



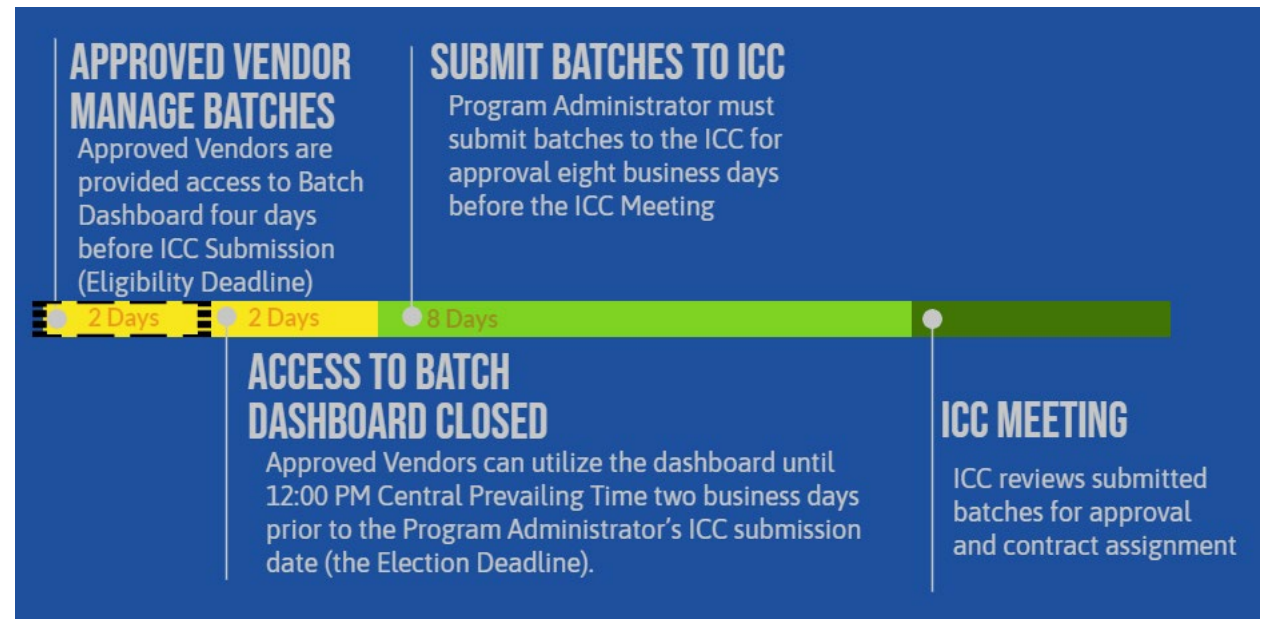
# Application Batching

**InClime**

December 16<sup>th</sup>, 2020

# Introduction

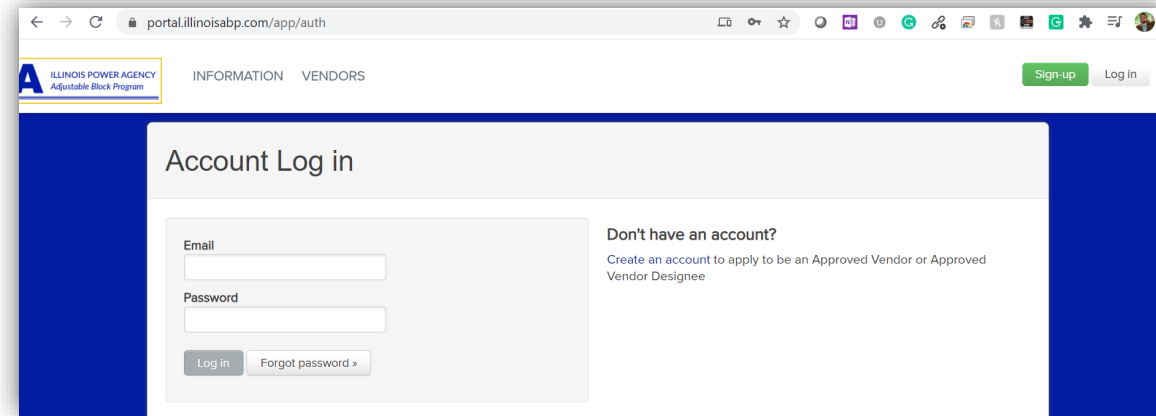
- The Program Administrator has created a new dashboard to allow Approved Vendors to actively manage the batching of their project applications prior to each ICC Submission
- This dashboard was created to implement the new batching process outlined in the announcement from July 1, 2020
- The Program Administrator must submit batches to the ICC for approval eight business days prior to the ICC meeting
- Four business days prior to the Program Administrator's date of submission to the ICC (the Eligibility Deadline) all Approved Vendors will be permitted to access this dashboard to actively manage the batching of their applications
- Approved Vendors can utilize the dashboard until 12:00 PM Central Prevailing Time two business days prior to the Program Administrator's ICC submission date (the Election Deadline).
- An auto-email will be sent at 9:00 AM Central Prevailing Time on the Eligibility Deadline to all Approved Vendors with applications eligible to be submitted to the ICC informing them of the opening of the dashboard



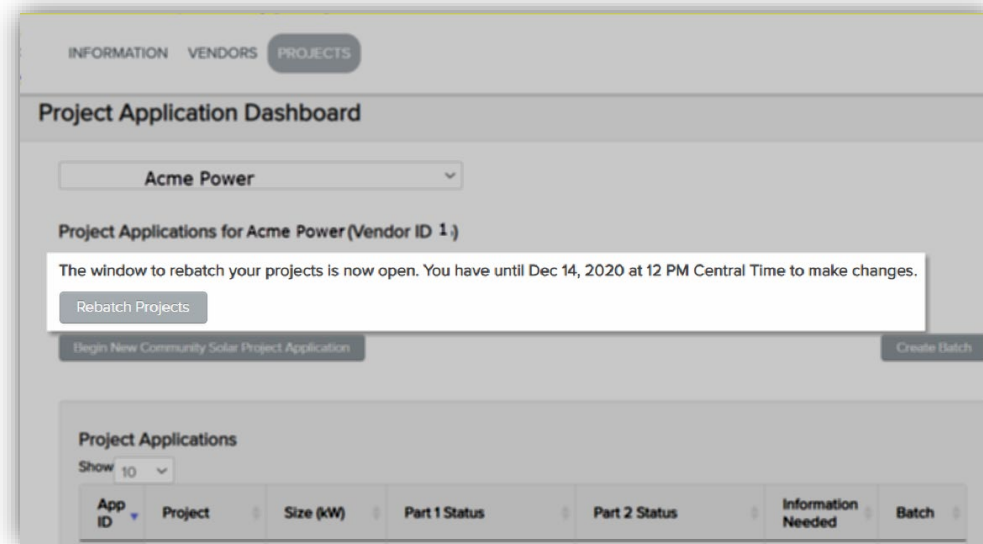
# Application Batching

# Application Batching

- Approved Vendors can navigate to the new dashboard by logging into the portal: <https://portal.illinoisabp.com/>



- From the Projects tab select the [Rebatch Projects] button
- This button will only be visible between the Eligibility Deadline and the Election Deadline



# Application Batching

Approved Vendors can actively manage the batching of their project applications two different ways:

- By Project
- By Batch

## Rebatch Project Applications

**Vendor: Acme Power**

Please use this dashboard to actively manage the batching of your project applications for submission to the ICC. Batches actively managed and shaped at the Approved Vendor's direction must be at least 100 kW and no more than 2 MW in size to be submitted to the ICC for approval. You may also use this dashboard to hold back a Part I application from submission to the ICC.

Approved Vendors may make the election to hold back a Part I verified application from submission to the ICC no more than twice for any given project application. After the second election, that application may no longer be held back and will be placed into a batch and submitted to the ICC for approval on a rolling basis.

### Eligible Projects to Rebatch or Withhold - by Project

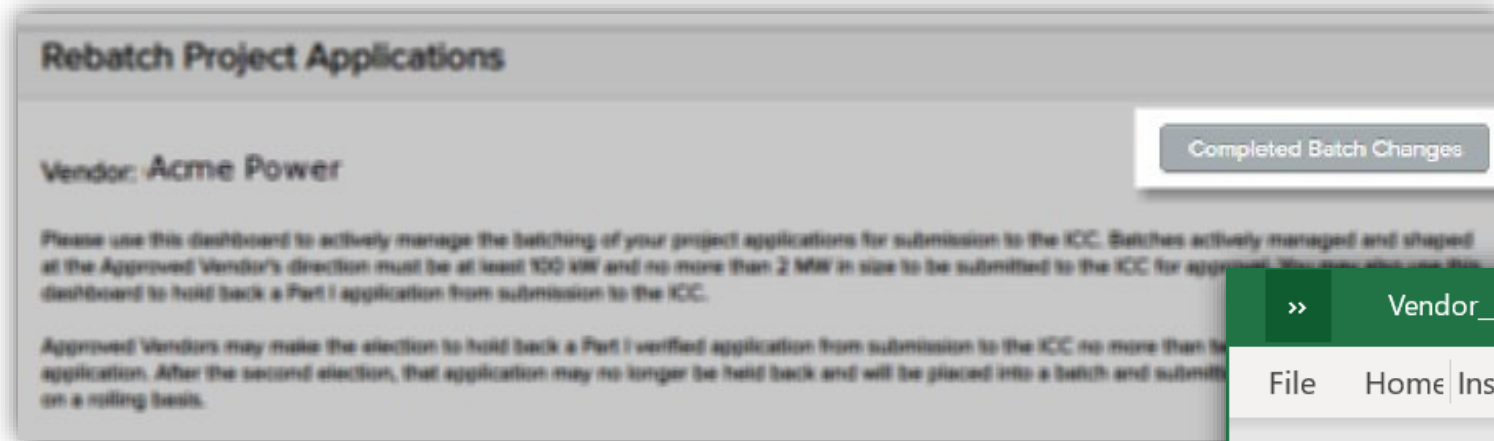
Show Rebatching by Project

### Eligible Batches to Rebatch - by Batch

Show Rebatching by Batch

# Application Batching

- At anytime an Approved Vendor can download the Completed Batch Changes report from the [Completed Batch Changes ] button in the upper right-hand corner of the Rebatch Project Applications dashboard
- This will provide a historical record of all batch changes



- The Completed Batch Changes Report will be downloaded as a CSV file

	A	B	C	D	E
1	Applicatio	Previous B	Action	New Batch	Date Completed
2	123	4323	Move to Existing Batch	3061	11/25/2020
3	456	4324	Move to Existing Batch	3061	11/25/2020
4	789	1111	Move to New Batch	5242	12/7/2020
5	1011	3390	Move to Existing Batch	3429	12/11/2020
6					

# Managing Batches on a Batch Level

# Application Batching by Batch

## Rebatch Project Applications

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### Eligible Projects to Rebatch or Withhold - by Project

Show Rebatching by Project

### Eligible Batches to Rebatch - by Batch

Show Rebatching by Batch

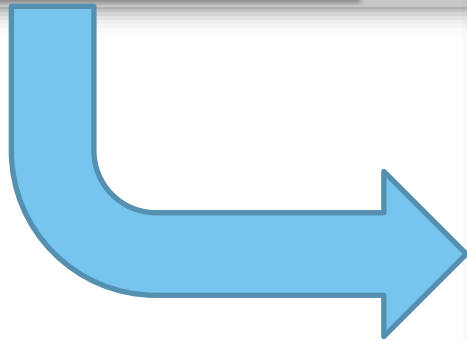
## Managing Batches on a Batch Level

- To manage batches, the Approved Vendor should select the [Show Rebatching by Batch] button from the “Rebatch Project Applications” dashboard to access a list of all Approved Batches

### Eligible Batches to Rebatch - by Batch

Hide Rebatching by Batch

Batch ID	Batch Status	Total Batch Size (kW)	Move to Different Batch
1106	Approved	2,000.00 kW	-- Select Batch --
1110	Approved	2,000.00 kW	-- Select Batch --
1112	Approved	2,000.00 kW	-- Select Batch --
1124	Approved	2,000.00 kW	-- Select Batch --
1125	Approved	2,000.00 kW	-- Select Batch --
1128	Approved	900.00 kW	Select Batch





# Application Batching by Batch

## Managing Batches on a Batch Level

- Approved Vendors can use the Rebatching Dashboard feature to consolidate existing batches into batches of 100 kW or more
- To consolidate one batch into another, select the new batch ID in the “Move to Different Batch” column

Eligible Projects to Rebatch or Withhold - by Project

Show Rebatching by Project

Eligible Batches to Rebatch - by Batch

Hide Rebatching by Batch

Batch ID	Batch Status	Total Batch Size (kW)	Move to Different Batch
1106	Approved	2,000.00 kW	-- Select Batch --
1110	Approved	2,000.00 kW	-- Select Batch --
1112	Approved	2,000.00 kW	-- Select Batch --
1124	Approved	2,000.00 kW	3888
1125	Approved	2,000.00 kW	3890
1128	Approved	900.00 kW	3904
3390	Approved	280.00 kW	3906
3429	Approved	40.00 kW	-- Select Batch --

0.72 kW	-- Select Batch --
6.00 kW	-- Select Batch --
10.00 kW	-- Select Batch --
2,000.00 kW	-- Select Batch --

Submit Rebatching Changes

- Select “Submit Rebatching Changes” at the bottom of the dashboard to complete the change

# Application Batching by Batch

## Managing Batches on a Batch Level

- Your batch changes are set to a Pending status. You must Submit your Batch Changes for these changes to take effect. On the Main Rebatch Project Applications screen, select “Submit Batch Changes” to confirm your change

**Rebatch Project Applications**

Vendor: **Acme Power** Completed Batch Changes

Please use this dashboard to actively manage the batching of your project applications for submission to the ICC. Batches actively managed and shaped at the Approved Vendor's direction must be at least 100 kW and no more than 2 MW in size to be submitted to the ICC for approval. You may also use this dashboard to hold back a Part I application from submission to the ICC.

Approved Vendors may make the election to hold back a Part I verified application from submission to the ICC no more than twice for any given project application. After the second election, that application may no longer be held back and will be placed into a batch and submitted to the ICC for approval on a rolling basis.

Your batch changes have been successfully submitted. View all completed batch changes in the Completed Batch Changes Report.

You currently have Pending batch changes. You must Submit your Batch Changes for these changes to take effect.

Submit Batch Changes

Pending Batch Changes

- Once the changes are confirmed by selecting the “Submit Batch Changes” button, a confirmation will be displayed

Your batch changes have been successfully submitted. View all completed batch changes in the Completed Batch Changes Report.

# Managing Batches on a Project Level

# Application Batching by Project

The screenshot shows a web application interface with a navigation bar at the top containing 'INFORMATION', 'VENDORS', and 'PROJECTS'. The 'PROJECTS' tab is active. Below the navigation bar is the 'Project Application Dashboard' section. It features a dropdown menu currently set to 'Acme Power (Vendor ID 1,\_)'. Below this, there is a heading 'Project Applications for BHP Energy (Vendor ID 16)' and a message: 'The window to rebatch your projects is now open. You have until Dec 14, 2020 at 12 PM Central Time to make changes.' A white callout box highlights this message and a 'Rebatch Projects' button. At the bottom, there is a table titled 'Project Applications' with a 'Show 10' dropdown and a table header with columns: 'App in', 'Project', 'Size (kW)', 'Part 1 Status', 'Part 2 Status', 'Information', and 'Batch'.

## Managing Batches on a Project Level

- To manage batches on a project level, the Approved Vendor should access the Rebatch Project Applications page by selecting the [Rebatch Projects] button from the Project Application Dashboard

# Application Batching by Project

## Managing Batches on a Project Level

- From the Rebatch Project Applications page, select the [Show Rebatching by Project] button.

### Rebatch Project Applications

Vendor: Acme Power

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#### Eligible Projects to Rebatch or Withhold - by Project

Show Rebatching by Project

#### Eligible Batches to Rebatch - by Batch

Show Rebatching by Batch

This will display a list of all Part I applications that were verified prior to the Eligibility Deadline

#### Eligible Projects to Rebatch or Withhold - by Project

Hide Rebatching by Project

Show 10

App ID	Batch ID	Batch Status	Project Size (kW)	Total Batch Size (kW)	Withhold Project	Add to New Batch	Move to Different Batch
36:	414	Approved	1,992.00 kW	1,992.00 kW	<input type="checkbox"/>	<input type="checkbox"/>	-- Select Batch --
91	379	Approved	1,980.00 kW	1,980.00 kW	<input type="checkbox"/>	<input type="checkbox"/>	-- Select Batch --
26:	390	Approved	1,000.00 kW	1,000.00 kW	<input type="checkbox"/>	<input type="checkbox"/>	-- Select Batch --
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Showing 1 to 3 of 3 entries

Previous 1 Next

Submit Rebatching Changes

# Application Batching by Project

## Managing Batches on a Project Level: Withholding Projects

- To withhold a project from ICC submission, check the box in the “Withhold Project” column for a given project
- Select [Submit Rebatching Changes] at the bottom of the dashboard
- On the next screen, select [Submit Batching Changes] to confirm your change

Eligible Projects to Rebatch or Withhold - by Project

Hide Rebatching by Project

Show 10

App ID	Batch ID	Batch Status	Project Size (kW)	Total Batch Size (kW)	Withhold Project	Add to New Batch	Move to Different Batch
36	414	Approved	1,992.00 kW	1,992.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	-- Select Batch --
91	379	Approved	1,980.00 kW	1,980.00	<input type="checkbox"/>	<input type="checkbox"/>	-- Select Batch --
26	390	Approved	1,000.00 kW	1,000.00	<input type="checkbox"/>	<input type="checkbox"/>	-- Select Batch --

Showing 1 to 3 of 3 entries

Submit Rebatching Changes

Rebatch Project Applications

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You currently have Pending batch changes. You must Submit your Batch Changes for these changes to take effect.

Submit Batch Changes

Pending Batch Changes

Hide Pending Changes

Application ID	Inverter Size (kW)	Original Batch ID	Pending Batch Change	New Batch ID (if applicable)	Cancel Change
3632	1,992.00	414	Withhold		Remove Change

# Application Batching by Project

## Managing Batches on a Project Level: Create a New Batch or Projects

- To create a new batch of projects, from the List of eligible Projects to Rebatch, the Approved Vendor should select 100 kW or more of projects in the “Add to New Batch” column
- Once at least 100 kW is selected, the Approved Vendor can select the [Submit Rebatching Changes] button to create a new batch
- The new batch will be assigned a unique batch ID for submission to the ICC
- On the next screen, click “Submit Batching Changes” to confirm your change

App ID	Batch ID	Batch Status	Project Size (kW)	Total Batch Size (kW)	Withhold Project	Add to New Batch	Move to Different Batch
41	3505	Paid	1710 kW	1710 kW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	-- Select Batch --
431	3504	Paid	20.00 kW	20.00 kW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	-- Select Batch --
421	3531	Paid	11.40 kW	11.40 kW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	-- Select Batch --
41	3504	Approved	10.00 kW	10.00 kW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	-- Select Batch --
41	3518	Approved	10.00 kW	10.00 kW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	-- Select Batch --
41	3527	Approved	10.00 kW	10.00 kW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	-- Select Batch --
41	3525	Approved	10.00 kW	10.00 kW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	-- Select Batch --
41	3534	Approved	4.04 kW	4.04 kW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	-- Select Batch --
41	3550	Approved	5.00 kW	5.00 kW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	-- Select Batch --
40...	3574	Approved	10.00 kW	10.00 kW	<input type="checkbox"/>	<input checked="" type="checkbox"/>	-- Select Batch --

**Rebatch Project Applications**

Vendor: Completed Batch Changes

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Submit Batch Changes

# Application Batching by Project

## Managing Batches on a Project Level: Move Projects to an Existing Batch

- To add an eligible project to an existing batch the Approved Vendor will select the existing batch ID from the dropdown in the “Move to Different Batch” column
- Only Batch IDs of Approved batches will appear in this dropdown menu. Select the [Submit Rebatching Changes] button at the bottom of the dashboard to complete the change. On the next screen, select the “Submit Batching Changes” button to confirm your change

App ID	Batch ID	Batch Status	Project Size (kW)	Total Batch Size (kW)	Withhold Project	Add to New Batch
40	4003	Approved	10.00 kW	10.00 kW	<input type="checkbox"/>	<input type="checkbox"/>
39	4042	Approved	6.09 kW	6.09 kW	<input type="checkbox"/>	<input type="checkbox"/>
39	4046	Approved	6.67 kW	6.67 kW	<input type="checkbox"/>	<input type="checkbox"/>
38	3429	Approved	280.00 kW	320.00 kW	<input type="checkbox"/>	<input type="checkbox"/>
37	4096	Approved	6.00 kW	6.00 kW	<input type="checkbox"/>	<input type="checkbox"/>
37	4097	Approved	10.00 kW	10.00 kW	<input type="checkbox"/>	<input type="checkbox"/>
37	4078	Approved	10.00 kW	10.00 kW	<input type="checkbox"/>	<input type="checkbox"/>
37	4084	Approved	7.60 kW	7.60 kW	<input type="checkbox"/>	<input type="checkbox"/>
36	4085	Approved	6.72 kW	6.72 kW	<input type="checkbox"/>	<input type="checkbox"/>
36	3429	Approved	40.00 kW	320.00 kW	<input type="checkbox"/>	<input type="checkbox"/>

**Rebatch Project Applications**

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Submit Batch Changes





**Adjustable Block  
Program Administrator**

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