



Your Touchstone Energy® Cooperative 

Application Form / Small Business Solar Electric Rebate Program

Customer Name _____ Telephone _____

Service Address _____ City _____ Zip _____

Mailing Address _____ City _____ Zip _____

United Power Account Number _____ Customer e-mail _____

Equipment Details:

Manufacturer / Model # of Solar Panels _____

Panels _____ Total Name-Plate Capacity of system (DC rating) _____

Manufacturer / Model # of Inverter _____ Power Rating _____

Single phase system Y / N Three phase system Y / N Battery Back-up Y / N

When submitting this application, please provide an electrical one-line drawing of the proposed system and a check for \$ 100 to process the United Power Interconnection Agreement

Equipment Orientation

Tilt _____ (90 is vertical , 0 is flat) Roof or Ground Mount _____

Orientation _____ (180 is south , 90 is east , 270 is west)

System Installer:

Name _____

Mailing Address _____ City _____ Zip _____

Contact Person _____ Telephone _____

Signature:

Customer has read the requirements associated with this program and makes application for the United Power / Small Business Solar Electric Rebate Program .

Customer Signature: _____ Date: _____



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United Power / Small Business Solar Electric Rebate Requirements

The United Power / Solar Electric Rebate is being offered in conjunction with the State of Colorado / Governors Energy Office (GEO) solar matching grants program. The following criteria must be met before a customer can be considered for this rebate program.

- Only available to existing business customers within the United Power service territory.
 - New construction and industrial park development properties are not eligible under this matching grants program.
 - Program is not available to customers currently on the United Power Time-of-Day rates. The current metering device doesn't work well for this type of solar application.
 - Building owners may reside out of state.
- Program will be available for new DC name-plate rated systems between .5 kW – 25 kW.
- Program application must include a check for \$100 made out to United Power to complete the Engineering Study for the customers Interconnection Agreement.
- Customer must contract with a pre-approved installer from the official program list.
 - The current list of pre-approved installers can be found at the COSEIA web-site. <http://www.coseia.org/newsite/index.php?id=133>. This list is periodically updated and installers can be added to the list by contacting the COSEIA office.
- This must be new equipment, purchased and installed on the customers' site after the official program start date of this matching grants program.
- The equipment must be UL 1741 approved. This includes both the solar panels and the inverter.
 - Verification can be found at www.consumerenergycenter.org/erprebate/equipment.html
- The system solar orientation must be documented and achieve a minimum of 90% of ideal orientation to be part of this program. Orientation performance will be calculated using the NREL program – PVWatts Calculator Version 1. / Boulder. Found at the following web-site: http://rredc.nrel.gov/solar/codes_algs/PVWATTS/version1/US/Colorado/Boulder.html
Rebates for systems that do not meet 90% of optimum orientation will be prorated.
- The customer must submit a list of all energy efficiency improvements completed in the building including any commissioning completed in the last 5 yrs. A rate analysis must also be completed.
- Customer must obtain and provide copies of all permits and inspections.
- Customer must agree to manage trees or other potential shade sources.
- Customer must sign a United Power Net-Metering / Interconnection Agreement.
- Customer must document liability insurance at the site for a minimum of \$300,000.
- Customer must sign over the Renewable Energy Credit (REC) for a period of 20 years.
- All participants will be required to complete a GEO Program Survey.
- The GEO will conduct an on-site verification of 10% of the rebated installations. Customers that are selected must be willing to participate in this process with the GEO.
- PV Installations must include a 5 year installation warranty.
- Applicant must document that the project went through a competitive bid process. A standard bid form template is available through United Power.



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United Power / Small Business Solar Electric Rebate Process

- **Application:** Customer has read the requirements for the United Power / Small Business Solar Electric Program and submits a signed application with all associated information provided and a check for \$100.
 - Rebate recipients will be selected on a first come – first served basis based on the date the original application having been received by United Power. Once the matching grants money for this program are exhausted, no further rebates will be issued unless additional funds are allocated towards this program.
- **Review:** United Power will review the customer application for accuracy and whether this applicant is qualified for this rebate program.
 - This is a pre-approval process. A customer can make changes in equipment, orientation or installers during the process but must document and receive approval from United Power for any changes from the original application.
- **Acknowledgement:** After the review, the customer will receive from United Power a letter acknowledging receipt of the application.
 - **Approval:** Summarizes the system specifications and provides documentation of the estimated rebate. This rebate will be reserved for a period of 90 days from the date of the approval letter. At the end of 90 days an applicant can ask for an extension but must be able to document or demonstrate that construction of the project is in progress. United Power holds the right to deny or extend the original application. If the Applicant fails to meet this 90 day deadline or wishes to be removed from the process, United Power will open that rebate money to the next available recipient.
 - **Denial:** Customer will be informed that their application has been denied. The basis for that denial will be explained. The customer can make the necessary adjustments and reapply with a new signed application.
- **Completed System Installation:** Once the system has been installed, United Power will schedule with the customer a final on-site inspection to verify the equipment and orientation of the system against the specifications from the original application.
- **Process Rebate:** All paperwork including copies of permits, inspections, insurance, interconnection agreements, REC contracts and the invoice for the purchase and installation of the equipment. At this point the rebate will be processed and mailed directly to the customer in a period of 6 – 8 weeks. The GEO portion of this rebate will be included in this payment to the customer.



Rebates / Small Business Solar Electric Rebate Program

- Only one rebate per customer.
- Applications can only be accepted and the solar equipment must be purchased after February 2, 2009. Installations must be completed by June 30, 2009.
- United Power will pay \$ 1.50 per DC –rated watt up to a maximum of \$7,500.
- The Governors Energy Office would match this rebate and represents a maximum of \$15,000 per installed system
- The customer can install additional capacity (up to 25 kW) but will only receive rebates for the first 5 kW and a total maximum rebate of \$ 15,000.

Note: The total portion of the proposed PV project cost to be covered by funding from this program shall not exceed 37.5% of the total installation cost.

Return completed application and fees, if applicable, to:

United Power
Solar Incentives
PO Box 929
Brighton, CO 80601

For more information, please call 303-637-1250.