

Reminder to Submit December REC Invoices, Quarterly Community Solar Subscriber Verification, and Upcoming Part II Application Details

December 2, 2022

Program News

- **API Working Group – First Meeting November 30, 2022**

In support of the development of API functionality for Disclosure Form uploads to the Program portal, the Agency and Program Administrator thank stakeholders who have expressed interest to participate in a working group with the Program Administrator. A working group for the development of the Community Solar DF API was held on November 30, 2022, and a second, follow-up meeting, specific to Community Solar, is being planned for the week of December 12, 2022. If you missed the first meeting and/or are interested to participate in the second meeting, please contact the Program Administrator at admin@illinoisabp.com with subject line “CS DF API”. A separate working group for a Distributed Generation DF API will be held in the future, with more details to come.

- **Community Driven Community Solar - Application Window Closed November 29, 2022**

The 90-day application window for the CDCS block opened on September 1, 2022, and closed on November 29, 2022, at 11:59 PM CT. Applications submitted after the close of the application window will not be reviewed, scored, or placed on a waitlist. Upon the close of the application window, a total of 69 applications were received. For Group A, a total of 13 projects totaling 33.47MW AC were received. For Group B, a total of 56 projects totaling 54.92 MW AC were received. Projects will be reviewed and scored in the coming week according to the criteria listed in Section 1.G of the Program Guidebook.

- **Stakeholder Feedback – Consumer Protection**

The Illinois Power Agency is seeking public comment on several proposals to update consumer protection documents for both Illinois Shines (Adjustable Block Program) and Illinois Solar for All programs. The Agency proposes to streamline the Disclosure Forms, create new consumer protection requirements, and clarify existing requirements. After receiving and incorporating public comment, the Agency intends to finalize these documents for the 2023 Program Year beginning June 1, 2023.

- **The proposals and request for feedback can be found on the Consumer Protection page on the Program website: <https://illinoisabp.com/consumer-protection/>**
- **Comments on Proposal #1 (Disclosure Forms) are due: December 30, 2022**
- **Comments on Proposals #2 through #13 are due: January 27, 2023**

- **Ongoing Program Portal Updates**

The Program Administrator continues to update and optimize the new Program portal, provide new help guides and informational webinars, and open Office Hours for support. Ongoing portal updates can be found at <https://illinoisabp.com/portal-updates/>.

Updates on Portal Issues/Improvements

- **REC Estimates** – As previously shared, the REC estimate calculator in the Program portal is being updated to include a re-calculation of REC estimates in Part I applications both for applications utilizing PVWatts and custom capacity factors. The Program Administrator and Agency will soon publish information outlining the changes made, including the schedule and process by which AVs will be able to review and approve updated calculations. In support of this effort, the Portal may experience planned downtime, with more information to follow.
- **Issues and Bug Fixes**
 - The Program Administrator is resolving issues related to CSV uploads whereby some portal users report an inability to view CSVs uploaded to the portal, or some data values entered, though they were stored in the database. Validations including the required entry of an AV ID number are being implemented to address the issue as part of an upcoming portal release.

Should users continue to experience issues related to CSV uploads, please contact the Program Administrator for support.

- An issue affecting the “latitude and longitude” field length visibility has been resolved to show values up to six digits.

Future Release Information

- Part II Application – Development of Part II Application functionality in the Program portal continues, with release and availability planned for December 15, 2022. As part of the release, migration of all Part I applications not yet in the Program portal will be completed. In support of the release, an array of support will be provided by the Program Administrator and the Agency, including:
 - Release of portal help guide for Part II Application: December 2
 - Webinar walk-through of Part II Application: December 8 at 3:00 p.m. CPT. **Attendees can join the webinar via this Zoom link:** <https://energy-solution.zoom.us/j/98805195508>
 - Release of Part II Application in the Program portal: December 15
- Community Solar Disclosure Form API - The Program continues development work on the Disclosure Form API for Community Solar, and will soon provide information on delivery.

Ongoing Operations Updates

Recent and forthcoming operational updates include:

- **Community Solar December Quarterly Subscriber Verification** - The Program Administrator has finalized Subscriber Workbooks on SharePoint, where Approved Vendors and Designees will submit Quarterly Community Solar Reports and subscriber updates, as applicable.
 - Subscriber workbooks on SharePoint must be updated by December 10, 2022, to support the quarterly subscriber verifications. Workbooks will be downloaded December 11, 2022, and timestamped to support the quarterly subscriber verification.
 - Due to the limitation of SharePoint permissions, Disclosure Forms have been assigned to Approved Vendor workbooks as applicable. Any TBD disclosure forms not yet associated with a project have been assigned to Designee workbooks. Approved Vendors and Designees should work together to ensure any TBD Disclosure Forms are copied into the relevant Approved Vendor workbook.
 - Subscriber workbooks only contain Disclosure Forms created using the Workaround SharePoint Process that were uploaded as of November 11, 2022. If additional forms need to be added, please advise the Program Administrator once fully executed Disclosure Forms and CSV templates are uploaded to SharePoint. At such time, the Program Administrator will update subscriber workbooks with any additional Disclosure Forms from SharePoint.

Transition Updates

• Program Administrator Office Hours

AVs and Designees experiencing technical difficulties with use of the portal or in resolving other challenges continue to take advantage of open Office Hours from the Program Administrator via Zoom, with individual AV or Designee contacts, and utilizing a waiting room for appointment privacy. Upcoming office hours are planned for the following dates and times with more dates expected to follow:

- Wednesday, December 7 – 10:00 a.m. – 11:00 a.m. CPT - Join link: <https://energy-solution.zoom.us/j/95588710302Co>
- Wednesday, December 14 – 10:00 a.m. – 11:00 a.m. CPT - Join link: <https://energy-solution.zoom.us/j/95588710302Co>
- Friday, December 16 – 8:00 a.m. - 10:00 a.m. CPT and 12:00 p.m. – 2:00 p.m. CPT - Join link: <https://energy-solution.zoom.us/j/95588710302>

• Portal Help Guides

The Program Administrator has launched a package of resources and technical guidance to support portal use. The main resource page is available at [IllinoisABP.com/portal-help](https://illinoisABP.com/portal-help), and includes a diverse and growing array of guides for stakeholders and updated versions as needed. In support of Part II Application availability

in the Program portal, a help guide has been added. Stakeholders should continue to visit the Portal Help page to ensure they are accessing the most recent version of the help guides.

REMINDER: All transition updates can be found on the [ABP Transition Hub webpage](#), and a new [Events & Engagement](#) page at the Program website provides a calendar of upcoming webinars, meetings, support, feedback requests, key dates, holidays, and more. Please visit IllinoisABP.com/events-engagement/ for continuous updates.

CONTACT US: For Portal, application, or Program-specific questions and inquiries, please contact admin@illinoisabp.com or call 877-783-1820.

Requirements and Reminders

- **Energy Workforce Equity Database Release**

The Energy Workforce Equity Database, a pillar of the CEJA diversity and equity framework, is a public-facing online tool that will facilitate the engagement of Equity Eligible Contractors and Equity Eligible Persons on clean energy projects. Initially slated for release by the end of 2022, the Energy Workforce Equity Database will be released by the end of January 2023 in order to incorporate stakeholder feedback and to complete development and testing.

- **EEC Block Capacity - Group A**

Over the past few weeks, the Agency reviewed submissions to the EEC block through the lens of the requirements of the Illinois Power Agency Act, the Long-Term Plan, the Guidebook, and other Program materials. The Agency plans to file a petition with the Illinois Commerce Commission this afternoon requesting to re-open the 2022 Long-Term Plan on the matter of the EEC Group A block reaching capacity on November 1, 2022. The IPA remains committed to the success of the Equity Eligible Contractor category and building the Illinois solar market in an equitable fashion in the spirit of the Climate and Equitable Jobs Act.

- **December REC Invoices due by December 10, 2022**

REC Invoices and Quarterly Billing Statements - REC invoices and Quarterly Netting Statements were made available for download from Approved Vendor SharePoint folders the morning of December 1, 2022. **Invoices must be submitted to the utility by December 10, 2022** to receive payment for the December invoice period. Any invoice amounts not submitted to the utility by December 10, 2022 will be carried forward and included in the next invoice period (March 2023).

- **Traditional Community Solar Application Review and Scoring Process**

- The Program Administrator is closing out initial review of submitted Traditional Community Solar applications and is soon shifting into the application cure period. See below for the status of the application review and scoring process. Approved Vendors should be on the lookout next week for Need Info requests via email that will need to be resolved promptly in order to progress through this process.

