



December 22, 2015

David Brown Kinloch
Lock 7 Hydro Partners, LLC
414 S Wenzel St.
Louisville, KY 40204

Via electronic transmittal: kyhydropower@gmail.com

Regarding: Mother Ann Lee, LIHI Certificate No. 24
Information regarding programmatic changes and recertification

Dear Mr. Kinloch,

As you may be aware, revisions to the Low Impact Hydropower Institute's (LIHI) certification program have been underway for some time. These revisions are now complete and will be implemented in January or February 2016 when we release a new edition of our Certification Handbook. The new Handbook will bring into effect: a new set of criteria; new, alternative standards for satisfying criteria; and a new application process that will be applicable to all types of applications, including recertifications.

This letter is to briefly explain to you how we will be handling the applications from facilities scheduled to recertify in 2016 and to give you an extension in time to prepare for your recertification. Hopefully, this will begin to inform you of these changes.

Timing of Application

We anticipate that all applicants for recertification will need time to absorb and understand the programmatic changes that will be announced with the new Handbook. The Mother Ann Lee Project was issued a 5-year certificate effective August 11, 2011 that is set to expire on August 11, 2016. We believe it is possible for you to apply for recertification without the need to extend the term past August 11, 2016. We will notify you of the process to apply as soon as the new Handbook is published, in January or February 2016. We generally ask all applicants seeking a renewal in term to submit an application approximately four (4) months prior to the expiration date to allow for review. In the case of Mother Ann Lee, we hope you will be able to submit your application in late April. We know this will be a challenging timeline. We assure you that our staff and reviewers will be available for assistance as we adapt to the new certification process. If necessary, we will be able to issue a short term extension of the certification term.

Summary of Recertification in 2016

For the past several years, the process of renewing a LIHI certificate has involved two phases. The first phase is a limited review focused on two questions: (1) has there been a material change in the operation of the certified facility since the certificate was issued? and (2) has there been a change in LIHI criteria since the certificate was issued? If the answer to both questions is 'no', then LIHI can recertify the facility without further review. If the answer to one or both question is 'yes' however, LIHI is required to proceed to a second phase, which involves a more thorough review of each criterion in effect at the time of the recertification application. Because the new Handbook to be released in 2016 involves new criteria and a new process, the answer to question two in 2016 will be an automatic 'YES.' All certificates applying for renewal in 2016 will be required to proceed through both Phase one and Phase two. The first phase of recertifications will result in an Intake report similar to the Intake Review LIHI sends to new applicants for LIHI Certification. The Recertification Intake Review will include a detailed assessment of each criterion and will identify any additional information required to complete the application.

Assistance in Understanding the New Application Process

Shortly after the new Handbook is released, LIHI will also be announcing several training opportunities for applicants to familiarize themselves with the new process and provide training on how to use the new application, as well as some of the new benefits available to applicants with the new criteria, including more opportunities for longer certification terms. These training opportunities will include one-on-one consultations, webinars and technical workshops which we will make available to all applicants, including those applying for recertification. More information on this will be sent to you via email as it becomes available.

Recertification Review Fee

All certificate holders applying for a renewal of term will be charged an initial flat fee of \$2,000 to cover the first phase of the recertification application review – this is the same as our current practice. Because the LIHI criteria will have changed in 2016, a second phase review will take place, as occurs now when there have been material changes. The result of the Phase I review will be an Intake review report on the initial recertification application, accompanied by an estimate of the incremental cost for completing the recertification application review, above the initial \$2,000 fee. That incremental cost will be very site-specific, ranging from zero to several times the initial recertification fee. Depending on the completeness of the initial recertification application in the new format, the incremental review cost will vary. Until we get more experience with the new certification process, it will be difficult to estimate the full recertification cost.

Sincerely,



Michael J. Sale, LIHI Executive Director