$100,000 per year ³
50 to 99 psi	\$125	
100 to 149 psi	\$150	
150 to 199 psi	\$175	
200 to 250 psi	\$200	
> 250 psi	\$225	

Thermal insulation	
Grant amount per steam trap	Maximum amount
\$150	50% of eligible costs up to \$100,000/year ³

Automatic monitoring system		
System	Grant amount per steam trap	Maximum amount
Leased	\$100	50% of eligible costs up to \$100,000/year ³
Purchased	\$550	50% of eligible costs up to \$100,000

Penalties may be applied to the grant amounts if the conditions set out in the [Conditions](#) section are not met.

Grant frequency

- The financial assistance amounts presented above are allocated by Énergir account number.⁴
- **Audit and replacement/repair:** The customer must complete at least one audit per year (see Conditions); the maximum number of subsidized audits per year⁵ depends on the steam system's maximum operating pressure: 1 audit for low-pressure (< 30 psi), 2 audits for mid-pressure (30 to 100 psi) and 3 audits for high-pressure (> 100 psi). If half of the steam traps are audited during the winter and the other half during the summer, that counts as two audits for frequency purposes. After each audit conducted by an authorized supplier (after December 15, 2023), the customer is eligible for a replacement/repair grant for the failed steam traps, even if the audit was not funded by Énergir.
- **Thermal insulation:** There is no frequency limit. The same participant can submit several grant applications in one year or over several years. However, Énergir will only subsidize one insulated jacket per steam trap in the customer's inventory.
- **System and replacement/repair:** The grant for leasing a system is renewable annually. For purchased systems, a one-time grant is available (on purchase) and is not renewable. At the end of each monitoring year (for purchased and leased systems), the participant is eligible for the grant to replace/repair failed steam traps, even if the system was not funded by Énergir.

Eligible costs

This amount corresponds to the cost charged to the customer by the authorized supplier, before rebates and tax, for:

- Audit (such as labour and equipment for tag installation).
- Installation of a monitoring system (equipment and labour) and the annual rental fee (for leased systems).
- Purchase of new steam traps or parts for repair and labour for replacement/repair. If the replacement or repair is done by the client, labour costs are not eligible. Modifications to pipework that are related to a steam trap replacement **are not** considered eligible.
- The purchase of insulating jackets and labour for the installation. If the insulation jackets are installed by the client, labour costs are not eligible.

Limited budget envelope for monitoring systems

Énergir offers a limited number of grants for automatic monitoring systems. Please contact your supplier for information and to check eligibility.

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⁴ Where warranted by a customer's facilities, each building or section of a building with the same assigned Énergir account number may be eligible for the grants outlined above. Please contact Énergir or your supplier to assess eligibility.

⁵ January 1 to December 31.

Steps

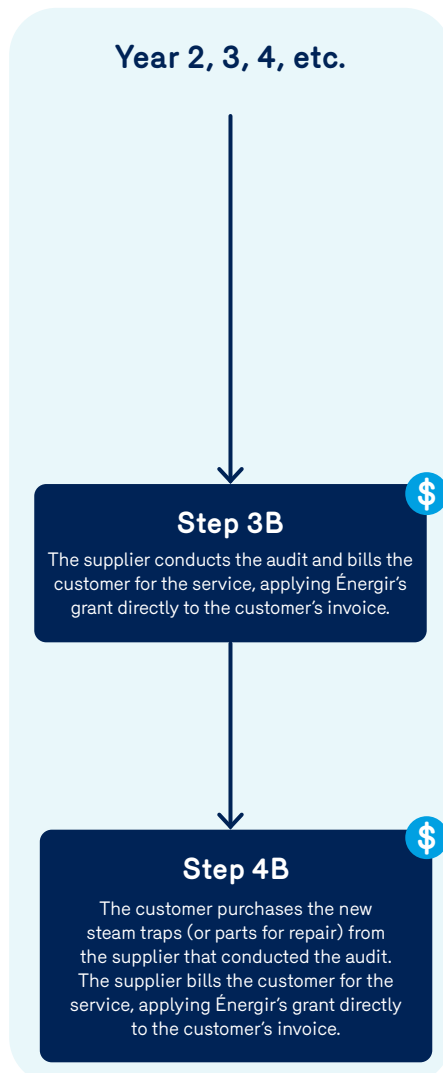
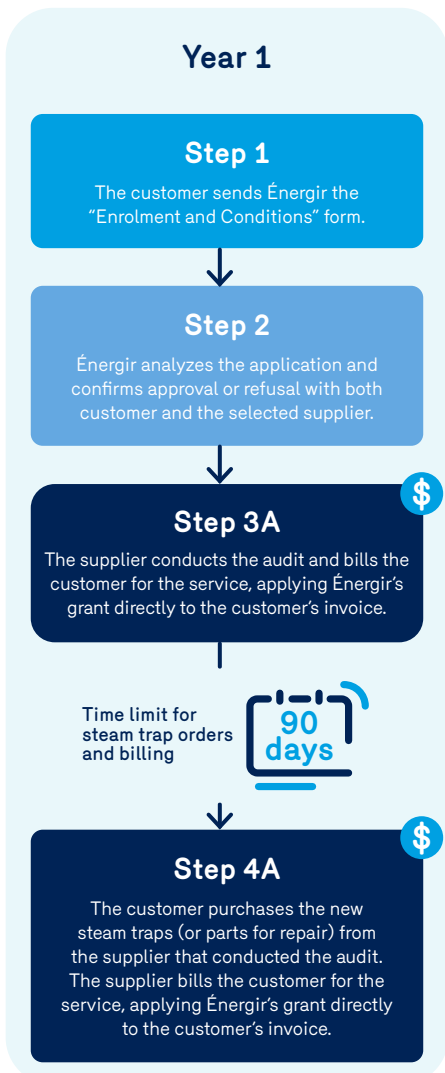
Audit and replacement/repair

		Year 1 (e.g. 2024)			Year 2, 3, 4, etc. (e.g. 2025, 2026, 2027)		
		Audit #1	Audit #2	Audit #3	Audit #1	Audit #2	Audit #3
Low-pressure system	Enrolment	\$			\$		
Mid-pressure system		\$	\$		\$	\$	
High-pressure system		\$	\$	\$	\$	\$	\$
Minimum of one audit per calendar year		Mandatory	Optional	Optional	Mandatory	Optional	Optional

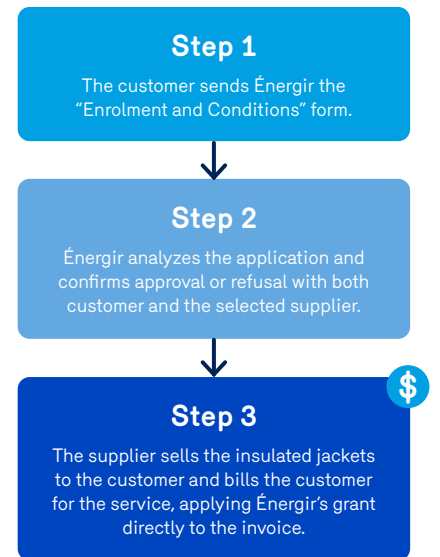
 Subsidized

After each subsidized audit, the replacement/repair of all failed steam traps is mandatory.

After each audit (subsidized or not) conducted by an authorized supplier, the client is eligible for the replacement/repair grant, if the terms and conditions of the Program are met.

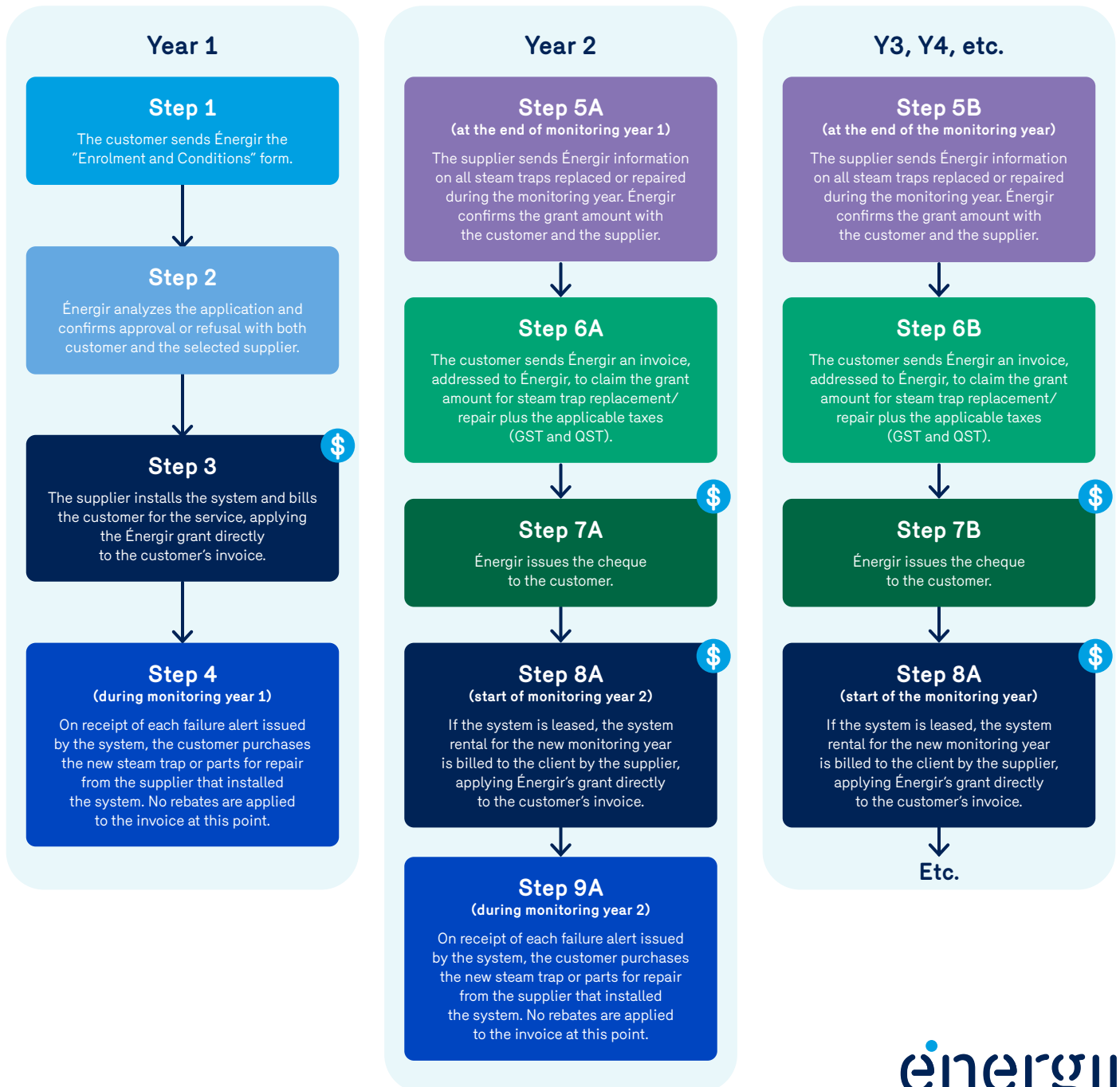


Thermal insulation measure



System and replacement/repair

		Monitoring year 1 (e.g. 2024)			Monitoring year 2 (e.g. 2025)			Monitoring year 3, 4, etc. (e.g. 2026, 2027)					
Enrolment	System installation \$	Failure alert 1	Failure alert 2	Etc.	Énergir issues a cheque to the customer for replacements/repairs during the monitoring year just ended.	The system rental for the new monitoring year is billed to the client by the supplier, with the rebate made at source.	Failure alert 1	Failure alert 2	Etc.	Énergir issues a cheque to the customer for replacements/repairs during the monitoring year just ended.	The system rental for the new monitoring year is billed to the client by the supplier, with the rebate made at source.	Etc.	
		Replacement or repair 1	Replacement or repair 2		\$	\$	Replacement or repair 1	Replacement or repair 2		\$	\$		



Conditions

General

1. Be an Énergir customer or in the process of becoming one.⁶
2. Use steam that's primarily natural-gas-fired (>50 %) ⁷ for process or space heating.
3. Review the terms and conditions of the Program as set out in this document and agree to comply with them.
4. Submit an enrolment request by filling out the form on [page 8](#) before completing the measure in question.

The customer is only eligible for grants under the measure(s) for which they are enrolled. If the customer wants to enrol for a new measure at a later time, or wants to change their authorized supplier for a measure they are enrolled for, they will need to send a new Enrolment Form to Énergir.

5. Use the services of one of the suppliers authorized by Énergir. The list of authorized suppliers is available on [Énergir's website](#).

Audit

1. The audit must be conducted by an authorized Énergir supplier (customer's choice).
2. Conduct at least one audit per year (between January 1 and December 31) to avoid a **50% penalty** on next audit grant.
3. Audit at least 90% of steam trap inventory annually.
4. Only steam traps not monitored by an automatic monitoring system are eligible for an audit grant.
5. The participant must use the same supplier for the audit and repair/replacement of their steam traps.

Once the audit and replacement/repair are completed, the customer can switch suppliers for the next audit.⁸ In this case, they will have to submit a new enrolment form.

6. Commit to i) purchasing new steam traps or parts for repair within 90 calendar days of the audit completion date and ii) replacing/repairing defective steam traps within 6 calendar months of the audit completion date.

Replacement/repair of failed steam traps post-audit

7. Have completed an audit with an authorized supplier (after December 15, 2023).
A replaced/repared steam trap that has not been audited under the Program is not eligible for the grant.
8. All defective steam traps recommended for replacement or repair by the supplier are eligible for the grant (e.g. defective in the "closed" and "open" positions).
9. Purchase new steam traps or parts for a repair from the supplier who conducted the audit⁹ and be invoiced for the service by the latter no later than 90 calendar days after the audit date to avoid a **50% penalty** on the replacement/repair grant.
10. Replace or repair all steam traps identified as defective during the audit no more than 6 calendar months from the audit date.
Replacement or repair of defective steam traps can be performed by the supplier or by the customer directly.
11. New steam traps or repair parts purchased by the participant must be new to qualify for financial assistance.

12. The subsidized steam traps must replace existing ones.
The addition of a new steam trap that does not replace an existing steam trap is not eligible for the grant (new construction, expansion of a steam system, addition of a steam trap on an existing system, etc.).

13. If the same steam traps fail on a regular basis, the customer must investigate the cause and take the necessary corrective action.
Énergir may refuse to subsidize the replacement or repair of a steam trap that fails too often.

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⁶ For applicants in the process of becoming an Énergir customer, they must have a signed contract with their sales representative and an assigned Énergir account number in order to take advantage of this grant program.

⁷ Cases that do not meet this criterion may be submitted to Énergir for discussion.

⁸ A customer can choose a different supplier for each subsidized measure, namely i) audit and replacement/repair, ii) system and replacement/repair, and iii) steam trap thermal insulation.

⁹ The customer is free to purchase the new steam traps or parts for repair from their supplier of choice, but will receive the grant only for purchases made from the supplier that conducted the audit.

Thermal insulation

1. Purchase the insulation jackets from an authorized supplier (customer's choice).
Insulation must be new and removable for easy maintenance. Installation of insulated jackets can be done by the supplier or by the customer directly.
2. Only steam traps that can be insulated qualify for the grant.
Steam traps that don't function properly when insulated do not qualify. Please contact your supplier for more information.
3. The cumulative number of subsidized insulation jackets cannot exceed the customer's total number of steam traps in service.
4. As soon as the insulation jackets are delivered, the customer has 90 days to install them.

Monitoring system

1. The customer must not have an existing automatic monitoring system.
If the customer has an existing monitoring system, only the addition of new monitoring points are eligible for funding, as long as Program conditions are met.
2. Purchase or lease a monitoring system from an authorized supplier (customer's choice).
3. Commit to replacing or repairing defective steam traps (requiring replacement or repair) on receipt of each failure alert issued by the system.
This commitment must be maintained for:
 - **5 monitoring years:** in the case of a system **purchased** by the customer.
 - **1 monitoring year:** in the case of a system **leased** by the client. If the customer wants to renew the system rental grant, they must make an annual commitment to replacing/repairing the failed steam traps on receipt of a failure alert, for a full monitoring year.This 1 or 5-year period begins on the system's **installation date**.
4. Commit to submit a grant application for the replacement/repair of the failed steam traps at the end of each monitoring year.

Replacement/repair of defective steam traps when monitoring system is used:

5. Use an automatic monitoring system provided by an authorized supplier.
A steam trap that is replaced/repared without being monitored via a monitoring system does not qualify.
6. Purchase new steam traps or parts for repair from the supplier that installed the monitoring system.¹⁰
The customer must meet this commitment for 1 year (leased system) or 5 years (purchased system). After this time, the client can opt to switch suppliers.¹¹
7. Replace or repair all steam traps that have been flagged for failure during the monitoring year and require replacement or repair.
Énergir reserves the right to withdraw a participant's grant if the participant does not replace or repair the failed steam traps within a reasonable timeframe following receipt of a failure alert.
Replacement/repair of faulty steam traps can be done by the supplier or by the customer directly.
8. Comply with conditions 8), 11), 12) and 13) of the "Replacement/repair post-audit" measure.

¹⁰ The customer is free to purchase the new steam traps or parts for repair from their supplier of choice, but will receive the grant only for purchases made through the supplier that installed the monitoring system.

¹¹ A customer can choose a different supplier for each subsidized measure, namely i) audit and replacement/repair, ii) system and replacement/repair, and iii) steam trap thermal insulation.

Form – Enrolment and Conditions

Grants – Steam trap maintenance

* Mandatory fields are outlined in red.

Section 1 – Enrolment Status

* Are you already enrolled in Énergir’s Steam Trap Maintenance program for any of the following measures:

- | | |
|-----------------------------------------------------|------------------------------------------|
| <input type="radio"/> Audit and replacement/repair | <input type="radio"/> Thermal insulation |
| <input type="radio"/> System and replacement/repair | <input type="radio"/> None |

If you selected “None” in the previous question, please fill out all sections of the Form and ignore the 2 fields below. If not, please provide the information below and only fill out sections 4 and 6 of the Form.

Énergir account number:

Customer file number:

Section 2 – New Participant Information

Company name:

Québec Enterprise Number (NEQ – Enterprise Register):

Contact person name: Title:

Office phone: Cell phone:

Email:

Facility address

Énergir account number:¹

Building address:²

City: Province: Postal code:

Section 3 – Steam System

Maximum **operating** pressure of the steam system (psi):

Is the steam 100% produced by natural gas?³ Yes No

If you selected “No” in the previous question, please fill out the table below:

Energy source	Annual steam output by energy source (lbs/yr)				Percentage
	Boiler 1	Boiler 2	Boiler 3	Boiler 4	
Natural gas					
Electricity					
Oil					
Other (please specify below)					
Total					

If other, please specify:

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¹ If you have multiple steam systems with different Énergir account numbers, please submit a registration form for each Énergir account number.

² Subsidized measures/equipment must be performed/installed at the address served by the Énergir gas account number listed in this section.

³ Steam in lbs/yr must be primarily natural-gas-fired (>50%). Systems that do not meet this criterion may be submitted to Énergir for discussion.



* Mandatory fields are outlined in red.

Section 3 – Steam System (cont.)

Please fill out the table below based on the number of boilers that power your steam system:

Data	Steam boilers				Reserved – Énergir
	Boiler 1	Boiler 2	Boiler 3	Boiler 4	
Annual operating hours					
Type of steam produced					
For superheated steam: degree of superheat (°C)					
Boiler pressure (psi)					

Section 4 – Measure and Selected Supplier

* Please fill out the table below for the measures you want to enrol in:

Funded measures in this Stream	Which supplier would you like to enrol with? ⁴	Specify whether the request is for an initial enrolment or change of supplier.	Comments
Audit and replacement/repair			
System and replacement/repair			
Thermal insulation			

If you are enrolling in the “System and replacement/repair” measure, will the system be: Leased Purchased I don’t know

Section 5 – Current Maintenance Practices (prior to program participation)

This section has no impact on the amount of financial assistance a participant may receive and is used only to collect information for Énergir.

Please select the situation that corresponds to your **current** maintenance practices prior to your participation in the program:

- I conduct internal audits with my own staff and equipment and replace/repair defective steam traps (either internally or through a subcontractor).
- I perform audits via an external subcontractor and I replace/repair faulty steam traps (internally or via a subcontractor).
- I have an automatic monitoring system for all steam traps and I replace/repair defective traps, either internally or through a subcontractor.
- I have an automatic monitoring system for some steam traps and I replace/repair defective traps, either internally or through a subcontractor.
- I don’t conduct audits, but I replace the steam traps at regular intervals.
- I don’t service my steam traps.
- Other: _____

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⁴ If you want to change suppliers for a measure at some point in the future, you will need to submit a new enrolment form to Énergir.



* Mandatory fields are outlined in red.

Section 5a – Current maintenance plan with audits

Please fill out this section only if your current maintenance plan includes audits.

Last audit date:

day/month/year

How often (in months) do you conduct your audits?

Section 5b – Current maintenance plan with automatic monitoring system

Please fill out this section only if your current maintenance plan includes an automatic monitoring system.

Automatic monitoring system installation date:

day/month/year

Please select the situation that best reflects your own:

On average, how long (in months) does it take to replace/repair a defective steam trap once you receive an alert?

How many steam traps in your total inventory are monitored via the system (e.g. 10 out of 100):

**Section 5c – Current maintenance plan with steam trap replacement at regular intervals
(no audit or monitoring system)**

Please fill out this section only if your current maintenance plan includes the replacement of steam traps at regular intervals (without an audit or monitoring system).

How often (in months) do you replace your steam traps?

Section 6 – Customer Consent and Signature

* By checking this box, the customer:

- Agrees to fill out an annual survey so that Énergir can confirm that the information provided in this form is current.
- Authorizes Énergir to access its facilities on request in order to run checks within a reasonable period of time.
- Declares that the information provided in this document is accurate and complete. The customer understands that any misrepresentation could result in a full refund of the amount of financial assistance provided by Énergir.
- Agrees to reimburse any excess grant amounts in the event of an error made by Énergir or an authorized supplier.
- Authorizes the supplier to provide Énergir with the participant's forms and supporting documentation for each grant application, which will include, but is not limited to:
 1. The required forms
 2. Invoices for work
 3. Any supporting documentation required by the program
- Authorizes Énergir to use information provided by the customer or supplier for monitoring and assessment purposes. This information will remain strictly confidential.
- Acknowledges that they have read and consented to all the terms and conditions of the stream as set out in this form, and consents to Énergir's request for changes to this form if required.

Form – Enrolment and Conditions

Grants – Steam trap maintenance

* Mandatory fields are outlined in red.

Section 6 – Customer Consent and Signature (cont.)

* Customer's company name:

* Customer's contact person:

* Title:

* Date:

day/month/year

Énergir will not be liable for any damage or inconvenience caused to a customer by a measure subsidized by Énergir.

Énergir reserves the right to modify or terminate the program at any time without notice.

Énergir reserves the right to terminate a customer's eligibility for any reason it deems reasonable (e.g., if a participant receives too many grant penalties).

Énergir agrees to process the applications submitted within a timeframe that it considers reasonable.

By email: energyefficiency@energir.com

SEND