

NEW SOLAR HOMES PARTNERSHIP

**DOCKET**

**06-NSHP-1**

DATE DEC 13 2006

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**COMMITTEE FINAL GUIDEBOOK**

December 13, 2006

# Staff-Proposed Errata

NOVEMBER 2006  
CEC-300-2006-017



Arnold Schwarzenegger, *Governor*

December 13, 2006

## Staff-Proposed Errata to NSHP Guidebook

- Page 5, under “NSHP-2007” column: Incentive level row;

EPBI for Affordable Housing is 25% higher.

Deleted: than Title 24

- Page 6, Check List Summary has been updated to reflect Guidebook text. See attachment.
- Page 8, Change: [www.cpuc.ca.gov](http://www.cpuc.ca.gov) to: [www.gosolarcalifornia.ca.gov](http://www.gosolarcalifornia.ca.gov) .
- Page 21, Change NSHP-6 to NSHP-1.6
- Revised Forms: NSHP-1, NSHP 1.6 (replaces NSHP-6), NSHP 2 are attached. Gray highlighted text reflects additional language.

The prospective applicant should read the entire Guidebook to be thoroughly aware of the program requirements prior to applying to the program.

**1. How to get reservation funding for a Housing Development with 6 or more units installing solar on 50% or more of residential buildings and for Affordable Housing (Eligible for 36 month reservation)**

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The following information must be provided initially to apply for a reservation for incentives from the NSHP:

1. A completed Reservation Application Form (NSHP-1)
2. Expected Performance-Based Incentive (EPBI) calculations
3. Tentative or final Subdivision map
4. Cost Estimate from Energy Commission registered solar retailer to purchase and install system(s)
5. Construction Plan-set
6. Energy Efficiency Documentation
7. System Size Justification and Eligible Utility Evidence

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By the sixth month of the reservation, builders must provide the following information:

1. 6 month Reservation Approval and Update form (NSHP-1.6)
2. Equipment Purchase Agreement and Installation Contract
3. Build-out schedule
4. Payee Data record (STD-204)

By the 24<sup>th</sup> month of the reservation, builders must provide the final subdivision map.

**2. How to get reservation funding for All Other Categories of Housing (Eligible for 18-month Reservation)**

Deleted: receive a Payment Claim Form (NSHP-2)

The following information must be provided initially to apply for a reservation for incentives from the NSHP:

1. Completed Reservation Application Form (NSHP-1)
2. Expected Performance-based Incentive (EPBI) calculations
3. Building Permit or Final Subdivision Map
4. Construction Plan-Set
5. Build-Out Schedule
6. Energy Efficiency Documentation

Deleted: A Payment Claim Form will be issued for each residential unit with a PV system. To get a claim form, the following information must be provided:  
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- 7. System Size Justification and Eligible Utility Evidence
- 8. Equipment Purchase Agreement and Installation Contract
- 9. Evidence that site electricity load is (or will be) supplied by eligible utility
- 10. Payee Data Record (Form STD-204)

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### 3. **How to receive incentive payment**

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Incentive payment(s) will be made as systems are installed. To receive an incentive payment, items 1 and 2 above must be satisfied, and the following additional information must be provided:

- 1. Final System Cost Documentation
- 2. Ten-Year Warranty Form (NSHP-3)
- 3. Final building permit inspection signoff
- 4. Proof of interconnection with utility
- 5. Energy Efficiency Documentation
- 6. Provide proof system verified by Home Energy Rating System (HERS) rater
- 7. Submit all of above, including completed Payment Claim Form (NSHP-2), to the Energy Commission or Energy Commission-designated NSHP administrator

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# NSHP-1

## RESERVATION APPLICATION FORM NEW SOLAR HOMES PARTNERSHIP

### 1. Applicant Name and Contact Information

Applicant Name:

Street Address:

City:

State:

Zip Code:

Contact Name, Title, and Phone and Fax Numbers:

### 2. Project Description

Please give a general project description including the site address of development:

Please check below what type of housing development this reservation is for:

- Housing Development with 6 or more units installing solar on 50% or more of residential buildings
- Housing Development with 6 or more units installing solar on less than 50% of the residential buildings
- Small Developments (under 6 residential dwelling units)
- Custom Home(s)
- Development where solar is an option\*\*
- Affordable Housing

Please note that only housing developments with 6 or more units installing solar on 50% or more of residential buildings will receive a 36-month reservation. Affordable housing will also be eligible to receive a 36-month reservation. All others will receive an 18-month reservation.

\*\*If solar is an option, your reservation can only be for up to 10% of the residential buildings in the development.

No. of Systems Meeting California Flexible Installation Criteria:	No. of Systems with Orientations, Tilts or Shading that Do Not Meet the California Flexible Installation Criteria:
No. of Systems on Residential Buildings Meeting the Tier I Energy Efficiency Criteria:	No. of Systems on Residential Buildings Meeting the Tier II Energy Efficiency Criteria:
Total No. of Residential Buildings in Development:	Total No. of Residential Buildings with System Installations:
Anticipated building start date:	Anticipated building end date:

### 3. Equipment Purchase

Have you committed to purchase or have purchased PV equipment?

- Yes (Please fill out the all the sections below.)
- No (Please skip Section 3 and complete all others.)

Generating Equipment	Quantity	Manufacturer, Model (Equipment must comply with Energy Commission Lists of Eligible Equipment)

<b>Inverters</b>	<b>Quantity</b>	<b>Manufacturer, Model (Equipment must comply with Energy Commission Lists of Eligible Equipment)</b>

**4. Estimated PV Performance and Cost**

Average expected performance per residential building (CEC-PV Calculator output):	Please provide the Seller's Name and Address below. Seller must be registered with the Energy Commission. If the seller is not registered, seller must submit a completed NSHP-4 to the Energy Commission.
Estimated solar system cost (equipment & installation) per residential building:	
Estimated solar system cost (equipment & installation) for development:	

**5. Electric Utility**

PG&E     SCE     SDG&E     BVE

**6. Declaration**

The undersigned party declares under penalty of perjury that the information in this form and the supporting documentation submitted herewith is true and correct to the best of his or her knowledge and acknowledges the following program requirements to reserve funding (applications that do not have all of the following acknowledgements checked off will not receive a reservation):

- Incentives are based on the expected performance of the systems installed.
- Builders must achieve at the minimum Tier I Energy Efficiency to be eligible for the program.
- Site of PV system installation cannot be changed once a reservation has been approved.

The undersigned party further acknowledges that he or she is aware of the requirements and conditions of receiving funding under the New Solar Homes Partnership (NSHP) and agrees to comply with all such requirements and conditions as provided in the Energy Commission's NSHP Guidebook and Overall Program Guidebook as a condition to receiving funding under the NSHP. The undersigned party authorizes the Energy Commission, during the term of the NSHP, to exchange information on this form with applicable electric utility servicing the project to verify compliance with NSHP requirements.

**Signature of Applicant or Applicant's Representative**

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

Date: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

**Mail complete the reservation application to:**  
**California Energy Commission**  
**NSHP, Reservation Application**  
**1516 Ninth Street, MS-45**  
**Sacramento, CA 95814-5512**

**Supporting Documents to Attach if Builders Have Already Purchased or Committed to Purchase PV:**  
**Equipment Purchase Agreement**  
**Labor Contract (if separate from construction contract)**  
**Final Subdivision Map**  
**Construction Plan-Set**  
**Build-Out Schedule**  
**Energy Efficiency Documentation**  
**EPBI Calculations for each system**

**Supporting Documents to Attach if Builders Have Not Purchased or Committed to Purchase PV:**  
**Subdivision Map**  
**Solar Equipment Estimate**  
**EPBI Calculations for each system**  
**Energy Efficiency Documentation**  
**Construction Plan-Set**

	<b>System Size Justification (where applicable, or if greater than 5kW/unit)</b> <b>Payee Data Form (if payee has received payments from the NSHP Program before)</b>	
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# NSHP-1.6

**GENERAL APPROVAL/  
6-MONTH RESERVATION UPDATE FORM**  
**(For 36-month reservation applicants who had not previously committed to  
PV equipment purchase)**  
**NEW SOLAR HOMES PARTNERSHIP**

This is to confirm that your application to reserve financial incentives through the NSHP has been approved. The amount of funding reserved for your project is \_\_\_\_\_. This approval is based on the information you provided in your application NSHP-1, dated \_\_\_\_\_, and any subsequent information you provided. Your reservation period begins \_\_\_\_\_.

*Please complete all the sections below and attach all required supporting documentation to this form within 6 months of the reservation start date as some changes may affect the amount of financial incentives you will ultimately be entitled to.*

*Once this form and all supporting documentation have been submitted and reviewed, the program will issue you a NSHP-2 Rebate Payment Claim Form incorporating all changes from this form.*

## 1. Applicant Name and Contact Information

Applicant Name:

Street Address:

City:

State:

Zip Code:

Contact Name, Title, and Phone and Fax Numbers:

Site Address:

City:

State:

Zip Code:

## 2. Project Description

Has the number of Systems meeting California Flexible Installation Criteria changed?

Yes (If yes, how many systems now meet the Criteria? \_\_\_\_\_)  No

Has the number of Systems with Orientations, Tilts or Shading that does not meet the California Flexible Installation Criteria changed?

Yes (If yes, how many systems now meet the Criteria? \_\_\_\_\_)  No

Has the number of Systems on Residential Buildings meeting the Tier I Energy Efficiency Criteria changed?

Yes (If yes, how many systems now meet the Criteria? \_\_\_\_\_)  No

Has the number of Systems on Residential Buildings meeting the Tier II Energy Efficiency Criteria changed?

Yes (If yes, how many systems now meet the Criteria? \_\_\_\_\_)  No

Has the total number of Residential Buildings in the development changed?

Yes (If yes, how many homes are now in the development? \_\_\_\_\_)

No

Has the total number of Residential Buildings with system installations changed?

Yes (If yes, how many residential buildings now have system installations? \_\_\_\_\_)  No

Is the development on schedule in being completed?

Yes  No (If no, when will it approximately be completed? \_\_\_/\_\_\_)

Please list any additional modifications (Attach additional pages if necessary)

<b>3. Equipment</b>		
<b>Generating Equipment</b>	<b>Quantity</b>	<b>Manufacturer, Model (Equipment must comply with Energy Commission Lists of Eligible Equipment)</b>
<b>Inverters</b>	<b>Quantity</b>	<b>Manufacturer, Model (Equipment must comply with Energy Commission Lists of Eligible Equipment)</b>
Final Equipment Seller Name and Address:		Final System Installer Name and Address:

<b>4. Estimated PV Performance and Cost</b>	
Average expected performance per residential building (CEC-PV Calculator output):	Estimated solar system cost (equipment & installation) per residential building:

Estimated solar system cost (equipment & installation) for development:

**5. Declaration**

The undersigned parties declare under penalty of perjury that the information in this form and the supporting documentation submitted herewith is true and correct to the best of their knowledge and acknowledges the following program requirements to reserve funding (applications that do not have all of the following acknowledgements checked off will not receive a reservation):

- Incentives are based on the expected performance of the systems installed.
- Builders must achieve at the minimum Tier I Energy Efficiency to be eligible for the program.
- Site of PV installation has not changed since the reservation had been approved.

The undersigned party further acknowledges that he or she is aware of the requirements and conditions of receiving funding under the New Solar Homes Partnership (NSHP) and agree to comply with all such requirements and conditions as provided in the Energy Commission's NSHP Guidebook and Overall Program Guidebook as a condition to receiving funding under the NSHP. The undersigned parties authorize the Energy Commission during the term of the NSHP to exchange information on this form with the electric utility servicing the project to verify compliance with NSHP requirements.

<b>Signature of Applicant or Applicant's Representative</b>	
Name: _____	Date: _____
Title: _____	
Signature: _____	

<b>Mail complete the reservation update package to:</b> California Energy Commission NSHP, Reservation Update 1516 Ninth Street, MS-45 Sacramento, CA 95814-5512	<b>Supporting Documents to Attach:</b> Equipment Purchase Agreement Labor Contract (If separate from construction contract) Build-Out Schedule EPBI Calculations (if revised since original application) Payee Data Form
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NSHP Contact: _____ Phone: _____ Email: _____
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# NSHP-2

## REBATE PAYMENT CLAIM FORM/ INITIAL APPROVAL FOR SOLAR AS OPTION NEW SOLAR HOMES PARTNERSHIP

[CEC use only]

Reservation # \_\_\_\_\_

Project Name \_\_\_\_\_

Lot Number \_\_\_\_\_

Address \_\_\_\_\_

EPBI watts: \_\_\_\_\_ Rebate @ \_\_\_\_\_ = \$ \_\_\_\_\_

Reservation Approval Date: \_\_\_\_\_

### 1. Confirmation of Reservation Amount (for Solar Installed on a Specified Number of Homes)

\_\_\_\_\_ has been granted a reservation of \$ \_\_\_\_\_ for a \_\_\_\_\_ kW solar system. The reservation will expire on \_\_\_\_\_. The system is being installed at \_\_\_\_\_ and is expected to produce \_\_\_\_\_ (kWh per year). The payment will be made to the \_\_\_\_\_.

The solar system, along with this claim form and all of its supporting documentation, must be completed by the deadline. Claims must be postmarked by the expiration date or the reservation will expire. This reservation is non-transferable. System must be installed at the installation address and sold to the above.

### 1. Confirmation of Reservation Amount (for Solar Installed as Options)

This is to confirm that your application to reserve financial incentives through the NSHP has been approved. The amount of funding reserved for your project is \_\_\_\_\_. This approval is based on the information you provided in your application NSHP-1, dated \_\_\_\_\_, and any subsequent information you provided.

*Please complete Sections 2 and 3 only, sign below, and attach all required supporting documentation to this Form for each residential building with solar installed within the reservation period. Some changes may affect the amount of financial incentives you will ultimately be entitled to.*

*Once this form and all supporting documentation have been submitted and reviewed, the program will issue you a new NSHP-2 Rebate Payment Claim Form with residential building-specific information incorporated.*

### 2. Major System Equipment of Record (Modules, Inverters, Meters)

Quantity	Manufacturer	Model	Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

### 3. System Details

Total System Price: \_\_\_\_\_

Lot Number: \_\_\_\_\_

EPBI yearly output: \_\_\_\_\_

Final Address: \_\_\_\_\_

HERS rater output: \_\_\_\_\_

Building Permit Signoff \_\_\_\_\_

HERS rater name: \_\_\_\_\_

Date: \_\_\_\_\_

HERS rater number: \_\_\_\_\_

Final Equipment Seller Name and Address:

Final System Installer Name, Address and CSLB License No.:

### 4. Modifications

Has any of the information in section 2 or 3 above changed?  Yes  No

If yes note the changes before claiming payment.

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**5. PAYMENT ASSIGNMENT –**

*Is payment assigned to another party?*

- Yes (Please fill out all the sections below.)
- No (Please skip Section 5 and complete all others.)

**Assignment Request**

I, \_\_\_\_\_, the designated payee or authorized representative of the payee, hereby assign the right to receive payment for the above noted reservation under the NSHP to the following individual or entity and request that payment be forwarded to this individual or entity at the address below. An STD-204 should be submitted for the person/entity receiving the payment, if not already on record with the Energy Commission.

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone #: \_\_\_\_\_

As the designated payee or authorized representative, I understand that I remain responsible for complying with the requirements of the NSHP and will remain liable for any tax consequences associated with the reservation payment, despite the payment's assignment. I further understand that I may revoke this payment assignment at any time prior to the Energy Commission's processing of the payment by providing written notice to the Energy Commission's Renewable Energy Office.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: \_\_\_\_\_ Title: \_\_\_\_\_

**6. SIGNATURES**

The undersigned parties declare under penalty of perjury that the information in this form and the supporting documentation submitted herewith is true and correct to the best of their knowledge. The parties further declare under penalty of perjury that the following statements are true and correct to the best of their knowledge:

- (1) The electrical generating system described above and in any attached documents meets the terms and conditions of the Energy Commission's NSHP and has been installed and is operating satisfactorily as of the date stated below.
- (2) The electrical generating system described above and in any attached documents is properly interconnected to the utility distribution grid and has or will be issued utility approval to operate the system as interconnected to the distribution grid.
- (3) The rated electrical output of the generating system, the physical location of the system, and the equipment identified were installed as stated above.
- (4) Except as noted above, there were no changes in the information previously submitted for this system.

The undersigned parties further acknowledge that they are aware of the requirements and conditions of receiving funding under the NSHP and agree to comply with all such requirements and conditions as provided in the Energy Commission's NSHP Guidebook and Overall Program Guidebook as a condition to receiving funding under the NSHP. As specified in the NSHP Guidebook, the undersigned Purchaser authorizes the Energy Commission during the term of the NSHP to exchange information on this form with the electric utility servicing the system in order to verify compliance with the NSHP requirements. If a copy of the utility "letter of authorization to operate" the system is not submitted with this payment claim form, the undersigned Builder understands that he/she is obligated to submit a copy of this letter to the Energy Commission once it is received.

<i>Builder</i>		<i>Seller</i>	
Print Name _____		Print Name _____	
and Title: _____		and Title : _____	
Signature: _____		Signature: _____	
Date: _____		Date: _____	
<b>Mail complete payment claim to:</b> California Energy Commission NSHP, Payment Claim 1516 Ninth Street (MS-45) Sacramento, CA 95814-5512	<b>Documents to Attach:</b> 1. Final Building Permit and Inspection Signoff 2. Proof of Payment of Final Invoices 3. Ten-Year Warranty Form 4. Final EPBI/HERS Paperwork 6. Letter of Authorization to Interconnect	<b>(For options) Mail update to:</b> California Energy Commission NSHP, Options Update 1516 Ninth Street, MS-45 Sacramento, CA 95814-5512	<b>Documents to Attach:</b> 1. EPBI Calculations 2. STD-204