

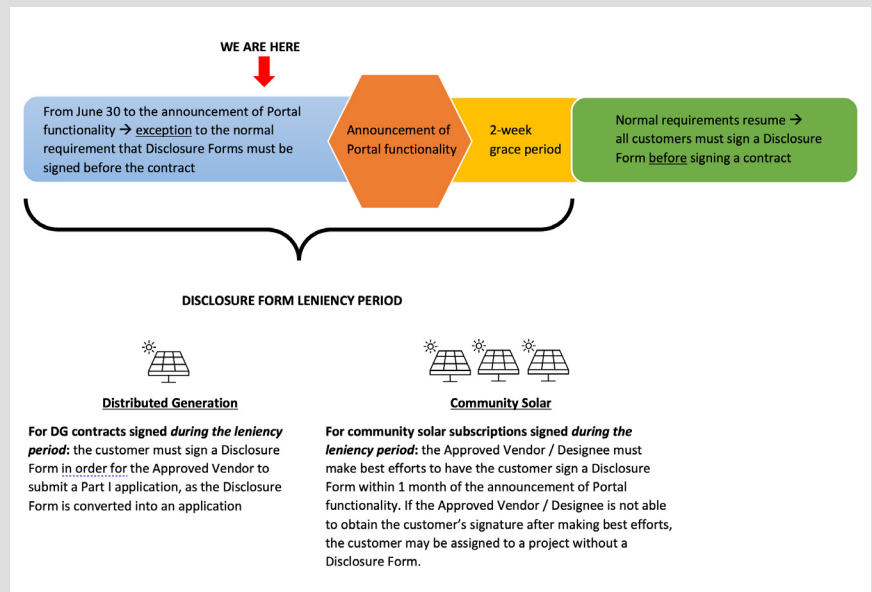


**Questions & Answers
from the August 31, 2022**

**Program Year
2022–2023
Informational Webinar**

Energy Solutions is proud and excited to become the new Illinois Shines/Adjustable Block Program (ABP) Program Administrator, and to support Approved Vendors (“AVs”), Designees (“AVDs”), other stakeholders and citizens in growing the Program and increasing the volume of solar development in Illinois. This document has been developed to address the many important questions we received at our 8/31/22 Program Year 2022–2023 Webinar, presented with IPA, and provide further information on Program updates. Additional questions may be submitted to the Program Administrator at admin@illinoisabp.com.

In support of Approved Vendors and Designees transitioning to the new ABP Portal, and especially in recognition of challenges surrounding Disclosure Form functionality, the IPA announced on August 19, 2022, that it will continue to accept Disclosure Forms signed after execution of installation and subscription contracts. Program Participants will no longer be required to follow the steps outlined in the Agency's August 5, 2022 announcement to qualify for this exception. The extended leniency period will last until generation of Disclosure Forms through the ABP Portal is functioning as intended. The Agency will issue a subsequent announcement when Disclosure Form functionality is functionality as intended and will allow a two-week grace period before Disclosure Forms must be signed prior to contract extension.



1. Accessing Program Information

Where can we access previously recorded webinars?

- Previously recorded webinars from the Program Administrator are available on the Program website, and the link to the webinars is here: [Program Year Updates](#)

What is the direct contact information for the IPA program?

- Please contact the Program Administrator at admin@illinoisabp.com and phone: (877) 783-1820.

Where can I find the transition dates?

- Transition update dates can be found at [this link](#).

2. Portal Logistics

Is there an estimated time that the Portal will reopen tomorrow morning, September 1, 2022?

- The Portal opened at 9 a.m. this morning, you can login at: <https://Portal.illinoisabp.com/>

If I was already registered in the old program Portal, do I need to do anything to be able to log into the new one?

- You still have access but will need to reset your password on your first login attempt. If you're having any trouble, please reach out to us at admin@illinoisabp.com.

Will the Portal stay open over the weekend?

- The Portal will stay open over the weekend; it will be down temporarily beginning August 31, 2022 at 5 p.m. CST while new application features are being updated.

Can we see the Disclosure Forms after logging in? The links do not seem to be working in the Portal.

- You should be able to see a list of generated Disclosure Forms. If you need assistance on your account, please either reach out to the admin@illinoisabp.com email, or attend one of our upcoming office hours sessions:
 - 9/6/2022 11am CT - <https://energy-solution.zoom.us/j/99025508638>
 - 9/8/2022 3pm CT - <https://energy-solution.zoom.us/j/94852258965>

Will we be able to register new Designees or link new nested Designees to our account beginning 9/1?

- Any existing Designee relationships as of June 30th will be maintained in the new Portal. New Designees can submit an email request to the Program Administrator at admin@illinoisabp.com. The Program Administrator will email a form back for the new Designee to complete and sign. The request to approve the Designee will need to come in writing (an email) from the Approved Vendor to provide approval to associate the Designee with their company. Intaking new Designees can now have their relationship documented for CS impact, but will not be able to get into the Portal until September 15, 2022.

What is the link to the Portal?

- The link to the Program Portal can be found at: <https://Portal.illinoisabp.com/>

I am having trouble logging in, and when I attempt to login after logging out, I am told my password is incorrect.

- You may have an issue with multiple people using the same login, requiring them to reset the password with each unique login. Please feel free to follow up via admin@illinoisabp.com if this issue persists.

Is there only one login for each company, or is each person from my company able to create a user to be able to fill out Disclosure Forms etc.?

- There is only one login per company.

Can you please clarify precisely how a Part I Small DG application will be submitted on 9/1?

- There will be the ability to log into this page: <https://Portal.illinoisabp.com/> and then the application will be within the Portal for DG and CDCS projects. If you need further assistance, please attend one of the upcoming PA office hours sessions.

Is there a CSV feature for distributed generation Part I applications?

- The CSV feature for distributed generation is to generate Disclosure Forms for Community Solar projects, not Part I applications at this time. CSV functionality for DG projects is anticipated to be available by mid-September.

Will we receive a confirmation email once an app is submitted?

- Not at this time, but the status will be available to view in Vendor Workbench.

3. Community Solar

How does the previous waitlist for Traditional Community Solar projects relate to the new block capacity opening on November 1 for 2022–23?

- The reallocation process that took place last winter/spring cleared out the waitlist and we are starting anew with this block without a waitlist on November 1, 2022. Scoring requirements are still being finalized through the [recently released stakeholder feedback request](#).

The ILABP website still shows a large waitlist for Group A and B under Traditional Community Solar. Is that correct?

- That is not correct. The reallocation process that took place last winter/spring cleared out the waitlist and we are starting anew with this block without a waitlist on November 1, 2022. As noted, scoring requirements are still being finalized.

Can you confirm that the spreadsheets for subscriber management only need to be updated by August 31, 2022 for projects that have a completed Part II application?

- The 8/31/2022 due date was specifically for projects that are due for a quarterly report (which is only about half of all CS projects).

Are Disclosure Forms required for the Community Solar subscribers signed up during the leniency period?

- **During the leniency period**, Disclosure Forms are not required if the customer signs the subscription contract. Though once the period ends, Disclosure Forms will be required again and will need to be signed prior to subscription contracts. There will be a two-week buffer in the Portal before the requirement is reinstated, to give Designees an opportunity to get Disclosure Forms executed.

Has a Strategist been hired yet for Community Solar?

- Not yet, but our Strategists have a coverage plan for that sector until that position has been filled.

4. Timelines for Future Enhancements:

Is there an estimated date when Designees will be able to be registered under a new AV?

- You may submit a Designee request form at any time. These Designees will be assigned a Designee ID. However, and for Disclosure Form Designees, access to the Portal will be granted mid-September.

When will the stakeholder process begin to finalize the scoring criteria for Community Solar?

- We finalized and released a written [stakeholder feedback request](#) this week.

Is there any timeline for the DG Disclosure Form API?

- We are working on an estimated timeline for the API and will provide an update in our upcoming announcements.

Will the ability to “subscribe” customers to the garden and monitor the status of the garden’s subscription level be restored?

- Please reach out to the Program Administrator if you need to update any Community Solar subscriber information.

When will there be the ability to export all Disclosures to get a report?

- We have noted this request and will provide an update via our announcements page when this report becomes available.

5. New Approved Vendor/Designee Applications (includes SRECTrade Designee questions)

Will there be any leniency period for requirements such as training refreshers, physical badges, etc. for SRECTrade Designees that will need time to seek a new approved vendor?

- If leniency is needed, send a request with pertinent details of why a request is needed and the Program will take it under consideration.

Is there any workaround in regard to Disclosure Forms for new Designees as the Portal is not available yet?

- There is no workaround for Disclosure Form generation outside of the Portal. It is anticipated that new Designees will be able to register and have access to the Portal by the end of September.

If we were a Designee with SREC trade in the past, do we need to do anything with the ABP to move to a

new Approved Vendor?

- Yes; please contact the Program Administrator at admin@illinoisabp.com for assistance with Designee transfer. Once you have identified a new AV to work with, the Program Administrator will transfer the TBD Vendor Disclosure Forms to the new AV company so they can be submitted for Part I application. This activity is anticipated to occur in mid-September.

What is the process of submitting a Designee request form? Once the Designee form is submitted, when will we receive the notification that these entities are approved to conduct Designee activities under the program?

- After the Designee request form is submitted, these Designees will be assigned a Designee ID, and for Disclosure Form Designees, access to the Portal will be granted mid-September. If you need your Designee ID, please reach out to us.

Will applications for new approved vendors also go live on September 1?

- Yes, this will go live on September 1, 2022, but it will be outside the Portal. You can apply here: <https://forms.office.com/r/OBhEQwZ3Kc>. This form is also linked on the Program Portal front page and Program website.

Where can I find Information on Becoming an Approved Vendor?

- This information is on the ABP website here: <https://illinoisabp.com/become-an-approved-vendor/>

How are Designees to renew their registration annually (new requirement in the program guidebook)?

- We will provide more details around this in the coming months. This is a new requirement and we are still working out the details on what this process will look like.

6. REC Pricing/Invoicing

When does the REC pricing go into effect?

- The new REC prices go into effect September 1, 2022 for all new applications submitted to the Program.

Where can the available block RECs for 2022 be found?

- They can be found on page 17 of the August 22 edition of the 2022 [ABP Guidebook](#) and the [webinar slides](#) from the August 31 Program Year 2022–2023.

Can you confirm the final REC Contracts?

- Updated 2022 REC Contracts have been finalized and posted. Please see [this page](#) for all Program REC Contracts, including the updated 2022 REC Contracts.

Will REC invoicing continue the June, Sept, Dec, March schedule with the new program administrator?

- Yes. As of September 1, 2022, all AVs should be able to get their invoice from their SharePoint folder to send to the utility.

7. Capacity

Is there an expected timeline for how long Group A Large DG capacity will last?

- We do not have an estimate on this.

When is the 2022–2023 program year capacity available?

- New blocks of capacity for the 2022–2023 Program Year opened September 1, 2022.

How many blocks are left available after waitlisted projects for 2022–2023 year?

- Please see the August 2022 edition of the Program Guidebook, pages 9–10, which provides this information on block capacity and reallocation of uncontracted capacity from the 2021–2022 Program Year.

Can you please clarify block size? You said 8MW in Group B Small DG. 99MW was published elsewhere today.

- Please refer to the August 2022 edition of the Program Guidebook, pages 9–10, which provides this data. The webinar slides had an error and will be corrected before posting to the website.

8. Applications

Will completed Disclosure Forms start Part I applications as they did in the previous ABP Portal? If yes – can Part I applications be submitted for projects that do not yet have a SD form?

- Expect the process for Part I applications to be the same as before the transition. The Part I applications does not request any additional materials that the prior application did not require. Every completed DG Disclosure Form can be converted into a Part I application with all of the information from the Disclosure Form already prefilled, eliminating the need for duplicate data entry.

Do you have a flow chart for this process anywhere?

- We will be working on a resource that outlines the process.

Can we expect to see Part I application that were in progress before the Portal closed?

- Import of in-progress Part I applications from legacy Portal will occur by mid-September. We will not allow for batching functionality to be released until late September so that applications from the legacy Portal are allowed sufficient time to be completed. In-Progress applications in Step 1 of Part I will not be transferred from the legacy Portal, and will need to be started in the new Portal. Dates are targets, we will ensure that reasonable time is given for legacy applications to move forward.

Is there an application checklist and steps required to submit an application?

- In Section 5 of the Program Guidebook you can find more information about application requirements.

Where can we find ACH payment details for the application fee?

- Please reach out to us at admin@illinoisabp.com to set up ACH payments for the application fee.

An application isn't considered "submitted" until payment is received, correct?

- Correct; a project will be considered submitted when the batch is submitted and the application fees for the projects in the batch are paid.

Can we submit payments before projects are batched?

- Application fees are due at the time a project is batched; however, after an AVs first batch (which must be 100 kW) projects can be batched (and therefore paid) individually. [See announcement here.](#)

Do we know which will come first, batching/payment vs. ability to see legacy applications in the Portal? If the former, this could create a disadvantage for projects for which an application was already started.

- We will not allow batching functionality to be released until after legacy applications are imported into the new Portal, so that legacy applications are allowed sufficient time to be completed. [See announcement here.](#)

Is batching required if we are only submitting one project application? Can I submit and pay for an application if I don't intend to batch it?

- For a new Approved Vendor, the first submittal is required to have a batch with a minimum of at least 100 kW of projects. For established Approved Vendors that have had a contract approved by the Commission and do not desire to assemble batches into portfolios in this way, projects may be submitted on a rolling basis. The application fee payment will be part of the submission process and the fee will be automatically calculated by the application Portal. [See announcement here.](#)

9. Disclosure Forms

When you send the Disclosure Form to the customer, we are noticing more customers just signing the hellosign document and not in the required signature fields. Does the DF have a highlighted section of where the customers need to sign?

- Please reach out to the Program Administrator via email at admin@illinoisabp.com with specifics about this case, so we can investigate further.

On the FAQ Slide, it states that guidance is being developed to clarify when a new Disclosure Form is required. Is this going to be a broader guidance to apply to all DFs going forward, or just something that relates to the period when editing the forms is not an option?

- Please refer to the Disclosure Form leniency announcements and Guidebook for more information. If you have any questions, on specific instances when a new DF is required please reach out to the Program Administrator.

Can you elaborate on the Disclosure Form leniency period—the section on the Sept–Nov was a little confusing as to how it affects the process for developers?

- The process has been outlined in weekly announcements, but please contact the Program Administrator at admin@illinoisabp.com if leniency requirements remain unclear.

Will we be able to pre-save/auto populate any of the pages in the disclosure?

- Not at this time.

Can clients execute the Disclosure Form at the same time as the sale contract using a 3rd party signature service?

- No, Disclosure Forms must be signed before the customer signs the sales contract. You can complete the Disclosure Form and contract at the same meeting, as long as the Disclosure Form is signed first.

10. Miscellaneous

Where are the details regarding the Minimum Equity Standards requirements? All I can find in the handbook is that we must submit a plan to become compliant with those standards.

- Details regarding the Minimum Equity Standards requirements can be found in the Agencies Long-Term Plan, in Chapter 10 as well as the program guidebook. Compliance with the minimum equity standard entails submission of a Minimum Equity Standard Compliance Plan, an end-of-delivery-year Minimum Equity Standard Report, and a mid-delivery-year confirmation that the entity is on track to comply with the minimum equity standards.

Considering other states run SREC programs have inherent complexity, IL ABP has raised the bar for complexity and consequence, can you speak to why this program stands out as significantly more difficult among all SREC programs?

- We understand your concern about the complexity of the IL Adjustable Block Program. The Program Administrator is interested in hearing from AVs and the market to understand your biggest concerns and roadblocks. Please reach out to your sector strategist to schedule a more in-depth discussion.

What is an EEC?

- Equity Eligible Contractor – see page 26 of the [Program Guidebook](#) for details on how to qualify as an EEC.

Under what circumstances is collateral refundable?

- These instances are outlined in each specific REC contract, which are found here: <https://illinoisabp.com/rec-contract/>

Do utility companies support AVs or projects in finding subscribers?

- No, they do not.

Have the MES requirements been established or published yet?

- They have been published in the Agency's Long-Term Plan in Chapter 10. More information on breaking down those requirements will be shared this Fall via resources and a webinar.

Where can I access the office hours?

- The Program Administrator has upcoming office hours on the following dates and times, with associated Zoom links. So that we maintain privacy for different AVs, you may have to wait in the waiting room for your turn to speak with the Program Administrator team.
 - 9/6/2022 11am CT - <https://energy-solution.zoom.us/j/99025508638>
 - 9/8/2022 3pm CT - <https://energy-solution.zoom.us/j/94852258965>

Do we need to re-email questions if they weren't answered here?

- No; with this document, we have published answers to questions submitted during the August 31, 2022 webinar.