


**Carbon Neutral Adelaide
Sustainability Incentives Scheme
Shared Solar Photovoltaic (PV) Systems Rebate
Application Form**





SHARED SOLAR

20% up to \$20,000 per site (with a maximum of \$500 / premise) – sharing of solar electricity in multi-storey premises (>20 kW)

ELIGIBILITY							
	Houses (owner occupied)	Houses (concession)	Houses (tenanted)	Apartment buildings	Small businesses	Multi-storey commercial	Non-profit community + sporting
	NA	NA	NA	✓	NA	✓	NA

Available rebate

>20 kW Solar PV with a shared solar system

1. Maximum rebate of \$20,000 per site comprising:
 - a. Up to \$500 per premise connected to the shared solar PV system; and
 - b. No more than 20% of system costs.

Pre-commitments

Rebate pre-commitment agreements are available for:

- Tenants or Commonwealth Concession Card holders
- Solar PV systems of 10 kW or more
- Applications for more than \$30,000 to a single site in a financial year (Partnership Projects).

Pre-commitments are subject to funding availability at the time of application and will not be offered once 75% of the Sustainability Incentives Schemes (the Scheme) funding has been allocated.

Before you apply

1. Please read and understand all sections of this application form and note the documentation required for your application.
2. Use a licensed and Clean Energy Council accredited installer.

3. Contact your electricity retailer to discuss implications of installing a solar photovoltaic system on your property.
4. Obtain all relevant approvals, including from the property landlord, body corporation, SA Power Network and Council (phone Development Assessment on 8203 7185).

How to apply

Complete, sign and lodge this application form attaching:

- Supporting system information and evidence of works
- Itemised receipt/s for the supply and installation of the system, demonstrating full payment, discounts or other grants, OR for pre-commitments, quote/s for proposed work and supporting system information.
- Photos demonstrating installed panels are not visible from the street (applicable for heritage properties).
- Electrical Certificate(s) of Compliance (CoC)
- If applicable, a copy of your:
 - » Embedded Network Agreement with your Embedded Network Manager and/or Operator
 - » Commonwealth Concession Card
 - » Written approval from your body corporation, landlord or equivalent
 - » Tenancy Agreement
 - » Decision Notification Form for Development Approvals (D.A.)

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Solar PV criteria

1. Limit per category: maximum of one incentive per retail electricity meter (National Meter Identifier – NMI).
2. Solar PV systems purchased on a solar lease or power purchase agreements are eligible if the outright ownership is vested with the property owner or tenant at the end of the contracted term.
3. The system must be a permanent fixture to the premises and cannot be removed without prior consent of Council for a period of 5 years from the date of the rebate payment. Council reserves the right to require reimbursement if the system is removed within this period.
4. Shared solar PV systems must demonstrate governance and billing system to distribute >25% of annual solar generation to tenants' electricity usage.
5. Premise must be multi-storey, with a premise located above another premise, and may include embedded networks or other technology based solutions.
6. Non-residential premise is defined as >500m² for calculation purposes.

General eligibility criteria and conditions

1. The property must be located within the City of Adelaide municipal area.
2. Rebates are not available for installations completed before 1 July 2019, and no more than 12 months prior to Council receiving the application form.
3. The Scheme's funding is subject to Council's annual budget processes and funding is limited.
4. Council has the right to cease the Scheme at any time without notification and applications are not guaranteed to receive funding (except where pre-commitment has been approved and activated).
5. Rebates will be applied to the out-of-pocket installation cost incurred by the owner, occupier of the premise or body corporation, after all other incentives, grants, rebates and discounts received have been deducted.
6. The applicant acknowledges and agrees that the City of Adelaide accepts no liability in respect of any claim, cause of actions, loss or damage arising out of, or in relation to, any device purchased or service procured under the Scheme.
7. Environmental measures/devices supported through the Scheme must be installed by appropriately licensed and accredited installers, and maintained in accordance with any relevant guidelines, and in a manner which does not pose risks to the health or welfare of any person.

8. Where a Council D.A. is required, a rebate will be provided once the D.A. is granted, the system is installed according to the conditions set out in the D.A., and the relevant paperwork is submitted.
9. If approved, it may take Council up to 30 working days to pay the rebate.
10. Council may request provision of information associated with the system and usage data for the preparation of a case study.

Development Approval (D.A)

Please speak to your installer and Council's Development Assessment staff (phone: 8203 7185) to discuss planning and building requirements specific to your property.

A Development Approval will be required for:

1. Any solar PV system on a State Heritage listed place.
2. Any solar PV system on a Local Heritage listed place and/or in a Historic (Conservation) Zone where the system can be seen by a person standing at ground level on a public street.
3. Installation of a solar PV system with a total weight exceeding 100kg on the roof of a building, unless all of the below are met:
 - a. The weight load does not exceed 100kg at any one point of attachment to the roof
 - b. The panels (and associated components) are not overhanging any part of the roof
 - c. The underside of the panels are no more than 100 mm above the surface of the roof at any one point.
4. Any solar PV system installed by an installer not recognised by the Minister (i.e. not a Clean Energy Council (CEC) Accredited Designer and Installer of Solar PV systems).

Check your installer has valid CEC Accreditation within South Australia (SA) here: www.solaraccreditation.com.au/consumers/find-an-installer.html.

If CEC training was obtained outside of SA, their Australian Institute of Building Surveyors (AIBS) South Australian Supplementary Training for Solar Photovoltaic installations number will need to be provided in addition to the CEC number.

Contact

For further information, please contact the Carbon Neutral Adelaide team on **8203 7203** or at **incentives@cityofadelaide.com.au**

Information is also available at **www.cityofadelaide.com.au**

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Application Questions

Please complete and send to incentives@cityofadelaide.com.au with your attachments

Rebate recipient and property details		
Title:	First Name:	Surname:
Organisation or Corporation Name (if applicable):		
Email:		
Phone:	Mobile:	
Property Address (within the City of Adelaide for which the rebate is sought):		

Is the recipient a Commonwealth Concession Card holder? If YES, please attach a coloured photocopy. Y N

Has this property previously received a rebate from the City of Adelaide for a solar PV system? Y N

Has this, or will this, property received any other grants external to the City of Adelaide? Y N

If YES, please specify:

Is the recipient seeking a pre-commitment? Y N

- » If YES, please attach itemised quote/s for proposed work and supporting system information.
- » If NO, please attach itemised receipt/s for the supply and installation of the system, detailing date and location of installation, size of system (kW) and demonstrating full payment (or evidence of an agreed payment plan), discounts or other grants, including Small Technology Certificates (STCs). If installing with an energy storage unit, associated costs are to be itemised separately, and;
- » Attach Electrical CoC(s) detailing completed work, signed by the licenced and CEC accredited installer.

Please provide the bank account details for the recipient of the rebate:

Account name:	BSB:
Account Number:	Bank Name:

Recipient's relationship to property:

Owner (occupant) Landlord Tenant Body Corporation Property Manager

Other (please specify):

A letter of approval from the property's landlord/body corporation is attached. Y NA

A copy of the tenancy agreement is attached. Y NA

Land use of property:

Residential – multi dwelling Residential – body corporation Residential – social or public housing
 Business Sports Club Not-for-profit organisation

Other (please specify):

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Applicant Details

Is the recipient of the grant also the primary contact for this application? Y N

If NO, please fill out the below:

Title:	First Name:	Surname:
Organisation or Corporation Name (if applicable):		
Email:		
Phone:	Mobile:	

Development Approval (D.A.) Requirements

Please select:

The solar PV system has been installed in accordance with the conditions set out in a D.A.

Development Application Number:	Date Received:
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A copy of the Decision Notification Form is attached

OR

D.A. has not been obtained (You MUST answer the following questions – your installer may help you answer.)

Is the solar PV system installed on a State Heritage listed place? (If 'YES', D.A. is required) Y N

Is the solar PV system installed on a Local Heritage and/or in a Historic (Conservation) Zone listed place? Y N

» If 'YES', can the solar PV installation be seen by a person standing at ground level in a public street?
(If 'YES', D.A. is required. If 'NO', please attach photographs demonstrating from the street view the panels are not visible) Y N

Does the solar PV system (panels and framing) have a total weight exceeding more than 100 kg? Y N

» If YES, does the weight load exceed 100 kg at any one point of attachment to the roof?
(If 'YES', D.A. is required) Y N

» Do the panels (and any associated components) overhang any part of the roof?
(If 'YES', D.A. is required) Y N

» Is the underside of the panels more than 100 mm above the surface of the roof at any one point?
(If 'YES', D.A. is required) Y N

I have contacted Council's Development Assessment staff and discussed the installation of the system at my property.

Date:	Council Officer Name:
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Please provide CEC Accredited Installers details:

Installer Name:	CEC Number:
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If CEC training was obtained outside of SA, please also provide AIBS Supplementary Training for Solar Photovoltaic Panel Installation details:

Name:	AIBS Number:
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Do you have any comments in relation to this application?

Application Declaration

Note: Only owners, and tenants and property managers with authorisation from the owner/s may sign this declaration.

I acknowledge that the application and/or all supporting documentation may be made publicly available.

I agree to the eligibility criteria and conditions as set out in this document.

I declare that the information included on and supplied with this form is true and correct, and that:

- If applying on behalf of an organisation, I am an authorised representative of that organisation
- If renting the property, I have referred to the tenancy agreement and attached written permission to install the system
- If the installation is subject to approval from a body corporate (or equivalent), I have referred our relevant agreement and attached written permission to install the system.

Signed:	
Name (print):	Date:

Please return this form and attachments to
incentives@cityofadelaide.com.au

OR

Carbon Neutral Adelaide
City of Adelaide
GPO BOX 2252 Adelaide SA 5001