



**Commerce RI**

**Rhode Island Renewable Energy Fund**

**Application Materials**

- ✓ **Commercial Scale Renewable Energy Projects Over 10kW**

**Commercial Block V-2015 program details can be found at:**

**<http://www.commerceri.com/finance/REF-Commercial.php>**

**Rules and Regulations can be found at:**

**<http://www.commerceri.com/documents/finance/2014-2016%20Rules%20and%20Regs%20Final.pdf>**

# 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, biomass, and fuel cells.

### **3) Why can't an REF grant be combined with a Distributed Generation Standard Long Term Contract (DGSLTC)?**

Projects funded through the REF are specifically designed to help Rhode Island companies and institutions lower their operating costs. Project owners have a new choice in 2014 that has not previously existed: Should the project be net-metered and combined with an REF grant? Or should the project feed directly into the grid and be combined with a DGSLTC? This choice allows project owners to pick the most financially attractive combination to match their specific goals.

### **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. CommerceRI 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:[http://www.nationalgridus.com/narragansett/business/energyeff/3\\_small.asp](http://www.nationalgridus.com/narragansett/business/energyeff/3_small.asp)

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

All dates are subject to change, but approximate timelines can be found on Commerce RI's website.

**➤ Rhode Island Renewable Energy Fund  
Submission Instructions**

**Please submit a complete hard copy AND a complete electronic copy.**

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

**Rhode Island Commerce Corporation**

**Attn: Hannah Morini**

**315 Iron Horse Way, Suite 101**

**Providence, RI 02908**

If you have any questions, please contact REF Staff at [REF@commerceri.com](mailto: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](mailto:REF@commerceri.com) or calling 401-278-9135.
- **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 401-278-9135, or may be accessed online at:  
<http://www.commerceri.com/documents/finance/20142016%20Rules%20and%20Regs%20Final.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.**

## I. Applicant Information

Applicant (Project Site Owner):	
Renewable Energy Company (Developer):	
Project Site Name:	
Project Site Address:	
Contact Name of Applicant:	
Applicant Address:	
City, State, Zip:	
Applicant Phone:	
Applicant Email:	
Applicant Website:	
Renewable Energy Company Point of Contact Name:	
Renewable Energy Company Email:	
Renewable Energy Company Phone :	
<b>Who should Commerce RI contact regarding this application?</b>	
Applicant Type of Entity (ex: LLC):	
Activities of Entity:	
Please describe the Applicant's presence in Rhode Island in terms of # of employees, percentage of total employees in RI, and/or history of doing business in RI:	

## II. Executive Summary

<b>Project Site Information:</b>	
Name on Electric Account:	
Installation street address:	
City/Town/Zip:	
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?	
Do you plan to utilize the Federal Investment Tax Credit? (Yes or No)	
Number of employees at project location:	
Please explain the relationship between the Applicant and the ultimate owner of the Renewable Energy System (if different).	
Please explain the relationship between the, the Renewable Energy Developer and the Renewable Energy System Installer (if different).	

## **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.

### III. 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	
<b>Total</b>			

<b>REF Funds requested</b>	\$ _____
<b>Total Project Cost:</b>	\$ _____
<b>Percentage of Total Project Costs that REF grant will cover:</b>	_____ %

<b>Estimated # of RECS Produced Annually:</b>	
---	--

#### IV. Technology Specific Data: Solar PV

<b>PV module manufacturer:</b>	
Model:	
Quantity:	
<b>Inverter Manufacturer:</b>	
Model:	
Quantity:	
<b>DC System Rating:</b> (Please do not round)	
<b>Total Annual AC Production:</b> (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
<b>Age of roof:</b>	
Expected remaining lifespan of roof:	
Length of Manufacturers' System Warranty:	
Length of Workmanship Warranty (minimum 3 years required)	
<b>Estimated annual operating and maintenance cost:</b>	
<b>Year and Total Cost of any major system upgrades:</b>	Year: _____ Cost: \$ _____

## Technology Specific Data: Wind

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

## 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:

## V. 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.

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

## **VI. 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.

## **VII. 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.



### **VIII. Qualifications of Firm and Project Personnel**

Summarize the selected contractor’s qualifications with regards to conducting the proposed study. Additionally, provide concise qualifications of each member on the core project team.

Master Electrician Name:
Master Electrician License Number:
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:

## IX. Attachments

All items listed below are required. Please feel free to include any additional documentation that will help support your application. Please fill in items that are in addition to the list below:

- 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.
- Proof of Funds for remainder of project
- Copy of manufacturer warranty
- Copy of workmanship warranty (if not included with turnkey contract)
- A complete copy of most recent electricity bill (if new construction, please include a request for service from National Grid)
- Layout Drawing of project including all detail required in the “Commercial Funding 2014 Block III Request for Projects”
- Completed W-9 Form
- Equipment spec sheets
- Outcome of feasibility study (if applicable)
- Google Earth or other aerial image of the site with the building or site clearly identified.

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:

**X. 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 does not have a relationship or affiliation, financial or otherwise, with any other Applicant applying to this round of funding with the COMMERCE RI Renewable Energy Fund.

Legal Name of Applicant: \_\_\_\_\_

Name of Customer Site (If different than above): \_\_\_\_\_

Company or Department Name (if applicable): \_\_\_\_\_

Signature of Applicant's Authorized representative: \_\_\_\_\_

Name of Authorized Representative: \_\_\_\_\_

Title/Company: \_\_\_\_\_

Date Signed: