



Victoria Solar for Apartments Grant

Application Process Stage 2





Stage 2 (Part 1)

| Step | Stage 1 (EOI task) | Time Frame | Responsible party |
|------|--|--------------------|--|
| 1 | Receive pre-approval from Solar Victoria | 90 days commences | Solar Victoria |
| 2 | Notify building owners/landlords of opportunity | ASAP | OC / OC manager |
| 3 | Request an on site quote from a SolShare certified solar installer (Also needs to be a Solar Victoria certified installer) *Allume can provide an introduction to a suitable installer | ASAP | OC/OC manager Allume Energy solar installer |
| 4 | SolShare certified installer attends site and then provides final costings and quote (includes assessment of meter board and roof) *On site quotes may vary from feasibility studies due to on site conditions | 5-15 business days | Solar installer |
| 5 | Undertake voting ballot on solar installer quote: <ul style="list-style-type: none">• Special Resolution ($\geq 75\%$ Yes) or Interim Special Resolution ($\geq 50\%$ Yes and $\leq 25\%$ No)• Solar Victoria provides a template voting ballot when pre-approval is given | 28 days | OC/OC manager |



Stage 2 - (Part 2)

| Step | Stage 1 (EOI task) | Time Frame | Responsible party |
|------|---|---------------------------------|------------------------------------|
| 6 | Prepare documents for Stage 2 (Full Application): <ul style="list-style-type: none">• OC letter of support (certifying special resolution has been passed)• Specify how many apartments will be connected (if not full building)• Solar installer final quote | ASAP | OC/OC manager |
| 7 | Submit full application to Solar Victoria | 90 days deadline from Step 1 | OC/OC manager |
| 8 | Notify Allume of submission (to allow stock allocation of SolShare's) | ASAP | OC / OC manager |
| 9 | Receive funding agreement from Solar Victoria and sign | By 31st July 2024 at the latest | OC / OC manager Solar Victoria |
| 10 | OPTIONAL: Organise finance if required. *Allume can recommend options if required | As required | OC / OC manager |
| 11 | Arrange installation date with installer and sign contract with installer for project delivery | As required | OC / OC manager Solar Installer |



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Contact us for more information

E: info@allumeenergy.com.au

T: [+61 \(0\) 3 9427 0005](tel:+61(0)394270005)