



## Sustainable Development Fund Solar Photovoltaics Grant Program

7217 Oak Avenue • Melrose Park, PA 19027-3222

phone: 215.635.0900 • fax: 215.635.1903 • e-mail: solarpv@trfund.com • web: www.trfund.com/sdf/solarpv



071503

# Solar PV Grant Program PV System Inspection/Completion Form

**Directions:** This inspection form is to be filled out by the Participating Contractor after the SDF Solar PV Grant Application has been pre-approved and the PV system has been installed. The PV Program Administrator will also use this form during the PV System Inspection.

### For Internal Office Use Only:

SDF PV Grant Customer # \_\_\_\_\_

Date Received: \_\_\_\_\_

Note the additional items shown in **Section F. Contractors Checklist**, which are to be included with this form (e.g., line diagram of the PV system and copy of contract and/or invoices verifying installation costs)

## A. PV SYSTEM LOCATION INFORMATION

### PV System Location

Street Address \_\_\_\_\_

City \_\_\_\_\_, PA Zip \_\_\_\_\_ Municipality \_\_\_\_\_

PECO Energy Acct # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ (Interconnected with PV System)

Contact at PV system location \_\_\_\_\_ Telephone (\_\_\_\_\_) \_\_\_\_\_

## B. CONTRACTOR / INSTALLER INFORMATION

SDF Participating Contractor # \_\_\_\_\_

First name \_\_\_\_\_ Last name \_\_\_\_\_

Company name \_\_\_\_\_

Company Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone (\_\_\_\_\_) \_\_\_\_\_ Fax number (\_\_\_\_\_) \_\_\_\_\_

Email address \_\_\_\_\_

**C. CHANGES FROM THE SOLAR PV GRANT APPLICATION**

Indicate any changes between the information originally entered in the Solar PV Grant Application and the actual details of the PV system installation.

- Yes  No Has the PV System Owner / Location Information changed (Section A)?
- Yes  No Has the Contractor / Installer Information changed (Section B)?
- Yes  No Has the System Description changed (Section C)?
- Yes  No Has the Solar Audit and Estimated PV Generation Report results changed (Section D)?
- Yes  No Has the Estimate of the Subsidy and Adjusted Installed Cost changed (Section E)?

If changes occurred, resubmit the appropriate section of the Solar PV Grant Application with only the revised information entered, and append them to this form.

**D. PV SYSTEM ELECTRICAL SPECS, CONFIGURATION AND ACCEPTANCE TESTING**

PV Module Specifications at Standard Testing Conditions (STC)		
Manufacturer & Model		
Rated Power ( $P_{MAX}$ ) per module	watts	
Open Circuit Voltage ( $V_{OC}$ ) per module	VDC	
Short Circuit Current ( $I_{SC}$ ) per module	Amps DC	
Maximum Voltage ( $V_{PMAX}$ ) per module	VDC	
Maximum Current ( $I_{PMAX}$ ) per module	Amps DC	

Module Configuration		
No. of Modules in Series (i.e., string)		
No. of Strings in Parallel		
Total Rated Power of the System (@STC)	watts	

Acceptance Testing Conditions		
	Contractor	Inspector
Test Date		
Time of Day		
Ambient Temperature		
Cell Temperature (Optional)	°C	°C
Solar Conditions (bright sun, hazy, overcast, etc)		
Irradiance (Optional)	w/m <sup>2</sup>	w/m <sup>2</sup>

Acceptance Testing of PV Strings								
	Contractor				Inspector			
	V <sub>OC</sub>	I <sub>SC</sub>	V <sub>LOAD</sub>	I <sub>LOAD</sub>	V <sub>OC</sub>	I <sub>SC</sub>	V <sub>LOAD</sub>	I <sub>LOAD</sub>
String 1								
String 2								
String 3								
String 4								
String 5								
String 6								
String 7								
String 8								
String 9								
String 10								
String 11								
String 12								
String 13								
String 14								
String 15								
String 16								

Include voltage and current measurements for any additional strings on a separate page

Acceptance Testing of the Overall PV System				
	Contractor		Inspector	
	System Measurements Before Inverter (DC input)	VDC	Amps	VDC
Total System Power (DC)	watts		watts	
System Measurements After Inverter (AC input)	VAC	Amps	VAC	Amps
Total System Power (AC)	watts		watts	
Inverter Efficiency	<u>AC power / DC power</u> %	<u>Rated</u> %	<u>AC power / DC power</u> %	<u>Rated</u> %

**E. ACTUAL INSTALLED COSTS (NOT INCLUDING INSTALLATION INCENTIVE)**

Equipment	
PV System (PV modules, inverter, controls, mounting structure, batteries, etc.)	\$
Other (wiring, other hardware, utility disconnect, etc.)	\$
Installation Labor	\$
Other Fees	
Permit fees	\$
Structural Analysis Fee	\$
Warranty Extension	\$
PECO's Reimbursement for 2 <sup>nd</sup> Meter Install (- \$400)	- \$
Other:	\$
<b>TOTAL INSTALLED COST</b>	<b>\$</b>

**F. CONTRACTOR'S CHECKLIST**

Confirm each of the following criteria have been met:

	<b>Contractor</b>	<b>Inspector</b>
Solar audit and estimated PV generation report (from application)		
Equipment meets SDF PV Program standards		
Utility disconnect switch installed outside facility		
Verify manufacturers' and labor warranties (5 yr / 2 yr minimum)		
System user manual delivered to PV system owner + education		
System approved by electrical inspector (verify inspection sticker)		
Interconnection approved by PECO (verify 2 <sup>nd</sup> PECO meter install)		
<b>* PV system acceptance testing results (section D)</b>		
<b>* Line or wiring diagram of the PV system (if not submitted)</b>		
<b>* Copy of contract and/or invoices – verify installation costs</b>		

**\* Include with this form**

**G. DECLARATION**

The undersigned (contractor) declare under penalty of perjury that the information provided in this application is true and correct to the best of my knowledge.

Contractor's signature \_\_\_\_\_ Date \_\_\_\_\_

Print name \_\_\_\_\_

The undersigned (owner) declare the system *cost information* provided in this application has been reviewed by the PV System Owner.

PV System Owner's signature \_\_\_\_\_ Date \_\_\_\_\_

Print name \_\_\_\_\_

**H. INSPECTION APPROVAL - FOR INTERNAL USE ONLY**

Yes  No All items in the Checklist (section F) have been included and verified

Yes  No Contractor's PV system performance test results are with reason

Inspection Approved by \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

SDF PV Administrator's signature

Installation Subsidy: \$ \_\_\_\_\_ (\$4/watt x \_\_\_\_\_ watts; \$20,000 max)

**Initial KWh Meter Readings:**

\_\_\_\_\_ **Meter 1** (inverter input/output)

\_\_\_\_\_ **Meter 2** (inverter output only)

Estimated date scheduled for anniversary inspection \_\_\_\_\_

**Note on grant payment limitation:** The combination of the first and second grant payments (i.e., buydown and production subsidies) will be limited to 80% of the total installed cost of the PV system.