

# MT PLEASANT SOLAR COOP--NEXT STEPS

Draft

## APPLICATIONS and PERMITS

23-Feb

**DDOE Rebate Pre-Application Submitted**

Switch complete and send analysis for sites with problems such as shading.

9-Mar

**DDOE Reservation Confirmation Letter (email)** sent to members with full application and

12-Mar

**COOP Meeting** with Switch, Roof Solutions etc. **(Thursday March 12, 2009 7:30 1826 Lamont)**

COOP to Finalize REC and Switch contracts, finalize information materials to distribute to

Members resolve questions about shading, roofing, engineering, install

**Switch Contract and \$1500 Deposit** (Signed by Members Collected and Submitted by Coop)

**Pepco Net Metering Contract and information form-Part 1** (Prepared by Switch, Members sign, Coop collect and submit)

**REC contract signed** (Prepared by Coop, signed by Members, collected and submitted by Coop)

3/18/2009?

**COOP Meeting-- Deposit and signed contracts** (Mtg to answer questions, help with forms, questions for Switch) /

30-Mar

**Submit Full DDOE Rebate Application** (Prepared by Switch signed by Member, Aggregated and submitted by Coop)

30-Mar

**Submit Building and Electric Permit** Filled out by Switch, Signed by Member, Collected by Coop, Submitted by Switch

30-Mar

**Submit Historic Permit** Filled out by Switch Signed by Member, Collected and Organized by MTP Coop, Submitted by Switch

9-Apr

**DDOE Approves Full Application and sends Rebate Contract** (within 10 of receiving application)

13-Apr

**DDOE Rebate Contract Returned to DDOE** (signed by Members, collected & submitted by COOP --

13-Apr	Building permit approved (if not, client and/or Switch decides whether or not to re-submit)Switch manages permit process
13-Apr	Historical permit granted (if not, client and/or Switch decides whether or not to re-submit)Switch manages permit process
20-Apr	Pepco approves interconnection 30 Days from Submission
<b>LAUNCH PHASE</b>	
5-May	<b>Rebate Check from DDOE \$7,200</b> (within 45 days after submitted)
7-May	<b>Members Make \$13k Payment to Switch</b> (After approval of rebate, building permit, historical permit & Pepco interconnect)
8-May	Final number of participants certified and final price tier communicated to members by Coop
9-May	Switch Orders equipment
10-May	Switch prepares and submits electrical permit applications
1-Jun	Equipment delivered & unloaded
<b>INTALLATION PHASE</b>	
June-Dec	Start work on Installation
	Complete Installation
	Switch notifies DCRA to complete final inspections (building & electrical) on ongoing basis as individual site installations completed
	System Completion Certificate filled out by Switch and submitted to DDOE for each installation
	2nd part of Pepco interconnect application prepared & submitted ( Switch provides paper work, homeowners sign and submit)
	<b>Balance Due to Switch</b> (Five days after completion of installation)
	Pepco install new meter at their expense (System Turned on!!!!)
	Final Inspection from DDOE
	Finalize REC Paperwork
??	<b>Block Party/Press Event (Any volunteers to help?)</b>

