

From: Elizabeth Giles
Sent: Monday, September 18, 2006
Subject: Summer Program Updates

Dear Solar Trade Allies—

You may have noticed some changes to our forms and website over the past few months. This letter summarizes these changes to bring everyone up to speed. As summer draws to a close, we are continuing to review and revise our program materials to streamline the incentive application process, improve customer outreach and education, and incorporate our new utility, Cascade Natural Gas, into the program.

Forms

Most of our forms have undergone changes in the last few months, so if you have not already, please begin using the updated versions, available on the Forms & Resources page of our website at <http://energytrust.org/TA/solar/forms.html>.

Some changes you might notice:

- Cascade Natural Gas now an option on solar water heating forms
- Better market research sources in 'How Did You Hear About Us?'
- Additional auto-complete and calculation features on Word forms, reducing paperwork time and improving accuracy
- The units for Local Production Capacity and installed capacity in the Performance Estimate section of the solar electric forms changed as of Sept. 18. See *Sun Charts*, below, for more details
- New Solar Pool Heating Sale Notifications
 - Form 224 R – Residential Solar Pool Heating Sale Notification Form*
 - Form 224 C – Commercial Solar Pool Heating Sale Notification Form*
 - Separate forms for residential and commercial solar pool installations
 - Less system information requested
 - Commercial incentive goes to Participant as default, with option to assign payment to trade ally

Sun Charts

The University of Oregon Solar Radiation Monitoring Laboratory has updated our sun charts. Beginning the week of September 18, solar electric installers will notice two changes to the sun charts: the Local Production Capacity is prominently located on its own line, and it is given in kWh *per Watt* per year (the production capacity per Watt_{DC} of an optimally oriented system), as opposed to the previous kWh per kW per year. The units were changed to match the way information is requested on Oregon Department of Energy's forms.

Consequently, the Performance Estimate section of the solar electric forms has been altered to reflect these new units. Please provide the installed capacity in watts to correctly calculate the estimated annual delivered energy. This will be done automatically on the Word version of the Sale Notification.

>>Solar water heating installers should continue to use the Energy Trust sun charts, referencing the third paragraph for the site-specific tilt and orientation factor (TOF).

Public Outreach and Education

- Included with this letter are copies of our revised residential fact sheet, redesigned solar brochure and new FAQ. If you would like copies of any of these materials to distribute to your customers please let us know and we will ship you additional materials as they are available.
- For fall, we have scheduled five solar seminars with considerable media outreach targeted at neighborhoods and communities. Take a look at the locations listed on the included flyers and start informing your customers of this great opportunity to learn about solar. If you would like additional copies of the flyers or to participate in a seminar in your area, please contact Energy Trust.
- We have renewed our co-operative advertising incentives for solar trade allies and clarified the eligibility requirements. Please see the Forms & Resources section of the website for more information on how to participate.

As we incorporate these changes and continue our outreach efforts, we welcome your questions, suggestions and comments. As always, we appreciate and thank you for your ongoing efforts to increase the use of solar energy in Oregon.

Best Regards,

Lizzie Giles
Solar Program Coordinator