



Saving energy for Maine
Program of the Maine Public Utilities Commission

Solar Energy Rebate Application & Reservation

Reservation Start Date _____ RESERVATION # _____
(Entered by Program Administrator) (Entered by Program Administrator)

120 Day Expiration Date _____
(Entered by Program Administrator)

Customer Information

First Name: _____ M I: _____ Last Name: _____

Business/Organization Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

E Mail: _____ SSN or Fed Tax ID #: _____
(optional) (If Business)

Customer Phone # _____ Owner: _____ Tenant _____,

Installation Address _____
(If different)

City: _____ State: _____ Zip: _____

Name of Electric Utility Connected To: _____ Residential ()

Installer Information (Please Print)

Company Name: _____ Email: _____

Address: _____ City: _____ State: _____ ZIP: _____

Contact Person: _____ Phone: _____ Cell Phone: _____

Installers Name: _____
(If different than Contact)

Listed on www.EfficiencyMaine.com web site as Certified/Qualified Installers Y _____ No _____
(If not Listed, Proof of Certification is required)

Trades License # _____ Master Electrician License # _____
Required for Thermal Systems Required for PV Systems
Master Plumber, Boiler Techs, Type II, III, Universal
Refrigeration Techs, Oil, Lp/NG Techs.

Qualified Installer Certification # (SL90000) _____
(as listed on Efficiency Maine web site)

System Information

Thermal System

Type: Water _____ Air _____ Collector Manufacturer: _____

Collector Model # _____

Serial # _____

Total Collector Area _____

Energy Offset _____

Electricity _____

Propane _____

Oil _____

Other _____

Estimate Annual Energy Production MMBTU/ year: _____

SRCC Mildly Cloudy Day (Ti - Ta) @ 36° F

Check Type _____

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Of Rebate
Requested

Residential

Commercial

Energy Star Home
Home Rating Required

Maine Home Performance (rating required)
Alternate Method Thermal or Equipment
Improvements of \$2,000 or more installed

Photovoltaic System

PV Module Mfg: _____

Model # _____

Modules _____

Total DC Watts: _____

Name Plate Information _____

Inverter Manufacturer: _____

Model # _____

Continuous AC Rating @ 25 C _____

Other Equipment Installed: _____

Estimate Annual AC Energy Production kWh: _____

Home Energy Audit Included with Appendix "A" Y _____ N _____ (Required)

Thermal Incentive Calculation

Residential & Commercial Thermal Incentive: \$1,000.00 or 25% of installed cost, whichever is less:

Solar thermal system designed to heat water or air. Thermal Water Systems must be installed by a qualified solar thermal system installer.

\$ _____ X 25% = \$ _____ Incentive Allowed to Nearest Dollar \$ _____
Water Installed Costs

\$ _____ X 25% = \$ _____ Incentive Allowed to Nearest Dollar \$ _____
Warm Air Installed Costs

Energy Star Rated Residential Thermal Incentive: \$1,500.00 or 25% of installed cost, whichever is less:

Solar thermal system designed to heat water or air. Thermal Water Systems must be installed by a qualified solar thermal system installer on an ENERGY STAR home. A copy of certification signed by the rater required

\$ _____ x 25% = \$ _____ Incentive Rounded to nearest Dollar \$ _____
Water Installed Cost

\$ _____ x. 25% = \$ _____ Incentive Rounded to nearest Dollar \$ _____
Warm Air Installed cost

Energy Star Certificate Included: Y _____ N _____ (Copy Required)

Certifying Individuals Name: _____ Certification Number _____

Maine Home Performance Residential Thermal Incentive: \$1,500.00 or 25% of installed cost, whichever is less:

Solar thermal system designed to heat water or air. Thermal Water Systems must be installed by a qualified solar thermal system installer and installed on homes that have participated in Efficiency Maine's Home Performance Program. Invoice(s) of at least \$2,000 for efficiency upgrades(thermal or electrical)based on recommendations made by the Maine Home Performance program and in conjunction with a solar installation will be required.

\$ _____ x 25% = \$ _____ Incentive Rounded to nearest Dollar \$ _____
Water Installed Cost

\$ _____ x. 25% = \$ _____ Incentive Rounded to nearest Dollar \$ _____
Warm Air Installed cost

Thermal Upgrade Invoices of at least \$2,000 Included: Y _____ N _____ (Required), or
Copy of Maine Home Performance Report: Y _____ N _____ (Required)

Certifying Individuals Name: _____ Certification Number _____

PV Incentive Calculation

Solar Photovoltaic system installed by a qualified photovoltaic system installer. A home audit needs to be performed prior to receiving an incentive. Audit must address at the minimum lighting, thermal shell insulation, space and water heating, other electrical or thermal efficiency opportunities and observed or perceived energy related health and safety concerns.

Audits are not required on ENERGY STAR, Maine Home Performance and Efficiency Maine Rated Homes.

Qualified Auditors include: Maine State Housing Authority, Residential Energy Services Network (RESNET), individuals certified by Building Performance Institute (BPI), individuals certified to participate in the Maine Home Performance with ENERGY STAR, individuals certified by the U.S. Green Building Council (LEED certified), Architects and engineers who are licensed by the State of Maine and possess relevant building expertise.

Commercial Energy Audits must be licensed, certified or eligible (and in good standing) from the following organizations: Individuals authorized by Efficiency Maine, Certified Energy Managers (CEM), Leadership in Energy and Environmental Design (LEED), Architects and engineer who are licensed by the State of Maine and possess relevant building efficiency energy expertise.

PV Incentive: \$2.00 per watt up to 1,000 watts

_____ X \$2.00 = \$ _____
Watts Installed

Copy of signed Audit Included Y _____ N _____ (Required)

Auditing Affiliation: _____ Audit Certification Number _____

I certify that the fore stated system will be installed and will be in service at the address indicated above. I also certify that I have read and accept the terms and conditions of this agreement. I acknowledge that any attempt to mislead or falsify information entered in this agreement will disqualify me from any claim to the incentives offered through the Solar Energy Rebate.

Customer Signature

Date

Please Mail to:

Processing Maine Solar Rebates
Energy Federation Inc.
40 Washington Street, Suite 2000
Westborough, MA. 01581

Inquiries:

Energy Federation Inc.
866-543-9392

Appendix A Maine Solar Energy Rebate Program Rebate Payment Request

Please read carefully and complete all sections. Incomplete or incorrect forms will cause delay, possible return to applicant, and possible decline of incentive.

Reservation: _____ Expiration Date: _____ Incentive:\$ _____

Customer Name: _____

Address: _____ Phone #: _____

Were changes made to system output after the Reservation Date: Yes ___ No ___

*If **yes**, complete a new system page and **include** it with this request. This change may delay any rebate until such time as the new information can be reviewed and approved. Payment request for amounts greater than reserved will be subject to available funds and if approved may be issued as 2 payments.*

I certify that the afore stated system has been installed and is in service at the address indicated above, and is operating as specified. I also certify that I have read and accept the terms and conditions of this agreement. I further certify that I have met all requirements of the Solar Energy Rebate Program. I acknowledge that any attempt to mislead or falsify information entered in this agreement will disqualify me from any claim to the incentives offered through the Solar Energy Rebate.

Signature of owner Date: _____

Installer

Business Name: _____

I certify that I have worked with the customer referenced above on the Solar System referenced above. The system is now fully installed, operational, and operating within its design parameters. It has been installed in accordance to all Federal, State, and local requirements and within the guidelines of this program. If any statement made within this application is intentionally misrepresented I understand it will disqualify me from any further participation in the Solar Energy Rebate Program and all claims to any rebate offered.

Signature of Primary Installer Certification # _____ Date _____

Signature of certified/trained Installer if the Primary Installer is not certified Certification # _____ Date _____

Please mail to:
Processing - Maine Solar Rebates
Energy Federation, Inc.
40 Washington Street, Suite 2000
Westborough, MA. 01581

Inquiries:
Energy Federation Inc.
866-543-9392

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TERMS AND CONDITIONS FOLLOWING PAGES

Terms & Conditions

1 PURPOSE

The purpose of Chapter 930 is to implement the solar and wind energy rebate program, including procedures and standards for qualifying for solar and wind energy system rebates.

2. DEFINITIONS

A. Qualified Solar Photovoltaic System Installer. “Qualified Solar Photovoltaic System Installer” is a master electrician who is certified by the North American Board of Certified Energy Practitioners or is working in conjunction with a person who is certified by the North American Board of Certified Energy Practitioners.

B. Qualified Solar Thermal Water System Installer. “Qualified Solar Thermal Water System Installer” is a technician in good standing with the Commission who has successfully completed an approved solar thermal training course and carries a current license as a master plumber, master oil burner technician or propane and natural gas technician or is a class 2 or 3 nationally certified refrigeration technician.

C. Solar Energy System. “Solar Energy System” means a solar photovoltaic system that has been installed by a Qualified Solar Photovoltaic System Installer or a solar thermal system that has been installed by a Qualified Solar Thermal Water System Installer.

D. Solar Photovoltaic System. “Solar Photovoltaic System” means a solar energy device with a peak generating capacity of 100 kilowatts or less used for generating electricity for use in a residence or place of business that has been installed by a Qualified Solar Photovoltaic System Installer

E. Solar Thermal System. “Solar Thermal System” means a configuration of solar collectors and a pump, heat exchanger and storage tank or fans designed to heat water or air for the purpose of space heating, domestic water heating or both space heating and domestic water heating. Solar thermal systems types include forced circulation, integral collector storage, thermosyphon and self-pumping systems that have been installed by a Qualified Solar Thermal System Installer.

3. SOLAR AND WIND ENERGY SYSTEM REBATES

A. Eligibility

1. Solar Energy Rebates. To the extent that funds are available in the solar and wind energy system rebate program fund established

pursuant to section 4 of Chapter 930, owners and tenants of residential or commercial properties located within Maine who are Maine residents may apply on a first-come-first-served basis to be eligible for rebates for qualified solar energy systems installed on those properties. To qualify for a solar energy system rebate, an applicant must show that the system is connected to the electrical grid and installed after July 1, 2005 in accordance with 35-A M.R.S.A. § 3211-C and this Chapter. For purposes of this section, a person may demonstrate the date a system was installed by the date of a net metering arrangement with a transmission and distribution utility or by the date on a bill of sale for the system.

B. Eligible Systems

The following systems are eligible for rebates from the solar and wind energy rebate program fund;

1. Solar Photovoltaic Systems. Solar photovoltaic systems that generate electricity.

2. Solar Thermal Water Systems. Solar thermal systems designed to heat water.

3. Solar Thermal Air Systems. Solar thermal systems designed to heat air.

C. Rebate Amounts

The Commission shall set rebate levels by order for qualified solar energy systems. In setting rebate levels, the Commission may consider market demand for qualified solar energy systems or qualified wind energy systems, program implementation experience, other financial factors such as federal or state tax incentives for systems as well as other factors relevant to the solar and wind energy rebate program. The Commission shall periodically consider revisions to the rebate levels based on the criteria in this subsection. The Commission shall post the current rebates levels on its website and include the rebate levels on the solar and wind energy rebate application forms.

D. Awarding of Rebates Contingent on Available Funding.

The awarding of rebates under these rules is subject to the availability of funding. An applicant's submission of an application for a solar system rebate does not create a right or entitlement to a solar system rebate. The Commission may suspend the solar system rebate programs for lack of funding with or without prior notice.

E. Allocation of Funding Among Programs.

The Commission shall determine, by order, the allotment of the funds in each fiscal year between solar photovoltaic systems, solar thermal systems and wind energy systems, with a minimum of 20% of the funds allocated to each. In determining any additional allocation of funding among the programs, the Commission may consider, without limitation, current market demand for systems, program implementation experience, financial and economic factors such as the availability of federal or state tax incentives for systems as well as other factors that influence program participation or present market barriers.

4. FUNDING LEVEL; FUND

A. Assessment

The Commission shall assess transmission and distribution utilities to collect funds for the solar and wind energy rebate program. The assessment on transmission and distribution utilities shall not exceed .005 cents per kilowatt-hour and may differ among transmission and distribution utilities. The Commission will not assess a transmission and distribution utility under this section for amounts that would lower the conservation fund assessment under 35-A M.R.S.A. § 1311-A below its statutory floor. The Commission may decline to assess a transmission and distribution utility if the assessment amount would be de minimis or would otherwise be an administrative burden. The Commission may lower the overall assessment if it determines a lower amount of funding will be needed to provide rebates to qualified solar and wind energy systems pursuant to Chapter 930.

B. Fund

The Commission shall establish a solar energy rebate program fund to be used for the purposes of the solar energy rebate program.

1. The Commission shall deposit all assessments collected pursuant to Chapter 930 into the solar and wind energy rebate program fund.
2. Interest earned on funds in the solar and wind energy rebate program fund shall be credited back to the solar and wind energy program fund.
3. Funds not spent in any fiscal year will remain in the solar and wind energy rebate program fund to be used for the solar and wind energy rebate program.

C. Assessment Procedures

The Commission shall periodically assess transmission and distribution utilities based on actual sales or revenues.

5. SOLAR REBATE DISTRIBUTION

The Commission shall distribute rebates for qualifying solar and wind energy systems pursuant to Chapter 930 as long as funds are available in the solar and wind energy rebate program fund. To the extent that there are insufficient funds in the solar and wind energy rebate program, the Commission shall distribute available funds as specified in this section.

A. Application Approval

The Commission shall distribute rebates based on the date the Commission approves the application for a solar and wind energy rebate system pursuant to section 6 of Chapter 930.

B. Available Funds

The Commission shall post on the Efficiency Maine website the amount of funds that are available for solar photovoltaic, solar thermal and wind energy systems as well as either the projected time periods for which the funds will be available for rebates or the number of rebates that will be awarded based upon available funding. The Commission shall inform applicants that the availability of future rebates could be altered by changes in law or contingent upon available funding. In the event that, due to statutory repeal, insufficient funds, or any other reason, the solar or wind energy rebate program lacks sufficient funding with which to fund rebates, the Commission shall post notice on the Efficiency Maine website that rebates for the subject programs are no longer available and that the subject programs are cancelled or suspended in accordance with subsection (C) below. In the event that there are insufficient funds in the solar and wind energy system rebate program fund at the time that the Commission determines that a wind energy system or solar energy system is eligible for a rebate, the Commission shall distribute the rebate after subsequent assessment pursuant to Section 4 of Chapter 930 result in sufficient funds.

C. Suspension or Cancellation of Programs

The Commission is not obligated to approve any application for a wind or solar energy rebate that otherwise complies with the requirements of Chapter 930, if such approval may result in the Commission exceeding its program budget or would be contrary to existing laws. The Commission may suspend or cancel a solar or wind energy rebate program if, at any time, there are insufficient funds in the solar and wind energy rebate program fund. In the event that a program is cancelled or suspended, the Commission shall notify applicants and the general public in the following manner:

1) Notice to applicants whose materials have been submitted.

For persons who have submitted applications to the Commission prior to the suspension or cancellation of a program, and whose applications have not been processed prior to suspension or cancellation of the program, the Commission shall notify each applicant in writing that the program has been suspended and shall indicate whether and how the applicant will be considered in the future when the program resumes or whether the applicant will need to submit a new application when additional funds become available.

2) Notice to prospective applicants and the public.

For persons who have not submitted applications prior to cancellation or suspension of a program and the general public, the Commission will post notice of such suspension or cancellation on the Efficiency Maine website. The Commission shall update this webpage periodically and as necessary in order to ensure that information is timely and accurate. The Commission shall post such notification on Efficiency Maine website when the program is anticipated to resume and when applications may be submitted.

6. APPLICATION

A. Review Process

Applications for solar energy system rebates pursuant to Chapter 930 shall include the information and documentation specified in this section. The Commission shall review applications and notify applicants whether the solar energy system qualifies for a rebate and whether funds are available for the rebate. Applications for solar energy rebates must be filed prior to the installation of the system. Information and documentation that is not practical to provide prior to the installation of the system must be submitted after installation. Applicants who have received approval prior to installation of the system pursuant to the Commission's application process must demonstrate that the system was installed consistent with the application before a rebate is provided. The Commission may establish a date by which applicants who have received approval prior to installation must install the system to remain eligible for a rebate. To the extent funds are currently available in the solar and wind energy rebate program fund, the Commission shall set aside funds to ensure that funds remain available for applications that have received approval prior to system installation. To the extent that funds are not currently available in the solar and wind energy rebate program fund, the Commission will set aside funds as they become available. The Commission will inform the applicant that the rebate will be provided when funds become available and the time frame in which available funds are expected.

B. Requirements

1. Applicant. Applications shall include the address of the applicant's legal residence as demonstration of Maine residency and shall indicate whether the applicant is an owner or tenant of the premises in which the system has been installed. If system is located or will be located on premises different from the legal place of residence, the location of the system must be clearly stated. Applications shall include an affirmation by the applicant that the system location is connected to the electrical grid.

2. System Type. Applications shall indicate whether the system is solar photovoltaic, solar thermal–water, solar thermal–air.

3. Solar Energy System Description. Applications for solar energy system rebates shall provide data on system components including manufacturer and model number for collectors and all peripheral equipment. Nameplate in capacity (watts) shall be provided for solar electrical systems and estimated annual energy production based on Maine specific weather data shall be provided for both solar electric and solar thermal systems. Applications shall include estimates that detail total system installed costs, as provided by vendors and/or installers.

a. For applications for solar thermal energy systems that are designed to heat potable water, applicants must show that such systems have been installed, or subject to review and final approval, by a licensed plumber.

4. Failure to Meet System Eligibility and Application Requirements. If, at any time, it is found that an applicant has failed to provide any of the information required by the Commission in the application process or has failed to meet eligibility requirements under Section 3 of these rules for solar energy rebates, the Commission staff may reject the subject application or refuse to provide the applicant with the requested rebate.

5. Site Evaluations. The Commission's staff, or the Commission's contractor may conduct in-person evaluations of the site proposed for wind energy systems in order to verify that such sites are suitable for a wind energy system and in order to ensure that the applicant is in compliance with the terms and conditions of the application as well as these rules.

6. Installer Qualifications. Applications for solar photovoltaic systems, solar thermal water systems shall include proof of installer qualifications as set forth below.

a. Applications for solar photovoltaic systems that are installed after January 1, 2007 shall include a copy of the installer's master electrician's license or license number along with a copy of a North American

Board of Certified Energy Practitioners certificate issued to the installer or a person working in conjunction with the installer.

b. Applications for solar thermal water systems that are installed after July 1, 2005 must include a copy of the installer's plumbing license or license number, and a copy of a certificate of competency issued by the Commission to the installer or a person working in conjunction with the installer. For the purpose of this requirement, individuals who have completed and have maintained their solar thermal certifications as required by the Commission will be considered certified by for purposes of this Chapter.

c. Applications for solar thermal water systems that are installed after July 1, 2005, and which are designed to heat potable water, must include a copy of a certificate of competency issued by the commission to the installer and that any system that incorporates the heating of potable water must also be accompanied by a copy of the mater plumber's license or license number.

7. Installation Date Applications shall include the date on which the system will be or was installed and documentation supporting the installation date.

8. Rebate Applications shall provide a clear statement of the rebate requested and a calculation of the rebate.

9. Energy Audit Applications for a solar photovoltaic system rebate shall include a copy of the energy audit report conducted in compliance with section 7 of this Chapter signed by the energy auditor and the customer, a copy of the energy auditor's valid certification or association card, and a copy of the audit invoice.

10. Other. Applications shall include other information or documentation that the Commission deems necessary or useful in determining whether a solar energy system qualifies for a rebate pursuant to this Chapter.

7. ENERGY AUDIT

A. Requirement

To qualify for a solar photovoltaic system rebate, an owner or tenant of residential or commercial property located in the State must demonstrate that an energy audit has been completed in compliance with this Subsection prior to receiving a rebate. For purposes of this section, an energy audit is the completion of an on-site walk-through audit and delivery of written recommendations for improving electrical and thermal efficiency of the property

receiving the solar photovoltaic system. The owner or tenant of the property is responsible for the costs of the energy audit.

B. Prior Audit Exemption

The owner or tenant of residential or commercial property is exempt from the requirements of this section under the following circumstances:

1. The property was previously audited on or after January 1, 2000, in a manner consistent with the provisions of this section and a copy of the audit report is submitted with the rebate application.
2. The property was previously certified as ENERGY STAR or Leadership in Energy and Environmental Design at any time.

C. Audit Content

The energy audit must include the following items:

1. Identification of lighting and appliances efficiency opportunities and recommendations;
2. Identification of thermal shell insulation and air sealing opportunities and recommendations;
3. Identification of space and water heating efficiency opportunities and recommendations;
4. Identification of other electrical or thermal efficiency opportunities and recommendations;
5. Identification of any observed or perceived energy related health and safety concerns; and
6. Referral to or delivery of additional relevant information and education materials and program opportunities as identified by the Maine Solar Energy Rebate Program website.

D. Commission Review

The Commission may review energy audit reports for compliance with the requirements of this section and may perform on-site verification. If an audit report is found to be insufficient, the Commission may contact the auditor or

the accrediting institution. If the audit is found to be substantially deficient, the rebate will not be provided. The Commission review process does not endorse the workmanship of any auditor or serve as a guaranty, warranty, or assumption of liability for any work proposed or carried out by an eligible auditor or as a result of the audit.

E. Auditor Qualification

1. Residential Audits. Individuals qualified to do residential energy audits must be certified or eligible and in good standing from one of the following organizations or accrediting institutions:

a. Individuals certified as an energy auditor as determined by the Maine State Housing Authority.

b. Residential_Energy_Services_Network certified home energy raters or auditors.

c. Individuals certified to participate in the Maine Home Performance with ENERGY STAR program or its successor program as determined by the Commission.

d. Individuals certified by the Building Performance Institute.

e. Individuals certified by the U.S. Green Building Council with expertise with residential buildings.

f. Architects and engineers who are licensed by Maine and possess relevant building efficiency energy expertise.

g. Individuals qualified to do commercial energy audits under subsection E (2).

2. Commercial Audits. Individuals qualified to do commercial energy audits must be licensed, certified, or eligible and in good standing from one of the following organizations or accrediting institutions:

a. Individuals or firms working on behalf of, or are authorized to work for, the Efficiency Maine small business walk through audit service.

b. Individuals who have passed the Certified Energy Managers exam.

c. Individuals certified by the U.S. Green Building Council with expertise on commercial buildings.

d. Architects and engineers who are licensed by Maine and possess relevant building efficiency energy expertise.

8. REPORT

The Commission shall report by December 1st of each year to the joint standing committee of the Legislature having jurisdiction over utilities and energy matters a description of actions taken pursuant to Chapter 930.

9. PROGRAM TERMINATION

The solar energy rebate program shall terminate upon repeal of the authorizing statutes.

10. WAIVER OR EXEMPTION

Upon the request of any person subject to Chapter 930 or upon its own motion, the Commission may, for good cause, waive any requirement of Chapter 930 that is not required by statute and is not inconsistent with the purposes of Chapter 930. The Commission, the Director of Energy Programs, or the presiding officer assigned to a proceeding related to Chapter 930 may grant the waiver.

BASIS STATEMENT: The factual and policy basis for this rule is set forth in the Commission's Order Adopting Rule, Docket No. 2005-400, issued on October 3, 2005; and the Order Amending Rule, Docket No. 2007-460, issued on December 18, 2007. Copies of this Statement and Order have been filed with this rule at the Office of the Secretary of State. Copies may also be obtained from the Administrative Director, Public Utilities Commission, 242 State Street, 18 State House Station, Augusta, Maine 04333-0018.

AUTHORITY: 35-A M.R.S.A. §§ 104, 111, 1301, 3211-B

EFFECTIVE DATE: This rule was approved as to form and legality by the Attorney General on _____. It was filed with the Secretary of State on _____ and will be effective on _____.

Application Check List Customer:

Completed Customer Information ___ Available System Information ___ Correct Addresses ___

Signatures ___ SSN or Fed. Tax # if Small Business ___

Check list Contractor / Installer

Completed Contractor Information ___ Available Information ___ License Type / Number ___

If Listed on Web Checked ___ Copy of Certificate / License if Required ___

Correct Addresses ___ Signatures ___

For Energy Star Homes Incentive, certificate attached _____

For Maine Home Performance Incentive, Invoices for at least \$2,000 for energy upgrades attached ___

Request for Payment Checklist

Tracking number, expiration date and incentive amount completed. ___

Completed Customer Information ___ Checked "Changes made box " yes / no. ___

Included Final Itemized Invoice ___ Installer business name ___ Installer signature and date___