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atlanticcityelectric.com

December 6, 2024

VIA ELECTRONIC MAIL sherri.golden@bpu.nj.gov board.secretary@bpu.nj.gov

Sherri L. Golden, RMC Secretary of the Board Board of Public Utilities 44 South Clinton Avenue, 1<sup>st</sup> Floor P.O. Box 350 Trenton, New Jersey 08625-0350

> **RE**: N.J.A.C. 14:8-9.7(q)(8) ACE NJ Community Solar Utility Consolidated Billing Rulebook

Dear Secretary Golden:

The undersigned is Assistant General Counsel to Atlantic City Electric Company ("ACE" or the "Company") in connection with the above-referenced matter.

Pursuant to <u>N.J.A.C.</u> 14:8-9.7(q)(8)—which requires each EDC, prior to implementing consolidated billing, file with the Board a manual containing rules for a subscriber organization to implement consolidated billing and what processes a subscriber organization must follow to facilitate consolidated billing of projects—attached for filing is ACE's NJ Community Solar Utility Consolidated Billing Rulebook, published December 2, 2024.



Sherri L. Golden, RMC December 6, 2024 Page 2

Thank you for your attention in this matter. Feel free to contact me with any questions.

Respectfully submitted,

towarset

Neil A. Hlawatsch Counsel for Atlantic City Electric Company

Enclosure

cc: Stacy Peterson Robert Brabston Carol Artale, Esq. Rachel Boylan Michael Hunter Stacy Ho Richardson Benjamin S. Hunter Veronnique Oomen Sawyer Morgan Brian O. Lipman, Esq. Pamela L. Owen, Esq. Published: 12/2/2024



# **NJ Community Solar**

UTILITY CONSOLIDATED BILLING (UCB) RULEBOOK



AN EXELON COMPANY

# **Consolidated Billing (UCB) - Overview**

Utility Consolidated Billing (UCB) will be required for all Community Solar projects in New Jersey effective January 1, 2025. Also called net crediting, UCB calculates and presents subscription fee charges on NJ subscriber bills on behalf of the Subscriber Organizations. This process allows customers to receive their solar credits on their utility bill rather than receiving a separate bill from Subscriber Organizations. This provide a simple and transparent view for customers to understand how their total electricity charges are reduced by their Community Solar subscription.

## Setup for Utility Consolidated Billing

Upon release on December 10th, each active facility will automatically be enrolled in UCB. New facilities will need enroll in UCB; the following will demonstrate how an SO can enroll a new facility after the release.

### **Enabling UCB**

When logging into the portal for the first time, customers can view their UCB status on the facility card. Below, we can see that this facility needs to enable UCB.

Step 1. To update the UCB status, they would click 'Update UCB Status.'



Step 2. A new window will appear, prompting users to toggle a button to enroll in UCB.



atlantic city electric		Sign Out
Community Solar Portal	Community Solar Facilities Allocation Rep	oorting Customer Insight My Security
Community Solar	Facilities	🛓 Export Report + New Facility
Search your facilities	Q SFilter By Status All Statuses	Sort by Name (A-Z)
Control of Halling Control of Halling Octain   Control of Halling Control of Halling Octain   Test Automation1   Subscribers Energy Allocate   1 1%   0% LMI   Utility Account #:- Control of Contr	Update UCB Status   ×     Utility Consolidated Billing   •     Image: Consolidated Billing   •     U(CB)* status. By opting in, you will require utility companies to provide subscribers with one consolidated Billing (UCB)* status. By opting in, you will require utility companies to provide subscribers with one consolidated Billing and the sincluded.     UCB also allows Subscriber Organizations to view subscribers* individual Savings Rate percentage.     *UCB is currently only available in select states.	Casted C Energy Allocated (kW) 33182.88 kW out of 1.000.000 kW CNM Code: - UCB: Not Enrolled Cf Update UCB Status
Capital Plus Golden Gate Plus	Save Cancel	Activated
2 48%	21823.2 kW 2 2.5%	180.85 kW

Step 3. Once toggled, users will need to press 'save' to save their changes.

Step 4. To verify the status of UCB enrollment, users can check the facility card located on the facility information

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h by Name, CNM Code, or Fa	cility Detail					
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Utility Account #: Creation Date: 0001-01-01	CNM Code	e zCNM_01		Utility Account #: Creation Date: 000	CNM Cod -01-01T00:00:00 UCB: Not C Upd	de: : Enrolled ate UCB Status
Capital Plus		Activated		Cold Spring	5	Activated
Golden Gate Plus				Cold Springs		
Subscribers E 2 4 0% LMI	Energy Allocated 💿 48%	Energy Allocated (kW) 21823.2 kW out of 1.000.000 kW		Subscribers 2 0% LMI	Energy Allocated ③ 2.5%	Energy Allocated (kW) 180.85 kW out of 1.000.000 kW
Utility Account #: 5503177	1805 CNM Code	:: TST14		Utility Account #: 5	0006304814 CNM Cod	de: TST20

# **Savings Rate Assignment**

To participate in UCB, an SO assigns a savings rate to each subscriber in the Community Solar Portal (CSP.) The savings rate can be assigned during enrollment or by editing an existing subscriber. The following will walk you through how a user would assign a savings rate through single enrollment, batch enrollment, and by editing the subscriber list.

## Single Enrollment

Single enrollments are best used when an SO only has a small number of subscribers they need to enroll in the facility.

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Community S	iolar Portal		Comm	unity Solar Facili	ities Allocati	ion Reporting	Custom	er Insight My Securi
← Back								6th ave, north port, CNM Code: TST
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Step 1. Users will navigate to the facility page and click on 'Add subscriber.'

Step 2. Users will fill out the necessary information, including savings rate (circled in red).

Community Solar Po	rtal	Community Solar Facilities	Allocation Reporting C	ustomer Insight My Secu
← Back				6th ave, north por CNM Code: TS
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0008647233 0500086	472947000026622 Enrollment Pending 2.000% 1%	C Edit

Step 3. Users will press 'Submit Request' to save their changes.

# **Editing Savings Rate**

If an SO needs to update the savings rate for a single subscriber that's already enrolled, they can quickly make changes directly within the subscriber list.

Step 1. Users will navigate to the facility page and click 'edit' in the 'actions' column of the subscriber list.

Community S	olar Portal			C	ommunity Solar	Facilities	Allocation F	Reporting	Custor	mer Insight	My Securi
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Account# 1↓ Servi		Submit Request		Actions
50008647215 0500		Cancel		연 Edit × Cancel

Step 2. A new window will appear, allowing customers to quickly edit the existing subscriber information.

Step 3. Users will press 'Submit Request' to save their changes.

Ders	~	🛓 Down
Edit Enrollment Request	~	
* Account #: 50008647215		I(%) <del>X</del> 6
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* Service #: 0500086472947000026612		
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1760.000 kW		(은 Update All 유- Unenroll

# **Batch Enrollment**

Batch enrollments are best used when an SO has several subscribers they need to enroll in the facility. They can also be used to make changes to several subscribers at one time. For batch-enrollments and changes to the savings rate, the major difference is template that gets utilized.

Step 1. Users will navigate to the facility page and click on 'Batch Subscriber Changes.'



## Step 2. Download the 'Add Template'

atlantic city electric ANDREAD COMMANY		Sign Out
Community Solar F	Bulk Upload for Adding, Updating, and Canceling/ × Unenrolling Subscribers	mer Insight My Security
← Back		CNM Code: TST15
e	For adding new subscribers, please download the template below and add subscriber	â
Community Solar of Warre	uploader below.	
Subscribers Facility De		
Subscribor	کی Download Add Template	A Download Reports
Subscribers		Co comineer meters
Subscribers	For updating and unenrolling subscribers, please download the subscriber list below. After making changes to the downloaded spreadsheet, please upload the file using the uploader below.	1(95)
6	ے۔ Download Update/Cancel/Unenroll Template	
Subscribers	Account # Service # Allocation (%) Sarings Rate (%) Canced/Uneeroll	ch Subscriber Changes
	Use the "Cancel/Unenroll" column either to unenroll subscribers who are "Enrolled," or to cancel enrollment requests for subscribers with these statuses: "Enrollment	
Search subscribers	Pending," "Update Pending," or "Unenrollment Pending."	
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Account # 21 Serve	* Select the file you would like to upload	Arrians
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*Step 3. Once downloaded, users will open the document in excel and add the required information.* 

Step 4. Once the changes have been saved, users will reupload the template to the portal and press 'save'.



# **Billing Process for Subscribers**

#### Savings Rate:

A subscriber's Savings Rate represents the percentage of their monthly CREF dollar credit and any anniversary dollar credits they own. This is the rate that will be used by SAP to calculate the subscriber's bill every month.

SOs should have accurate savings rates in CSP prior to the start of the billing cycles each month (3<sup>rd</sup> business day) to ensure accurate subscriber billing.

#### Subscription Fee Calculation:

The Utility applies the SO's subscription fee to the subscriber's bill on behalf of the SO. The Subscription Fee percentage is the opposite of the Savings Rate. This fee is applied to the credit dollars for a billing period to calculate the subscriber's Subscription Fee. Once calculated, the subscription fee is posted to the subscriber's account. The fee is subject to Net Crediting, meaning the subscription fee dollars are cleared by the CREF credits. The remaining amount after this process is the actual credit the subscriber benefits from.

# Bill Generation:

Each billing cycle, the Utility will generate a single bill for subscribers that includes:

- Total charges (electricity usage)
- The calculated subscription fee based on the Savings Rate.

The name of the Community Solar provider -

Subscribers can review their bill to see any credits from the community solar project. The final amount owed reflects the subscription fee and any savings.

Details of your E	lectric Cl	narges				Electric Summary
Residential Service - sen Electricity you used this	vice number ( period	0550 0098 42	49 7000 011	5 14		Balance from your last bill
Meter Number <u>Energy Type</u> 99F087118303 Use (kWh)	Current Reading Feb 13 029959	Previous Reading Jan 13 029501	Difference 458	<u>Multiplier</u> 1	Total <u>Use</u> 458	Credit CS Subscription Fee Community Solar Annual Credit
	(actual)	(actual)				Changes to electric balance
Your next meter read	ing is sched	uled for Mar	rch 13, 2024			Electric Charges (Residential Service)
Community Solar Bill	Credit: These	e credit reflec	t the kWh allo	cation you re	eceive	New electric charges
based on your subscript	ion percenta	ge and the so	lar facility's m	onthly gener	ation.	Total amount due by Mar 5, 2024
Organization C	Credit kWh	Rate(%	Per k	e Wh CS	Credit(S)	
TEST SO FOR NJ	458	80.00	0.1915	721-	-87.74	Community Solar
Delivery Charges: The	oso charges re	effect the cost	of bringing e	lectricity to v	011	Total (kWh Credit from last bill
Current charges for 32	days, winter	rates in effe	ect.	lectricity to y	00.	Adjustments
Tune of charge	However	a calculata th	is charge	A	aunt(f)	Current month Credit
Customor Chargo	HOW W		lis charge	AIII	7 20	Applied Credit
Distribution Charge	158 LM	X \$0 07562	22 por kWh		24.64	Total Balance
Non-Utility Generation	458 kW	n X \$0.00982	53 per kWh		4,50	Credit Expired on Anniversary
Societal Benefits Charge	458 kW	N X \$0.00703	06 per kWh		3.22	Credit Balance
RGGI Energy Efficiency	158 KM	X \$0.00318	78 per kWh		1.46	<u> </u>

last bill	
Community Solar	\$87.74-
Credit	and the second second
CS Subscription Fee	\$24.93
Community Solar Annual Credit	\$36.91-
Changes to electric balance	\$99.72-
Electric Charges (Residential Service)	\$110.05
New electric charges	\$110.05
Total amount due by Mar 5, 2024	\$10,183.84
Community Solar	Summary
Total (kW	/h)
Credit from last bill	C
Adjustments	C
Current month Credit	-2000
Applied Credit	458
Total Balance	-1542

\$10,173.51

Page 2 of 3

1542 0

#### Figure 1. Billing Sample

Zero Emission Certif (ZEC)

**Total Electric Delivery Charges** 

Conservation Incent Prog 458 kWh X \$0.0003493- per kWh

458 kWh X \$0.0042576 per kWh

#### Payment:

Charge

Subscribers will make a single payment to the Utility for the total amount of the bill which includes the charges and the subscription fee. In MyAccount, subscribers will see a copy of their invoice detailing the bill total which includes their CREF Credit + Subscription Fee Debit.

0.16-

1.95

52.81

# **Billing Process for Subscriber Organizations**

Once UCB is activated for a Subscriber Organization (SO), a billing program aggregates all their subscription fee postings at the next billing period. These aggregated postings are then credited to the SO's account in SAP. A 1% administration fee is applied to the total subscription fees and a check is sent out monthly to the Subscriber Organization for their subscription fees.

## **Opting Out (if applicable):**

Larger commercial subscribers who prefer separate billing for accounting purposes can opt out of consolidated billing. An SO can exclude specific customers by applying a 0 percent savings rate. SAP will recognize the 0% rate and will not calculate subscription fees for those customers. Consequently, the SO will need to collect their fee directly from the customer.