**Attachment B**

Company Accreditation and Accreditation Renewals: PV and Energy Efficiency

Background

The North American Board of Certified Energy Practitioners' (NABCEP) PV Company Accreditation Program and the Building Performance Institute have established benchmark requirements with respect to staffing and company policies. These requirements provide a way for PV companies and home performance and energy efficiency companies to distinguish themselves by adhering to a set of industry-recognized best practices. PV companies that qualify for accreditation have to meet all the requirements set forth by NABCEP (www.nabcep.org) and pass a minimum of three randomly selected inspections of completed PV installations. Energy Efficiency companies that qualify for BPI[1] accreditation must agree to abide by the terms and conditions in the BPI Accreditation Agreement and comply with the list of obligations (www.bpi.org).

Eligibility Summary Table: Company Accreditation

| | **NABCEP PV Company Accreditation** | **BPI Company Accreditations** |
|---|---|---|
| **Eligible Entities** | NYS PV companies | NYS Organizations |
| **Eligible Locations/Regions** | SBC territory[2] only | Statewide |
| **Incentives** | 100% of costs, capped at $1,800 annually | 50% of accreditation costs, capped at $1,800 annually |

Funding

1) **NABCEP Company Accreditation (and accreditation renewals)** - Companies located in System Benefits Charge (SBC) service territories can receive reimbursement for 100% of the cost of NABCEP PV company accreditation and accreditation renewals, capped at $1,800 annually.
2) **BPI Company Accreditation** - Eligible companies that are accredited or renew their accreditation from the Building Performance Institute qualify to receive 50% reimbursement, capped at $1,800 annually. Long Island companies that acquire BPI accreditation or accreditation renewals are required to submit the Long Island Accreditation Affirmation document, attesting they will not seek accreditation reimbursement from LIPA, in addition to the required application form.

Application Requirements

Companies applying for company accreditation and accreditation renewals must: 1) completely fill out application **Form B**; 2) provide the Accreditation Certificate from NABCEP or BPI; 3) provide the first page of a recent electric bill with the company name and address to verify eligibility; and 4) provide a W-9 or include the NYSERDA Vendor Identification number in Form B. Incentives will not be paid unless a W-9 is on file.

Long Island applicants submitting for BPI Accreditation must also complete **Form B-1** (Long Island Accreditation Affirmation).

Payment Process

The incentive payment for company accreditation will be made in one lump sum once the reimbursement application has been reviewed and approved by NYSERDA and in accordance with NYSERDA's Prompt Payment Policy Statement (Exhibit B to Attachment D).

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[1] Currently, the only available accreditation for energy efficiency companies is that offered by BPI. If and when additional national and independent company accreditations (energy efficiency) become available, they may be eligible for financial support as long as they are consistent with clean energy program goals.

[2] Applicants (companies, training organizations, or individuals) must be located/reside in a System Benefits Charge (SBC) service territory. (Areas with electric service provided by Central Hudson Gas and Electric Corp., Consolidated Edison of NY, Inc., NYS Electric and Gas Corp., National Grid, Orange and Rockland Utilities, Inc., and Rochester Gas and Electric.)

# Company Accreditation Reimbursement Application PON 2397 Form B

Individuals seeking reimbursement for company accreditation (and accreditation renewals) shall submit the following documents to NYSERDA, ATTN: Nicole Branch, 17 Columbia Circle, Albany, NY 12203.

Please include the following documents with your reimbursement application. Place a checkmark (✓) next to each document to indicate that you have enclosed it with your application. NYSERDA cannot process the reimbursement without this information.

- ☐ Company Accreditation Reimbursement Application – PON 2397 Form B
- ☐ Form B-1 Long Island Accreditation Affirmation (only for companies with primary place of business on Long Island that achieve BPI accreditation)
- ☐ Accreditation Certificate
- ☐ Proof of payment for Accreditation fees (paid invoice, credit card statement, and cancelled check)
- ☐ A copy of the first page of the company's recent electric bill showing company name and address
- ☐ Attach W-9 or include NYSERDA Vendor Identification number below

If you have any questions completing this form, please contact: Nicole Branch at npb@nyserda.ny.gov or 518-862-1090 ext 3283.

| **Company (Payee) Information** | | | |
|---|---|---|---|
| Legal Business Name: | | | |
| Business Address: | | | |
| City: | | State: | ZIP: |
| Telephone: | | | |
| Vendor ID #: | | | |
| E-Mail: | | | |
| Business Website: | | | |

For reimbursement of Accreditation fees, please indicate the name of the organization, region and accreditation type for which you are requesting reimbursement.

| Company Name | Region | Please indicate NEW or RENEWAL | Please indicate NABCEP or BPI | Cost |
|---|---|---|---|---|
| | | | | $ |
| | | | | $ |
| | | | | $ |
| **TOTAL** | | | | **$** |

I certify that I have read and understand the Terms and Conditions set forth in Attachment D and agree to be bound by them. I certify that all information in this application is true and correct and that I am authorized to request this reimbursement.

| Signature: | Date: |
|---|---|

| **NYSERDA USE ONLY** | |
|---|---|
| **NYSERDA has verified that this organization is Accredited.** | |
| **Signature:** | **Date:** |
| | **Voucher #:** |

# Company Accreditation Reimbursement Application PON 2397 Form B-1

I, _____ , _____
Name Title

of _____ "Company," affirm that Company has
Company

not/will not request reimbursement from the Long Island Power Authority (LIPA) for fees associated with BPI accreditation.

I affirm that _____is not eligible for
Company

NYSERDA incentives for BPI accreditation should Company pursue incentives from LIPA per LIPA program guidelines. I am also aware that NYSERDA will be providing LIPA and its implementation contractor, CSG, with a copy of this affirmation.

_____ _____
Signature Date

CC: Long Island Power Authority
Conservation Services Group