

Small Scale Renewable Energy Incentive Program (SSREIP)
Advanced Wood Heating System
Incentive Reservation Form

SECTION A: CUSTOMER INFORMATION

First Name _____ Last Name _____

Customer Business Name (If Applicable) _____

Daytime Phone Number _____

Email Address _____

Mailing Address _____

City _____ State _____ Zip Code _____

SECTION B: RESERVING COMPANY INFORMATION

Company Name _____

Contact First Name _____ Last Name _____

Contact Email _____

System Designer _____ Designer Phone Number _____

Equipment Vendor _____ Installation Company _____

SECTION C: INSTALLATION SITE INFORMATION

Installation Address _____

City _____ State _____ Zip Code _____

Installation County _____

Customer Type RESIDENTIAL COMMERCIAL/INDUSTRIAL NON-PROFIT PUBLIC SERVING INSTITUTION

Building Use RESIDENTIAL SCHOOL RETAIL GARAGE MULTI-FAMILY HOUSING

OTHER (PLEASE DESCRIBE) _____

RERC USE ONLY:

Date Received:

Res. Number:

Date Approved:

SECTION C: INSTALLATION SITE INFORMATION

HEATING DEMAND INFORMATION

Existing Heating Source Fuel Type (Check One – write N/A in “Other” if New Construction)		
<input type="checkbox"/> ELECTRIC <input type="checkbox"/> PROPANE <input type="checkbox"/> OIL <input type="checkbox"/> NATURAL GAS <input type="checkbox"/> FIREWOOD <input type="checkbox"/> OTHER: _____		
Rated Capacity of Existing System (Btu/hr) (“N/A” if New Construction)		
Average Annual Historical Fuel Usage (specify Gallons, Cords, or Therms) for the Past Three Years (“N/A” if New Construction)		
Building Square Footage (Heated Space Connected to the System Only)	Annual Heat Load (MMBtus)¹	Calculated Peak Heat Load (Btu/hr)

NEW HEATING SYSTEM INFORMATION

Heating Unit Manufacturer²	Heating Unit Model Number
Heating Unit Quantity³	Installed Output (Btu/hr)
System Type <input type="checkbox"/> BOILER <input type="checkbox"/> FURNACE	Fuel Type⁴ <input type="checkbox"/> PELLETS <input type="checkbox"/> CHIPS
Thermal Storage Included?⁵ <input type="checkbox"/> YES, GALLONS: _____ <input type="checkbox"/> NO	System Provides Domestic Water Heating? <input type="checkbox"/> YES <input type="checkbox"/> NO
Type of Fuel Storage (Check One) <input type="checkbox"/> OUTDOOR SILO <input type="checkbox"/> ENCLOSED ROOM <input type="checkbox"/> FREE-STANDING FABRIC/METAL BIN <input type="checkbox"/> OTHER: _____	
Capacity of Fuel Storage (Tons)	Number of Days Storage is Designed to Provide Fuel to Heating Unit During Full Load Conditions (Min. 14)
Back-Up Heating System Present? <input type="checkbox"/> NO <input type="checkbox"/> YES, RETAINING EXISTING SYSTEM AS BACK-UP <input type="checkbox"/> YES, NEW BACK-UP SYSTEM INSTALLED	

¹ All prospective applicants must use less than 75,000 Btu/square foot of heated building space per heating season.

² Heating System Manufacturer and Model Number must be included on the SSREIP Advanced Wood Heating System Eligible Equipment Inventory. If not listed, but meets minimum requirements, you must submit supporting documentation for approval.

³ Customers applying for the flat-rate (\$3,000) incentive may only install one boiler or furnace.

⁴ Customers applying for the flat-rate (\$3,000) incentive may only install pellet systems.

⁵ Applicants are strongly encouraged to discuss the benefits of thermal storage with their installer that may include: improved seasonal efficiency; reduced emissions; decreased frequency of boiler cycling; decreased wear and tear on moving parts; decreased power consumption and, higher occupant comfort. The ideal volume of thermal storage for pellet boilers is 15 to 20 gallons per 10,000 Btu of rated output capacity. It is essential that the thermal storage tank and the pipes between the boiler and tank be extremely well insulated.

SECTION D: DESIGN REVIEW

Please answer the following questions to determine if your project will need to undergo a System Design Review. If you answer "Yes" to any of the questions, then you may skip "System Design Information." If you answer "No" to all of the following questions, then please fill out the information requested in "System Design Information."

Is the customer installing a pellet boiler or furnace system under 100 kW (341 kBtu/hr)? YES NO

Is the system going to a new construction, and has the system been designed by a mechanical engineer? YES NO

Is the Reserving Company eligible for an expedited application review (custom incentives only)? Please see Terms, Conditions, and Requirements for more information. YES NO

SYSTEM DESIGN INFORMATION

1. Attach a system piping schematic for the boiler room and distribution system, and proposed sequence of operation.

2. Describe the method used to calculate the heat load listed in Section C (e.g. Manual J, proprietary model, etc.).

3. The domestic hot water load is expected to be: STEADY YEAR-ROUND SEASONAL W/ HOURLY PEAK DEMAND N/A

4. Describe the backup fossil fuel system (e.g., how the boilers will be staged on and off).

5. In the hydronic distribution system, what is the proposed supply water temperature? Have the emitters been sized to meet the load using this supply water temperature?

6. How are you ensuring that the thermal storage or thermal buffer tank will properly stratify? Describe the sensor placement in the tank and how these sensors will be used.

SECTION E: INCENTIVE CALCULATION

Total Major Funding from Other Sources (10% or more of total installed cost) _____

I AM APPLYING FOR THE FOLLOWING INCENTIVE: FLAT RATE (\$3,000; skip incentive calculation below) CUSTOM:

Base Incentive Calculation: \$1.25 x Heated Space Connected to System (sq-ft) _____

Thermal Storage Tank Adder Calculation: \$10.00 per kBtu/hr of boiler⁶ _____

TOTAL REQUESTED INCENTIVE⁷ \$ _____

NOTE: Funds are contingent upon information submitted for review. Design changes to the system as approved may require a new design review from the RERC and are not guaranteed funds.

MAIL, EMAIL, OR FAX SIGNED AND COMPLETED APPLICATION TO:

VERMONT SMALL SCALE RENEWABLE ENERGY INCENTIVE PROGRAM

Attn: Incentive Reservation Application
128 Lakeside Avenue, Suite 401 Burlington, VT 05401
Email: info@reec-vt.org
Fax to ATTENTION: RERC (802) 658-1643

⁶ Calculation is based on the size of the boiler being installed. This adder is only available for customers applying for the custom incentive.

⁷ Maximum incentive is \$5,000 for residential customers and \$25,000 or 30% of total installed cost (whichever is less) for commercial, industrial, and non-profit public-serving institutions, such as low-income housing non-profits, municipalities, public schools, or non-profit hospitals/health care centers.

SECTION F: SIGNATURES/CERTIFICATIONS

CUSTOMER CERTIFICATION

I certify that I intend to purchase the advanced wood heating system described in this application, to be installed at the location indicated above. I certify that I meet the requirements listed in the latest *vFY2018 SSREIP Advanced Wood Heating System Terms, Conditions and Requirements* (available at www.erc-vt.org/advanced-wood-heating-systems – if you need a printed copy, please contact the RERC at 877-888-7372). I understand that any deliberate attempt to misrepresent information in this application will disqualify me from all claims to incentives offered through Vermont’s Small Scale Renewable Energy Incentive Program (SSREIP). I understand that information regarding the SSREIP incentive may be released publicly and will not be held confidential. I understand that the incentive will be **paid directly to the Reserving Company, or approved non-residential customer, only after** the Reserving Company has submitted the Final Project Documentation and Incentive Request and received final approval, including any necessary site visits. I also understand that the benefit of the incentive is mine and must be transferred from the Reserving Company to me in a manner that is agreeable to both parties. If I am reserving an incentive for a wood pellet heating system, then I grant the CEDF access to pellet purchase records from pellet vendors. I further certify that **(must be initialed by the customer)**:

_____ Installation has not begun on the project described in this application.

_____ I have read, understand, and will abide by all program requirements listed in the current *vFY2018.1 SSREIP Terms, Conditions and Requirements* at www.erc-vt.org/advanced-wood-heating-systems.

CUSTOMER’S SIGNATURE

DATE

RESERVING COMPANY CERTIFICATION

I certify that my company is a currently approved Vermont Advanced Wood Heating System Reserving Company and is working with the customer referenced above to install the advanced wood heating system described on the enclosed application at the location indicated above; this includes being held responsible for the design of the system to be installed, being substantially involved with the customer, and employing a qualified installer (either employed by my company or under direct contract) to provide an on-site review of the installation and be on-site to complete the final inspection. The system will be installed in accordance with the Vermont Fire and Building Safety Codes. I understand that any deliberate attempt to misrepresent information in this application will disqualify my company from participation in the program and all claims to incentives offered through Vermont’s Small Scale Renewable Energy Incentive Program. I understand that information regarding the SSREIP incentive may be released publicly and will not be held confidential; however, system design schematics will **not** be shared publicly. I further certify that **(must be initialed by the Reserving Company Representative)**:

_____ Installation has not begun on the project described in this application.

_____ I have read, understand, and will abide by all program requirements listed in the current *vFY2018.1 SSREIP Advanced Wood Heating System Terms, Conditions and Requirements*.

COMPANY REPRESENTATIVE SIGNATURE

DATE

COMPANY REPRESENTATIVE NAME (PRINT)

SECTION G: STATE HISTORIC PRESERVATION ACT

The State Historic Preservation Act (22 VSA 14) requires that state agencies take into account the effect of projects on any historic property that is listed on the State or National Register of Historic Places or may contain scientific, historical, or archeological data. If the installation involves installing anything new (ex. chimneys or other ventilation) that is visible from a public right of way, or altering the exterior of a building more than fifty years old or located in a historic district, or if any installation requires ground disturbance, the project plans must be submitted to the Vermont Division for Historic Preservation for review **prior to starting the installation**. Applicants are encouraged to contact the Division early in the planning process to avoid any unnecessary project delays. **To start the review process, please complete this Section and** submit electronic versions of your project review materials to ACCD.projectreview@vermont.gov. Our preference is for the form and supporting documents to be sent as .pdf files.

Advanced Wood System Installation Site/Address _____

Site/Property Owner Name _____

Installer Name _____

Installer Email _____

Phone _____

Please check the following if it applies to your project (if not, you may skip Section G):

_____ Installation does involve ground disturbance (ex. external hoppers)

_____ Building is more than fifty (50) years old or located in a historic district and:

- Installation involves installing new equipment visible from a public right of way (ex. chimneys or other ventilation); *or*
- Installation alters the exterior of the building.

_____ Building is listed on the State or National Register of Historic Places (leave blank if unknown)

Please email the following information, along with this form, to the address at the bottom of the page:

- Project Description.
- Project Location Map and Site Map, showing the location of the installation. *This can be as simple as a Google map annotated by hand to show the location of panels and trenches.*
- Project Plans (if available).
- Archeological and/or historic building reports (if available).
- Photographs of the project area and the structures involved. *For building mounted installations, please include a photograph of the entire front elevation of the house and photographs of the proposed installation area. Photographs can be annotated by hand to show the location and approximate scale of the installation.*

For Internal Use Only

Please email this form and supporting materials to
ACCD.projectreview@vermont.gov

If you have questions contact: Jamie Duggan at
802-477-2288 or james.duggan@vermont.gov