

Please submit/complete the following items for enrollment in CAHP:

1. Completed Rollover Application

2. Lot list with addresses

- A list of lots and addresses that will be built to the 2016 code. The orientation of each lot must be included along with the street address.

3. Title 24 documents and files

- All plans must be remodeled in 2016 Code software (CBECC-Res or EnergyPro) and signed by an approved Certified Energy Analyst (CEA)
- All Title 24s must be submitted in both PDF and .ribd or .bld form, with both the CF-1R and CAHP Incentive Worksheet
- If any kickers are being taken, the Program Incentive Calculator must be completed for each plan the kicker is being applied to

4. Architectural plan sets (*if applicable)

- Plan sets are only required for new plans or plan options that have not been reviewed for CAHP. Plan sets are also required for projects committed before TRC (previously HMG) began implementation of CAHP. TRC will notify you if this is the case. Plans must be submitted in PDF form at full or half size. They must contain, at a minimum:
 - Cover Sheet
 - Floor Plan
 - Elevation Plan
 - Roof Plan

5. Equipment and materials documentation (*if applicable)

- Manufacturer's window specification sheets with NFRC ratings (invoices will not be accepted)
- HVAC specification sheets with manufacturer's name, model #, and efficiency rating for each unit **OR** AHRI certificates for each piece of equipment
- Water heater specification sheets with manufacturer's name, model #, and efficiency clearly identified

6. 2016 Code HERS Registry sharing by your HERS Rater

- For CalcERTS, please share the project with "TRC Energy Services"
- For CHEERS, please make "TRC Solutions" a project member
- If you or your rater need registry sharing instructions, please contact us immediately at cahp@trcsolutions.com or (866) 352-7457.