

FOR NEW CONSTRUCTION

HOW TO PARTICIPATE IN THE PROGRAM

The New York Energy \$SmartSM Multifamily Performance Program is one of the best ways you can improve the value of your building, create a more comfortable and affordable living environment for your residents, and save thousands of dollars on energy costs each year.

Taking part is easy. We've put together this step-by-step guide to get you started.

Questions can be directed to
NewConstruction@trcsolutions.com

Questions about your application?
Call 1-877-NY-SMART
GetEnergySmart.org

- 1. Review program information** at www.GetEnergySmart.org to see if your project is eligible and to learn how to select a Multifamily Performance Partner. See "What to Expect from Your Partner" fact sheet.
- 2. Select a Partner** as you would any other professional service provider and evaluate their fees and/or estimates.
- 3. With your Partner's assistance**, complete the program application. Your Partner will submit your application for you to TRC Solutions, the implementation contractor for the Program. TRC staff will review the application to make sure it is complete.
- 4. When the application is accepted and complete, you will receive a notice to proceed.** At this time, TRC will assign a Program Case Manager to your project.
- 5. Your Partner will work with you and your design team** to incorporate energy-efficient designs into your project to meet the requirements of the Program. Your Partner also will make sure your building achieves the 20% reduction in energy use required to receive the ENERGY STAR[®] label.
- 6. Once your energy-efficient design is 75% complete**, your Partner will submit a draft of the initial Energy Reduction Plan and other necessary documentation to TRC. When NYSERDA approves this, you will receive Payment #1.
- 7. Once your energy-efficient design is 100% complete** and NYSERDA approves the final proposed Energy Reduction Plan that shows achievement of your performance target, you will receive Payment #2.
- 8. Your Partner will help you** with the design process and monitor construction to ensure the appropriate steps are being taken to achieve the expected energy performance goals. They will then inspect and test the performance of important energy-related measures to ensure proper installation.
- 9. After construction is complete**, your Partner will submit the final Energy Reduction Plan. Upon NYSERDA approval you will receive payment #3. (Note: The Plan must incorporate any changes made during construction.)
- 10. After NYSERDA has received fuel release forms** for the common areas and from 10% of the residents, as described in the Participation Agreement, you will receive Payment #4.



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| | Affordable Housing | Market-Rate Housing |
|--|--------------------|---------------------|
| Payment #1 | | |
| ASHRAE Approach | \$20,000 | \$15,000 |
| HERS Approach | \$10,000 | \$7,500 |
| *Payable upon receipt of the signed contract between the Developer and the Partner, approval of a draft proposed Energy Reduction Plan, and evidence that the Developer has paid at least 75% of the design team’s fees. | | |
| Payment #2 | | |
| | \$1.50/ghsf* | \$1.00/ghsf* |
| *Payable upon approval of the final proposed Energy Reduction Plan that indicates achievement of a performance target of at least 20% by the proposed design. | | |
| Payment #3 For final Performance Targets within the following ranges: | | |
| 20–22%: \$0.50/ghsf* minus 10% retainage | | |
| 23–25%: \$0.75/ghsf* minus 10% retainage | | |
| 26% or higher: \$1.00/ghsf* minus 10% retainage | | |
| *Payable upon approval of the final Energy Reduction Plan confirming a performance target of at least 20%. | | |
| Payment #4 10% retainage held from Payment #3 | | |
| *Payable upon receipt of the fuel release forms as detailed in the Participation Agreement. | | |

*Incentives are payable to the owner upon NYSERDA approval of the request made by the Partner.

**ghsf = gross heated square footage of residential space based on the Energy Reduction Plan or as revised in the final proposed Energy Reduction Plan.



*Program guidelines and incentives are subject to change at any time.