



State of New Hampshire
Public Utilities Commission
21 S. Fruit Street, Suite 10, Concord, NH 03301-2429



STEP 2
FINAL INCENTIVE REQUEST APPLICATION
FOR INSTALLED

RESIDENTIAL RENEWABLE ELECTRICAL GENERATION SYSTEMS

This Step 2 application is for systems with Step 1 applications submitted **ON OR AFTER JULY 1, 2017; or** for systems **installed without prior submission of a Step 1 application.** Only complete a Step 2 application if your system is installed.

If you submitted a Step 1 application before July 1, 2017, please use the **previous version of the Step 2** application available on the PUC website.

Applications must be submitted in a hard copy.
Applications submitted electronically will NOT be accepted.

A. SYSTEM INFORMATION AND CERTIFICATIONS

Name: _____ Application # (if applicable): _____

Mailing Address: _____

Town/City: _____ State: ____ Zip Code: _____

Installation Address (if different): _____

Town/City: _____ State: ____ Zip Code: _____

Telephone: _____ Cell: _____

Email: _____ Electric Utility: _____

Technology: Solar Wind

Date the system became operational: _____ **YES** **NO**

Do you net meter your output?		
Are all major components new?		
Have you installed a revenue grade utility meter that separately measures your system's electrical output?		
Are the solar PV panels certified by a nationally recognized testing laboratory as meeting the requirements of UL 1703?		
Do the inverter(s) comply with IEEE 1547 and are they certified by a nationally recognized testing laboratory as meeting the requirements of UL 1741?		
Has the system been installed by a NH-licensed electrician or inspected by a local building code official or NH-licensed electrician?		

B. PROJECT INFORMATION (Changes from Step 1 Application)

In the space provided, or in an attachment to this form please inform the Commission of any changes from the Step 1 application in total project cost, system size, or solar/wind resources (i.e., more accurate shading/wind speed estimates or changes in tilt/azimuth or tower height), as well as any other changes to the information provided in the Step 1 application submitted prior to installation:

Total Requested Incentive (explain if amount has changed): _____

C. STEP 2 ONLY SUPPLEMENTAL INFORMATION

If you did not submit a Step 1 application, please complete the Step 2 Only Supplemental Information at Appendix B.

D. REQUIRED ATTACHMENTS

These items (copies) must be attached to the application: Attached
1) Paid invoice(s) indicating total costs for parts and labor (Invoices may be unpaid only by the amount of the incentive payment) []
2) Interconnection agreement with utility []
3) Pictures of the installed renewable energy system []

E. DECLARATION

The Undersigned applicant declares under penalty of perjury that:

- 1) the applicant has read and understands the program terms and conditions set forth in Appendix A to this application and has agreed to comply with each and all of those requirements;
- 2) the applicant has purchased and installed the renewable energy system described above;
- 3) the applicant will not sell or otherwise transfer the system or equipment unless as a part of a sale of the affected property for a period of 10 years;
- 4) the information provided in this application is true and correct to the best of the applicant's knowledge and belief;
- 5) the applicant understands that program funds are limited, and, as a result, there may be a delay in issuing the incentive payment based on the queue position of the applicant; and
- 6) the applicant agrees that the system, interconnection, and documents supporting the application may be audited and inspected by the Commission, and that the Commission may request electricity production data from the applicant for a period of ten (10) years.

Applicant's Signature: _____ Date: _____

Must be signed by individual originally submitting the Step 1 application, if applicable.

For questions regarding this rebate program, see the incentive program FAQ website at http://www.puc.nh.gov/Sustainable%20Energy/RenewableEnergyRebates-SREG.html, or contact the PUC at Reselectrebate@puc.nh.gov or (603)271-2431.

Your social security number is required for payment purposes. An IRS Form 1099, report of miscellaneous income, may be issued for this payment. We are asking for this information on a separate page to allow this personal information to be separated from the application and to be held confidentially at the Commission's offices or the office of the State Treasurer.

Applicants who do not provide their social security number will not be eligible for incentive payment. We thank you for your understanding.

Name: _____

Mailing Address: _____

Town/City: _____ State: _____ Zip Code: _____

**The incentive check will be sent to the address above;
Please ensure the address is legible and correct.**

Telephone: _____ Cell: _____

Email: _____

Social Security Number: _____ - _____ - _____ (confidential)

Please submit application and all associated documents to:

Sustainable Energy Division
New Hampshire Public Utilities Commission
21 S. Fruit Street, Suite 10
Concord, NH 03301-2429

APPENDIX A

TERMS AND CONDITIONS

Please read the Terms and Conditions carefully prior to submitting the application.

1. This program is administered in accordance with RSA 362-F: 10. Any applicant requesting an incentive payment for any renewable energy system is responsible for meeting all terms and conditions of the program.
2. Applicants must complete a Step 2: Final Incentive Request Form to receive an incentive payment.
3. To be eligible for a one-time incentive payment, the renewable energy systems must qualify as Class I or Class II sources of electricity in accordance with RSA 362-F. Qualifying systems include solar photovoltaic (PV) systems and wind turbines, but not solar hot water systems, geothermal heating and cooling systems, or any other renewable energy system that does not generate electricity. Off-grid renewable energy system installations do NOT qualify for incentives.
4. The renewable energy system must be located on or at the applicant's New Hampshire residence, which may include a second home that the residential owner occupies at least part of the year.
5. **An addition to an existing renewable energy system may qualify for an incentive payment only if the renewable energy system has not previously qualified for an incentive under this program. Replacement of an existing facility will not qualify for an incentive.**
6. Residents who choose to install systems, in whole or in part, prior to approval by the Commission may still apply for this incentive payment by submitting only a Step 2 application form.
7. Solar PV panels must be certified by a nationally-recognized testing laboratory as meeting the requirements of UL 1703.
8. Inverters must comply with IEEE 1547 and be certified by a nationally recognized testing laboratory as meeting the requirements of UL 1741.
9. Wind turbines must be mounted at least 30 feet above any physical wind barriers within a 500 foot radius. Roof-mounted wind turbines are not eligible for an incentive payment at this time.
10. The renewable energy project shall comply with all applicable manufacturers' requirements and all applicable statutes, regulations, rules, ordinances, codes, and orders of any federal, state, county, or municipal authorities that impose any legal obligations or duties upon the project, including the acquisition of any and all necessary permits and approvals. .
11. Interconnection of the renewable energy system with the applicant's electric utility must comply with the terms of the Interconnection Agreement and the Puc 900 Net Metering Rules, as well as any applicable tariffs governing interconnection.
12. Any renewable energy system is subject to inspection and monitoring by the Commission, the State Fire Marshal, and local code authorities or their agents for safety and performance in addition to any monitoring prescribed in the interconnection agreement between the electric utility and the owner of the facility.
13. The incentive payment is **\$0.20** per Watt and is capped at a maximum of **\$1,000.00** or 30% of the total cost of the facility, whichever is less. Used parts or self-installer labor cannot be included in the cost of the facility.
14. The Step 2: Final Incentive Request form must be submitted after the installation is complete and interconnected, and within 9 months of the date that the incentive pre-approval (Step 1) application, if any, was approved. Applicants may submit only a Step 2 application form if the installation is already interconnected and operational.
15. Incentives are subject to the availability of funds received by the Commission under RSA 362-F; complete applications will be processed in the order in which they are received, except as otherwise directed by the Commission to be ordered through a public lottery or other process.
16. All program requirements and documentation must be complete and submitted in order to receive approval for an incentive payment. Payment of the incentive may be subject to Commission inspection of the facility to confirm that the system is operational and consistent with the application.
17. Certain information, including applicants' names, addresses, system details and total installed costs of systems installed with program support, may be available to the public and may be publicly posted. Additional information may be released upon formal request. Additional specific personal information, including Social Security Numbers, telephone numbers, and e-mail addresses, will remain confidential to the extent permitted under state law.
18. The Commission reserves the right to request system performance data for a period of ten (10) years after issuing the incentive. The incentive recipient is strongly encouraged to install a utility grade production meter to monitor and record system output. Installation of a utility grade production meter is also necessary for the system to qualify for renewable energy certificates pursuant to the Puc 2500 Administrative Rules for the Electric Renewable Portfolio Standard, adopted pursuant to RSA 362-F.
19. The incentive recipient may be liable to the State of New Hampshire for the entire incentive amount if it is obtained fraudulently or otherwise based on a misrepresentation of material facts and circumstances.
20. Any incentive received under this program may be treated as taxable income by the Internal Revenue Service. It is the responsibility of the recipient of this incentive to consult with his or her tax advisor to determine the correct tax treatment of these payments. Applicants who do not provide their Social Security Number on the Step 2: Final Incentive Request Form will not be eligible for an incentive.

APPENDIX B

STEP 2 ONLY SUPPLEMENTAL INFORMATION

Please complete if you have *not* submitted a Step 1 application.

Installer *(if not self-installed)*

Installation Company: _____

Contact Name: _____

Mailing Address: _____

Town/City: _____ State: _____ Zip Code: _____

Telephone: _____ Email: _____

Electrician

Electrician Name *(if different than installer)*: _____

Company: _____

NH Electrician License Number: _____

Photovoltaic System Information

Panel Manufacturer: _____

- 1) Panel Wattage (DC watts): _____
- 2) Number of Panels: _____
- 3) Anticipated System Size (watts DC): _____

Inverter Manufacturer: _____ Model Number: _____

Number of Inverters: _____

System Mounting: **Roof** **Ground** **Pole** **Pole (Tracker)**

Wind System Information

Turbine Manufacturer: _____ Model Number: _____

- 1) Manufacturer's Power Rating of Turbine at 11m/s or 24.6 mph: _____watts
- 2) Number of Turbines: _____
- 3) Anticipated System Size (watts DC): _____

Inverter Manufacturer: _____ Model Number: _____

Number of Inverters: _____

Tower Manufacturer: _____ Model Number: _____

Tower Height: _____ Height Above Tree Line: _____

Tower Type: **Single Pole** **Guyed**

Average wind speed at installation site (if known): _____ mph

Please describe method of assessing wind resources: _____