



State of New Hampshire  
Public Utilities Commission  
21 S. Fruit Street, Suite 10, Concord, NH 03301-2429



## STEP 1: INCENTIVE PRE-APPROVAL APPLICATION

### FOR NON-RESIDENTIAL SOLAR THERMAL<sup>1</sup> AND SOLAR ELECTRIC FACILITIES less than or equal to 100 kW AC or EQUIVALENT

- **THE PUC WILL ONLY ACCEPT APPLICATIONS SUBMITTED AFTER APRIL 17, 2015 AT 8:30 A.M.**
- Facility must become operational after March 6, 2015, except facilities greater than 100 kW (DC) must become operational on or after April 17, 2015.
- Pre-approval will reserve your place in the funding queue. Once the facility has been installed at the site and is interconnected and operational, applicant must then complete Step 2 by submitting a **final incentive request form**.
- The incentive pre-approval expires 6 months from the date the Step 1 application is approved and funding is reserved, unless extended based on unavoidable and excusable delay and demonstration of substantial progress.
- When all available program funding has been reserved for approved projects, applicants will be placed on a waitlist. Projects placed on the waitlist are not reviewed or approved until funding is available.

***\*\*Because this application requires original signatures, electronic copies will NOT be accepted\*\****

#### **Please submit application and all associated documents to:**

Sustainable Energy Division  
New Hampshire Public Utilities Commission  
21 S. Fruit Street, Suite 10  
Concord, NH 03301-2429

#### **PROGRAM ELIGIBILITY, TERMS, AND CONDITIONS**

1. This program is administered in accordance with RSA 362-F:10 and Puc 2500 of the Commission's administrative rules. Any applicant requesting an incentive payment for any renewable energy facility is responsible for meeting all terms and conditions of the program.
2. The Step 1: Incentive Pre-approval Application does not constitute the complete incentive application. The applicant must also complete a Step 2: Final Incentive Request Form upon facility installation, interconnection (for electric facility), and facility operation in order to receive the incentive payment.
3. Projects must be located in New Hampshire. The applicant must be the project owner, and the applicant or the end-use customer must be interconnected to a provider of electricity, pursuant to Puc 2508.03.
4. The renewable energy facility to be funded under this program must be located on or at the applicant's site or the host building or land owner's site in New Hampshire, and the facility cannot qualify for a rebate under the residential incentive program. The applicant and the relevant end use customer which is or will be served by the utility meter, must be a business, non-profit organization, school, governmental or municipal entity, a multi-family residence of 3 or more units or a farm operated as a business for profit. The renewable energy facility must be interconnected to a meter of a commercial or industrial class customer of a provider of electricity as evidenced by the rate class (tariff code) shown on the utility bill for the meter, except for a facility located at a multi-family residence or a farm operated as a business for profit that may be interconnected to a meter of a residential class customer of a provider of electricity.
5. Customers of municipal utilities are not eligible for an incentive under this program because municipal utilities are not subject to the N.H. Renewable Portfolio Standard, RSA 362-F, and thus do not contribute to program funding directly or indirectly.
6. Any renewable energy facility funded under this program is subject to inspection and monitoring by the Commission, the State Fire Marshal, and local code authorities, or their agents, for program and code compliance and performance,

<sup>1</sup> Solar thermal systems include solar thermal energy for water heating, process heat, and space heat.

in addition to any monitoring prescribed in any interconnection agreement between the electric utility and the owner of the facility.

7. The incentive payment is as follows:

- \$0.75 per watt (AC) for solar electric facilities,
- \$0.12/rated or modeled kBtu/year for solar thermal facilities fifteen collectors in size or fewer<sup>2</sup>, and
- \$0.07/rated or modeled kBtu/year for solar thermal facilities greater than fifteen collectors in size.

The incentive is capped at 25% of the total cost of the project, if less than the amount determined above. The maximum facility capacity is 100 kW (AC) or thermal equivalent. The AC capacity is the maximum AC power output rating of the inverter(s) as shown on the inverter specification sheet. **If the AC capacity of the inverter exceeds the DC capacity of the installed solar panels, determined under standard test conditions (STC), then the incentive amount will be based on the DC capacity of the panels rather than the AC capacity of the inverter(s).**

8. Expansions of existing facilities are eligible for an incentive under this program at a reduced level of \$0.50/watt (AC) for solar electric facilities, or \$0.04/modeled kBtu/year for solar thermal facilities, up to an overall facility size limit of 100 kW (AC) or the DC rating of the solar panels installed or to be installed in connection with the expansion, whichever is less.
9. Applicants must show evidence, through submission of an auditor's report with the Step 2 application, of a professional energy audit performed on the buildings or structures that will be served by the renewable energy facility within five years prior to the Step 2 application submission date. The audit must cover at least 50% of the load that will be served by the facility, or five such buildings or structures, whichever is less, regardless of physical location. The audit must include a lighting, a mechanical, or a building envelope focus. The energy audit must be performed by a qualified energy auditor that is either BPI-certified or RESNET-certified. For incentive applications for facilities that plan to group net meter and include residences, a Home Performance with Energy Star (Core program) energy audit or equivalent may be performed and form the basis for the report submitted with the Step 2 application for the residential units only. The audit requirement may be waived if the applicant can show proof of significant investment in energy efficiency measures on the buildings or structures that will be served by the renewable energy facility and that were installed within five years prior to the Step 2 application submission date, along with supporting benchmarking data that illustrate energy savings. For applications for facilities that plan to group net meter and include residences, waivers may be requested based on Home Performance with Energy Star audit recommended measures installed within 5 years prior to the Step 2 submission date for the residential units only. Waivers for new construction will be granted, provided that the construction is completed to current Energy Code standards.
10. Incentives are subject to the availability of funds received by the Commission under RSA 362-F and appropriated by the legislature. Each application will have a queue position for processing based on the order in which it was received, except that applications submitted by 4:30 p.m. on April 17, 2015 will have initial queue positions assigned through a public lottery drawing process conducted at the Commission. Applications that are not complete when submitted will maintain their initial queue positions only if the applicant provides additional information required to complete the application within five business days of written or e-mail request from Commission staff for such additional information. Applications that are complete but require further clarification or explanation will maintain their queue positions only if the applicant provides the required clarification and explanation within ten business days of written or e-mail request from Commission staff for such clarification and explanation. Applications that meet all program requirements will be approved for incentive payments, subject to timely submission of a completed Step 2 application that is consistent in all material respects with the approved Step 1 application. If the applicant submits a Step 2 application that is not consistent in all material respects with the approved Step 1 application, then the applicant may be eligible to receive an incentive payment based on the lower of either the project described in the approved Step 1 application or the project described in the Step 2 application.
11. Once all allocated funds are reserved, applications will be placed on a waitlist based on their queue position. Applications on the waitlist will not be processed or reviewed until funding is available. There is no guarantee that any funding will be available for waitlisted applications.
12. The Step 2: Final Incentive Request Form must be submitted: (1) after installation of the facility is complete, (2) after the facility is interconnected (if an electric facility) and is operating, and (3) within 6 months following the date that this Step 1 incentive pre-approval application is approved and funding for the project is reserved, subject to the extension process described below. Applicants may submit both Step 1 and Step 2 application forms together if the installation and operation are already complete, but the incentive payment is conditioned on meeting the requirements

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<sup>2</sup> kBtu = 1000 Btu.

listed herein and in the Step 2 application, and provided that the interconnection date must have occurred after March 6, 2015, except for facilities greater than 100 kW (DC) for which the interconnection date must have occurred after April 17, 2015 to be eligible. The 6-month deadline for completion of facility interconnection (if an electric facility) and operation and submission of the Step 2 application will not be triggered until written notice of Step 1 approval and reservation of funding is sent to the applicant. If interconnection (for an electric facility) and operation have not been completed and the Step 2 application form is not received by the Commission within 6 months of Step 1 approval and funding reservation, or within any approved extension period, then the funding reservation for the facility will be released and become available for reservation for project applications on the waitlist. If the interconnection (for an electric facility) and operation of the facility will not be completed within 6 months due to unavoidable and excusable delay, then the applicant may receive a reasonable extension of the deadline by making a request in writing at least 15 days prior to the deadline that explains the reason for the unavoidable and excusable delay and demonstrates evidence of substantial progress (e.g., evidence of an active interconnection study, state and local permitting activities, etc.) **throughout** the approval period.

13. All program requirements and documentation must be complete and submitted in order to receive approval for an incentive payment. Payment of the incentive may be subject to an inspection, including an inspection by a Commission-authorized third-party, of the installed facility to confirm that it is interconnected (if an electric facility) and is operational and that it was installed in a manner consistent in all material respects with the approved application.
14. Certain information concerning the performance and effect of this incentive program, including facility details, name, address, zip code, and total installed costs of facilities installed with program support, may be available to the public and may be publicly posted. Additional information may be released upon formal request. Specific personal and business information in which the applicant has a strong privacy interest, including Social Security Number(s), Taxpayer ID Number (TIN) and Employer ID Number (EIN) will remain confidential to the extent permitted under the N.H. Right-to-Know law, RSA 91-A. If an applicant believes that additional information submitted in connection with its application for an incentive payment contains confidential, commercial, or financial information that should be afforded confidential treatment by the Commission, then the applicant must request such confidential treatment in writing in accordance with the Commission's Puc 200 rules.
15. The Commission reserves the right to request facility performance data for a period of ten (10) years after payment of the incentive. The Commission strongly encourages the installation of a revenue grade electric production meter (and requires one for facilities greater than 50 kW (AC), and a Btu output meter for solar thermal systems. Such metering is also required to qualify the facility for renewable energy certificates pursuant to Puc 2500, the Commission's administrative rules for the Renewable Portfolio Standard, RSA 362-F.
16. If it is determined that the incentive payment was obtained fraudulently, the payment recipient, in addition to other penalties or charges, may be liable to the State of New Hampshire for the entire amount of the incentive payment.
17. Any incentive payment received under this program may be treated as taxable income by the Internal Revenue Service. It is the responsibility of the recipient of the incentive payment to consult with his, her, or its tax advisor to determine the correct tax treatment of these payments. Applicants who do not provide their Federal Taxpayer ID, Employer ID, or Social Security Number, as applicable, on the Step 2: Final Incentive Request Form will not be eligible to receive the incentive payment.
18. Projects on leased space or land will be eligible for this program, provided that the building/land owner has provided written authorization for the project installation. Evidence of project authorization by the building/land owner must be provided in a lease agreement, or, if the building/land owner is a governmental entity, in another authorizing document.
19. An individual project shall not receive rebates/incentives or grants from the Commission and other sources, including other state, local, federal, or utility programs, in any combination that exceeds 40% of the total facility costs. Rebates/incentives and grants from such other sources approved prior to Step 2 approval will be included in the determination of the 40% limit. The 40% limit does not include federal tax credits or loan programs.
20. Any installer who or which fails to complete installations in a workmanlike manner, consistent with generally accepted industry practices and generally free of material defects, including failure to comply with applicable building and fire safety codes, as may be evidenced by an objective third party inspection and evaluation, may be barred from future program participation.
21. The Commission reserves the right to modify or clarify approved program terms, conditions, or technical requirements when it is deemed to be in the public interest. A history of the program initial terms and conditions and subsequent modifications and clarifications can be found in Commission Docket No. DE 10-212, linked [here](#).

22. Incomplete, inaccurate, ineligible, or illegible applications will be rejected and removed from the application queue, and the applicant will be notified of such action.
23. No more than 10 pending project applications, or applications for incentives in the aggregate equal to or greater than 30% of the total Category 1 budget, may be in the name of the applicant or any other entity under common ownership, whether direct or indirect, of more than 25% of outstanding equity interests, and any application that would exceed either of these limits, in whole or in part, will be denied. The applicant must submit information disclosing a list of the applicant's affiliates and of direct and indirect ownership interests in the applicant and its affiliates.
24. The applicant and the installer, if a business entity or a non-governmental organization, must be registered and in good standing with the N.H. Secretary of State at the time of the Step 1 application in order to receive approval of the application. The applicant must continue to be registered and in good standing with the N.H. Secretary of State at the time of Step 2 approval in order to receive payment of the incentive. In addition, the electrician and/or plumber installing the facility must be licensed with the State of New Hampshire.
25. Prior to submittal of the Step 1 application, the applicant must submit an interconnection application to the appropriate utility and provide a copy of such interconnection application as submitted to the utility as part of the Step 1 application. The maximum output power capacity and other features of the project described in the interconnection agreement must match the facility described herein.
26. Projects must meet all program eligibility terms and conditions and all technical requirements of the program, and must submit all requested information to receive Step 1 approval and Step 2 approval for payment of the incentive.
27. Projects must include a labor warranty covering facility installation for at least five years in order to qualify for an incentive payment.
28. Self-installer labor costs and used equipment are not eligible for inclusion in total project costs for purposes of incentive payment calculation.
29. Applicants must submit: (1) an energy production modeling analysis (e.g., PVWatts, Solar Pathfinder, Solmetric, etc.) that is generally accepted as reliable by solar design professionals, (2) system schematic and/or construction drawings (e.g., electrical one-line drawing for PV), (3) a detailed site map / plan or Google Earth or similar aerial photo of facility site, (4) panoramic photos of the horizon from the facility site, (5) a quantified shading analysis showing modeled results, and (6) Signed contract or project agreement with installer showing total costs, total facility capacity based on panels (DC), total capacity based on inverters (AC), and the required labor warranty.

### **Technical Requirements**

1. The renewable energy facility must comply with all manufacturers' requirements, be installed according to manufacturer's recommendations, and meet all applicable requirements of the State Building Code pursuant to RSA 155-A:1, IV, including the National Electric Code 2014 and the NFPA 101 Life Safety Code.
2. Interconnection of the renewable energy facility with the utility must comply with the approved Interconnection Agreement and the Puc 900 Net Metering Rules, if applicable, as well as with any applicable tariffs governing interconnection.
3. Solar PV facilities must have manufacturer's rated PV maximum inverter power output capacity equal to or less than 100 kW (AC). Inverters must comply with IEEE 1547 and UL 1741. The solar PV panels must be certified by a nationally-recognized testing laboratory as meeting the requirements of UL 1703.
4. Solar electric facilities with a capacity greater than 50 kW (AC) shall include a revenue grade production meter to measure production of the facility and shall include data monitoring through a web-based system.
5. Solar thermal facilities with a collector area of 500 sq. ft. or greater shall have an output meter and/or web-based temperature monitoring to measure system performance and shall track performance on a monthly basis, at a minimum.

**APPLICANT INFORMATION**

Applicant name: \_\_\_\_\_

Primary applicant contact: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town/City: \_\_\_\_\_ State: \_\_\_\_ Zip Code: \_\_\_\_\_

Facility Installation Address (if different): \_\_\_\_\_

Town/City: \_\_\_\_\_ State: \_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_

Applicant email address: \_\_\_\_\_

Is the Applicant registered with the New Hampshire Secretary of State and in good standing? **YES**  **NO**

If no, explain \_\_\_\_\_

Are there additional project owners?  Yes  No

*Please provide a list as an attachment of project owners, applicant owners, applicant affiliates, and the percentage ownership interests (direct and indirect) in the project, the applicant, and the applicant's affiliates. Please list the company name, shareholders/members/partners, and percentage ownership interests. If the shareholder/member/partner is another company, please list the shareholders/members/partners and the percentage ownership interests for each such company. If you seek to keep such information confidential, please submit your confidential and redacted application pursuant to Puc 201.04, with a request for confidential treatment pursuant to Puc 203.08.*

Is the applicant the owner of the facility installation site? **YES**  **NO**  *If no, then please list site owner below and attach a copy of the lease agreement between the applicant and the site owner authorizing use of the building/land for installation of the facility, or, if the site owner is a governmental entity, then submit other authorizing documentation.*

Name of Facility Site Owner (if different from applicant): \_\_\_\_\_

Is the Facility site owner registered with the N.H. Secretary of State and in good standing? **YES**  **NO**

If no, explain \_\_\_\_\_

Applicant Type: Business  Non-profit  Government  School  Other: \_\_\_\_\_

Briefly describe principal business or mission of applicant and facility site owner, if different from applicant: \_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Electric Distribution Utility:

Eversource (PSNH)  Liberty Utilities  New Hampshire Electric Coop  Unitil

Please add the Primary Applicant Contact name to the PUC Sustainable Energy Division's Email Alert Network to receive periodic updates from the PUC Sustainable Energy Division regarding grant and incentive opportunities, educational events and news about renewable energy and energy efficiency in New Hampshire.

Yes  No

**INSTALLATION INFORMATION**

Anticipated installation start date: \_\_\_\_\_ Anticipated month of interconnection/operation: \_\_\_\_\_

Will you install the facility yourself? YES  NO

**INSTALLER INFORMATION**

Installer Name: \_\_\_\_\_

Company: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town/City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_-\_\_\_\_ Email address: \_\_\_\_\_

N.H. Electrician or Plumber license number (please specify, if applicable): \_\_\_\_\_

Is the Installer registered with the New Hampshire Secretary of State and in good standing? YES  NO

If no, explain \_\_\_\_\_

**ELECTRICIAN**

Electrician Name (if different than installer): \_\_\_\_\_

Company: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town/City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_-\_\_\_\_ Email address: \_\_\_\_\_

N.H. Electrician license number: \_\_\_\_\_

**PLUMBER**

Plumber Name (if different than installer): \_\_\_\_\_

Company: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town/City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_-\_\_\_\_ Email address: \_\_\_\_\_

N.H. Plumber license number: \_\_\_\_\_

**PHOTOVOLTAIC (PV) FACILITY INFORMATION** (SKIP THIS SECTION IF THIS IS A THERMAL FACILITY)

Are the panels UL 1703 listed? **YES**  **NO**  (if No, you are not eligible for an incentive payment.)

A copy of the specification sheet showing UL 1703 certification must be submitted with the Step 1 and submitted with Step 2 if panels changed.

Total Facility Power (Watts DC)		
Panel Manufacturer		
Model Number		
Number of Panels		
Power of Panel (Watts DC)		
Total Power per Model No. (Number of panels * Watts DC)		
<b>Total Facility Power (Watts DC)</b>		

Do inverters comply with IEEE 1547 and UL 1741? **YES**  **NO**  (if No, you are not eligible for an incentive payment.)

A copy of the specification sheet showing certification and nominal and maximum capacity (AC) must be submitted with the Step 1 and submitted with Step 2 if inverter(s) changed.

Total Facility Power (Watts AC)			
Inverter Manufacturer			
Inverter Model No.			
Number of Inverters			
Nominal Capacity of Inverter (Watts AC)			
Maximum Capacity of Inverter (Watts AC)			
Total Power based on Maximum Capacity per Model No. (Number of Inverters * Watts AC)			
<b>Total Facility Power (Max Watts AC)</b>			

Facility Mounting: **Roof**  **Ground**  **Pole**

This facility is: **Fixed-mount**  **Single-axis Tracking**  **Dual-axis Tracking**

Is another PV facility installed at this address? **YES**  **NO**

If yes, is the facility described in this application attached to the same electric meter? **YES**  **NO**

If yes, then the described facility is an expansion, and the incentive level is lower.

Electric meter number(s) associated with this facility as indicated on the electric bill included with this application (or as provided by the distribution utility): \_\_\_\_\_

If new service, please provide on Step 2 application.

**PHOTOVOLTAIC SYSTEM: ANNUAL ENERGY PRODUCTION INFORMATION** (SKIP IF THERMAL FACILITY)

Note: The applicant must provide (1) a detailed site map that clearly illustrates all obstructions and their respective heights and distances from the facility; (2) panoramic photos of the horizon taken from the installation location from due east through south to due west; and (3) a shading analysis and energy modeling analysis using an energy production model (e.g., Solar Pathfinder, PVWatts, Solmetric, etc.) that is generally accepted as reliable by solar design professionals.

- Total Facility Power (AC) based on maximum inverter output power: \_\_\_\_\_ kW
- Optimal AC Annual Production (based on energy modeling): \_\_\_\_\_ kWh
- Azimuth (180°=true south): \_\_\_\_\_ degrees Tilt (horizontal=0°) = \_\_\_\_\_ degrees
- Percent loss from non-optimal orientation: \_\_\_\_\_% (Refer to energy modeling or Derating Schedule A.)
- Percent loss from shading: \_\_\_\_\_%
- Total Percentage Loss (Line 4+ Line 5 or from energy modeling) = \_\_\_\_\_%
- Modeled Annual Production with Shading and Orientation loss: \_\_\_\_\_ kWh

**SOLAR THERMAL SYSTEM INFORMATION** (SKIP THIS SECTION IF THIS IS A PV FACILITY)

Collector Manufacturer: \_\_\_\_\_ Model No. \_\_\_\_\_ # of Collectors: \_\_\_\_\_

Type of Collectors: Evacuated Tubes  Flat Plates

Type of SRCC Rating: **OG100**  **OG300**

Collector SRCC/STC Rating (kBtu/panel/day using Medium Radiation Category C): \_\_\_\_\_

A copy of the collector specification sheet(s) with documentation that installed equipment is UL-certified/SRCC/STC-certified must be submitted with the Step 1 application and submitted with Step 2 if collectors changed.

Storage Tank Manufacturer: \_\_\_\_\_ Model No. \_\_\_\_\_

Capacity of Storage Tank (gallons): \_\_\_\_\_ # of Storage Tanks: \_\_\_\_\_

Control Panel Manufacturer: \_\_\_\_\_ Model No. \_\_\_\_\_

Circulation Pump Manufacturer: \_\_\_\_\_ Model No. \_\_\_\_\_

Type of system: Drainback w/water  Drainback w/glycol  Closed loop  Other \_\_\_\_\_

What is the solar fraction of the system?<sup>3</sup> \_\_\_\_\_

Briefly describe the existing water heating/space system (include fuel source, direct/indirect, and tank size)?

\_\_\_\_\_

**THERMAL SYSTEM: ANNUAL ENERGY PRODUCTION INFORMATION** (SKIP IF THIS A PV FACILITY)

Note: The applicant must provide (1) a detailed site map that clearly illustrates all obstructions and their respective heights and distances from the facility; (2) panoramic photos of the horizon taken from the installation location from due east through south to due west; and (3) a shading analysis and energy modeling analysis using an energy production model (e.g., Solar Pathfinder, Solmetric, T-SOL, etc.) that is generally accepted as reliable by solar design professionals.

1. Optimal Annual Production [SRCC rating (kBtu/panel/day) x no. of collectors x 365 days/year or from energy modeling]:

\_\_\_\_\_ MMBtu/yr

2. Percent loss from non-optimal orientation: \_\_\_\_\_% (Refer to energy modeling or Derating Schedule A.)

3. Azimuth (180°=true south): \_\_\_\_\_ degrees Tilt (horizontal=0°) = \_\_\_\_\_ degrees

4. Percent loss from shading: \_\_\_\_\_%

5. Total Percent Loss (Line 2+ Line 3 or from energy modeling) = \_\_\_\_\_%

6. Annual Production with shading and orientation loss (calculated or modeled): \_\_\_\_\_ MMBtu

<sup>3</sup> Solar Fraction is a ratio of the hot water generated from the system to the hot water needs of the site.



## PROJECT PERMITTING

List all required permits and approvals for this facility installation project and whether the permit or approval has been acquired (if none are required, please explain): \_\_\_\_\_

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## PROJECT BUDGET

Please include an estimated facility project budget (*If an itemized budget is not presented, the application will be deemed incomplete.*)

Collectors/Modules	\$
Inverters (if applicable)	\$
Other equipment (mounting, tank, pumps, controller, piping, etc.)	\$
Site work	\$
Labor	\$
Other eligible costs	\$
<b>Total Eligible Costs (to be entered on line 1 below)</b>	\$

**INCENTIVE CALCULATION**

1. Total Facility Eligible Costs (do not include any self-installer labor costs or used equipment costs): \$ \_\_\_\_\_

2. Capacity:

a. For PV:  
 Total Maximum Inverter Capacity: \_\_\_\_\_watts (AC)  
 Total Facility Capacity: \_\_\_\_\_watts (DC STC)

b. For Thermal:  
 Actual Annual Production: \_\_\_\_\_MMBtu/yr

3. Incentive Based on Capacity:

a. For PV: Capacity (Smaller Capacity of line 2.a.) X \$0.75/Watt = \_\_\_\_\_  
 (\$0.50/Watt for facility expansions)

b. For Thermal: Facility Output (line 2.b.) X \$0.07(or \$0.12)/kBtu/year = \_\_\_\_\_  
 (\$0.04/kBtu/year for facility expansions)

4. Other PUC, State, Local, Federal, or Utility program Rebates/Incentives and Grants (e.g., USDA REAP grant, NHEC incentive, etc.) for the facility:

a. List the source of rebate/incentive(s) or grant(s), the associated amount(s), the date of application or expected date of application, and the approval date or expected approval date for all approved rebates/incentives or grants, AND for those which have been applied for and may be applied for in the future:

Source	Amount	Application Date or Expected Application Date	Approval Date or Expected Approval Date

b. Total other rebates/incentives or grants applied for or to be applied for: \$ \_\_\_\_\_

c. Total other rebates/incentives or grants **approved**: \$ \_\_\_\_\_

5. Maximum incentive with other **approved** rebate(s)/incentive(s) or grant(s):

(40% of Line 1) \_\_\_\_\_ - Line 4.c. \_\_\_\_\_ = \$ \_\_\_\_\_

6. 25% of Total Facility Cost (25% of Line 1) \$ \_\_\_\_\_

7. Total Requested Incentive (enter **line 3 or 5 or 6**, whichever is **less**):

\$

*Note that the total incentive payment will be reduced, if other rebates/incentives or grants are approved prior to Step 2 approval.*

**REQUIRED ATTACHMENTS:** *These items (copies) must be attached to the application*

**Attached**

- |  |                          |
|--|--------------------------|
| 1. Signed contract or project agreement with installer showing the following:  | <input type="checkbox"/> |
| a. Total costs,  | <input type="checkbox"/> |
| b. Total facility capacity based on panels (DC) or total thermal capacity,   | <input type="checkbox"/> |
| c. Total capacity based on inverters (AC) for PV only, and   | <input type="checkbox"/> |
| d. A labor warranty of at least 5 years  | <input type="checkbox"/> |
| 2. Detailed site map/plan or Google Earth or similar aerial photo of facility site.  | <input type="checkbox"/> |
| 3. Panoramic photos of the horizon from the facility site.   | <input type="checkbox"/> |
| 4. Quantified shading analysis showing modeled results.  | <input type="checkbox"/> |
| 5. Energy production modeling analysis including estimated optimal and actual annual production.   | <input type="checkbox"/> |
| 6. System schematic and/or construction drawings (e.g., electrical one-line drawing for PV).   | <input type="checkbox"/> |
| 7. One copy of an electric utility bill from no more than 6 months previous to submission date. If the facility is associated with new electric service, then the applicant must provide evidence that an application has been submitted for new commercial electric service (or for service to a multi-family residence or a farm operated as a business for profit). | <input type="checkbox"/> |
| 8. If the name on the electric utility bill for the facility and the name of the applicant are different, a copy of the power purchase agreement or proof that the two entities are affiliates.  | <input type="checkbox"/> |
| 9. A copy of the interconnection application, including attachments, as submitted to the utility (PV only).  | <input type="checkbox"/> |
| 10. Lease agreement, or other authorizing documentation for governmental entities, between the owner of the facility and the building/land owner authorizing facility installation.  | <input type="checkbox"/> |
| 11. Information disclosing list of applicant's affiliates and direct and indirect ownership interests in project, the applicant, and the applicant's affiliates.   | <input type="checkbox"/> |
| 12. Copy of the inverter specification sheet(s) (for PV) with documentation that installed equipment is UL-certified.  | <input type="checkbox"/> |
| 13. Copy of the panel or collector specification sheet(s) with documentation that installed equipment is UL-certified/SRCC/STC-certified.  | <input type="checkbox"/> |
| 14. If on-line records of N.H. Secretary of State do not confirm registration and current good standing of applicant and installer, provide evidence of registration and current good standing of applicant and installer.   | <input type="checkbox"/> |

**REQUIRED DOCUMENTATION FOR SUBMITTAL WITH STEP 2: FINAL INCENTIVE REQUEST FORM**

Note: In the Step 2 final incentive request form, you will be expected to provide the following:

- Copy of paid invoices;
- Final executed interconnection agreement including Exhibit B (for PV systems);
- If modified from original application, copy of the inverter(s) and panels or collector(s) specification sheet(s).
- Pictures of the fully installed facility;
- Documentation that the installed facility has been inspected by a local building code official or N.H. licensed electrician or plumber, unless the installer includes a N.H. licensed electrician or plumber (where applicable to PV or thermal systems);
- The energy auditor's report(s);
- Copies of all final project permits and approvals;
- Documentation of the production meter, if applicable; and
- Documentation of the monitoring system, if applicable.

For questions regarding this rebate program, please visit <http://www.puc.nh.gov/Sustainable%20Energy/RenewableEnergyRebates-CI.html> or email [Liz Nixon](mailto:Liz.Nixon).

**DECLARATION OF APPLICANT**

The Undersigned applicant declares under penalty of perjury that:

1. the applicant intends to purchase and install the renewable energy facility described in this application, if approved for an incentive;
2. the applicant has read and understands the terms and conditions set forth in this application with attachments and has agreed to abide by those requirements;
3. the information provided in this application is true and correct to the best of his or her knowledge; and,
4. the applicant agrees that the facility and documents supporting the application may be audited and inspected by the Commission.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Only one signature needed per entity.

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_  
of person signing for Applicant

State of \_\_\_\_\_

County of \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_ (day) of \_\_\_\_\_ (month) in the year \_\_\_\_\_

\_\_\_\_\_  
Notary Public/Justice of the Peace  
My Commission expires \_\_\_\_\_

**INSTALLER CERTIFICATION**

The Undersigned installer declares under penalty of perjury that:

- 1) The facility and its associated materials will be installed according to generally accepted design and installation principles and practices that best support optimal energy production and lifespan of the facility.

Installer's Signature \_\_\_\_\_ Date: \_\_\_\_\_

Only one signature needed per installer.

Printed Name \_\_\_\_\_ Title: \_\_\_\_  
of person signing for Installer

State of \_\_\_\_\_

County of \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_ (day) of \_\_\_\_\_ (month) in the year \_\_\_\_\_

\_\_\_\_\_  
Notary Public/Justice of the Peace  
My Commission expires \_\_\_\_\_