

Eligibility and Due Diligence Criteria

Rent-a-roof Checklist					
Project name					
Host organisation					
Site Address					
Contact					
	Status	Date	Comment	Action	Signed off
Statutory permissions					
Planning status sought from LPA					
If PP required, application submitted					
If Permitted Development, status confirmed					
If Building Regulations apply, application submitted					
Building Regulations approval received					
Project financing					
Host due diligence check completed					
Financial model approved					
Business case sent to Governance Panel					
Capital allocation approved					
Legal permissions /agreements					
Lease/PPA sent to host for review					
Lease/PPA agreed with host					
Lease/PPA signed					
Electricity sale pricing structure discussed with host					
Electricity sale pricing structure agreed					
Exit strategy/break clauses agreed					
Mortgage/covenants checked					
Business rates checked					
VAT implications checked					
Access restrictions identified					
Access agreements gained					
Land registry title checked					
Lease and PPA registered with Land Registry					
State Aid check					
Contract between council and installer agreed					
Technical					
Host energy data supplied					
Energy profile done					
EPC done					
Structural survey done					
DNO connection approved					
System design agreed					
Access arrangements agreed					

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CDM requirements agreed					
PV installation					
PV installer procured					
Risk Assessment, Method Statement, relevant training and insurance from contractors					
Installation price agreed					
Contract let					
Contractor start date					
Installation completion date agreed					
Installation commissioned and completed					
Post-installation					
Insurance arranged					
O&M contract let					
Billing arrangements agreed with host					
System monitoring arrangements agreed					
FIT application submitted					
FIT registered					
Invoice Paid					