



May 9, 2005  
**SUMMARY OF REVISIONS**  
**Wind Incentives for**  
**Eligible Installers**  
**Program Opportunity Notice (PON) 792**

**SUMMARY OF REVISIONS**

- The PON term is extended until June 30, 2006.
- Applicants may apply for exemptions to have the incentive calculated on the total installed cost before other grants are subtracted. Such exemptions will be considered if the other grants are based on a percentage of the amount the customer must pay after all funding is subtracted.
- The provision to apply to NYSERDA to receive reimbursement for interconnection costs for inverters that are not on New York State Public Service Commission's list of eligible inverters is eliminated.
- Requirements for installer eligibility have been clarified.
- Installers must apply for monitoring bonuses within 2 ½ years of NYSERDA receipt of Attachment F, 'Final Incentive Payment Form'.
- Minimum set-back between the wind generators and structures or buildings is changed to 15 feet. Note that there is a larger set-back for human-occupied buildings.
- Installers are encouraged to submit technical portions of incentive applications for review prior to completing permitting and the requirements of the State Environmental Quality Review Act.
- The section on State Environmental Quality Review Act has been clarified and revised.
- The person forms should be sent to has changed to ALS-PON 792.
- Installers may identify whether they prefer payments be made payable to the Eligible Installer's company directly as opposed to the Eligible Installer.
- Installers are asked which counties they prefer to work in (for NYSERDA's web site).
- Customer agreements must now include a provision giving NYSERDA the right to use photographs of the system in brochures, on its web site, and in other print materials.
- Incentive Application form asks for additional information including owner e-mail, town where the wind turbine will be erected, customer's annual kWh usage, latitude, longitude, and additional information needed for the State Environmental Quality Review Act.
- Final Payment form asks for installation date and interconnection date.



**Wind Incentives for Eligible Installers  
Program Opportunity Notice (PON) 792  
REVISION May 9, 2005**

**Applications Accepted Starting June 2, 2003  
through June 30, 2006 by 5:00 PM  
Eastern Time\***

NYSERDA announces approximately \$2.5 million in incentives to encourage the development of a network of Eligible Installers who will install end-use wind energy turbines for residential, commercial, institutional or government use. The incentives, of up to \$100,000 per installation, will be paid to Eligible Installers who install approved new grid-connected wind systems using Qualified equipment; eligibility requirements are described below.

Incentives paid to Eligible Installers are intended to benefit both the installer for business development, and the system owner where generated power offsets the customer's utility power purchases. The Eligible Installer must pass through incentives directly to end-use customers. Incentives will be based on a percentage of the installed cost, ranging from 50% of costs for systems of 500 Watts to 10,000W (10kW), to 15% for systems larger than 80 kW. Larger incentives of up to 70% of costs are available for commercial farms, and for school applications where wind energy study is incorporated into its curriculum. Details are provided on page 3.

Installers are encouraged to apply for eligibility through NYSERDA at any time during the program, expected to continue through June 30, 2006 or until funds are fully committed, whichever comes first. Installer eligibility will be determined and maintained for specific equipment, based on professional experience. Once deemed eligible, installers then apply for, and reserve on a first-come, first-served basis, NYSERDA incentive awards for approved, new, grid-connected, end-use wind systems as prescribed in this PON.

Interested potential owners wishing to participate in this program are encouraged to contact Eligible Installers; a list of Eligible Installers will be posted on [www.PowerNaturally.org](http://www.PowerNaturally.org).

The application forms for this program are available directly from NYSERDA at [www.nyserda.org](http://www.nyserda.org) under the Funding Opportunities heading and subheading PON 792, or by contacting NYSERDA at 1-866-NYSERDA, or at [info@nyserda.org](mailto:info@nyserda.org). Completed application forms for 1) eligibility as an installer, 2) qualification of wind generators, and 3) incentives for specific installations by Eligible Installers will be processed and approved on a first-come, first-served basis until funds are fully committed. Incentives cannot be approved for systems already installed (partially or completely). Completed application forms must be clearly labeled, contain all required information, have original signatures, and be mailed to:

New York State Energy Research and Development Authority  
ALS-PON 792 Wind  
17 Columbia Circle  
Albany, NY 12203-6399

**Envelopes must be addressed as indicated above or processing may be delayed.**

Installers may direct any questions to 1-866-NYSERDA, 518-862-1090 or [info@nyserda.org](mailto:info@nyserda.org). Please indicate that you are calling in reference to PON 792.

\* Late applications will not be accepted. FAXED OR E-MAILED FORMS WILL NOT BE ACCEPTED. Proposals will not be accepted at any other NYSERDA location other than the address specified above. If further changes are made to this solicitation, notification will be posted on NYSERDA's website at [www.nyserda.org](http://www.nyserda.org).

## I. INTRODUCTION

### Developing a Sustainable Market for Renewable Energy Technologies

NYSERDA is developing and implementing complementary programs that encourage a sustainable market for the delivery, installation, and service of quality end-use wind systems.

For example, PON 717 provided market support incentives for wind and PV dealers and installers and complements this PON (792). Under PON 717, market support incentives were provided on a competitive, cost-shared basis for activities such as, but not limited to, business plan development and implementation, installer training, innovative marketing tools and approaches, and creative financing programs for installers. PON 717 is designed to assist Eligible Installers and dealers in enhancing many aspects of their business.

The NYSPSC established a system for funding such public benefit programs with a System Benefits Charge (SBC) and designated NYSERDA as administrator of Statewide SBC public benefit programs. An implementation plan for what is known as the **New York State Energy \$mart<sup>SM</sup>** program can be found at [www.nyserda.org/sbc2001-2006.pdf](http://www.nyserda.org/sbc2001-2006.pdf).

NYSERDA is also developing installer training programs to educate and expand New York's wind installer community. Training opportunities will be posted at [www.PowerNaturally.org](http://www.PowerNaturally.org). To be eligible to install wind systems under this program, installers must demonstrate that they have adequate training **and** experience installing end-use wind systems, including generators and towers.

### Program Goals and Objectives

This program provides incentives to Eligible Installers for the installation of approved, new, high-quality, grid-connected, end-use wind systems that use Qualified Wind Generators. End-use wind systems are connected on the customer's side of the electric meter and electricity generated by the wind generator offsets the customer's electricity purchases. Once eligible, installers reserve incentives for approved systems, for specific customers, on a first-come, first-served basis, for as long as funds are available. Incentives cannot be approved for systems already installed (partially or completely). The program continually accepts applications from installers who would like to participate in the program. The goal is to increase the network of Eligible Installers who can provide services across the State, offering customers a choice of installers in their area. Similarly, this installer network will enable installers to provide quality service in manageable geographical areas.

### Installer Eligibility

Installer eligibility will be determined and maintained for a specific wind generator or group of wind generators, depending on the types of wind generators the installer has experience installing. Eligibility will be based on factors such as acceptance of all program terms and conditions, responsiveness and adherence to all NYSERDA program requirements and needs, training, extent and type of installation experience, track record related to utility interconnections, overall performance, monitoring experience, customer references, customer satisfaction, and commitment to become certified through a national certification program, when available. Installers must accept all program terms and conditions. Eligibility requirements are described in further detail in Section III.

Neither NYSERDA nor the State of New York: (1) endorse any Eligible Installer; or (2) guarantee, warrant, or in any way represent or assume liability for any work proposed or carried out by an Eligible Installer. Additionally, NYSERDA is not responsible for assuring that the design, engineering and construction of the project or installation of any wind system is proper or complies with any particular laws, regulations, codes, licensing, certification and permit requirements, or industry standards. NYSERDA does not make any representations of any kind regarding the results to be achieved by the wind systems or the adequacy or safety of such measures.

## II. FUNDING, INCENTIVES, AND PROGRAM SCHEDULE

Approximately \$2.5 million is available for wind incentives for approved systems for Eligible Customers as defined in Section III. B. Additional funds for incentives may be made available based on program success, customer demand, and overall program, system, and installer performance. Incentives are expected to be available through June 30, 2006 or until funds are fully committed, whichever comes first.

Once notified of eligibility in writing by NYSERDA, an Eligible Installer may then apply for up to five incentive reservations, for specific customers. No more than five reservations may be held at any given time and reservations will be held for a limited time, as described below. As installations are completed, the installer can apply for additional incentive reservation(s) for a new customer(s), not exceeding five reservations, at any given time. NYSERDA does not anticipate limiting the total number of incentives approved over time for Eligible Installers. Only the number of reservations that can be held at any given time will be limited.

Wind incentives are available for all sectors including, but not limited to, residential, commercial, industrial, agricultural, institutional, educational and non-for-profit facilities, and government-owned facilities. Incentives provided to customers under this program may not be combined with any other incentive programs offered by NYSERDA, designed to directly offset the cost of a wind installation with the exception of the **New York Energy Smart<sup>SM</sup> Loan Fund** ([www.nyserdera.org/loanfund](http://www.nyserdera.org/loanfund)). Information on the **New York Energy Smart<sup>SM</sup> Loan Fund** programs is provided below.

### Incentive Levels

Incentives are available to Eligible Installers for new, grid-connected, end-use wind systems for all end-uses and sectors. Incentives are based on a percentage of the installed cost, minus any other grants\*\*\*\*, of a wind system up to a maximum incentive of \$100,000 per installation as follows:

		<b>WIND INCENTIVE LEVELS*</b>		
		(based on percent of installed cost minus any other grants****)		
		Sectors		
		Residences, Businesses, Institutional, Government	Commercial Farms**	Educational Institutions that Include Wind in Curriculum***
Installed Wind Capacity	500W - 10kW	50%	60%	70%
	10kW - 80kW	Incentive % = [rated capacity (kW) x (-0.5) + 55] (i.e., for a 50kW machine, [50 x (-0.5)] +55 = 30% incentive)	Incentive % = [rated capacity (kW) x (-0.643)] + 66.43	Incentive % = [rated capacity (kW) x (-0.786)] + 77.86
	over 80kW	15%		

\* NYSERDA reserves the right to reduce the level of incentive if the review indicates that the installed system cost is significantly higher than current market levels.

\*\* Commercial farms must provide evidence that they have at least \$10,000 of farm-related average gross sales.

\*\*\* Educational institutions that include wind in their curriculum must demonstrate sufficient educational benefits to NYSERDA to qualify for the higher incentive level.

\*\*\*\* Applicants may apply for exemptions to have the incentive calculated on the total installed cost before other grants are subtracted. Such exemptions will be considered if the other grants are based on a percentage of the amount the customer must pay after all funding is subtracted.

Incentive levels are calculated based on the total installed wind capacity at the site. For example, if an Eligible Installer installs 2, 10kW wind turbines for a commercial customer, the incentive will be calculated based on a 20kW wind system and will be  $[20 \times (-0.5)] + 55 = 45\%$ . Customers are eligible for incentives up to a total of \$100,000 over the life of this program. NYSERDA reserves the right to limit the number of incentives per customer.

Incentives will be paid to installers in two increments and will be tied to specific installation milestones. The first incentive payment, 65% of the total incentive amount approved by NYSERDA for the wind system, will be paid after all system components have been delivered to a customer's site and Attachment E (including evidence that all required permits, approvals, certificates, etc. from all jurisdictions having authority are secured) is completed, submitted, and approved by NYSERDA. The second incentive payment, the remaining 35% of the total incentive amount approved by NYSERDA, will be paid after a system has been connected to the utility grid, inspected by all authorities having jurisdiction, and/or inspected by NYSERDA or its representatives and Attachment F has been completed, submitted and approved by NYSERDA. Documentation for all applicable utility, state, city, town, and other inspections and approvals must be attached to Attachment F.

Additional financial assistance may be considered, on a case-by-case basis, for unique or unforeseen issues such as those related to New York State interconnection requirements for approved installations.

**INSTALLERS ARE URGED TO OBTAIN ALL NECESSARY PRE-CONSTRUCTION PERMITS, APPROVALS, CERTIFICATES, ETC. FROM ALL JURISDICTIONS HAVING AUTHORITY PRIOR TO ORDERING EQUIPMENT SINCE NYSERDA WILL NOT PROCESS ANY PAYMENTS WITHOUT PROOF THAT ALL PERMITS AND APPROVALS HAVE BEEN OBTAINED.**

**Incentives are only available for new equipment and wind systems that have not been installed (partially or completely) prior to NYSERDA approval of an incentive application submitted in accordance with the terms and conditions of PON 792. Incentives are only available to Eligible Installers and incentives must be passed on to customers. Incentives will not be provided directly to customers purchasing or installing wind systems.**

**Although incentive levels are expected to stay at the levels indicated in the charts above, incentive levels may be changed at any given time during the program, for any reason.** Eligible Installers will be notified of any program changes and will be able to verify incentive levels at any given time. Any incentives that have been approved and are pending, will not be affected by subsequent changes in incentive levels.

When the remaining available incentive funds in the program are less than 50% of the total available, Eligible Installers will be notified to inform them of the remaining funds available in the program to help facilitate appropriate marketing strategies. Installers will then be notified periodically as program funds are exhausted.

### **New York Energy \$mart<sup>SM</sup> Loan Fund**

NYSERDA can also provide direct assistance to customers (in addition to the \$/Watt incentives available in this program) through the **New York Energy \$mart<sup>SM</sup> Loan Fund**. Through the Loan Fund, best available loan rates at participating banks can be reduced by 4.0% for ten years ([www.nyserda.org/loanfundfact.html](http://www.nyserda.org/loanfundfact.html)).

## **III. PROGRAM REQUIREMENTS, AND ELIGIBILITY**

### **A. Installer Eligibility**

An installer who is eligible to apply for incentives under this program may have employees working under his/her supervision under this program. However, the Eligible Installer will be considered the responsible party under

this program and will be required to ensure that all of their employees or assistants meet the program requirements and Standard Terms and Conditions (Attachment B) for the program. Additionally, any subcontractor performing work for an Eligible Installer must meet all applicable terms and conditions including, but not limited to, insurance requirements and NYSERDA's publicity clause in the Standard Terms and Conditions (Attachment B).

If an Eligible Installer, their employees, or subcontractors do not meet all program terms and conditions or program requirements, the Eligible Installer will have their eligibility in the program revoked. Eligible Installers will have an opportunity to work with NYSERDA to address any deficiencies related to eligibility, however, it is possible for an installer to be removed from the list of Eligible Installers permanently.

Installer eligibility will be determined for a specific wind generator or group of wind generators, depending on the types of wind generators the installer has experience installing. Installer eligibility will be determined and retained based on, but not limited to, the following criteria:

### **1. Education, Training, and Experience**

**Experience installing systems** - Applicants will be evaluated on past performance, current areas of responsibility with firm or organization, extent and type of installation experience related to a specific wind generator or group of wind generators, credentials, employment history and other relevant experiences.

**Customer references** - Three references for completed grid-connected wind installations of a similar size or model for which eligibility is being requested are preferred, however, installers may still be considered for eligibility based on successful participation as an Eligible Installer under NYSERDA's 'Photovoltaic Incentives for Eligible Installers' (PON 716), training, education, related experience, and demonstrated willingness and commitment to pursuing training programs, and/or working under the supervision of experienced installers or installers who are eligible for incentives under this PON. References for specific projects should be accompanied by a brief description of the systems installed, services provided, the outcome achieved, the schedule, and the applicant's role in the project.

**Program performance and customer satisfaction** - Eligible Installers must demonstrate that they are meeting all program requirements for each installation and will be evaluated through planned and random system inspections. Installer eligibility may be revoked at any time as outlined in the PON's Terms and Conditions (Attachment B). Written complaints received by NYSERDA from customers will be documented and investigated by NYSERDA or its representatives, shared with the installer, and if the complaints can be substantiated and are significant or repetitive, may result in revocation of installer eligibility to participate in PON 792.

**Relevant education and training** - Applicants must demonstrate that they have received sufficient training for installing a specific wind generator or group of wind generators. Unless the applicant has demonstrated that they have installed a significant number of successful wind turbine projects, hands-on training is required. A minimum of 16 hours of relevant training is preferred and will be required as such training becomes readily available in New York.

If an installer does not meet program requirements related to training and experience installing grid-connected wind systems, an installer may be approved as an Eligible Installer on a provisional basis. Provisional installers can work with NYSERDA and customers on a project-by-project basis. When they meet program requirements related to training and experience, the installer will be considered for full eligibility. Provisional installers can apply for incentives, one project at a time, however, provisional installers will not be included in the list of Eligible Installers posted on NYSERDA's web site.

### **2. Performance in Meeting Requirements Under PON 792**

Installers will also be continually evaluated based on factors such as, but not limited to:

- Representing NYSERDA's program and the installer's role in the program accurately and responsibly.
- Adequately informing customers of all program milestones, schedules, and requirements.
- Responsiveness to NYSERDA program requirements and needs.
- Ability to follow the program guidelines, requirements and procedures.
- Honoring the minimum 5-year full system warranty as described below.
- Responsiveness to customers' installation and service needs.
- Charging customers fair and equitable rates that are competitive and consistent.
- Passing the incentives to the customer in a timely manner, consistent with project milestones.
- Ability to meet all reporting needs, including submission of performance data for each installed system for two years.
- Eligible Installers will be considered the responsible party under this program, and will be required to meet all program terms and conditions, even for systems installed partially or completely by other members of their firm or company.

### **3. Insurance**

All installation contractors and subcontractors must meet all insurance (both commercial general liability and commercial automobile liability insurance) as specified under Section 20 of Standard Terms and Conditions (Attachment B). Each insurance certificate must name NYSERDA and the State of New York as additional insureds. Proof of insurance must be provided to NYSERDA and submitted with an Installer Eligibility Application Form (Attachment C).

## **B. System Eligibility, System Installation and, System Inspection Requirements**

All systems, system components, and installations must comply with all and any applicable laws, regulations, codes, licensing, certification and permit requirements, including but not limited to, New York State Environmental Quality Review Act, New York State Building Code, the National Electric Code, New York State's Standard Interconnection Requirements (<http://www.dps.state.ny.us/distgen.htm>) and all applicable state, city, town, or local ordinances or permit requirements.

### **1. Eligible Customers**

Incentives will be provided for customers that are New York electricity distribution customers of: Central Hudson Gas & Electric Corporation, Consolidated Edison Company of New York, Inc., New York State Electric & Gas Corporation, Niagara Mohawk Power Corporation, Orange and Rockland Utilities, Inc. and Rochester Gas and Electric Corporation who pay the System Benefits Charge.

### **2. System Warranties**

All wind systems must be covered by a minimum 5-year full warranty to the purchaser of the wind system. The warranty must cover all components of the generating system against breakdown or degradation in electrical

output of more than ten percent from their original rated electrical output. The warranty shall cover the full costs, including labor, of repair or replacement of defective components or systems, including towers and foundations.

### **3. Wind Systems**

- All wind systems eligible for an incentive must be for new grid-connected, end-use applications.
- All components of wind systems installed under this program must be new equipment. Wind generators may not be mounted on any pre-existing structure.
- **Incentives are only available for wind systems that have not been installed (partially or completely) prior to NYSERDA approval of an incentive application submitted in accordance with the terms and conditions of PON 792.**

**Qualified Wind Generators** - Only Qualified Wind Generators may be installed under this program. In order to qualify, manufacturers or dealers of wind generators must 1) provide evidence of certification by a nationally recognized testing laboratory as meeting the safety and performance requirements of a nationally or internationally recognized testing institution, or 2) provide acceptable evidence to NYSERDA for each model of system they wish to sell under this program of one year of reliable operation of that model of equipment at a site with average annual wind speeds of at least 12 mph. NYSERDA reserves the right to deny eligibility of any wind generator for any reason including but not limited to: poor generator performance, concerns about generator design or quality of data presented, lack of manufacturer support for maintenance, warranties, etc., insufficient experience with generator, etc. NYSERDA may automatically add wind generators that have been approved by other jurisdictions with similar eligibility criteria to its list of Qualified Wind Generators.

**Inverters** - All inverters must be certified as meeting requirements of IEEE Standard 929-2000 and UL 1741. Inverters that are listed on the New York State Public Service Commission's list of eligible, or type-tested, inverters (<http://www.dps.state.ny.us/distgen.htm>) are preferred. Inverters that are not listed on the New York State Public Service Commission's list of eligible, or type-tested, inverters may be used if the wind system receives an appropriate interconnection agreement from the utility and the installation meets New York State's Standard Interconnection Requirements.

**Other Electrical Components** - All other electrical components of the systems such as charge controllers, batteries, wiring, and metering equipment must be certified as meeting the requirements of any relevant national and state codes and standards.

**Monitoring Equipment** - Each approved wind system must include, at a minimum, a cyclometer register kilowatt-hour meter (or a meter that can be read numerically by a customer or an "easy read meter") to read total energy output and a digital indication of power output to show instantaneous system output in kilowatts. The meter must have an accuracy of within  $\pm 5\%$  and certificate of compliance from the manufacturer. Meter readings (including the date of the meter reading) must be conducted by the installer or customer at least once per month and energy and power production data submitted to NYSERDA twice per year for two years for each installed system. Installers that provide accurate data to NYSERDA for the first 24 months of operation may apply to receive a \$500 bonus. Attachment G, 'Monitoring Bonus Application Form' must be submitted to NYSERDA within 2 ½ years of the date that Attachment F, 'Final Incentive Payment Form' was received by NYSERDA to receive the \$500 Monitoring bonus.

#### **4. Interconnection**

All systems must have an appropriate interconnection agreement from the utility and systems must be installed in compliance with that agreement. When required, systems must meet New York State's Standard Interconnection Requirements.

#### **5. Siting Considerations**

All wind installations must meet the following criteria:

- The customer's lot size must be at least one acre.
- Minimum distances between wind generators and human-occupied buildings (including residences, businesses, schools, etc.) must be 300 feet for generators 20kW and under, 500 feet for wind generators between 20kW and 80kW, and 800 feet for wind generators over 80kW. Applicants may apply for exemptions from these minimum distances with written authorization from the pertinent building owner and tenants, if applicable.
- The minimum set-back between the wind generator and property lines, or power lines must be equal to or greater than the height of the wind generator, including the blades.
- The minimum set-back between the wind generator and structures or buildings must be 15 feet.

#### **6. Permitting**

Installers must obtain all necessary permits, approvals, certificates, etc. from all jurisdictions having authority for all installed systems. Copies of all necessary permits, approvals, certificates, etc must be attached to the Incentive Application Form (Attachment D). **PRIOR TO COMPLETING PERMITTING AND SEQRA, INSTALLERS ARE ENCOURAGED TO SUBMIT ALL OTHER PORTIONS OF THE INCENTIVE APPLICATION FOR A PRELIMINARY TECHNICAL REVIEW.** Payment forms will not be processed without the necessary permits, approvals, certificates, etc. attached.

**INSTALLERS ARE URGED TO OBTAIN ALL NECESSARY PRE-CONSTRUCTION PERMITS APPROVALS, CERTIFICATES, ETC. FROM ALL JURISDICTIONS HAVING AUTHORITY PRIOR TO ORDERING EQUIPMENT SINCE NYSERDA WILL NOT PROCESS ANY PAYMENTS WITHOUT PROOF THAT ALL PERMITS AND APPROVALS HAVE BEEN OBTAINED.**

**State Environmental Quality Review Act (SEQRA)** - The installer is responsible for ensuring that each project complies with the requirements of SEQRA. NYSERDA will not commit to providing incentives on any project until NYSERDA has made a determination under SEQRA.

NYSERDA RESERVES THE RIGHT NOT TO PROVIDE INCENTIVES FOR CERTAIN SEQRA TYPE I PROJECTS. YOU MAY NEED SPECIFIC AUTHORIZATION FROM NYSERDA TO PROCEED UNDER THE PROGRAM. Please review the SEQRA requirements for each project early in the developmental stage, and before entering a contract with a customer that reflects NYSERDA participation. Please contact NYSERDA if you have any questions regarding these requirements.

All projects should be analyzed under the criteria listed below:

1. Is the total height of the wind generator (including the blades) under 100 feet? Yes/ No (Circle one)
2.
  - a. Does the locality have a zoning regulation pertaining to the height of structures? Yes/ No (Circle one)
  - b. Does the locality have discretionary permitting authority? Yes/ No (Circle one)
3.
  - a. If any local governmental entity has discretionary permitting authority, the installer must complete the appropriate State Environmental Quality Review Environmental Assessment Form

(<http://www.dec.state.ny.us/website/dcs/seqr/forms/>) and submit it to that local governmental entity.

Send NYSERDA a copy of the completed and signed Environmental Assessment Form, evidence that the locality has discretionary permitting authority, and all other relevant SEQRA documents prepared by the local government, including a lead agency declaration, notice of coordinated review and resolution (if they have one) with the Incentive Application Form (Attachment D).

- c. If no local governmental entity has discretionary permitting authority AND the total height of the wind generator (including the blades) is **under 100 feet**, the installer must complete all of the questions in the appropriate State Environmental Quality Review Environmental Assessment Form (<http://www.dec.state.ny.us/website/dcs/seqr/forms/>) and submit it, along with a letter from the local government indicating that there is no zoning, contact information for town and county officials, and a full description of what will be done, including a textual summary of information in the Environmental Assessment Form to NYSERDA along with the Incentive Application Form (Attachment D).
- d. If no local governmental entity has discretionary permitting authority AND the total height of the wind generator (including blades) is **over 100 feet**, the installer should contact NYSERDA immediately for a determination on how to proceed.

For a more comprehensive description of the SEQRA process visit [www.dec.state.ny.us](http://www.dec.state.ny.us).

The installer must receive notification from NYSERDA that the SEQRA determination is complete prior to submitting the Initial Incentive Payment Form (Attachment E) to NYSERDA.

**Other Permits and Approvals** - The installer is responsible for identifying and obtaining all other required permits, approvals, certificates, etc. for the project. The installer must submit to NYSERDA with the Initial Incentive Payment Form (Attachment E), copies of any permits and approvals, certificates, etc. from all jurisdictions having authority. If no building permit is required, the installer must submit evidence that no such permit is required, including a contact name and number for verification by the jurisdiction having authority.

## **7. Inspections**

NYSERDA reserves the right to make a reasonable number of visits to the customer site(s) during and after installation of the wind system, up to 12 months following the completion date of the project. Such visit(s) will be at a time convenient to the customer and made with at least a one-week advance notice to the wind system owner by NYSERDA. Installers and customers will receive copies of written reports summarizing the results of the inspection.

The purpose of the site visit(s) is to provide NYSERDA with an opportunity to evaluate the installed wind system in order to verify installation compliance. Final incentive payments may be contingent on NYSERDA inspecting an installed system. Inspections will be made within a reasonable time after a system is installed and are not intended to significantly delay a final incentive payment, if all program requirements have been met.

## **8. Other Required Documentation**

**Wind System Output and Analysis** - An estimate of annual system output with a description of the methodology used to determine the output estimate must be completed for each wind system and submitted with an Incentive Application (Attachment D). The following information must be provided along with Attachment D:

- customer's monthly electricity usage (kWh) for the previous year
- latitude and longitude of proposed installation
- topographical map (1:24,000 scale) indicating generator location
- eight photographs taken from the proposed generator location looking in the following directions: N, NE, E, SE, S, SW, W, NW

**Customer Purchase Agreement** - A Customer Purchase Agreement must be developed and signed by an installer and the customer for each approved wind system and must be attached to the Incentive Application Form (Attachment D). Each **Customer Purchase Agreement** must include, at a minimum, installation location, installation schedule, a description of the system being purchased and an outline of system specifications, the make and model of major system components, estimate of annual energy output, data collection responsibilities, warranty provisions, identification and location of easy-to-read meter, references to UL listing, etc., total system and itemized costs, applicable incentives, payment schedule, and economic analysis. The customer purchase agreement MUST have a realistic installation and interconnection schedule that takes into account NYSERDA and utility review requirements. For example, incentive applications should not have an expected installation date that does not include adequate time for NYSERDA to receive, review, and notify an Eligible Installer regarding the status or approval of an application (about 21 - 45 days depending on the level and type of SEQRA review required).

Each **Customer Purchase Agreement** must also include reference to NYSERDA's renewables web-site address [www.PowerNaturally.org](http://www.PowerNaturally.org) for information on NYSERDA's program, a provision giving NYSERDA the right to inspect the system and a notification that NYSERDA will not make any payments without proof that all required permits and approvals have been obtained. Lastly, each **Customer Purchase Agreement** must also include the following language, "Neither NYSERDA nor the State of New York: (1) endorse any Eligible Installer; or (2) guarantee, warrant, or in any way represent or assume liability for any work proposed or carried out by an Eligible Installer. Additionally, NYSERDA is not responsible for assuring that the design, engineering and construction of the project or installation of any wind system is proper or complies with any particular laws, regulations, codes, licensing, certification and permit requirements, or industry standards. NYSERDA does not make any representations of any kind regarding the results to be achieved by the wind systems or the adequacy or safety of such measures."

**Required System Documentation** - A one-line electrical drawing, cut sheets on all major components (i.e., wind generator, inverters, charge controllers, batteries), an installation manual for the approved system, and the operation and maintenance instructions for the customer must be provided for each system.

#### **IV. PROCESS, TIMING, AND MILESTONES**

Installer Eligibility Application Forms will be reviewed on the first business day of each month while the program is open. All applications received on or before the first of each month will be reviewed and notification regarding eligibility will be sent to the installer by the last business day of that same month. Whenever possible, every attempt will be made to notify applicants as quickly as possible. Complete and legible applications will help facilitate a quick review. If an application is not complete and signed by the responsible installer it may be rejected.

Once an installer is notified that he/she is eligible to participate in the incentive program, incentive applications for specific customers/installations may be submitted immediately. Incentive Application Forms (Attachment D) will be reviewed and installers notified within 21-45 calendar days of receipt of the application depending on the level and type of SEQRA review required. Again, complete, legible applications will ensure a timely review and response. Incomplete applications may be rejected. If installation and interconnection schedules in a customer purchase agreement are not reasonable, an application may be rejected. If a system has been already installed (partially or completely) before NYSERDA approval, the application will be rejected.

If all the system components are not delivered to the customer's site within 90 days of approval of the incentive, the reservation will become void. Exceptions may be made on a limited, case-by-case basis. When all deliverables have been met, incentives for approved systems will be paid under the terms of NYSERDA's prompt payment policy (<http://www.nyserda.org/exhibitd.pdf>).

Attachment A summarizes the steps, requirements, schedule, and outcomes at each step for the process that an installer must complete to become eligible as an installer. The process for incentive approval and payment schedule is also summarized. Eligible Installers must make sure that customers are aware of all program requirements, review steps, and schedules.

## **V. GENERAL CONDITIONS**

**Proprietary Information** - Careful consideration should be given before confidential information is submitted to NYSERDA as part of your proposal. Review should include whether it is critical for evaluating an application form, and whether general, non-confidential information, may be adequate for review purposes.

The NYS Freedom of Information Law, Public Officers law, Article 6, provides for public access to information NYSERDA possesses. Public Officers Law, Section 87(d)(2) provides for exceptions to disclosure for records or portions thereof that "are trade secrets or are submitted to an agency by a commercial enterprise or derived from information obtained from a commercial enterprise and which if disclosed would cause substantial injury to the competitive position of the subject enterprise." Information submitted to NYSERDA that the proposer wishes to have treated as proprietary, and confidential trade secret information, should be identified and labeled "Confidential" or "Proprietary" on each page at the time of disclosure. This information should include a written request to exempt it from disclosure, including a written statement of the reasons why the information should be exempted. See Public Officers Law, Section 89(5) and the procedures set forth in 21 NYCRR Part 501.

**Omnibus Procurement Act of 1992** - It is the policy of New York State to maximize opportunities for the participation of New York State business enterprises, including minority- and women-owned business enterprises, as bidders, subcontractors, and suppliers on its procurement Agreements.

Information on the availability of New York subcontractors and suppliers is available from:

Empire State Development  
Division For Small Business  
30 South Pearl Street  
Albany, NY 12245

A directory of certified minority- and women-owned business enterprises is available from:

Empire State Development  
Minority and Women's Business Development Division  
30 South Pearl Street  
Albany, NY 12245

**Contract Award** - NYSERDA anticipates having multiple Eligible Installers under this solicitation. It may award a contract based on initial applications without discussion, or following limited discussion or negotiations. Each application should be submitted using the most favorable cost and technical terms. NYSERDA may request additional data or material to support applications. NYSERDA will use the Terms and Conditions (Attachment B) to contract with successful applications.

**Limitation** - This solicitation does not commit NYSERDA to award a contract, pay any costs incurred in preparing an application, or to procure or contract for services or supplies. NYSERDA reserves the right to accept or reject any or all applications received, to negotiate with all qualified sources, or to cancel in part or in its entirety the solicitation when it is in NYSERDA's best interest.

**Disclosure Requirement** - The applicant shall disclose any indictment for any alleged felony, or any conviction for a felony within the past five years, under the laws of the United States or any state or territory of the United States, and shall describe circumstances for each. When a proposer is an association, partnership, corporation, or other organization, this disclosure requirement includes the organization and its officers, partners, and directors or members of any similarly governing body. If an indictment or conviction should come to the attention of NYSERDA after the award of a contract, NYSERDA may exercise its stop-work right pending further investigation, or terminate the agreement; the contractor may be subject to penalties for violation of any law which may apply in the particular circumstances. Proposers must also disclose if they have ever been debarred or suspended by any agency of the U.S. Government or the New York State Department of Labor.

**Attachments:**

Attachment A - Process, Schedule, and Outcome Summary Chart ([pdf](#))

Attachment B - Standard Terms and Conditions ([pdf](#))

Attachment B-1 - Approved Program Description for Eligible Installer Web Sites ([pdf](#))

Attachment C - Installer Eligibility Application Form ([pdf](#)) ([doc](#))

Attachment D - Incentive Application Form ([pdf](#))

Attachment E - Initial Incentive Payment Form (65% of Approved Incentive) ([pdf](#))

Attachment F - Final Incentive Payment Form (35% of Approved Incentive) ([pdf](#))

Attachment G - Monitoring Bonus Incentive Form (\$500) ([pdf](#))

Attachment H - Eligible Wind Generator Application Form ([pdf](#))

**Attachment A - Summary Process, Schedule and Outcomes for PON 792**

<b>Step</b>	<b>Requirements</b>	<b>Schedule</b>	<b>Outcome</b>	<b>Comments</b>	<b>Next Step</b>
<p><b>How To Become an Eligible Installer</b></p> <p>Applicant submits a signed copy of PON 792's <b>Terms and Conditions</b> (Attachment B) and a completed and signed copy of the <b>Installer Eligibility Application Form</b> (Attachment C) to NYSERDA.</p>	<p>The <b>Installer Eligibility Application Form</b> and <b>Terms and Conditions</b> must be complete, legible, and signed.</p> <p>Both forms, with original signatures, must be sent to the address indicated on page one of this PON and properly addressed as ALS -PON 792 Wind on the envelope. <b>FAXED OR E-MAILED FORMS WILL NOT BE ACCEPTED.</b></p>	<p>The <b>Installer Eligibility Application Form</b> and signed <b>Terms and Conditions</b> will be reviewed on, or ideally before, the first business day of each month for as long as the program is open. Applicants can submit completed forms at any time during the course of the program.</p>	<p>NYSERDA will send the applicant written notification regarding eligibility to participate in the incentives under PON 792 on, or ideally before, the last business day of each month. For example, if an application is received by NYSERDA on September 2<sup>nd</sup> through October 1<sup>st</sup>, notification of eligibility will be mailed to the applicant by October 31<sup>st</sup>. Eligibility criteria are described in full in Section III of the PON</p> <p>Once an installer receives written notification from NYSERDA that they are eligible to participate in the incentive program, the installer may immediately submit <b>Incentive Application Forms</b> (Attachment D) for specific customers. (See <b>Applying for Incentive</b> steps on the next page.)</p> <p>NYSERDA will keep a current list of Eligible Installers and a description of the program and the incentives, developed for interested customers, on its website or provide it to customers as requested.</p>	<p><b>Eligible Installers</b></p> <p>Eligibility will be determined primarily based on demonstrated experience, customer references and satisfaction, education, and training; assuming all other program requirements are met.</p> <p><b>Maintaining Eligibility</b></p> <p>Eligible Installers must meet all terms and conditions and program requirements, and satisfactorily install and service systems to maintain eligibility. See <b>Terms and Conditions</b> and Section III of the PON. Installers may be taken off the eligibility list for not meeting program requirements and, under most circumstances, will have an opportunity to become eligible to participate in the program after any deficiencies have been satisfactorily addressed. However, it is possible for an installer to be permanently removed from the list of Eligible Installers.</p> <p><b>Ineligible Installers</b></p> <p>If an applicant is determined to be <b>ineligible</b> to participate in the incentive program, the applicant will receive, in</p>	<p>Once notified in writing, <b>Eligible Installers</b> can submit Incentive Application Forms.</p> <p><b>Ineligible installers</b> are encouraged to address identified deficiencies (obtain additional training, work under the direction of an experienced installer, etc.) and submit a new <b>Installer Application Form</b> at any time while the program is open, unless an installer has been permanently removed from the eligible installer list.</p>

**Attachment A - Summary Process, Schedule and Outcomes for PON 792**

<b>Step</b>	<b>Requirements</b>	<b>Schedule</b>	<b>Outcome</b>	<b>Comments</b>	<b>Next Step</b>
<p><b>Applying for Incentives</b></p> <p>Eligible Installers may submit completed and signed <b>Incentive Application Forms</b> (Attachment D) at any time during the course of the program.</p>	<p><b>Incentive Application Forms</b> will only be approved for a pending sale with a <b>Customer Purchase Agreement</b> that has been signed by both an eligible installer and the customer.</p> <p>Customer and Eligible Installer signatures are required for all <b>Incentive Application Forms</b>. A signed <b>Customer Purchase Agreement</b> must be attached to each <b>Incentive Application Form</b>.</p> <p><b>Incentive Application Forms</b> must be completed, signed and include all required attachments. <b>Incentive Forms</b> with original signatures must be sent to the address indicated on page one of this PON and properly addressed on the envelope as ALS -PON 792 Wind. FAXED OR E-MAILED FORMS WILL NOT BE ACCEPTED.</p> <p>At any given time, an Eligible Installer can have up to 5 incentive reservations. If funding is available, additional incentive reservations may be made as installations are completed.</p>	<p><b>Incentive Application Forms</b> will be reviewed for approval on a first-come, first-served basis, within 21 calendar days of receipt of the <b>Incentive Application Form</b> by NYSERDA.</p> <p>An Eligible Installer will have 90 calendar days from the time an incentive reservation is issued to deliver all system components to the customer's site.</p>	<p>NYSERDA will send the applicant written notification regarding completeness and acceptability of the <b>Incentive Application Form</b>.</p> <p>Approved <b>Incentive Application Forms</b> will result in an <b>Incentive Reservation</b> for an approved wind system. An <b>Incentive Reservation</b> will result in scheduled payments of an incentive (see 'next step') when all program requirements have been met.</p> <p><b>Incentive Application Forms</b> that are not approved will be returned to the Eligible Installer with a written explanation of deficiencies. Deficiencies can be addressed and applications resubmitted. If system components are not delivered to a customer's site within 90 calendar days of when a reservation is authorized, the reservation will be canceled by NYSERDA.</p>	<p>Incentives will only be reserved for pending sales of approved wind systems to Eligible New York State Customers.</p> <p><b>Incentive Application Forms</b> can be resubmitted for individual customers, even if they have been previously canceled.</p>	<p>Incentive payments will be paid in two increments. A payment equivalent to 65% of the approved total incentive will be paid when: 1) <b>Initial Incentive Payment Form</b> (Attachment E) is submitted to NYSERDA, 2) all system components are delivered to the customer's site, 3) a packing slip listing all delivered components is signed by the customer and submitted to NYSERDA, and 4) evidence is submitted to NYSERDA that all required permits, approvals, certificates, etc. from all jurisdictions having authority are secured. Components must be delivered to a customer within 90 calendar days from when a reservation is authorized.</p> <p>Final incentive payments of 35% of the total approved incentive will be made after the <b>Final Incentive Payment Form</b> (Attachment F) is completed and submitted and a system is either grid-connected and/or inspected by NYSERDA or its representatives.</p> <p>Monitoring bonus of \$500 will be made after the <b>Monitoring Bonus Application Form</b> (Attachment G) is completed and submitted, along with two years of monthly data. Installers have 2 ½ years after system completion to submit the form.</p> <p>All payments will be made in accordance with NYSERDA's prompt payment policy.</p>

**Attachment A - Summary Process, Schedule and Outcomes for PON 792**

<b>Step</b>	<b>Requirements</b>	<b>Schedule</b>	<b>Outcome</b>	<b>Comments</b>	<b>Next Step</b>
<p><b>How a Wind Generator Becomes an Qualified Wind Generator</b></p> <p>Applicant submits a completed and signed copy of the <b>Qualified Wind Generator Application Form</b> (Attachment H) to NYSERDA.</p>	<p>The <b>Qualified Wind Generator Application Form</b> must be completed, legible, and signed.</p> <p>The form, with attachments and original signatures, must be sent to the address indicated on page one of this PON and properly addressed as ALS- PON 792 Wind on the envelope. FAXED OR E-MAILED FORMS WILL NOT BE ACCEPTED.</p>	<p>The <b>Qualified Wind Generator Application Form</b> will be reviewed on, or ideally before, the first business day of each month for as long as the program is open. Applicants can submit completed forms at any time during the course of the program.</p>	<p>NYSERDA will send the applicant written notification regarding qualification of the wind generator to be installed under PON 792 on, or ideally before, the last business day of each month. For example, if an application is received by NYSERDA on September 2<sup>nd</sup> through October 1<sup>st</sup>, notification of qualification will be mailed to the applicant by October 31<sup>st</sup>. Qualification criteria are described in full in Section III of the PON</p> <p>Once an applicant receives written notification from NYSERDA that the wind generator is qualified to be installed under the incentive program, any Eligible Installer may immediately submit <b>Incentive Application Forms</b> (Attachment D) for specific customers. (See <b>Applying for Incentive</b> steps on the previous page.)</p> <p>NYSERDA will keep a current list of Qualified Wind Generators and a description of the program and the incentives, developed for interested customers, on its website or provide it to customers as requested.</p>	<p><b>Qualified Wind Generators</b></p> <p>Qualification will be based on evidence of 1) certification by a nationally recognized testing laboratory as meeting the safety and performance requirements of a nationally or internationally recognized testing institution, or 2) must provide acceptable evidence to NYSERDA for each model of system they wish to sell under this program of one year of reliable operation of that model of equipment at a site with average annual wind speeds of at least 12 mph.</p> <p><b>Maintaining Qualification</b></p> <p>Wind generators may be taken off the qualified list or denied qualification for any reason including but not limited to: poor generator performance, concerns about generator design or quality of data presented, lack of manufacturer support for maintenance, warranties, etc., insufficient experience with generator, etc</p> <p>If a wind generator applicant is determined to be <b>unqualified</b> to participate in the incentive program, the applicant will receive, in writing, a description of the areas that are deficient.</p>	<p>Once notified in writing that a wind generator is qualified, <b>Eligible Installers</b> can submit Incentive Application Forms to install the <b>Qualified Wind Generator</b>.</p>

# Standard Terms and Conditions - PON 792 (wind)

## Attachment B

### 1. Incentives

(a) Subject to these Terms & Conditions, the New York State Energy Research and Development Authority (“NYSERDA”) will pay incentives to Eligible Installers for the installation of approved, new, grid-connected wind systems for Eligible Customers. Incentive levels are outlined in Section II of Program Opportunity Notice (PON) 792. Incentives are only available to Eligible Installers and incentives must be passed on to customers. Eligible Installers are required to pass the full incentive amount to the customer in a timely manner, consistent with project milestones.

(b) Incentives will be provided for approved end-use electric wind systems as described in Section II and III of PON 792. Eligible Customers are New York electricity distribution customers of: Central Hudson Gas & Electric Corporation, Consolidated Edison Company of New York, Inc., New York State Electric & Gas Corporation, Niagara Mohawk Power Corporation, Orange and Rockland Utilities, Inc. and Rochester Gas and Electric Corporation who pay the System Benefits Charge.

(c) Notwithstanding any other provision of these Terms and Conditions, NYSERDA reserves the right to seek a refund for incentives paid if, at any time, it learns that the approved wind system was not actually installed or not installed as required under this PON or if a system was partially or completely installed prior to NYSERDA approval of an incentive payment. The Eligible Installer agrees that all systems are to be installed in accordance with sound and currently accepted industry standards and practices.

(d) NYSERDA shall pay 65% of the approved incentive for an approved system, upon receiving proof that all approved system components and equipment have been delivered to a customer’s site and proof that all required permits and approvals are secured. A packing slip verifying delivery of all wind system components, signed by the Customer, is required for proof for payment. The remaining 35% shall be paid once the wind system is operating, has been connected to the utility grid, inspected by all authorities having jurisdiction, and/or after a NYSERDA system inspection to verify whether a system is properly installed. Documentation for all applicable utility, state, city, town, and other inspections and approvals must be attached to Attachment F.

(e) If all the system components are not delivered to the customer’s site within 90 (ninety) days of approval of the incentive, the reservation will be revoked and become void. Exceptions may be made on a limited, case-by-case basis.

(f) NYSERDA reserves the right, for any reason, to stop approving Incentive Application Forms at any time without notice.

(g) Incentives are not available for used equipment or for systems that have been partially or completely installed prior to receiving written approval from NYSERDA that an incentive has been reserved for that particular installation.

(h) NYSERDA reserves the right, for any reason, to reduce the incentives for systems being offered under the program, at any time, through written notice to Eligible Installers. Any reduction in incentive levels will not affect incentives or incentive reservations already approved by NYSERDA.

### 2. Installer Eligibility

Installer eligibility will be determined and maintained based on factors such as, but not limited to, representing NYSERDA’s program and the installer’s role in the program accurately and responsibly, acceptance of all of the program terms and conditions, training, installation experience, track record related to utility interconnections, overall performance, monitoring, customer references, customer satisfaction, and responsiveness to NYSERDA requests. Eligibility requirements are described further in Section III of PON 792.

### 3. Pre-Installation Verification

Proper site evaluation should be done by the Eligible Installer to determine the feasibility of installing an end-use wind system.

### 4. Customer Purchase Agreement

Incentives will only be approved for Incentive Applications that include a Customer Purchase Agreement acceptable to NYSERDA that is signed by the Eligible Installer and the customer. A Customer Purchase Agreement must include, at a minimum the following:

- system information, including: installation location, installation schedule, a description of the system being purchased and an outline of system specifications, the make and model of major system components, estimate of annual energy output, data collection responsibilities, warranty provisions, identification and location of easy-to-read meter, references to UL listing, etc.;
- a realistic installation and interconnection schedule that takes into account NYSERDA and utility review requirements. For example, incentive applications should not have an expected installation date that does not include adequate time for NYSERDA to receive, review, and notify an eligible installer regarding the status or approval of an application (about 21 - 45 days depending on the level and type of SEQRA review required);
- economic analysis, including: total system and itemized costs, applicable incentives, payment schedule, and economic analysis;
- reference NYSERDA's renewables web-site address [www.PowerNaturally.org](http://www.PowerNaturally.org) for information on NYSERDA's program;
- a provision stating that 100% of NYSERDA's incentive will be passed on to the customer;
- a provision giving NYSERDA the right to inspect the system;
- a provision giving NYSERDA the right to use photographs of the system in brochures, on its web site, and in other print materials;
- a provision for meter readings and submission of data that outlines who (the customer or the eligible installer) is responsible for data collection and reporting to NYSERDA;
- a provision requiring the Customer to collaborate with NYSERDA's Director of Communications should they prepare any press release or plan any news conference related to the wind system.
- the following language, "Neither NYSERDA nor the State of New York: (1) endorse any Eligible Installer; or (2) guaranty, warranty, or in any way represent or assume liability for any work proposed or carried out by an Eligible Installer. Additionally, NYSERDA is not responsible for assuring that the design, engineering and construction of the project or installation of any wind system is proper or complies with any particular laws, regulations, codes, licensing, certification and permit requirements, or industry standards. NYSERDA does not make any representations of any kind regarding the results to be achieved by the wind systems or the adequacy or safety of such measures."
- notification that NYSERDA will not make any payments without proof that all required permits and approvals have been obtained.

## **5. System Output and Economic Analysis**

The Eligible Installer shall prepare an estimate of annual energy output and economic analysis of the system with a description of the methodology used to determine the output estimate. This estimate shall be included as part of an Incentive Application Form (Attachment D).

## **6. Approved Systems**

- (a) All system components installed under this program must be new.
- (b) All approved systems, system components, and installations must comply with all and any applicable laws, regulations, codes, licensing and permit requirements, including but not limited to, the New York State Building Code, the National Electric Code, and New York State's Standard Interconnection Requirements and all applicable state, city, town, or local ordinances or permit requirements. All wind systems eligible for an incentive must be grid-connected, end-use applications.
- (c) Qualified Wind Generators - Only Qualified Wind Generators may be installed under this program. In order to be qualified, manufacturers of small wind turbines must provide evidence of 1) certification by a nationally recognized testing laboratory as meeting the safety and performance requirements of a nationally or internationally recognized testing institution, or 2) must provide acceptable evidence to NYSERDA for each model of system they wish to sell under this program of one year of reliable operation of that model of equipment at a site with average annual wind speeds of at least 12 mph. NYSERDA reserves the right to deny qualification of any wind turbine for any reason including but not limited to: poor turbine performance, concerns about turbine design or quality of data presented, lack of manufacturer support for maintenance, warranties, etc., insufficient experience with turbine, etc.
- (d) Inverters- All inverters must be certified as meeting requirements of IEEE Standard 929-2000 and UL 1741.

Inverters that are listed on the New York State Public Service Commission's list of eligible, or type-tested, inverters ([www.dps.state.ny.us/SIRDevices.PDF](http://www.dps.state.ny.us/SIRDevices.PDF)) are preferred. Inverters that are not listed on the New York State Public Service Commission's list of eligible, or type-tested, inverters may be used if the wind system receives an appropriate interconnection agreement and the installation meets New York State's Standard Interconnection Requirements.

(d) Other Electrical Components- All other electrical components of the systems such as charge controllers, batteries, wiring, and metering equipment must be certified as meeting the requirements of any relevant national and New York State codes and standards.

#### **7. Cost of Equipment**

The Eligible Installer shall provide NYSERDA with copies of all invoices (including all materials, labor, and equipment costs) reflecting the total costs of purchasing the wind systems in the project (including the incentive). The invoices shall include a breakdown of all wind system components purchased for installation under this Agreement. In addition, NYSERDA may request any other reasonable documentation or verification of the cost to the customer of purchasing and installing the approved wind system.

#### **8. Installation Site Visit / Inspections**

(a) NYSERDA reserves the right to make a reasonable number of visits to the customer site during and after installation of the wind system, up to 12 months following the completion date of the project. Such visit(s) will be at a time convenient to the customer and made with at least one-week advance notice to the wind customer by NYSERDA. This provision for site inspections by NYSERDA must be included in the Customer Purchase Agreement.

(b) The purpose of the site visit(s) is to provide NYSERDA with an opportunity to evaluate the installed wind system in order to determine the actual kW production for program evaluation purposes and to verify installation compliance.

(c) NYSERDA will provide a written report summarizing the results of the approved system inspection to the customer and the installer.

#### **9. Post-Installation Verification**

If NYSERDA determines that the wind system is not installed in a manner that is consistent with this program, the manufacturers' instructions, generally accepted good practices, and/or that the wind system was not installed by an Eligible Installer, NYSERDA may require changes before making any payments or elect to not pay the incentive. NYSERDA will provide a written report to the customer and the installer summarizing the results of the post-installation inspection.

#### **10. Wind System Meter and Readings**

Each Wind system must include, at a minimum, a cyclometer register kilowatt-hour meter (or a meter that can be read numerically by a customer or an "easy read meter") to read total energy output and a digital indication of power output to show instantaneous system output in kilowatts. The meter must have an accuracy of 5% and certificate of compliance from the manufacturer. Meter readings must be conducted by the installer or customer at least once per month for two years and energy and power production data submitted to NYSERDA two times per year for two years for each installed system. This provision for meter readings and submission of data must be included in the Customer Purchase Agreement outlining who (the customer or the eligible installer) is responsible for data collection and reporting to NYSERDA.

#### **11. Limited Scope of Review**

The scope of review by NYSERDA of the installation of the wind systems is limited solely to determining whether program terms, conditions, and requirements have been met. It does not include any type of safety review (see No. 14, Warranties).

#### **12. Changes in the Program**

The program and these Terms and Conditions may be changed by NYSERDA at any time without notice. Approved

applications, however, will be processed to completion under the Terms and Conditions in effect at the time of the approval by NYSERDA.

### **13. Indemnification**

The Eligible Installer shall protect, indemnify, and hold harmless NYSERDA and the State of New York from, and against, all liabilities, losses, claims, damages, judgments, penalties, causes of action, costs and expenses (including, without limitation, attorney's fees and expenses) imposed upon, or incurred by, or asserted against, NYSERDA or the State of New York resulting from, arising out of or relating to the performance of this Agreement. The obligations of the Eligible Installer under this section shall survive any expiration or termination of this Agreement, and shall not be limited by any enumeration herein of required insurance coverage.

### **14. Warranties**

(a) NYSERDA requires a full 5-year warranty to the purchaser of the wind system. The warranty must cover all components of the generating system against breakdown or degradation in electrical output of more than ten percent from their original rated electrical output. The warranty shall cover the full costs, including labor, of repair or replacement of defective components or systems. NYSERDA does not endorse, guarantee, or warrant any particular manufacturer, products or installer, and NYSERDA provides no warranties, expressed or implied, for any product or services. The Eligible Installer's reliance on warranties is limited to any warranties that may arise from, or be provided by contractors, vendors, manufacturers, etc.

(b) The Eligible Installer acknowledges that neither NYSERDA nor any of its consultants are responsible for assuring that the design, engineering and construction of the project or installation of the wind systems are proper or comply with any particular laws (including patent laws), regulations, codes, or industry standards. NYSERDA does not make any representations of any kind regarding the results to be achieved by the wind systems or the adequacy or safety of such measures.

### **15. Release by the Applicant**

The acceptance by the Applicant of final payment shall release NYSERDA from all claims and liability by the Applicant, its representatives, and assigns might otherwise have relating to this Agreement.

### **16. Interconnection**

The Eligible Installer will be required to ensure that all approved wind systems that are designed to be interconnected to the electric grid have an appropriate interconnection agreement that meets New York State Standard Interconnection Requirements and must ensure that all approved systems are installed in compliance with that agreement.

### **17. Title to Equipment**

Title to all of the equipment purchased under this Agreement shall vest with the customer purchasing the wind system.

### **18. Application does not Entitle Applicant to Participate**

Submission of a completed Installer Eligibility Application Form or Incentive Application Form does not entitle the Applicant to program participation.

### **19. Miscellaneous**

(a) This Agreement is the entire Agreement between the parties and supersedes all other communications and representations.

(b) If either NYSERDA or the Applicant desires to modify this Agreement, the modification must be in writing and signed by an authorized representative of the party against which enforcement of the modification is sought.

### **20. Insurance**

(a) The Eligible Installer, at no additional cost to NYSERDA, shall maintain or cause to be maintained throughout the term of this Agreement, insurance of the types and in the amounts specified in Section 20(b) of this Agreement.

All such insurance shall be evidenced by insurance policies, each of which shall: (1) name or be endorsed to cover the Eligible Installer as the insured, and NYSERDA and the State of New York as additional insureds; (2) provide that such policy may not be cancelled or modified until at least 30 days after receipt by NYSERDA of written notice thereof; and (3) be reasonably satisfactory to NYSERDA in all other respects. If payments are to be made to the company as opposed to the Eligible Installer, the certificate of insurance must be for the company and must list the eligible installer as an additional insured.

(b) The types and amounts of insurance required to be maintained under this Article are as follows: (1) Commercial general liability insurance for bodily injury liability, including death, and property damage liability, incurred in connection with the performance of this Agreement, with minimum limits of \$1,000,000 in respect of claims arising out of personal injury or sickness or death of any one person, \$1,000,000 in respect of claims arising out of personal injury, sickness or death in any one accident or disaster, and \$1,000,000 in respect of claims arising out of property damage in any one accident or disaster; and (2) Commercial automobile liability insurance in respect of motor vehicles owned, licensed or hired by the Eligible Installer for bodily injury liability, including death and property damage, incurred in connection with the performance of this Agreement, with minimum limits of \$500,000 in respect of claims arising out of personal injury, or sickness or death of any one person, \$1,000,000 in respect of claims arising out of personal injury, sickness or death in any one accident or disaster, and \$500,000 in respect of claims arising out of property damage in any one accident or disaster.

(c) Prior to commencing the Work, the Eligible Installer shall deliver to NYSERDA, as an attachment to the Installer Eligibility Application Form (Attachment C) certificates of insurance issued by the respective insurers, evidencing the insurance required in Section 20(b) and bearing notations evidencing the payment of the premiums thereon or accompanied by other evidence of such payment satisfactory to NYSERDA. In the event any policy furnished or carried pursuant to this Agreement will expire on a date prior to acceptance of the Work by NYSERDA pursuant to the section hereof entitled Acceptance of Work, the Eligible Installer, not less than 15 days prior to such expiration date, shall deliver to NYSERDA certificates of insurance evidencing the renewal of such policies, and the Eligible Installer shall promptly pay all premiums thereon due. In the event of threatened legal action, claims, encumbrances, or liabilities that may affect NYSERDA hereunder, or if deemed necessary by NYSERDA due to events rendering a review necessary, upon request the Eligible Installer shall deliver to NYSERDA a certified copy of each policy.

## **21. Termination**

This Agreement may be terminated by NYSERDA at any time during the term of this Agreement with or without cause, upon 30 days prior written notice to the Eligible Installer. In such event, compensation shall be paid to the Eligible Installer for Work performed and expenses incurred for approved installations prior to the effective date of termination. Upon receipt of any such notice of termination, the Eligible Installer shall cease the performance of Work, shall make no further commitments with respect thereto and shall reduce insofar as possible the amount of outstanding commitments.

I certify that I am, or I am authorized to act on behalf of, the Applicant, and I certify that all information provided in this application, including any attachments, is true and correct to the best of my knowledge. I have reviewed the eligibility criteria and I understand that I will be required to provide additional information to NYSERDA and to verify individual wind system eligibility. I have read and understand the above Terms and Conditions which are part of this application and agree on behalf of the Applicant to abide by them.

## **22. Publicity**

(a) Eligible Installers shall collaborate with NYSERDA's Director of Communications to prepare any press release and to plan for any news conference concerning wind systems installed in this program or any NYSERDA program information. In addition the Contractor shall notify NYSERDA's Director of Communications regarding any media interview in which wind systems installed in this program or any NYSERDA program information are referred to or discussed.

(b) Commercial promotional materials, advertisements, informational brochures, and web site content produced by the Contractor shall credit NYSERDA and shall be submitted to NYSERDA for review and recommendations to improve their effectiveness prior to use. The wording of such credit can be approved in advance by NYSERDA,

and, after initial approval, such credit may be used in subsequent promotional materials or advertisements without additional approvals for the credit, provided, however, that all such promotional materials or advertisements shall be submitted to NYSERDA prior to use for review, as stated above. Such approvals shall not be unreasonably withheld, and, in the event that notice of approval or disapproval is not received by the Contractor within thirty days after receipt of request for approval, the promotional materials or advertisement shall be considered approved. In the event that NYSERDA requires additional time for considering approval, NYSERDA shall notify the Contractor within thirty days of receipt of the request for approval that additional time is required and shall specify the additional amount of time necessary up to 180 days. If NYSERDA and the Contractor do not agree on the wording of such credit in connection with such materials, the Contractor may use such materials, but agrees not to include such credit.

(c) An Eligible Installer may only post the information about NYSERDA's Wind Incentive Program (PON 792) provided in Attachment B-1 on their website. The website must provide a link to the NYSERDA wind program website ([www.PowerNaturally.org](http://www.PowerNaturally.org)).

**23. Term**

This Agreement shall terminate on June 30, 2006.

I certify that I am, or I am authorised to act on behalf of, the Applicant, and I certify that all information provided in this application, including any attachments, is true and correct to the best of my knowledge. I have reviewed the eligibility criteria and I understand that I will be required to provide additional information to NYSERDA and to verify individual system eligibility. I have read and understand the above Terms and Conditions which are part of this application and agree on behalf of the Applicant to abide by them.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name and Title \_\_\_\_\_

If the Applicant prefers that payments be made payable to the Eligible Installer's company directly as opposed to the Eligible Installer, enter the company name and have a company official sign below.

Company Name \_\_\_\_\_

\_\_\_\_\_  
Signature of authorized company official                      Title                      Date

NYSERDA Authorized Staff Signature \_\_\_\_\_ Date \_\_\_\_\_

**NYSERDA Cash Incentives for End-Use Wind Systems**  
**Approved Program Description for Eligible Installer Web Sites**  
**Attachment B-1**

The New York State Energy Research and Development Authority (NYSERDA), through the New York State Energy Smart<sup>sm</sup> program, is providing incentives for the installation of new approved, grid-connected, end-use wind energy turbines for residential, commercial, institutional or government customers. Incentives of up to \$100,000 per installation, range from 50% of costs for systems of 500 Watts to 10,000W (10kW), to 15% for systems larger than 80 kW. Larger incentives of up to 60% or 70% of costs are available for commercial farms, and for school applications where wind energy study is incorporated into its curriculum.

Under the NYSERDA program, cash incentives are only available for wind systems purchased through an eligible installer. **All Incentives are subject to approval by NYSERDA.** As an eligible installer, *(Insert Eligible Installer's First Name & Last Name - company name can be added but only with eligible installer name listed first. For example, John Doe of ABC Co.)* is authorized to apply for incentives for approved systems for eligible customers. Eligible customers are those who pay into the New York State System Benefits Charge (SBC).

For more important information about this exciting program visit [www.PowerNaturally.org](http://www.PowerNaturally.org). You can also call 1-866-697-3732 and ask about NYSERDA's wind incentive program.

# Installer Eligibility Application Form - PON 792 (Wind)

## Attachment C

### **A. Contact Information**

Name of Installer \_\_\_\_\_

Name of Firm \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ - \_\_\_\_\_

E-mail \_\_\_\_\_

Phone Number ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

Job Title \_\_\_\_\_ No. of Years in Current Position/Firm \_\_\_\_\_

Previous Employment if in Current Position for Less than 2 Years \_\_\_\_\_

Contact Name and Number for Previous Employer, if Applicable \_\_\_\_\_

Make and model of turbine(s) you would like to be eligible to install

### **B. Experience**

Number of years professionally installing wind systems: \_\_\_\_\_

For the years of experience reported above, was your role primarily as a supervisor or as a member of the installation team? \_\_\_\_\_

Please attach additional information to further explain if necessary.

Number of years designing and installing wind systems: \_\_\_\_\_

Total number of wind installations: Completed \_\_\_\_\_ Grid Connected \_\_\_\_\_ Off-Grid \_\_\_\_\_

Identify, by system type, the total number of installations completed for grid-connected wind systems (use an attachment if necessary):

System Size/Make & Model

Number of Installations

Past Wind System Customer References (references for grid-connected systems are preferred):

Name

Phone number

System Size/Type

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Additional references may be attached. Although it is preferred that installers have installed at least three wind systems, if you do not have 3 references for completed installations, please attach any relevant documentation to demonstrate your skills and experience related to installing a wind system.

# Installer Eligibility Application Form - PON 792 (Wind)

## Attachment C

### **C. Training/Education**

Attach a list of all relevant training and education, description, date of training or education, for all completed, relevant courses or programs. Highlight nationally accredited training or courses.

Summarize Educational Background (include attachments if necessary):

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Professional Affiliations: \_\_\_\_\_

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Indicate the method you use to estimate energy output and perform an economic analysis for the wind system (use an attachment if necessary):

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### **D. Installer Credentials**

Are you a Dealer Representative? Yes/ No Dealer name(s): \_\_\_\_\_

**\$1 million in general liability insurance and auto insurance is required.** Do you have the required insurance? Yes/ No (Circle one) (Attach Proof of Insurance)

Have you signed a copy of the Installer Terms and Conditions and included it as an attachment? **Installer Applications will be deemed incomplete without a signed copy (original signature) of the Installer Terms and Conditions.**

### **E. Checklist** (This form will be returned if the following are not included or attached)

- Proof of \$1 million in general liability insurance and auto insurance for all vehicles owned, licensed or hired which covers NYSERDA and the State of New York as additional insureds as required under Section 20 of Standard Terms and Conditions (Attachment B) (see Attachment B for full insurance requirements)? If the Applicant prefers that payments be made payable to the Eligible Installer's company directly as opposed to the Eligible Installer, the certificate of insurance must identify the company and must also list the eligible installer as an additional insured.
- References for at least three installed systems or documentation of experience.
- Documentation of Training/Instruction and/or Educational Background.
- Signed copy of Installer Terms and Conditions.
- For NYSERDA's web site, either: a list of counties you work in, or a list of counties you do not work in.

# Installer Eligibility Application Form - PON 792 (Wind)

## Attachment C

### CERTIFICATION STATEMENT

I certify that all information provided in this Form, including any attachments, is true and correct to the best of my knowledge. I certify that I am the Installer and will be held responsible for any systems installed by my employees.

Installer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### PAYMENT PREFERENCE

I would like incentive payment checks to be made payable to (check one):

- me (no signature from company official required)
- my company (indicate company name) \_\_\_\_\_

\_\_\_\_\_  
Signature of authorized company official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Note: If the Applicant prefers that payments be made payable to the Eligible Installer's company directly as opposed to the Eligible Installer, the certificate of insurance must identify the company and must also list the eligible installer as an additional insured.

All forms and Attachments should be sent to:  
New York State Energy Research and Development Authority  
ALS- PON 792 Wind  
NYSERDA  
17 Columbia Circle  
Albany, NY 12203

**FAXED OR E-MAILED FORMS WILL NOT BE ACCEPTED.**

For Internal Use Only

Date Received by NYSERDA \_\_\_\_\_

Completed Form and All Required Attachments \_\_\_\_ Yes \_\_\_\_ No

Approved \_\_\_\_\_ Date \_\_\_\_\_

Denied \_\_\_\_\_ Date \_\_\_\_\_

# Incentive Application Form - PON 792 (wind)

## Attachment D

Name of Eligible/Responsible Installer \_\_\_\_\_ NYSERDA Installer Number \_\_\_\_\_  
Owner Name: \_\_\_\_\_ Owner Phone Number: \_\_\_\_\_  
Installation Address: \_\_\_\_\_  
Town/Village/City: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
County: \_\_\_\_\_ Owner E-mail: \_\_\_\_\_  
Town/Village/City where wind turbine will be installed: \_\_\_\_\_  
Utility Service Territory: \_\_\_\_\_ Does the wind System Customer Contribute to the SBC fund? (Y/N) \_\_\_\_\_

### Please attach proof of payment by customer into System Benefit Charge (copy of utility bill or letter from utility)

Building or Customer type:  Commercial  Single Family Residential  2-4 Family Residential  Multifamily  
 Agricultural  Industrial  Educational  Not-for-Profit  Other: \_\_\_\_\_  
Building Ownership:  Government-Owned Building  Private Building  
Sector:  Residence, Business, Institutional, Government  Commercial Farms  Educational Institutions with Wind Curriculum

**Required System Documentation** - Each Incentive Application must include, as attachments: one-line electrical drawing; cut sheets on all major components (i.e., modules, inverters, charge controllers, batteries); the installation manual for the system and; the operation and maintenance instructions for the homeowner.

Wind turbine manufacturer \_\_\_\_\_ Model \_\_\_\_\_  
Tower height (in feet) \_\_\_\_\_ Height to tip of wind generator blade (in feet) \_\_\_\_\_  
Inverter manufacturer \_\_\_\_\_ Model \_\_\_\_\_

Is the inverter and software version used on the New York List of Approved Interconnection Equipment  
(<http://www.dps.state.ny.us/distgen.htm>)? (Y/N)

If Batteries are Part of this System, What is their Capacity (A-h), Manufacturer, and Model: \_\_\_\_\_

Wind turbine nameplate rating (kW): \_\_\_\_\_ Annual average wind speed (m/s at hub height): \_\_\_\_\_

Estimated annual energy output (kWh): \_\_\_\_\_ Customer's annual kWh usage: \_\_\_\_\_ kWh

Percentage of Electrical Use Offset by the wind System \_\_\_\_\_ %

Estimated Total Installed System Cost Before Incentive: \$ \_\_\_\_\_ Amount of any other grants \$ \_\_\_\_\_

Estimated Total cost less amount of other grants: \$ \_\_\_\_\_ Applicable Incentive Level (%): \_\_\_\_\_ (see Section II of PON 792)

Expected Incentive Amount: \$ \_\_\_\_\_

Expected Date of Installation: \_\_\_\_\_ Expected Date of Interconnection: \_\_\_\_\_

### Required Site Documentation -

Customer's lot size (acres) \_\_\_\_\_ Closest distance (in feet) between wind generator and human-occupied buildings \_\_\_\_\_

Closest distance between wind generator and: structures \_\_\_\_\_ property lines \_\_\_\_\_ power lines \_\_\_\_\_

Latitude \_\_\_\_\_ ° \_\_\_\_\_ ' \_\_\_\_\_ " Longitude \_\_\_\_\_ ° \_\_\_\_\_ ' \_\_\_\_\_ " Coordinate System (circle): NAD 83, WGS84, NAD27

**Permits** - Prior to completing permitting and SEQRA, installers are encouraged to submit all other portions of this application for preliminary technical review. INSTALLERS ARE URGED TO OBTAIN ALL NECESSARY PRE-CONSTRUCTION PERMITS, APPROVALS, CERTIFICATES, ETC. FROM ALL JURISDICTIONS HAVING AUTHORITY PRIOR TO ORDERING EQUIPMENT SINCE NYSEDA WILL NOT PROCESS ANY PAYMENTS WITHOUT PROOF THAT ALL PERMITS HAVE BEEN OBTAINED.

**State Environmental Quality Review Act (SEQRA) Information** - The installer is responsible for ensuring that each project complies with the requirements of SEQRA. NYSEDA will not commit to providing incentives on any project until NYSEDA has made a determination under SEQRA. NYSEDA RESERVES THE RIGHT NOT TO PROVIDE INCENTIVES FOR CERTAIN SEQRA TYPE I PROJECTS. YOU MAY NEED SPECIFIC AUTHORIZATION FROM NYSEDA TO PROCEED UNDER THE PROGRAM. Please review the SEQRA requirements for each project early in the developmental stage, and before entering a contract with a customer that reflects NYSEDA participation. Please contact NYSEDA if you have any questions regarding these requirements.

Please answer the questions below:

1. Is the total height of the wind generator (including the blades) under 100 feet? Yes/ No (Circle one)
2.
  - a. Does the locality have a zoning regulation pertaining to the height of structures? Yes/ No (Circle one)
  - b. Does the locality have discretionary permitting authority? Yes/ No (Circle one)
3.
  - a. If any local governmental entity has discretionary permitting authority, the installer must complete the appropriate State Environmental Quality Review Environmental Assessment Form (<http://www.dec.state.ny.us/website/dcs/seqr/forms/>) and submit it *to that local governmental entity*. Send NYSERDA a copy of the completed and signed Environmental Assessment Form, evidence that the locality has discretionary permitting authority, and all other relevant SEQRA documents prepared by the local government, including a lead agency declaration, notice of coordinated review and resolution (if they have one) with the Incentive Application Form (Attachment D).
  - c. If no local governmental entity has discretionary permitting authority AND the total height of the wind generator (including the blades) is **under 100 feet**, the installer must complete all of the questions in the appropriate State Environmental Quality Review Environmental Assessment Form (<http://www.dec.state.ny.us/website/dcs/seqr/forms/>) and submit it, along with a letter from the local government indicating that there is no zoning, contact information for town and county officials, and a full description of what will be done, including a textual summary of information in the Environmental Assessment Form to NYSERDA along with the Incentive Application Form (Attachment D).
  - d. If no local governmental entity has discretionary permitting authority AND the total height of the wind generator (including blades) is **over 100 feet**, the installer should contact NYSERDA immediately for a determination on how to proceed.

For a more comprehensive description of the SEQRA process visit [www.dec.state.ny.us](http://www.dec.state.ny.us)

**Checklist: (This form will be returned if the following are not included)**

- Proof of 5-Year full warranty on complete system
- Estimate of annual average wind speed, annual output and economic analysis (including description of methods used)
- System documentation including: one-line electrical drawing; cut sheets on all major components, the installation manual for the system, and the operation and maintenance instructions for the homeowner
- Customer's monthly electricity usage (kWh) for the previous year
- Topographical map (1:24,000 scale) indicating turbine location, lot line, and position of existing structures within lot.
- Eight photographs taken from the proposed turbine location looking in the following directions: N, NE, E, SE, S, SW, W, NW
- Signed copy of Installer-Customer Purchase Agreement
- Proof of payment by customer into System Benefit Charge (SBC) (such as a utility bill showing SBC payment)
- If applying for commercial farm incentive, evidence that the farm has at least \$10,000 annual farm-related gross receipts
- If applying for incentive for an educational institutions that include wind in curriculum, a description of the educational benefits of the wind system, including a description of the educational institution, number of students that will be exposed to wind, description of the wind curriculum and number of hours of wind education provided, etc.
- Copy of the of the local zoning regulation that pertains to height, if applicable.
- Appropriate State Environmental Quality Review Environmental Assessment.

If the local government has discretionary permitting authority, include any other relevant SEQRA documents prepared by the local government including:

- evidence that the locality has discretionary permitting authority
- a lead agency declaration and notice of coordinated review
- resolution (if they have one).

If no local government has discretionary permitting authority, include:

- a letter from the local government indicating that there is no zoning
- contact information for town and county officials
- a full description of what will be done, including a textual summary of information in the Environmental Assessment Form.

**Certification Statement - Review and sign PRIOR to submitting Invoice Forms for NYSERDA review.**

I certify that all information provided in this application, including worksheets and analysis and permits and approvals, is true and correct to the best of my knowledge. I certify that installation of the wind system will not commence until NYSERDA approves the incentive application. I certify that I am responsible for the wind system installation and that the wind system will be installed in compliance with all program requirements, terms, and conditions.

Installer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I certify that all information provided in this application, including worksheets and analysis and permits and approvals, is true and correct to the best of my knowledge.

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

All forms and attachments should be sent to:  
New York State Energy Research and Development Authority,  
ALS- PON 792: Wind  
17 Columbia Circle  
Albany, NY 12203-6399

**FAXED OR E-MAILED FORMS WILL NOT BE ACCEPTED.**

For Internal Use Only

Date Received by NYSERDA \_\_\_\_\_

Completed Form and All Required Attachments \_\_\_\_ Yes \_\_\_\_ No

Approved \_\_\_\_\_ Date \_\_\_\_\_

Denied \_\_\_\_\_ Date \_\_\_\_\_

# Initial Incentive Payment Form - PON 792 (wind)

65% of Approved Incentive Amount

Attachment E

Legal Name of Eligible Installer \_\_\_\_\_ NYSERDA Installer Number \_\_\_\_\_

Installation Address: \_\_\_\_\_

Billing Address for Eligible Installer: \_\_\_\_\_

Taxpayer Identification Number, or Federal Identification Number  
for Eligible Installer \_\_\_\_\_

NYSERDA Customer Number (Provided upon Approval of Incentive Application Form) \_\_\_\_\_

Date All Equipment is Delivered to Customer Site: \_\_\_\_\_

Total Approved Incentive Amount \$ \_\_\_\_\_

Initial Incentive Payment Requested (65% of Total Approved Incentive) \$ \_\_\_\_\_

Note: All wind system components and equipment must be delivered to the customer site within ninety days (90) of when a customer incentive is approved by NYSERDA. If components and equipment are not delivered to the customer within 90 days, the incentive reservation will be revoked by NYSERDA. Installers may resubmit incentive requests for the same or different customer at any time while the program is open. Exceptions may be made on a limited, case-by-case basis.

This form must be completed to receive 65% of the approved incentive value for this customer's wind system. Please attach a copy of the equipment packing slip for the wind equipment **signed by the customer**, as an indication that the all system components have been shipped to a customers site, to the completed invoice form.

### Checklist: (This form will be returned if the following are not included)

- Itemized packing slip for all system components signed by customer
- Copies of any permits and approvals from all jurisdictions having authority, including State Environmental Quality Review Act
- If no building permit is required, submit evidence that no such permit is required.

**INSTALLERS ARE URGED TO OBTAIN ALL NECESSARY PRE-CONSTRUCTION PERMITS AND APPROVALS FROM ALL JURISDICTIONS HAVING AUTHORITY PRIOR TO ORDERING EQUIPMENT SINCE NYSERDA WILL NOT PROCESS ANY PAYMENTS WITHOUT PROOF THAT ALL PERMITS HAVE BEEN OBTAINED.**

### Certification Statement- Review and sign for NYSERDA's review.

I certify that all information provided in this form, including all attachments, are true and correct to the best of my knowledge.

Installer Signature \_\_\_\_\_ Date \_\_\_\_\_

All forms and Attachments should be sent to:

New York State Energy Research and Development Authority  
ALS- PON 792: Wind  
17 Columbia Circle  
Albany, NY 12203-6399

**FAXED OR E-MAILED FORMS WILL NOT BE ACCEPTED.**

For Internal Use Only

Date Received by NYSERDA \_\_\_\_\_

Completed Form and All Required Attachments \_\_\_\_\_ Yes \_\_\_\_\_ No

Approved \_\_\_\_\_ Date \_\_\_\_\_

Denied \_\_\_\_\_ Date \_\_\_\_\_

# Final Incentive Payment Form - PON 792 (wind)

35% of Approved Incentive Amount

Attachment F

Name of Eligible Installer \_\_\_\_\_ NYSERDA Installer Number \_\_\_\_\_

Installation Address: \_\_\_\_\_

NYSERDA Customer Number (Provided upon Approval of Incentive Application Form) \_\_\_\_\_

Installation Date: \_\_\_\_\_ Interconnection Date: \_\_\_\_\_

Total Approved Incentive Amount \$ \_\_\_\_\_

Final Incentive Payment Requested (35% of Total Approved Incentive) \$ \_\_\_\_\_

This form must be completed (including attachments) to receive the final 35% of the approved incentive value for this customer's PV system. Attach proof of system interconnection from utility provided or date of completed NYSERDA inspection.

**Checklist: (This form will be returned if the following are not included)**

- Proof of Interconnection
- Proof of approval by all authorities having jurisdiction

**Certification Statement- Review and sign for NYSERDA's review.**

I certify that all information provided in this form, including all attachments, are true and correct to the best of my knowledge. I certify that installation of the wind system did not commence until NYSERDA approves the incentive application. I certify that I was responsible for the installation of the wind system and that the wind system was installed in compliance with all program requirements, terms, and conditions.

Installer Signature \_\_\_\_\_ Date \_\_\_\_\_

All installation and interconnection responsibilities have been completed by the installer as agreed to in the Customer Purchase Agreement.

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

All forms and Attachments should be sent to:

New York State Energy Research and Development Authority  
ALS- PON 792: Wind  
17 Columbia Circle  
Albany, NY 12203-6399

FAXED OR E-MAILED FORMS WILL NOT BE ACCEPTED.

For Internal Use Only

Date Received by NYSERDA \_\_\_\_\_

Completed Form and All Required Attachments \_\_\_\_\_ Yes \_\_\_ No

Approved \_\_\_\_\_ Date \_\_\_\_\_

Denied \_\_\_\_\_ Date \_\_\_\_\_

# Monitoring Bonus Application Form - PON 792 (wind)

## Attachment G

Name of Eligible Installer \_\_\_\_\_ NYSERDA Installer Number \_\_\_\_\_

Installation Address: \_\_\_\_\_  
\_\_\_\_\_

NYSERDA Customer Number (Provided upon Approval of Incentive Application Form) \_\_\_\_\_

Explain how monitoring data was collected: \_\_\_\_\_  
\_\_\_\_\_

This form must be completed (including attachments) and submitted to NYSERDA within 2 ½ years of the date that Attachment F, 'Final Incentive Payment Form' was received by NYSERDA to receive the \$500 Monitoring bonus.

### Checklist: (This form will be returned if the following are not included)

Two years of monthly energy readings (kWh), including dates that the readings were made

### Certification Statement- Review and sign for NYSERDA's review.

I certify that all information provided in this form, including all attachments, are true and correct to the best of my knowledge.

Installer Signature \_\_\_\_\_ Date \_\_\_\_\_

All forms and Attachments should be sent to:

New York State Energy Research and Development Authority  
ALS- PON 792: Wind  
17 Columbia Circle  
Albany, NY 12203-6399

FAXED OR E-MAILED FORMS WILL NOT BE ACCEPTED.

For Internal Use Only

Date Received by NYSERDA \_\_\_\_\_

Completed Form and All Required Attachments \_\_\_\_ Yes \_\_\_\_ No

Approved \_\_\_\_\_ Date \_\_\_\_\_

Denied \_\_\_\_\_ Date \_\_\_\_\_

# Qualified Wind Generator Application Form - PON 792 (wind)

## Attachment H

### **A. Contact Information**

Name of Applicant \_\_\_\_\_

Name of Firm \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ - \_\_\_\_\_

E-mail \_\_\_\_\_

Phone Number ( ) \_\_\_\_\_ Fax ( ) \_\_\_\_\_

### **B. Wind Generator Information**

Make of Wind Generator: \_\_\_\_\_ Model of Wind Generator: \_\_\_\_\_

Nameplate Capacity: \_\_\_\_\_

Is the wind turbine certified by a nationally recognized testing laboratory as meeting the safety and performance requirements of a nationally or internationally recognized testing institution? Yes/ No (Circle One) Identify testing laboratory and safety and performance requirements: \_\_\_\_\_

Has the wind generator demonstrated at least one year of reliable operation of that model of equipment at a site with average annual wind speeds of at least 12 mph? Yes/ No (Circle One) Include evidence, including operational data, of such operation as an attachment to this form.

### **C. Checklist** (This form will be returned if one the following are not complete and included or attached)

- Evidence that the wind turbine has been certified by a nationally recognized testing laboratory as meeting the safety and performance requirements of a nationally or internationally recognized testing institution.
- Evidence that the wind generator has demonstrated at least one year of reliable operation of that model of equipment at a site with average annual wind speeds of at least 12 mph.

### **Certification Statement- Review and sign for NYSERDA's review.**

I certify that all information provided in this form, including all attachments, are true and correct to the best of my knowledge.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

All forms and Attachments should be sent to: New York State Energy Research and Development Authority  
ALS- PON 792: wind  
17 Columbia Circle  
Albany, NY 12203-6399

**FAXED OR E-MAILED FORMS WILL NOT BE ACCEPTED.**

For Internal Use Only

Date Received by NYSERDA \_\_\_\_\_

Completed Form and All Required Attachments \_\_\_ Yes \_\_\_ No

Approved \_\_\_\_\_ Date \_\_\_\_\_

Denied \_\_\_\_\_ Date \_\_\_\_\_