

## **Proposed Solar Registration Requirement**

All solar installations must register with the New Jersey Clean Energy Program in order to receive financial incentives and be eligible to receive Solar Renewable Energy Certificates (SRECs) which may be used to comply with New Jersey Renewable Portfolio Standard (N.J.A.C 14:8)

### **DRAFT Rule Amendments for Solar Registration: Requirements**

- In order for a solar installation to be eligible to generate New Jersey SRECs the solar installation must register and participate in one of the Renewable Energy Programs provided through the New Jersey Clean Energy Program and must have successfully completed the installation in accordance with all requirements of the applicable program.
- Only installed solar projects that have registered with the New Jersey Clean Energy Program and have met all the requirements of one of the Renewable Energy Programs including the CORE Rebate Program, Renewable Energy Incentive Program or the SREC Registration Program will be eligible to generate New Jersey SRECs
- Project registration may consist of an initial application phase, a final application phase and a quality assurance review. The detailed requirements which may be updated periodically are available online at [NJCleanenergy.com](http://NJCleanenergy.com) and include the following general requirements:
  1. Initial Application - The initial application package generally includes an application form, the technical worksheet, documentation of annual electric consumption (if applicable), a signed contract for the system to be installed, and a site map. A complete list of requirements is available online at [www.njcleanenergy.com](http://www.njcleanenergy.com).
  2. Final Application - Once a solar project application has been approved and construction is completed and the project is ready for inspection by the NJCEP, applicants should complete and submit the final application paperwork required by the respective program. The final documentation requirement typically includes the final application and a revised technical worksheet showing as-built conditions. A complete list of requirements is available online at [www.njcleanenergy.com](http://www.njcleanenergy.com).
  3. Quality Assurance Review - As part of the final application process the project will be subject to a quality assurance review which may include an on-site inspection. The installation must pass the quality assurance review and a local code inspection. The utility interconnection application and the local code UCC must also be submitted to complete the program requirements.

## **SREC Registration Program Requirements**

The SREC Registration Program is essentially a two part process consisting of an initial application phase and a final application phase. The requirements of each part of this process are detailed below. Please feel free to call me with any questions (my contact info is below).

### **Initial Application**

The contents of a completed initial application package generally include an application form, the technical worksheet, documentation of annual electric consumption (if applicable), a signed contract for the system to be installed, and a site map. A complete list of requirements is defined in "Initial Application Eligibility Requirements Checklist," shown below. Participating trade allies can assist customers with these steps.

For applicants that are not requesting rebates, once the initial application package is complete and determined to comply with program requirements, the participant will receive a project acceptance letter. This letter certifies that the project, as proposed, will be eligible to earn SRECs in accordance with the State's RPS rules.

### **Initial Application Eligibility Requirements Checklist**

In order for a project application to be deemed complete and accepted by the Market Manager Operations team the following requirements must be completed.

- Completed Initial Application with all required signatures and SSN / EIN
- Projects greater than 50 kW must complete Sections A, C, D, E & F
  - Completed Technical Worksheet (TWS) for applicable renewable technology
- Technical worksheet is filled out completely
  - For the requirement detailing the last 12 months' electric usage in kilowatt hours, the applicant shall insert "Not Applicable":
  - Warranty information for main system components noted on the Technical Worksheet
  - A copy of PVWATTS for the designed system be submitted with the initial application. The PV Watts calculation must assume a consistent tilt and orientation as presented on the technical worksheet and site map.
  - A one-page site map must accompany this application. This document must indicate the location of the solar electric modules, the inverter, batteries (if any), lockable disconnect switch, and point of connection with the utility system. The installation address, current account number at that address, and the installer's name and telephone number must also be included on the site map.
  - Copy of signed contract between customer and installer.
- All private sector applications must include a signed contract
- All public sector applications must include a resolution to bid with a signed contract within 180 days

### **Final Application, Inspection, and Rebate Processing**

Once approved, projects have 12 months to complete the installation and submit final project documentation.

The final documentation requirement typically includes the final application, a revised technical worksheet showing as-built conditions, and tax certification (where applicable for commercial projects). A complete list of requirements is defined in the "Final "As-Built" Checklist," shown below.

As part of the final application process a program inspection will be conducted. After the program inspection and quality assurance review, the installation must also pass a local code inspection. The utility interconnection application and the local code UCC must also be submitted.

After receipt of all final paperwork, project referral to PJM-EIS-GATS is usually completed within 30 days. Receipt of this approval enables the applicant to begin earning and trading SRECs. The Program Guidebook, located on the New Jersey Clean Energy website, provides additional details on program eligibility requirements, processes, and procedures.

### Final “As built” Checklist

In order for a project to be deemed complete and ready for a NJCEP Inspection by the Market Manager Operations team the following requirements must be completed.

- The system has been installed and is ready for a program inspection
- A copy of the Project Confirmation and Final Application Form, the third page of the Approval Letter is signed and submitted with this complete package
- Completed REIP Final “As Built” Technical Worksheet
  - All Projects must complete Sections A, B, C, D and in Section E all affected parties must sign the affidavit.
- Representative digital photographs of the system have been taken of the modules and inverter(s) and are affixed to the template below. The photo shall be a minimum of 5” x 7” at 300 DPI
- Submit a shading analysis for this installation. If there is no shading on the system an alternative to the shading analysis is available by submitting a satellite view of the location of the solar electric system and attest by signing Section E that no shading exists on the system at the time of installation.
- Submit documentation that supports the system Production Estimate by attaching a printout of PVWATTS showing system estimated production has been calculated using the standard default rating of PVWATTS (Version 1 or Version 2), and is attached. This estimated production has been calculated using the following inputs: Total Array Output from Line B.3; the Module Orientation from Line C.2 (Module Orientation may be an average azimuth for a system that is not installed all on the same plane); the Module Tilt from Line C.3 (Module Tilt may be an average tilt angle for a system that is not installed all on the same plane); the type of module tracking from Line C.4

### Earning and Trading Renewable Energy Certificates

Owners of eligible generating units, installers, SREC aggregators/brokers, and Load Serving Entities may establish SREC accounts. These accounts are currently hosted and managed by the PJM-EIS-GATS, which is the current SREC administrator. All new owners of generating systems can register and access SREC accounts via <https://gats.pjm-eis.com/mymodule/mypage.asp>.

To establish an SREC account for a generating unit, participants must register for an electronic account on the SREC Administrator’s website. Account activation cannot be completed until the system has been referred to the GATS Administrator by the Market Manager, and the Market Manager’s referral is contingent upon verification that the system is installed and has been determined to have met all the requirements of the NJCEP, including passing all required program, utility and local government code inspections.

Once registered, generation data is entered on a monthly basis. SRECs are issued by the GATS Administrator at the end of the month following the month in which the generation is recorded and deposited in the participant’s account. Account holders can list SRECs for sale and contact potential buyers on the SREC program website’s electronic bulletin board or through other means. All trades are conducted in private, bilateral transactions offline and subsequently recorded online at GATS using the protocols, terms and conditions established by PJM-EIS-GATS.