



## New Jersey's Clean Energy Program **Pay for Performance**

### Partner Conference Call

February 24<sup>th</sup>, 2016 2:00-3:00pm (EST)

#### Conference Call:

Call-in #: **877-304-9323**

Access Code: **3197619**

#### 1. NJ Code Changes

- A. Please be aware that on September 21, 2015 the New Jersey Department of Community Affairs (DCA) adopted revised energy codes as follows:
  - i. International Energy Conservation Code/2015 (Residential)
  - ii. ASHRAE 90.1-2013 (Commercial)
- B. A grace period of six (6) months is provided for permit applications submitted to DCA.
- C. Additional information on the code changes can be found here:  
<http://www.state.nj.us/dca/divisions/codes/codreg/>
- D. TRC is working with AEG and the BPU to implement short-term program adjustments in the March timeframe, as well as more comprehensive adjustments for Program Year 2017 (July 1, 2016-June 30, 2017).
- E. **Request for Public Comment on proposed adjustment expected to go out shortly to the Energy Efficiency Committee.**
  - i. Sign up for the Energy Efficiency Committee Listserv here:  
<http://www.njcleanenergy.com/committees>

#### 2. Documents & Tools: Partner Portal

- A. P4P EB: [Weather data through 2-1-16](#)

Please ensure you are using the latest version of all documents from the partner portal vs. copies previously savings to your computers/networks.

#### 3. Housekeeping

- A. Tax Clearance Certificate
  - i. When your client's apply for tax clearance/business clearance certificates through the NJ Department of Taxation they must list the NJ Board of Public Utilities as the *Issuer Agency*. The NJ Board of Public Utilities will then be listed on the certificate as shown below. Tax Clearance Certificates that have been made out to NJ Economic Development Authority (also see below) cannot be accepted.
  - ii. **Attached** is the Tax Clearance Form with the Issuer Agency filled out for your use.



- B. Custom Name Issues
- i. Predominantly a New Construction issue
  - ii. Mismatch/change of Customer Name between Application and subsequent documents.
  - iii. Customer listed is not the anticipated utility Rate Payer.
  - iv. Reference email sent 2/10/16 (**attached**).

4. **ASHRAE Upcoming Training**

- A. Exceeding ASHRAE 90.1-2013: <https://www.ashrae.org/education--certification/2016-spring-online-courses/two-part-half-day-short-courses/exceeding-standard-90-1-2013-to-meet-lead-requirements-parts-1-2>
- B. Targeted at meeting LEED requirements, but may also be useful for anticipated changes to P4P NC relative to new code adoption

5. **"In Every Issue"**

A. Submittal Procedures

- i. All new submittals (applications, ERPs Rev0, Installations Rev0, etc.) must be submitted to the [P4P@njcleanenergy.com](mailto:P4P@njcleanenergy.com) email
  - This also includes submittals uploaded to FTP or TRCNET. Please send an email to [P4P@njcleanenergy.com](mailto:P4P@njcleanenergy.com) notifying us of the upload and/or providing FTP access
- ii. All emails must contain Application Number (except new applications), Project Name, and Revision Number in the subject line.
- iii. Resubmittals/revisions may be emailed directly to your reviewer but should CC [P4P@njcleanenergy.com](mailto:P4P@njcleanenergy.com) in the event a reviewer is out of the office, etc.
- iv. Sub-consultants must CC partner of record on all email correspondence.
- v. For bulk submittals (e.g. ESIP projects) we will be reaching out to the partner following application approval to advise on how best proceed with ERP submittals.

B. Partner Portal:

- i. <http://www.njcleanenergy.com/p4p-portal-login>
- ii. Case sensitive password is: **tRP47px**



- C. Cooperative Marketing
    - i. Coop marketing funds available for Pay for Performance partners for up to 50% of cost of eligible media.
    - ii. Application and instructions available on partner portal. Pre-approval of design and medium required.
  
  - D. Linkedin:
    - i. **“NJ Pay for Performance Partner Network”** group has been established on LinkedIn to facilitate communication between partners.
    - ii. If you are not yet a member, please search for the group and request to join. You must register for a free LinkedIn account first at [www.linkedin.com](http://www.linkedin.com)
6. Q&A
- A. Forward all future questions and points you’d like to discuss to [P4P@njcleanenergy.com](mailto:P4P@njcleanenergy.com)

**Next Partner Conference Call will be**  
**Wednesday, March 23<sup>rd</sup>, 2016**  
**2:00-3:00pm (EST)**

## Rozanova, Valentina

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**From:** Rozanova, Valentina <VRozanova@trcsolutions.com>  
**Sent:** Wednesday, February 10, 2016 11:57 AM  
**To:** P4P@njcleanenergy.com  
**Subject:** P4P New Construction - Customer Names

**Importance:** High

**Categories:** 4a - Conf Call

Hello All,

We are seeing rampant issues on the P4P New Construction (NC) program regarding Applicant names. In many cases applications and W9s are submitted under one entity, contracts are in the name of another entity, and tax clearances are submitted in the name of a third entity (or worse). Please see direction below on appropriate naming conventions that must be applied in this program (as well as other NJCEP C&I programs). **ANY DISCREPANCIES BETWEEN DOCUMENTS WILL DELAY APPROVAL AND PAYMENT OF INCENTIVES.**

### DEFINITIONS

- **Ratepayer** is the entity whose name will be on the facility's future utility bill(s) and will be contributing to the Societal Benefits Charge (SBC), and which is therefore eligible for program incentives. Depending on the circumstance of each project, the *Ratepayer* may be the developer, building owner, or tenant.
- **Customer**, for program purposes, is the *Ratepayer* that is funding the project/improvements (except as described in Assignment of Incentives section below). Customer must be listed consistently on the P4P NC Application and all supporting documentation (e.g. W9 form, Request for Incentives, tax clearance certificate, contracts, etc.).

### ASSIGNMENT OF INCENTIVES

In P4P New Construction, it is common that the project/improvements are paid for by an entity other than the *Ratepayer*. For example, the future tenant will be the *Ratepayer*, but the developer is building and funding the project. In this case, the entity that pays for the project/improvement (in this case the developer) may be listed as the *Customer*. A supplemental, formal memorandum from the *Ratepayer* (in this case the future tenant) must also be supplied and include the following information:

- Identify *Customer* as listed on the Application and their relationship to the project (e.g. building owner, developer, etc.);
- Identify *Ratepayer* and their relationship to the project (e.g. tenant);
- Acknowledgement that the *Ratepayer* is technically eligible for the incentives through this program;
- Acknowledgement that *Ratepayer* is not funding this project;
- Approval to "sign over" all P4P incentives to the *Customer* for the purpose of this project; and

- Must be signed by appropriate authority at both *Customer* and *Ratepayer* firms and include their title/role.

This memo should be provided with the P4P NC Application if all information is known to avoid delays in approvals and payment of incentives. The program cannot pay incentives to anyone other than the Customer.

Thank You ,

Valentina Rozanova, PE  
Associate Director, Engineering



900 Route 9 North, Suite 404, Woodbridge, NJ 07095  
T: 732.855.2882 | F: 732.855.0422 | C: 732.215.8544

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