



New Jersey's Clean Energy Program
Pay for Performance
Partner Conference Call Minutes
Wednesday, May 24th, 2017 2:00-3:00pm (EST)

Conference Call:

Call-in #: **877-304-9323**

Access Code: **3197619**

1. Documents & Tools: Partner Portal

- *P4P EB*: Weather Files updated through 5/1
- *P4P EB*: Utility Tool v2.0 - Used to summarize utility data for application and savings verification submission (integrated with ERP Tables for ERP submission).
- *P4P NC*: ERP Table update will be released shortly. Error identified in the Measure Simulation tab, Row 37 when the Appendix G modeling path is chosen. This only impacts projects with unregulated loads. If you are working on such a project and need your draft ERP Tables patched, please let us know.

Question: What is an unregulated load?

Answer: Essentially it is a building load that is not regulated (or dictated) by ASHRAE 90.1-2013. A more detailed Tech Tip will be presented on this topic.

2. P4P New Construction SAVE THE DATE:

- 2 HOUR follow-up Webinar scheduled for June 22nd (time TBD).
- Short session will cover additional details pertaining to energy modeling under the new program (i.e. ASHRAE 90.1-2013 with Addendum BM, ASHRAE bEQ method, etc.), as well as time for Q&A.
- Session will be recorded and converted to on-demand training module.
- Information will be announced via P4P List-Serve shortly.

3. "In Every Issue"

A. Submittal Procedures

- i. All new submittals (applications, ERPs Rev0, Installations Rev0, etc.) must be submitted to the P4P@njcleanenergy.com email
 - This also includes submittals uploaded to FTP or TRCNET. Please send an email to P4P@njcleanenergy.com notifying us of the upload and/or providing FTP access
- ii. All emails must contain Application Number (except new applications), Project Name, and Revision Number in the subject line.
- iii. Resubmittals/revisions may be emailed directly to your reviewer but should CC P4P@njcleanenergy.com in the event a reviewer is out of the office, etc.
- iv. Sub-consultants must CC partner of record on all email correspondence.



- v. For bulk submittals (e.g. ESIP projects) we will be reaching out to the partner following application approval to advise on how best proceed with ERP submittals.

 - B. NJCEP New Security Policy
 - i. TRC cannot send any customer data containing utility account numbers via regular e-mail *unless directly communicating with customer or designated Partner*. Must use approved secure method:
 - *Microsoft Rights Management Sharing Application (RMS Sharing App)*
 - *7zip encryption*
 - ii. TRC emails and attachments that contain only names, addresses, and/or telephone numbers can be sent via regular e-mail so long as the document contains 10 or fewer customers.

 - C. Partner Portal:
 - i. <http://www.njcleanenergy.com/p4p-portal-login>
 - ii. Case sensitive password is: **tRP47px**

 - D. Partner Training Webinars are now live!:
 - i. To access the webinar course, go to www.njcelc.com
 - ii. In the main blue menu bar, hover over Commercial, Industrial, and Local Government, and click Program Partners > Online Training > P4P Existing Buildings [or New Construction]>Enroll Now. It will prompt you to first create an account.
 - iii. A completion certificate will be generated once the course and assessments are complete (8/10 score required for each assessment).
 - iv. Course is broken out into short modules, which allows you to complete the entire course at your own pace, or only review certain sections.

 - E. Linkedin:
 - i. **“NJ Pay for Performance Partner Network”** group has been established on LinkedIn to facilitate communication between partners.
 - ii. If you are not yet a member, please search for the group and request to join. You must register for a free LinkedIn account first at www.linkedin.com

 - F. Stay informed of upcoming ICP [Credentialed Project Developer](#) training sessions.

 - G. Stay informed on Energy Efficiency program updates by joining the [Energy Efficiency Committee listserv](#).
4. Q&A
- Forward all future questions and points you'd like to discuss to P4P@njcleanenergy.com

Next Partner Conference Call will be
Wednesday, June 28th, 2017
2:00-3:00pm (EST)