

# REF Application Process



## Review Requirements

01

- Programs: Commercial Scale Program & Small Scale Program
- Commerce RI will award grant money based on the rated DC capacity per solar project.
- Information, and eligibility requirements can be found at: <http://commerceri.com/finance-business/renewable-energy-fund/>

## Choose an Installer

02

- Please contact installers for consulting, any technical solar panel questions and guidance through applying for the REF programs.
- You can find current Rhode Island Licensed Renewable Energy Professionals at: <http://www.energy.ri.gov/renewable/REP/>

## Submit Application

03

- Chosen installer/developer will apply on behalf of the project's owner.
- Submit applications to [REF@commerceri.com](mailto:REF@commerceri.com)
- Check for updates on both small scale and commercial scale program on REF webpage: <http://commerceri.com/finance-business/renewable-energy-fund/>

## Approval Process

04

- REF Staff reviews applications for completeness and eligibility requirements.
- Notifications will be made upon any incompleteness within applications.
- Application processed for final review and approval by Commerce RI executive staff.
- An approval or denial letter (notified for reason(s) of ineligibility) will be sent

## Grant Agreement

05

- Required documentation listed on Award Letter to be submitted by applicant to REF.
- Once documentation requirements are met, applicant will be invited to Commerce RI for a Grant Agreement signing.

## Project Inspection

06

- Once installation is complete, applicant will submit required completion documents to REF.
- Once all required completion documents are submitted and are complete, REF will send project to be scheduled for an inspection.

## Funded!

07

- After notification of successful completion of inspection, payment request will be submitted to Commerce RI Accounting Department for payment disbursement.

Contact our renewable energy experts today!

[REF@commerceri.com](mailto:REF@commerceri.com) | 401.278.9100

COMMERCERI.COM



\*May resubmit in the future once issues are corrected.

The application overview process is a synopsis to the REF program. Installer assumes risk of any work done before the award letter date. Project time scales and diagram will be subject to change as updates may occur.