



## 2010 Renewable Energy Incentive Program (REIP) Wind Pre-Application & Application Checklist

In order for a project application to be deemed complete and accepted by the Market Manager team all the following requirements must be completed. **Illegible and/or incomplete application submittals will be returned to applicant.**

A wind pre-application can be submitted before you submit a full application to help evaluate the site's wind potential and estimate the rebate amount. The wind pre-application package is a requirement when submitting the full application.

### **Needed for the Pre-Application:**

- Completed Pre-Application Wind Equipment Form (Do not complete the incentive request calculation section)
- Printouts of the average annual wind speed at 50 meters using each of the following wind resource maps: (The NJCEP uses the average of the wind speed results from of each wind map )
  - o <http://firstlook.3tiergroup.com>
  - o <http://windexplorer.awstruewind.com/NewJersey/NewJersey.htm>
  - o <http://eosweb.larc.nasa.gov/cgi-bin/sse/grid.cgi>
- A one-page site map must accompany this pre-application submittal. This document can be an **overhead view drawing or a single line electrical diagram**. It must indicate the location of the wind turbine(s), any obstructions within 500 feet of the turbine and the obstructions associated heights and distance from the turbine(s). The applicant must show that the entire rotor diameter be 30 feet above any obstructions within 500 feet. If this is not possible, a wind site assessment will be required by a certified wind site assessor. The installation address must be included on this site map. If site elevation changes more than 10 feet within the 500 foot radius, then a site topographical map must also be included.

### **Needed for the full Application:**

- Completed REIP Application with all appropriate signatures and SSN / EIN
- All documents listed above for submitting a Pre-Application.
- Completed Technical Worksheet – Wind Equipment (TWS).
- Copy of recent electric bill with yearly usage in kilowatt hours or copies of monthly electric bills (last bill within 3 months) for the previous 12 months. **Proof of electric or gas regulated utility account is required to process the rebate application.**
- Eight photographs of the proposed installation site showing a panoramic view starting facing north and consecutive pictures at each 45 degree position on the compass.
- Copy of ten-year certification addendum signed by both the applicant and the installer. This document states that the applicant agrees to repay a pro-rated share of the rebate received if the installed equipment is sold, moved, or transferred outside of the state of New Jersey within 10 years of the rebate payment date.
- Copy of the contract signed by both the applicant and installer or the applicant and the Power Purchase Agreement (PPA) provider. This agreement should reflect the current rebate levels. All public sector applications must include a resolution to bid with application and then a signed contract within 180 days of approval letter date.

For pre-application or application assistance, contact Joanne Bachmann, 732-218-4430 or [Joanne.bachmann@csgpr.com](mailto:Joanne.bachmann@csgpr.com). **It is important that you contact your local planning and zoning boards to gain approvals for installing wind equipment prior to submitting a full application.**

**If you submit a complete Pre-Application, you will receive a pre-approval letter within 3 weeks of receipt.**

**If you submit a complete Wind Application, you will receive a Rebate Approval Letter within 4 - 6 weeks of receipt.**

Mail or hand deliver application to:  
(Faxes or e-mail are not accepted)

*Renewable Energy Incentive Program  
New Jersey Clean Energy Program  
c/o Conservation Services Group  
75 Lincoln Highway, Suite 100  
Iselin, NJ 08830*