

# Georgia Clean Energy Property Rebate Program Guidelines and Application Instructions

Georgia Environmental Facilities Authority

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AMENDED October 14, 2009:

- 1) Overlap of GEFA Financial Assistance Opportunities Section amended to eliminate restrictions on overlap between Federal Grants programs and GEFA Clean Energy Property Rebate Program.

## GEORGIA CLEAN ENERGY PROPERTY REBATE PROGRAM GUIDELINES

On February 17, 2009, the American Recovery and Reinvestment Act of 2009 (ARRA) was enacted. As a result of this new law, the state of Georgia was allocated \$82,495,000 in economic stimulus funds for its State Energy Program (SEP). On April 17, 2009, the U.S. Department of Energy (DOE) awarded this funding to the Division of Energy Resources of the Georgia Environmental Facilities Authority (GEFA). Of the total amount, GEFA will use \$4,495,000 million for the creation of the *Clean Energy Property Rebate Program*.

DOE has established guidelines for the use of ARRA State Energy Program funds that support the Clean Energy Property Rebate Program. In accordance with these guidelines, the results achieved with this program will be assessed using the following performance metrics:

- Jobs created
- Energy saved
- Renewable energy installed capacity and generated
- Energy cost savings

## PURPOSE OF THE CLEAN ENERGY PROPERTY REBATE PROGRAM

The purpose of the *Clean Energy Property Rebate Program* is to offset a portion of the cost of installing renewable energy property or implementing lighting retrofits or building efficiency upgrades as defined in the Official Code of Georgia Annotated (O.C.G.A.) 50-23-21. The Clean Energy Property Rebate Program will offset up to 35% of the cost for renewable energy or energy efficiency equipment, subject to a maximum cap that varies depending on the technology installed.

Applicants who receive an award under the Clean Energy Property Rebate program will not be able to claim any tax credit under O.C.G.A. 48-7-29-14 (GA HB 670) or any other rebate under O.C.G.A. 50-23-1 (GA HB 473) with respect to the same clean energy property.

State government agencies, local governments and post secondary schools seeking direct financial assistance to offset the cost of certain energy efficiency measures within their own facilities cannot receive funding through this program. These entities are encouraged to apply for the State Facility Retrofit program or the Energy Efficiency and Conservation Block Grant program (EECBG). Single-family residential applicants are encouraged to apply for the Georgia Clean Energy Property Tax Credit under O.C.G.A. 48-7-29-14 (GA HB 670).

## DEFINITIONS and TERMS

The terms used in this document have the meanings set forth below.

“Authority” means Georgia Environmental Facilities Authority;

“Cost” means:

1. In the case of clean energy property owned by a person, is aggregated funds actually invested and expended by a person to put into service the clean energy property.
2. In the case of clean energy property a person leases from another, cost is eight times the net annual rental rate, which is the annual rental rate paid by the person less any annual rental rate received by the person from subrentals;
3. All costs directly associated with the installation of the clean energy property including, but not limited to, associated labor and equipment costs. Costs not directly associated with the installation of clean energy property, including feasibility studies, financial analysis or other preparation costs, are not eligible for reimbursement under this program.

“Requirements for project approval” means applicant must provide additional information pertaining to that particular technology. Failure to provide this information may result in applicant’s application being rejected.

## **ELIGIBILITY**

GEFA will consider the following criteria in evaluating the eligibility of each proposed project:

### **Eligible Entities**

Under this program, GEFA may provide funding to:

- 1) Businesses;
- 2) K-12 Schools;
- 3) Not-for-profit 501(c) 3 organizations registered with IRS;
- 4) Faith-Based Organizations;
- 5) Private Universities and Colleges.

### **Eligible Projects**

Under this program, GEFA may provide funding for the following technologies:

- **Renewable Energy projects as follows:**

1. Solar equipment that uses solar radiation as a substitute for traditional energy for water heating;
  - As described in O.C.G.A. 50-23-21, subparagraph (a)(2)(A), additional requirements for this project include the following: Solar energy equipment for domestic water heating must be certified for performance by the Solar Rating Certification Corporation (SRCC), Florida Solar Energy Center (FSEC), or by a comparable entity approved by the authority to have met the certification of Solar Rating Certification Corporation OG-100 or Florida Solar Energy Center-OG-80 for solar thermal collectors. Links to listings of SRCC and FSEC qualified solar collectors and systems can be found at [www.gefa.org/index.aspx?page=489](http://www.gefa.org/index.aspx?page=489);
2. Active Solar and Space Heating and cooling, generating electricity, distillation, desalination, or the production of industrial or commercial process heat, as well as related devices necessary for collecting, storing, exchanging, conditioning, or converting solar energy to other useful forms of energy;
3. Wind equipment required to capture and convert wind energy into electricity or mechanical power as well as related devices that may be required for converting, conditioning, and storing the electricity produced by wind equipment.

- **Energy Star qualified Geothermal Heat Pump Systems:**

4. Any ENERGY STAR qualified geothermal heat pump is eligible for a rebate. A link to a complete listing of qualified systems can be found at [www.gefa.org/index.aspx?page=489](http://www.gefa.org/index.aspx?page=489).
  - Additional requirements for this project include the following: Applicant must provide the estimated energy and economic performance of the installed clean energy property.

- **Energy Efficiency projects as follows:**

5. **Lighting Retrofit Projects:** A lighting retrofit system that employs dual switching (ability to switch roughly half the lights off and still have fairly uniform light distribution), delamping, daylighting, relamping, or other controls or processes which reduce annual energy and power consumption by 30 percent compared to the American Society of Heating, Refrigerating, and Air Conditioning Engineers 2004 standard (ASHRAE 90.1.2004).
  - Additional requirements for this project include the following:
    - a) Please download the Energy Savings Modeling and Inspection Guidance for the Georgia Clean Energy Rebate, available at [www.gefa.org/index.aspx?page=489](http://www.gefa.org/index.aspx?page=489), for information on requirements for the lighting retrofit projects.
    - b) **Computer Software Requirements:** The computer software Comcheck version 3.6.1 or later must be used to calculate and document the reduction in the Lighting Power Densities. The U.S. Department of Energy (DOE) distributes Comcheck free of charge at [http://www.energycodes.gov/comcheck/ez\\_download.stm](http://www.energycodes.gov/comcheck/ez_download.stm).
6. **Energy Efficient Buildings:** A new or retrofitted building that is designed, constructed and certified to exceed the standards set forth in the American Society of Heating, Refrigerating, and Air Conditioning Engineers 2004 standard (ASHRAE 90.1.2004) by 30 percent.
  - Additional Requirements for this project include the following:
    - a) Please download the Energy Savings Modeling and Inspection Guidance for the Georgia Clean Energy Rebate, available at [www.gefa.org/index.aspx?page=489](http://www.gefa.org/index.aspx?page=489), for information on requirements for energy efficient building projects.
    - b) Applicants must model the reference building and proposed building using one of the software tools on the DOE published list of qualified software (at the time of certification), available at [http://www1.eere.energy.gov/buildings/qualified\\_software.html](http://www1.eere.energy.gov/buildings/qualified_software.html). The same software and version number must be used to model both the reference and the proposed building.

## **PROHIBITED USE OF FUNDS**

In accordance with federal regulations, applicants are prohibited from using SEP financial assistance:

- For construction, such as construction of mass transit systems and exclusive bus lanes, or for the construction or repair of buildings or structures;
- To purchase land, a building or structure or any interest therein;
- To subsidize fares for public transportation;
- To subsidize utility rate demonstrations or state tax credits for energy conservation or renewable energy measures; or
- To conduct or purchase equipment to conduct research, development or demonstration of energy efficiency or renewable energy techniques and technologies not commercially available.
- For any casino or other gambling establishment, aquarium, zoo, golf course, or swimming pool.
- To offset the cost of feasibility studies, financial analysis or any other preparation costs not directly related to the project installation.

- While applicants are not prohibited from using multiple sources of federal grant funding to implement projects, any equipment purchased and installed entirely with federal funds will not be eligible to receive a Clean Energy Property Rebate. Applicants will be required to describe the original source of all funds to be used toward the completion of a project. Any feasibility studies, financial analysis or other preparation costs are not eligible for reimbursement.

## **OVERLAP OF GEFA FINANCIAL ASSISTANCE OPPORTUNITIES**

While applicants are not prohibited from applying for multiple financial assistance opportunities through GEFA, no single clean energy property may receive more than one award from any combination of federally funded GEFA programs, including the competitive grant programs for renewable energy and energy efficiency and the Clean Energy Property Rebates. In the event that a single clean energy property is approved for multiple awards, only the largest award will be offered.

Applicants who receive an award under the Clean Energy Property Rebate program will not be able to claim any tax credit under O.C.G.A. 48-7-29-14 (GA HB 670 “Georgia Clean Energy Property Tax Credit”) or any other rebate under O.C.G.A. 50-23-1 (GA HB 473 “Georgia Clean Energy Property Rebate”) with respect to the same clean energy property. However, applicants who receive an award through the competitive grant programs for renewable energy and energy efficiency may still be eligible to apply for the Georgia Clean Energy Property Tax Credit.

## **TIMING**

Under this program, GEFA will approve applications for eligible projects on a first-come, first-served basis. Applications will be electronically time stamped upon submission to GEFA to determine the order in which they were received.

GEFA will review and approve all applications to determine that they meet the requirements of O.C.G.A. 50-23-21, code section (5)(A) within 60 days after receiving the application. Approval of awards will be subject to confirmation that the application is complete and that all cost by the applicant is accurate and properly reported.

Rebates will be awarded in full within 30 days of project completion and receipt of a cost reimbursement request by the authority. For more information on cost reimbursement, please see “PAYMENT” section below.

Successful applicants will have 180 days to complete project from the time that the application is approval by the Authority. NO EXTENSIONS will be allowed under this program. If applicant fails to meet his/her contractual obligation, GEFA will establish a waiting list on a first-come, first served basis. Those applicants will be notified by GEFA, in writing with further instructions.

Any project costs incurred by the applicant prior to April 17, 2009, will not be eligible for a Clean Energy Property Rebate. Applicants who have installed clean energy property prior to April 17, 2009 are encouraged to apply for the GA HB 670 “Georgia Clean Energy Property Tax O.C.G.A. 48-7-29-14. For more details, please see the “PERIOD OF PERFORMANCE” section below.

## **MAXIMUM AWARD**

For any single installation, the award maximum under the Clean Energy Property Rebate Program is 35% of the cost for renewable energy or energy efficiency equipment, subject to a maximum cap that varies depending on the technology installed as described in this section.

In no event will the aggregate amount of the rebate approved by GEFA, for any single installation, exceed the limitations listed below:

1. \$500,000 per installation for solar energy equipment, including solar electric (photovoltaic), other solar thermal electric application, and active space heating and wind equipment;
2. \$100,000 per installation for clean energy property related to solar equipment for domestic water heating which is certified for performance by the Solar Rating Certification Corporation, Florida Solar Energy or by a comparable entity approved by the GEFA to have met the certification of Solar Rating Certification Corporation OG-100 or Florida Solar Energy Center-GO-80 for solar thermal collectors;
3. \$100,000 for Energy Star certified geothermal heat pump systems;
4. \$0.60 per square foot or a maximum of \$100,000, whichever is less, for a lighting retrofit project.
5. \$1.80 per square foot or a maximum of \$100,000, whichever is less, for a building efficiency project.

## PERIOD OF PERFORMANCE

For clean energy property that is not installed before an application for a rebate is submitted to GEFA, the period of performance will begin on the date that an award is officially made by the authority, which is the date that an award agreement is mailed by the authority to the successful applicant for signature.

For clean energy property that is installed, or is partially installed, on or after April 17, 2009 but before an application for a rebate is submitted to GEFA, the period of performance will begin on the date that eligible project costs were first incurred. **In no event will project costs incurred before April 17 be eligible for a Clean Energy Property Rebate.** While O.C.G.A. 50-23-21 permits GEFA to provide awards for clean energy property placed into service on or after January 1, 2009, federal funds used to implement this program were not available until April 17, 2009. In accordance with restrictions on the use of funds awarded by DOE, GEFA cannot reimburse costs that were incurred before this date.

For all projects, the period of performance will end 180 days after the award is made. Successful applicants will have 30 days after the end of the period of performance to submit the final cost reimbursement request and documentation to GEFA. During this time, no other project costs can be incurred. NO EXTENSIONS will be allowed under this program.

Projects selected for funding through this program must complete the project within 180 days of receiving an award notification from GEFA. Any project costs incurred after the expiration of the award agreement will not be eligible for reimbursement under this program, and the amount of the approved rebate will be recalculated if necessary.

Incomplete projects, defined as projects that are not functional before the expiration of the award agreement, will not be eligible for any reimbursement under this program. The award will be revoked and no rebate will be issued, even if allowable project costs were incurred.

Project costs incurred before April 17, 2009 will not be eligible for reimbursement under this program. A project that was partially complete before April 17, 2009 may be eligible to receive a rebate for only the portion of costs incurred on or after this date.

## APPLICATION REQUIREMENTS

Applicants must use the Georgia Clean Energy Property Rebate Program online application form (AVAILABLE October 19, 2009) at [www.gefa.org/index.aspx?page=489](http://www.gefa.org/index.aspx?page=489) to complete and submit applications. Applications submitted by mail, courier, facsimile, or in person will not be accepted.

Applicants must also adhere to the following requirements:

- Applicants relying on a third party to supply and/or install the clean energy property must affirm, in writing, that an agreement has been executed between the owner and the installer/contractor for the purchase and installation. This agreement must show the estimated cost of installed technology and certify that the project will be completed within 180 days of receiving an award notification from GEFA. A template agreement is attached in Appendix III;
- If a contractor issues a separate rebate to the applicant, this must be noted in the application. The eligible rebate for the applicant will be the net cost to the applicant, less any contractor rebates. Any applicant who is found to fail to report a contractor rebate will forfeit the entire Clean Energy Property Rebate. If the rebate has already been paid by GEFA, the applicant will be required to repay the entire award plus the allowable rate of interest accrued.

## PROCESS AND TIMELINE

General dates include:

- |                                                           |                          |
|-----------------------------------------------------------|--------------------------|
| • Draft guidelines available for public review            | September 18, 2009       |
| • Final guidelines and application instructions published | October 2, 2009          |
| • Online application form available                       | October 19, 2009         |
| • Applications reviewed and awards made                   | <60 days per application |

*GEFA reserves the right to adjust this timeline as necessary and will notify applicants of any changes.*

## REQUIREMENTS FOR APPROVED PROJECTS

- **Inspections & Monitoring:** Applicant must permit GEFA and/or any agent of GEFA including but not limited to the U.S. Department of Energy, the Governor's Office of Planning and Budget, and the U.S. General Accounting Office to inspect the physical location of a project at any time during the project period. Inspections will be conducted during regular business hours.
- **Special Award Terms and Conditions:** Depending on the specific project activity, certain terms and conditions may apply. These terms and conditions will be clearly articulated in any contract and subsequent agreements between GEFA and the awardees before work is to take place. Please see Appendix IV for more information.

## GENERAL REVIEW AND EVALUATION

GEFA will review and evaluate applications in the order in which they are received. Applications will be reviewed to determine eligibility and completeness as specified. Ineligible or otherwise incomplete applications will be immediately rejected and applicant will be notified by email.

When available funding is limited, project applications under simultaneous review will be evaluated on a first come, first served basis. Satisfying the General Review and Evaluation requirements confers no rights upon the Applicant.

## REJECTION OF APPLICATIONS

GEFA reserves the right to reject any application. The submission of an application under these guidelines confers no right upon any applicant. GEFA is not obligated to award any rebates under this program, to pay any costs incurred by the applicant in the preparation and submission of an application, or pay any rebate related to costs incurred prior to the award notification being made.

## PAYMENT

- **Method of Payment:** The method of payment will be on a cost reimbursement basis. Rebate recipients will submit a cost reimbursement/drawdown request once the installation is complete. Reimbursement requests must be accompanied with copies of all appropriate documentation of allowable expenses incurred. All reimbursements will be provided to rebate recipients via electronic funds transfer.

## CONTACT INFORMATION

For more information, please contact Tracy Williams, program manager at GEFA through email at [tracy@gefa.ga.gov](mailto:tracy@gefa.ga.gov) or call her at 404.584-1037.

## **Appendix I: Georgia Clean Energy Rebate Program – Required Reporting Metrics**

### **REPORTING METRICS**

If a project receives SEP ARRA funding, rebate recipients will be required to track and report quarterly the following metrics where applicable, which include but are not limited to the following:

#### **Energy Savings (kwh equivalents)**

- Annual reduction in electricity consumption (MWh) by sector and end-use category
- Annual reduction in electricity demand (MW) by sector and end-use category

#### **Job Creation/Retention**

- Number
- Type (direct and indirect)
- Duration

#### **Renewable Energy Capacity and Generation**

- Amount of wind-powered electric generating capacity installed (MW)
- Amount of electricity generated from wind systems (MWh)
- Amount of photovoltaic generating capacity installed (MW)
- Amount of electricity generated from photovoltaic systems (MWh)
- Amount of electric generating capacity from other renewable sources installed (MW)
- Amount of electricity generated from other renewable sources (MWh)

#### **Emissions Reductions (tons) (CO2 equivalents)**

- Methane
- Carbon
- Sulfur dioxide
- Nitrogen oxide
- Carbon monoxide

### **GEFA REPORTING**

GEFA will track and report the status of each rebate on a quarterly basis. The report will include the number of persons that claimed the rebates, the cost of the clean energy property to which the rebates were issued, the type of clean energy property installed and the location of each installation.

## Appendix II: Application Submission Information

Applicants must use the Georgia Clean Energy Property Rebate Program online application form (AVAILABLE October 19, 2009) at [www.gefa.org/index.aspx?page=489](http://www.gefa.org/index.aspx?page=489) to complete and submit applications. Applications submitted by mail, courier, facsimile, or in person will not be accepted.

### Georgia Clean Energy Property Rebate

#### Preapplication Form

SECTION A: TECHNOLOGY TYPE				
Indicate the type of specified property: <input type="checkbox"/> Solar Electricity <input type="checkbox"/> Active Solar Space Heating <input type="checkbox"/> Wind <input type="checkbox"/> Geothermal Heat Pumps  <input type="checkbox"/> Solar Hot Water <input type="checkbox"/> Energy Efficient Lighting <input type="checkbox"/> Energy Efficient Building				
SECTION B: APPLICANT ELIGIBILITY				
Type of Applicant :				
<input type="checkbox"/> Businesses <input type="checkbox"/> K-12 Schools <input type="checkbox"/> Private Colleges and Universities <input type="checkbox"/> Faith-Based Institutions <input type="checkbox"/> Non-Profit				
SECTION C: APPLICANT INFORMATION				
Applicant Name:				
Street Address:				
City:	State:	Zip Code:	County:	Country: U.S.
DUNS Number:	Is your organization registered with the Central Contractor Registry? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Congressional District:	Email Address:			
Phone Number:		Mailing Address (optional):		
Has the applicant accepted the Governor's Energy Challenge? (visit <a href="http://www.gefa.org">www.gefa.org</a> for more information)		<input type="checkbox"/> Yes	<input type="checkbox"/> No	
HIGHLY COMPENSATED OFFICERS				
Recipient Indication of Reporting Applicability* (See criteria below and answer "Yes" or "No" if you need to report this information. If "No", you do not need to fill out officers names & compensation below)				<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Officer name</b>			<b>Compensation</b>	

Fill in name of five most highly compensated officers if you answered "yes" in the line above)	(List the total compensation for each officer if you answered "yes" in the line above)

**Criteria for Reporting Highly Compensated Officers**

Names and total compensation of each of the five most highly compensated officers of the sub recipient for the calendar year in which the awarded is awarded if—

- (i) In the sub recipient’s preceding fiscal year, the sub recipient received—
  - (A) 80 percent or more of its annual gross revenues from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; and
  - (B) \$25,000,000 or more in annual gross revenues from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; and
- (ii) The public does not have access to information about the compensation of the senior executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986.

**SECTION D: INSTALLER INFORMATION**

Business Name:				
Name of Authorized Representative:			State Business License Number:	
Business Phone:		Street Address:		
City:	State:	Zip Code:	County:	Congressional District:
Email Address:		Number of employees engaged in project completion:		Country: U.S.

**SECTION E: BUILDING INFORMATION**

Street Address:	
City:	State:

County:	Zip Code:	
Country:	Congressional District:	
Electric Provider :	Natural Gas Provider (if applicable):	
Square Footage:	Number of Occupants:	
Contact Person:	Phone Number:	
Email Address:	Alternate Number:	
Additional Information about the installation Site (optional)		

<input type="checkbox"/> Property <b>Has NOT</b> been placed into service:  <input type="checkbox"/> Property <b>Has been</b> placed into service:  <i>Your clean energy property has been installed on or after April 17, 2009.</i>	Construction will began on this date:	
	Date technology is expected to be placed into service:  <i>(applicant has 180 days to complete project)</i>	

**SECTION F: SYSTEM SPECIFICATIONS AND COST FOR SOLAR ELECTRICITY**

*Please provide the following information for the clean energy property for which the rebate is being claimed. Please retain proof of payment for all itemized costs below.*

**System Type:**  
Please select one:

Utility Independent System (the system itself not connected to the electric grid)

Utility Interactive System (the system is connected to the electric grid. If the system is utility interactive, ask your utility about “net-metering” or “bi-directional metering.”)

**System Specification and Cost Information For Solar Electricity**  
Please provide the requested information and associated costs. Listing a single total cost is permissible as long as documentation maintained by the applicant supports this figure.

Clean Energy Property	Item Cost
Module Manufacturer	

Module Model (name/number)		
Individual Module Peak Output (Watts)		
Number of Modules		
Total System Output (kW)		

*Balance of System (as applicable)*

Controller Model (name/number)		
Inverter Model (name/number)		
Inverter Capacity (W)		
Battery Model (name/number)		
Individual Battery Capacity (Watt-hours)		
Number of Batteries		
Total Battery Capacity (Watt-hours)		
Other Component(s) Model (name/number)		
Installation Costs		
Other Eligible Costs (describe)		
Total System Costs		

**SECTION F: SYSTEM SPECIFICATIONS AND COST FOR SOLAR HOT WATER**

*Please provide the following information for the clean energy property for which the rebate is being claimed. Please retain proof of payment for all itemized costs below.*

**Certification Type**  
Provide the appropriate certification number or numbers.

FSEC GP-5-80 (Collectors)	
FSEC GP-7-08 (System)	

SRCC OG-100 (Collectors)	
SRCC OG-300 (System)	
SRCC OG-400 (Pool)	

**System Type**

Please select one.

- Glycol
- Drainback
- Thermosyphon
- Other (describe):

**System Specification and Cost Information For Solar Hot Water**

Please provide the requested information and associated costs. Listing a single total cost is permissible as long as documentation maintained by the applicant supports this figure.

Clean Energy Property	Item Cost
System Manufacturer	
System Model (name/number)	
Collector Manufacturer	
Collector Model (name/number)	
Individual Collector Area (sq. ft)	
Number of Collectors	
Total Collector Area (sq. ft)	
<i>Balance of System (as applicable)</i>	
Controller Model (name/number)	
Storage Tank Model (name/number)	
Storage Tank Size (gal)	
Heat Exchanger Model (name/number)	
Other Component(s) Model	

(name/number)			
Installation Costs			
Other Eligible Costs (describe)			
Total Cost of Clean Energy Property			

**SECTION F: SYSTEM SPECIFICATIONS AND COST FOR ACTIVE SOLAR SPACE HEATING**

*Please provide the following information for the clean energy property for which the rebate is being claimed. Please retain proof of payment for all itemized costs below.*

**System Type**

Please select one.

- Air-based System
- Liquid-based System
- Radiant In-floor system
- Other (describe):

**System Specification and Cost Information for Active Solar Space Heating**

Please provide the requested information and associated costs. Listing a single total cost is permissible as long as documentation maintained by the applicant supports this figure.

Clean Energy Property		Item Cost
System Manufacturer		
System Model (name/number)		
Collector Manufacturer		
Collector Model (name/number)		
Individual Collector Area (sq. ft)		
Number of Collectors		
Total Collector Area (sq. ft)		
<i>Balance of System (as applicable)</i>		

Controller/Thermostat Model (name/number)			
Storage Tank Model (name/number)			
Storage Tank Size (gal)			
Heat Exchanger Model (name/number)			
Other Component(s) Model (name/number)			
Installation Costs			
Other Eligible Costs (describe)			
Total Cost of Clean Energy Property			

**SECTION F: SYSTEM SPECIFICATIONS AND COST FOR GEOTHERMAL HEAT PUMP**

*Please provide the following information for the clean energy property for which the rebate is being claimed. Please retain proof of payment for all itemized costs below.*

**System Type**

Please select one.

Open Loop

Closed Loop

Will the system be used for water heating?    Yes    No

If yes, please specify:

Desuperheater

Separate geothermal domestic hot water generator

In-floor radiant system, pool heat or spa heat

**System Specification and Cost Information for Geothermal Heat Pump**

Please provide the requested information and associated costs. Listing a single total cost is permissible as long as documentation maintained by the applicant supports this figure.

Clean Energy Property		Item Cost
System Manufacturer		
System Model (name/number)		

System Capacity (tons)*			
System Heating Efficiency (COP)			
-Single or Low Speed (COP)			
-High Speed (COP)			
System Cooling Efficiency (EER)			
-Single or Low Speed (EER)			
-High Speed (EER)			
Other Component(s) Model (name/number)			
Installation Costs			
Other Eligible Costs (describe)			
Total Cost of Clean Energy Property			

**SECTION F: SYSTEM SPECIFICATIONS AND COST FOR ENERGY EFFICIENT LIGHTING PROJECTS**

*Please provide the following information for the clean energy property for which the rebate is being claimed. Please retain proof of payment for all itemized costs below.*

**System Specification and Cost Information for Energy Efficient Lighting Projects**

*Please provide a listing of the lights and lighting technologies, as well as associated costs, used to achieve the energy reductions required by the Lighting Retrofit Project Rebate. Where possible please use the same terminology and references as used in the "Lighting" tab in ComCheck. Add additional pages if necessary, preferably typed, using the format below.*

Clean Energy Property		Cost
Lighting		

Daylighting Sensors or Controls		
Other Lighting Controls (Occupancy Sensors, Bi-level Switching, etc)		
Other Eligible Items/Costs		

Total Cost of Lighting Retrofit Project Property\*

\* Note: this is only the cost associated with the elements contributing to a 30% improvement in the lighting performance. Costs for other energy efficient building property may not be included in the calculations for this rebate.

**SECTION F: SYSTEM SPECIFICATIONS AND COST FOR ENERGY EFFICIENT BUILDING**

*Please provide the following information for the clean energy property for which the rebate is being claimed. Please retain*

*proof of payment for all itemized costs below.*

*Please provide the brief descriptions of the nature of the clean energy property for which the rebate is being claimed. The applicant must retain proof of payment for all itemized costs below. Add additional pages if necessary, preferably typed, using the format below.*

Example:

<b>Clean Energy Property</b>		<b>Category Cost</b>
Interior Lighting	110 fixtures upgraded from T-8 to T-5	\$1500
	Upgraded lighting controls system	\$900

<b>Clean Energy Property</b>		<b>Category Cost</b>
Interior Lighting		
Heating		
Cooling		
Ventilation		

Hot Water			
Installation Costs (if separate)			
Other Eligible Costs			
Total Cost of Clean Energy Property			

**SECTION F: SYSTEM SPECIFICATIONS AND COST FOR WIND PROJECTS**

*Please provide the following information for the clean energy property for which the rebate is being claimed. Please retain proof of payment for all itemized costs below.*

**System Information**

*Please provide the following information for the clean energy property for which the rebate is being claimed. Please retain proof of payment for all itemized costs below.*

**System Type**

Please select one.

- Utility Independent System (the system itself not connected to the electric grid)
- Utility Interactive System (the system is connected to the electric grid. If the system is utility interactive, ask your utility about “net-metering” or “bi-directional metering.”)

**System Specification and Cost Information**

Please provide the requested information and associated costs. Listing a single total cost is permissible as long as documentation maintained by the applicant supports this figure.

Clean Energy Property		Item Cost
System Manufacturer		
Model Name/Number		
Generator Rating (in kW):		
Voltage: ____ (AC) or ____ (DC)		

Number of Turbines			
Total System Peak Capacity (kW)			
Tower Manufacturer			
Tower Model			
Tower Height			
Foundation/Anchoring Method			
<i>Balance of System (as applicable)</i>			
Controller Model (name/number)			
Inverter Model (name/number)			
Inverter Capacity (W)			
Battery Model (name/number)			
Individual Battery Capacity (Watt-hours)			
Number of Batteries			
Total Battery Capacity (Watt-hours)			
Other Component(s) Model (name/number)			
Installation Costs			
Other Eligible Costs (describe)			
Total Cost of Clean Energy Property			

**SECTION G: CALCULATION OF CREDIT FOR SOLAR ELECTRICITY, ACTIVE SOLAR SPACE HEATING AND WIND PROJECTS**

1	Cost of Clean Energy Property	
2	Multiply Line 1 by 0.35	
3	Maximum Amount Allowable	<b>\$500,000</b>
4	Lesser of lines 2 or 3	

**SECTION G: CALCULATION OF CREDIT FOR GEOTHERMAL HEAT PUMP AND SOLAR HOT WATER PROJECTS**

1	Cost of Clean Energy Property	
2	Multiply Line 1 by 0.35	
3	Maximum Amount Allowable	<b>\$100,000</b>
4	Lesser of lines 2 or 3	

**SECTION G: CALCULATION OF CREDIT FOR ENERGY EFFICIENT BUILDING PROJECT**

1	Cost of Energy Efficient Building Property	
2	Multiply Line 1 by 0.35	
3	Square Footage of Building Achieving Energy Reduction	
4	Multiply Line 3 by \$1.80	
5	Maximum Amount Allowable	<b>\$100,000</b>
6	Lesser of lines 4 or 5	
7	Lesser of lines 2 or 6	

**SECTION G: CALCULATION OF CREDIT FOR ENERGY EFFICIENT LIGHTING PROJECT**

1	Cost of Lighting Retrofit Project Property	
2	Multiply Line 1 by 0.35	
3	Square Footage of Building Achieving Energy Reduction	
4	Multiply Line 3 by \$0.60	
5	Maximum Amount Allowable	<b>\$100,000</b>

6	Lesser of lines 4 or 5	
7	Lesser of lines 2 or 6	

## Appendix III: Contractor Agreement Template

In accordance with the American Recovery & Reinvestment Act, GEFA is obligated to disburse Clean Energy Property Rebate funds quickly and efficiently to maximize near-term economic benefits. All applicants relying on a third party to supply and/or install the clean energy property must affirm, in writing, that an agreement has been executed between the owner and the installer/contractor for the purchase and installation. This agreement must show the estimated cost of installed technology and certify that the project will be completed within 180 days of receiving an award notification from GEFA or that the project was installed on or after April 17, 2009.

The template agreement below is a recommended format only. An applicant may choose to use a different agreement to meet this requirement, provided the information contained in the template below is included in some form in the applicant's agreement as well.

-----

This Agreement made the \_\_\_\_ day of \_\_, 20 \_\_, by and between \_\_\_\_\_, hereafter called Contractor and \_\_\_\_\_, hereafter called Applicant, Witnessed that the Contractor and the Applicant for the considerations named agree as follows:

Should the Applicant be selected for a rebate under the Clean Energy Property Rebate Program, the Applicant will work with the Contractor to install the eligible property as described below:

The eligible property is characterized as follows: (select only one)

Technology	Make	Model
<input type="checkbox"/> Solar PV:		
<input type="checkbox"/> Solar Hot Water		
<input type="checkbox"/> Active Solar Space Heating		
<input type="checkbox"/> Wind		
<input type="checkbox"/> Geothermal		
<input type="checkbox"/> Energy Efficiency Buildings	n/a	n/a
<input type="checkbox"/> Lighting Retrofit	n/a	n/a

### Period of Performance

- The installed property will be fully operational within 180 days of entering into contract with GEFA.
- The clean energy property was installed on or after April 17, 2009.

### Contract Price:

- The Owner shall pay the contractor for material and labor to be performed at or under the sum of \$\_\_\_\_\_.
- The Owner has paid the contractor for material and labor that was performed on or after April 17, 2009 at or under the sum of \$\_\_\_\_\_.

### Rebates:

- The contractor **will issue** a rebate to the Applicant in the amount of \$\_\_\_\_\_.
- The contractor **has issued** a rebate to the Applicant in the amount of \$\_\_\_\_\_.

**GEFA Rebate:**

The Applicant is requesting a clean energy property rebate from GEFA in the amount of \$\_\_\_\_\_ (not to exceed 35 percent of total cost of installation less any rebates).

Signed on this \_\_\_\_ day of \_\_\_\_, 20\_\_\_\_\_.

**Applicant Certification**

1. The clean energy property for which a rebate is being claimed meets all requirements and criteria in O.C.G.A. 50-23-21 and related rules and regulations.
2. The clean energy property for which a rebate is being claimed will be placed into service and will be functioning as intended in 180 days from date of contract with GEFA or the clean energy property for which a rebate is being claimed was installed on or after April 17, 2009.
3. I understand that completing and submitting this form does NOT entitle me to or guarantee me a rebate.
4. I understand that if I am approved for a Clean Energy Property Rebate, that I may be subject to an audit prior to receiving said rebate from the Georgia Environmental Facilities Authority.
5. I, the undersigned, president or other principal officer, of the business for which this application is made, declare under the penalties of perjury that this application (including any attachments) has been examined by me and is, to the best of my knowledge and belief, a true, correct and complete application, made in good faith, pursuant to the Georgia Public Revenue Code and the regulations issued thereunder.

Applicant full name: \_\_\_\_\_

Contractor full name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

Contractor Signature: \_\_\_\_\_

## **Appendix IV: OTHER REQUIREMENTS UNDER ARRA**

### **Section 1606, Federal Wage Rate Requirements (Davis-Bacon Act)**

Section 1606 of the Recovery Act requires that all laborers and mechanics employed by contractors and subcontractors on projects funded directly by or assisted in whole or in part by and through the Federal Government pursuant to the Recovery Act shall be paid wages at rates not less than those prevailing on projects of a character similar in the locality. For more details, please visit the Clean Energy Property Rebate Program page at [www.gefa.org/index.aspx?page=489](http://www.gefa.org/index.aspx?page=489) and download the document “State Energy Program – Special Terms and Conditions.”

### **National Environmental Policy Act (NEPA) Requirement**

GEFA is restricted from taking any action using federal funds for projects under the State Energy Program that would have an adverse effect on the environment or limit the choice of reasonable alternatives prior to Department Of Energy providing a final NEPA determination regarding these projects. Each clean energy property installation under this program will require an individual NEPA review and determination by the DOE. As part of the application evaluation process, GEFA will submit an environmental questionnaire to the DOE Project Officer for each clean energy property installation to allow DOE to conduct an individual NEPA review and determination before awarding funds. If DOE determines that NEPA requires the preparation of an environmental assessment (EA) or environmental impact statement (EIS) for a clean energy property installation, GEFA will not award a rebate for that installation. Preparing an EA or EIS document can require 6-24 months and would therefore not support the objectives of this program.

### **Historic Preservation**

Prior to the expenditure of federal funds to alter any structure or site, the applicant is required to comply with the requirements of Section 106 of the National Historic Preservation Act (NHPA). Section 106 applies to historic properties that are listed in or eligible for listing in the National Register of Historic Places. In order to fulfill the requirements of Section 106, GEFA must contact the State Historic Preservation Officer (SHPO) to coordinate the Section 106 review of program activities, including clean energy property rebate installations. Any clean energy property installation that results in an adverse effect to historic properties will not receive a rebate through this program.

### **Reporting Requirements**

President Obama has committed to transparency and accountability in the use of funds provided through ARRA. Activities carried out and results achieved with ARRA funds will be tracked carefully, reported clearly and quantifiably.

In an effort to meet this requirement, Governor Sonny Perdue ordered the creation of a state Web site to help track the use of Georgia stimulus funds. This site will provide the citizens of Georgia access to clear and concise information about the federal stimulus initiative. Project information will be posted on <http://stimulusaccountability.ga.gov/02/gov/stimulus/home/0,2804,134245182,00.html>

Applicants will be responsible for submitting financial reports and project status reports to GEFA. Reports will be due on a quarterly and annual basis and after completion of the project, and all reports must meet the reporting requirements set forth under ARRA. Other reporting may also be required depending on the project activity, and such requirements will be clearly articulated in any agreements between GEFA and the awardees before work is to begin.

Recipients of funding appropriated by the Recovery Act shall comply with requirements of applicable federal, state and local laws, regulations, DOE policy and guidance.

### **Other Special Terms and Conditions**

Certain terms and conditions defined by DOE may be required of rebate recipients under this program. For more details, please visit the Clean Energy Property Rebate Program page at [www.gefa.org/index.aspx?page=489](http://www.gefa.org/index.aspx?page=489) and download the document “State Energy Program – Special Terms and Conditions.”

## Appendix V: OBTAINING A DUNS NUMBER AND REGISTERING WITH THE CENTRAL CONTRACTOR REGISTRY

As a part of ARRA, all recipients must obtain a DUNS Number and register with the Central Contractor Registry in order to receive funding. Please see instructions below for obtaining this information.

### Obtaining a DUNS Number:

- Dun & Bradstreet (D&B) provides a D-U-N-S Number, a unique nine digit identification number, for each physical location of your business. D-U-N-S Number assignment is FREE for all businesses required to register with the US Federal government for contracts or rebates. Once you receive this number, please be sure to file it appropriately as you will need it to register with the Central Contractor Registry (below) and to apply for funding through the Georgia Renewable Energy Rebate Program.
- Visit the following URL: <http://fedgov.dnb.com/webform>
  - [Click here](#) to request your D-U-N-S Number via the Web. If one does not exist for your business location, it can be created within 1 business day.
  - [Click here](#) to request your D-U-N-S Number by phone, (for U.S., Puerto Rico, and U.S. Virgin Islands Only).
- For technical difficulties, contact [govt@dnb.com](mailto:govt@dnb.com)

### Registering with the Central Contractor Registry:

- Central Contractor Registration (CCR) is the primary registrant database for the U.S. Federal Government. CCR collects, validates, stores and disseminates data in support of agency acquisition missions. [Click here](#) to learn more about CCR Policy and Background.
- Visit the following link: <http://www.bpn.gov/ccr/>
- Download the User Account Guide from the Central Contractor Registry for instructions on creating or modifying a CCR account
  - <http://www.bpn.gov/ccr/doc/UserAccount.pdf>
- From the CCR home page, select “Start New Registration” or “Update or Renew Registration” from the left hand column. Follow instructions from the User Account Guide to complete application process.
- Once you have completed this you will receive an e-mail confirming that your organization has been registered successfully. Please save that e-mail as you will need to upload into the application for the Georgia Clean Energy Rebate Program.