



Submission of a Project Application for any residential single family or multi-unit residential development is encouraged. The intent is to allow NYSDA's determination of eligibility and confirmation of funding availability, as well as to facilitate adherence to the technical and administrative requirements.

Submission of a Project Application is required for projects which will involve the gut rehabilitation of existing dwelling units, incorporate buildings larger than two dwelling units, or projects which will seek Tier 3 (Net Zero) incentives. The Incentive Summary and the Low-rise Performance Supplement of PON 2309 provide greater detail regarding project eligibility, and funding availability.

### Section 1 - Owner/Developer Information

Owner/Developer Company  
Name (as listed on W-9)

Project Name

Contact\* Name  
(First, MI, Last)

Contact Title

\* If the contact listed above is not a legal signatory with the ability to bind the property owner under contract, please indicate the legal signatory in the space below. Owner named above is eligible for consumer incentives.

Name:

Title:

Street Address 1

Day Phone

Street Address 2

Fax

City

State

Zip Code

E-mail

Affordable Housing:

Eligibility By:

If Proxy, Select:

Ownership Type:

### Section 2 - Program Partner-BUILDER Information

Legal Company Name\*

HVAC Contractor

Project Contact

Contact Title

Address

Office Phone

City

State

NY

Zip Code

Fax Number

E-Mail

Mobile Phone

\*Partner/Builder named above is eligible for Builder Home Incentives.

### Section 3 - Rater Information

Legal Company Name

Provider Name

Project Contact

Contact Title

Address

Office Phone

City

State

NY

Zip Code

Fax Number

E-Mail

Mobile Phone

Anticipated Incentive Tier: ☐ Tier 1 - EPA v3.0 ☐ Tier 2 - EPA v3.1 ☐ Tier 3 - Net Zero ☐ Low or Moderate income

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### Project Scope:

Provide a brief description of project, including the estimated square footage of the home(s) and any unique features that will be installed in order to meet Program requirements.

## Section 5 - Building Systems Details

Common Area Heating & Cooling Design

Common Area Ventilation Design

Unique Common Area Features

Apartment DHW System (Central or Unitary & Type)

Apartment HVAC System (Central or Unitary & Type)

## Section 6 -Additional Funding Sources

Estimated Cost of Construction

**Related Non-NYSERDA Programs:** Do you expect to receive funding under any other energy efficiency program? ☐ Yes ☐ No

If Yes, please indicate the anticipated/confirmed funding amount.

Please indicate Funding Source:

Utility:

Other:

**Other NYSERDA Programs:** Are any of the buildings in this project planning to participate in other NYSERDA Programs?

☐ No ☐ Yes If Yes, please indicate Building #'s:

☐ Commercial (mixed-use projects)

☐ Solar-Electric Incentive Program

☐ Solar Thermal Incentive Program

Other:

**Project Referral:** How were you referred to the Program (i.e. NYSERDA Website, HERS Rater, Tradeshow, EDGE Regional Outreach Contractor, CLEAResult, Customer Request, other)? Please list all that apply.

## Section 7 - Attachment Checklist

☐ Plans or Access to Plans

☐ W9 for Developer

☐ Affordable Proxy Documents

Architectural Drawings: Please provide plan view drawings for each unique building type, elevation drawings for each unique building type, common area plans, and mechanical and plumbing drawings for a typically designed building type in a PDF version, via e-mail or through an online server for download.

## Section 8 - Utility Information

Electric	Electric Utility	<input type="text"/>	<input type="checkbox"/> Primary Heating Fuel Source	<input type="checkbox"/> Secondary Heating Fuel Source
Natural Gas	Gas Utility	<input type="text"/>	<input type="checkbox"/> Primary Heating Fuel Source	<input type="checkbox"/> Secondary Heating Fuel Source
Other*	Utility Company	<input type="text"/>	<input type="checkbox"/> Primary Heating Fuel Source	<input type="checkbox"/> Secondary Heating Fuel Source

\*Indicate Account Type (Oil, Propane, Biomass, Etc.)

### Utility Information Release Waiver:

As an authorized representative of the property owner and customer listed above, New York State Energy Research and Development Authority (NYSERDA) and/or its designated representatives are hereby authorized to access and utilize any and all information and data related to energy consumption at the above listed property address. I understand that this information is being made available to help evaluate energy use patterns in order to identify potential and actual energy savings resulting from work performed or services offered through NYSERDA's Low-rise Residential New Construction Program. The information/data obtained pursuant to the agreement shall be treated as confidential to the maximum extent permitted by law. Your signature below authorizes NYSERDA to access and utilize your past, current, and 36-month future energy consumption information.

Signature for release of Utility Data

Date:

Printed Name

Title

## Section 9 - Signatures

Please ensure that all necessary forms including Owners W-9 information, Required Architectural Drawings, and any additional sheets used to describe the project are included along with this Project Application for submission.

**Signatures:** We have read, understood and agree to comply with the requirements of the Low-rise Residential New Construction Program as written in Program Opportunity Notice (PON) 2309, for this Project Application.

Partner-Builder

Date

Print Name

HERS Rater

Date

Print Name

Owner/Developer Signatory

Date

Print Name

Title

Submit this form by e-mail to [NYBuilderApplication@clearesult.com](mailto:NYBuilderApplication@clearesult.com). If you have any questions, please contact CLEAResult Project Manager at [NYBuilderApplication@clearesult.com](mailto:NYBuilderApplication@clearesult.com) or 518.207.4503. Attach any additional information considered pertinent to the Application. After CLEAResult's review, one copy of this application, which includes all original signatures listed above, must be mailed to NYSERDA at the address below.

**New York Energy Research and Development Authority  
Low-rise Residential New Construction Program  
Attn: Nicole Angels  
17 Columbia Circle  
Albany, New York 12203-1091**

## AFFORDABLE HOUSING ELIGIBILITY CRITERIA

Projects that meet LRNCP affordable housing criteria are offered access to the Low-to-Moderate (LMI) incentive levels. LRNCP requires at least 50% of the units are or are expected to be occupied by households earning no more than 80% of the Area or State Median Income, whichever is higher. The required affordable housing documentation must be submitted with the Application package. There are three ways to qualify a project for LRNCP LMI incentives:

**Proxy** - NYSERDA allows certain proxies to represent compliance with this definition. Please see the table below for a list of eligible proxies and supporting documentation.

Eligibility Proxy	Details	Documentation Required
HUD-Regulated Affordable Housing	Properties receiving one of the following subsidies from HUD -Section 8 Contract -Section 202, 236, 811 -Public Housing Authorities	Copy of the HUD contract or contract award notice
HCR-Regulated Affordable Housing	Buildings with subsidized mortgages or contracts that place them under the regulatory control of NYS HCR	Copy of NYS HCR contract or contract award notice
Low Income Housing Tax Credits	Properties that receive tax credits for at least 50% of its units	Copy of tax credit award notice from NYS HCR or NYCHPD
NYCHPD-Regulated Affordable Housing (or other local housing agency)	Properties with loans, mortgages, or deeds of purchase (HDFC incorporation) from NYCHPD or other local housing agencies	Documentation of current mortgage, loan closing, HDFC incorporation or deeds
SONYMA mortgage insurance	Properties subsidized for low-to-moderate-income multifamily residents with SONYMA subsidized financing through the HFA	Copy of loan closing/mortgage insurance award documents
Weatherization Assistance Program (WAP)	Properties that have fulfilled the eligibility requirements for the Weatherization Assistance Program	Copy of the letter from the Weatherization Agency confirming the project's income eligibility
HFA's 80/20 Program	Properties that have been accepted into the Housing Finance Agency's 80/20 Program	Copy of the award letter or HFA contract documents
NYCHDC's 80/20 or Mixed Income Programs	Properties that have been accepted into the NYC Housing Development Corporation's 80/20 Program or Mixed Income Program	Copy of the award letter or HDC contract documents

**Rent Roll** - This applies to affordable housing projects that do not meet the proxy requirements. This method is only available to properties that have a rent roll. Applications must submit the annual rent, size and occupancy for each apartment in the property. 50% of the units must have a calculated household income no more than 80% of the State Median Income; based on the assumption that 30% of household income is applied to housing costs (i.e. rent). A spreadsheet tool is available for determining Rent Roll income eligibility upon request.

**Resident Income** - This method may be used to establish eligibility of affordable housing projects that can neither confirm eligibility by proxy nor meet the Rent Roll submission requirements, as detailed above. This method requires the submission of signed Resident Income Certification forms with supporting documentation for 50% of a project's units. The Resident Income method may not be combined with the Rent Roll method.