

TERMS AND CONDITIONS

1. The Actsmart Business Energy and Water Program – Solar for Business Trial

- 1.1 The Solar for Business Trial (Trial) is a trial under the Actsmart Business Energy and Water Program (Program). The Trial provides advice on rooftop solar PV and/or cash rebates to eligible entities who install solar PV systems at eligible premises in the Australian Capital Territory (ACT) (see section 2 for eligibility).
- 1.2 An eligible entity will be entitled to be refunded 50% of the cost of the solar PV system, up to a maximum of \$5,000 (inclusive of GST) provided the works are undertaken in accordance with the terms and conditions of the Trial.
- 1.3 Eligible entities are entitled to receive a rebate for works done at an eligible premises, with a maximum of one premises per ABN permitted to receive a rebate.
- 1.4 To be eligible, the entity must meet all of the eligibility requirements. By participating in the Trial, entities will be deemed to have agreed to all of these terms and conditions.
- 1.5 Embassies may participate in the Trial; however, embassies are not entitled to any rebates under the Trial.
- 1.6 Owners corporations (as established by section 8 of the *Unit Titles (Management) Act 2011*), are not eligible to participate in the Trial.

2. Eligibility

- 2.1 Eligible entities are businesses, enterprises, or embassies that satisfy the following eligibility requirements.

To be eligible as a business or enterprise (including not for profit organisations):

- 1) the business must not be a government, government-controlled entity or government owned entity, nor a body corporate. In this section government means an Australian State, Territory or Commonwealth Government; and
- 2) the business and staff must operate from the registered premises which must be in the ACT; and
- 3) the premises must not be residential premises (regardless of whether they are also used for the purposes of a business or enterprise).

To be eligible for a rebate under the Trial:

A business or enterprise as defined in clause 2.1 must be registered with the Actsmart Business Energy and Water program; and

- 1) have completed efficiency upgrades through the Actsmart Business Energy and Water program or Energy Efficiency Improvement Scheme (EIS) commercial lighting program; or
- 2) have limited scope to improve the energy efficiency of their premises (the premises are already efficient or further efficiency upgrades would be cost-prohibitive.)

To be eligible as an embassy:

- 1) The embassy and staff must operate from the registered premises which must be in the ACT.
- 2) As indicated in Clause 1.5, embassies are not eligible to claim a rebate under the Trial. Accordingly, clauses 2.2 to 2.6 (inclusive) do not apply to embassies.

Pre-Approval Form

- 2.2 The eligible entity is responsible for obtaining quotes for the works to be undertaken under the Trial. Prior to the eligible entity having works undertaken in accordance with the Trial at its registered premises, the entity must complete and submit the Program Pre-Approval for Rebate Form for approval of the quote by the ACT Government.
- 2.3 The Program Pre-Approval for Rebate Form must be approved by the ACT Government before the eligible entity can commence the works under the Trial and be eligible to apply for a rebate.

Applying for a rebate

- 2.4 To receive a rebate:
 - 1) the eligible entity must have completed and paid for the works; and
 - 2) the eligible entity must have completed, signed and submitted the Program Rebate Claim Form (available from Actsmart) to Actsmart no later than 6 months from the date the ACT Government provided approval of the Pre-Approval for Rebate Form to the eligible entity.
- 2.5 The rebate will reimburse 50% of the cost of the supply and installation of a solar PV system, up to a maximum of \$5,000 (inclusive of GST), at registered premises in accordance with the following conditions:
 - 1) All building, development, heritage, DNSP (Distribution Network Service Provider) and planning approvals are the responsibility of the entity.
 - 2) If the entity does not own the registered premises, it is the entity's responsibility to gain permission from the building owner to install solar PV.
 - 3) The solar PV designer/installer must be accredited by the Clean Energy Council (CEC).
 - 4) The maximum size of a solar PV installation under the Trial is less than 30kW (AC) (applicable if there is no existing solar PV system at the premises).
 - 5) The combined AC rating of the new system and the existing PV system must be less than 30kW (applicable if there is an existing solar PV system at the premises).

- 6) Any works associated with any existing solar PV system(s) are not eligible for rebate under the Trial.
 - 7) The rebate can only be used to cover the cost of solar PV components (panels, inverters, racking and Balance-of-System) and installation.
 - 8) No rebate will be paid for the following fees and costs:
 - a. Meter box upgrade and metering fee (if applicable).
 - b. Building Approval (BA), Development Approval (DA) and Heritage Approval (HA) application fees and all other related fees (if any).
 - c. Additional fees to make the roof space safe and structurally sound to enable installation of a system including consulting engineers, tradesperson appraisals and physical changes.
 - d. Ongoing system maintenance and inspection fees.
 - e. Government inspection fees (if any).
 - f. Battery storage.
 - 9) The rebate for a solar PV installation applies to the cost of the system minus any STCs (Small-scale Technology Certificates).
 - 10) Entities using financial models including but not limited to leasing, solar Power Purchase Agreements (PPAs) and Environmental Upgrade Agreements (EUAs) are not eligible to claim a rebate under the Trial.
- 2.6 All works and installations must be undertaken in accordance with all legal requirements, by a licensed tradesperson where required by law, and all products and works must meet all applicable Australian standards and regulations.

Participation in the Program

- 2.7 The eligible entity agrees to a site check of the registered premises by a person authorised by the Environment, Planning and Sustainable Development Directorate (EPSDD) where the works were undertaken, or products installed as a result of the Trial.
- 2.8 For a business or enterprise:
 - 1) Where the registered premises is not owned by the business, the business warrants it has the authority of the landlord, landowner or leaseholder (as the case may be) to have the works undertaken at the premises.
 - 2) The business must provide written authorisation from the landlord, landowner or leaseholder (as the case may be) of the registered premises consenting to the works being undertaken, if requested.
- 2.9 The eligible entity agrees to its electricity supplier disclosing the electricity consumption data for the eligible entity to Actsmart. The data collected will be used to evaluate the energy savings as a result of the Trial.

3. Indemnity

- 3.1 The eligible entity indemnifies the ACT Government, its employees and agents against liability in respect of all claims, costs and expenses for all loss, damage or injury to persons or property caused directly or indirectly by the eligible entity in connection with the eligible entity's participation in the Trial.

4. Expiry date of Trial and Trial changes

- 4.1 The ACT Government reserves the right to change any or all of these terms and conditions or cancel the Trial in its absolute discretion and will notify the eligible entity of any such change within 14 days from the date of change.
- 4.2 The ACT Government will not be liable to make any payment of a rebate or any other compensation to an applicant who has undertaken works but does not submit the required forms on time (as specified in clause 2.4), or have the works completed prior to the cancellation of the Trial, or who otherwise has not complied with the terms and conditions of the Trial.
- 4.3 Notwithstanding clause 4.2, the ACT Government in its absolute discretion may grant to the eligible entity an extension of a further 3 months for the entity to have the works completed under the Trial at its registered premises, provided that the entity submits a written application to Actsmart requesting an extension prior to the expiry date specified in clause 2.4. Actsmart will advise the eligible entity within 7 days from receipt of the application whether an extension has been granted.

5. Privacy notice

- 5.1 The personal information on this form is provided to EPSDD to enable the processing of your application. If all or some of the personal information is not collected EPSDD cannot process your application. The Directorate will not share this personal information with other government agencies or other organisations except in accordance with the Information Privacy Act 2014 or as required by another law. The EPSDD Information Privacy Policy can be found on the EPSDD website, under the About Us menu. The Information Privacy Policy Annex contains information in regard to what information EPSDD collects and to whom it is disclosed. The policy also contains information about how you may access or seek to correct your personal information held by EPSDD, and how you may complain about an alleged breach of the ACT Privacy Principles.