



July.2007

New Jersey Housing and Mortgage Finance Agency
**Solar Photovoltaic Requirements and
Documentation**
for Low-Income Housing Tax Credit Green Point

Fall 2007

The Adopted 2007 QAP states the following:

“Applications that select one of the following shall receive one point:

- ii. Incorporation of solar photovoltaic into the project. The solar photovoltaic system must meet the following standards: Be sized to cover at least 75 percent of the project’s common area electrical expense and be at least a 20 kilowatt system. Documentation for this point includes a written and signed quote from a Board of Public Utilities (BPU)-certified solar installer indicating the location, size, type, cost, and energy output of the proposed system and a signed affidavit from the developer agreeing to purchase, install and maintain the system for a minimum of 20 years. (Note: Contact the BPU for information on rebates for solar photovoltaic installations.)*

Example: A project has an estimated common area electricity need of 50 kilowatts. The roof of the project can accommodate a 40 kilowatt system. The developer is eligible for the solar point since the 40 kilowatt system covers 80 percent of the common area usage and the system is larger than 20 kilowatts.”

IMPORTANT NOTES:

- Please keep in mind that this document is for the Solar-Green Point, not for the SUNLIT program. The SUNLIT program is available to Tax Credit applicants, but not required. However, we do make reference to the SUNLIT program for those applicants that are participating – in order to illustrate overlapping documentation. For more information on the SUNLIT program, contact Mary Uschak at the NJ Green Homes Office, muschak@njhmfa.state.nj.us.
- Changes to the minimum requirements of the solar photovoltaic green point, due to extenuating circumstances must be submitted in writing to the NJHMFA Green Homes Office. Changes must have written approval prior to implementation.

WHAT TO SUBMIT WITH TAX CREDIT APPLICATION

Attach hard copies of the following with application.

- Exhibit A: Completed and Signed Developer Affidavit, Appendix A.
- Exhibit B: Written and Signed quote from Solar Installer indicating Exhibits C through G
- Exhibit C: Location of system – via site plan and indicated in quote (roof or stand)
- Exhibit D: Size of system – indicated in quote
- Exhibit E: Type of system – indicated in quote
- Exhibit F: Cost of system – indicating whether expecting solar rebate (SUNLIT or otherwise), taking the federal tax incentive, and/or any other incentives.
- Exhibit G: Expected energy output of system – indicated in quote
- Exhibit H: If participating in SUNLIT, include the SUNLIT Application and Letter of Intent

FINAL SUBMISSION & PROJECT TIMELINE:

- a. Prior to start of construction submit the following:
 - i) Completed and Signed Solar Installer Affidavit, Appendix B.
 - ii) Expected energy output of system compared to expected energy usage of common areas
 - iii) If participating in SUNLIT, the Customer On-Site Renewable Energy (CORE) rebate application
- b. If receiving NJHMFA construction or Home Express financing:
 - i) Submit the items under a/i – iii.
 - ii) Cost breakout: total installed cost, incentives (if any), amount of energy cost saved per year, and amount to be paid by developer
 - iii) If participating in SUNLIT, also include the signed letter from NJ Green Homes indicating that HMFA has allocated a solar rebate and requesting confirmation from BPU – CORE.
- c. To be included in 8609 package:
 - i) Copy of final inspection by utility company, municipal authority, and /or BPU – CORE representative (BPU needed if selling Solar Renewable Energy Credits).
 - ii) Confirmation letter from NJ Green Homes Office - that it meets the LIHTC requirements
 - iii) If participating in SUNLIT, copy of rebate check issued

FOR MORE INFORMATION & TO APPLY:

Please send all required documents to NJ Green Homes.

Mary Uschak
NJ Housing and Mortgage Finance Agency
NJ Green Homes Office
P.O. Box 18550
Trenton, NJ 08650-2085
muschak@njhmfa.state.nj.us
Phone: 609.278.7408
Fax: 609.278.1754

A. REQUIRED SIGNED DEVELOPER'S AFFIDAVIT:

**New Jersey Housing and Mortgage Finance Agency Green Future Program for
Low-Income Housing Tax Credit Green Point
Solar Photovoltaic**

By signing this document, I certify the following ("we" refers to the applicant organization):

1. We have received and reviewed the 'LIHTC Photovoltaic Requirements Fall 2007' document, which includes a list of requirements, an application timeline, forms and related informational material.
2. We understand that if our project's application for Low-Income Housing Tax Credits is accepted and awarded, we will be required to install a Solar Photovoltaic system that covers at least 75% of the common area load and is at least 20kW in size.
3. We will submit requested documentation as outlined within the 'LIHTC Photovoltaic Requirements Fall 2007' document.
4. We will purchase, own and maintain the solar electric power system as outlined in the agreement with our solar installer for a period of at least 20 years.
5. I am an authorized representative of the development organization, project, and ownership entity.

Signature: _____ Date: _____

Name of signer: _____

Title: _____ Phone: _____

Organization: _____

Project Name: _____

Project Address: _____

Type of Building: _____

Type of Roof: _____ No. Units: _____

B. REQUIRED SIGNED SOLAR INSTALLER'S AFFIDAVIT:

**New Jersey Housing and Mortgage Finance Agency Green Future Program for
Low-Income Housing Tax Credit Green Point
Solar Photovoltaic**

[Name of Solar Photovoltaic Company]
[Address 1]
[Address 2]
[Phone]
[Fax]

AFFIDAVIT FROM SOLAR INSTALLER

Project Name: _____

Location: _____

I HEREBY CERTIFY that within the proposed scope of work for [Project Name]'s solar photovoltaic system that, to the best of my ability, it will meet the following:

A photovoltaic system that conforms with the requirements of the 2007 New Jersey Qualified Allocation Plan, N.J.A.C. 5:80-33.15(a)14(ii). The photovoltaic system is sized to cover at least 75% of the project's common area electrical expense and will be at least a 20 kilowatt system.

Signed this _____ day of _____, 2007.

By: [Name, Title]
[Name of Solar Photovoltaic Company]