



## LIPA's School, Government and Not-For-Profit Solar Entrepreneur Rebate Program Application Form 2012



**IMPORTANT: PLEASE READ BOTH PAGES OF THIS FORM THOROUGHLY BEFORE COMPLETING AND KEEP A COPY FOR YOUR RECORDS.**  
*Customers are asked to please submit only one application. Customer is responsible for informing LIPA of any updates to this application.*

Customer Electric Account Number at Installation Address: \_\_\_\_\_

Organization Name: \_\_\_\_\_ DBA: \_\_\_\_\_

Installation Address (Street, City, State, Zip): \_\_\_\_\_

Mailing Address (If Different): \_\_\_\_\_

Contact Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Title: \_\_\_\_\_

Type of Facility:     School     Government     Not For Profit (Include 501(c) 3 Exempt Organization Certification)

### Equipment Information ("PV System")

Array 1	Array 2 (If Applicable)	Array 3 (If Applicable)
Panel Manufacturer: _____	Panel Manufacturer: _____	Panel Manufacturer: _____
Panel Model No.: _____	Panel Model No.: _____	Panel Model No.: _____
Panel Power Rating (In Watts DC): _____	Panel Power Rating (In Watts DC): _____	Panel Power Rating (In Watts DC): _____
Number of Panels: _____	Number of Panels: _____	Number of Panels: _____
Panel Warranty: _____	Panel Warranty: _____	Panel Warranty: _____
Inverter Manufacturer: _____	Inverter Manufacturer: _____	Inverter Manufacturer: _____
Inverter Model No.: _____	Inverter Model No.: _____	Inverter Model No.: _____
Inverter Warranty: _____	Inverter Warranty: _____	Inverter Warranty: _____
Panel Orientation (E,S,W, etc.): _____	Panel Orientation (E,S,W, etc.): _____	Panel Orientation (E,S,W, etc.): _____
Tilt Angle in Degrees: _____	Tilt Angle in Degrees: _____	Tilt Angle in Degrees: _____

Name of Installer / Contractor: \_\_\_\_\_

**THE FOLLOWING IS REQUIRED TO BE PROVIDED BY INSTALLER/CONTRACTOR: ESTIMATED ANNUAL AC KWH:** \_\_\_\_\_

**No Solar Entrepreneur Rebate ("Rebate") will be assigned to a third party, without the previous consent, in writing, of LIPA, after the Customer first provides a written request, bearing the original signature of the Customer, and naming the third party assignee. The letter must also include the Customer's and Contractor's names, addresses and phone numbers.**

Customer Assigning Rebate:     Yes     No    (If yes, use LIPA's approved assignment form)

Applicants must follow all of LIPA's requirements, including but not limited to the "Instructions to Process the Solar/PV System Rebate", listed on the second page of this application, Customers must also submit one complete PV System Rebate Application, two complete Parallel Generation Agreements, executed by the Customer, product invoices for the PV System, a "one-line" diagram, a signed installer's contract, a Shading Analysis Monthly Access Report and a copy of the completed electrical certificate.

**Applicants must follow LIPA's requirements, including but not limited to the 6 steps on "Instructions to Process the Solar/PV System Rebate" on the second page of this application.**

Rebate Calculation	
Peak PV array output (DC watts) up to 50kW multiplied by \$2.75/watt as rated under photovoltaic standard test conditions (STC).	
<b>Maximum Rebate: 50 kW (\$137,500) or 65% of the installed costs<sup>1</sup>, whichever is less.</b>	
Total Watts DC: _____	x \$2.75/Watt = _____ Total Rebate
Total Contracted Cost: _____	\$ _____
Government Grant or Subsidy Contribution: _____	(Subtract) \$ _____
Net Customer Installed costs <sup>2</sup> : _____	\$ _____
<sup>2</sup> Total Contracted Cost less Government Grant or Subsidy Contribution	

***Municipal subdivisions are eligible for a rebate of up to 50 kWdc. Multiple applications will be accepted, but the combined kWdc total shall not exceed 50kWdc per Municipal subdivision.***

I, \_\_\_\_\_ certify that I will purchase the PV System described in the Equipment Information portion of this application form and will install it or cause it to be installed at the installation address indicated above and will forward to LIPA all required documentation. I reviewed and agree to the terms and conditions of LIPA's Municipality Solar Entrepreneur Program, and I will obtain all of the necessary permits (i.e. Building, electrical, etc.) that are required for a PV System installation. I understand that any misrepresentation or inaccuracy in this application may disqualify me at any time, at LIPA's sole discretion from all claims to Rebates offered through LIPA's Municipality Solar Entrepreneur Program. By participating in this Program, I agree that LIPA obtains and/or retains ownership of all rights to existing and future emissions credits, renewable energy credits, green tags, tradable renewable certificates and/or any and all other environmental benefits associated with the installation of the eligible equipment.

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<sup>1</sup> The installed costs are the cost of the PV system to the customer minus any government grants or subsidies.

## **LIPA Municipality Solar Entrepreneur Rebate Terms and Conditions**

### **Eligibility Requirements**

- 1 To be eligible for a Rebate, you must be an existing LIPA Customer with regard to the site of the installation.
- 2 A **Non-refundable Application Fee of \$100 is required** in order to process this application and receive pre-approval for the project. The Application Fee must be submitted in the form of a Check or money order, Payable to LIPA, and mailed to Rebate Processing (see the postal address below).
- 3 The customer must own the PV System; leased PV Systems are not eligible for Rebates.
- 4 The Rebated PV System is required to remain at the address listed on this application. The Customer must also own the property where the PV System will be installed.
- 5 The Customer must maintain the PV System in good condition compliant with LIPA's Red Book Construction Standards.
- 6 The Customer is responsible for obtaining all required permits (i.e. building, electrical, etc.).
- 7 The Customer is responsible for any updates needed to the application.
- 8 Only new, grid connected, PV Systems and current Underwriters Laboratories/Public Service Commission type tested and listed PV product equipment (per meter), are eligible for a Rebate.
- 9 The Maximum Rebate paid by LIPA per metered account will not exceed 50kW DC or 65% of the installed costs (The installed costs are the cost of the PV system to the customer minus any government grants or subsidies.), whichever is less. The Maximum Rebate paid by LIPA per metered account will not exceed a PV System that is expected to produce more than 105% of the Customers annual energy (kWh) for the prior 12 months
- 10 LIPA reserves the right to Rebate the PV System at the current Rebate level at the time of the submission of the application and to credit LIPA account arrears first.
- 11 The Customer must provide the signed installer's contract, paid invoices and PV System in order to ensure program compliance.
- 12 LIPA reserves the right to conduct post-installation, follow-up visit(s) in order to provide LIPA with the opportunity to evaluate the installed PV System and determine the actual kW output, as well as to confirm Program compliance and Rebate eligibility.
- 13 LIPA will not be responsible for any tax liability imposed on Customer as a result of Rebate payments.
- 14 LIPA reserves the right to modify or withdraw this Program and the Rebates payable under the Program at any time and without notice.
- 15 A Shading Analysis for solar site assessment must be performed and applicants must submit the "Monthly Solar Access" results for all panel arrays.
- 16 The Customer shall retain all appropriate owner manuals, applications, "one-line" drawings, warranty documents etc. regarding the PV System.
- 17 Billing credits and/or Rebates will not become effective until the PV System passes LIPA's field inspection & the Net Meter is installed.
- 18 PV System equipment must carry a minimum of a 5 year warranty on inverters and a 20 year warranty on Panels with a minimum of 80% lifetime output of manufacturers designed ratings.
- 19 LIPA reserves the right to base Rebate eligibility and amount on factors such as safety, shading, roof orientation and tilt. Applicants must submit a Google™ Map Satellite view set to view at the lowest elevation. Indicate the four compass points (N, S, E, W) on the Google™ Map Satellite view.
- 20 The Customer is required to meet the eligibility for Net Metering in order to receive a LIPA Rebate. (See tariff leaf 34G.)
- 21 Applicants for a Rebate with respect to new construction can submit an estimate of the average energy use for such new construction, using a comparative analysis that is based on the total square area, in square feet, of the building.
- 22 The Customer must submit the Serial Numbers for all Panels & Inverters with pre and post-installation photographs of the PV System and the respective Invoice(s).
- 23 Incentives will be calculated in accordance with LIPA's rebate amounts that are offered at the time the application is received by LIPA. In instances where PV wattage is added to a previously approved rebate or more than one application is received on the same metered account the total rebate amount will be based upon the cumulative amount of PV installed.

### **Instructions to Process the Solar/PV System Rebate**

- 1 PV documents can be downloaded from LIPA's web site at [www.lipower.org](http://www.lipower.org) or obtained from a solar contractor. Incomplete applications and missing documentation will delay or prevent the processing of an application. Customers must use a copy of this form to submit any changes or updates to their PV System and send these updates to [SolarEntrepreneur@Service.LIPower.org](mailto:SolarEntrepreneur@Service.LIPower.org) or mail to the address listed below.
- 2 Applicants shall submit to LIPA 1) the completed original Rebate application, 2) two Parallel Generation Agreement forms 3) a "one-line" diagram (listing the components) of the PV System 4) Signed installer's contract 5) Google™ Map Satellite view 6) Shading Analysis Monthly Access Report: send to [SolarEntrepreneur@Service.LIPower.org](mailto:SolarEntrepreneur@Service.LIPower.org) or mail to the address listed below
- 3 Applicants shall mail the Non-refundable Application Fee of \$100 to Rebate Processing to the address below. The Application Fee must be submitted in the form of a Check or money order, Payable to LIPA.
- 4 When the LIPA Solar Entrepreneur application is approved, Customers will then receive a LIPA pre-approval Rebate letter indicating the Rebate amount and the installation time frame for the PV System.
- 5 Once the PV System is installed, submit a copy of the temporary or approved electric certificate issued by the Board of Fire Underwriters (or gency having jurisdiction) to [SolarEntrepreneur@Service.LIPower.org](mailto:SolarEntrepreneur@Service.LIPower.org) or mail to the address listed below. Upon receipt of this documentation, LIPA will schedule and conduct a functional test of your PV System and install the appropriate meter.
- 6 Itemized invoice(s) must contain all PV equipment model and serial numbers, and include purchase/installation date(s) and the LIPA Solar Entrepreneur Application number. If any information is missing from the product invoice(s), LIPA will not be able to determine the Customer's eligibility for a Rebate. LIPA provides Rebates based in part on the information documented in the product invoice. Upon completing the installation of the PV System, send copies of your itemized PV invoices to [SolarEntrepreneur@Service.LIPower.org](mailto:SolarEntrepreneur@Service.LIPower.org) or mail to the address listed below.

**LIPA Municipal Solar Entrepreneur Program**  
**Rebate Processing**  
**25 Hub Drive**  
**Melville, NY 11747**

***After completion of all the steps listed above, please allow up to 60 days for delivery of the rebate check. Successful completion of an operational test of your installed PV System and submission of all documentation is required before the Rebate check will be issued.***