

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 BPI¹ 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	Statewide	Statewide
Incentives	100% of costs, capped at \$1,800 annually	50% of costs, capped at \$1,800 annually

Funding

- 1) **NABCEP Company Accreditation (and accreditation renewals)** – Eligible companies located statewide 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 qualifies to receive 50% reimbursement, capped at \$1,800 annually.

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 Tax Identification number on Form B. Incentives will not be paid unless a W-9 is on file.

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 NYSEERDA and in accordance with NYSEERDA's Prompt Payment Policy Statement (Exhibit B to Attachment D).

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.

PON 2397 Form B

Individuals seeking reimbursement for company accreditation (and accreditation renewals) shall submit the following documents to NYSERDA, ATTN: Lori Clark, 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
- 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, first time submission, or include NYSERDA Vendor Identification number below

If you have any questions completing this form, please contact: Lori Clark at Lori.Clark@nyserda.ny.gov or 518-862-1090 ext 3202.

Company (Payee) Information			
Legal Business Name:			
Business Address:			
City:	State:	ZIP:	
Telephone:			
Tax 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 #: