



Renewable Energy Vermont Photovoltaic, Solar Thermal and Wind Partnerships 2008 PROGRAM CRITERIA

Program Overview

The Vermont Solar and Wind Partnership Program was established in 2003 by Renewable Energy Vermont (REV) to help educate the public about the benefits of hiring experienced, professional installers when purchasing renewable energy systems for homes and businesses. Participation in the program was initially voluntary and limited to REV members who had proven installation experience and a track record of professional conduct. In 2005, the Vermont Solar and Small Wind Incentive Program linked renewable energy incentives to the Partnership Program by ruling that incentive payments could only be given to customers of installers that were registered as solar or wind partners. Membership in the Partnership Program was expanded and is now available to all Vermont installers who meet program criteria.

PARTNERSHIP TYPES

REV continues to administer the Partnership Program and offers three different solar and wind partnerships:

- Photovoltaic (PV)
- Solar Thermal (ST)
- Wind

Each partnership type requires a separate application and fee.

PARTNERSHIP LEVELS

Each partnership type has two levels:

- Partner
- Provisional partner

Businesses that qualify for full partnership are experienced installers committed to professional, high-quality installations. Partners are listed on the REV website and in REV promotional materials. Businesses new to the solar- or small-wind-installation industry are eligible for provisional partnership. Provisional partnership is designed to provide a pathway for businesses to become full partners. Provisional partners are not listed on the REV website or in REV promotional materials.

Program Criteria

To become a solar or wind partner, companies must demonstrate basic skills in designing, selling and installing PV, ST, and wind systems for customers. The following criteria are provided to help you decide whether your business qualifies for full or provisional partnership and to lead you through the application process.

1. CRITERIA FOR BECOMING A PARTNER

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| <p>I. Complete application with basic contact information, businesses type (LLC, partnership, corporation, etc.), tax ID number, plumbing license number (for ST applications), and other requested information. Note that partnership status pertains to businesses, not individuals. Applications can be downloaded from the REV website at www.REVermont.org.</p> |
| <p>II. Certify that all installations will:</p> <ol style="list-style-type: none"> 1. Meet all State of Vermont requirements relating to project type. 2. Be completed according to Vermont Public Service Board Technical Standards (for photovoltaic and wind systems) or according to state and local plumbing codes and regulations (for solar thermal systems). 3. Use only UL-listed electrical components or SRCC-listed components (or their equivalents) if available. 4. Include a written contract with the customer. 5. Include at least a one-year warranty on labor. 6. Include a utility-grade kWh meter that allows the customer to track system performance (for grid-tied PV and wind installations). |
| <p>III. Provide proof of insurance of at least \$1 million per incident, and a \$2 million aggregate.</p> |
| <p>IV. Provide details (type, size, and location) of 3 systems (at least 1 kW each for PV and wind systems) that the business has installed,¹ for paying customers, within the past year.² Include the customers' contact information (phone or e-mail). The customers will be contacted to verify that satisfactory installations were completed and that installation standards were met (see section II above). Provide digital photos of all completed installations, including images of all major system components (see application forms for details).</p> <p style="text-align: center;">-or-</p> <p>Provide proof of NABCEP certification (for PV and ST applications) and details of one installation completed within the last year. Include customer contacts, system details, and digital photos.</p> |
| <p>V. On PV and wind applications, include net metering Certificate of Public Good numbers or copies of the CPG for each installation.</p> |
| <p>VI. Pay a fee of \$100 for each application.</p> |

¹ Applicants who have installed for another business and are starting out on their own are eligible to use installations completed through another business where the applicant was the principle installer. These applications will be reviewed on a case-by-case basis.

² Businesses that have installed more than three systems, but not in the past year, are eligible to apply and will be reviewed on a case-by-case basis.

2. CRITERIA FOR BECOMING A PROVISIONAL PARTNER

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| <p>I. Complete application with basic contact info., businesses type (LLC, partnership, corporation, etc.), tax ID number, plumbing license number (for ST applications), and other requested information. Note that provisional partnership status pertains to businesses, not individuals. Applications can be downloaded from the REV website at www.REVermont.org.</p> |
| <p>II. Certify that all installations will:</p> <ol style="list-style-type: none">1. Meet all State requirements relating to project type.2. Be completed according to Vermont Public Service Board Technical Standards (for photovoltaic and wind systems) or according to state and local plumbing codes and regulations (for solar thermal systems).3. Use only UL-listed electrical components or SRCC-listed components (or their equivalents) if available.4. Include a written contract with the customer.5. Include at least a one-year warranty on labor.6. Include a utility-grade kWh meter that allows the customer to track system performance (for grid-tied PV and wind installations) |
| <p>III. Provide proof of insurance of at least \$1 million per incident, and a \$2 million aggregate.</p> |
| <p>IV. Provide one of the following:</p> <ul style="list-style-type: none">• Proof of 1 successfully installed complete system for a paying customer (of the partnership type being applied for) and proof of a REV-approved training course. Include customer contact information (phone or e-mail), system details (type, size, location), and digital photos of all major system components (see application forms for details).• Proof of completion of an Institute for Sustainable Power Quality (ISPQ)-accredited training program or REV-approved equivalent program for the partnership type being applied for (PV, ST, or wind).• Provide a Vermont plumbing license (ST partnerships) or electrical license (PV partnerships) and certification of completion of a REV-approved training course in the technology type for which your company is applying for partnership. |
| <p>V. Pay a fee of \$100 for each provisional partnership application.</p> |

3. CRITERIA FOR INSTALLATION REFERENCES

Installations used in applications (called installation references) for partner or provisional partner status must meet the following criteria:

1. Match the type of partnership applied for.
2. Have been completed under direct contract with the applicant.

- or -

Have been completed by a subcontractor under direct contract with the applicant. The applicant must have been substantially involved in the project and at minimum must have had a supervisory role in the project, including conducting the site visit and analysis, producing the system design, and being present for final system inspection and commissioning.

3. Have had the net metering application (if any) filed under the partnership applicant's name.
4. Have had any incentive grants applied for by the applicant (i.e., not by another business or by a separate franchise of the business).

Partnership Renewals

As of May 5, 2008, each independent business or franchise in a network must separately apply for renewal of partnership or provisional partnership. A business cannot apply for renewal for another independent business or franchise that uses the same business name.

RENEWING FULL PARTNERSHIPS

To ensure that the Vermont Solar and Wind Partnership Program continues to provide Vermonters with the highest quality service in the renewable energy industry, the partnerships need to be renewed every two years. Partners that do not renew will be moved to provisional partner status.

To renew full partnerships, applicants must:

1. Complete and submit a renewal form for each type of partnership being renewed.
2. Submit three continuing education credits. The first credit must be an installation reference that matches the type of partnership being applied for (grid-tied for PV or wind, not off-grid), including digital photos of all major components of the installation (see application form for details). The second and third credits may be other installation references with digital photos (grid-tied or off-grid) or education credits consisting of REV-approved courses or programs.
3. Submit payment of \$100 for each renewal application.

Please note:

- Partners with multiple partnerships need to submit three installation references, one for each partnership type if the partner is registered in PV, ST, and wind. Partners registered in two types need to submit two references for one type and one reference for the other.
- Partners with no installs in a partnership type in the past two years will be moved to provisional status for a period of one year.

RENEWING PROVISIONAL PARTNERSHIPS

Provisional partnerships are good for one year, and businesses may renew their provisional partnership twice. After two renewals, provisional partners are required to apply for full partnership. Provisional partners that fail to apply for a renewal or to apply for full partnership will lose their provisional partnership status.

To renew a provisional partnership, applicants must fill out the renewal form for their technology type (PV, ST, or wind), submit one pertinent installation reference, and submit payment of a \$100 renewal fee.

CRITERIA FOR INSTALLATION REFERENCES FOR RENEWALS

Installations used in renewal applications (called installation references) are subject to the following:

1. The partner or provisional partner must have been actively involved in the installation and have held the contract and incentive grant application.
2. Off-grid installation references for PV and wind are allowed for second and third continuing education credits in the three-credit renewal system.
3. The Partnership Committee will review installation references for quality as well as completion. Feedback will be provided to the applicant and may be the basis for acceptance or denial.

Partnership Committee and Approval Process

The Partnership Committee comprises five industry representatives appointed by the REV Board of Directors. Members of the committee are appointed every year by the REV Board and serve one-year terms. The committee shall include at least one REV board member and at least one representative of the three partnership types. A simple majority (3 out of the 5) is required for the Partnership Committee to make decisions regarding the Partnership Program.

Applications are reviewed and voted on by three Technology Subcommittees, one for each of the three technologies: wind, solar thermal, and photovoltaics. The Partnership Committee appoints members of the subcommittees. Each subcommittee must include at least one member of the Partnership Committee. Members of the subcommittees serve one-year terms.

The Partnership Committee also appoints an administrator (likely the REV director or other REV employee) to administer the program. The administrator reviews all incoming applications, calls the customer references listed, and forwards a summary of the application to the appropriate subcommittee for action.

Once the administrator has determined that the application is complete and can be sent to a subcommittee, the committee has 30 days to provide a determination to the applicant.

2008 PARTNERSHIP COMMITTEE

In 2008, the Partnership Committee includes:

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| Jim Grundy, Elemental Energy (chair) | Gary Winslow, EAPC Wind Energy Services |
| Kirk Herander, VT Solar Engineering | Jeffery Wolfe, groSolar |
| Martha Staskus, VT Environmental Research Associates | |

2008 TECHNOLOGY SUBCOMMITTEES

PV Subcommittee

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| Jim Grundy, Elemental Energy | Donald Schroeder, Master Electrician |
| Kirk Herander, VT Solar Engineering | Jeff Wolfe, groSolar |
| David Palumbo, Independent Power | |

Solar Thermal Subcommittee

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| Ed Butler, Sunrise Solar Services | Doug Wells, The Solar Specialists |
| Jim Grundy, Elemental Energy | Will White, SolarWrights |
| Kirk Herander, VT Solar Engineering | |

Wind Subcommittee

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| Gary Winslow, EAPC Wind Energy Services | Douglas MacDonald, Earth Turbines |
| Alain Ratheau, Solar Applications | Dwayne Cormier, DC Energy Innovations |

Process for Revoking Partnership and Provisional Partnership Status:

Customers may file complaints against partners or provisional partners by submitting complaints to the Partnership Committee. The committee reviews complaints and decides whether to revoke a partner's partnership status, move the partner to provisional partner status, issue a warning, request more information, or take no action.

Possible reasons for revoking partnership status:

- Poor system installations
- Lack of conformance to partnership requirements
- Non-conformance with codes and installation standards
- Failure to renew partnership or provisional partnership status
- Failure to provide warranty service