

## DOCKETED

<b>Docket Number:</b>	16-NSHP-01
<b>Project Title:</b>	Continuation of the New Solar Homes Partnership Program
<b>TN #:</b>	217062
<b>Document Title:</b>	Notice of NSHP Guidebook 10th Edition Revised
<b>Description:</b>	Notice to consider adoption of the New Solar Homes Partnership (NSHP) Guidebook, Tenth Edition (Revised)
<b>Filer:</b>	Judi Carter
<b>Organization:</b>	California Energy Commission
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**CALIFORNIA ENERGY COMMISSION**

1516 Ninth Street  
Sacramento, California 95814

Main website: [www.energy.ca.gov](http://www.energy.ca.gov)



In the matter of:	) Docket No. 16-NSHP-01
	)
The Design of the New Solar Homes	) NOTICE OF BUSINESS MEETING
Partnership	) RE: Revisions to the New Solar
	) Homes Partnership Guidebook

## **Notice to Consider Adoption of the New Solar Homes Partnership (NSHP) Guidebook, Tenth Edition (Revised)**

The California Energy Commission will conduct a Business Meeting on:

**Thursday, April 27, 2017**

10:00 a.m.

CALIFORNIA ENERGY COMMISSION

1516 Ninth Street

First Floor, Arthur Rosenfeld Hearing Room

Sacramento, California 95814

(Wheelchair Accessible)

Remote Access Available by Computer or Phone via WebEx™  
(Instructions below)

### **Agenda**

As part of the April 27, 2017, Business Meeting, the California Energy Commission will consider adopting the *New Solar Homes Partnership (NSHP) Guidebook, Tenth Edition (Revised)* (Publication No. CEC-300-2017-047-ED10-CMF-REV). The *NSHP Guidebook, Tenth Edition (Revised)* incorporates proposed modifications to update the reservation application and payment claim processes to accommodate the transition to the Financial Information System for California (Fi\$Cal) on July 1, 2017. This new accounting system is being implemented statewide for all State of California agencies and departments, and will affect the Energy Commission's budgeting, accounting, procurement, and cash management processes. To comply with the Fi\$Cal accounting system, a current STD-204 form must be on file at time of reservation application approval for any payee designated to receive an NSHP incentive. To address this issue, staff is proposing to revise the application process to require the STD-204 form to be submitted at time of reservation. In addition, staff proposes minor changes to the Established Installer Reservation Form and the Incentive Disclosure Affidavit that will satisfy the requirements listed in the NSHP Guidebook. All changes are described in Attachment A to this Notice.

The *NSHP Guidebook, Tenth Edition (Revised)* is available for review at: <http://energy.ca.gov/renewables/16-NSHP-01/documents/index.html> in two versions; a version showing changes in underline/strikeout format relative to the current text of the *NSHP Guidebook, Tenth Edition* and a clean version. Additionally a summary of all proposed modifications are also described in Attachment A to this Notice and include a process to require the STD-204 form at reservation and changes on the NSHP Established Installers and Incentive Disclosure Affidavit forms.

## Background

Senate Bill 1 (Murray, Chapter 132, Statutes of 2006), established the California Solar Initiative (CSI) with the goals of (1) installing solar energy systems with a generating capacity equivalent to 3,000 megawatts, (2) establishing a self-sufficient solar industry within ten years, and (3) placing solar energy systems on 50 percent of new California homes by the end of the program. The CSI is being implemented by the Energy Commission, the California Public Utilities Commission (CPUC), and the state's local publicly owned electric utilities in different programs that share the same broad goals.

Launched in 2007, the NSHP Program is the Energy Commission's component of the CSI and is limited to solar on new residential construction. The program provides financial incentives for homeowners, builders, and developers to include solar energy systems on new, energy efficient homes that will contribute to the CSI goals. The *NSHP Guidebook* describes the requirements for participating in the NSHP and receiving incentives for installing eligible solar energy systems on new residential construction located in specified investor-owned utility territories.

## Public Comment

Oral comments. The Energy Commission will accept oral comments during the meeting. Comments may be limited to three minutes per speaker. All comments will become part of the public record in this proceeding.

Written comments. Written comments should be submitted to the Energy Commission's e-commenting online system by 5:00 p.m. on April 21, 2017. Written comments will also be accepted at the meeting; however, the Commission may not have time to review them before the conclusion of the meeting.

Please note that your written and oral comments, attachments, and associated contact information (e.g. your address, phone, email, etc.) become part of the viewable public record. This information may become available via Google, Yahoo, and other search engines.

The Energy Commission encourages use of its electronic commenting system.

1. Go to the Energy Commission's website: <http://www.energy.ca.gov/e-filing/>.
2. Click "Comment on a Proceeding" in the Additional Information box.
3. Type "16-NSHP-01" into the Select a Proceeding field.
4. Click "Continue" to Add a Comment.
5. Commenters are required to input their full name, email address, and comment title. Comment title should be "Jane Doe or Company Name Comment re NSHP Guidebook."
6. Type comments into the "Comment Text" field or upload a document with comments. Comments should be in a downloadable, searchable format such as Microsoft® Word (.doc or .docx) or Adobe® Acrobat® (.pdf).

7. Enter the CAPTCHA that is used to prevent spamming on the website. Then click on "Agree and Submit your Comments".

For additional information, see Standing Order re: Proceedings and Confidentiality Procedural Requirements for Filing, Service, and Docketing Documents with the Energy Commission, available at: [www.energy.ca.gov/commission/chief\\_counsel/docket.html](http://www.energy.ca.gov/commission/chief_counsel/docket.html).

Additionally, written comments may be posted to the Energy Commission's website for the proceeding at: <http://www.energy.ca.gov/portfolio/16-NSHP-01/documents/>. Please note that your written and oral comments, attachments, and associated contact information (e.g., your address, phone, email, etc.) become part of the viewable public record. This information may become available via Google, Yahoo, and other search engines.

If you prefer, you may send a paper copy of your comments to:

California Energy Commission  
Dockets Office, MS-4  
Re: **Docket No. 16-NSHP-01**  
1516 Ninth Street  
Sacramento, CA 95814-5512

## Public Adviser and Other Commission Contacts

The Energy Commission's Public Adviser's Office provides the public assistance in participating in Energy Commission proceedings. If you want information on how to participate in this forum, please contact the Public Adviser, Alana Mathews, at [PublicAdviser@energy.ca.gov](mailto:PublicAdviser@energy.ca.gov) or (916) 654-4489 (toll free at (800) 822-6228).

If you have a disability and require assistance to participate, please contact Poneh Jones at [Poneh.Jones@energy.ca.gov](mailto:Poneh.Jones@energy.ca.gov) or (916) 654-4425 at least five days in advance.

Media inquiries should be sent to the Media and Public Communications Office at [mediaoffice@energy.ca.gov](mailto:mediaoffice@energy.ca.gov) or (916) 654-4989.

If you have questions on the subject matter of this item being heard at the meeting, please contact Elizabeth Hutchison at [Elizabeth.Hutchison@energy.ca.gov](mailto:Elizabeth.Hutchison@energy.ca.gov) or (916) 654-3838.

## Remote Attendance

### Participating by Telephone at a Business Meeting

To participate by telephone, please call toll free 1-888-823-5065 on Business Meeting days after 10:01 a.m. (PDT). The pass code for the meeting is "Business Meeting" and the call leader is Jerome Lee. If you plan to speak about a specific item, please give the operator the item number.

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The Business Meeting is broadcast via WebEx, the Energy Commission's on-line meeting service. To listen to the meeting and view any presentations, please click the following link or paste it into your browser, and select the appropriate business meeting date agenda and back-up materials: [http://www.energy.ca.gov/business\\_meetings/](http://www.energy.ca.gov/business_meetings/).

## **Availability of Documents**

Documents and presentations for this meeting will be available online at:  
<https://efiling.energy.ca.gov/Lists/DocketLog.aspx?docketnumber=16-NSHP-01>.

Mail Lists:

GoSolar listserv

PVCalculator listserv

Renewable listserv

## ATTACHMENT A

### Revisions to the NSHP Guidebook, Tenth Edition

In the following proposed revisions, additions are shown in underline and deletions are shown in ~~strikeout~~ font.

#### Chapter IV, PG 33

A list of the required documentation for a reservation application usually includes:

- Reservation Application Form (NSHP-1).
- Building permit or subdivision map.
- Flexible Installation Incentive Calculation (NSHP FI-1).
- Energy efficiency documentation (CF-1R or PERF-1).
- Installation contract.
- NSHP Incentive Disclosure Affidavit.
- Payee Data Record (STD-204)

#### Chapter IV, Subsection E, Subsection 6, PG 40

If the payee that is designated to receive the NSHP incentive is not the end-use customer, an incentive disclosure affidavit must be submitted. The affidavit assures that the NSHP rebate is used to reduce the end-use customer's payment(s) for the PV system, and states that the payee will disclose the final incentive amount to the end-use customer upon payment approval. For affordable housing projects, the affidavit assures that the property owner realizes a benefit from the NSHP incentive, where the property owner is the owner of the affordable housing residential unit(s). The Energy Commission reserves the right to require proof that the payee has communicated the final incentive amount to the end-use customer or property owner in writing.

#### Chapter IV, Subsection E, PG 41

##### **8. Payee Data Record (STD-204)**

The designated payee identified on the NSHP-1 Reservation Application Form must complete the Payee Data Record (STD-204). If the designated payee has already submitted a complete STD-204 form with a prior application and has received an incentive payment within the past year from the Energy Commission, a new STD-204 is not needed. In these cases, the Energy Commission will use data from the previously submitted STD-204 form. If the data provided in a previously submitted STD-204 have changed, the designated payee must submit a new STD-204. The STD-204 is available at [www.gosolarcalifornia.ca.gov/documents/STD-204.pdf](http://www.gosolarcalifornia.ca.gov/documents/STD-204.pdf).

When the payee is a corporation or limited liability entity, the payee must also submit proof of good standing with the California Secretary of State. If the designated payee is reassigned on the NSHP-2, a STD-204 for the new designated payee must be submitted if not already on record with the Energy Commission.

## Chapter VI, PG. 58-59

The payment claim package consists of:

- Payment Claim Form (NSHP-2).
- Proof of interconnection.
- Energy efficiency verification forms (CF-3Rs and NSHP EE-3).
- PV verification forms (NSHP FI-2/FI-2E, NSHP FI-3).
- Revised NSHP FI-1 (if applicable).
- Warranty and final cost documentation form (NSHP-3).
- Lease or PPA (if applicable).
- ~~Payee Data Record (STD-204).~~

## Chapter VI, Subsection A, PG 63

### **~~8. Payee Data Record (STD-204)~~**

~~The designated payee identified in the NSHP-1 Reservation Application Form must complete the Payee Data Record (STD-204). If the designated payee has already submitted a complete STD-204 form with a prior application and has received an incentive payment within the past year from the Energy Commission, a new STD-204 is not needed. In these cases, the Energy Commission will use data from the previously submitted STD-204 form. If the data provided in a previously submitted STD-204 have changed, the designated payee must submit a new STD-204. The STD-204 is available at [www.gosolarcalifornia.ca.gov/documents/STD-204.pdf](http://www.gosolarcalifornia.ca.gov/documents/STD-204.pdf).~~

~~When the payee is a corporation or limited liability entity, the payee must also submit proof of good standing with the California Secretary of State. If the designated payee is reassigned on the NSHP-2, a STD-204 for the new designated payee must be submitted if not already on record with the Energy Commission.~~

## Appendix E, PG. E-10 Incentive Disclosure Affidavit

### 1. Affidavit

Affidavit ensuring a realized incentive benefit to the end-use customer when the payee is the installer, equipment seller, or third-party system owner for the purpose of upholding program goals. For affordable housing projects, the affidavit ensures a realized incentive benefit to the property owner, where the property owner is the owner of the affordable housing residential unit(s).

### 2. Declaration

By signing this affidavit, \_\_\_\_\_ ("Payee"), with respect to all solar electric systems within \_\_\_\_\_ (Project Name), for which funding by the New Solar Homes Partnership (NSHP) program is being sought under

Application Number \_\_\_\_\_ (Project ID), certifies and declares under penalty of perjury under the laws of the State of California that each of the statements in the paragraphs below are complete, true and correct for all sites within the project.

- 1) The Payee agrees that the final NSHP incentive amount, as determined by the California Energy Commission, shall be used to reduce either:
  - a. The costs legally incurred by the end user for the purchase and installation of the solar energy system, when the system has been purchased by the end user; or
  - b. The lease payments or power purchase payments when the system is owned by a third party.
- 2) The Payee shall inform the end user in writing of the full amount of the final NSHP incentive, as determined by the California Energy Commission.
- 3) The Payee agrees that the California Energy Commission reserves the right to request further documentation that demonstrates that the incentive benefits will be passed to the end-user as provided in this affidavit.

Or, for affordable housing projects:

By signing this affidavit, \_\_\_\_\_ (“Payee”), with respect to all solar electric systems within \_\_\_\_\_ (Project Name), for which funding by the New Solar Homes Partnership (NSHP) program is being sought under Application Number \_\_\_\_\_ (Project ID), certifies and declares under penalty of perjury under the laws of the State of California that each of the statements in the paragraphs below are complete, true and correct for all sites within the project.

- 1) The Payee agrees that the final NSHP incentive amount, as determined by the California Energy Commission, shall be used to reduce either:
  - a. The costs legally incurred by the property owner for the purchase and installation of the solar energy system, when the system has been purchased by the property owner; or
  - b. The lease payments or power purchase payments when the system is owned by a third party.
- 2) The Payee shall inform the property owner in writing of the full amount of the final NSHP incentive, as determined by the California Energy Commission.
- 3) The Payee agrees that the California Energy Commission reserves the right to request further documentation that demonstrates that the incentive benefits will be passed to the property owner as provided in this affidavit.

☐ Please attach a list of specific site addresses that are covered by this attestation

## **Appendix E, PG. E-11 NSHP Established Installer Reservation Form**

### **2. Declaration**

By signing this affidavit, \_\_\_\_\_ (“Payee”) (“System Owner”), with respect to all solar electric systems within \_\_\_\_\_ (Project Name), for which funding by the New Solar Homes Partnership (NSHP) program is



being sought under Application Number \_\_\_\_\_(Project ID), certifies and declares under penalty of perjury under the laws of the State of California that each of the statements in the paragraphs below are complete, true and correct for all sites within the project.

3. Authorized Representative

By signing this Affidavit, I certify that I am authorized to sign this Affidavit on behalf of the ~~Payee~~ System Owner. I declare under penalty of perjury, under the laws of the State of California, that all of the foregoing statements are true and correct. I agree to furnish a copy of supporting documents to the Energy Commission upon request.

Signature of ~~Payee's~~ System Owner's Legally Authorized Representative