



**Request for Applications (RFA) from Pennsylvania Municipalities or  
Community Leadership Organizations to Partner on GET Solar- a  
Community-Supported Solar Outreach Program**

Municipalities and community leadership organizations (community development corporations, economic development groups, Chambers of Commerce, etc.) located in Pennsylvania are invited to submit applications to participate in the Pennsylvania Solar Center's *Galvanizing Energy Transition (GET) Solar Communities* program.

Up to five communities (or groups of neighboring communities) will be selected for the program and provided support identifying the solar feasibility of municipal, commercial, and nonprofit properties in their communities. The community leaders will receive guidance to engage those property owners to go through the *GET Solar* program. These organizations will be guided through the entire solar procurement experience in a streamlined process, from competitive bids through developing a financial roadmap for solar installation on their properties.

The Pennsylvania Solar Center is a 501(c)(3) non-profit organization with a vision that Pennsylvania becomes a leader in renewable energy through rapid and broad expansion of in-state solar generation. We accomplish this by providing trusted guidance, education, and technical support to help lift up the benefits of solar to all Pennsylvanians. The PA Solar Center is supported by generous funding from The Hillman Foundation, the Heinz Endowments, the Richard King Mellon Foundation, business sponsors, and individual donations.

<b>Date RFA Released</b>	<b>Monday, May 15, 2023</b>
<b>Application Due Date</b>	<b>Friday, June 23, 2023, at 11:59 PM Eastern Time</b>
<b>Eligible Applicants</b>	<b>Pennsylvania Municipalities and Community Leadership Organizations; see page 8 for additional requirements.</b>
<b>Application Questions</b>	Email questions to <a href="mailto:leo@pasolarcenter.org">leo@pasolarcenter.org</a>

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# Overview of *GET Solar Communities*

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## Program Summary

At the Pennsylvania Solar Center (PA Solar Center) we know firsthand the excitement and desire of people across the country and the state to go solar for many different reasons, including concern for the environment and seeking more stable, predictable, and lower energy prices. We also understand that once that decision to explore solar is made, the steps to get the equipment installed are sometimes difficult and cumbersome. Not knowing who to trust along the way makes the process even more challenging.

PA Solar Center will address these and other obstacles for communities by assisting them to help their non-residential properties to go solar through our *GET Solar* initiative. The *GET Solar* initiative is a streamlined process that instills individuals, organizations, and communities with confidence in the process using trusted tools and resources that connect organizations to qualified professionals making the process of going solar straightforward. There have been nearly 60 businesses and organizations that have gone through the process to date. Some of the completed projects include Global Links in Pittsburgh, Community College of Allegheny County, Western Pennsylvania Conservancy's Fallingwater, Berner International, and Utz properties with dozens more projects in the contracting process or exploratory phase.

## Program Objectives

The purpose of the *GET Solar* initiative is to:

- Demonstrate that providing trusted resources, streamlined technical assistance, and pre-identified financing decreases solar decision-making time and increases confidence for customers to go solar.
- Increase the amount of clean, solar energy on the Pennsylvania electric grid.
- Decrease the use of carbon-intensive, air-polluting fuels in Pennsylvania that are contributing to climate change, air pollution, and to health and environmental impacts in our communities.
- Increase economic development in Pennsylvania by supporting solar businesses and resources located within the Commonwealth that will increase job opportunities as well as save businesses and nonprofits money on their electricity bills by going solar.

The goal of *GET Solar Communities Round Three* is to help **each selected community add ten (10) new non-residential solar developments with a cumulative solar capacity of at least one megawatt.**

## About *GET Solar* Team and Partners

**Pennsylvania Solar Center and the *GET Solar* team**, Pittsburgh, PA – The PA Solar Center is a statewide organization that provides a centralized hub of resources and

information for anyone who is seeking to power their home, business, house of worship, or community organization with clean solar power. The PA Solar Center offers technical assistance to tax-exempt organizations and to businesses to go solar by connecting them with trusted professionals and financing. The PA Solar Center also has a savvy communications and outreach program to lift up the benefits of solar across the state and works to support robust solar policies at the state, regional, and local levels.

**Municipality or Community Leadership Organization [COMMUNITY LEADER]** – The Municipality or Community Leadership Organization (a community development corporation (CDC), economic development group, chamber of commerce, etc.) will be the applicant to the GET Solar Communities program. They will provide a letter of commitment and offer communications and outreach support to promote the program to businesses and nonprofits in their communities. They will designate a Solar Community Ambassadors (SOLAR AMBASSADOR) team that will be the liaison with the PA Solar Center *GET Solar* team.

**Solar Community Ambassador Team [SOLAR AMBASSADOR]** – The SOLAR AMBASSADOR team will work with the PA Solar Center *GET Solar* team and will use their *GET Solar Communities* Toolkit to identify important partners in the community as well as outreach opportunities, such as a venue for informational meetings, community calendars, newsletters, Nextdoor, newspapers, etc. The SOLAR AMBASSADOR team will also facilitate connections with important community networks that will help to engage businesses and nonprofits and encourage them to participate. At least one member of the SOLAR AMBASSADOR team should be from the applying municipality or community leadership organization or have direct communication and support from that entity. Other members may include community volunteers or supportive community groups.

## Process, Resources and Timeline

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### *GET Solar Process*

*GET Solar Communities* works by educating the local community about solar energy and by significantly reducing the complexity of the solar development and installation processes. The program moves through four phases meant to guide participants as seamlessly as possible, regardless of their current solar energy understanding and experience level: Community Application Phase, Outreach Phase, Technical Support Phase, and Decision Phase.

### **The Community Application Phase**

The PA Solar Center invites municipalities and community leadership organizations to identify core teams of volunteer Solar Community Ambassadors (SOLAR AMBASSADOR) and submit applications through the PA Solar Center website. These SOLAR AMBASSADOR teams will be responsible for (with the support of the *GET Solar*

team) conducting outreach into their community throughout the duration of the program using a toolkit provided by the PA Solar Center. The key to a successful *GET Solar* campaign is the applying organization’s willingness to support the program within their community and **the identification of a strong, committed team of volunteers** willing to coordinate outreach activities and stakeholders — which includes partner organizations, municipal officials, solar installers, chambers of commerce, economic development groups, community volunteers, and others.

Community applications will be evaluated competitively, and communities that demonstrate a clear commitment to increasing education and outreach around solar electricity will receive strong consideration. Special consideration will be given to low-income and/or racially diverse communities, specifically those designated Environmental Justice Zones by the Pennsylvania Department of Environmental Protection (PA DEP) and/or Enterprise Zones by the Pennsylvania Department of Community and Economic Development (PA DCED).

### **The Outreach Phase**

The *GET Solar* team provides support to each SOLAR AMBASSADOR team selected for the program by providing resources and direct guidance to share information about solar energy—from technical information, financing, and governmental policy drivers. The *GET Solar* and SOLAR AMBASSADOR teams develop a communication strategy tailored to each community regarding the benefits of solar energy and how *GET Solar* can provide access and guidance to interested organizations and businesses.

The *GET Solar* and SOLAR AMBASSADOR teams will launch an eight-week outreach campaign (commencing Thursday, June 29, 2023) wherein SOLAR AMBASSADOR volunteers (with assistance from the *GET Solar* team) directly engage community business owners and organizations utilizing trusted social networks, existing solar stakeholders, and community “meeting posts” identified in the above strategy session to provide basic solar education and build interest in the *GET Solar Communities* program. The central focus is to drive interested organizations to attend an informational webinar on the program with the goal of those organizations applying into the *GET Solar* program and participating in a Request for Proposal (RFP) for qualified solar developers.

To facilitate outreach, the *GET Solar* team will work with the PA Solar Center SolarCorps. The SolarCorps is a group of volunteers that works with the PA Solar Center to identify potentially viable solar properties in the *GET Solar Communities* and then estimate the solar production, cost of purchasing solar, and savings for each property. This community-wide analysis will provide SOLAR AMBASSADOR teams with the names and addresses of viable solar properties that will facilitate the teams’ outreach efforts.

**The primary objective of the SOLAR AMBASSADOR team is to drive interested businesses and nonprofits to an informational webinar so that the *GET Solar* team can provide information about solar energy and the *GET Solar* process.**

The *GET Solar* team will host an informational webinar for each participating GET Solar Community on Thursday, July 20<sup>th</sup> or Friday, July 21<sup>st</sup> to discuss the basics of solar photoelectric (PV) installation, the benefits of solar (individual and community-wide), and how *GET Solar* facilitates a simplified process for going solar. The session will include a demonstration of previous program successes and example models of the solar potential of community institutions. The info session will be followed by a question-and-answer forum. Organizations that pre-register will be provided with an overview of their solar potential and cost estimates at the meeting.

The *GET Solar* and SOLAR AMBASSADOR teams will then encourage interested organizations to **submit a completed *GET Solar* application by Friday, August 18, 2023**, outlining their interest in participating in a collaborative Request for Proposals (RFP) from regional solar developers. A completed application from interested businesses and nonprofits will include:

- Signed application/MOU document detailing the organization's commitment to not engage with other solar consultants or solar developers outside of the program for its duration.
- Digital copies of recent electricity bill(s) detailing 12 months of electricity usage
- Digital pictures of on-site electrical infrastructure (utility meters and circuit breaker boxes), and any available structural diagrams or blueprints, particularly of the roof or property designated for a solar installation.

All application fees and feasibility study costs that are typically charged businesses and organizations to go through the GET Solar program are waived for organizations participating in *GET Solar Communities*.

### **The Technical Support Phase**

The *GET Solar* team will issue the RFP for participating organizations on Friday, September 1, 2023, to qualified regional solar developers and schedule interested parties for a group walkthrough of each participating organization's property, including a short group Q&A discussion. Solar developers will then submit completed proposals to the *GET Solar* team by Friday, September 29, 2023, including a completed design, 25-year cash flow model, and any eligible financing available, such as Power Purchase Agreements (PPAs). The *GET Solar* team will provide the complete packet of proposals to each organization along with a proprietary "apples-to-apples" analysis tool for comparing the proposals.

The *GET Solar* team reviews proposals with participating organizations and reviews basic financing options.

The *GET Solar team* will work with solar developers to host group interviews with organizations for whom they submitted project proposals. These sessions are an opportunity for host sites to ask questions as well as benefit from questions asked by other participating organizations. Developers are given an opportunity to demonstrate their company's values and track record.

Throughout this process the GET Solar team will provide the participating organizations with resources describing solar finance at both a high-level and specific

to their organization and project, including benefits from the Inflation Reduction Act, PPAs, and grant opportunities. The GET Solar team will provide support to participating organizations to fully understand their solar project proposals and their financial roadmap.

### **The Decision Phase**

Equipped with their proposals and tools with which to analyze them, the participating organizations select up to one developer with whom they would like to move forward by Friday, October 27, 2023. The organization is **not** expected to sign a contract at this step unless they are confident in doing so, but rather narrow their focus on a proposal and developer that best suits their project goals. The *GET Solar* team and the developer work with the participating organization to create a financing roadmap to bring the project to completion.

At the end of the *GET Solar* process we believe organizations will be knowledgeable and empowered enough to contract with a solar developer or to forego installing solar by Monday, November 20, 2023. The *GET Solar* team will continue to provide support to organizations who decide they want to move forward with solar, but may have a longer path to completion. Our goal, however, is to move organizations through the decision-making process as quickly as possible.

### *GET Solar Communities Toolkit*

Each participating SOLAR AMBASSADOR team will receive a copy of the *GET Solar Communities Solar Communities Toolkit*, a digital package of resources to aid in conducting outreach and education about solar energy and the *GET Solar* process within their community. Utilizing the Solar Communities Toolkit is essential to ensure a successful program as it provides the raw materials with which the SOLAR AMBASSADOR teams can build interest in solar energy and educate community organizations on the benefits of joining the *GET Solar* process.

**While the *GET Solar* team will be providing significant technical assistance to businesses and tax-exempt organizations that elect to participate in the RFP process, it is critically important the SOLAR AMBASSADOR teams are self-motivated and rigorous** in their use of their toolkit to inform these organizations within their community of the opportunity and to build trust in the process. Experience with this program in other communities shows that more active SOLAR AMBASSADOR teams are the most successful in garnering interest in their communities to go solar.

The Solar Communities Toolkit will include the following types of resources:

- GET Solar Communities logo tailored with participating community name
- Templates for emails, social media posts, and media blurbs
- Sample press releases
- Posters/flyer templates for meetup events
- Zoning and Permitting guide for solar best practices

- Prequalification survey for *GET Solar* team to determine solar feasibility
- Tracking logs for SOLAR AMBASSADOR teams to organize and report outreach progress
- FAQ document(s) for basic solar education, the PA Solar Center, and *GET Solar Communities*

The above materials are designed to communicate information about solar energy and the *GET Solar* process to individuals and organizations with little or no existing familiarity. Templates can be modified to reflect the personal style of the SOLAR AMBASSADOR volunteer and community.

## *G.E.T Solar Communities Timeline*

<b>Community Application Phase</b>	
Application period begins for Community Leaders to apply into <i>GET Solar</i> Communities Round Three	Monday, May 15, 2023
<i>GET Solar</i> team hosts informational webinar and Q&A forum for interested Community Leaders. Register on the PA Solar Center website at <a href="https://pasolarcenter.org/get-solar/g-e-t-solar-communities/">https://pasolarcenter.org/get-solar/g-e-t-solar-communities/</a>	Thursday, June 8, 2023
Applications from Community Leaders are due	Friday, June 23, 2023
Applicants are notified of their acceptance status	Tuesday, June 27 2023

### **AFTER GET SOLAR COMMUNITIES ARE CHOSEN:**

<b>Outreach Phase</b>	
Community Outreach period begins. Chosen Community Leaders and their SOLAR AMBASSADOR Teams are provided toolkits and join group webinar to discuss outreach process/toolkits	Thursday, June 29, 2023
SolarCorps and <i>GET Solar</i> Team conduct community-wide solar analysis to provide to communities for outreach purposes	Tuesday, June 27 through Thursday, July 6, 2023
<i>GET Solar</i> team hosts informational webinar/Q&A session for businesses and organizations interested in going solar through the <i>GET Solar</i> process	Thursday, July 20, through Friday, July 21, 2023
Interested businesses and organizations submit prequalification surveys, electrical bills, MOU to participate. Applications period ends	Friday, August 18, 2023
<b>Technical Support Phase</b>	
<i>GET Solar</i> team releases Request for Proposals on behalf of applying businesses and organizations to regional solar developers	Friday, September 1 2023
Proposals due from regional solar developers	Friday, September 29, 2023



GET Solar team provides each organization with their portfolio of solar proposals along with tools to understand and compare proposals	Monday, October 2 through Friday, October 13, 2023
GET Solar team hosts webinar to walk entire cohort through understanding solar proposals and using their comparison toolkits	Friday, October 13, 2023
<b>Decision Phase</b>	
GET Solar team works with each organization individually to develop a financial roadmap and plan next steps	Monday, October 16 through Friday, October 27, 2023
Each organization selects up to one developer's proposal with which they will continue to move forward	Friday, October 27, 2023
Organizations decide to contract with their chosen developer or hold off until a later date	Monday, November 20, 2023
Get Solar team assists with communications about completed projects	Ongoing

## Eligibility

### Municipalities or Community Leadership Organizations

Pennsylvania municipalities with a suggested minimum population of 5,000 or a coalition of two or more municipalities with a minimum population of 7,500 total are eligible to apply or community leadership organizations (including community development corporations, economic development groups, or chambers of commerce) that represent municipal populations as described above. Municipalities that exceed 20,000 should identify a geographic region that they would like to prioritize in their community for the program.

### Businesses and Organizations within Selected Communities

After the GET Solar Communities are selected and the program begins, businesses and organizations within the selected communities will be invited to participate in the GET Solar program based on the following criteria (*the GET Solar team will screen applicants*):

- The organization owns their building or the property/land where the solar will be installed OR can provide documentation of a long-term lease and sign-off by property owner to pursue a solar on the property.
- If the solar is intended for the property's roof, the roof is less than 10 years old, has a remaining lifetime of more than 25 years, or the organization is currently renovating or planning to renovate its roof. Roofing will need to be completed before solar is installed;

- If the roof requires upgrades or replacement, organizations eligible for C-PACE financing may choose to bundle these costs with the solar installation as one project proposal (see page 5 for more information). Some roof replacements also qualify as energy property when combined with certain types of solar and roof systems and may be eligible for tax benefits.
- If the solar is intended to be a ground-mounted system, the property/land is suitable for development (e.g., it is located on relatively flat, stable ground that is clear of obstacles and shading; the property is not located in a floodplain and there is access to an electric meter or distribution lines nearby. Essentially, the property is “shovel-ready” to build solar);
- The organization has reserve funds available to purchase a solar system, the organization is willing to fundraise, OR the organization is amenable to acquiring solar through a commercial loan, C-PACE financing, Power Purchase Agreement, or other financing;
- Designate an internal Solar Committee comprised of at least two or more representatives who have decision-making capabilities in the business/organization — e.g. owner, general manager, CEO, CFO, etc.—and who will be able to serve as a point of contact to the *GET Solar* Team;
- Complete all submission requirements by the dates indicated under the Timelines in order to get an RFP from developers for solar project on their property.

Because the *GET Solar* timeline is rather succinct, we will be seeking organizations that are nimble in their decision-making capabilities and can abide by the timeline outlined in this RFP document.

## Solar Installer Selection

The *GET Solar* team will assist each participating organization in issuing a Request for Proposal (RFP) to choose the solar installation developer for their project. Organizations may wish to issue their own RFP, but we are available to assist. The *GET Solar* team will provide organizations with assistance to evaluate solar developers and proposals by using an “apples-to-apples” comparison method to compare all relevant information provided in the proposals. Information about the solar developers that will be collected to help organizations select their solar developer will include:

- NABCEP certification – at least one member of the solar development company should have a current certification from the North American Board of Certified Energy Providers (NABCEP);
- Relevant experience of the solar developer and its staff to install commercial-scale solar systems;
- Overall quality and value of the proposed services and equipment;
- Pricing proposal offers good value and is based on reasonable assumptions;
- References – The *GET Solar* team will collect at least three references for commercial scale projects completed by the solar developer;

- Geographic location of the solar developer’s staff and offices; developers located in near the proposed sites will be given selection preference and other Pennsylvania-based developers will be given preference over out-of-state contractors.

## Application Requirements

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Municipalities and/or Community Leadership Organizations interested in applying should **submit the following documents to [leo@pasolarcenter.org](mailto:leo@pasolarcenter.org) by 11:59 PM, Friday, June 23, 2023:**

1. Letter of Commitment from applying municipalities or community leadership organizations, outlining the community’s interest in supporting the program and identifying members of the Solar Community Ambassadors selected for the program. See Appendix 1 below for template.
2. Letter of Support from community groups or community-significant businesses willing to endorse and support the program. See Appendix 2 below for template. Limit to three letters of support.
3. Send documents in PDF format via email to [leo@pasolarcenter.org](mailto:leo@pasolarcenter.org) no later than 11:59 p.m. on Friday, June 23, 2023. Confirmation emails will be sent to all applications received no later than 5:00 p.m. Tuesday, June 27, 2023.
4. Include in the subject line of the email: GET SOLAR COMMUNITIES APPLICATION from [name of community]

## Evaluation Process

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The *GET Solar* team will evaluate applications based on the following key criteria and will score each project as described below.

### Key Criteria

#### Leadership

- Assignment of key staff and decision makers from applying organization and/or municipality to the Solar Community Ambassador (SOLAR AMBASSADOR ) team.
- Degree SOLAR AMBASSADOR team’s experience with prior community initiatives and engagement projects.
- Ability and willingness of core team to tap into existing social networks in the community.
- Hours of availability among SOLAR AMBASSADOR team to commit to community engagement.

#### Community Commitment

- Letters of Support from community organizations indicating awareness and endorsement of potential solar projects.
- Extent to which additional resources are identified and potentially committed to the program (such as municipal staff and resources which might include community communication networks, newsletters, mailings, offers to host events/workshops in municipal offices, etc.)

### Commitment to Renewable Energy and Energy Efficiency

- Overall record of expanding renewable energy and energy efficiency initiatives in the community, including consideration of adoption of improved practices with respect to solar PV zoning and permitting processes.
- Current or developing sustainability initiatives that demonstrate ongoing commitment and leadership to clean energy and sustainability in the community.

### Community Diversity

- Special consideration will be given to communities identified as Environmental Justice communities (PA DEP) and/or Enterprise Zones (PA DCED).
- Diverse communities with respect to economics and demographic data are highly encouraged to apply, keeping in line with the PA Solar Center's mission to ensure all Pennsylvanians share in a clean energy future.

## Application Scoring

Each application will be evaluated against the Key Criteria listed above using this valuation system: Low = 1-2 points, Medium = 3 points, and High = 4-5 points. Total scores will be used to rank the applications.

The scoring results will only be available to the *GET Solar* Team and will not be revealed publicly nor will they be shared with the applicant. Regardless, each applicant will be provided detailed feedback about their application.

**The team will attempt to select as many viable projects as possible (up to five communities and/or community coalitions) and will use the ranking system to choose the highest scoring applications only if necessary.**

## Final Proposal Designation

All applicants will receive a definitive response from the *GET Solar* team **by Tuesday, June 27, 2023**. The designation will be noted as one of the following:

- 1) Application Selected. The community has been selected to participate in *GET Solar Communities Round Three*).

- 2) Invitation to Apply to Future Round. The applying community met the eligibility requirements yet was not ranked highly enough to be selected for this round.
- 3) Application Declined. The application did not meet the eligibility requirements for *GET Solar Communities*. A reason for declining inclusion will be provided.

## Fees

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### Municipalities and Community Leadership Organizations

There is no fee for municipalities and community leadership organizations to apply to the *GET Solar Communities* program.

### Organizations within Selected Communities

There is no application or feasibility study fee for organizations participating in *GET Solar Communities*.

If an organization is selected into the program and their solar project is contracted,\* the Solar Center asks for an assistance fee from the solar developer of either:

1. A donation of 10% of the solar renewable energy credits (SRECs) generated annually by the installed array with a written agreement and arrangement with the aggregating agency upon registering the system with the aggregator (if the SRECs are maintained by the developer or PPA provider) or;
2. A one-time fee of \$0.02 per installed watt<sub>dc</sub> (\$20.00/kilowatt<sub>dc</sub>) to be provided within 30 days after an organization signs a contract with their chosen developer.

The PA Solar Center research shows that customer acquisition costs for solar developers range from \$37/kilowatt<sub>dc</sub> to \$50/kilowatt<sub>dc</sub>. The Solar Center is essentially providing the developer with clients who have a confirmed interest in going solar. The PA Solar Center provides considerable time and resources working with the client organization to educate and ensure project completion that should save time and money for both developer and client.

*\*A project is considered contracted when a signed agreement is reached between the applying organization, the selected solar developer, and the financing entity, if applicable. The assistance fee should be included in the contract between the organization and the solar developer.*

## Questions

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All questions should be directed to Leo Kowalski, Consulting Director of Programming of the Pennsylvania Solar Center at [leo@pasolarcenter.org](mailto:leo@pasolarcenter.org) (preferred communication) or if necessary, via phone at 412-742-0019. Please include "GET SOLAR: Question" in the subject line of the email.

# Appendices

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## Appendix 1 – Letter of Commitment Template

[LETTER SHOULD BE ON Municipal or Community Leadership Group LETTERHEAD AND NO MORE THAN 3 PAGES IN LENGTH] [NOTE: DO NOT MAIL – please scan and include in digital application submission]

[INSERT DATE]

Pennsylvania Solar Center  
c/o Energy Innovation Center  
1435 Bedford Avenue, Suite 140  
Pittsburgh, PA 15219

RE: GET Solar Application for [NAME OF COMMUNITY]

**Dear *GET Solar* Team:**

**On behalf of** [NAME OF COMMUNITY], [NAME OF APPLYING ORGANIZATION] **is pleased to submit our application for *G.E.T Solar Communities*.**

[Include brief statement describing the community and role of applying organization, its mission, and how it how serves the applying community.]

[NAME OF COMMUNITY] **is interested in supporting the *GET Solar Communities* program, because** [add brief explanation about why the community is interested in participating in this program. Describe any climate change plans or sustainability initiatives underway or being entertained by the applying organization or community. Identify any additional resources that could be committed to support this program (such as municipal staff and resources which might include community communication networks, newsletters, mailings, offers to host events/workshops in municipal offices, etc).]

**We have selected the following people to serve on our Solar Community Ambassadors team as liaisons between our organization and the *GET Solar* Team** [list all members of your committee, three are required]:

- List Name, phone number, email, organization, current role with organization
- List Name, phone number, email, organization, current role with organization
- List Name, phone number, email, organization, current role with organization

[Briefly discuss why each individual was chosen, describing their role in the community, previous experience with community engagement or environmental/sustainability initiatives, and any additional skills, talents, or connections they provide.]

**We, the undersigned agree to abide by all the requirements and timelines specified in the *GET Solar* Initiative RFA document.**

**Sincerely,** [signed by a lead staff member of the organization (Manager, Director, CFO, President, etc.)]

## Appendix 2 – Letter of Support Template

[LETTER SHOULD BE ON LETTERHEAD AND NO MORE THAN 2 PAGES IN LENGTH]

[INSERT DATE]

Pennsylvania Solar Center  
c/o Energy Innovation Center  
1435 Bedford Avenue, Suite 140  
Pittsburgh, PA 15219

**Dear *GET Solar* Team:**

**I am writing to support the application of [APPLYING ORGANIZATION] for participation in *GET Solar Communities*.**

*[Include brief statement describing role of letter writer and organization being represented. Describe how solar will benefit the community and enumerate any ways in which the letter writer/represented organization could support the program.]*

**Sincerely,**



## Appendix 4 – Commercial Property Assessed Clean Energy (C-PACE) – Additional Information (in Counties that have approved C-PACE)

Commercial Property Assessed Clean Energy Program, or C-PACE, launched in Pennsylvania in 2018 to provide “business property owners access to low-interest, long-term loans for clean energy and clean water projects that are repaid as property tax to benefit the community,” as the Department of Environmental Protection [describes](#). C-PACE clears many of the hurdles usually impeding organizations from making these types of significant upgrades:

- Voluntary tax assessments stay with the property, not the owner, providing for longer term lending options and a reasonable fixed rate (usually between six and nine percent interest).
- Loans can be structured around the useful life of the improvements, which is great for solar systems that are usually warranted for up to 25 years.
- Multiple improvements can be bundled under a single loan. Should an organization want to upgrade their lighting system, **replace their roof**, and **install solar**, it can do so with a single C-PACE project and thus a single loan and repayment schedule.
- C-PACE loans have **no up-front costs** to the organization, which includes design and consultation fees that can be rolled into the principle loan.

The Sustainable Energy Fund has a [website providing general information about C-PACE financing specific to Pennsylvania](#) including the helpful guide below:

### HOW C-PACE WORKS



#### Where is C-PACE available?

In Pennsylvania individual counties or municipalities are able to pass an ordinance to declare an energy and water improvement district, otherwise known as a C-PACE district. The county or municipality selects a program administrator for their C-PACE program. The program administrator then curates a roster of qualified private lenders with whom they connect prospective projects. There are nineteen counties with active C-PACE programs and four with passed resolutions (check <https://pacpacecounties.org/> for updates):

<b>County</b>	<b>Program Admin.</b>	<b>Status</b>
Allegheny	Sustainable Energy Fund (SEF)	Active
Bedford	Sustainable Energy Fund (SEF)	Active
Berks	Sustainable Energy Fund (SEF)	Active
Bucks	Sustainable Energy Fund (SEF)	Active
Centre	Sustainable Energy Fund (SEF)	Active
Chester	Sustainable Energy Fund (SEF)	Active
Delaware	Sustainable Energy Fund (SEF)	Active
Erie	Sustainable Energy Fund (SEF)	Active
Lawrence	Sustainable Energy Fund (SEF)	Active
Lebanon	Sustainable Energy Fund (SEF)	Active
Lehigh	Sustainable Energy Fund (SEF)	Active
Luzerne	Sustainable Energy Fund (SEF)	Active
Montgomery	Sustainable Energy Fund (SEF)	Active
Northampton	Sustainable Energy Fund (SEF)	Active
Philadelphia	Philadelphia Energy Authority	Active
Union	Sustainable Energy Fund (SEF)	Active
Washington	Sustainable Energy Fund (SEF)	Active
Wayne	Sustainable Energy Fund (SEF)	Active
Westmoreland	Sustainable Energy Fund (SEF)	Active

As C-PACE is new to Pennsylvania, there is not an exhaustive list of C-PACE lenders available to peruse. The PA Solar Center will work with applicants and partner organizations to identify qualified financiers. Though C-PACE is brand new to Pennsylvania, it has been successfully implemented across the country, including our next-door neighbor, Ohio, which as of 2019 has enjoyed more successfully completed C-PACE projects than any state besides California. Let's keep *pace* with Ohio!