



NY-Sun Incentive Program
MONTHLY INSTALLER SUMMARY of July 14, 2016 CONFERENCE CALL

The next conference call will be on August 11, 2016 at 9:00 am.

Salesforce Transition & Training Schedule

System Change

- Transitioning away from PowerClerk to Salesforce
- Provide greater efficiency in reviewing and approving applications
 - Allows you to more easily access your project data
- New System Go Live is Scheduled for mid-August

Training Sessions

- Will be distinct for Residential/Small Commercial & Commercial Industrial programs
- There will be 2 time options for each training session offered. They will be conducted via Webex, recorded and publicly posted
- The first of the training sessions will be held on 7/27 & the same training will again be held the following week. Invitations for all training sessions will be sent shortly

Q&A Sessions

- Will be distinct for Residential/Small Commercial & Commercial Industrial programs

Sandbox Access will be given prior to Launch

- Access will be granted 2 weeks prior to go live

- This test period will allow you greater familiarity before go-live & to ask questions before launch

Guide you throughout go live and beyond

Process

- Process will be in place for you to communicate with the NY-Sun team and ask questions

Materials

- Materials will be made available that guide you with step by step instructions on the various tasks you will be using the new system for

Community Distributed Generation (CDG) Review

Information about CDG is summarized on the NY-Sun website (<http://www.nyserda.ny.gov/-/media/NYSun/files/Contractor%20Resources/Community-Distributed-Generation-Project-Developers.pdf>), and each utility has posted its Operating Procedures for CDG projects. Key points on CDG membership include:

- Any utility customer may be a member of a project in the same utility and NYISO zone. NYISO zone map
- Each project must have a least 10 members, and each member must be allocated at least 1,000kWh per year (not to exceed their historic average annual consumption).
- No more than 40% of the Community DG host's excess generation may serve members with an average monthly peak demand of 25kW or greater.

Some contractors have sought clarification on the definition of "large" members, who cannot receive more than 40% of a projects output in total. The "average monthly peak demand" refers to the (commercial) utility customer's electricity demand from the utility, which will be indicated on their utility bills. "Average monthly peak demand" does not refer to the member's allocation of the CDG project output, or have any other relation to the solar generation.

These rules were set by the Public Service Commission when they established CDG.

Operations Updates and Reminders

1. If a project wants to change Contractors, the original application must be cancelled

and a new application re-submitted. If an incentive is still offered in the region/sector the incentive level and all rules in effect at the time the new application is submitted will apply.

2. Change Orders - All change orders must be sent with the correct supporting documents, any equipment modifications must include new shading/output, site plan & three-line electric drawing to permit for technical design review and minimize process delays. The system rating must be correct in power clerk and support the actual system size installed based on interconnection filed. Failure to get NYSERDA/PSEG Long Island approval on any and all modifications may result in revocation of the incentive reservation or nonpayment of the incentive. Change order requests must state the reason for the change, the original equipment quantity and catalog numbers, the proposed equipment quantity and catalog numbers, changes in cost, changes in incentive (if applicable) amount and any changes in the array configuration or wiring. Please avoid when possible submitting multiple change orders and with approval of your change order request, please confirm all requested changes are reflected in power clerk. All proposed change requests must include the owner's signed acknowledgement of the proposed changes. Please send the change orders to the address on the change order form.

3. Finance Only Projects - Applications wishing to pursue the Finance only option due to the base incentive in Long Island Residential sector being fully exhausted must follow the rules as outlined in the Program Manual. As a reminder, the total amount loan amount approved by NYSERDA will be paid upon submittal to and approval by NYSERDA. Once approved EFS is notified to release loan. To release loan, the Financing Request Form must include a utility interconnect letter, building permit and one of the following:

- (a) Final inspection certificate issued by authorities having jurisdiction or
- (b) Digital photo of inspection sticker issued by authorities having jurisdiction or
- (c) Documentation of a successful inspection by NYSERDA or its representatives.

Please remember to use the current version of all forms to avoid delays in processing. Forms can be found on the [Resources & Forms](#) section of the NY-Sun website. All Financing Request Forms with documentation are to be signed by customer and contractor and sent as one PDF with subject line Finance Only - Application #, Customer Name to address on form.

Design Review and Technical Assistance

Residential Rooftop Access and Ventilation now available on the website. With the new codes taking effect on October 3rd there are many changes. One item for consideration

is the residential roof top access and ventilation requirements for firefighters and first responders. NY Sun with assistance for NYS Department of State has put together a summary document for use by contractors, design professionals and code officials.

This document with illustrations which summarizes Section 324 of the 2015 International Residential Code while incorporating the NYS amendments.

<http://www.nyserda.ny.gov/All-Programs/Programs/NY-Sun/Project-Developers/Residential-Small-Commercial-MW-Block/Resources-Residential-Small-Commercial-MW-Block>

The PV Trainers Network put together an overview of the new code cycle, the webinar was recorded and will be available on the website, along with other information and opportunities. <https://training.ny-sun.ny.gov/>

2016 NYS Uniform Code Supplement:

NYS has supplemental code amendments to the International Codes. They can be viewed on the NYS Department of State website at:

<http://www.dos.ny.gov/dcea/noticadopt.html>

Free Access to 2015 I-Codes:

It is also possible to view the International Codes for free, but cautions these do not include the NYS specific changes

<http://codes.iccsafe.org/New%20York%20State.html>

QA Issues

Monthly Summary:

June 2016 Inspection Summary Information

Number of Inspections: 65

Number of Contractors Inspected: 41

Average QA Score: 3.0

Number of Shut Downs: 1

Code Update:

October 2015 International Building Code, 2015 International Residential Code, 2015 International Fire Code, 2014 National Electrical Codes go into effect.

NYSERDA is in the final stages of updating QA checkpoints to inspect to new code requirements. Partners will begin seeing recommendations on Inspection Reports which identify modifications to the PV systems which will be required under the new codes. These recommendations will not affect the score of the inspection, but should be used for reference in planning to install to the new codes when they become live.

NYSERDA is preparing additional information for installers on changes to the Code and its impact on PV installations. As mentioned above, we have prepared an information brochure on system setbacks from the roof edge, and mandatory access, as required in the IFC. Additionally, an updated Labeling Guide has been created and will be posted on the NY-Sun website next week. We are also working on webinars/ technical memos to address new requirements for Rapid Shutdown, Grounding and Bonding, and Interconnection requirements. We will keep you updated as these are rolled out.

Photo Review update:

All Partners in the NY-Sun Program are expected to be taking photographs of all installations completed through the Program. For your reference, a sample construction document can be found on the NY-Sun website.

We are fine tuning the photo submittal and review process, and have been working to develop a website for installers to submit photos to NYSERDA through, as well as reviewing the results of photos submitted to by select partners to ensure that we are requiring the appropriate ones. As mentioned on previous installer calls, we will begin using photos to supplement field inspections. We hope the process will decrease the effectiveness of by NYSERDA's, and your own, Quality Assurance processes.

Commercial/Industrial (>200kW) Program Updates**Large Scale Solar Farms**

We have seen tremendous growth and activity in the C& I program.

Thank You,

NY-Sun Team

About NY-Sun

NY-Sun, a dynamic public-private partnership, will drive growth in the solar industry and make solar technology more affordable for all New Yorkers. NY-Sun brings together and expands existing programs administered by the New York State Energy Research and Development Authority (NYSERDA), Long Island Power Authority (LIPA), PSEG Long Island, and the New York Power Authority (NYPA), to ensure a coordinated, well-supported solar energy expansion plan and a transition to a sustainable, self-sufficient solar industry. To learn more about NY-Sun, visit ny-sun.ny.gov

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