

Become a Building Partner in the New Solar Homes Partnership

The California Energy Commission's New Solar Homes Partnership (NSHP) encourages home builders to take advantage of the incentives offered to builders who integrate high energy efficiency and solar photovoltaic (PV) systems in new residential buildings in California. This step-by-step guide will help get you started.

How To Apply

STEP 1 - Gather Resources

Download the NSHP guidebook that is available on the California Energy Commission's Go Solar California website at www.GoSolarCalifornia.org/documents/index.html.

Note: Only new homes built within Pacific Gas and Electric, Southern California Edison, San Diego Gas and Electric and Golden State Water Company (doing business as Bear Valley Electric Service) service areas are eligible for incentives under the NSHP.

Select a Certified Energy Plans Examiner (CEPE) who is certified by the California Association of Building Energy Consultants (CABEC) to complete Title 24 Building Energy Efficiency Standards compliance analysis and energy efficiency documentation for the NSHP and your utility's new construction energy efficiency programs. A certified energy planner can save you time and money in working with your local utility and the state.

Select a renewable energy retailer. A list of registered retailers and vendors is available online at www.ConsumerEnergyCenter.org/lerprebate/database/index.html.

STEP 2 - Select PV Equipment and Service Providers

Select eligible equipment (PV modules, inverter and meter) to purchase for each home. A list of eligible equipment is available online at: www.GoSolarCalifornia.org/equipment.

You will also have to choose a licensed contractor who will install the system(s). Contractors must have an active A, B, C-10 or C-46 license. Many providers also supply the equipment. A list of PV retailers is available at: www.GoSolarCalifornia.org/retailers/.

STEP 3 - Download a Reservation Application

To secure a rebate, builders may place a reservation in the NSHP as much as 36 months in advance of project completion, depending on the level of commitment to solar. Projects offering solar as an option will receive an 18-month reservation. Those offering solar as a standard feature are eligible for a 36-month reservation period.

Download and complete the Reservation Application Form NSHP-1 that is included in the NSHP Guidebook. The application is available online at: www.GoSolarCalifornia.org/documents. Be sure to include all the required supporting documents with your application.

APPLICATION GUIDELINES

STEP 4 – Incentives from Your Utility

You may be eligible for additional incentives from your local investor owned utilities. Contact your utility's New Construction Energy Efficiency Program to understand the incentives that they offer and program requirements. Expect to complete a separate program application and provide the CF-1R at the time of application.

Pacific Gas and Electric New Solar Homes Partnership Performance Method

www.pge.com/mybusiness/energysavingsrebates/incentivesbyindustry/newconstruction/rncnshp/index.shtml

Southern California Edison California New Homes Program

www.sce.com/RebatesandSavings/BuilderandBuyer/CaliforniaNewHomesProgram/default.htm

San Diego Gas and Electric Advanced Home Program

www.sdge.com/construction/newHomes.shtml

STEP 5 – Submit the Reservation Application

To ensure your application is complete, make sure it conforms to the instructions and directions in the NSHP Reservation Application Checklist, available online at:

www.GoSolarCalifornia.org/documents/APPLICATION_CHECKLIST.PDF

Incomplete applications will result in delayed approvals.

Contact the California Energy Commission for details on mailing your application or your local investor owned utility. During 2008, the investor owned utilities, rather than the Energy Commission staff, will process NSHP forms and you will need to contact them directly.

Contact Energy Commission staff at:

*New Solar Homes Partnership
California Energy Commission
1.800.555.7794 (in CA) or
916.654.4058 (outside CA)
e-mail: renewable@energy.state.ca.us*

STEP 6 – Application Review

Your application will be reviewed for eligibility and you will receive an approval form (NSHP-2 or NSHP-1.6) when your application for a reservation has been approved.

System installations eligible for the base incentive must be completed within 18 months from the date your reservation is approved.

Systems installed in developments that offer solar as a standard feature, and affordable housing projects, must be completed within 36 months of the approval date. When applicable, be aware of checkpoint requirements. See the NSHP Guidebook for additional information.

STEP 7 - HERS Rating

Contact an approved Home Energy Rating System (HERS) provider to arrange for field verification of your development by a certified HERS Rater. More information on HERS is available online at: www.energy.ca.gov/HERS.

When arranging for the energy efficiency field verification, be sure to follow your utility's New Construction Program requirements.

If you wish to use the same HERS Provider and HERS Rater for field verification for each photovoltaic (PV) system, provide the CF-1R (Certificate of Compliance: Residential) for the energy efficiency measures and the CF-1R-PV for the PV to the HERS Provider's data registry as specified by the HERS Provider.

STEP 8 - PV Installation

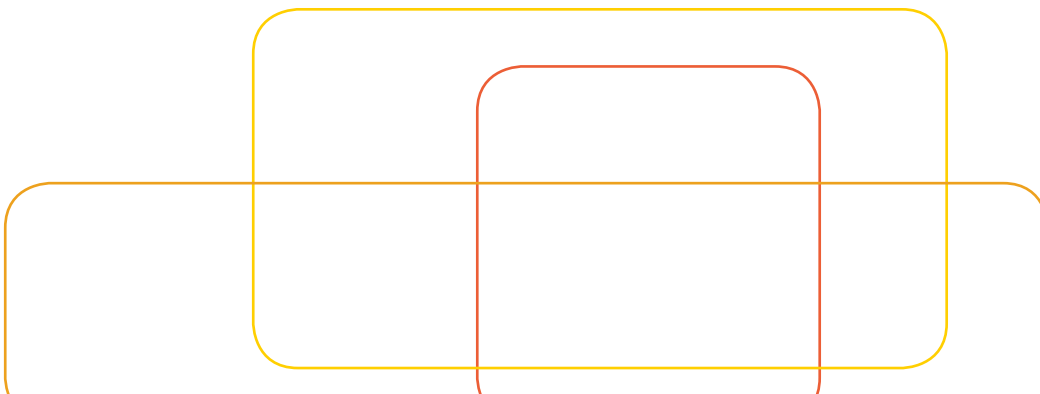
Energy Efficiency measures and photovoltaic (PV) systems must be installed consistent with the CF-1R (Certified Energy Plan Examiner form) and the CF-1R-PV (Expected Performance Base Incentive calculations form).

If there are any changes to the energy efficiency measures that are not consistent with the CF-1R form, notify the utility provider's **New Construction Energy Efficiency Program representative** at the time of the change to obtain approval.

Changes to either the energy efficiency measures or the PV system installation must be documented in a revised CF-1R or CF-1R-PV form. Revised documentation must be submitted to the utility provider's **New Construction Energy Efficiency Program** and provided to the HERS Provider for inclusion in the HERS Provider's data registry.

Make sure that the installer(s) completes the CF-6R form for the energy efficiency measures for each home, including diagnostic testing if necessary, and the CF-6R-PV form for each PV system, making all needed system checks. Provide copies of each CF-6R and CF-6R-PV to the HERS Rater.

The builder must provide to both the installer and the HERS Rater a site plan that: a) identifies the species of all pre-existing, planted and planned trees and the location and height of any structures which will be built on the lot and neighboring lots of the building with the solar system; and b) shows the bearing of the property lines, the azimuth, and tilt or roof pitch of each PV array.



STEP 9 - HERS Verification

A HERS Rater must verify the installed energy efficiency measures and each PV system once it is installed, permitted and operational. The HERS Rater will complete the diagnostic testing and field verification for each of the energy efficiency measures needed to meet Tier I or Tier II levels and completes the CF-4R form. The HERS Rater will also complete the field verification of each PV system and complete the CF-4R-PV form. Both the CF-4R and the CF-4R-PV forms must be generated through the HERS Provider's data registry. If the CF-4R or CF-4R-PV forms indicate that the actual energy efficiency measures or the actual PV installation is inconsistent with the CF-1R or the CF-1R-PV, either the installation must be changed to correct the problem or the CF-1R or the CF-1R-PV must be changed to match the actual installations, continuing to meet the energy efficiency Tier levels and revising the PV system rebate calculation.

STEP 10 - Submit your Rebate Claim

Complete and mail your rebate payment claim form NSHP-2 or General Approval/Reservation Update form NSHP 1.6 with all supporting documents. Review the checklist on the Payment Claim Form for required supporting documents. Make sure that the final rebate calculations on the CF-1R-PV are consistent with the final CF-4R-PV for each PV system.

Contact the California Energy Commission for details on mailing your application or your local investor owned utility. During 2008, the investor owned utilities, rather than the Energy Commission staff, will process NSHP forms and you will need to contact them directly.

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