



## 2012 Renewable Energy Incentive Program (REIP) Biopower Application Checklist

Welcome to the New Jersey Board of Public Utilities (BPU) and its *Clean Energy Program*<sup>™</sup>. The Renewable Energy Incentive Program (REIP) for biopower is a smart way for municipalities, wastewater treatment plants and other New Jersey businesses to capitalize on the production of fuel from biomass energy crops and waste to reduce their carbon footprint, stabilize electric costs, preserve natural resources, protect public health and support economic growth.

The REIP offers financial and technical assistance for applicants interested in investing in biopower projects that convert acceptable biomass energy crops or waste into biogas or fuel that may be used by prime movers such as fuel cells, micro-turbines, spark ignition engines and combustion turbines for generating electricity. The rebate is calculated based on the electricity generator or prime mover's net continuous output.

To qualify for a rebate, the applicant must be able to demonstrate that the acceptable biomass energy crop or waste is available on a sustainable basis and the combustion of the manufactured biogas satisfies New Jersey's regulatory emissions standards. The manufacture of the fuel can be accomplished through conversion technologies such as anaerobic digestion, gasification and pyrolysis.

REIP offers incentives for projects that generate electricity with Class 1 biomass resources. Depending on the type of feedstock the project intends to use, a biomass sustainability determination from the New Jersey Department of Environmental Protection (NJDEP) **may or may not** be required. Pursuant to N.J.A.C. 14:8-2.5(b), a biomass sustainability determination is **not** required for any of the following:

- Electricity generated by the combustion of methane gas captured from a landfill (landfill gas facilities should document that the methane fuel has a minimum availability of five years);
- Electricity generated by a fuel cell powered by a biomass derived fuel;
- Electricity generated by the combustion of gas from the anaerobic digestion of food waste and sewage sludge at a biomass generating facility;

Other forms of biomass included as Class 1 eligible in N.J.A.C. 14:8-2.5(e)(f) and (g), **are** required to obtain a biomass sustainability determination from the NJDEP. This must be obtained **prior** to applying for any REIP incentives. For information on requesting a biomass sustainability determination, please refer to the Biomass Sustainability Determination Instruction Sheet. Forms of biomass listed in N.J.A.C. 14:8-2.5(l) are not eligible for REIP incentives.

In order to calculate the REIP incentive, applicants are required to submit documentation to support the system rated net continuous output, per the equipment specification sheets.

The REIP includes additional incentives for Combined Heat and Power (CHP) biopower systems that recover and reuse the waste heat. If applying for the CHP rebate, additional documentation supporting the heat component is required. CHP systems powered by a non-renewable fuel source and heat recovery or other mechanical recovery systems may be eligible for incentives through the NJCEP's Commercial and Industrial energy efficiency programs, Visit [NJCleanEnergy.com](http://NJCleanEnergy.com) or call 866-NJSMART for more information.

When you submit a complete biopower application packet, you will receive a rebate approval letter within 4 - 6 weeks of receipt, assuming that all eligibility requirements are met. All projects must be approved by the Market Manager; projects requesting a rebate of \$300,000 or greater also require BPU approval, which may delay receipt of the approval letter by a few additional weeks. *New Jersey's Clean Energy Program* (NJCEP) incentives are contingent upon the applicant meeting all other program requirements, including but not limited to compliance with the host Electric Distribution Company's interconnection requirements and compliance with all applicable local state and federal laws, permit requirements and regulations. If you have not already done so, it is important that you contact your municipality as soon as possible to learn more about any approvals required to install biopower equipment. Once approved, REIP applicants will have 18 months from the date of the approval letter to satisfy all program requirements and submit the [Final As-Built Packet](#) to request a state inspection.



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Incentives will be processed by the Market Manager and paid in full upon project completion and inspection.

**Listed below is the documentation required when submitting an application packet.**

- Completed REIP Application with all appropriate signatures and SSN/EIN
- Completed Technical Worksheet – Biopower Equipment
- Copy of a recent electric bill with yearly usage in kilowatt hours or copies of monthly electric bills for the previous 12 months (last bill within past three months). **Proof of electric or gas account from a regulated utility is required to process the rebate application.**
  - If the installation is part of a new construction or expansion project, or the property is under new ownership, and 12 months of recent electric bills are not available, applicant must provide all available electric bills **and** a copy of a **signed and sealed load estimator from a Professional Engineer (PE)**.
- Manufacturer's warranty for main system components, as specified on the Technical Worksheet.
- Equipment Specification sheets showing the total system rated net continuous output and how much feedstock is required.
- A feedstock plan detailing the type and source(s) of the project's feedstock; whether it is produced on- or off-site; contracts required for obtaining the feedstock (if applicable); the quantity of feedstock available on an annual basis; and an estimate of the annual production and Btu value of the biogas the feedstock will produce.
- A one-page site map must accompany application submittal. This document can be an **overhead view drawing or a single line electrical diagram** and must clearly indicate the location of the generator(s), batteries (if any), lockable disconnect switch (unless otherwise approved by the electric utility, the disconnect switch shall be installed at the electric utility meter location), and 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.
- Biomass sustainability determination from the NJDEP, if required. Please refer to the Biomass Sustainability Determination Instruction Sheet for information on requesting this document.
- Copy of 10-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. The contract must also include the installer's warranty.
- List of key system components and other costs that support the system cost information listed on the Technical Worksheet.

Please mail or deliver all material to  
(faxes or e-mail 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

For assistance on the application process please contact Ron Reisman at 732-218-3721 or [rreisman@veic.org](mailto:rreisman@veic.org).