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NY-Sun

Program Manual



NYSERDA Record of Revision

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1. Program Basics

1.1 NY-Sun Incentive Program Summary

The New York State Energy Research and Development Authority (NYSERDA) provides financial incentives and financing options through the NY-Sun Incentive Program for the installation of new grid-connected solar photovoltaic (solar electric) systems or residential solar photovoltaic systems on Long Island that pair with an electrical energy storage system (storage system) that offset the use of grid-supplied electricity.

Funding for the program has been allocated by the New York State Public Service Commission through the Clean Energy Fund (CEF) and an alternate surcharge mechanism, with additional funding made available through the Regional Greenhouse Gas Initiative (RGGI). Incentives are granted on a first-come, first-served basis, and applications will be accepted through December 31, 2030, or until funds are fully committed, whichever is earlier.

The program is divided into the following regions and sectors (all capacity measurements used in this document are Direct Current (DC) ratings unless noted otherwise):

- The region served by Con Edison (Con Ed)
    - Residential up to 25 kW (As of May 2025, residential incentives are limited to projects eligible for the Affordable Solar Residential Incentive, described in section 1.4.9.1.)
    - Nonresidential up to 7.5 MW
- The balance of the State (Upstate)
    - Residential up to 25 kW
    - Nonresidential up to 1 MWac (incentives are available only for the first 750 kW; any project capacity above 750 kW will not receive any incentive)
    - Commercial/Industrial 1 MWac to 7.5 MW (As of April 2025, commercial/industrial incentives are limited to projects eligible for the Inclusive Community Solar Adder or Statewide Solar for All, as described in sections 1.4.9.7 and 1.4.9.8.)

Incentives for Long Island Power Authority (LIPA) and New York Power Authority (NYPA) customers are made available through RGGI funding and are subject to separate funding limits. For the Long Island region (served by PSEG Long Island as the LIPA System Operator), NY-Sun incentives have been fully allocated as of February 2019, with the exception of the Affordable Solar Residential Incentive, the Multifamily Affordable Housing Incentive, and the Solar Plus

Energy Storage Incentive. Incentive structure and rates for NYPA customers or customers with a municipal power supplier will be the same as those for non-NYPA customers in the same program region and sector.

Community Distributed Generation (CDG) projects are eligible for nonresidential and commercial/industrial incentives and subject to all program rules and any rules adopted by the Public Service Commission. A CDG project sponsor is considered a program customer.

This program manual contains the terms and conditions applicable to residential, nonresidential, and commercial/industrial projects in the Con Ed, Upstate, and Long Island regions. NYSERDA shall exercise reasonable discretion in interpreting these terms and conditions and/or making adjustments thereto for the effective administration of the program. Further, participating projects will be subject to any rules adopted by the Public Service Commission before or after the issuance of this program manual. Any adjustments to the program rules will be timely listed at nyserda.ny.gov/solar-contractor-resources and incorporated in periodic amendments to the program manual.

1.2 Program Participation

The residential and nonresidential programs rely on contractors and builders to implement new solar electric systems for customers seeking incentives through the program. The commercial/industrial program relies on the contractor role only. Contractors are responsible for the contract with the customer, while builders are responsible for the installation of the system. A company approved as both a contractor and builder is responsible for all aspects of the project. Before a contractor and builder can work together, they must execute a contractor-builder relationship agreement through the program. For details on the roles and responsibilities of each, refer to the Qualifications, Roles, and Responsibilities sections.

Incentives are only available for new solar electric systems (and residential solar electric systems that are paired with energy storage on Long Island) that are designed and installed by participating contractors and builders. Incentives in the residential program will be provided directly to the contractor of record for the project, not to the customer or builder. Incentives in the nonresidential and commercial/industrial programs will allow for payment assignment and/or full assignments, as described in sections 1.6.2 and 1.6.3.

To participate in the program as a contractor and/or builder, a company must submit an application, which can be found at nyserda.ny.gov/become-a-solar-contractor. Interested

companies may apply in either program, as a participating contractor, builder, or both at any time while the program is open.

Once a company is approved in the program, it will be given access to the NYSERDA Portal to begin submitting project applications. Initially, contractors and builders in the program will be in a provisional status. See the Quality Assurance and Compliance section for details on participation status.

1.2.1 Qualifications

1.2.1.1 Experience

All applications to participate as a contractor and/or builder in the NY-Sun Program shall be evaluated based on a range of criteria, including, but not limited to, the prior experience of the applicant and its key personnel with installation, shading analysis, relevant skills, credentials, employment history, and customer satisfaction. Other pertinent experiences will also be considered. In addition, applicants and their key personnel are evaluated on past performance in the NY-Sun or other NYSERDA programs.

Applicants are required to submit a standard customer agreement template that meets program requirements, quality assurance (QA) plan, organizational chart, and resumes of key personnel.

1.2.1.2 Project References

Residential and nonresidential program applicants must provide a minimum of three verifiable solar electric project references (project reference name, address, phone, and email) for completed, grid-connected solar electric installations. System size (kilowatts), interconnection date, and the applicant's role in the project must be specified. Construction photos for the projects listed as a reference are required.

Applicants to the commercial/industrial program must provide a minimum of three verifiable solar electric project references (project reference name, address, phone, and email) for completed, grid-connected solar electric installations that entered commercial operation in the past three years that, in aggregate, sum to at least 3MW for three projects. System size (kilowatts), interconnection date, and the applicant's role in the project must be specified. Construction photos for the projects listed as a reference are also required.

Project references may not be provided by an owner or employee of the applicant's company or a related (subsidiary or parent) company, nor may references be provided by a relative of an owner or employee of the applicant's company or a related (subsidiary or parent) company.

1.2.1.3 NYSERDA Programs

An application will not be approved if the applicant or its key personnel have unresolved customer or performance issues in the NY-Sun program or any other New York State programs or have previously been terminated from a NYSERDA program for any reason.

1.2.1.4 Registered DER Provider

Applicants must contact the New York State Department of Public Service (DPS) to obtain a copy of the DER Provider Registration Determination letter and submit it to NYSERDA, regardless of whether the DER Provider registration is required.

- If applicable, applicant must be registered as a DER provider with DPS to be eligible to participate in the Program. Additional information can be found at https://dps.ny.gov/distributed-energy-resource-der-regulation-and-oversight.
- Applicants to the nonresidential program that will not contract with customers or subscribers should contact DPS to review their documents and business model to determine if registering as a DER Provider is required. The applicant must provide a copy of the DER Provider Registration Determination letter that outlines registration is not required.
- If DPS has issued an Order to Show Cause against an applicant, NYSERDA may pause the review of the applicant's application to become a contractor in the program until DPS makes a final determination. If the Order to Show Cause is issued after the applicant has been approved as a participating contractor, NYSERDA may pause the review of all pending incentive applications submitted by the applicant until DPS makes a final determination in the enforcement proceeding.

1.2.2 Contractor Qualifications, Roles, and Responsibilities

Only approved contractors are permitted to participate in the residential, nonresidential, and commercial/industrial programs.

1.2.2.1 Contractor Qualifications

A contractor may use any business structure that is legal for conducting business in New York State (corporation, LLC, sole proprietorship, etc.), and must be authorized to do business in New York State. The contractor must meet all program requirements, including required insurance coverage and have the capability to provide warranty services on all solar electric and storage systems installed, if applicable, as required by the program and State law.

A contractor must comply with all local authority requirements for registration and licensing that apply to solar electric and storage system installations.

Visit nyserda.ny.gov/find-a-solar-contractor for a list of approved contractors.

1.2.2.2 Contractor Roles and Responsibilities

- Holds the agreement with the customer for the installation of solar photovoltaic system. The agreement must comply with the Uniform Business Practices for Distributed Energy Resource Suppliers (UBP-DERS), break out the cost of installation, and, in the case of residential and nonresidential projects, incorporate the NY-Sun Incentive Program Addendum to Customer Agreement, available at nyserda.ny.gov/solar-contractor-resources
- Responsible for the conduct of customer acquisition or marketing contractors and affiliates, and the performance of builder or engineering, procurement, and construction (EPC) contractors
- Receives incentive payments except in the case of nonresidential and commercial/industrial projects for which payment assignment may be executed
- Adheres to terms of participation agreement, NY-Sun Program rules, and NYSERDA Contractor Code of Conduct
- Adheres to terms of contractor and builder relationship agreement
- Responsible for resolving customer complaints, honoring warranties, and meeting production guarantees for the entire system (including the energy storage system, if applicable)
- Complies with applicable local, State, and federal laws and regulations at all times

1.2.3 Builder Qualifications, Roles, and Responsibilities

Approval in the builder role is necessary for participation in the residential and nonresidential program only.

1.2.3.1 Builder Qualifications

Builders are responsible for maintaining, at all times, at least one on-staff individual who has fulfilled one of the three credentialing paths listed below. Companies applying for builder status must include a copy of their credentialing certificate. A builder must promptly notify NYSERDA if there is a change to any of its on-staff members holding a credentialing certificate, and must submit a copy of its credentialing certificate whenever a request is made for it by NYSERDA.

1. **NABCEP (North American Board of Certified Energy Practitioners) PV Installation Professional Certification**

   Builders who choose to become credentialed through NABCEP must have one or more NABCEP certified PV Installation Professionals on staff.

2. **IBEW-NECA Electrical Journeyman & Apprentice Training (International Brotherhood of Electrical Workers and National Electrical Contractors Association)**

   Builders who choose to become credentialed through the IBEW must have one or more journeymen electrician who completed an IBEW/NECA, NABCEP, or Underwriter's Laboratory (UL) approved 40-hour PV training course on staff.

3. **UL (Underwriters Labs) PV System Installer**

   Builders who choose to become credentialed through UL must have one or more UL certified PV System Installers on staff.

1.2.3.2 Builder Roles and Responsibilities

- Responsible for installation and quality of project
- Responsible for maintaining one or more credentialed person on staff
- Agrees to terms of contractor and builder relationship agreement
- Adhere to NYSERDA Contractor Code of Conduct
- Comply with applicable local, State, and federal laws and regulations at all times

1.2.3.3 Quality Solar Installer Designation

Builders who are in full status have completed at least 12 projects within the past calendar year, and have an average field QA score of 4.0 or greater of issued reports within the past calendar year, are eligible for the NYSERDA Quality Solar Installer (QSI) designation. Builders who have

achieved the QSI designation for three consecutive years are eligible for the NYSERDA Quality Solar Installer – Gold Status designation. Builders who have achieved the QSI designation for six consecutive years are eligible for the NYSERDA Quality Solar Installer – Platinum Status designation.

Builders that achieve the QSI designation can use this designation as a third-party differentiator and validation of their work quality with clients and prospects.[1] As a NYSERDA Quality Solar Installer or NYSERDA Quality Solar Installer with Gold or Platinum Status designation, builders will receive special listing recognition on the NYSERDA NY-Sun website. In addition, these builders receive a NYSERDA Quality Solar Installer logo, Quality Solar Installer – Gold Status logo or Quality Solar Installer – Platinum Status logo to use in their marketing materials, subject to NYSERDA guidelines. The designations are valid for one calendar year and will be reevaluated each year.

1.2.3.4 NYSERDA Logo Use

Contractors and builders are prohibited from using NYSERDA's logo on their website or any marketing materials, with the exception of builders that have received the Quality Solar Installer (QSI) designation, who may only use the authorized NYSERDA QSI logo in their marketing materials, subject to NYSERDA guidelines.[2]

1.3 Contractor and Builder Resources

Contractors and builders should visit nyserda.ny.gov/solar-contractor-resources for sample program documents, instructional guides, technical fact sheets, QA checklists and inspection criteria, Contractor Code of Conduct, and other program documents.

1.3.1 Solar Announcements

Contractors and builders are responsible for staying current on all program updates by registering for email announcements at https://www.nyserda.ny.gov/All-Programs/Programs/NY-Sun/Contact-Us/Email-Updates. NYSERDA provides email updates on upcoming webinars, stakeholders meetings, and other program announcements.

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[1] The Quality Solar Installer Designation and the Gold or Platinum Status should not be construed as NYSERDA's endorsement, guarantee, or warranty of any particular manufacturer, product, the builder, or the contractor.

[2] Guidelines are available on NY-Sun's Resources for Contractors page: nyserda.ny.gov/solar-contractor-resources

1.3.2 Tax Credits

Customers may be eligible for State and federal tax credits or qualify for real property tax exemptions and tax abatement programs, along with accelerated depreciation allowances. The contractor or builder must inform customers about the availability of tax credits and other governmental assistance, and advise them to consult with an attorney, accountant, or tax professional to determine eligibility. Contractors and builders must ensure that customer invoices are sufficiently detailed to enable customers to accurately report eligible expenses on their tax returns.

Real property tax information can be found at the New York State Department of Taxation & Finance Office of Real Property Tax Services website. The real property tax exemption Form RP-487 may be found at http://www.tax.ny.gov/pdf/current_forms/orpts/rp487_fill_in.pdf.

A list of jurisdictions that have opted out of the real property tax exemption and where access to Form RP-487 does not apply may be found at http://www.tax.ny.gov/research/property/legal/localop/487opt.htm.

Information regarding the appraisal methodology for solar projects is available at https://www.tax.ny.gov/research/property/renewable-appraisal.htm.

1.4 Incentive Structure

1.4.1 Megawatt Block Program

The NY-Sun Megawatt Block (MW Block) program is based on a declining capacity block model—an incentive structure designed to provide certainty and transparency around incentive levels; account for regional market differences; clarify that New York State intends to phase out cash incentives in a reasonable time frame; and eliminate those incentives sooner in regions where market conditions can support it, based on market penetration, demand, and payback.

The MW Block program allocates solar capacity targets to specific regions of the State, breaks those targets into blocks, and assigns incentives per block. Incentives are awarded based on the block in effect at the time of submission of a complete incentive application. Incentives are available on a first-come, first-served basis and are based on DC module wattage ratings at standard test conditions (nameplate rating). Program incentives are not awarded until a project has achieved an approved status. Once the project is approved, the contractor or builder will be notified of the incentive amount. NYSERDA reserves the right to deny newly submitted

applications if the contractor or builder is delinquent in installation milestones for other solar electric projects with an approved status, or fails to comply with the Program rules and requirements or the NYSERDA Contractor Code of Conduct. Any contractor or builder who moves forward with the installation of a project who does not yet have an approved status in the Program does so at their own financial risk. Projects interconnected with the utility distribution system, prior to being submitted to the Program, will not be eligible to receive program incentives.

Projects with an approved status will not be allowed to cancel and reapply for higher or new incentive rates unless specifically allowed by the Public Service Commission or the Program Rules. NYSERDA will monitor market conditions and MW Block subscription and adjust accordingly. Once all blocks within a region/sector are fully subscribed, the incentive will no longer be available to that region/sector. NYSERDA will notify stakeholders in advance of any planned changes.

For residential and nonresidential projects, incentive eligibility varies by the residential or nonresidential service classification of the utility meter. A site/ meter is where the solar electric system will be interconnected to the utility. Farms meeting the Agriculture and Markets Law 301 definition of "farm operation" will be considered nonresidential. Information on the MW Block design, including real-time data on the current incentive levels for the different regions, can be found by visiting https://www.nyserda.ny.gov/All-Programs/NY-Sun/Contractors/Dashboards-and-incentives.

1.4.2 Solar Energy Equity Framework Blocks

The July 2025 Operating Plan and Version 20 of the NY-Sun Program Manual introduced capacity blocks for projects that meet eligibility criteria for Solar Energy Equity Framework (SEEF) programs within regions/sectors where MW Block capacity has been exhausted. Maintaining the overall NY-Sun program structure, each SEEF Block is specific to a sector and region and will become active once the applicable MW Block is closed. Until a sector/region's MW Block closes, SEEF incentives will continue to be available as adder incentives as described below in Section 1.4.8 Incentive Adders. Only new project applications are eligible to receive incentive awards in the SEEF Blocks, and projects with existing NY-Sun MW Block incentive awards are not eligible.

For example, as of the publication of Version 21 of the NY-Sun Program Manual, the Con Edison Nonresidential MW Block 2 remains open and projects may continue to apply for the incentive and the available adders, including the Multifamily Affordable Housing Incentive, Inclusive

Community Solar Adder (ICSA), or Statewide Solar for All (SSFA). When the Con Edison Nonresidential MW Block 2 capacity is fully allocated, NYSERDA will close this block and post a Con Edison Nonresidential SEEF Block 1. Once this transition occurs, Con Edison nonresidential projects that do not meet the SEEF eligibility criteria will not be eligible for NY-Sun incentive awards.

As of the publication of Version 21 of the NY-Sun Program Manual, the Upstate Commercial/Industrial Blocks and Upstate Commercial/Industrial SEEF Block 1 are fully allocated and closed. Projects seeking incentives from Upstate Commercial/Industrial SEEF Block 2 must meet the eligibility criteria of SSFA as described in Section 1.4.8.8. Projects receiving incentive from Upstate Commercial/Industrial SEEF Block 2 are not eligible for ICSA.

SEEF Blocks may be adjusted, and/or additional capacity/blocks may be added by NYSERDA, in consultation with DPS based on budget availability, market conditions, and policy changes. Available SEEF Block capacity and incentive rates are tracked in a live dashboard at https://www.nyserda.ny.gov/All-Programs/NY-Sun/Contractors/Dashboards-and-incentives.

1.4.3 Incentive Transitions

For incentive transition rules applicable to projects that have, prior to the issuance of the April 2022 Public Service Commission Order Expanding the NY-Sun Program, applied for or received NY-Sun incentives, please refer to version 15 of the NY-Sun Program Manual.

Rounding of Incentive Payments

Effective with the publication of version 19 of the NY-Sun Program Manual, all incentives will be rounded to the nearest dollar.

Con Edison Community Credit and NY-Sun Incentives

Projects that have the Community Credit are not eligible for the Community Adder. Projects that applied for, as of September 13, 2023, and were awarded the higher NY-Sun incentive or Community Adder and were also allocated the "recycled" Community Credit after the exhaustion of the Con Edison Community Credit Tranche on October 6, 2021, can exercise a one-time option to forfeit the awarded Community Credit and to instead receive the Community Adder. Such projects will be allowed to forfeit the Community Adder and instead receive the Community Credit. This option is available only to a list of projects that NYSERDA and Con Edison developed and was posted on Con Edison's Interconnection Online Portal at https://www.coned.com/en/save-money/using-private-generation-energy-sources/applying-for-interconnection on February 7, 2024. Projects that do not notify Con Edison of their selection

within 60 days of the February 7, 2024, posting will have their NY-Sun incentives adjusted accordingly.

Projects that were awarded the Community Credit prior to applying for NY-Sun incentives, or that are subsequently awarded the Community Credit, will receive the Block 10 incentive rate of $.20 per watt, DC.

Inclusive Community Solar Adder

ICSA capacity blocks are available to projects that receive MW block funding or SEEF Block 1 funding. Please see Section 1.4.8.9 of the Program Manual for more details on the ICSA program. Current ICSA capacity availability for Upstate and Con Edison is displayed on the ICSA Dashboard: https://www.nyserda.ny.gov/All-Programs/NY-Sun/Contractors/Dashboards-and-incentives/Inclusive-Community-Solar-Adder

1.4.4 System Size Cap

Project incentives are capped at the following system sizes in the Upstate and Long Island regions.

Table 1. Upstate and Long Island System Size Caps

Sector	PV System Size Cap
Residential	25 kW DC
Nonresidential	1 MW AC*
Commercial/Industrial	7.5 MW DC

*Incentives are only available for the first 750 kW DC.

Table 2. Con Edison System Size Caps

Sector	PV System Size Cap
Residential	25 kW DC
Nonresidential	7.5 MW DC

Residential projects calculated to offset more than 110% of the systems' annual electric usage are not eligible for incentives or financing. New construction residential systems must not exceed 110% of the calculated yearly projected kilowatt-hour of electric usage. The 110% limit does not apply to nonresidential and commercial/industrial projects.

1.4.4.1 Project Co-Location

Dividing larger nonresidential or commercial/industrial projects, including by subdividing tax parcels, into multiple smaller nonresidential sized projects for the purpose of receiving a higher incentive rate is not allowed. In the Upstate region, for example, multiple individual projects under 1 MW AC on the same parcel or building are not eligible for the nonresidential program. In the Con Edison region, for example, multiple individual projects under 1 MW on the same parcel or building are eligible for the "1 MW – 7.5 MW" nonresidential incentive rate, and are not eligible for the "Up to 1 MW" nonresidential incentive rate. Exceptions to this rule are described below:

- Multiple systems on a single "campus" parcel may be eligible for incentives if each system is sited on a separate building. For example, an office campus with four individual buildings on the same parcel, with a system sited on each individual building, constitutes four "sites/meters," each of which may be eligible for incentives, subject to the kilowatt and usage caps. Systems that meet these criteria will be eligible if the campus is served by an existing master meter(s), by existing individual building meters, or by new meters installed for the system.
- Multiple systems on a single building may be eligible for incentives if each system is serving customer load behind an existing meter. The incentive cap will apply to each meter. For example, a shopping mall with four existing separately metered businesses constitutes four "sites/meters," each of which may be eligible for incentives, subject to the kilowatt and usage caps.
- Multiple systems on the same site, tax parcel, and/or building may be eligible for incentives in the case where a significant portion of the generation of one system is credited to off-site accounts, and each of the other system(s) is primarily serving on-site customer load.

1.4.5 Project and Application Modifications

Once a project application has been submitted in the portal, no changes to the contractor, payee, site address, metering type, or customer name are allowed except as described below.

Commercial/industrial and nonresidential projects will be allowed to change their selected metering method one time from CDG to remote crediting, or vice versa, without penalty. Such project conversions must be made prior to invoicing. If a project awarded the Community Adder (described in section 1.4.9.6) switches to remote crediting, the Community Adder award will be cancelled. A project that converts to remote crediting does not need to identify a customer. A nonresidential project, or a commercial/industrial project submitted to block 18 or later,

that converts to CDG will be eligible for the Community Adder that is available at the time of the project's conversion.

Commercial/Industrial and Nonresidential projects will be allowed to request one full assignment which would transfer roles and responsibilities to another approved NY-Sun contractor. See additional details in the Assignments section.

1.4.6 Expansion of Completed Systems

Additional incentives for the expansion of a project previously completed in the program may be requested. The initial application must be completed in its entirety, and the new application must indicate that it is an expansion system.

- Residential projects will continue to be capped at 110% of the systems annual electric usage and 25 kW.
- Commercial/industrial and nonresidential solar electric projects will be capped so that the aggregate incentivized system size between the initial system and expansion system does not exceed 7.5 MW. All documents, including those required under section 2.5.2.3, must be submitted.

1.4.7 Replacement of Completed Systems

NYSERDA will not award incentives to a residential project that replaces an existing solar installation that received a NY-Sun incentive. Replacement for nonresidential projects are eligible for NY-Sun incentives at the applicable nonresidential MW Block incentive rate at the time of new application, but this eligibility is limited to any additional kW DC system size compared to the previous installation system size. For example, if a completed 500-kW nonresidential project that received NY-Sun incentives is replaced with a 600-kW system, the project is eligible for incentives on the 100-kW additional capacity. Project owners and contractors are encouraged to repair existing systems when necessary.

1.4.8 Incentive Adders

NYSERDA offers a set of incentive adders to support PV deployment in specific market segments. The contractor is responsible for selecting adders, if any, on the project application prior to submission. Projects submitted to Upstate Commercial/Industrial SEEF Block 1 must select either the Inclusive Community Solar Adder or the Statewide Solar for All Adder on their application to be eligible for any incentive funding. Incentive adders are only available to projects in a MW Block or SEEF Block.

1.4.8.1 Affordable Solar Residential Incentive

Additional incentives for solar electric installations are available for households that qualify as low- to moderate-income, through the Affordable Solar Residential Incentive.

Projects eligible for the Affordable Solar Residential Incentive will receive a total incentive of $0.80/W of nameplate capacity in Upstate and Con Edison regions, and $0.40/W in Long Island region. In cases where the standard incentive would be reduced due to losses from shading, azimuth, and tilt, the Affordable Solar Residential Incentive will be likewise reduced, per the System Losses section in the System Technical Requirements.

If the standard program incentive in the final MW Block is exhausted, eligible projects will continue to receive the Affordable Solar Residential Incentive until funding is exhausted.

To be eligible for the Affordable Solar Residential Incentive, a solar electric project must meet all requirements of the program, and:

- Service the owner-occupied primary residence of an eligible customer according to program rules or service a residential affordable housing property that has documented household income under 80% of Area Median Income (AMI) or 80% of State Median Income (SMI), whichever is higher. Individual household eligibility must be established by the customer by completing the NYSERDA Income Eligibility Application found at https://portal.nyserda.ny.gov/IEV_APPINTAKE_OnePageApplication_Page.
- If a building has more than one unit/meter, only the owner-occupied unit/meter is eligible for the Affordable Solar Residential Incentive. Additional projects or expansion projects serving the same residential building will not be eligible for this incentive. A solar project serving a building owned by an LLC, corporation, other business entity, or is held in a trust, is not eligible for the Affordable Solar Residential Incentive. A solar project serving a nonresidential service classification of the utility meter is not eligible for the Affordable Solar Residential Incentive, unless the property is regulated affordable housing.
- Have a nameplate capacity equivalent to but not greater than the lower of
    - 110% of projected annual energy usage after implementation of electric efficiency measures identified by the required audit or confirmation that these measures are already in place
    - 100% of current annual energy usage

- Include an escalation of monthly payment or energy rate no greater than 3% annually, if financed through a lease or power purchase agreement (PPA).

The Affordable Solar Residential Incentive cannot be applied to an expansion of a completed system project. To qualify for payment of the Affordable Solar Residential Incentive, a project must be installed by the installation completion deadline date stated on the customer's income eligibility approval. For purposes of this incentive, a project will be deemed installed on the date of the project's electrical inspection certificate.

1.4.8.2 Multifamily Affordable Housing Incentive

Additional incentives for solar electric installations are available for nonresidential projects in the Upstate, Long Island, and Con Edison regions serving multifamily affordable housing properties. Eligible projects will receive the incentive rates listed in Table 3.

Table 3. Incentive Rates for the Multifamily Affordable Housing Incentive

Region	Incentive Rate
Upstate	• Eligible projects will receive a total incentive of $1.00/W for the first 200 kW of the project. • The added incentive will be adjusted as the base incentive steps down to maintain the $1.00/W total.
Long Island	• Eligible projects will receive a total incentive of $1.00/W for the first 200 kW of the project. • The added incentive will be adjusted as the base incentive steps down to maintain the $1.00/W total.
Con Edison	• Eligible non-CDG projects will receive a total incentive of $1.60/W for the first 200 kW of the project. • Eligible CDG projects will receive a total incentive of $2.00/W for the first 200 kW of the project. • The added incentive will be adjusted as the base incentive steps down to maintain either the $1.60/W or $2.00/W total.

The total incentive will include the applicable nonresidential base incentive and Community Adder (if applicable), plus an added incentive. The added incentive will be adjusted as the base incentive steps down to maintain the $1.00/W total in the Upstate and Long Island region. In the Con Edison region, the added incentive will be adjusted as the base incentive steps down to maintain either the $1.60/W or $2.00/W total. Project capacity above 200 kW will receive the applicable nonresidential base incentive. The Multifamily Affordable Housing Incentive cannot be combined with incentive adders, other than the Community Adder (if applicable).

Projects submitted prior to May 14, 2020, under the previous 50 kW added incentive cap or Upstate incentive level may not be modified or cancelled in order to obtain incentives under the

higher cap and/or incentive level. Projects in the Con Edison region that have been awarded the Community Credit will receive a combined incentive of $1.00/W for the first 200 kW of the project.

Community Distributed Generation projects on eligible properties that did not receive the Community Credit will receive an additional $0.15/W (total of $1.15/W in the Upstate or Long Island region or total of $2.15/W in the Con Edison region) if the eligible property is owned by a public housing authority or nonprofit organization and the project demonstrates that no less than 60% of project capacity will be dedicated to low-to-moderate income (LMI) satellite accounts, with a minimum bill credit discount of 20% or equivalent; and with any remaining capacity dedicated to an eligible affordable housing building within the same affordable housing portfolio or development (including the project site). Projects submitted prior to May 14, 2020, may be modified to receive the higher incentive level if they can document that the increased LMI participation and savings requirements will be met.

To be eligible for the Multifamily Affordable Housing Incentive, a solar electric project must meet all requirements of the program, and:

- Project must be sited at an affordable housing property that has documented eligibility (refer to the required documents under Applying for Incentives section) and offset the usage of the affordable housing property (behind-the-meter) or its residents (Community Distributed Generation from system located on property).
- Community Distributed Generation projects on eligible properties with offsite satellite accounts must meet one of the following conditions:
    - Demonstrate that no less than 40% of the project capacity will be dedicated to eligible satellite accounts. A satellite account's eligibility can be established using the Categorical Eligibility, Individual Household Eligibility, Geo-Eligibility, or Affordable Housing Residential Eligibility as defined in the Inclusive Community Adder Rules.
    - The eligible property must be owned by a public housing authority or nonprofit organization and demonstrate that no less than 20% of the project capacity will be dedicated to eligible satellite accounts, established using the Categorical Eligibility, Individual Household Eligibility, Geo-Eligibility, or Affordable Housing Residential Eligibility as defined in the Inclusive Community Adder Rules.
    - The eligible property must be owned by a public housing authority or nonprofit organization and demonstrate that no less than 20% of the project capacity will

be dedicated to an eligible affordable housing building within the same affordable housing portfolio or development.

- Remote Crediting projects must demonstrate that all project capacity will be dedicated to an affordable housing property with documented eligibility.

Projects must demonstrate that capacity is dedicated to eligible properties. The specific requirements and the timing of submission based on the project's metering method are shown in Table 4.

Table 4. Document Requirements for the Multifamily Affordable Housing Incentive

Metering Method	Submitted at Time of Application	Submitted as Part of the Invoice
On-Site	Documentation that the project is sited at an affordable housing property	N/A
Community Distributed Generation	Documentation that the project is sited at an affordable housing property	• Subscriber Submission Template • CDG Initial Allocation Form • Documentation of utility acceptance of Initial Allocation • Utility CDG Host Allocation Report for the initial allocation period
Remote Crediting	Documentation that the project is sited at an affordable housing property	Subscriber Submission Template CDG Initial Allocation Form Documentation of utility acceptance of Initial Allocation Utility CDG Host Allocation Report for the initial allocation period

Documentation demonstrating that the satellite account requirements for Community Distributed Generation and Remote Crediting projects have been met must be submitted to NYSERDA prior to the payment of the additional and base incentives. The above-referenced Subscriber Submission Template is available at nyserda.ny.gov/solar-contractor-resources.

1.4.8.3 Prevailing Wage Adder; Requirements for Prevailing Wage or Project Labor Agreement

NYS Labor Law Article 8 Section (§) 224-d requires covered renewable energy systems, including solar PV projects, 1 MW AC or larger, to pay prevailing wage or enter into a project labor agreement during project construction. **NY-Sun contractors with projects that received NY-Sun incentive awards for projects 1 MW AC or larger on or after July 1, 2024,** will be deemed covered renewable energy systems for purposes of NYS Labor Law Article 8 § 224-d and will therefore be **subject to the prevailing wage requirement as a matter of law** regardless of whether the project was awarded an NY-Sun Prevailing Wage Adder.

Solar PV projects 1 MW AC or larger in capacity where the initial utility interconnection application was submitted after April 14, 2022 or where the project received an award for NY-Sun incentives on or after July 1, 2024, as well as older projects whose initial utility interconnection application was submitted before April 14, 2022 that elected to opt-in to receive a prevailing wage adder, are subject to prevailing wage requirements pursuant to Public Service Commission Order and the NY-Sun participation agreement.

Prevailing wage must be paid to, or the project labor agreement must be with, all laborers, workmen, and mechanics, within the meaning of NYS Labor Law Article 8, performing on-site construction activities for covered projects, whether through long-term or short-term employment and when completed prior to the project in-service date. The prevailing wage requirement will apply to direct employees of the contractor and of contractor's subcontractor(s).

Construction activities within the scope of this requirement include, but are not limited to, the clearing, grubbing, grading, staging, installation, erection, and placement of the facility, the energy storage component of the facility, electrical interconnection, as well as start-up and commissioning of the facility during the construction period. The construction period will begin on the first day of construction activities and end on the day the covered project achieves commercial operation. NYSERDA will enforce this contractual requirement pursuant to the NY-Sun Program rules and may request documentation from the contractor demonstrating compliance with this requirement, including required certifications prepared by an independent New York State certified public accountant, or conduct random audits. A change in the law addressing prevailing wage requirement for the covered solar facilities may result in a change in the compliance requirements and enforcement protocols.

Complying with NYS Labor Law Article 8 Prevailing Wage Requirements

The New York State Department of Labor (DOL) is responsible for enforcing NYS Labor Law Article 8. The main steps Contractors should take to comply with NYS Labor Law Article 8 requirements include:

- Contractors and subcontractors submitting bids or performing construction work on covered renewable energy system subject to Labor Law Article 8 § 224-d must register with DOL. Failure to register as required may result in penalties, as further described in Labor Law 220-i. For more information, and to register, visit the Department of Labor website at https://dol.ny.gov/public-work-contractor-and-subcontractor-registry-landing.

- Obtain a Prevailing Rate Case (PRC) number and Prevailing Wage Schedule from DOL. Information on how to request a wage schedule can be found here: https://dol.ny.gov/obtain-wage-schedule
- Pay prevailing wage or enter into a project labor agreement to all laborers, workmen and mechanics, within the meaning of NYS Labor Law Article 8, performing on-site construction activities for a covered project subject to § 224-d, whether through long-term or short-term employment and when completed prior to the project in-service date.
- Starting January 1, 2026, submit monthly certified payroll records online to the DOL during the construction period. For more information on how to submit payroll information visit: https://dol.ny.gov/Electronic-Payroll.

All questions about New York State prevailing wage law and rules should be directed to DOL. Please contact labor.sm.pwask@labor.ny.gov or call 518-457-5589.

NY-Sun Prevailing Wage Adder Incentive Information

Prevailing Wage Required Projects

Projects subject to prevailing wage requirements are eligible to receive an additional NY-Sun incentive adder, Prevailing Wage Adder, while the approved funds are available. Projects must apply for the Prevailing Wage Adder prior to the commencement of any construction activities subject to prevailing wage requirements.

For Upstate projects, the Prevailing Wage Adder is $0.125 per Watt DC, and will be paid out in the same manner as the base incentive. For Con Edison projects, the Prevailing Wage adder is $0.20 per Watt DC, and will be paid out in the same manner as the base incentive.

All projects awarded the Prevailing Wage Adder must follow the NY-Sun Prevailing Wage Adder requirements including:

- Pay New York State Prevailing Wage or enter into project labor agreements for construction activities associated with project development and installation.
- At the time of invoicing for the project's Commercial Operation payment, substantiate compliance with the NY-Sun Prevailing Wage Adder requirements by submitting:
    - A separate quarterly certification of compliance for each quarter that construction took place completed by a New York State licensed Certified Public Accountant. If a Contractor chooses to use the Independent Accountant Report Template, Contractors

only need to submit one report to certify prevailing wage was paid for each quarter of the project construction period. A template is available on the Contractor Resources page.

- One prevailing wage certification letter that attests the contractor paid prevailing wage for the time period that construction took place completed by an authorized representative of the Contractor, certifying the contractor has obtained copies of certified payrolls for all laborers, workmen and mechanics, within the meaning of NYS Labor Law Article 8, performing on-site construction activities for covered projects whether through long-term or short-term employment and when completed prior to the project in-service date.

Prevailing Wage Opt-In Projects

Solar projects 1 MW AC and larger in capacity where the **initial utility interconnection application was submitted before April 14, 2022**, that meet the following requirements are eligible to opt-in to the NY-Sun prevailing wage requirements and receive the Prevailing Wage Adder. Eligible projects may opt-in to the Prevailing Wage Adder any time before the commencement of project construction.

Prevailing Wage Opt-In Requirements:

- Submit an addendum or update to the program participation agreement prior to NYSERDA's approval of the first application for a covered project.
- Submit applications to Upstate C/I Block 21 or later, or to the second Con Edison Nonresidential Block or later.
- Notify NYSERDA of their intention to opt-in and sign a new project application that certifies that the project is subject to the prevailing wage requirement.
- Pay New York State Prevailing Wage or enter into project labor agreements for construction activities associated with project development and installation.
- At the time of invoicing for the project's Commercial Operation payment substantiate compliance with the NY-Sun Prevailing Wage Adder requirements by submitting:
  - A separate Quarterly Certification of Compliance for each quarter that construction took place completed by a New York State licensed Certified Public Accountant. If a Contractor chooses to use the Independent Accountant Report Template, Contractors only need to submit one report to certify prevailing wage was paid for each quarter of the project construction period. A template is available on the Contractor Resources page.

- One prevailing wage certification letter that attests the contractor paid prevailing wage for the time period that construction took place completed by an authorized representative of the Contractor, certifying the contractor has obtained copies of certified payrolls for all laborers, workmen and mechanics, within the meaning of NYS Labor Law Article 8, performing on-site construction activities for covered projects whether through long-term or short-term employment and when completed prior to the project in-service date.

Projects that are neither Prevailing Wage Required Projects nor Prevailing Wage Opt-In Projects, shall not be considered for or paid the Prevailing Wage Adder. Ineligible projects also include those that have received NY-Sun incentive awards under the Upstate C/I Block 20 or before, or the first Con Edison Nonresidential Block, as well as any project under 1 MW AC in capacity, regardless of any other statutory or contractual requirement placed on the project related to prevailing wage.

Prevailing Wage Required Projects and Opt-in Projects are eligible to: (i) invoice for and receive 100% of the Prevailing Wage Adder at project completion, or (ii) elect to receive 50% of the Prevailing Wage Adder at project completion, 25% at first anniversary of completion, and 25% at second anniversary of completion.

Projects in Upstate Commercial/Industrial SEEF Block 1 that are awarded the Prevailing Wage Adder will only receive payment if they meet all Upstate Commercial/Industrial program requirements, as well as the requirements of Statewide Solar for All or the Inclusive Community Solar Adder.

For more information on the Prevailing Wage Adder and requirements please see the Prevailing Wage Adder section under Contractor Resources including the Prevailing Wage Frequently Asked Questions (FAQ) document.

1.4.8.4 Brownfield/Landfill Solar Incentive

Additional incentives are available for ground-mounted solar electric systems on brownfields, landfills, and other eligible sites for nonresidential and commercial/industrial projects. In addition to the standard incentive, eligible projects will receive an additional $0.15/W incentive. Eligible systems must be located on:

a. A NYSDEC Brownfield Cleanup Program site, as evidenced by a (i) fully executed Brownfield Cleanup Agreement or (ii) a Certificate of Completion and a Site Management Plan and Environmental Easement that do not prohibit such a system;

b. A closed solid waste landfill, provided that NYSDEC has approved the end use of the landfill to allow ground-mounted solar electric systems in accordance with 6 NYCRR Part 363;
c. The site of a current or former hazardous waste facility, provided that NYSDEC or USEPA has approved a permit, corrective action or closure plan, as applicable, or issued some other written authorization allowing ground-mounted solar electric systems in accordance with 6 NYCRR Part 373;
d. A New York State Inactive Hazardous Waste Disposal Site, provided that NYSDEC or USEPA has issued a written authorization allowing ground-mounted solar electric systems;
e. A mine, provided that ground-mounted solar electric systems are allowed by NYSDEC under the NYS Environmental Conservation Law Article 23 mining permit, or a former mine that has completed a NYSDEC approved reclamation; or
f. A former solid waste facility regulated under 6 NYCRR Part 360 series provided that NYSDEC has issued written confirmation that (1) the site has ceased all waste operations and has completed all closure activities, including, but not limited to the removal of all products resulting from waste processing and the decontamination of all equipment and structures involved in any aspect of waste management, in a manner acceptable to the DEC, and (2) the ground-mounted solar electric system will not interfere with any ongoing closure, monitoring, or enforcement activities.

In all cases, the incentive shall be available for the portion of the system that is located on a site identified in sections (a) through (f), above.

The brownfield/landfill incentive adder must be identified at the time of application along with documentation establishing that the system is eligible based on its proposed location, such as a Brownfield Cleanup Agreement or Certificate of Completion, NYSDEC or USEPA approval for the use of the site, or portion thereof, for ground-mounted solar electric systems, NYSDEC mining permit allowing the use of the site, or portion thereof, for ground-mounted solar electric systems, or NYSDEC-approval of a completed mine reclamation, as applicable.

Contractors developing proposed systems for nonresidential and commercial/industrial projects that did not secure a MW Block award are still eligible to apply for the brownfield/landfill adder. Contractors developing proposed systems that did not secure a base incentive award due to final block closures are still eligible to apply for the brownfield/landfill adder. Proposed systems receiving the brownfield/landfill adder may also receive the Community Adder and Inclusive

Community Solar Adder, if eligible. Proposed systems receiving the brownfield/landfill adder may not receive the Multifamily Affordable Housing Incentive.

Brownfield/Landfill Incentive Payments

The contractor receives the total project incentive in one installment. To request the incentive payment, the project invoice must be submitted in the portal for approval.

For systems that were determined to be eligible for the Brownfield/Landfill Incentive at the time of application based upon the existence of a signed Brownfield Cleanup Agreement but without a Certificate of Completion, the project invoice must include the Certificate of Completion as well as a Site Management Plan and Environmental Easement that do not prohibit installation of a ground-mounted solar electric system on the site.

Projects in Upstate Commercial/Industrial SEEF Block 1 that are awarded the Brownfield/Landfill Adder will only receive payment if they also meet the requirements of Statewide Solar for All or the Inclusive Community Solar Adder.

1.4.8.5 Floating Solar Adder

Additional incentives are available for floating solar electric systems that are installed on bodies of water such as lakes, reservoirs, and ponds. In addition to the standard incentive, eligible projects will receive an additional $0.15/W Floating Solar Adder. Eligible systems must be mounted on floating structures or platforms on the surface of a body of water. The project must have received all non-ministerial permits to construct the project, such as approval under the DEC Protection of Waters Program, or from the Department of Health (DOH) if installation is on a public water supply. The Floating Solar Adder must be identified at the time of application.

Projects that did not secure a MW Block base incentive award due to final block closures are still eligible to apply for the Floating Solar Adder. Projects receiving the Floating Solar Adder may also receive the Community Adder and Inclusive Community Solar Adder, if eligible. Projects receiving the Floating Solar Adder may not also receive the Multifamily Affordable Housing Incentive.

Projects in Upstate Commercial/Industrial SEEF Block 1 that are awarded the Brownfield/Landfill Adder will only receive payment if they also meet the requirements of Statewide Solar for All or the Inclusive Community Solar Adder.

1.4.8.6 Solar Plus Energy Storage Incentive

1.4.8.6.1 Residential Solar Plus Energy Storage Projects - PSEG Long Island Only

Storage incentives are available for grid connected residential solar projects paired with an energy storage system in the Long Island region that comply with the NYS Residential Codes. The project may be a new solar plus storage system, or an existing solar project retrofitted to add a new energy storage system. Eligible projects will receive a $/ kilowatt-hour (kWh) incentive up to 25 kWh based on the installed storage capacity in kilowatt hours measured in alternating current (AC) based on the manufacturer specifications, that is available when the system is initially installed (the usable energy available at the beginning of system operation). Visit nyserda.ny.gov/LongIsland-incentives for information on current incentive adder levels.

An additional incentive of $150/kWh is available for residential solar projects paired with energy storage that meet the requirements of the Affordable Solar Residential Incentive for low-to-moderate income homeowners. The project must be approved for the Affordable Solar Residential Incentive to receive this additional incentive.

The solar electric system and energy storage system must be physically and permanently located at the same site and must be installed behind the same utility host meter. Eligible energy storage system equipment must be new and commercially available. As of incentive Block 2, Residential Solar Plus Energy Storage projects are required to enroll in PSEG Long Island's Dynamic Load Management (DLM) Program or other qualifying residential storage DLM Program offerings, future offerings included, as verified by PSEG.

NYSERDA and PSEG Long Island take quality and safety very seriously. With new technologies and programs, special attention must be paid to early deployment. Refer to the Quality Assurance section for specific QA requirements related to residential solar projects paired with energy storage.

To be eligible for the Solar Plus Energy Storage Incentive, a project must meet all requirements detailed in the Technical Requirements section.

At a minimum, the residential energy storage system must meet the requirements set forth in NYSERDA's Battery Energy Storage System Guidebook. Please be aware that these requirements may exceed those that a local Authority Having Jurisdiction (AHJ) may require to give its approval.

1.4.8.6.2 Nonresidential and Commercial/Industrial Solar Plus Energy Storage Projects

Incentives for an energy storage system installed alone, or paired with a nonresidential or commercial/industrial solar system may become available through the Retail Energy Storage Incentive Program. If a project is pairing a solar system with an energy storage system, the contractor responsible for the energy storage system must be a Participating Contractor in the NYSERDA Retail Energy Storage Incentive Program. The contractor should submit the NY-Sun project application first and identify the accompanying 10-digit NY-Sun project application number when submitting the Retail Energy Storage project application.

1.4.8.7 Community Adder

The Community Adder is available to CDG solar projects that did not qualify for a Market Transition Credit (MTC) or Community Credit (CC) under the Value Stack. The Community Adder is available for nonresidential and commercial/industrial CDG projects located in the Con Edison region, subject to funding availability. Community Adder funds are not available in the Long Island or Upstate regions. The Community Adder takes the form of an upfront ($/watt) incentive, which may be awarded in addition to the base incentive.

Incentive availability and the current incentive rate are displayed on a live dashboard at nyserda.ny.gov/community-adder. If a project that has been awarded a Community Adder subsequently becomes eligible for Community Credit due to project attrition, the Community Adder award will be cancelled by NYSERDA.

The Community Adder will be paid according to the same payment schedule as the applicable MW Block base incentive. Nonresidential projects will receive the Community Adder as part of the single commercial operation payment. Commercial/industrial projects will have the option of receiving the Community Adder as part of a single commercial operation payment or may elect to receive 50% of the Community Adder as part of the commercial operation payment and the remainder of the Community Adder will be paid in 25% increments as part of the two anniversary-based payments, in the same manner as the base incentive.

- Behind-the-meter CDG projects that serve an on-site load are eligible for the Community Adder only if 60% or more of the total solar generation is allocated to mass market offtakers.

- The Community Adder incentive must be identified on the application at the time of application, with the exception of projects that are making a one-time metering type conversion to CDG.
- Contractors are required to ensure that a project receiving the Community Adder remains as a CDG solar project for at least 20 years. Contractors must submit proof that the project qualifies as a CDG solar project upon request.
- If a project is not CDG solar or is reconfigured so that it no longer qualifies as a CDG solar project, the contractor must return the received Community Adder incentive funding, calculated based on a pro-rata share of a 20-year term over which the project was not a CDG solar project.
- Contractors must promptly inform NYSERDA if a project receiving the Community Adder is subsequently allocated Community Credit or is reconfigured so that it no longer qualifies as a CDG solar project.

1.4.8.8 Statewide Solar for All

On May 16, 2024, the Public Service Commission issued an Order approving a Statewide Solar for All (S-SFA) program. As of December 1, 2024, community solar and distributed energy storage projects are eligible to enroll in the S-SFA program directly with the interconnecting utility. Projects enrolled in S-SFA receive a single monthly payment directly from the utility according to a Standard Offer compensation level, in the form of a specified percentage of the project's total Value Stack compensation paid to the project for its monthly generation by the applicable utility via the net crediting mechanism. The utility will allocate the remainder of the projects Value Stack (VDER) credits to a Customer Share credit pool, with those credits later distributed to customers enrolled in the utility's low-income energy affordability program.

The current Standard Offer compensation levels are available in the "Statewide Solar for All Resources" section on the NY-Sun website at https://www.nyserda.ny.gov/All-Programs/NY-Sun/Contractors/Resources-for-Contractors.

Projects enrolled in S-SFA are eligible for the following NY-Sun program incentives:

- Base MW Block Incentive
- Prevailing Wage Adder
- Brownfield/Landfill Adder
- Parking/Rooftop Canopy Adder
- Floating PV Adder

Projects enrolled in S-SFA are not eligible to receive the following NY-Sun program incentives:

- Community Adder
- Multifamily Affordable Housing Incentive
- Inclusive Community Solar Adder (ICSA)

Projects enrolled in S-SFA are also eligible to receive an S-SFA Adder (except as noted below) of:

- $.07/W in the Upstate region for projects in C/I Blocks 1 – 21
- $.07/W in the Upstate region for projects in Nonresidential blocks 1 - 10
- $.12/W for projects in Upstate C/I SEEF Block 1
- $.20/W in the Con Ed region

Non-operational projects that were previously awarded NY-Sun incentives other than the Community Adder, Market Transition Credit, Community Credit, MAHI, and/or ICSA may opt-in to the S-SFA Adder by informing NYSERDA of their intention to opt-in and providing utility documentation that the project has elected to participate in S-SFA, and signing a new project application.

Contractors must promptly inform NYSERDA if a project is reconfigured so that it no longer qualifies for the S-SFA program, and must return the received S-SFA incentive funding, calculated based on a pro-rata share of a 20-year term over which the project did not qualify for the S-SFA program.

After an S-SFA Adder award is made, projects may disenroll from S-SFA and apply for ICSA only once. This one-time program election change must be finalized prior to invoicing. MW Block projects may disenroll from S-SFA, forfeit the S-SFA adder, and may apply to ICSA. SEEF Block 1 projects may disenroll from S-SFA, change their program election to ICSA, and successfully complete a separate ICSA application to retain the SEEF Block 1 award.

1.4.8.9 Inclusive Community Solar Adder

The Inclusive Community Solar Adder (ICSA) is available for Community Distributed Generation (CDG) solar projects serving LMI subscribers, affordable housing, residents of disadvantaged communities (DACs) and select nonprofit and public facilities located within and serving DACs.

For the purposes of the ICSA, DACs will be based on the final DAC criteria,[3] adopted by the Climate Justice Working Group on March 27, 2023.

The goal of the ICSA is to increase access to community solar and resulting electric bill savings for LMI and DAC households and to reduce operating costs for affordable housing and nonprofit entities serving DACs. Eligible projects may receive the ICSA in addition to any NY-Sun incentive or adders for which they are eligible, with the exception of the Multifamily Affordable Housing Incentive. Incentive availability for ICSA and other adders is displayed on a live dashboard at https://www.nyserda.ny.gov/All-Programs/NY-Sun/Contractors/Dashboards-and-incentives.

Participation in the ICSA is contingent upon funding availability and successfully completing the ICSA application, as described below. If a project indicates it will pursue ICSA and receives SEEF Block funding, but ICSA funds are no longer available at the time of ICSA application, or the ICSA application is rejected, that project must instead enroll in SSFA (refer to Section 1.4.8.8). After an ICSA award is made, projects may change their program election from ICSA to S-SFA. This change is allowed one time only and must be completed before invoicing.

Project Eligibility

To be eligible for the ICSA, projects must meet the following:

- Be metered as CDG
- Meet the requirements of the NY-Sun Commercial/Industrial or NY-Sun Nonresidential Program
- Be in "Approved" status, with a MW Block award or a SEEF Block 1 award
- Dedicate no less than 40% of the project capacity (Wdc) to eligible subscribers, and dedicate no less than 50% of the ICSA portion of the project capacity (Wdc) to eligible residential subscribers. Refer to the Eligible Subscribers section below for further explanation.
    - Projects that have already started customer acquisition are not eligible for the ICSA. NYSERDA must assess if a planned acquisition strategy and customer intake process meets the ICSA program rules before those activities commence.

[3] New York State Disadvantaged Community Criteria, https://climate.ny.gov/resources/disadvantaged-communities-criteria/

- Projects that are subsequent applications of an approved primary application can apply for the ICSA even if they have already started acquisition. Those acquisition activities can only commence after the Primary Application has been approved.

Projects located in the PSEG-Long Island territory are not eligible for the ICSA. Projects that were awarded the ICSA in Round 1 are prohibited from withdrawing their application(s) and resubmitting for Round 2 funding levels. Projects that applied for but were not awarded the ICSA in Round 1 are eligible to apply for Round 2. Projects will be required to cancel their ICSA award if they enroll in the Statewide Solar for All Program.

DER Supplier Registration and UBP-DERS Compliance

The Primary Contractor, customer acquisition provider, and any subcontractors interacting directly with customers must register with DPS as a Distributed Energy Resource (DER) Supplier and comply with the Uniform Business Practices for DER Suppliers (UBP-DERS).4 As part of the application review process, NYSERDA will confirm with DPS that team members are in good standing. If DPS has issued an Order to Show Cause against any member of the project team, NYSERDA may pause the project application review until a final determination from DPS is made in that case.

Incentive Levels

The ICSA funding that a project may claim is determined by the capacity allocated to eligible subscribers, with different incentive rates for different types of projects, subject to funding availability. The adder rates and initial capacity blocks detailed in the table below apply only to the capacity allocated to eligible subscribers. Available capacity and incentive rates are tracked in a live dashboard at https://www.nyserda.ny.gov/All-Programs/NY-Sun/Contractors/Dashboards-and-incentives.

[4] Distributed Energy Resource, https://dps.ny.gov/distributed-energy-resource-der-regulation-and-oversight

Table 5. Incentive Levels for Upstate CDG Projects

Project Type	Adder $/Watt
• Upstate CDG project • In Upstate C/I SEEF Block 1 (did not receive MW Block) • Did not receive Community Adder • Minimum guaranteed discount of 10% • ≥50% of ICSA capacity filled with Eligible Residential Subscribers	There are two components to this tier: • $0.10/W will be applied to the capacity allocated to eligible subscribers. • $0.12/W will be applied to the project's full capacity provided they meet all NY-Sun and ICSA requirements at completion.
• Upstate CDG project • Received MW Block but did not receive the Community Adder • Minimum guaranteed discount of 10% • ≥50% of ICSA capacity filled with Eligible Residential Subscribers	There are two components to this tier: • $0.10/W will be applied to the capacity allocated to eligible subscribers. • $0.07/W will be applied to the project's full capacity provided they meet all NY-Sun and ICSA requirements at completion.
• Upstate CDG project • Received MW Block and Community Adder • Minimum guaranteed discount of 10% • ≥50% of ICSA capacity filled with Eligible Residential Subscribers	$0.10
• Received Phase One NEM, the Market Transition Credit, or the Community Credit • Minimum guaranteed discount of 10% • ≥50% of ICSA capacity filled with Eligible Residential Subscribers	$0.05

Table 6. Incentive Levels for Upstate CDG Projects That Qualify as Community Benefit Projects

Project Type	Adder $/Watt

• Upstate CDG project that meets one of the following:
  o Received MW Block and Community Adder
  o Received MW Block but did not receive Community Adder
  o Did not receive MW Block or Community Adder
• ≥50% of ICSA capacity filled with Eligible Residential Subscribers
• Minimum guaranteed discount of 20% for providing 3 criteria, or 15% for providing all 5.
• Achieves all the requirements to qualify as a Community Benefit Project
• For project types that have fixed and performance components, this incentive is only applies to the performance component. The fixed component remains the same.
	$0.20

• Upstate CDG project that received Phase One NEM, the Market Transition Credit, or the Community Credit • ≥50% of ICSA capacity filled with Eligible Residential Subscribers • Minimum guaranteed discount of 20% for providing 3 criteria, or 15% for providing all 5. • Achieves all the requirements to qualify as a *Community Benefit Project*	$0.15

Table 7. Incentive Levels for Con Ed CDG Projects

Project Type	Adder $/Watt
• Con Edison CDG Project • Minimum guaranteed discount of 10% • ≥50% of ICSA capacity filled with Eligible Residential Subscribers	$0.20

Table 8. Incentive Levels for Con Ed CDG Projects That Qualify as Community Benefit Projects

Project Type	Adder $/Watt
• Con Edison CDG Project • Minimum guaranteed discount of 20% for providing 3 criteria, or 15% for providing all 5. • ≥50% of ICSA capacity filled with Eligible Residential Subscribers • Achieves all the requirements to qualify as a Community Benefit Project	$0.30

Incentive Requirements: Community Benefit Projects

Projects in the Upstate and Con Ed regions can qualify as Community Benefit Projects, which are projects that provide a higher bill discount, incorporate measures that increase access to community solar, and demonstrate a greater commitment to the Eligible Subscribers and their surrounding communities as discussed below.

Community Benefit Projects can either provide a 20% bill discount to all eligible subscribers and meet at least 3 of the following criteria; or provide a 15% bill discount and meet all 5 of the following criteria.

1. Demonstrated close partnerships with community organizations and stakeholders from the DAC local to the project site **throughout** the project development process, including siting, construction, and customer outreach.
   - A close partnership must be demonstrated using the following:
   - A letter or email from community organizations within the DAC that verifies participation in the project development process and details at what level and how long they have been involved.
     - A memorandum of understanding between the project team and the community organization(s) from within the DAC outlining the activities that they are part of in the project development process.
   - **Note**: A project in which the partnership with a community organization is limited to conducting customer acquisition/outreach does not qualify for this criterion.
2. Workforce training and hiring commitments of Priority Populations or members of the surrounding DAC.
   - Projects can demonstrate commitment by participating in NYSERDA's Program Opportunity Notice (PON) 3982: On the Job Training (OJT) Program. Projects must receive an acceptance of a Business Application and submission and acceptance of New Hire Applications from Priority Populations as defined by the PON.
3. Community-based or participant ownership models.
   - The contractor must submit a written summary that outlines the following:
     - If and how the project will be owned by DAC stakeholders or a community organization that serves a DAC. Detail if it will be full ownership, majority stake, or another model.

- Details on how the project profits, including how the profit will be collected, stored, and distributed.
- Details on what the governance structure will be for the projects and its monetary and non-monetary benefits, including ownership, control, and voting rights for all parties.

4. Dedicated strategy to target individuals in DACs with limited English proficiency.
   - Projects must submit marketing materials, contracting materials, and customer service protocol that demonstrate reasonable support for the targeted customer segment.
5. Sited within a DAC and serving eligible subscribers in the surrounding community.
   - All capacity must be dedicated to subscribers from the surrounding community, defined as
     - For Con Ed Projects: within a 1-mile radius of the project site address
     - For Upstate Projects: the same or adjacent census tract[s] of the project site address
   - At least 60% of project capacity must be dedicated to eligible residential subscribers

Bill Discount

Projects that receive an ICSA Award must provide at minimum a 10% bill credit discount rate. Community Benefit Projects must provide at minimum a 20% bill discount to all eligible subscribers if they meet 3 of the 5 project criteria; or at minimum a 15% bill discount and if they meet all 5 of the Community Benefit project criteria.

For customers billed through net crediting, the bill credit discount rate is the same as the net credit rate. For customers that receive a separate bill from the CDG provider or other party, the bill credit discount rate is calculated by starting with the value of the CDG bill credits distributed to the ICSA-eligible subscriber, subtracting all payments made by the customer, and then dividing that difference by the value of the CDG bill credits distributed to the ICSA-eligible subscriber. Customers may not be offered any additional products that could reduce the required bill credit discount rate, such as retail electricity (ESCO) supply without guaranteed savings, or a requirement to make additional payments.

Adjustments for Projects Receiving Bonus Investment Tax Credits

Project owners are encouraged to apply for the federal Low-Income Communities Bonus Credits (Bonus Credits), established under sections 48(e) and 48E(h) of the Inflation Reduction Act of 2022, also known as the "Special Programs for Certain Facilities Placed in Service in Connection

with Low-income Communities." The project owner must inform NYSERDA when the project receives an allocation of Bonus Credits. In the event that the associated project with an ICSA award receives an allocation of Bonus Credits under Category 4: Qualified Low-Income Economic Benefit Project, NYSERDA will not adjust the project's ICSA award level. However, the associated project must provide a 20% bill credit discount to all ICSA-eligible customers. Allocation of Bonus Credits in other categories will not trigger a change in the required ICSA bill credit discount rate. Submittal of an application for Bonus Credits not resulting in a project receiving the additional Investment Tax Credits will not trigger an adjustment to the required ICSA bill credit discount rate.

Eligible Subscribers

To be eligible for the ICSA, a project must allocate between 40% and 100% of its project capacity to eligible Residential and Affordable Housing/Nonresidential subscribers. At least 50% of the project's ICSA capacity must be comprised of Residential Customers.

> *For example: If a 1 MW project plans to fill 60% (600 kW) of its project with ICSA-eligible subscribers, 50% of the ICSA capacity (i.e., 600 kW *.5 = 300 kW) must be filled with Eligible Residential Subscribers*

Any individual subscriber may only be used once to determine ICSA funding for a single project. Subscribers cannot be moved from an operational community solar project to an ICSA project for the purpose of increasing the ICSA incentive payment. The total ICSA funding that a project may claim is determined by the capacity allocated to eligible subscribers, as defined below.

Residential Subscribers

Any residential electric utility customer, including homeowners, renters, and residents of multifamily buildings can be eligible if they meet the criteria below. Once a residential electric utility customer has been deemed eligible and allocated to a project, they will be considered eligible for the duration of the project, including if they choose to move within the utility service territory. Individual Residential Subscribers must have their own electric accounts and pay their own electricity bills. Additionally, eligibility for individual Residential Subscribers must be established by one of the following methods:

- **Categorical Eligibility:** Subscriber eligibility is demonstrated by documented participation in one of the assistance programs listed in this table.

Table 9. Acceptable Assistance Programs to Demonstrate Categorical Eligibility

Assistance Program	Date Requirement
EmPower+ New York Award Letter	Dated within 12 months of the customer agreement signature
Home Energy Assistance Program (HEAP) Award Letter	Dated within 12 months of the customer agreement signature
HEAP or Energy Utility Assistance listed on the utility bill	Utility bill must be within the past 12 months of the customer agreement signature (benefit cards will not be accepted)
Supplemental Nutrition Assistance Program (SNAP) Award Letter	Dated within 12 months of the customer agreement signature
Temporary Assistance for Needy Families (TANF) Award Letter	Dated within 12 months of the customer agreement signature
Supplemental Security Income (SSI) Award Letter	Dated within 12 months of the customer agreement signature

- Geo-Eligibility: Residential subscriber eligibility is demonstrated with geo-eligibility by
    - Residence in a Disadvantaged Community as defined by the Final Disadvantaged Communities Criteria (DAC criteria).
    - Residence in an EmPower+ New York pre-screened area
        - The map that shows the pre-screened areas can be found at https://www.nyserda.ny.gov/ny/empower
- **Individual Household Eligibility:** Any residential subscriber is considered eligible if they have a documented household income under 80% of Area Median Income (AMI) or 80% of State Median Income (SMI), whichever is higher.
    - Individual household eligibility must be established by the customer by completing the NYSERDA Income Eligibility Application found at https://portal.nyserda.ny.gov/IEV_APPINTAKE_OnePageApplication_Page.

Nonresidential Subscribers

The following types of nonresidential utility accounts are considered eligible subscribers for the ICSA:

- **Nonprofit/public facilities serving DACs:** Accounts serving nonprofit organizations or public facilities that 1) meet the criteria of "small" subscribers per the CDG rules (non-demand account or demand account with an average peak monthly demand of less than

25 kW), and 2) are located within and serve a designated DAC. Subscribers must be deemed qualified by NYSERDA prior to the submission of an ICSA invoice by the project.

- **Public Schools:** Accounts serving public school districts across New York State that are designated as High-Needs by the New York State Education Department or have at least one building which is located in a disadvantaged community can be considered eligible non-residential subscribers for the ICSA.

Affordable Housing Properties

All affordable housing properties seeking to participate in ICSA projects must be deemed qualified by NYSERDA prior to the submission of an ICSA invoice by the project.

To request qualification of a property by NYSERDA, the Participating NY-Sun Contractor must provide proof of the property's affordable housing status using at least one of the documents listed in the table below. Any documentation submitted to provide proof of affordable housing status must include:

- The specific addresses of the affordable housing properties
- The income requirements for the building residents
- The number of units covered by that income requirement

Table 10. Acceptable Documentation to Provide Proof of Affordable Housing Status

Eligibility Proxy	Details	Documentation Required
A. U.S. Housing and Urban Development (HUD), USDA-Rural Development (RD), and other Federally Regulated LMI Housing	Properties that receive subsidies from HUD or USDA-RD based on household income may be defined as LMI, based on household income criteria detailed in the contract or award, including regulatory control or structures such as: 1. Project-based Section 8 2. Sections 202, 236, 811 3. Public Housing Authorities	Copy of the HUD contract or contract award notice
B. NYS Homes and Community Renewal (HCR)-Regulated Affordable Housing	Properties with subsidized mortgages or contracts that place them under the regulatory control of HCR may be defined as LMI, based on household income criteria detailed in the HCR contract or award	Copy of HCR contract or contract award notice
C. Low Income Housing Tax Credits	Properties that receive tax credits may be defined as LMI based on household income criteria detailed in the tax credit award notice	Copy of tax credit award notice from HCR or HPD.
D. NYC Housing Preservation and Development (HPD)-Regulated LMI Housing (or similar local housing agencies)	Properties with loans, mortgages, or deeds of purchase (Housing Development Finance Corporation ((HDFC)) incorporation) from NYCHPD or similar local housing agencies may be defined as LMI, based on household income criteria detailed in the award documentation	Documentation of current mortgage, loan closing, HDFC incorporation, or deeds
E. State of New York Mortgage Agency (SONYMA) Mortgage Insurance	Properties subsidized for low- to moderate-income multi-family residents with SONYMA subsidized financing through the Housing Finance Agency (HFA)	Copy of loan closing/mortgage insurance award documents

The ICSA is intended for community solar projects located remotely from the eligible affordable housing property. Please see the *Multifamily Affordable Housing Incentive* section of this Program Manual for projects that are sited at eligible affordable housing properties (i.e., a solar project on the roof of a building that is regulated affordable housing).

- **Affordable Housing Residential Subscriber Eligibility:** All residents of a regulated affordable housing property can be deemed eligible if:
  - The property meets the building eligibility requirements listed above.
  - The residents have their own electric accounts and pay their own electricity bills.
  - Residence is limited to LMI households (80% AMI or below).

- Participation in CDG will not result in increased costs (e.g., rent or common charge increase) for the residential subscriber due to the utility allowance mechanism

If the residents have their own individual meters, but the electric bills are paid by the affordable housing provider, the affordable housing provider must provide documentation specifying how the required bill discount will be provided to building residents who are considered eligible residential subscribers. The savings that each resident will receive must be equivalent to what they would receive had they signed up for community solar themselves (i.e., the ICSA bill discount).

- **Affordable Housing Nonresidential Subscriber Eligibility**: Nonresidential demand and non-demand accounts serving an eligible affordable housing property (i.e., building/common area meter) are considered eligible subscribers.
- **Master-Metered Affordable Housing Property Eligibility**: Project capacity allocated to master-metered affordable housing property can be considered as eligible nonresidential capacity or as eligible residential capacity depending on which specific requirements are met.
  - Nonresidential subscriber designation: Master metered affordable housing properties can be deemed eligible non-residential subscribers if they meet the Affordable Housing Nonresidential Subscriber eligibility. Master-metered affordable housing properties that are not distributing the community solar savings to their residential occupants or do not qualify for a distribution exemption will be considered non-residential subscribers.
  - Residential subscriber designation: For master metered affordable housing properties to be considered a residential subscriber and be counted towards a project's required 50% residential capacity, residence must be limited to LMI households (80% AMI or below), and the project must demonstrate that at minimum 50% of the value of the community solar savings is being distributed to the properties' residential occupants.

    The properties are required to demonstrate to NYSERDA the community solar value distribution. The demonstration process depends on the properties' metering method.

    - For properties where residents are sub-metered: specify how the required bill discount or its equivalent will be provided to building residents who are considered eligible residential subscribers. The savings that each resident will receive must be equivalent to what they would receive had they signed up for community solar themselves (i.e., the ICSA bill discount). The total savings distributed to the residential occupants must be at minimum 50% of the value

of the community solar savings/net credits from the community solar subscription on the master metered account.

- Demonstration of value distribution: Distribution of value must be demonstrated with the following documentation:
  - → At the time of milestone submission: an affidavit from the affordable housing property that details the total community solar savings, the total amount that will be distributed to the residents, and the mechanism that will be used to distribute the value.
  - → If requested by NYSERDA, the building is required to demonstrate evidence of the savings being applied to accounts of the sub-metered building occupants.

- For properties where residents are not sub-metered: demonstrate how the project will direct part of the value of the community solar net credits to the residential occupants. The total savings that the ICSA-eligible residential occupants will receive must be at minimum 50% of the value of the community solar savings/net credits from the community solar subscription on the master metered account. The value of those credits must be distributed equitably, either equal shares among the qualified residential property's units, distributing proportional shares based on each unit's electricity usage, or using the savings for allowed activities listed in the U.S. Department of Housing and Urban Development (HUD) memo Treatment of Solar Benefits in Master-metered Buildings[5]. The value must be distributed in a manner that does not negatively impact the building residents' utility allowances and/or annual income for rent calculations.
  - Demonstration of value distribution: Distribution of value must be demonstrated with the following documentation.
    - → At the time of application: A Benefits Sharing Statement indicating the building's commitment to distribute no less than 50% of the value of the community solar savings/net credits to residents, estimating the total value that will be distributed to residents, and describing the HUD-compliant mechanism that will be used for distribution.

[5] HUD Memo, https://www.hud.gov/sites/dfiles/PIH/documents/PH%20Memo%20Community%20Solar%20Credits%20in%20Master%20Meter-Final%20Bldgs%202030801.pdf

- → At the time of milestone submission: an affidavit from the affordable housing property that details how the Benefit Sharing Statement has been implemented, including the total community solar savings, the total amount that will be distributed to the residents, and the mechanism that will be used to distribute the value.
- → Allowed value distribution mechanisms include all those listed in the HUD guidance memo, except for "additional support staff," or anything listed that could negatively impact the building residents' utility allowances and/or annual income for rent calculations.
- → NYSERDA reserves the right to request asset management reports, receipts, or other accounting documentation that demonstrates how the actual community solar savings are being applied.

- **HDFCs and MHAs pass-through exemption:** Master-metered properties that are categorized as Housing Development Fund Corporation (HDFCs) and Mutual Housing Association (MHAs) cooperatives can apply for an exemption from demonstrating pass-through and still be considered eligible residential subscribers provided they can demonstrate the following.
  - □ The cooperative has an HDFC regulatory agreement with NYC Housing and Preservation Development (HPD) or NYC Housing Development Corporation (HDC) demonstrating that all of their residents are LMI (80% AMI or below).
    - → They have an official document that demonstrates the building is cooperatively owned by all residents.

Applying for the Inclusive Community Solar Adder

Submitting a Project Application

Projects that are in the Commercial/Industrial or Nonresidential incentive program with a "Submitted" or "Received" status may prepare and submit an ICSA application through the NYSERDA Portal. The ICSA will not be approved prior to the approval of the associated NY-Sun project.

Visit nyserda.ny.gov/solar-contractor-resources for the ICSA Application Guide, which includes step-by-step instructions. An ICSA application may only be submitted by the NY-Sun Participating Contractor for the associated project, and the same Payee must be used for the ICSA as all the other NY-Sun incentives for the project. A Full Assignment or Payment Assignment of the associated NY-Sun project application will result in the same assignment

of the ICSA application. Contractors that plan to sell their project are encouraged to notify NYSERDA early in the process to ensure an expedient assignment process.

Submitting a Portfolio of Projects

Contractors must use the *Portfolio Submission* process (outlined below) if they plan to use the same acquisition provider, subscription manager, acquisition strategy and customer engagement protocol for multiple projects. With the *Portfolio Submission* process, a contractor submits one complete application first (known as the Primary Application) to be reviewed by NYSERDA. Once that application is reviewed and approved, the contractor will be allowed to submit other applications (known as Subsequent Applications) that use the same acquisition provider, subscription manager, acquisition strategy, and customer engagement protocol as the Primary Application.

1. **Step 1**: Contractor submits the Primary Application in the NYSERDA Portal, including all the required Application Elements outlined in the table below.
2. **Step 2**: NYSERDA will review the Primary Application and the required Application Elements and conduct a review call if needed.
3. **Step 3:** NYSERDA will determine to approve, reject, or modify and notify the applicant.
    - Once the Primary Application is approved and awarded, the contractor can then submit Subsequent Application(s) and the required Application Elements.
4. **Step 4**: NYSERDA will review the Subsequent Application(s) and the required Application Elements and conduct a review call if needed.

ICSA Application Elements

An ICSA application must include the following. Applications missing these elements may be rejected outright:

Table 11. ICSA Application Elements

	Primary Application	Subsequent Application
The application number of the associated NY-Sun project.	√	√
The actual ***Community Distributed Generation Disclosure Form*** for the project that a customer will be subject to.	√	√
The actual residential subscriber contract that a customer will be subject to. All residential subscription contracts for allocated capacity receiving the ICSA must meet the following requirements: • Compliance with all terms of the UBP-DERs, and • Guaranteed savings (discount) rate of no less than 10% • For Community Benefit Projects: minimum guaranteed discount of 20% for providing 3 criteria, or 15% for providing all 5	√	√
An affidavit signed by the primary contractor and the subscription provider confirming they have entered into a contract to work together on the ICSA projects. The affidavit must clearly demonstrate the relationship between the primary contractor and the subscription provider, and the roles and responsibilities for each one of them for the ICSA Project. There cannot be multiple possible customer acquisition providers per application. One acquisition provider must be selected prior to application submission.	√	√
A list of all the projects (including the NY-Sun application number, their site address, kW capacity, and utility) that will be submitted subsequently as part of the portfolio.	√	
Marketing & Implementation Plan. Requirements are described below.	√	
Example Marketing Materials, including doorhangers, one-pagers, fact sheets, advertising, and screen captures of web advertising.	√	
Customer experience demonstration: A video screen-capture of the journey that a customer experiences as they sign up for the community solar product. NYSERDA may request a test log-in to experience the customer sign-up process if the video does not sufficiently capture the experience.	√	
Subsequent Application Attestation		√

Marketing & Implementation Plan Requirements

Contractors must submit a Marketing & Implementation Plan and supporting documentation for each project seeking the ICSA. Use of the Marketing & Implementation Plan Form is required and available at nyserda.ny.gov/solar-contractor-resources. Through the Marketing & Implementation Plan and supporting documentation, the Contractor must demonstrate that:

- The contractor, or customer acquisition and customer management provider(s) to be used, has the appropriate experience and capability to fulfill the requirements of the ICSA.

    - A detailed listing of all the contractors and subcontractors supporting customer acquisition and customer management is required. Failure to provide this listing may result in automatic rejection of the application.
- The contractor has the ability to achieve the targeted percentage of eligible subscribers identified in the project's ICSA application, demonstrated by a detailed marketing and sales strategy, sample materials, and/or existing executed subscription contracts, letters of intent (LOIs), or other supporting documentation.
- Customer acquisition strategies will be allowed to use door-to-door sales if the following criteria are met. This information must be described and shared at the time of the application.
    - Contractor is in good standing with DPS
    - The project's customer acquisition team has a system in place that will easily identify which of their contractors and/or sales associates are in the field at what time, so that it will be possible to determine responsibility in the event of a customer complaint
    - A signature is collected from the customer when the customer elects to sign up for the community solar project
    - A record of the customer signature from online or paper sign up must be stored for at least five years
    - If a customer signs up via door-to-door or over the phone on or after November 1, 2023, the project's customer acquisition team is required to call the customer after the interaction and get verbal confirmation from the customer of their interest in signing up for the community solar product. This phone call must happen after the customer signs up and before the customer is assigned to a project.
        - The recording of the post-signup confirmation call must be stored for at least five years.
    - Contractor must list all the subcontractors that are working on customer acquisition and customer management activities. Updates must be submitted to NYSERDA before a new subcontractor begins working on such activities.

Failure to adhere to any of the above requirements after a project receives an ICSA award may result in NYSERDA rescinding the award or rejecting invoice(s).

Community Solar Product Requirements

- The actual residential subscriber contract and *Community Distributed Generation Disclosure Form* that a customer will be subject to must be shared with NYSERDA at the

time of application. Projects must also make accessible the actual *Community Distributed Generation Disclosure Form* associated with each project on their website for a customer to review prior to providing any personal information, including name and email address.

- NYSERDA reserves the right to publish the submitted *Community Distributed Generation Disclosure Form* on a central webpage listing all the community solar projects.

The customer acquisition strategy will not require minimum FICO scores for the portion of the project used to demonstrate eligibility for the ICSA. The contractor can use an alternative option, such as utility bill payment history, to qualify ICSA-eligible subscribers.

Additional Marketing and Implementation Plan Requirements for Community Benefit Projects

Projects seeking to be considered Community Benefits Projects must provide additional community benefits beyond cost savings to subscribers and demonstrate they will be able to achieve the additional criteria required for this higher incentive. Information about what qualifies as additional community benefits can be found in the Incentive Levels sub-section of the Inclusive Community Solar Adder section in this Program Manual and in the Marketing and Implementation Plan Form.

Project Application Review

Primary Applications will be reviewed in the order that they are received until all available funding is fully committed. Should NYSERDA have questions or concerns regarding the supporting materials, NYSERDA may request a review meeting to address as such regarding the supporting materials.

Completed Primary Applications without missing materials or incomplete information will be processed for an award within 60 days of application submission.

Applications without an identified acquisition team and strategy may be rejected with no additional opportunity to cure the Applications. NYSERDA reserves the right to reject any application that is missing details or elements, at any point during the application review period and without conducting a review call. Applications that are rejected can reapply but will be queued with a new application date.

For the Subsequent Applications: NYSERDA may reject subsequent applications even if the Primary Application is approved if the project team fails to prove that they can achieve the applied-for targets due to the size of the portfolio.

Project Changes

The contractor must notify NYSERDA of one or more of the following changes that may occur after NYSERDA's approval of a Primary or Subsequent Application.

- Change in the acquisition provider.
- Change in the subscription manager.
- Changes to the terms of the customer subscription contract or the CDG Disclosure Form.
- Substantial outreach strategy changes from what was listed in the application. This includes the inclusion of tactics not outlined in the Marketing and Implementation Plan, and a significant change in messaging in the marketing materials.
- The Eligible Subscriber Target (EST) mix differs from what was listed in the application.

Project changes must be made through the Request for Modification process in the NYSERDA Portal as soon as they occur. Upon receipt of the Request for Modification, NYSERDA will assess if the project continues to be eligible for the ICSA incentive. Failure to make NYSERDA aware of the changes prior to the first invoice or subsequent invoice submissions may result in rejecting the invoice(s) or cancellation of the award.

NYSERDA reserves the right to require resubmission of Application Elements and may rescind the award if the changes fail to meet the requirements of the ICSA.

Round 1 ICSA Awardees Using Round 2 Eligible Subscriber Criteria

ICSA Round 1 Projects are permitted to use the Round 2 Eligible Subscriber Criteria (i.e., the Round 2 rules around qualifying residential, nonresidential, and affordable housing subscribers) provided they agree to the following additional terms for their Round 1 awards.

1. Compliance with the additional criteria required to perform door-to-door sales.
2. Adherence to the requirements of long-term subscriber make-up.
3. Adherence to any adjustments that Round 2 Projects are subject to if they receive Bonus Credits.

Round 1 Projects interested in opting into the Round 2 Eligible Subscriber Criteria will be required to submit an opt-in request for NYSERDA's consideration and approval prior to

submitting their first invoice. The Opt-In Request to Round 2 Subscriber Criteria Form can be found in the "Inclusive Community Solar Adder Resources" section at nyserda.ny.gov/solar-contractor-resources

1.4.8.10 Rooftop Solar Canopy Incentive (Con Edison Region Only)

Additional incentives are available for newly constructed rooftop canopy structures. In addition to the standard nonresidential incentive, eligible solar electric projects will receive an extra incentive for the first 25 kW of the project. Project capacity above 25 kW will receive the applicable nonresidential base incentive.

Rooftop canopies are solar electric arrays elevated above the roof to mitigate obstructions such as HVAC equipment. Rooftop solar canopies must be designed to meet or exceed minimum structural code requirements while providing adequate and code compliant access and clearance that allows for individuals to walk under the structure.

The rooftop solar canopy added incentive must be identified on the application at the time of applying for the base incentive. Any part of the system that is not a canopy will receive the base incentive. Visit nyserda.ny.gov/ConEdison-incentives for information on current incentive adder levels.

1.4.8.11 Parking Solar Canopy Incentive (Con Edison Territory Only)

Additional incentives are available for newly constructed solar parking canopies. In addition to the standard nonresidential incentive, eligible solar electric projects will receive an extra incentive. Parking solar canopies are elevated above parking lots or added to the open top deck of a parking garage structure to provide both shade and energy production. Parking solar canopies must be designed to meet or exceed minimum structural code requirements while providing adequate vehicle and pedestrian clearance.

The parking solar canopy added incentive must be identified on the application at the time of applying for the base incentive. Any part of the system that is not a canopy will receive the base incentive. Visit nyserda.ny.gov/ConEdison-incentives for information on current incentive adder levels.

1.5 Green Jobs-Green NY Financing

1.5.1 Residential Customers

Contractors participating in the NY-Sun program must inform residential customers with an existing home of four units or less that they may be eligible to finance the purchase of their solar electric system through NYSERDA's Green Jobs – Green New York (GJGNY) loan program using either a Smart Energy Loan or On-Bill Recovery. Residential Members of CDG projects, or homeowners leasing the solar project or entering into a Power Purchase Agreement (PPA), are not eligible for GJGNY financing.

To access the loans, a contractor must register with the GJGNY service provider.
To register, visit nyserda.ny.gov/solar-contractor-resources and complete and submit the loan servicer's contractor application packet. Contractors offering GJGNY financing are bound by the GJGNY participation agreement and the NYSERDA Residential Financing Program Manual. In the event a contractor is in arrears on GJGNY program funds, NYSERDA may exercise its right to set-off NY-Sun incentive payments to cover amounts owed by the contractor.

Customers can apply online or download an application at www.energyfinancesolutions.com.

1.5.2 Nonresidential and Not-for-Profit Customers

Contractors participating in the NY-Sun program must inform nonresidential or not-for-profit customers that they may be eligible to finance the purchase of their solar electric system through NYSERDA's GJGNY loan program. A customer who wishes to finance their system will rely on the contractor to submit a request for financing to NYSERDA on their behalf. NYSERDA will review the request for financing and provide the customer with a letter approving or denying the eligibility of the system. If the system is approved as eligible by NYSERDA, the customer must submit the approval letter to a participating lender as part of their loan application. If the customer is approved for financing by the lender, the customer will receive the loan proceeds directly from the lender. Go to https://www.nyserda.ny.gov/All-Programs/Green-Jobs-Green-New-York for additional information on GJGNY financing for nonresidential and not-for-profit customers.

Contractors should email a completed application packet to: efs@energyfinancesolutions.com
Application packets can be found at nyserda.ny.gov/solar-contractor-resources Notification of approval or request for additional information can be expected within five days.

Commercial members of CDG projects, or those leasing the solar project or entering into a Power Purchase Agreement (PPA), are not eligible for GJGNY financing.

1.6 Assignments

1.6.1 Residential Projects

Incentive payments will be made to the contractor only. Payment Assignments and/or Full Assignments are not allowed for residential projects.

1.6.2 Nonresidential Projects

1.6.2.1 Payment Assignments

Nonresidential projects may request payments be made to another entity. Payment Assignments, including any eligible incentive adders, will only be made to another entity in the amount of the entire incentive. The contractor or builder, customer, and payee must sign the project application agreeing to the payment assignment. All rights and responsibilities will remain with the contractor and builder.

A Payment assignment may only be submitted once the final payee is confirmed, and the Employer Identification Number (EIN) information is a match with the Internal Revenue Service (IRS). A NY-Sun contract with an associated ICSA contract or an associated Expanded Solar for All Category B contract must identify the same Payee for both contracts. Once NYSERDA approves a Payment Assignment, no additional Payment Assignments will be allowed.

Once the application has been submitted, the payee will receive a payee registration form via email. This form must be completed for the application to move forward. Payees will not have access to the portal.

1.6.2.2 Full Assignments

The contractor may request a one-time Full Assignment to another approved contractor for an approved project. In a Full Assignment request, a new payee may be identified if necessary. If the NY-Sun Contract is associated with an ICSA contract or an associated Expanded Solar for All Category B contract, then both contracts must be assigned to the same contractor and the same payee. An assignment request must be submitted via the portal. This request must be made before the commercial operational payment is requested. NYSERDA reserves the right to deny a full assignment request in its sole discretion and may ask for additional documentation before approving the request. The Contractor is responsible for notifying NYSERDA when a project has

been sold or transferred to another entity. The Contractor of record is responsible for all program requirements until a formal assignment has been approved by NYSERDA, regardless of who owns the project prior to approval of the assignment.

The contractor must provide the following to submit a full assignment request:

- New contractor must be an approved contractor in the program and be in good standing.
- Email confirmation from utility of 100% interconnection upgrade payments made.
- The NY-Sun Full Assignment Agreement duly signed by the prior contractor and new contractor.
- New Project Application signed by the prior contractor, new contractor, customer, and payee (if applicable).
- For projects approved prior to April 2023, if a payee was identified at the time of application and will remain the same for the Payment Assignment, the payee must register after the Full Assignment request is submitted. If a new payee is to be identified, the contractor must update the role in the portal, and the payee must register for the Payment Assignment after the Full Assignment request is submitted.

No Payment Assignments will be allowed after the Full Assignment has been approved by NYSERDA. Payment Assignments, including any eligible incentive adders, will only be made to a payee in the amount of the entire incentive. The original contractor will be responsible for the project until the assignment has been approved by NYSERDA. For the effective implementation of the Full Assignment and Payment Assignment, NYSERDA retains the authority to require additional documents and exercise discretion in interpreting or implementing these requirements.

1.6.3 Commercial/Industrial Projects

1.6.3.1 Payment Assignments

Commercial/industrial projects may request payments be made to another entity. While the contractor may identify the payee at the time of application or any time during the project development phase, NYSERDA will only allow Payment Assignment 1) during a one-time Full Assignment request, or 2) immediately prior to submitting an invoice for the commercial operation payment. A Payment Assignment should only be submitted once the final payee is confirmed, and the EIN information is a match with the information on file with the IRS. A Payment Assignment should not be requested if a Full Assignment is planned; in such an instance, a new payee may be identified in the Full Assignment request.

Payment assignments, including any eligible incentive adders, will only be made to another entity in the amount of the entire incentive. A NY-Sun contract with an associated ICSA contract or an associated Expanded Solar for All Category B contract must identify the same Payee for both contracts. Once NYSERDA approves a Payment Assignment, no additional Payment Assignments will be allowed. The contractor, customer, and payee must sign the project application agreeing to the Payment Assignment.

Contractors shall have the ability to identify a payee at the time of application, however all awards will be made to the contractor. A payee's information will only be confirmed during the Payment Assignment request or during a Full Assignment request.

All rights and responsibilities will remain with the contractor. Payees will not have access to the project application portal.

1.6.3.2 Full Assignments

The contractor may request a one-time Full Assignment to another approved contractor for an approved project. In a Full Assignment request, a new payee may be identified if necessary. If a new payee is identified, it must be the final payee and its EIN information must match the information on file with the IRS. If the NY-Sun Contract is associated with an ICSA contract or an associated Expanded Solar for All Category B contract, then both contracts must be assigned to the same contractor and the same payee. An assignment request must be submitted via the portal. This request must be made before the commercial operational payment is requested. NYSERDA reserves the right to deny a full assignment request in its sole discretion and may ask for additional documentation before approving the request. The contractor is responsible for notifying NYSERDA when a project has been sold to another approved contractor. The contractor of record is responsible for all program requirements until a formal assignment has been approved by NYSERDA, regardless of who owns the project prior to approval of the assignment.

The contractor must provide the following to submit a request:

- New contractor must be an approved contractor in the program and be in good standing.
- Email confirmation from utility of 100% interconnection upgrade payments made.
- The NY-Sun Full Assignment Agreement duly signed by the prior contractor and new contractor.

- New Project Application signed by the prior contractor, new contractor, customer, and payee (if applicable).
- For projects approved prior to April 2023, if a payee was identified at the time of application and will remain the same for the Payment Assignment, the payee must register after the Full Assignment request is submitted. If a new payee is to be identified, the contractor must update the role in the portal, and the payee must register for the Payment Assignment after the Full Assignment request is submitted.

No Payment Assignments will be allowed after the Full Assignment has been approved by NYSERDA. Payment Assignments, including any eligible incentive adders, will only be made to a payee in the amount of the entire incentive. The original contractor will be responsible for the project until the assignment has been approved by NYSERDA.

2. Applying for Incentives

Approved contractors or builders can submit project applications for incentives, monitor the status of applications, and perform other program-related activities via the NYSERDA Portal.

The project application will progress through each status: Unsubmitted, submitted, received, pending approval, approved, and completed.

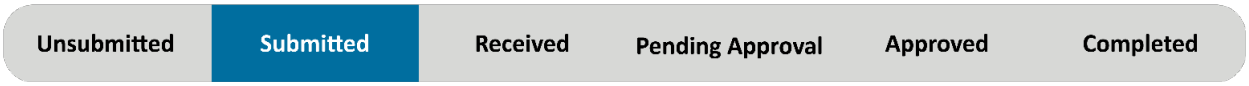


2.1 Unsubmitted Status



All project applications are generated in and submitted through the portal. Unsubmitted status is reached once a contractor or builder generates the application. The incentive rate is not confirmed until the application has been submitted.

2.2 Submitted Status



The project application moves to submitted status once the contractor or builder submits the application along with the required documents through the portal. Use the chart to determine which documents are required with each project application. Once the application is submitted, the current incentive rate (at that time) is locked in.

2.2.1 Document Details

Table 12. Project Documents to Reach Submitted Status

Required for All Projects: Must Submit with Project Application
Project application signed by customer and payee, if applicable
Site map (site plan)
Electrical drawing
Customer utility bill – only required for NYPA and municipality owned utilities
Additional Items Required for Residential and Nonresidential Projects
Shading report
Site Photos
Additional Items Required for Nonresidential and Commercial/Industrial Projects
If CESIR (Coordinated Electric System Interconnection Review) required: Final CESIR, proof of 25% interconnection upgrade payment
If no CESIR required: signed and executed interconnection agreement or conditional acceptance email
For projects enrolling in SSFA, the SSFA Participation Agreement from the respective utility
Proof of planning and zoning approvals for C/I
Coastal assessment
SEQRA (State Environmental Quality Review Act) and lead agency, SEQRA Negative Declaration for C/I or a Lead Agency Statement of Findings
GIS data mapping file – **for non-rooftop C/I projects only**
Additional Items Required for Projects Using Affordable Solar Residential Incentive
Affordable Solar income eligibility notification with the tracking number
Additional Items Required for Projects Using Multifamily Affordable Housing Incentive
Documentation of eligibility (refer to section 2.2.6 *Required Documents If Using Multifamily Affordable Housing Incentive*)
Additional Items Required for Projects Using Brownfield/Landfill Incentive
Brownfield/Landfill eligibility documentation
Additional Items Required for C/I Projects in a State-Certified Agricultural District
Notice of Intent to Undertake an Action within an Agricultural District Submission Form (NOI Submission Form), along with additional documentation and maps, as indicated therein
Additional Items Required for Projects Using Residential Solar Plus Energy Storage Incentive on Long Island
Energy storage system and product description
Energy storage safety listings (UL or CAN certifications)
Energy storage system warranty

Table 13. Documents Not Required with Submission: Must be Available upon Request

Required for All Projects
Customer agreement
Customer utility bill
Permits - **required with project invoice submission**
Environmental assessment - **for projects more than 4,000 square feet**
Clipboard energy efficiency assessment - **for residential projects only**
Nonresidential and C/I energy assessment - **for nonresidential or C/I projects only**
Construction photos of the completed installation

A detailed description of each document can be found on the following pages.

2.2.2 Required Documents That Must Be Submitted with Each Application

- Project Application

  The contractor or builder must submit all project applications electronically through the portal. Each individual submitting applications on behalf of the contractor or build must use portal login credentials unique to that individual. Applications submitted to the residential and nonresidential program must list both a contractor and builder. Applications submitted to the commercial/industrial program must list a contractor only. The contractor or builder must provide the contact information of its staff member who is primarily in charge of the project application, including their business email address and phone number The project application form must be signed by the customer, and if applicable, the payee.

  Electronic signatures may be obtained through NYSERDA's DocuSign account, which is available in the portal. If a contractor prefers to use its own electronic signature account, the tool must be a NYSERDA approved tool, and a signature verification report must be provided. Approved electronic signature tools include DocuSign, CudaSign, EchoSign, Adobe, and Seamless Doc. Electronic signatures must be obtained using the customer's own email account. **Under no circumstances is a contractor or builder permitted to sign on behalf of the customer.**

- **Site Map (Site Plan)**

  The site map must include:

  - Location of all solar electric system components, including solar electric modules, inverters, paired electrical storage system (if applicable), disconnects, point of interconnection, and utility meter.

- Layout of solar electric array, showing the tilt, azimuth, and number of solar electric modules on each roof face or sub-array.
- Length of all wire runs more than 100 feet.
- Indication of all wire runs where a messenger wire (CAB) system will be used.
- Indication of which trees, if any, will be removed prior to system installation.
- For roof mounted projects outside of NYC DOB, structural calculations and a statement or structural letter stating the existing roof has sufficient structural capacity to support the additional loading due to the solar PV and stamped, signed, and dated by a NYS licensed Professional Engineer (PE) or Registered Architect (RA) is required.
- Customer name and address.
- If applicable, location, and layout of all energy storage system components, including batteries, inverters/chargers, pumps, management system disconnects, point of interconnection, and utility meter.

- **Electrical Drawing**

  A legible electrical diagram is required, using standard symbols to clearly describe the solar electric system. Either a one- or three-line drawing is acceptable and must indicate:

  - Quantity, conductor size, and insulation type of all energized (hot) conductors, neutral/grounded conductors, and ground conductors.
  - Type and characteristics of all raceways, conduit, and enclosures.
  - The configuration of solar electric array into electrical strings.
  - The voltage and amperage ratings of all combiner boxes, overcurrent protection devices, switches, inverters, batteries, electrical panels, and other relevant equipment as applicable, including the rating of the main service panel and its main breaker.
  - The quantity, manufacturer, and model of the inverter, paired electrical storage system components (if applicable) and solar electric modules.
  - The installed usable storage capacity in kilowatt hours measured in alternating current (AC) for the energy storage system, if applicable.
  - Customer name and address.
    Go to nyserda.ny.gov/solar-contractor-resources for a sample wiring diagram and a list of common design issues.

- **Customer Utility Bill – required only for NYPA and municipal projects**

  For projects taking electric service from NYPA or a municipal utility, a copy of the utility bill is required with application submission.

2.2.3 Required for Residential and Nonresidential Projects

- **Site Photos**

  The contractor or builder must take photos of the array location, from both the ground and roof level, and photos taken looking south. The application must also include photos of the existing electrical service and the proposed location of the inverter. A single aerial photo does not meet this requirement. Go to nyserda.ny.gov/solar-contractor-resources for a sample set of site photos.

  - Preexisting Conditions

    Photos must document preexisting conditions that do not meet current codes and standards, including damaged items. As part of the work scope, the contractor or builder will repair or replace substandard conditions that are hazardous or impact the installation of the solar electric system.

    - When encountering structural deficiencies, all repairs or replacement will be done under the direction of a NYS licensed Professional Engineer (PE) or Registered Architect (RA).
    - Split bus panelboard and load centers, including fused and circuit breaker styles, by any manufacturer, will not be used, regardless of the type and location of the solar interconnection.
    - Panelboard and load centers manufactured with FPE Stab-Lock® circuit breakers or Bulldog/ITE pushmatic-style circuit breakers will not be used for supply side or load side connection.
    - Damaged or severely corroded panelboards, disconnects, or switchboards will not be used for supply side or load side connection.
    - Missing or undersized grounding electrodes, including the grounding electrode conductor (GEC) and water meter jumpers, must be replaced.
    - Existing roof damage in the area of the array must be repaired or replaced.
    - When installing a supply side disconnect, at a minimum, the overcurrent protection device must meet or exceed the available fault current (AIC Rating) at the existing main service.

- **Shading Report and Estimate of Annual Output**
  - Shading Report

    The shading report must describe the percentage of the available solar resource the solar electric array will receive, and account for losses from shading, array azimuth, and tilt. Residential and nonresidential projects with a total solar resource fraction (TSRF) below 70% will receive a reduced incentive, as described in System Losses under the System Technical Requirements section.

    Projects submitted before July 3, 2019, may not cancel and reapply for purposes of obtaining a larger incentive. Change orders for these projects to obtain an additional incentive will not be processed.

    Reports generated by Solmetric Suneye, Solar Pathfinder, Bright Harvest, Solar Census, Lightmile, HelioScope, Wiley ASSET, Aurora, Scanifly, Solargraf, IMGING, OpenSolar, Solo, Enact, Artemis and EverBright are acceptable.

    In cases where trees or other obstructions must be removed, an incentive payment will not be made until a new shading report has been submitted to and approved by NYSERDA.

    When the solar electric system consists of multiple arrays with different azimuths, tilts, or shading profiles, a shading report including each array and a weighted average overall TSRF must be indicated on the shading report.

  - Estimate of Annual Output

    The estimate of annual output will be calculated in the portal using NREL's PVWatts tool, based on information provided by the contractor or builder, including system size, location, and TSRF. A separate calculation of the solar electric system's expected annual production is not necessary.

    This estimate will determine if the system offsets more than 110% of the customer's annual electrical use and is required for residential projects only. The contractor or builder must use this figure when completing the GJGNY ProForma worksheet for financing, if applicable.

- **Customer Contact Information**

The contractor or builder must provide customer contact information including the customer email address and customer phone number. Providing contractor contact information in place of the customer contact information will not be permitted.

2.2.4 Required for Nonresidential and Commercial/Industrial Projects

- **Final CESIR – if CESIR is required**

  The contractor must submit a copy of the final CESIR if the utility requires it. The following item must also be included for projects requiring a CESIR:

  - Proof of 25% interconnection upgrade payment or confirmation of Standby Letter of Credit (Standby LOC) approved by the utility.

    The contractor must provide email confirmation from the utility that the 25% interconnection upgrade payment or Standby LOC has been made.

- **Signed and executed interconnection agreement – if no CESIR required**

  If the utility determines a CESIR is not required for the project, the contractor or builder must provide a copy of the signed and executed interconnection agreement or conditional acceptance email from the utility.

- **Proof of planning and zoning approvals – Commercial/Industrial only**

  The contractor must provide proof that all necessary governmental permits and approvals required have been obtained. This does not include ministerial permits, such as a building permit. Required approvals include a Special Use Permit, Site Plan Regulations, or similar approval process and evidence of compliance with the State Environmental Quality Review Act (SEQRA) such as a Negative SEQRA Declaration or a Lead Agency Statement of Findings. If these are not required, the contractor must demonstrate from the Authority Having Jurisdiction, via meeting minutes or local laws, that the contractor is approved to move forward with the project.

- **Coastal Assessment**

  The contractor or builder must provide a screen capture from the New York State Department of State online GIS tool showing if the project site location is or is not located in a New York State coastal boundary area and/ or local waterfront revitalization program zone.

- **SEQRA and Lead Agency**

  For projects larger than 4,000 sq. ft, it is the contractor or builder's responsibility to initiate the SEQRA process, including filing of the SEQRA form (found on dec.ny.gov), at the local level and ensure a lead agent is identified. The contractor or builder will be required to submit the first half of the SEQRA Form to NYSERDA.

Some projects, such as systems installed on rooftops, brownfields, and landfills may qualify as Type II actions (do not require further SEQR review). For these projects, the contractor must provide a statement indicating why it is a Type II action.

Projects located where the local Authority Having Jurisdiction (AHJ) has adopted a moratorium that prevents local approval of the project are not eligible to apply to the program while the moratorium is in effect. For projects where the local AHJ declines to be lead agent for roof mounted systems, NYSERDA shall issue an independent review.

- **If a Commercial/Industrial project is within an Agricultural District:**
  - NOI Submission Form and related documentation

    Commercial/industrial projects that are proposed within a State-Certified Agricultural District will require an Agricultural Market Law (AML) Section 305(4) Notice of Intent (Notice) to be prepared through NYSERDA and filed with the New York State Department of Agriculture and Markets (NYSAGM). Contractors must complete and submit to NYSERDA the Notice of Intent Submission Form, along with the required documentation and maps, as indicated on the form. The Notice must examine and address the impacts to land, farm enterprises, and agricultural resources within the Agricultural District and must demonstrate how such impacts will be avoided or minimized. To ensure compliance with the Notice requirements, the contractor should contact NYSERDA at the start of the State Environmental Quality Review (SEQR) process. If the SEQR process has already commenced, please contact NYSERDA and file the Notice as soon as possible. Projects will not be eligible to receive funding from NY-Sun until they have led the Notice of Intent process with NYSERDA.

    Questions regarding the NOI Submission Form should be directed to commercial.industrialpv@nyserda.ny.gov
  - Guidelines for Solar Energy–Projects - Construction Mitigation for Agricultural Lands
  - Commercial/industrial projects that are proposed within a State-Certified Agricultural District will require an executed copy of the Guidelines for Solar Energy Projects – Construction Mitigation for Agricultural Lands document (see https://www.nyserda.ny.gov/-/media/Project/Nyserda/Files/Programs/NY-Sun/Contractor-Resources/NYSAGM-guidelines-for-solar-construction-mitigation-ag.pdf).
  - Mitigation Fund Payments

    Commercial/industrial projects that are 1) proposed within a State-Certified Agricultural District, and 2) have filed an interconnection application (Step 3 of the

New York Standardized Interconnection Requirements) on or after November 1, 2020, **and** 3) occupy greater than thirty (30) acres of Mineral Soil Group 1-4 will be required to make a Mitigation Fund Payment prior to invoicing for the NY-Sun commercial operation incentive payment.

The process for determining occupied acreage of Mineral Soils Group 1-4 and calculating the amount of the Mitigation Fund Payment can be found in the Mitigation Payment Requirements document, which is available at nyserda.ny.gov/solar-contractor-resources

- Stacked Projects

  For project(s) where NYSERDA submits an NOI to AGM after March 22, 2023, the project review will be in accordance with the following:

  In situations where two or more projects (where each project is greater than 1 MWdc) are abutting and located on parcels of real property that are owned by the same landowner(s), the reviews for those projects, even when they have separate points of interconnection, will be combined, and the impacted Mineral Soil Group 1-4 acreage will be aggregated across stacked projects to determine the required mitigation. For stacked projects where its unknown which project may become operational first, NYSERDA and NYSAGM staff shall utilize the date of application for interconnection to estimate the appropriate proportion for each individual project. For clarity, the overall parcel acreage converted to the Facility Area is to be incremental for each unique project's Mitigation Fund Payment calculation.

No payment related to agricultural mitigation or easement is or will be required regarding any project that submits an interconnection application prior to November 1, 2020, including those that have received or shall receive NY-Sun incentives.

- **Project Site Mapping Data – C/I only**

  GIS data files in .shp or .kmz formats containing the parcel boundaries that the project will occupy, the facility area fence boundary, and the project array footprint boundary must be submitted. The three GIS data files must be uploaded in a singular zip file folder into Salesforce with the following format: ApplicationNumber_Parcel.shp/kmz, ApplicationNumber_Fence.shp/ kmz, and ApplicationNumber_Footprint.shp/kmz. The zip file folder must be labeled with the application number.

2.2.5 Required Documents If Accessing Affordable Solar Residential Incentive

For residential projects applying for the additional Affordable Solar incentive, the following document must be submitted in the portal with the project:

- Income eligibility notice with tracking number

2.2.6 Required Documents If Using Multifamily Affordable Housing Incentive

For Nonresidential projects applying for the Multifamily Affordable Housing Incentive Adder, the Contractor must provide proof at time of application submission that the project is located at an eligible affordable housing property.

The table below lists acceptable eligibility proxies and example document types. The eligibility document must include all of the following details:

- Proof the site is being regulated by an eligible proxy
- Income requirements
- Site address
- Property's total number of units
- Number of units regulated by the eligible proxy

Note that the following property types no longer qualify to receive the Multifamily Affordable Housing Incentive for applications submitted after March 31, 2026:

- Properties that participate in NYS Housing Finance Agency's (HFA) 80/20 Program or similar HFA-regulated programs
- Properties that participate in NYC Housing Development Corporation (HDC)'s 80/20 or Mixed Income Programs or similar HDC-regulated programs

Table 14. Acceptable Documentation to Provide Proof of Affordable Housing Status

Eligibility Proxy	Details	Example Documents
A. United States Department of Housing and Urban Development (HUD), United States Department of Agriculture (USDA) Rural Development, and other Federally Regulated LMI Housing	Properties that receive subsidies from HUD or USDA-RD based on household income may be defined as LMI, based on household income criteria detailed in the contract or award, including regulatory control or structures such as: • Project-based Section 8 • Sections 202, 236, 811 • Public Housing Authorities	Copy of the HUD contract or contract award notice or similar
B. NYS Homes and Community Renewal (HCR)-Regulated Affordable Housing	Properties with subsidized mortgages or contracts that place them under the regulatory control of HCR may be defined as LMI, based on household income criteria detailed in the HCR contract or award	Copy of HCR contract or contract award notice
C. Low Income Housing Tax Credits	Properties that receive tax credits may be defined as LMI based on household income criteria detailed in the tax credit award notice	Copy of tax credit award notice from HCR or HPD
D. New York City Department of Housing Preservation and Development (NYCHPD)-Regulated LMI Housing (or similar local housing agencies)	Properties with loans, mortgages, or deeds of purchase (HDFC incorporation) from NYCHPD or similar local housing agencies may be defined as LMI, based on household income criteria detailed in the award documentation	Documentation of current mortgage, loan closing, HDFC incorporation, or deeds
E. State of New York Mortgage Agency (SONYMA) Mortgage Insurance	Properties subsidized for low- to moderate- income multi-family residents with SONYMA subsidized financing through the Housing Finance Agency	Copy of loan closing/mortgage insurance award documents
F. New York City Department of Homeless Services (NYCDHS), New York City Department of Health and Mental Hygiene (NYCDOHMH)	Properties that receive contracts or award letters to administer Shelters and/or temporary emergency housing for homeless families and individuals may be defined as affordable housing A. Submitted contracts or award letters are required to be submitted with a copy of 501(c)(3) tax form, or B. Submitted contracts or award letters are required to be submitted with a formal memo from the building owner stating the applicant is acting as a verified agent of the property, with the building owner's signature.	Copy of NYCDHS or NYCDOHMH contract or award letter and either copy of a 501(c)(3) tax form or formal memo with building owner's signature
G. New York State Office of Temporary and Disability Assistance (NYSOTDA), New York State Office of Mental Health (NYSOMH)	Properties that receive contracts or award letters to administer Shelters and/or temporary emergency housing for homeless families and individuals may be defined as affordable housing. You can provide one of the following: A. Submitted contracts or award letters are required to be submitted with a copy of 501(c)(3) tax form, or B. Submitted contracts or award letters are required to be submitted with a formal memo from the building owner stating the applicant is acting as a verified agent of the property, with the building owner's signature. C. Submitted approval letter coupled with an Operating Certificate.	Copy of NYSOMH contract or award letter and either copy of a 501(c)(3) tax form or formal memo with building owner's signature. Copy of NYSOTDA approval letter coupled with an Operating Certificate.

2.2.7 Required Documents If Using Brownfield/Landfill Incentive

The brownfield/landfill added incentive must be identified and documentation establishing that the system is eligible as identified in 1.4.9.3 Brownfield/Landfill Solar Incentive, must be provided at time of application. Examples of eligibility documentation include a NYSDEC Brownfield Cleanup Agreement, a written approval from NYSDEC for the site allowing ground-mounted solar electric systems, or a NYSDEC mining permit allowing ground-mounted solar electric systems.

2.2.8 Required Documents If Using Floating Solar Adder

The floating solar added incentive must be identified at time of application. For projects applying for the floating solar incentive, the contractor or builder must include structure details, inclusive of the floating structure and anchoring system, on the site map. All permit approvals should be uploaded as part of the proof of planning and zoning approvals.

2.2.9 Required Documents If Using Solar Plus Energy Storage Incentive

2.2.9.1 Residential Solar Plus Energy Storage Projects

For projects applying for the Solar Plus Energy Storage residential incentive, the contractor or builder must provide the following:

- Energy storage system/product specification sheet (technology type, supplier, power and energy (duration) rating)
- Energy storage UL safety certifications (may be provided as a link to the certifying lab's listings. See the Technical Requirements section for specific requirements).
- Energy storage system warranty (see Technical Requirements section for minimum requirements).
- Residential Solar Plus Storage Customer Acknowledgement Form agreeing to enrollment of PSEG Long Island's Dynamic Load Management (DLM) Program or other qualifying residential storage DLM Program offerings, future offerings included available at nyserda.ny.gov/solar-contractor-resources

The storage manufacturer commissioning approval documentation must be available upon request.

2.2.10 Required Documents If Using Rooftop Canopy Incentive (Con Edison Territory Only)

For projects applying for the rooftop canopy additional incentive, the contractor or builder must include structure details on the site map.

When invoicing, the contractor or builder must provide construction photos of the total array and panel wattage and provide an as-built 3-line stamped, signed and dated by a New York State Professional Engineer (PE) or Registered Architect (RA).

2.2.11 Required Documents If Using Parking Canopy Incentive (Con Edison Territory Only)

For projects applying for the parking canopy additional incentive, the contractor or builder must include structure details on the site map.

When invoicing, the contractor or builder must provide construction photos of the total array and panel wattage and provide an as-built 3-line stamped, signed, and dated by a New York State Professional Engineer (PE) or Registered Architect (RA).

2.2.12 Documents Not Required with Application: Must Be Available Upon Request

The following additional documents must be on file with the contractor. They may be requested by NYSERDA, but do not need to be submitted with the project application to achieve submitted status.

- On-Site Residential Customer Agreement

  The customer agreement is an important document outlining the direct relationship between the contractor and the customer. As a condition of participation in the program, contractors must abide by the NY-Sun Participation Agreement. The customer agreement may be in the form of a purchase agreement or a lease/power purchase agreement. All customer agreements must also meet the requirements of the Uniform Business Practices for Distributed Energy Resource Suppliers, available at https://dps.ny.gov/distributed-energy-resource-der-regulation-and-oversight.

1. All customer agreements must be signed by both parties and include the following:

- **Installation location:** town, street, and lot or building number.
- **Installation schedule:** realistic installation and interconnection schedule taking into account timeline requirements of NYSERDA and utility review requirements.
- **System description:** Description of the solar electric system and if applicable, the storage system being purchased and an outline of system specifications, the make and model of major system components, identification and location of easy-to-read meter, references to UL listing, etc.
- **Estimate of annual energy output:** In kilowatt-hours and summarizing the results of the system loss analysis.
- **Energy Storage:** Estimate of the minimum number of hours a fully charge energy storage system could power and the circuits it could power, if applicable.
- **Applicable incentives:** Customer agreement must reflect the entire amount of the anticipated NYSERDA incentive and incentives and warranties must pass to the customer.
- **Explanation and estimate of additional customer-incurred costs:** For development; installation; operations and maintenance; commissioning of the system(s) and a payment schedule, if applicable.
- **Assignment of responsibilities:** For scheduling or obtaining and paying for permits, inspections, or other regulatory requirements.
- **Addendum to customer agreement:** Completed and signed by both the customer and the contractor. The Addendum to Customer Agreement is only required for on-site residential customers and is not required for Commercial & Industrial projects.

  Electronic signatures may be obtained through NYSERDA's DocuSign account, which is available in the portal. If a contractor prefers to use their own electronic signature account, the tool must be NYSERDA approved and include a signature verification report. Approved electronic signature tools include DocuSign, CudaSign, EchoSign, Adobe, and Seamless Doc. **Under no circumstances is a contractor or builder permitted to sign on behalf of the customer.**

2. If the customer agreement is for the purchase of the system, the agreement must also include the following:

- **Total system and itemized costs:** for example, cost of modules; cost of inverters; cost of storage system, if any; balance of system (wires, racking, etc.); and labor and overhead (labor, permitting, etc.), roof replacement/repair, if any; service panel upgrades, if any; and any other significant project components.
- **System warranty** (see System Technical Requirements section).

3. If the customer agreement consists of a lease or power purchase agreement (PPA), it must include all items listed under "1," and the following:

- **Total agreement cost and applicable incentives:** Lease or PPA must reflect the entire amount of the approved NYSERDA incentive.
- **Production warranty** (see the System Technical Requirements section).
- **Other terms:** Such as the party (customer or contractor) responsible for costs related to movement and reinstallation of the system or parts and the terms under which those actions will be taken, as well as any insurance coverage related to the system.
- **Escalation rates or factor for a lease or PPA:** Clearly described.

- **Utility Bill**

  For project applications, a copy of the utility bill must be available upon request. For new construction residential projects, anticipated electric usage is required and detailed calculations must be submitted for review. For projects in NYPA or a municipal utility, a copy of the utility bill is required. Bills are not required for Community Solar Projects.

- **Permits**

  For residential and nonresidential projects, the contractor or builder must have applied for all necessary permits, approvals, and certificates, to the appropriate agencies or municipalities for construction of the solar electric project before submitting the application to the program. While submission of required permits is not necessary with the project application submission, the contractor or builder must produce all documents immediately upon NYSERDA's request.

  The building permit must be submitted with the final project invoice for all projects. Nonresidential and commercial/industrial projects must also include the electrical inspection certificate with final project invoice or commercial operation payment request.

  All permits must clearly reference installation of the approved solar electric system, and storage system, if applicable, at the customer site. If permits are not needed for

installation, a signed letter from the town code officer, or Authority Having Jurisdiction (AHJ) must be submitted stating no building permit is required. Failure to obtain, or produce to NYSERDA, the required permits, approvals, or certificates may result in revocation or nonpayment of an incentive award.

- **Energy Assessment**
  - Residential Clipboard Energy Efficiency Assessment

    For residential project applications, a clipboard energy efficiency assessment must be performed. A clipboard assessment consists of two components: an interview of the homeowners to determine energy-use habits and age of the home, and a home inspection to identify energy-saving opportunities. Certification that an assessment has been completed must be indicated on the project application at time of submission.

    The inspection component of the assessment should take no more than 60 minutes and includes:

    - Assessment of the hard-wired lighting systems and free-standing light fixtures.
    - Appliance ages and whether they are ENERGY STAR® certified.
    - 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.
    - Details on recent energy efficiency upgrades, such as insulation.

    After the assessment, the results will be reviewed with the homeowner. A copy of the report will be left with the homeowner along with a list of Home Performance contractors and informational brochures detailing NYSERDA's energy efficiency programs.

    Customers will not be required to implement energy efficiency upgrades as a prerequisite to participating in the program.
  - Nonresidential and Commercial/Industrial Energy Assessment

    For all nonresidential and commercial/industrial projects, building owners are given information on benchmarking tools, such as ENERGY STAR's portfolio manager benchmarking tool. If requested by the building owner, the contractor or builder will help input utility bill information in the tool to calculate an energy- use index and, where applicable, an ENERGY STAR® score. Customers will not be required to

benchmark or implement energy efficiency upgrades as a program prerequisite. Energy assessment completion must be indicated on the project application at time of submission.

Any CDG project is exempt from the energy assessment requirements.

- **Payee W9**

  All payees should register their entity through the Portal. For projects eligible for payment assignments, the contractor or builder must provide a copy of the payee's final W9 that matches information on file with the IRS upon request.

- **Construction Photos**

  The contractor or builder is required to take construction photos for each project. NYSERDA may request construction photos for purposes of conducting a photo inspection at any time. See the Photo Inspection section for additional information.

  Visit nyserda.ny.gov/solar-contractor-resources for a photo documentation sample, which contains a complete list of required photos.

2.3 Received Status

Unsubmitted	Submitted	**Received**	Pending Approval	Approved	Completed

The project application moves to received status once it has been received by the program. At this time, the application will move into the queue for technical review.

2.3.1 Technical Review

Once the application has been received, the project may undergo a full technical review (design review) to confirm the project has been designed appropriately and meets all program rules. For a full description of all requirements, see the System Technical Requirements section.

If a project application has missing or inaccurate information or documents, the contractor or builder will be asked to provide the correct information in the portal.

2.4 Pending Approval Status

Unsubmitted	Submitted	Received	**Pending Approval**	Approved	Completed

When the project passes technical review, the application will automatically move to pending approval status. In this status, the purchase order is finalized and funding for the application is reserved.

2.5 Approved Status



When the project application and system design have been officially approved by the program, the contractor, builder, customer, and payee will receive notification to move forward with the installation of the system.

2.5.1 Project Timelines

All residential and nonresidential projects have 365 days from the project approval date (the date project is marked approved in the portal) to complete the system installation and submit for final project invoice approval.

Commercial/industrial projects have 912 days from the project approval date (the date project is marked approved in the portal) to complete the system installation and submit for commercial operation payment approval.

2.5.1.1 CESIR Milestone Deliverable

For projects requiring a CESIR, the contractor or builder must submit a CESIR milestone via the portal no later than 170 calendar days from the date the utility confirmed payment of the 25% interconnection payment or date the Standby LOC was approved. The contractor or builder must provide an executed Interconnection Agreement and email confirmation from the utility that the remaining 75% interconnection payment has been made.

If a project has received an extension from the utility for the 75% interconnection payment date, the contractor must notify NYSERDA by providing the written confirmation from the utility. The contractor shall submit this documentation to commercial.industrialpv@nyserda.ny.gov so that the portal can be updated to reflect the new date.

If a project is removed from the utility's interconnection queue, the project must also be cancelled in the MW Block program. If the project reapplies to the utility's interconnection queue, that project may reapply to the MW Block Program. Failure to request the project

cancellation in the portal once project is removed from the Utility queue may result in the new application being moved to unsubmitted status. A new application can only be submitted after the original awarded project is cancelled within the portal.

Projects without completed CESIR Milestones may not be granted extensions until these are completed. Projects that do not meet the specified deadlines and have no extension on file will be in jeopardy of cancellation.

2.5.2 Actions in Approved Status

While in approved status, the contractor or builder may submit a project cancellation request, project extension request, project modification request, or project invoice request.

2.5.2.1 Project Cancellation Requests

Requests to cancel a project must be done through the portal by submitting a request for cancellation.

Should a project wish to move forward after cancellation, the contractor or builder must submit a new project application. In this case, the incentive level and all rules in effect at the time the new application is submitted will apply.

2.5.2.2 Project Extension Requests

To request an extension, the contractor or builder must submit a project extension request in the portal. Projects that exceed the completion deadline date will be in jeopardy of cancellation.

NYSERDA will approve extensions on a limited case-by-case basis. Project extensions will be granted for **legitimate and verifiable reasons which are beyond the control of the contractor, builder, or customer.** No other requests will be considered.

2.5.2.2.1 Residential Project Extension Requests

Project extensions may only be granted once for each residential project. If approved, the extension will allow an extra 90 days to complete the project, bringing the total to 455 days.

2.5.2.2.2 Nonresidential Project Extension Requests

Project extensions may be granted twice, in 180-day increments each, for nonresidential projects.

If applicable, the contractor or builder must submit proof that an application has been filed at New York State Education Department.

If approved, the first extension will allow an extra 180 days to complete the project, bringing the total to 545 days from the original project approval date. A second extension may bring the total to 725 days from the original project approval date.

2.5.2.2.3 Commercial/Industrial Project Extension Requests

Project extensions may be granted once for each commercial/industrial project. If approved, the extension will allow an extra 180 days to complete the project, bringing the total to 1,092 days. NYSERDA may consider granting of additional extensions in instances where the delay is associated with circumstances outside of the contractor's control.

2.5.2.3 Project Modification Requests

A project modification request must state the original equipment quantity and catalog numbers, the proposed equipment quantity and catalog numbers, changes in cost, and any changes in the array configuration or wiring.

Residential and non-residential customer signature is required for any project modification request that results in change in approved funding amounts. Electronic signatures may be obtained through NYSERDA's DocuSign account, which is available in the portal. If a contractor or builder prefers to use their own electronic signature account, the tool must be NYSERDA approved, and a signature verification report must be provided. Approved electronic signature tools include DocuSign, CudaSign, EchoSign, Adobe, and Seamless Doc. **Under no circumstances is a contractor or builder permitted to sign on behalf of the customer.**

The contractor, builder, customer, and payee if applicable, will receive email approval for project modification requests. The contractor is responsible for providing the customer with a copy of the project modification approval letter, if no customer email address has been provided. All other changes will be approved in the portal. Please check the portal before contacting NYSERDA regarding project modification approvals.

Any system modifications or equipment changes must be submitted in the portal as a project modification request and approved by NYSERDA before project invoice or commercial operation payment is submitted. Failure to submit a change modification may result in revocation of the incentive reservation or nonpayment of the incentive.

2.5.2.3.1 Residential Project Modifications

Residential project modification requests resulting in a larger system size are eligible to receive an increased incentive. NYSERDA will review the request and calculate the new incentive or loan amount (if applicable).

Residential projects funded at a previously higher incentive level have the option of accepting the existing incentive award "as is" or recalculating the entire array at the current incentive level.

2.5.2.3.2 Residential Solar Plus Energy Storage Project Modifications

Existing project applications for solar systems that have already been submitted to NYSERDA must cancel and reapply to add an energy storage system.

Residential Solar Plus Energy Storage projects that require an update to the storage equipment, must complete the Storage Project Modification form available at nyserda.ny.gov/solar-contractor-resources, and submit to PVProcessing@nyserda.ny.gov. Changes to the solar system will require a change modification request in the Portal.

2.5.2.3.3 Nonresidential Project Modifications

Nonresidential project modification requests resulting in an increase to system size will not earn an additional incentive; however, projects that result in a smaller system size being built may result in a smaller incentive.

2.5.2.3.4 Commercial/Industrial Project Modifications

Commercial/industrial project modification requests must be submitted prior to submitting the Commercial Operation invoice. Project modifications resulting in an increase to the system size will not earn an additional incentive. Projects which are built smaller than proposed may see a reduction in incentives. The contractor must provide a copy of the final as-built 3-line and site map that is stamped, signed, and dated by a NYS licensed Professional Engineer (PE) to confirm equipment listed on the change modification matches what was installed for either a system size increase or decrease. The final as-built 3-line and site map must meet the same requirements as outlined for newly submitted applications. An updated Project Site Mapping Data upload may also be requested to match the resulting system changes.

2.5.2.4 Project Invoice Requests – Incentive Payments

2.5.2.4.1 Residential Incentive Payments

The contractor receives the total project incentive in one installment. To request the incentive payment, the project invoice must be submitted in the portal for approval.

Customer signature is only required on invoices for projects using GJGNY financing. Electronic signatures may be obtained through NYSERDA's DocuSign account, which is available in the portal. If a contractor prefers to use their own electronic signature account, the tool must be NYSERDA approved and include a signature verification report. Approved electronic signature tools include DocuSign, CudaSign, EchoSign, Adobe, and Seamless Doc. **Under no circumstances is a contractor or builder permitted to sign on behalf of the customer.**

To receive the incentive payment, the project invoice must include:

- Signed project invoice – for projects using GJGNY financing
- Utility interconnect permission to operate (PTO) letter
- Building permit
- Inspection Contact including name, email address, and phone number for NYSERDA's QA team to schedule an inspection.

2.5.2.4.2 Financing-Only Projects – Residential

The total GJGNY loan amount approved by NYSERDA will be paid on approval of the project invoice. Customer signature is required on project invoices for financing only projects. Once approved, NYSERDA's loan originator is notified to release the loan.

To release the loan, the project invoice must include:

- Signed project invoice
- Utility interconnect permission to operate (PTO) letter
- Building permit

2.5.2.4.3 Residential Solar Plus Energy Storage Incentive Payments

The contractor receives the total project incentive in one installment. To request the incentive payment, the project invoice must be submitted in the portal for approval.

To receive the residential Solar Plus Energy Storage incentive payment, the project invoice must include:

- Utility interconnect permission to operate (PTO) letter(s) for the solar and the storage system.
- Building permit
- Proof of enrollment in PSEG Long Island's Dynamic Load Management (DLM) Program or other qualifying residential storage DLM Program offerings, future offerings included.

2.5.2.4.4 Nonresidential Incentive Payments

The contractor or payee receives the total project incentive in one installment. To request the incentive payment, the project invoice must be submitted in the portal for approval. For the Prevailing Wage Projects and Prevailing Wage Opt-In Projects, contractors must submit quarterly certifications by a New York State licensed Certified Public Accountant during the project construction period when submitting an invoice.

To receive the incentive payment, the project invoice must include:

- Utility interconnect permission to operate (PTO) letter
- Building permit
- Electrical Inspection Certificate
- Inspection Contact including name, email address, and phone number for NYSERDA's QA team

For Con Edison projects greater than 1MW, the project invoice must also include:

- As-built 3-line stamped, signed, and dated by a NYS licensed Professional Engineer (PE) that includes:
  - Quantity, conductor size, and insulation type of all energized (hot) conductors, neutral/grounded conductors, and ground conductors.
  - Type and characteristics of all raceways, conduit, and enclosures.
  - The configuration of solar electric array into electrical strings.
  - The voltage and amperage ratings of all combiner boxes, overcurrent protection devices, switches, inverters, batteries, electrical panels, and other relevant equipment as applicable. The rating of the main service panel and its main breaker.
  - The quantity, manufacturer, and model of the inverter and solar electric modules.
  - Energy storage system, if applicable.

- Customer name and address.
- Inspection Contact including name, email address, and phone number for our QA team to schedule an inspection.

2.5.2.4.5 Commercial/Industrial Incentive Payments

The contractor or payee receives the project incentive in either one or three installments.

- 100% invoice when the system is installed, interconnected, and commercially operational or
- 50% invoice when the system is installed, interconnected, and commercially operational and two 25% payments on each of the two consecutive anniversary dates. The anniversary date is the date the commercial operation payment was approved.

Projects that have opted into ICSA (SEEF Block1) will be required to submit ICSA milestone documentation demonstrating that they have met ICSA requirements before NYSERDA can approve their C/I commercial operation incentive payment.

Project invoice requests for commercial operation payment and any required deliverables must be submitted through the NYSERDA Portal. For the Prevailing Wage Projects and Prevailing Wage Opt-In Projects, contractors must submit quarterly certifications by a New York State licensed Certified Public Accountant during the project construction period when submitting an invoice.

The address on the Utility PTO letter should be listed for the project address. Where the address for a solar project or the location of the Point of Interconnection changes, including as a result of the County issuing a 911 address, the contractor must notify NYSERDA prior to invoicing and submit all documents requested by NYSERDA.

For contractors in Probation or Provisional participation status, commercial operation payments will be made after the project has been inspected by NYSERDA and received a passing score. If the project does not receive a passing inspection score, the commercial operation payment will be made after all deficiencies found by the inspection are corrected and the corrections accepted by NYSERDA.

Contractors in full status who receive a failing inspection will be automatically placed in probation status. Any future projects will require inspection prior to the release of payment, until

the contractor has been reinstated to full status. A contractor will be reinstated to full status following three passing inspections.

To receive the Commercial Operation Payment, the project invoice must include:

- Utility interconnect permission to operate (PTO) letter
- Building permit
- Electrical Inspection Certificate with equipment listed
- Negative Declaration or Lead Agency Statement of Findings for SEQRA, if applicable

  As-built 3-line stamped, signed, and dated by a NYS licensed Professional Engineer (PE) that includes:

  - Quantity, conductor size, and insulation type of all energized (hot) conductors, neutral/grounded conductors, and ground conductors.
  - Type and characteristics of all raceways, conduit, and enclosures.
  - The configuration of solar electric array into electrical strings.
  - The voltage and amperage ratings of all combiner boxes, overcurrent protection devices, switches, inverters, batteries, electrical panels, and other relevant equipment as applicable. The rating of the main service panel and its main breaker.
  - The quantity, manufacturer, and model of the inverter and solar electric modules and including, tilt, azimuth and if tracking system.
  - Energy storage system, if applicable.
  - Customer name and address which must match the information on the project's application documentation.
- Confirmation that the site is reporting to the NYSERDA DER Integrated Data System. The site name must match what is listed in the Portal, if there are multiple sites with the same address the application number must also be listed.
- For projects subject to the Notice of Intent Process with NYSAGM: a Completed Appendix – NOI Certification Project Information Form, which is available on the NY-Sun Contractor Resources page.
- For Prevailing Wage Required Projects and Prevailing Wage Opt-In Projects:
  - Prevailing Wage Certification letter

- Quarterly certifications certified by a New York State licensed Certified Public Accountant during the project construction period or an Independent Accountants Report.

- Inspection Contact including name, email address, and phone number for our QA team to schedule an inspection.

2.5.2.4.6 Inclusive Community Solar Adder: Payment Process, Funding Amount, and Subscriber Reporting

Projects must submit and have their milestone documentation approved prior to submitting invoices. Milestone deliverables are submitted through the NYSERDA Portal. In some cases, NYSERDA may set up a secure sharing site for sharing additional documentation. Milestone documentation cannot be shared over email.

Go to nyserda.ny.gov/solar-contractor-resources to access the ICSA Milestone Submission and Invoicing Guide for step-by-step instructions.

For all NY-Sun projects submitted under SEEF Block-1 and awarded ICSA, the ICSA Commercial Operation Milestone and all related deliverables must be submitted and reviewed before the NY-Sun Commercial Operation payment can be made. The Commercial and Industrial Commercial Operation payment will be approved when NYSERDA has determined that the project has met minimum requirements for ICSA Milestone 1.

Milestone Deliverable Submission:

- Milestone 1: The below documents must be submitted for the Milestone 1 Allocation. The Milestone 1 Allocation must represent one of the following: the first, second, or third month of credit allocation to the subscribers (e.g., if the project's first month of operation is June 2024, the contractor may choose to submit the documentation for June 2024, July 2024, or August 2024 as the Milestone 1 Allocation). This flexibility is provided to allow for subscriber adjustments during the initial allocation and utility verification process.
  - ICSA Subscriber Submission Form (see below)
  - CDG Initial or Monthly Allocation Form for the Milestone 1 Allocation
  - Documentation of utility acceptance of Initial or Monthly Allocation Form for the Milestone 1 Allocation
  - Utility CDG Host Allocation Report for the initial allocation period or Milestone 1 Allocation

- Milestone 2: The below documents must be for the Milestone 2 Allocation. The Milestone 2 allocation must represent the twelfth month after the Milestone 1 Allocation (e.g., if the Milestone 1 Allocation is for August 2024, the Milestone 2 Allocation must represent August 2025).
    - ICSA Subscriber Submission Form
    - CDG Monthly Allocation Form for the Milestone 2 Allocation
    - Documentation of utility acceptance of the form
    - Utility CDG Host Allocation Report for the allocation period
- Milestone 3: The below documents must be for the Milestone 3 Allocation. The Milestone 3 allocation must represent the twelfth month after the Milestone 2 Allocation (e.g., if the Milestone 2 Allocation is for August 2025, the Milestone 3 Allocation must represent August 2026).
    - ICSA Subscriber Submission Form
    - CDG Monthly Allocation Form for the Milestone 3 Allocation
    - Documentation of utility acceptance of the form
    - Utility CDG Host Allocation Report for the allocation period

Contractors must use the ICSA Subscriber Form to submit a spreadsheet of all eligible subscribers, with name, address, utility account number, allocation, discount rate, preferred contact information, and method used by the contractor to determine subscriber eligibility. The ICSA Subscriber Form can be found at nyserda.ny.gov/solar-contractor-resources.

Projects that include affordable housing properties and their residents as eligible subscribers must also submit the documentation listed in the ***Affordable Housing Property Participation*** section at the time of milestone submission.

Milestone Review and Approval Process

All deliverables for a Milestone must be submitted at the same time for NYSERDA to commence its review. Milestones are submitted through the NYSERDA Portal, and the contractor must notify NYSERDA at communitysolar@nyserda.ny.gov. Submission of milestone deliverables via email will not be accepted.

As part of the invoicing process, the contractor must submit eligibility documentation from a subset of subscribers identified by NYSERDA. If the eligibility documentation submitted is incomplete/inadequate, the contractor will have two further opportunities to provide sufficient

documentation. If the contractor cannot provide required eligibility documentation for any subscriber, the subscriber will not be included in the final eligible subscriber percentage. During this process NYSERDA may require the submission of documentation collected from additional subscribers to ensure that program requirements are met.

Payment Process

Once the corresponding Milestone 1 submission receives NYSERDA approval, project invoice requests for ICSA payments must be submitted through the NYSERDA Portal. Go to nyserda.ny.gov/solar-contractor-resources to see the *ICSA Milestone Submission and Invoicing Guide* for step-by-step instructions. ICSA invoices must be submitted separately from the invoices for the associated
NY-Sun project.

The ICSA is paid in three installments:

- **First Payment:** Upon project completion (defined as payment of the Commercial Operation invoice for the associated NY-Sun project by NYSERDA) and acceptance by NYSERDA of the required Milestone 1 documentation submitted by the contractor, NYSERDA will calculate the First Payment using the following formula:
  *First Payment = Actual capacity allocated to eligible subscribers (as documented in invoice) * incentive rate * 50%*
  - If the project has a fixed component to their incentive (either $0.07/W or $0.12/W depending on project type), the First Payment will include the entire fixed component and a portion of the performance component using the following formula:
    *First Payment = (Actual capacity allocated to eligible subscribers (as documented in invoice) * performance incentive rate * 50%) + (Actual NY-Sun total system size (W) *fixed incentive rate.*
    An example of how this will work can be found in *Scenario F* of Payment Scenario Examples below.
- **Second Payment:** Upon the first anniversary of project completion and acceptance by NYSERDA of the required Milestone 2 documentation submitted by the contractor, NYSERDA will calculate the Second Payment using the following formula:

  *Second Payment = Actual capacity allocated to eligible subscribers (as documented in invoice) * incentive rate * 25%*

- **Third Payment:** Upon the second anniversary of project completion and acceptance by NYSERDA of the required Milestone 3 documentation submitted by the contractor, NYSERDA will calculate the Third Payment using the following formula:

  *Third Payment = Actual capacity allocated to eligible subscribers (as documented in invoice) * incentive rate * 25%*

ICSA awards will not be increased if the system size of the corresponding NY-Sun project increases after the ICSA application is submitted. No payment in any amount will be made on any invoice where the minimum allocation requirement for eligible residential subscribers is not met (no less than 50% allocated to eligible residential subscribers).

If the minimum requirements are not met at Commercial Operation, the ICSA award will be cancelled, and the contractor will not be able to invoice for future payments for that project.

ICSA Funding Amount

Each approved ICSA application will be contracted at the percentage range of a 40-60% Eligible Subscriber Target (EST) of the associated NY-Sun project. The funding amount will be calculated based on the total watt-dc capacity of the associated NY-Sun project and the ICSA rate for the applicable project type.

As an example, a 5 MW Upstate CDG project that has an approved ICSA application will receive a contracted funding amount as determined below:

*Example Calculation: 5,000,000 Wdc * 60% * $.10/W = $300,000*

Funding Adjustments for High Performance

Projects that allocate more than 60% of project capacity to eligible subscribers at the time of commercial operation are eligible for an increased ICSA award while the program funds remain available. Additional funds will be added to the project's contract at the ICSA rate for the applicable project type. If sufficient uncommitted program funds are not available at the time of commercial operation, no adjustment will be made.

- If a project demonstrates that eligible allocation greater than 60% but less than 80% has been achieved at commercial operation, NYSERDA will increase the project's overall award to the equivalent of an 80% EST.

- If a project demonstrates that eligible allocation greater than 80% has been achieved at commercial operation, NYSERDA will increase the project's overall award to the equivalent of a 100% EST.

Award increases for high performance will only be made at the commercial operation payment. Awards will not be adjusted at the second or third (anniversary) payments.

Payment Scenario Examples

Payment of the contracted ICSA is based on actual allocation to eligible subscribers, as described above. Below are common example scenarios and how NYSERDA would handle them.

Scenario A: A project allocates 40% to 60% of the project capacity to eligible subscribers. 50% of those eligible subscribers are Eligible Residential Subscribers.

> Contracted projects that are able to allocate between 40-60% of project capacity to eligible subscribers will be paid based on the actual allocation to eligible subscribers.

As an example, a 5 MW Upstate CDG project has an approved ICSA application with a total award of $300,000 (*5,000,000 Wdc * 60% * $.10/W)*. At commercial operation, the project has allocated 45% of the project capacity to eligible subscribers, and 50% of those eligible subscribers are residential. For their first payment, they would receive:

> *Scenario A First Payment: 5,000,000 Wdc * 45% * $.10/W * 50% = $112,500*

Scenario B: A project allocates more than 60% of the project capacity to eligible subscribers. 50% of those subscribers are eligible residential subscribers.

> Contracted projects that are able to allocate more than 60% of project capacity to eligible subscribers are eligible to receive additional funds at the ICSA rate for the applicable project type for that additional capacity, pending fund availability. NYSERDA will also increase the project's overall award to the next higher band of EST; the project will then be eligible to get up to what that higher band is for the rest of the project. A project can only receive this award increase if they achieve the higher allocation at commercial operation.
>
> As an example, a 5 MW Upstate CDG project that has an approved ICSA application and signs up 70% of the project with eligible subscribers can be compensated for the

additional 10% capacity from the separate fund at the ICSA rate for the applicable project type.

Scenario B First Payment:
Awarded amount:
*5,000,000 Wdc * 60% * $.10/W * 50% = $150,000*

Additional Capacity from High Performance Fund:
*5,000,000 Wdc * 10% * $.10/W *50%= $25,000*

Total = $175,000

In this example, the project's EST will go from 40-60% to 60-80% because 70% of the project is filled with Eligible Subscribers. The award amount would be adjusted in the NYSERDA Portal and in the award letter.

Original Award Amount:
*5,000,000 Wdc * 60% * $.10/W = $300,000*

Updated Award Amount:
*5,000,000 Wdc * 80% * $.10/W = $400,000*

The High Performance fund will be limited and will be allocated on a first-come, first-serve basis at the time of the initial invoice submission. The additional capacity dollars cannot be reserved prior to the invoice submission.

Scenario C: A project allocates more than 60% of the project capacity to eligible subscribers. 50% of those subscribers are eligible residential subscribers. The is no more money in the High Performance Fund.

If a contracted project is able to allocate more than 60% of project capacity to eligible subscribers, but there are no funds remaining in the High Performance Fund, NYSERDA will pay the project based on the actual allocation to eligible subscribers, until the funds on the project award are exhausted.

As an example, a 5 MW Upstate CDG project that has an approved ICSA application and signs up 70% of the project with eligible subscribers. The project would be paid actual allocation to eligible subscribers until the funds on the project award are exhausted, as illustrated in the table.

Table 15. ICSA Payment Scenario Example

	Payment 1	Payment 2	Payment 3
% of Eligible Subscribers	70%	70%	70%
Calculation	5,000,000 Wdc* 70% * $.10/W * 50%	5,000,000 Wdc* 70% * $.10/W * 25%	$300,000 - $262,500
Dollar Payout	$175,000	$87,500	$37,500

Scenario D: A project allocates more than 40% of project capacity to eligible subscribers. Less than 50% of those customers are Eligible Residential Subscribers.

If a project is unable to achieve a minimum residential subscriber portion of 50%, the ICSA payment will be recalculated and paid based on the residential portion achieved.

As an example, a 5 MW Upstate CDG project allocated 60% of the project capacity to eligible subscribers, but only 25% was allocated to eligible residential subscribers. The project would only be paid for 50% of the project capacity, which represents the 25% residential capacity,
and 25% of the non-residential capacity.

*Example Calculation: 5,000,000 Wdc * 50% * $0.10/W = $250,000*

Scenario E: A project allocates less than 40% of project capacity to eligible subscribers; or less than 20% of project capacity to eligible residential subscribers.

If a project is unable to achieve the minimum eligible subscriber target of 40%, it would be deemed ineligible for the ICSA and would not be paid.

Scenario F: An Upstate project that received the MW Block but did not receive Community Adder, was awarded the $0.10/W performance-based ICSA incentive rate, plus the $0.07/W fixed incentive with ICSA. The project then allocates 40% to 60% of the project capacity to eligible subscribers. 50% of those eligible subscribers are Eligible Residential Subscribers.

Contracted projects that are able to allocate between 40-60% of project capacity to eligible subscribers will be paid based on the actual allocation to eligible subscribers. The $0.10/W performance-based ICSA incentive rate will be applied to the actual allocation to ICSA-eligible subscribers. The $0.07 fixed incentive will be applied to the final total system size and will be paid in full at the commercial operation invoice.

As an example, a 1MW Upstate CDG project awarded the fixed incentive has an approved ICSA application with a total award of $130,000

*Example of Awarded Amount: (1,000,000 Wdc * $0.07/W) + (1,000,000 Wdc * 60% * $0.10/W) = $130,000*

At commercial operation, the project has allocated 45% of the project capacity to eligible subscribers, and 50% of those eligible subscribers are residential; this allocation is maintained for the second and third payments. The payments are illustrated in Table 16.

Table 16. ICSA Payment Scenario Example

	Payment 1	**Payment 2**	**Payment 3**
% of Eligible Subscribers	45%	45%	45%
Calculation	(1,000,000 Wdc * 45% * $.10/W * 50%) + (1,000,000 Wdc * $0.07/W)	1,000,000 Wdc * 45% * $.10/W * 25%	1,000,000 Wdc * 45% * $.10/W * 25%
Dollar Payout	$92,500	$11,250	$11,250

Subscriber Eligibility Documentation and Reporting

Contractors must maintain subscriber eligibility documentation and provide that documentation to NYSERDA upon request. Documentation must be maintained in compliance with the NY-Sun Program Participation Agreement. NYSERDA will conduct periodic audits of eligible subscriber documentation on a sample of projects receiving the ICSA (see below), and NYSERDA will periodically survey participating eligible subscribers for the purpose of program evaluation.

Misrepresentation of subscriber eligibility or any other submission of the application may result in the project and/or contractor being removed from the ICSA program and the NY-Sun program. If NYSERDA determines that a subscriber is not eligible, the contractor may not enforce any penalties on a subscriber, including but not limited to removal from the project.

Long-Term Subscriber Make-Up

Following the submission and approval of the Milestone 3 deliverables and invoice, the contractor or their successor (i.e., the project owner) is required to ensure that a project that received the ICSA maintains a project capacity of 40% or greater of ICSA-eligible subscribers, and the required bill discount rate for those customers, for the full 25-year operating life of the project. This rule applies to both the fixed component and performance component of the ICSA.

NYSERDA plans to ensure that ICSA projects maintain long-term compliance with this rule while minimizing the risk of incentive recapture to project owners through the following process:

- NYSERDA will request subscriber information from a subset of projects every year.
- If requested, within 45 calendar days the contractor or their successor (i.e., the project owner) must submit updated milestone documentation (see above) for the most recent credit allocation cycle to NYSERDA.
- If NYSERDA determines that a project capacity of 40% or greater of ICSA-eligible customers and the same bill discount are not maintained, the project will have 180 days to remedy (i.e., achieve a minimum of 40% capacity allocated to ICSA-eligible subscribers) and resubmit documentation.

Projects that are unable to remedy will be required to repay a pro-rated share of the ICSA paid by NYSERDA, calculated as the remaining 25 year operating life of the project. For example, if a project is deemed out of compliance and unable to remedy during its 15th year of operation (with ten years remaining in its 25-year operational life), then 40% (10 years/25 years) of the ICSA will be recaptured from the project owner.

If a contractor or their successor (i.e., the project owner) chooses to reconfigure an operational project such that it would no longer qualify for the ICSA, for example by converting to remote crediting, the contractor must notify NYSERDA immediately and repay a pro-rated share of the ICSA as described above. Failure to notify NYSERDA of project reconfiguration may result in disciplinary action as well as ICSA recapture.

2.5.2.4.7 Expanded Solar for All Category B Payments

Projects that have received a Category B incentive award under RFP 5037: Expanded Solar for All must submit and have the Commercial Operation Payment invoice approved for the associated NY-Sun award prior to submitting an invoice for their Expanded Solar for All Category B incentive payment.

To unenroll from the program, participating projects must provide written notice to the utility and NYSERDA and follow the terms laid out in the utility tariff and executed Expanded Solar for All Participation Agreement.

2.6 Completed Status



The project has achieved completed status once the system has been installed and interconnected and NYSERDA approves the final payment for commercial operation.

Commercial/industrial projects may continue to receive anniversary payments while in completed status.

2.6.1 Anniversary Payments – Commercial/Industrial

If a project has elected to receive payments under the 50/25/25 payment structure: For each year of the two-year anniversary period, NYSERDA will generate and issue the anniversary payment which will equal 25% of the incentive.

Contractors will still be required to submit production data to the NYSERDA DER Integrated Data System at der.nyserda.ny.gov for two years from the date the project is marked completed. The contractor and the payee are responsible for ensuring all production numbers and site name are reported correctly to the NYSERDA DER Integrated Data System, however backfilling of data will no longer be necessary.

Anniversary payments shall be paid directly by NYSERDA after each of the two anniversary dates for projects that elected to receive the 50/25/25 payment structure.

For projects that submitted their Commercial Operation invoice prior to June 23, 2023, payments will continue to be made as originally awarded. Projects in the approved status after this date, have the option to receive 100% of the incentive at Commercial Operation or elect to still receive 50% at Commercial Operation and the two 25% anniversary payments.

3. System Technical Requirements

3.1 Solar Modules

All solar electric modules must be certified as meeting all applicable standards of the Institute of Electrical and Electronics Engineers (IEEE) and UL 1703 and detailed in the California Energy Commission (CEC) eligible list found in the portal. The manufacturer is responsible for accurate updates to the list.

3.2 Inverters

All inverters must be certified as meeting all applicable standards of IEEE and UL and approved by the IOU that the system will be interconnected to.

The CEC eligible list can be found in the portal. The manufacturer is responsible for accurate updates to the list.

3.3 Solar Production Metering and Data Acquisition – Commercial/Industrial

The contractor must provide, install, and maintain an internet enabled electric meter that displays instantaneous AC power and cumulative total AC energy production, and at a minimum, can record cumulative total AC energy production of the solar electric system on an hourly and time-stamped basis, store the hourly readings for at least seven days, and transmit recorded readings once per day to a NYSERDA designated data agent via e-mail, FTP, HTTP or Modbus TCP/IP. The meter must meet the American National Standards Institute (ANSI) C12 .20, be revenue grade with a +/- 0 .5% accuracy and properly calibrated. The meter must also have battery backup to prevent the loss of data during power outages or cloud data storage capability.

The contractor must provide, and maintain, an active internet connection to the meter for two years from the date the commercial operation payment was approved. Data collected from the meter will be available to the public at der.nyserda.ny.gov or other similar websites specified by NYSERDA. It is the contractor's responsibility to ensure the meter and associated data storage, cloud data, battery, and communications are responsibly maintained and in good working order, and that data is successfully transmitted to the website during the two-year period.

Data transfer from the NYSERDA required meter to the NYSERDA website will be coordinated through the designated data agent. Information on data transfer methods and registering your site can be found by contacting NYSERDA designated data agent at https://frontierenergy.com/ or by calling 315-962-9030.

3.4 Solar Production Monitoring Equipment – Residential and Nonresidential

Each solar electric system must have the ability to record solar production in kilowatt-hours. The contractor has the option of providing this information from a hardwired solar electric production meter, online monitoring system, inverter display recorded production, or other approved method.

When a hardwired meter is provided, it will have the capability to display instantaneous AC power and cumulative total AC energy production. Such meters must have a minimum accuracy of 5% and a certificate of compliance from the manufacturer. Remanufactured utility-style meters are permitted if they are certified as calibrated to the applicable ANSI standards for electricity metering. The meters must include numerical digital displays, or analog (easy-read type) in watts or kilowatts for power and kilowatt-hours or megawatt-hours for energy.

The listed metering and data acquisition and monitoring equipment requirements are separate from the utility meters, which are used to determine customer credits on their bills. The utility meters should be coordinated with the local utility as part of the interconnection process.

3.5 System Losses – Residential and Nonresidential

Project applications will indicate all potential output losses (actual kilowatt-hours generated after all equipment losses are applied) associated with shading, system orientation, tilt angle, etc., and must be analyzed and detailed by the contractor or builder for each system. Solar electric systems shaded by trees or installed on a flat roof will have less than optimal outputs. All impacts on system output must be quantified and considered during the review of the project application submitted by the contractor or builder. The incentive level for a project will be reduced in proportion to output losses when losses from factors, such as shading and orientation, exceed 30% of ideal kilowatt-hour output, as illustrated in the table (incentive will continue to be proportionately reduced for losses greater than 40%).

Shading and Orientation Loss	0 - 30%	31%	32%	33%	34%	35%	36%	37%	38%	39%	40%
Incentive Level	100%	69%	68%	67%	66%	65%	64%	63%	62%	61%	60%

Combined loses from tilt, azimuth, and shading must be shown on the shading report as a Total Solar Resources Fraction (TSRF) figure.

3.6 Grid Connection

To be eligible for incentives, all solar electric and energy storage systems must be grid-connected, end-use applications. End-use means the system is connected on the customer's side of the electric meter, and electricity generated offsets the customer's electricity purchases in accordance with current net metering laws and utility guidelines. Projects may benefit from remote crediting of multiple utility accounts or be structured as a Community Distributed Generation (CDG) project.

3.7 Approved System Design

Solar electric and energy storage systems must be installed in accordance with the design and system components submitted in the application and approved by NYSERDA. However, NYSERDA's approval of the project application does not guarantee the system design, engineering, construction and/or installation of the solar electric system is proper or in compliance with any particular laws (including patent laws), regulations, codes, or industry standards.

Solar electric and energy storage systems not installed according to the NYSERDA-approved design must have a project modification submission on file. The project modification must be approved before the incentive payment or commercial payment is made. Upon inspection, if it is determined the system is not installed as approved, the contractor may not be eligible for future incentive payments.

3.8 Interconnection

The contractor or builder is required to ensure all approved solar electric and energy storage systems have an appropriate interconnection agreement that meets New York State standard interconnection requirements. They must also ensure all approved systems are installed in compliance with that interconnection agreement.

3.9 Other Electrical Components

All other electrical components of each solar electric system including, but not limited to, charge controllers, energy storage, wiring, and metering equipment must be new equipment and certified as meeting the requirements of all relevant national, New York State, local codes and standards, and any additional requirements of the local Authority Having Jurisdiction (AHJ).

3.10 Structural Requirements

For roof mounted projects, the contractor is required to provide structural/mounting details stamped, signed and dated by a NYS licensed Professional Engineer (PE) or Registered Architect (RA) professional engineer (PE) or registered architect (RA) as required by New York State law. A stamped, signed, and dated engineer's roof letter also meets this requirement.

3.11 Compliance with Laws and Codes

All approved solar electric systems, system components, including storage components and installations must comply with all manufacturers' installation requirements, applicable laws, regulations, codes, licensing, and permit requirements. This includes, but is not limited to, applicable requirements of the NYSDEC or USEPA; the New York State Environmental Quality Review (SEQR); the New York State Uniform Codes; the National Electric Code (NEC); New York State's Standard Interconnection Requirements; and all applicable State, city, town, local ordinances or permit requirements, and any additional requirements of the local Authority Having Jurisdiction (AHJ).

Information on New York City fire codes and the NYC Fire Code Section 504 .4 can be found at:

- Fire Code-Section FC504: https://www1.nyc.gov/site/fdny/codes/fire-code/fire-code.page
- Application for a Variance to Fire Code FC504: https://www1.nyc.gov/site/fdny/business/all-certifications/modification-variances.page
- All approved solar electric systems, system components, including storage components and installations must comply with all manufacturers' installation requirements, applicable laws, regulations, codes, licensing, and permit requirements. This includes, but is not limited to, applicable requirements of the NYSDEC or USEPA; the New York State Environmental Quality Review (SEQR); the New York State Uniform Codes; the National Electric Code (NEC); New York State's Standard Interconnection Requirements; and all applicable State, city, town, local ordinances or permit requirements, and any additional requirements of the local Authority Having Jurisdiction (AHJ).

3.12 Rapid Shutdown Requirements

Compliance with rapid shutdown as outlined in Article 690 of the National Electrical Code currently adopted by New York State is required.

3.13 System Warranty for Purchase Agreements

The contractor must provide the purchaser of the solar electric system with at least a full five-year transferable warranty. The warranty must cover all components of the generating system and, if applicable, energy storage system against breakdown or degradation in electrical output of more than 10% from the original rated electrical output. The warranty will cover the full costs, including labor, repair, and replacement of defective components or systems. The contractor is responsible for providing warranty coverage in a timely manner regardless of the level of support from the equipment manufacturer. Requests for warranty services must be responded to within 72 hours and repairs completed within 30 days. The contractor must also provide the customer with information on any additional or extended warranties that may be applicable.

3.14 Production Warranty for PPA/Leases

The contractor must offer a production guarantee to the customer for the initial term of the agreement (at minimum). This will provide the customer with compensation if the system produces less than the guaranteed output as specified in the lease or PPA agreement. Guaranteed output may not allow cumulative degradation in electrical output of more than 1% per year from the original rated electrical output for the initial term of this agreement. Under no circumstance will customers be responsible for any labor and repair or replacement costs of defective components or systems over the initial term of the agreement. Should the customer sell the property at which this solar facility is located, the production guarantee must be fully transferable to a new lessee, consistent with the terms of the lease or PPA agreement.

3.15 Energy Storage Systems

3.15.1 Equipment Eligibility for Solar Plus Energy Storage Projects

The energy storage system must be listed to specific UL or CAN standards listed below, be approved by the utility that the system will be interconnected to meet the requirements of the local Authority Having Jurisdiction (AHJ), and must meet the following in addition to the applicable requirements detailed above.

3.15.1.1 Permanently Installed

NYSERDA requires the energy storage system to remain operational and permanently installed with the NY-Sun solar project in New York State for the life of the system. Physical permanence is determined by physical and electrical connections in accordance with industry practice for permanently installed equipment and be secured to a permanent surface. Upon inspection, any indication of portability, including but not limited to quick disconnects, unsecured equipment, wheels, or dolly, will deem the system ineligible.

3.15.1.2 Energy Storage System Warranty

The storage equipment must consist of commercial products carrying at least a 10-year manufacturer warranty. The warranty must cover the entire energy storage system including ancillary equipment and power electronics. Experimental, beta, or prototype equipment is not eligible. The specific terms of the warranty (such as number of cycles warranted) are between the manufacturer and contractor/customer. Residential projects are required to provide the warranty at time of application.

3.15.1.3 Grid Connected

The energy storage system must be connected to the local electric utility's distribution system and must be operated primarily for shifting renewable energy or for load management while operating in parallel with the utility grid. Energy storage systems may also be used for back-up, uninterruptible power supply (UPS), resiliency, or power quality but this use case must be secondary.

3.15.1.4 Safety Certifications to UL or CAN Standards

All eligible energy storage systems must be certified for safety by a Nationally Recognized Testing Laboratory (NRTL) as evidenced by listing to UL 9540 or CAN 9540 (Standard for Energy Storage Systems and Equipment) with subcomponents meeting each of the following standards that are applicable based on the storage type (chemical, thermal, mechanical): UL 1973 (Standard for Batteries for Use in Stationary, Vehicle Auxiliary Power and Light Electric Rail Applications), UL 1642 (Standard for Lithium Batteries), UL 1741 or UL 62109 (inverters and power converters) . These listings must be received by the time that the system is entering commercial operation and before payment of the NYSERDA incentive. In all cases energy storage systems must satisfy the requirements of the local AHJ. A field evaluation may also be conducted by an NRTL to the applicable product safety standard(s).

3.15.1.5 Storage System Sizing

The maximum energy storage incentive payment a residential project may receive is 25 kWh.

3.15.1.6 Inverter Requirements

All inverters must be certified as meeting all applicable standards of IEEE and UL and approved by the electric distribution utility that the system will be interconnected within.

3.15.1.7 Round-Trip Efficiency

All energy storage systems must be designed to maintain a minimum 70% round-trip efficiency during the system life. Round-trip efficiency is the difference between kWh used to charge the system and kWh discharged from the system, including any parasitic losses and all forms of usable energy. Refer to the design procedures indicated in Pacific Northwest National Lab/Sandia National Lab's Protocol for Uniformly Measuring and Expressing the Performance of Energy Storage Systems (SAND 2016-3078 R).

3.15.2 Monitoring Requirements for Solar Plus Energy Storage Projects

Residential Solar Plus Energy Storage projects are not required to provide monitoring data, beyond what is required for the solar system (see Solar Production Monitoring Equipment section for details).

At a minimum, the energy storage system must meet the requirements set forth in NYSERDA's Battery Energy Storage System Guidebook. Please be aware that these requirements may exceed what the local AHJ approval may require.

4. Quality Assurance and Compliance

NYSERDA maintains the integrity of its program through an independent Standards and Quality Assurance team, which manages the Quality Assurance (QA) system for the program.

The Quality Assurance Policies and Procedures Manuals provide details on the QA system and is available at nyserda.ny.gov/solar-contractor-resources.

The QA program has several components, including a review of qualifications and credentials, paperwork audits, establishment of program standards, and comprehensive field and photo inspections. QA photo and field inspections include verification of the contracted scope of work, accuracy of the site analysis, comparison of installation to submitted design drawings, National Electric Code, International Building Codes with New York State Uniform Code Supplement compliance, and the overall delivered quality of the solar electric installation and if applicable, of the energy storage system. The NYSERDA Standards and Quality Assurance team, or its representatives, may make a reasonable number of visits to the customer site before, during, and after installation of a solar electric system to assess overall compliance.

4.1 Inspection of Completed Projects

NYSERDA selects specific completed projects for QA inspections following a rational sampling protocol. The protocol utilizes a strategic sampling of completed projects with rates primarily based on the contractor's and builder's current program status and recent photo and field inspection scores.

The purpose of the QA inspection is to provide NYSERDA with an opportunity to evaluate the accuracy of the site analysis and design paperwork and verify the system was installed according to all program requirements. The QA inspection also includes selected health, safety, and performance items, and specific compliance items per applicable code.

NYSERDA may select any completed project at any point in the future for a photo or field inspection based on customer complaints, warranty-related issues, a review of the work done by the contractor or builder under status review or program disciplinary action, or for circumstances that relate to public safety or otherwise deemed by NYSERDA. At any time, contractors will be responsible to make available documentation concerning fire or safety incident, including Root Cause Analysis, upon NYSERDA's request. All contractors and builders are to perform in-house quality control of their projects.

4.2 Participation Status

4.2.1 Provisional Status

Contractors and builders in provisional status meet entry level program requirements for credentials and experience but have not met the minimum QA requirements as described to move to full status.

Project applications submitted by contractors or builders in provisional status will receive both an initial review and technical review; and completed installations will be subject to increased QA oversight. The guidelines of the provisional status are as follows:

- Provisional contractors or builders will be listed on NYSERDA's website and may be denoted as such.
- Provisional contractors may not submit more than 15 project applications total, until three completed projects have received a passing QA inspection (photo or field).
- Following the completion of the third project and the related QA inspections, NYSERDA will conduct a formal review to evaluate a change in status. Evaluation for a change to full status will be based on the quality and consistency of all submitted work that is fully compliant and meets credentialing requirements.

4.2.2 Full Status

Contractors and builders who have met all program requirements for credentialing, experience, and installation quality will be placed in full status. Existing contractors and builders who have previously demonstrated consistent quality through the program will be placed in full status. The guidelines of the full status are as follows:

- Full contractors and builders will be listed on NYSERDA's website and may be denoted as such.
- Full contractors and builders must meet program standards for timely responses to NYSERDA communications and QA field inspection and corrective action requests.
- Full builders are required to have an appropriately credentialed individual on staff (the Builder Qualifications section). Failure to satisfy this requirement and present appropriate documentation will result in an automatic change to probation status.

4.2.3 Probation Status

Probation status is reserved for contractors and builders that have failed to meet the requirements of the program. Probation is prescriptive in nature, in that NYSERDA defines specific results to be achieved in a designated timeframe. During probation, a contractor or builder can still submit project applications, but is restricted from signing a relationship agreement with another participating contractor or builder.

A contractor or builder may be placed in probation status for any reason as determined by NYSERDA, including but not limited to any of the following:

- Violation of program rules or ethical standards or NYSERDA's Contractor Code of Conduct.

  Commercial/industrial contractors who receive a failing inspection for a commercial/industrial project will be placed in probation status. Any future projects will require inspection prior to the release of payment, until the contractor has been reinstated to full status. A Contractor will be reinstated to full status following three passing inspections.
- Failure to consistently deliver completed projects that pass the QA field or photo inspection standard.
- Failure to take effective corrective actions on a critical or major deficiency or a repeated incidental or minor deficiency in work quality or performance.
- Corrective action requests that have not been responded to or remain unresolved for more than 30 days.
- A lapse in required credentials.
- Failure to schedule a field inspection within 90 days of project completion.

The probation period will not be less than 30 days. While in probation status, the contractor or builder:

- Will remain on the NYSERDA website.
- May continue to submit new project applications, subject to restrictions based on the reason for the probation status.
- Will be subject to higher QA inspection levels as outlined in the program manual.
- Must remediate all issues related to probation, as directed by NYSERDA.
- Must submit, in writing, an agreed-upon action plan designed to ensure future violations are avoided.

- Must demonstrate successful results through a specified number of completed projects.

Upon satisfactory completion of the action plan and all remediation and review of probation period QA results, NYSERDA will determine whether to return the contractor or builder to full status, continue the probation period, or move to suspended or terminated status.

4.2.4 Suspended Status

Contractors and builders who have failed to adequately respond to terms of the probation status action plan, or who have committed serious violations of program rules, will be placed in suspended status.

A contractor or builder may be suspended if they:

- Fail to adequately fulfill the terms of the probation action plan.
- Are placed on probation for a second time in 12 months.
- Are under investigation for or have been determined to have engaged in practices that have put the public or program at risk, including violations of the UBP-DERs and/or other consumer protection regulations or statutes, and regardless of whether such practices were associated with projects receiving NY-Sun incentives.
- Have one or more projects not completed by the deadline and no project extension is on file.
- Have outstanding and unresolved requests for return of incentive to NYSERDA due to failure to meet program requirements.
- Fail to provide backup documents when requested.
- Have submitted documentation with falsification of any required items, including but not limited to, permits, approvals, and customer signatures.
- Have a lapse in required credentials while on probation status.
- Fail to consistently deliver completed projects that pass the QA field or photo inspection standard.

While in suspended status, the contractor or builder:

- Will be removed from the NYSERDA website.
- Will not be allowed to submit new project applications to the program.
- Must complete any work that is in progress when the partner is placed in suspended status.

- May not represent themselves as a participating contractor or builder, except in the execution of remedial action.
- May be directed by NYSERDA to remediate issues related to the suspension.
- May be required to submit, in writing, an agreed-upon action plan designed to ensure future violations are avoided.

A contractor may not submit project applications using a builder in suspended status. Likewise, a builder may not submit project applications or install for a contractor in suspended status.

Suspended contractors and builders will either progress to probation or full status upon satisfactory completion of the specified remedial activities and resolution of issues related to the suspension or will be terminated from program participation. Nothing in this status relieves the contractor or builder of the responsibility to fulfill any outstanding obligations to the program or program customers as directed by NYSERDA.

4.2.5 Terminated Status

Contractors and builders who have failed to respond to prescriptive action plans and disciplinary measures, or who have committed serious violations of the program rules may be terminated.

A contractor or builder may be terminated from the program if they:

- Have had a suspended status for more than 30 days and have been unresponsive or failed to adequately fulfill the terms of their suspension action plan.
- Have had their credentials lapse while suspended.
- Submit falsified documents or unauthorized signatures to the program.
- Commit illegal actions while participating in the program.
- Are convicted or have a principal who is convicted of a criminal charge that casts the program in a negative light or calls their integrity or workmanship into question.
- Are in gross violation of program installation standards.
- Repeatedly invoice for uninstalled projects.
- Fail to meet the terms of the provisional period.

A contractor will not be allowed to submit project applications using a builder in terminated status. Likewise, a builder will not be allowed to submit project applications or install for a contractor in terminated status. Neither can represent themselves as a participating contractor or builder except in the execution of remedial action.

Contractors and builders in terminated status are prohibited from participation in this or other NYSERDA programs. Customers with incomplete projects will be notified of the termination and may be offered such remedies as NYSERDA deems appropriate. NYSERDA may notify DPS, the New York State Attorney General, the New York State Department of Labor, the Better Business Bureau, or others, of the decision to terminate the contractor or builder from the program. Further, the officers and owners of the terminated contractor or builder are prohibited from being or becoming officers or owners of any other program partner. Nothing in this process relieves the contractor or builder of the responsibility to fulfill any remaining obligation to the program or its customers.

4.2.6 Inactive Status

Contractors and builders may be declared inactive if they have not had an approved project in the program over a 24-month period of time. They will be removed from the website, no longer receive email notifications, nor be eligible for incentives or financing options. Should they wish to participate in the future, they may reapply under the rules in place at that time.

4.2.7 Status Review Process

NYSERDA continually reviews all contractor's and builder's performance in the program to determine if a change in status is necessary.

NYSERDA administers change in program status in the following ways:

- Request a meeting with the contractor or builder.
- Issue a notice of program violation or compliance resulting in contractor or builder status change.
- Reserves the right to take immediate action on program violation when warranted.
- Contractor or builder has 5 business days to dispute the program violation notification.

NY-Sun, a dynamic public-private partnership, will drive growth in the solar industry and make solar technology more affordable for all New Yorkers. NY-Sun brings together and expands existing programs administered by the New York State Energy Research and Development Authority (NYSERDA), Long Island Power Authority (LIPA), PSEG Long Island, and the New York Power Authority (NYPA), to ensure a coordinated, well-supported solar energy expansion plan and a transition to a sustainable, self-sufficient solar industry.

NYSERDA, a public benefit corporation, offers objective information and analysis, innovative programs, technical expertise, and support to help New Yorkers increase energy efficiency, save money, use renewable energy, and reduce reliance on fossil fuels. NYSERDA professionals work to protect the environment and create clean-energy jobs. NYSERDA has been developing partnerships to advance innovative energy solutions in New York State since 1975.

To learn more about NYSERDA's programs and funding opportunities, visit nyserda.ny.gov or follow us on X, Facebook, YouTube, or Instagram.

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