



NJCEP Renewable Energy Incentive Program 2012 Biopower Equipment Final As-Built Checklist

In order for an installation to be deemed complete and ready for a *New Jersey's Clean Energy Program* (NJCEP) inspection, the following requirements must be completed and submitted to the Market Manager. A complete Final As-Built Packet must be received on or before the project expiration date.

- The Final Application Form signed by the applicant/site host contact, installer and system owner, if different from applicant.. This document is the third page of the REIP approval letter, which is sent to all applicants receiving a rebate commitment in the REIP.
- A **revised REIP Technical Worksheet – Biopower Equipment** with the correct rebate calculation if the system size, installation costs or any other data has changed since the initial application submittal.
- Completed and signed Final As-Built Technical Worksheet – Biopower Equipment. The authorized representative for each party listed at the bottom of the Technical Worksheet must sign the form in the designated space.
- Documentation of installed system costs. These costs must be documented by invoices from the vendor (s), as well as proof of customer purchase (copy of customer's check, credit card receipt or lease contract and documentation). Submit updated list of key system components and other costs that support the system cost information listed on the Final As-Built Technical Worksheet – Biopower Equipment if applicable.
- Revised warranty information. If the equipment manufacturer, equipment specifications or installer listed on the Final As-Built Technical Worksheet – Biopower Equipment has changed from the information listed on the REIP Technical Worksheet – Biopower Equipment, you must submit an updated warranty
- A copy of a New Jersey Tax Clearance Certificate (only needed for commercial, non-profit, farms, and public projects that enter into a PPA), available at www.njcleanenergy.com/misc/renewable-energy/tax-clearance-certificate. This is not required for residential or public sector projects.
- A one-page final site map (if the site map has changed from initial application submittal). This document can be an **overhead view drawing or a single line electrical diagram** and must clearly indicate the specific location of the renewable energy technology, the inverter, batteries (if any), lockable disconnect switch, and the point of connection with the utility system. The installation address, current electric utility account number at that address, and the installer's name and telephone number must also be included on the site map.
- A copy of the signed Electrical Code Inspection (UCC) Certificate and other applicable permits.
- Representative digital photographs of the system. The photos shall be a minimum of 5" x 7" at 300 DPI and must include 1) the renewable energy system (e.g., engine or generator), 2) nameplate of the renewable energy system, 3) site changes if any from original application or registration and 4) the ANSI C12 meter – required for all biopower systems.
- EDC Notification - the written notification that the system is authorized to be energized from the utility. Per *N.J.A.C. 14:8-5.8 - Requirements after approval of an interconnection*, once the EDC performs an inspection or determines that no inspection is needed and has received an executed interconnection agreement from the customer-generator; the EDC shall notify the customer-generator in writing that the customer-generator is authorized to energize the customer-generator facility. **Note: If this document is not included in the Final As-Built paperwork, and the remainder of the Final As-Built paperwork is complete, the project will not be considered expired. However, the program inspection or inspection waiver will not be scheduled until this document is received by the Market Manager.**
- ANSI C12 Certified Meter Worksheet. A revenue-grade kWh production meter that has been certified to the ANSI C12.1-2008 standards is required for all REIP biopower systems.

Mail or hand deliver completed package to:
(Faxes and emails are not accepted.)

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

Revised Jan 2012



NJCEP Renewable Energy Incentive Program 2012 Biopower Equipment Final As-Built Checklist

Once paperwork is deemed complete, the project will enter the NJCEP's Quality Control (QC) on-site inspection process. Since installers are expected to be present for the inspection of non-residential projects, the Market Manager will email the installer within one week to schedule the inspection of non-residential projects..

Mail or hand deliver completed package to:
(Faxes and emails are not accepted.)

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

Revised Jan 2012