

Ohio Qualified Energy Project Tax Exemption Construction Completion Report



Development
Services Agency

Mike DeWine, Governor
Jon Husted, Lt. Governor

Lydia L. Mihalik, Director

Instructions: In accordance with Ohio Administrative Code section 122:23-1-03(B), a construction completion report must be received by the director within ninety days after the energy project is placed into service.

If you have any questions about this report, please contact John Werkman, Assistant Chief, Business Services Division:

(614) 466-6791 | John.Werkman@development.ohio.gov

A complete construction progress report (including all required attachments) should be submitted to:

Attn: John Werkman, 28th Floor
John.Werkman@development.ohio.gov

PART I: Project Information

Project Owner: _____

Certificate Date: _____

Date Construction Began: _____

Date Facility Placed into Service: _____

Alternating Current Nameplate Capacity of Facility in Megawatts (MW): _____

PART II: Required Attachments

The following information must be included with the construction completion report:

1. A list of each item of tangible personal property of a qualified energy project to be exempt from taxation, the cost of each such item of tangible personal property, and the county in which the item of tangible personal property is located. **Attachment A – See attached template.**
2. An appendix including a final complete list of permanent parcel numbers for the parcels of real property on which any part of the qualified energy project is located. **Attachment B – See attached template**
3. Evidence showing the date on which construction or installation of the energy facility began. (Construction or installation of an energy facility begins on the earlier of the date of the application for a power siting board certificate or a construction permit, whichever applies, or the date of the construction or installation contract.) **To be provided by applicant – Labeled as Attachment C**
4. A certification by an authorized representative of the applicant that all licenses, permits, and other approvals required for the construction and operation of the energy project have been obtained or will be obtained as and when required, a list of all licenses, permits, and other approvals required for the construction and operation of the energy project, and copies of each such license, permit, or other approval that has been obtained by the applicant as of the reporting date. **Attachment D – See attached template**
5. A certificate from each fire and emergency responder for each jurisdiction in which any part of the energy project is located confirming that the applicant has consulted with the fire and emergency responders in developing a training plan for response to emergency situations related to the energy project. **Attachment E – See attached template**
 - a. For a qualified energy project with a nameplate capacity greater than five megawatts, the certificate must also indicate that the applicant has equipped, or has developed in consultation with such fire and emergency responders a plan for equipping, such fire and emergency responders with proper equipment as reasonably required to enable them to respond to emergency situations related to the energy project.
6. A certification of an authorized representative of the applicant that it has complied with the provisions of division (F)(8) of section 5727.75 of the Revised Code regarding offers to sell power or renewable energy credits from the energy project to electric distribution utilities or electric service companies subject to renewable energy resource requirements under section 4928.64 of the Revised Code. This requirement will not apply to any application for certification filed after the expiration of all requests for proposal issued by electric distribution utilities and electric service companies on or before December 31, 2010 to purchase power or renewable energy credits. **To be provided by applicant – Labeled as Attachment F**
7. For a qualified energy project with a nameplate capacity greater than two megawatts, evidence that the applicant has established a relationship with a member of the university system or person offering an apprenticeship program that complies with the provisions of division (F)(7) of section 5727.75 of the Revised Code to support workforce training. Such a relationship may be evidenced by an agreement with the institution or apprenticeship program or other written description of the relationship acknowledged by the institution or apprenticeship program. **To be provided by applicant – Labeled as Attachment G**

8. For a qualified energy project with a nameplate capacity greater than five megawatts, a certificate of the county engineer for each county in which any part of the energy project is located to the effect that the applicant has complied with, or has entered into an agreement with the county to comply with, the provisions of division (F)(4) of section 5727.75 of the Revised Code regarding the repair, rebuilding, and reinforcement of roads, bridges, and culverts. If the applicant has an agreement with the county engineer, the county engineer must also certify to the director that the applicant is not then in default of any of its obligations under such agreement. The applicant must also provide a copy of each agreement it has with any county engineer related to the energy project and a copy of any bond provided to a county engineer or required by the power siting board related to the repair, rebuilding, and reinforcement of roads, bridges, and culverts affected by the energy project. **Attachment H – See attached template**
9. A list of individuals employed in the construction or installation of the energy project during the construction period, their residence addresses, and the number of hours worked by each employee employed in the construction or installation of the energy project. Each employee for which hours of employment are reported should be designated either as an Ohio-domiciled employee or an employee domiciled outside Ohio. **To be provided by applicant as a spreadsheet – Labeled as Attachment I. The applicant is also required to provide a copy of Attachment I in electronic format using Microsoft Excel.**
- a. The applicant must provide a signed certificate in the form prescribed by the director from each employee with an Ohio address that he or she is Ohio-domiciled. **The Ohio-domiciled employee form can be found on the Ohio Development Services Agency website at https://development.ohio.gov/bs/bs_qepte.htm. A PDF copy of each completed form should be provided in electronic format.**
 - b. The applicant is also required to obtain evidence of Ohio domicile from each employee, which may include a copy of an unexpired driver’s license issued by the State of Ohio to the employee showing an Ohio residence address, an Ohio voter registration card for the employee dated during the construction period, a utility bill dated during the construction period addressed to the employee at his or her Ohio residence address, or such other documentation as the director determines reasonably demonstrates that the employee’s permanent residence is in the state of Ohio. **Upon request of the director, the applicant shall provide evidence of Ohio domicile for each employee designated as Ohio-domiciled.**

I certify to the State of Ohio, through the Ohio Development Services Agency (ODSA), that I hold the position and title set forth below and that I am duly authorized by the Applicant to submit this report. Furthermore, I certify that the information in this report is true, correct and complete.

Name of Authorized Representative: _____

Position/Title: _____

Signature: _____

Date: _____

**Attachment E – Fire and Emergency Responder Certificate
Ohio Qualified Energy Project Tax Exemption Program**

Energy Project Owner/Lessee: _____

Energy Project Location: _____

Nameplate Capacity of Facility in Megawatts (MW): _____

By signing below, I certify the following:

1. I am the Fire Chief/Chief Emergency Official for the department identified below;
2. The owner/lessee identified above has notified my department that an "energy project" as defined by Ohio Revised Code Section 5727.75(A)(2), or a portion thereof, will be constructed in the service area covered by my department;
3. The owner/lessee identified above has consulted my department in developing a training plan for response to emergency situations related to the energy project;
4. For an energy project exceeding five megawatts, the owner/lessee identified above has equipped, or has developed in consultation with my department a plan for equipping, fire and emergency responders with proper equipment as reasonably required to enable them to respond to emergency situations related to the energy project.
5. In my professional judgment, the training provided or facilitated is, or the planned training, when completed, will be adequate for my department to respond to emergency situations related to the energy project.

If a joint training plan has been proposed, I certify that I have been authorized by the other departments listed below to submit this certificate to the Ohio Development Services Agency on their behalf.

For joint training/equipment plans, list the other Departments covered:

Name: _____

Title: _____

Department: _____

Address: _____

City, State, Zip: _____

Signature: _____

Date: _____

**Attachment H – Certificate of County Engineer
Ohio Qualified Energy Project Tax Exemption Program**

Energy Project Owner/Lessee: _____

Energy Project Location: _____

Nameplate Capacity of Facility in Megawatts (MW): _____

By signing below, I certify the following:

1. I am the County Engineer of _____ County;
2. The owner/lessee identified above has notified my office that an "energy project" as defined by Ohio Revised Code Section 5727.75(A) (2), or a portion thereof, will be constructed in my county;
3. I have consulted with the local jurisdictions in my county whose road, bridges and culverts may be affected by the construction or installation of the energy project;
4. I certify with respect to the roads, bridges and culverts that may be affected by the construction or installation of the energy project as follows (check applicable statement):

I have determined that no repair, reinforcement or rebuilding of roads, bridges, or culverts will be required in connection with the energy project and that no arrangement with the applicant is required as to those matters.

I have reached an agreement with the applicant on behalf of my county and the affected local jurisdictions for the repair, reinforcement, and rebuilding of roads, bridges and culverts in connection with the energy project. A true, correct and complete copy of that agreement is attached to this Certificate.

Name: _____

Address: _____

City, State, Zip: _____

Signature: _____

Date: _____