



NY-Sun Financial Incentives
Program Opportunity Notice (PON) 2112 Rev. 14
\$762,055,984 Available
August 13, 2014

NY-Sun INCENTIVE PROGRAM
NY-Sun Incentive Applications and NY-Sun
Installer/Contractor Applications Accepted August 12,
2010 through December 29, 2023
By 5:00 PM Eastern Time**

The New York State Energy Research and Development Authority (NYSERDA) provides cash incentives for the installation by Eligible Installers/Contractors of new grid-connected Electric Photovoltaic (PV) systems that are 25kW or less for residential, and 200 kW or less for non-residential sites. Funding for the NY-Sun Incentive Program (“Program”) has been allocated by the New York State Renewable Portfolio Standard and Regional Greenhouse Gas Initiative. Incentives will be granted on a first-come, first-served basis, and PV incentive applications will be accepted through December 29, 2023, or until funds are fully committed, whichever comes first. Total Incentives available is subject to change.

PV Incentive Application submission: Eligible Installer/Contractor must submit completed and signed Project Application package into PowerClerk, the Program database, as detailed in the Program Manual.

All Program questions should be directed to Frank Mace at (518) 862-1090, ext. 3433 or Frank.Mace@nyserda.ny.gov.

Installer/Contractor Eligibility Application submission: Potential PV Installers must submit one [1] clearly labeled, completed and signed PV Installer/Contractor Application package to:

PV Installer/Contractor Application PON 2112
Attn: Program Manager
NYS Energy Research and Development Authority
17 Columbia Circle
Albany, NY 12203-6399
Or by email to PVForms@nyserda.ny.gov.

PV Installer/Contractor Application questions may be sent to pvforms@nyserda.ny.gov. Please reference PON 2112 when contacting NYSEDA with questions.

All Contractual questions should be directed to Venice Forbes at (518) 862-1090, ext. 3507 or venice.forbes@nyserda.ny.gov

Applications will not be accepted at any other NYSEDA location other than the address above. If changes are made to this solicitation, notification will be posted on NYSEDA's website at www.nyserda.ny.gov.

I. INTRODUCTION

WHAT IS THE NY-Sun Incentive Program?

The New York State Energy Research and Development Authority (NYSERDA) provides cash incentives for the installation by Eligible Installers/Contractors of new grid-connected Electric Photovoltaic (PV) systems that are 25kW or less for residential, and 200kW or less for non-residential sites. Funding for the NY-Sun Incentive ("Program") has been allocated by the New York State Renewable Portfolio Standard and Regional Greenhouse Gas Initiative. Incentives will be granted on a first-come, first-served basis and applications will be accepted through December 31, 2023, or until funds are fully committed, whichever comes first.

HOW DOES THE PROGRAM WORK?

Cash incentives are available for qualified customers who wish to install PV systems through applications submitted by a Participating Contractor. A Participating Contractor has signed a Participation Agreement (with NYSERDA, agreeing to abide by Program terms and conditions). Incentives are paid directly to the Contractor, and must be applied in full to the cost of the PV system, thereby reducing the out-of-pocket cost to the customer.

The Eligible Installer (individuals who have demonstrated technical competence in the PV field) or Contractor is responsible for preparing and submitting all necessary project application and incentive paperwork to NYSERDA. There are currently three eligibility paths for Installers:

1. North American Board of Certified Energy Practitioners (NABCEP): installers choosing this path must be NABCEP certified Solar PV Installers within 24 months of entering the PON 2112 Program to retain their eligibility.
2. IBEW-NECA: Installers who are Journeymen Electrician with IBEW-NECA PV training, and meet all other program requirements may gain and retain eligibility.
3. UL (Underwriters Labs): Installers who choose to become credentialed through the UL must fulfill the following requirement as a prerequisite to participate in the Program:
Be certified by UL as a PV System Installer

More information on how to become an Eligible Installer can be found in the *NY-Sun INSTALLER/CONTRACTOR APPLICATION INSTRUCTIONS AND APPLICATION*. In general, incentives for a typical residential or commercial system cover approximately 25-35% of the installed cost of a PV system.

In addition to financing that may be offered through an Installer/Contractor, the Program offers financing through Green Jobs-Green New York (GJGNY). Information on financing options, terms and qualification criteria can be found on NYSERDA's web site at the following link:

<http://www.nysesda.ny.gov/solar-financing>

Installer/contractor tools to facilitate customer use of GJGNY financing are attached to this solicitation.

II. PROGRAM REQUIREMENTS

The following rules apply to the Program and the payment of incentives:

Energy Efficiency Audit.

Residential Projects: A "Clipboard" Energy Efficiency Audit must be performed. A clipboard energy audit consists of two components: an interview of the home/building owners to ascertain energy use habits and the age of the building, and an inspection of the building to identify energy saving opportunities.

The inspection component of the Clipboard Audit includes an assessment of the hard-wired lighting systems and free-standing light fixtures, appliance ages and whether they are ENERGY STAR[®] qualified, the presence of advanced power strips, existence of "vampire loads" related to consumer electronics and battery chargers, use of programmable thermostats or timers for air conditioners, age and condition of the doors and windows, and details on recent energy efficiency upgrades, such as installation of insulation. The Clipboard Audit should take no more than 60 minutes.

The Clipboard audit also includes a debriefing, during which the Participating Contractor will review with the homeowner the results of the Clipboard Audit. The Participating Contractor will also provide informational brochures on low cost/no cost tips for reducing energy consumption, as well as other NYSERDA, and utility, energy efficiency programs. The Participating Contractor will also leave a list of Home Performance Contractors who the homeowner can contact should they be interested in making more comprehensive energy efficiency improvements to their home.

Customers will not be required to implement energy efficiency measures as a pre-requisite to receiving a PV incentive. A copy of the Clipboard Audit must accompany the application and be uploaded into Power Clerk at time of application.

Non-Residential Projects: Building owners are provided with information on ENERGY STAR's Portfolio Manager Benchmarking Tool or other equivalent tool. If requested by the building owner, the Participating Contractor shall assist them to enter utility bill information into the Tool in order to produce a EUI (Energy Use Index) and, where applicable, an ENERGY STAR score. Customers will not be required to benchmark or implement energy efficiency measures as a pre-requisite to receiving Program incentives. A copy of the signed acknowledgement must accompany the application and be uploaded into Powerclerk at time of application.

Incentive highlights:

- Incentives are paid directly to "Contractor" but must be passed on in the full amount to the customer. Incentives will not be provided directly to customers purchasing or installing PV systems.
- Incentives are only available for new equipment and PV systems that have not been installed (partially or completely) prior to being submitted to NYSERDA in accordance with the terms and conditions of this Program.
- Incentives are capped based on a PV system size that does not exceed 110% of the total kWh consumption for the previous 12 months of electric usage. For New Construction, systems must be sized not to exceed 110% of the calculated yearly projected kWh of electric usage.
- All potential PV system output losses associated with shading, system orientation, tilt angle, etc., must be analyzed and detailed for each PV System by the Eligible Installer. If your system is shaded by trees, faces east or west, or is installed on a flat roof, the kWh output of your PV System will be less than ideal. All impacts on system output must be quantified and are considered during the review of project applications submitted by the Eligible Installer/Contractor. Incentives are reduced in proportion to output losses when losses from factors such as shading and orientation exceed 20%.

The Program uses a MW Block incentive structure that is designed to provide certainty and transparency to the industry regarding incentive levels, accounts for regional market differences, provides a clear signal to industry that New York intends to eliminate cash incentives in a reasonable timeframe, and allows for the elimination of those incentives sooner in regions where the market conditions can support it, based on market penetration, demand, and payback. Information on the Program progress through the MW Blocks will be provided through a Counter/Dashboard. The Counter/Dashboard is an online, publicly facing tool that shows real-time progression in the current blocks, provides incentive levels and MW targets for subsequent blocks and provide details on the progress towards the overall NY-Sun Statewide PV initiative installed capacity goal of 3.175 GW.

Limitation - This solicitation does not commit NYSERDA to award a contract or to pay any costs incurred in preparing any application. NYSERDA reserves the right to accept or reject any or all applications received, and to cancel in part or in its entirety the solicitation when it is in NYSERDA's best interest.

III. ADDITIONAL INFORMATION AND ATTACHMENTS

Consumer/Customer Information

Customer Step-by-Step Guide
NY-Sun Incentive Program Manual

Existing Installer/Contractor Forms

Project Application
Incentive Payment Form
Change Request Form
Addendum to Agreement
NYSERDA Solar PV Program Manual

How to Become an Eligible Installer

Installer Application
Sample Participation Agreement

GJGNY

Green Jobs-Green New York Financing Contractor Application
ProForma Tools