

# MUNICIPAL SOLAR GRANT PROGRAM - FINAL PROPOSAL CHECKLIST



<b>Required</b>	<input type="checkbox"/>	<b>Application</b> - failure to answer all questions, unless otherwise noted, will be considered incomplete and not eligible for funding.	<a href="#">Requests For Proposal   NHDOE</a>
<b>Required</b>	<input type="checkbox"/>	<b>SAM Registration</b> - printout of the municipality's SAM.gov registration from the SAM.gov website with a valid, active UEI .	<a href="#">SAM.gov</a>
<b>Required</b>	<input type="checkbox"/>	<b>Map of project location from the FEMA Flood Map Service Center</b> – project cannot sited in any designated flood plains .	<a href="#">Flood Mapper</a>
<b>Required</b>	<input type="checkbox"/>	<b>Map of project location from the U.S. Fish &amp; Wildlife Service's Wetlands Mapper</b> – project cannot be sited in any designated wetlands.	<a href="#">Wetlands Mapper</a>
<b>Required</b>	<input type="checkbox"/>	<b>Aerial and panoramic photos of the proposed project site.</b>	
<b>Required</b>	<input type="checkbox"/>	<b>Proof of municipal ownership for all buildings and/or land involved with the project</b> – property deed, property tax card, etc.	
<b>Required</b>	<input type="checkbox"/>	<b>Solar PV Schematic</b> - one-line drawing.	
<b>Required</b>	<input type="checkbox"/>	<b>Solar Site Survey</b> – a minimum of 80% insolation is required.	
<b>Required</b>	<input type="checkbox"/>	<b>PV Watts Calculator Results</b> - printout of PV Watts Calculator results.	<a href="#">PVWatts Calculator (nrel.gov)</a>
<b>Required</b>	<input type="checkbox"/>	<b>Specification sheets for generating facility equipment, including manufacturer and model, as well as inverters, panels, racking, production meter, and monitoring software and any other relevant generating facility equipment.</b>	
<b>Required</b>	<input type="checkbox"/>	<b>Resumes of key personnel from the project team, including of the solar developer and, if applicable, solar installation company, contractors, and subcontractors, such as electrician(s)</b> - Resumes should include years of experience, specifically including municipal solar project experience.	
<b>Required</b>	<input type="checkbox"/>	<b>Recent Financial Audit</b> – must be performed by an independent third-party.	
<b>Required</b>	<input type="checkbox"/>	<b>Davis-Bacon Assurance Letter</b> – must be signed by the authorized representative who would bind the proposer in a state contract as outlined in the RFP.	<a href="#">Requests For Proposal   NHDOE</a>
<b>If Applicable</b>	<input type="checkbox"/>	<b>Any approved power purchase agreement (PPA) or third-party ownership arrangement</b>	
<b>If Applicable</b>	<input type="checkbox"/>	<b>NEPA and/or SHPO Review(s)</b> - should be submitted once the project scope and boundaries of the entire disturbed areas are adequately defined. Request for Project Review Form – must be reviewed and signed by the New Hampshire Division of Historical Resources for proposers whose projects will cause any level of ground disturbance or is not in conformance with Appendix B, 4f of New Hampshire's Historic Preservation Programmatic Agreement. See Section II, Part E and Sections VI and VII for more information:	<a href="#">Request For Project Review Form</a>
<b>If Applicable</b>	<input type="checkbox"/>		<a href="#">Historic Preservation Programmatic Agreement</a>
<b>If Applicable</b>	<input type="checkbox"/>	<b>Any letters of intent/commitment</b> - from any third-party investors, lenders, and financiers, or for any other local, state, or federal funding sources, as well as any other relevant financing plan documents.	
<b>If Applicable</b>	<input type="checkbox"/>	<b>Letters of Support</b> - if applicable – see Section III or Section IV, Part B. for more information.	