



**Department of
Development**

Ted Strickland, Governor

Lee Fisher, Lt. Governor
Director, Ohio Department of Development

OHIO DEPARTMENT OF DEVELOPMENT
OHIO ENERGY OFFICE
ADVANCED ENERGY FUND NOTICE OF FUNDING AVAILABLE
(NOFA)
**RESIDENTIAL SOLAR PHOTOVOLTAIC ENERGY
INCENTIVE**
(NOFA# 09-04)

The Ohio Department of Development's (ODOD) Ohio Energy Office (OEO) is soliciting applications to implement Solar Photovoltaic (PV) systems for residential customers in Ohio. In accordance with the authority provided the Director of the ODOD under Ohio Revised Code §4928.61-63, qualifying applicants will be eligible to apply for grant assistance to cover a portion of the costs of eligible projects located in the service territories of the four investor-owned electric distribution companies listed in Section 1.3. Grant funds are limited, but qualifying applications will be funded until all the funds for this Notice of Funding Available (NOFA) are awarded or the ODOD determines the program no longer suits the best interest of Ohio's energy plan.

**Residential Solar PV Energy Incentive
Ohio Energy Office
77 S. High St. 26th Floor
P.O. Box 1001
Columbus, OH 43216-1001**



January 12, 2009

To Prospective Applicants:

On behalf of the Ohio Department of Development, I am pleased to announce that the Ohio Energy Office is again accepting applications for funding under the Residential Renewable Solar Photovoltaic Grant Program. The accompanying Notice of Funding Available (NOFA) describes the qualified systems, the solar installer eligibility requirements, and instructions on how installers may submit applications for residential projects funding.

The residential renewable program is being reworked to be more cost effective while still providing those residents who qualify as customers of the investor-owned utilities access to the benefits of renewable technologies through incentives from the Advanced Energy Fund. In this first step, residents will again be able to apply for incentives by working through Eligible Installers pre-qualified by the Ohio Energy Office.

More information about the restored residential renewable program and lists of Eligible Installers are available on the Energy Office website at <http://development.ohio.gov/cdd/oe/ELFGrant.htm> .

I encourage you to consider responding to this opportunity.

Thank you for all you do to keep Ohio's economy strong and its quality of life excellent.

Sincerely,

A handwritten signature in black ink, appearing to read "Lee Fisher". The signature is stylized and cursive.

Lee Fisher
Lt. Governor of Ohio
Director, Ohio Department of Development

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Section One—Overview

1.1 Time Table for Applications and Awards

Notice of Funding Available (NOFA) Applications will be accepted beginning January 20, 2009.

The Ohio Energy Office (OEO) intends to approve or deny each application 30 days after the application is received.

The NOFA is open until all funds are reserved.

If selected for a grant, project work may not begin until a grant agreement is executed. Projects are to be completed no later than twelve months from date of grant execution. Funds will be disbursed upon project completion and satisfactory final inspection.

The OEO also reserves the right to request additional information to assist in the review process, or reject any and all applications if it determines that it is in the best interest of the State of Ohio to do so.

1.2 Eligible Projects and Guidelines

The Residential Solar PV Energy Incentive Program is available for “Qualified Systems” installed for “Eligible Customers” through applications submitted to the Program by an “Eligible Installer”.

Qualified Systems

- Systems installed at an Ohio site and the applicant’s primary residence. Primary residence is defined as the place in which one physically lives for more than 183 days in a calendar year and is the applicant’s tax home.
- Residential systems. Residential status is determined by the electric utility.
- Systems that are tied to the electrical grid.
- Systems that have a nominal output of 2kW or larger.
- Systems that have been evaluated using a Solar Pathfinder or a substitute approved by OEO. The evaluation must include a Solar Site Analysis Report.
- Systems that are installed in a service area of the following investor-owned utilities: American Electric Power, Duke Energy, First Energy, and Dayton Power & Light.
- Solar PV system components that are approved by the Underwriters Laboratory (UL).



- All system components must be new equipment and come with a manufacturer's warranty. In cases where the Eligible Installer builds custom components, they must provide a minimum 5-year warranty on those components.

Eligible Customers

- Eligible Customers are all residential customers who are connected to the electric grid and have an active account in the American Electric Power, Duke, First Energy, or Dayton Power and Light service territories in the State of Ohio.

Eligible Installers

- Solar PV projects must be installed by North American Board of Certified Energy Practitioners (NABCEP) certified installers in good standing with the Ohio Secretary of State and NABCEP.

OR

- Installers who are Electrical Contractors licensed by the Ohio Construction Industry Licensing Board (OCILB) and in good standing with OCILB and the Ohio Secretary of State.
- The following criteria will be required to establish installer eligibility:
 - A copy of a current OCILB license.
 - A copy of NABCEP Solar PV Installer Certification.
 - A certificate of liability insurance for \$1,000,000 with the ODOD as the certificate holder.
 - A copy of a current certificate from the Bureau of Workers Compensation.
 - Information detailing past performance:
 - Total number of systems installed under previous OEO NOFA's.
 - Installation experience, credentials, employment history, customer satisfaction, and other relevant experience installing grid-connected Solar PV systems.
 - Three references of grid-connected Solar PV systems with customer contact information must be provided so that all experience and responsibilities can be verified.
 - Contact information for the utility staff person responsible for approving the grid inter-connections.

Minimum Requirements

- Portable systems are not eligible for grants under this Program.
- Grant funds will not be available to previous or current grantees that had or have Advanced Energy Fund (AEF) grants with the ODOD, OEO for a period of one year after grant expiration as defined in the grant agreement.
- Projects must be completed within 12 months of an award.

- Project equipment must NOT be ordered, purchased, or installed prior to having an executed grant agreement with the ODOD. In addition, any construction related to the installation of equipment including but not limited to pads, structures and specialized electrical wiring must not begin prior to having an executed grant agreement with the ODOD.
- Projects may be subject to prevailing wage. In accordance with Ohio Revised Code Chapter 4115, projects involving the construction of facilities or the installation of machinery and equipment may require a grant recipient to pay prevailing wage rates for workers involved in such activities. If upon review of the scope of the project activities, the Ohio Department of Commerce determines prevailing wage rates are to be paid, it is the grant recipient's responsibility to comply with all requirements set forth in Chapter 4115 including, but not limited to, the designation of a Prevailing Wage Coordinator.
- A Solar Pathfinder or a substitute approved by OEO must be used and a Solar Site Analysis Report must be submitted with the application. Grant awards will be reduced by the percent the actual site varies from the ideal site as found on the Solar Site Analysis Report under the column that reads Actual Solar Radiation with Shading.
- Projects must have a meter installed that is capable of measuring the number of kWh produced by the Solar PV system.
- When zoning clearance is required, a letter of zoning approval by the governmental authority having jurisdiction over the site must be submitted with the application.
- In jurisdictions that are governed by local or state building regulations all applicable permitting, licensing, and codes must be followed.
- In jurisdictions that are not governed by local or state building regulations an electrician licensed by the Ohio Construction Industry Licensing Board must approve all electrical work.
- Only Eligible Installers may submit applications. The Eligible Installer and end-use customer must sign the application.
- Eligible Installers are responsible for preparing and submitting all necessary program paperwork.
- Financial incentives will be paid to the Eligible Installers after the system has been installed, is producing power, and all required documentation, listed in Section 2.3, has been received by the OEO.
- Financial incentives are to be passed directly to the end use customer by the Eligible Installer. Appropriate accounting practices must be followed to maintain an accurate audit trail. Eligible Installers' files will be audited by ODOD annually.
- The Eligible Installer will be required to submit electrical production data via Microsoft Excel to the OEO for one 12 month period beginning the day the system is put into service.
- Installers can apply for Eligible Installer status at any time while the program is open.
- Once approved, Eligible Installers can apply for financial incentives for Solar PV systems meeting the requirements of this Program.



INCENTIVE LEVEL

Solar PV Systems	
Incentive Level	
\$3.00/Watt	

Maximum total grant per residence	\$25,000

Section Two— APPLICATION SUBMISSIONS AND INQUIRIES

2.1 Application Submission Requirements

One original and two copies of:

- Project Application (Appendix A)
- Technical Worksheet (Appendix B)
- Itemized costs of major components and labor costs
- Proof of electric service provider in the form of utility bills or letter from provider
- Proof the electric service is residential, from the utility provider
- Appropriate drawings, letters, and other material requested in the Technical Worksheets
- Proof of zoning clearance when applicable

Submitted to:

Ohio Department of Development
Ohio Energy Office
Attention: Residential Solar PV Energy Incentive
P.O. Box 1001
77 South High Street, 26th Floor
Columbus, Ohio 43216-1001

Applications will be accepted beginning January 20, 2009, on a continuing basis. Applications must be submitted in hard copy. No fax or e-mail submittals will be accepted. Applications will be accepted until all available funds have been committed or ODOD determines the program no longer suits Ohio's best interest.



2.2 Communication and Inquiries

Questions regarding the incentive may be submitted to the OEO at any time by fax or e-mail. Questions and answers will be posted on the OEO website at <http://development.ohio.gov/cdd/oe/ELFGrant.htm>.

Submit questions by fax or e-mail to:

Attention: Residential Solar PV Energy Incentive
Fax: (614) 466-1864
E-mail: AEF@development.ohio.gov

The OEO accepts no responsibility for faxes or e-mails that are not delivered.

2.3 Required Documents for Payment of Financial Incentive

One Copy of:

- Signed net metering / utility interconnection agreement
- Signed Certificate of Project Compliance
- Copies of passed code enforcement inspections (when applicable)
- Letters from licensed engineers and/or licensed electricians (when applicable)
- 'Before' pictures of the proposed site and 'after' pictures of the installed system
- Copies of itemized paid invoices

Submitted to:

Ohio Department of Development
Ohio Energy Office
Attention: Residential Solar PV Energy Incentive
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Section Three—General Requirements

3.1 Cost of Application

All costs of preparing and submitting applications in response to this NOFA are solely the responsibility of the applicant. The OEO shall not contribute, in any way, to the cost of the preparation and delivery of the application.

3.2 Confidentiality

All information submitted in response to this NOFA shall be public information unless a statutory exception exists which would exclude the information from being released to the public. Any information submitted with the proposal that the applicant feels is a trade secret must be conspicuously designated as such and shall be treated accordingly if the information is determined to be a trade secret, under the laws of the State of Ohio. It is solely the applicant's duty to identify and mark such passages it deems trade secrets. All submitted applications will become the property of the OEO and all information submitted in response to this NOFA will not be returned to the applicant.

3.3 Tax Liability

It is the responsibility of the applicant to determine the income tax consequences of accepting grant funding through this NOFA. Please consult your tax professional or the Internal Revenue Service. The State will issue an IRS form 1099 in the amount of the grant.

Section Four—Grant Agreement Requirements

The Grant Agreement governing the relationship between the selected applicant(s) and the ODOD shall be governed by the terms of the sample Grant Agreement, which is attached as Appendix D to this NOFA. The ODOD reserves the right to modify any of the terms of the grant agreement that it deems necessary.

5.1 Grantee Approval

Grants will be approved only for projects that meet all the requirements of the program. Grants will be approved first-come, first-serve as time-stamped based on complete applications.

If during the review process it becomes necessary to collect additional information to determine project eligibility, the OEO reserves the right to notify applicants of deficiencies and request corrections. Incomplete applications will

not be considered and will not be “in line” until they are complete. The State of Ohio reserves the right to reject any and all proposals.

Section Six—Appendices

- Appendix A: Project Application
- Appendix B: Technical Worksheet
- Appendix C: Sample Certificate of Project Compliance
- Appendix D: Sample Grant Agreement
- Appendix E: Installer Eligibility Checklist and Application Form