

Energy Trust Solar Ready Checklist

EPS New Construction | Incentive Application | Form 631_R



Steps to Completion:

- 1 Verify** site for solar readiness.
- 2 Verifier to complete** and sign application
- 3 Upload** form to the home in AXIS and indicate solar ready in the checklist, to be reviewed during File QA.

Need-to-know information:

- Checklist is based on Energy Trust Solar Ready Installation Requirements. All requirements in the checklist must be met for incentive payment.
- Trade ally builder must notify the Energy Trust EPS New Construction program of intent to install solar ready infrastructure on multiple sites within one development.
- Payments will be made to the verifier and the builder listed on this form, using names on the W-9s on file with Energy Trust.
- Please allow up to 60 days for incentive processing after completed application and supporting documents are received.
- Home must be pursuing EPS through EPS New Construction program.

Measure	Incentive
Solar Ready Photovoltaic	Trade Ally Builder \$200
	Verifier \$50

Verifier Applicant Information

Trade Ally Verifier Company Name _____ Trade Ally Verifier Name _____

Trade Ally Builder Applicant

Trade Ally Builder Company Name _____ Trade Ally Builder Name _____

Solar Ready Installer Company Name _____ Solar Ready Installer Name _____

Site Information

Site Address or Subdivision Name _____ City _____ State _____ Zip _____

Electric Utility: PGE Pacific Power Other _____

Site Solar Readiness	Yes	No
All installed system components are new and mounted securely	<input type="checkbox"/>	<input type="checkbox"/>
Proposed system location with required setbacks is documented in plan set or roof diagram	<input type="checkbox"/>	<input type="checkbox"/>
Solar resource verification at or above 80% TSRF or by using prescriptive method.	<input type="checkbox"/>	<input type="checkbox"/>
Minimum of 200 square feet un-shaded, unobstructed roof reserved for solar	<input type="checkbox"/>	<input type="checkbox"/>
A 36" x 36" space reserved near electrical panel for inverter and equipment.	<input type="checkbox"/>	<input type="checkbox"/>
¾" or larger non-flexible metal conduit installed per requirements with 4"x4" deep metal j-box on both ends. Alternate: Two (2) #10 copper 3-wire metal clad (MC) cables are installed with a minimum of 6 inches of free conductor available in each junction box.	<input type="checkbox"/>	<input type="checkbox"/>
Space for a double-pole breaker reserved in electrical panel opposite the main service feed	<input type="checkbox"/>	<input type="checkbox"/>
Required labeling is present including "Reserved for Solar," "Solar Ready" and code labels	<input type="checkbox"/>	<input type="checkbox"/>

Is project designated for an incentive redirect? Yes No

If yes, a completed Form 640PR Payment Redirect Application must accompany this application.

Verifier Signature

I, the undersigned, certify that the information in this Form 631R is true and correct. By signing this, I certify that I have performed a verification of the site, that the form is complete, and that all information on the form is accurate. I further certify that I understand and agree to the requirements and terms and conditions as set forth herein.



Verifier Applicant Company Name (required) _____ Applicant Signature _____ Date _____

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Terms and Conditions

APPLICATION: All incentive applications must be filled out completely, truthfully, and accurately. Applicants may wish to retain a copy of all applications and any accompanying documentation submitted to Energy Trust.

Energy Trust will not be responsible for lost documentation. Incentives are available for work performed from January 1, 2021 through December 31, 2021 and must be submitted within 90 days of the date of install. Funds for the incentives are limited and available on a first-come first-serve basis.

ELIGIBILITY: Incentives are available to Energy Trust trade allies performing work on homes in Oregon receiving electric service from Portland General Electric or Pacific Power. The project must also be applying for an EPS. Incentives for solar ready measures are available only to qualified solar ready trade allies.

VERIFICATION: All required information must be filled out in its entirety as required by the program. Should a site be chosen for a post-construction quality assurance review, satisfactory completion of that review must occur before payment. This review is for the purpose of verifying information before incentive payment only. No warranty is implied by reason of a participation in this program or by reason of any review by Energy Trust.

PAYMENT: Energy Trust will pay incentives upon (i) installation of the solar ready measure(s), (ii) verification of the measure(s), (iii) submission and approval of this completed incentive application, and (iv) verification of a complete and accurate W-9 on file with Energy Trust. Payments will be made to both the verifier and the builder. Please allow up to 60 days for receipt of payment.

INCENTIVE AMOUNT: Incentives are limited to the reimbursement of installation of solar ready measures as set forth in this application. Details of this program, including incentive amounts, are subject to change without notice.

INFORMATION RELEASE: The Applicants understand and agree that Energy Trust and/or its representatives may include a description of this application, including the Applicants' names and company names, services provided, project cost or energy savings, in reports, studies, and other documentation requested by Energy Trust, its Board of Directors, the Oregon Public Utility Commission, Oregon Department of Energy, Oregon Housing & Community Services, and the Oregon Legislature. Energy Trust will treat all other information gathered as confidential and report it only in the aggregate.

TAX LIABILITY: Energy Trust is not responsible for any tax liability, which may be imposed on the Applicants as a result of payment of any incentives. Energy Trust is not providing tax advice, and any communication by Energy Trust is not intended or written to be used, and cannot be used, for the purpose of avoiding penalties under the Internal Revenue Code.

NO ENDORSEMENT: Energy Trust does not endorse any particular manufacturer, contractor, or equipment. The fact that the names of particular manufacturers, contractors, equipment or systems may appear on this Application does not constitute an endorsement. Manufacturers, contractors, equipment, or systems not mentioned are not implied to be unsuitable or defective in any way.

PROPERTY RIGHTS: Applicants represent that Applicants have the right to perform the energy-savings measures on the property on which those measures are performed and that any necessary landlord's consent has been obtained.

DISCLAIMER/NO LIABILITY: Applicants understand that, while Energy Trust is providing Applicants with funding for the incentives payment, Energy Trust is not supervising work performed for Applicants nor is Energy Trust responsible in any way for proper completion of that work or proper performance of any equipment purchased. Energy Trust is simply providing funding to assist Applicants in implementing energy savings measures. Energy Trust does not guarantee any particular energy-savings results by its approval of the application or by any other of its actions.

SURVIVAL OF TERMS AND CONDITIONS: Unless stated otherwise in this document, regardless of whether or not this application is approved, these terms and conditions shall survive the payments of any incentive payments provided hereunder.

Resources

Link to W-9
www.energytrust.org/w9

Additional Solar Ready and EPS New Construction Resources
www.energytrust.org/residential/new-homes-solutions/new-homes-solutions-eps/

Contact Us

Energy Trust of Oregon EPS New Construction
Email: eps@energytrust.org
Phone: 1.877.283.0698