

Solar PV Project Checklist

Outlined below are the key data components that Solar PV project developers should include in their documentation submissions to facilitate C-PACE project technical review and approval for financing.

- Property description (type, gross SF, leasable SF, tenant(s), lease type (gross, triple-net, etc.), age, date of last major renovation, electrical meters, vacancy, hours of operation)
- Solar PV Feasibility Study provided* Yes No (explain) N/A (explain)
- Baseline building energy use data collected consistent with ASTM E2797-11 standard
 - Yes No (if not, explanation provided)
- PV production metering included Yes No
- Metering incorporated into BMS Yes No N/A
- Electricity cost escalation factor provided Yes (____%) No (explain)

Projected electricity savings determined

- Energy savings determined by calculation (spreadsheet) Yes No N/A
- Energy savings determined by modeling Yes No N/A
 - PVWatts
 - PowerClerk/SolarAnywhere
 - RETScreen
 - SAM
 - Other _____
- Model assumptions discussed
- Model de-rate factor used: _____%/year
- Model uncertainty discussed
- Shading study provided Yes Not necessary
- Commissioning plan provided Yes No
- Project capital cost provided
 - Engineering and system design cost included
 - Proposal provided
 - Estimate used
 - Equipment costs included
 - Proposal(s) provided
 - Estimates used
 - Installation cost included
 - Proposal(s) provided
 - Fixed cost or are any estimates used?
 - Is there any uncertainty in projected capital cost estimate presented?
 - Contingency _____% N/A

* Solar PV Feasibility Study Requirements can be found in the [RI C-PACE Program Guidelines](#).

- Equipment warranty provided Yes No
- Extended inverter warranty provided to cover financing term (up to 25 years)
- Roof remaining lifetime is greater than the financing term (up to 25 years) Yes No N/A
- Structural engineer signed off on roof installation Yes No N/A

- Does project depend on Commerce RI grant award/funding? Yes No
- Has REF grant award and letter of commitment from Commerce RI been awarded? Yes No
- Is electricity being sold to the grid via Renewable Energy Growth (REG) Program?
 - Yes (anticipated \$_____/yr-1 at \$_____/kWh) No N/A
 - Has REG letter of commitment from NGRID been provided? Yes No

- Estimated PV production each month as a % of total electricity use at the property? _____%
- Energy savings analysis provided? Yes
 - Energy savings uncertainty discussed Yes No N/A
- Electricity cost escalation factor identified (consistent with DOE or ISO-NE 20-yr projection)

- Projected construction schedule & draw schedule provided

- Total amount being financed (C-PACE Investment) provided
- Total amount of financing required from C-PACE \$_____
 - _____% of total project cost to be financed
 - If <100%, how else is the project being financed? _____
 - Owner financing Yes (\$_____) No N/A
 - Other financing Yes (\$_____) No N/A
 - Financing term: _____ years (default is 20 years)
 - Is preventive maintenance plan (max. 5 years) included? Yes No N/A

- Qualifications of responsible party (parties) attached
 - Project Technical Contact:
 - Name_____
 - Company_____
 - Phone_____
 - Email_____