



Commercial Scale

Third Party Ownership (TPO) Application

Renewable Energy Projects Over 10kW

Commercial Block program details can be found at:

<http://commerceri.com/finance-business/renewable-energy-fund/commercial-scale-projects/>

Rhode Island Renewable Energy Fund

Frequently Asked Questions

1) Who is eligible for financing through REF Commercial Scale Project Funding?

Any legal business entity (sole proprietorship, partnership, corporation, limited liability company), municipality, non-profit organization or a combination of the previously listed organizations are eligible for REF funding. All projects must be located in Rhode Island and must be used for onsite consumption. Applications can be submitted for any type of facility including but not limited to manufacturing facilities, office buildings, multi-unit residential properties, retail operations, healthcare facilities, educational institutions, public buildings, and farms.

2) What size type and size of projects are eligible for grants through the Commercial Scale Project Funding?

Projects with a rated DC nameplate capacity of over 10kW will be deemed eligible. Eligible technologies include those that are consistent with RIGL § 39-26-5 which produce electricity. These include: solar, wind, ocean, small hydroelectricity and biomass.

3) Why can't a Renewable Energy Fund (REF) grant be combined with a Renewable Energy Growth (REG) program?

The RE Growth Program is separate and distinct from Net Metering. An eligible DG project can elect to receive compensation under the Net Metering Provision, R.I.P.U.C. No. 2150. A Net Metering project can supply their own power to offset their energy consumption through a netting process that compensates customers with net metering credits designed even out monthly billings over twelve months. Customers participating in Net Metering are not eligible for participation in RE Growth Program.

Please refer to National Grid's FAQ's, page #5, point #8 for more details:

https://www9.nationalgridus.com/narragansett/non_html/RI%20Renewable%20Energy%20Growth%20Program%20FAQs%20v12.0.pdf

4) Why is an energy audit required?

The integration of energy efficiency and renewable energy generation is crucial to the success of a project. The energy produced from a renewable energy project will offset a higher percentage of a building's energy use if energy efficiency measures are implemented. Commerce RI only requires that the project owner be aware of current energy usage through an energy audit, rather than require efficiency measures be installed prior to seeking funding. Free energy audits are available through National Grid. Learn more at: <https://www1.nationalgridus.com/MyEnergyEfficiencyServices>

5) When will the next round of funding be available?

All dates are subject to change. Applications will be considered in the order of arrival, but approximate timelines can be found on Commerce RI's website. Subject to availability of funds.

Rhode Island Renewable Energy Fund Submission Instructions

Please submit a complete electronic copy to REF@commerceri.com

Optional: Applications can be submitted in person or mailed USPS certified mail to the following address:

Rhode Island Commerce Corporation

Attn: Annie Ratanasim

315 Iron Horse Way, Suite 101

Providence, RI 02908

Please submit applications and questions to the REF Staff members at REF@commerceri.com

- Interested parties are requested to notify Commerce RI of the intention to apply to the Renewable Energy Fund as soon as possible prior to submitting the application by emailing REF@commerceri.com or calling 401-278-9100.
- **Read and review the REF Rules and Regulations before completing this application.** A copy of the proposed Rules may be obtained by mail or email or by calling 401-278-9100, or may be accessed online at: <http://commerceri.com/wp-content/uploads/2017/12/REF-Rules-and-Regulations-2017-870-RICR-20-00-1-.pdf>

All applicants are advised that any and all records (documents, correspondence, memoranda, etc.), regardless of the form provided, received or maintained by COMMERCE RI and/or the REF, may be a matter of public record and subject to release under the Rhode Island Access to Public Records Act (R.I. Gen. Laws §38-2-1 et seq.). Commerce RI does however have the right to redact any information which is exempt under the statute before releasing the documents. The exemptions that would most pertain to financing or grant applications include but are not limited to reports and statements of strategy or negotiation, trade secrets and commercial and financial information which is privileged or confidential pursuant to R.I. Gen. Laws §38-2-2. As such, we suggest that any portion of the application or materials provided by the applicant that contains such information (including for example, customer lists, processes, etc. or financial information) be clearly labeled with a legend or marking such as "Confidential information -- Not Public Record". This does not guarantee that the information so marked will necessarily be exempt from public release, as Commerce RI will make any final determination about which information is to be made available to the public, but this will be helpful in identifying any records which may be exempt.

- **All requirements must be met.**
- **Incomplete applications will not be processed.**
- **Awards are dependent on funding availability.**

A. Applicant Information

System Owner: (An individual or entity that applies to REF for a rebate. The System Owner is the owner of the project)	
Host Customer: (The Host Customer is the customer of the electric utility into which the system will be interconnected. This may or may not be the System Owner.)	
Installer (If different from system owner): (The Primary Installer is the primary entity responsible for the project installation. The Primary Installer must be a professional contractor licensed to conduct business in Rhode Island. Any electrical work performed on the installation must be conducted by an electrician holding a valid and current license in Rhode Island.)	
Land Owner (If applicable) (The owner of the property that the system will be place upon- if different from the system owner)	
REF Grant Receiver (Payee): (Who will be receiving the REF grant? Please provide the payees' W-9)	<input type="checkbox"/> System Owner <input type="checkbox"/> Host Customer <input type="checkbox"/> Installer
System Owner Address:	
System Owner City, State, Zip:	
System Owner Contact Name:	
System Owner Phone:	
System Owner Email:	
System Owner Website:	
Describe the System Owners presence in Rhode Island, including number of employees, percentage of total employees in RI, and history of doing business in RI:	

B. Executive Summary

Host Customer & Project Site Information:	
Host Customer/Name on Electric Account:	
Host Customer Phone Number:	
Host Customer Email Address:	
Host Customer Address (City/Town/Zip):	
Project Site address (City/Town/Zip): (If not the same from host customer- off-site)	
Nature of Project Site Activity (ex. manufacturer, school, supermarket, municipal)	
Describe hours of Project Site Operation: (ex. seasonal, weekdays only, hours per week)	
Is project located on a Historic Property?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Do you plan to utilize the Federal Investment Tax Credit (ITC)? (Yes or No)	<input type="checkbox"/> YES <input type="checkbox"/> NO
Number of employees at project location:	
Please explain the relationship between the Host Customer and the ultimate owner of the Renewable Energy System (if different).	
Please explain the relationship between the, the Renewable Energy System Owner and the Renewable Energy System Installer (if different).	

C. Executive Summary

Please use the space below to provide a brief description of the proposed project. Include what the requested funds will be used for. Explain why this project fits with the goals of the applicant and/or project owner. Please explain the importance of this project.

D. Utilization of Funds

Funding Request

Please provide a description of all sources of funding for this project, including REF, along with any supporting letters of interest/commitment for the identified sources.

Funding Source	Dollar Amount	Confirmed or Pending?	Expected Date of Finalization
RI Renewable Energy Fund		Pending	
Total			

Calculations:

Please provide the following amounts:

Category	Amount
REF Funds Requested: (Not to exceed \$40,000)	\$
Total Project Cost:	\$
Percentage of Total Project Costs that REF grant will cover:	_____ %



E. Technology Specific Data: Solar PV	
PV module manufacturer:	
Model:	
Quantity:	
Inverter Manufacturer:	
Model:	
Quantity:	
DC System Rating: (Please do not round)	
Total Annual AC Production: (Please attach PVWatts or PV SYS)	
Array Type:	<input type="checkbox"/> Fixed <input type="checkbox"/> Tracking
Array Mounting:	<input type="checkbox"/> Ground <input type="checkbox"/> Roof <input type="checkbox"/> Other
Age of roof:	
Expected remaining lifespan of roof:	
Length of Manufacturers' System Warranty:	



Technology Specific Data: Wind

Wind Turbine Manufacturer:	
Model:	
Quantity:	
Rated kW Output:	
Transformer Manufacturer:	
Model:	
Wind speed at hub height (m/s):	
Total Annual kWh Expected Production:	
Please specify which Wind Assessment Technology used:	
Distance to closest residence (feet):	
Distance to 3-phase power (feet):	
Has a feasibility study been conducted onsite?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Ongoing
Have you received a Determination of No Hazard from the Federal Aviation Administration?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, when do you expect to receive a favorable determination?	

Technology Specific Data: Hydro

Name of dam or facility:	
Dam ID No:	
Name of waterway on which facility is located:	
Name of dam owner:	
Owner of water rights:	
FERC Status (check one):	<input type="checkbox"/> Pursuing a FERC “conduit exemption” <input type="checkbox"/> Unlicensed, but canal is FERC-licensed <input type="checkbox"/> Existing FERC license or exemption Provide license #: <input type="checkbox"/> Non-jurisdictional
Major Equipment Manufacturers:	
Turbine Descriptions:	
Nameplate Capacity kW:	
Total Annual kWh Expected Production:	

Technology Specific Data: Other Technologies

Description of Technology:	
Major Equipment Manufacturer:	
Model:	
Nameplate Capacity:	
Total Annual kWh Expected Production:	

Please provide any other relevant information or product descriptions:



F. Logistical Feasibility

Please list all zoning, permitting, interconnection items that are critical to project timeline including any special permits that may apply (ex. RI Coastal Resources Management Council, RI Historical Commission, RI Department of Environmental Management, etc.). Please include a letter from the City/Town that the proposed project is a permissible application at the proposed location.

Required Approval	Entity Administering Approval	Date Expected to Apply	Date Expected Complete	Does the City/Town have favorable energy ordinances? (Y/N)
Engineering				
Zoning (if applicable)				
Interconnection				
Building and Electrical Permit				
Other Special Permits				

G. Scope of Work:

Please provide a brief description of all major tasks associated with completing this project in addition to the items provided in section IV. Include a draft timeline. Please use a table format wherever possible. Please provide a narrative path to obtain permit approval for any pending or irresolute scope items.

H. Economic Development

Impact on Rhode Island

Please explain how the project will help to promote the expansion and development of renewable energy in Rhode Island. Please describe any environmental or economic benefits to the state.

I. Job Creation:

Please provide expected job data for the proposed project. For each person expected to gain work on this project, please include the job category, number of jobs in the category, wage, and number of hours expected to be worked on the job. Include all expected work including surveyors, engineers, attorneys, roofers, etc.

Job Title/Category	Number of Full Time (FT) Jobs	Salary (FT)	# of Part Time (PT) Jobs	Wage/hour (PT)	Hours (PT)



J. Qualifications of Firm and Project Personnel

Qualification Information: All items listed below are required from the contractor/installer company	
Installer registered in RI: http://www.sos.ri.gov/divisions/business-portal	<input type="checkbox"/> Yes <input type="checkbox"/> No- If so, please register
Registered with the State of Rhode Island Contractors' Registration and Licensing Board: (For any company installing solar)	Registration #:
Rhode Island Renewable Energy Professional Certificate (REP) information:	Certificate #:
Master Electrician Information:	Name:
	License #:
	Company:
	Summary of Experience:

Personnel Information Summarize the selected installer qualifications with regards to this application. Additionally, provide concise qualifications of each member on the core project team.	
Key Project Personnel Name:	
Key Project Personnel Title:	
Company:	
Summary of Experience:	

Key Project Personnel Name:	
Key Project Personnel Title:	
Company:	
Summary of Experience:	

Key Project Personnel Name:	
Key Project Personnel Title:	
Company:	
Summary of Experience:	

Key Project Personnel Name:	
Key Project Personnel Title:	
Company:	
Summary of Experience:	

Key Project Personnel Name:	
Key Project Personnel Title:	
Company:	
Summary of Experience:	



K. Attachments

Please submit the following documents for each project site. Please submit a completed chart, mark “Yes or No” in each box. If any of the attachments are absent, please provide an explanation. The full definition of each attachment is found in the solicitation for projects document.

Attachments:	Checkbox
Energy Audit- Proof of energy audit at the project site	
Signed turnkey contract- between the project owner and a renewable energy company (contingent on REF funding.)	
PPA contract (if applicable)	
System one-line or three-line electrical drawing	
Project Financial Analysis- Illustrating Simple Payback Calculation, Cash Flows, and Return on Investment (ROI).	
Proof of Funds for remainder of project	
Electricity Bill- A complete copy of most recent electricity bill (if new construction, please include a request for service from utility)	
Layout Drawing	
One-line electric drawing	
Google Earth or other aerial image- Of the site with the building or site clearly identified	
Manufacturer warranty	
W-9 Form	
Equipment spec sheets	
Outcome of feasibility study (if applicable)	
Land Owner proof of documentation- (if applicable) Letter of intent that is binding for the use of the property, a lease agreement, or any related document of proof	

For Solar:

- Shading Analysis
- System Output in the form of PV Watts, PV SYS or other.
- One (1) photo of the project location taken from the south looking northward toward the building or site

For Wind:

- FAA filing
- Proof that project is permissible within jurisdictional authority
- Detailed System Output in kWh forecasted for the project

For Hydro:

- Detailed System Output in kWh forecasted for the project
- Any other supporting or supplemental information that the Applicant deems relevant for the Corporations review and evaluation of the Application:

L. Application Authorization

The undersigned is an authorized representative of the Applicant listed below with the authority to bind the company for the proposed Renewable Energy Project. The Applicant has read, understands, and agrees to be bound by the terms and conditions provided by the Rhode Island Commerce Corporation (COMMERCE RI).

I certify that:

- All statements made in this Application in its entirety including all attachments, appendices, etc. are true and correct to the best of my knowledge.
- The Applicant is neither a person subject to the Rhode Island Code of Ethics nor a person within the scope of R.I.G.L. § 36-14-5(h)
- The Applicant has not been convicted of bribery or attempting to bribe a public official or employee of the COMMERCE RI or of the State, has not been disqualified from an awarded contract with COMMERCE RI or the State, and has never defaulted on work awarded by the COMMERCE RI or the State.
- The Applicant understands that customers participating in the Renewable Energy Fund Program are not eligible for participation in the Renewable Energy Growth Program.

Category:	Please print. Sign on the grey fields.
Name of Host Customer:	
Signature of Host Customer Authorized Representative:	X
Legal Name of System Owner (entity/company):	
Name of Authorized System Owner Representative:	
Authorized System Owner Representative Title:	
Signature of Authorized System Owner Representative:	X
Date Signed:	

