

Part II Application Release and Informational Webinar, Reminder to Submit December REC Invoices, Quarterly Community Solar Subscriber Verification

December 9, 2022

Program News

- **Part II Application Portal Release and Informational Webinar**

Development of Part II Application functionality in the Program portal continues, with release and availability planned for December 15, 2022. For October's batching release, the Program Administrator (PA) migrated Part I applications that had not yet been batched; in support of this release, the PA is migrating into the portal Part I applications which were batched. In support of the release, the Program Administrator and the Agency are providing an array of support, including:

- [Portal Help Guide for Part II Applications](#)
- Webinar walk-through of Part II Application: December 8, you can view [a video recording of the webinar](#) and [the presentation slides](#)
- Release of Part II Application in the Program portal: December 15 @ 8:00 a.m. CPT
- Extended office hours sessions in support of Part II Application Release– see Program Administrator Office Hours section below for details

- **CS Disclosure Form API Working Group – Second Meeting December 14, 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 are interested to support development via working groups. With the help of stakeholders, a successful working group meeting for the Community Solar DF API was held on November 30, 2022, and a second, follow-up meeting, also specific to CS will be held on Wednesday, **December 14, 2022, at 3:00 p.m. CPT**. 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.

- **Stakeholder Feedback – Consumer Protection**

The Illinois Power Agency seeks public comment on thirteen 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 2023-2024 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**
 - For ease of review, Word versions of the DFs will be posted to the Program website next week
- 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/>. A growing library of diverse and continually-updated portal help guides can be found at [IllinoisABP.com/portal-help](https://illinoisabp.com/portal-help). Stakeholders should continue to visit the Portal Help page to ensure they are accessing the most recent version of the help guides.

Updates on Portal Issues/Improvements

- **REC Estimates** – As previously announced on [November 1, 2022](#), the Program Administrator received reports from Approved Vendors that PVWatts capacity factors and REC estimates, and custom capacity factor REC estimates in Section 5 of the Part I application were not calculating correctly. The Program

Administrator has investigated these reports and determined that there were calculation errors occurring due to several portal coding errors. With the investigation into this matter now complete, the Program Administrator and Agency have determined that **adjustments to PVWatts capacity factors and associated REC estimates, and REC estimates calculated using custom capacity factors are required.**

- Please note that these updates only apply to projects newly submitted in the portal on or after September 1, 2022.
- Approved Vendors with impacted applications will receive an email on December 9, 2022 with more information on updates to their impacted applications. If you are an Approved Vendor that submitted a Part I application between September 1, 2022 and December 8, 2022 and did not receive an email on next steps, please reach out to the Program Administrator as soon as possible at admin@illinoisabp.com
- Starting on December 10, 2022, all corrections to this part of the portal will be implemented for all Part I applications newly started in the portal.
- As the update process will have already begun on December 8th, any new applications that are started between December 8, 2022 and December 10, 2022 will be adjusted with the appropriate changes separately after December 16, 2022.
- **In order to implement this fix in the portal, the portal updates are scheduled for Noon CT on Saturday, December 10, 2022. The updates are expected to last 15 hours, but could last up to 24 hours, during which time users will be unable to access the portal.**

Future Release Information

- The Program Administrator and Agency appreciate the continued patience and input of stakeholders as development continues on the Program portal. The PA and Agency are dedicated to sharing more information with AVs and Designees, and expects to provide further information shortly on a variety
- of planned functionality and enhancements, including but not limited to:
 - Community Solar Disclosure Form API - The Program continues development work on the Disclosure Form API for Community Solar, and with continued progress supported by stakeholder input. The Program expects to deliver this functionality in early 2023, with more information to follow soon.
 - Distributed Generation Disclosure Form API, including an upcoming Working Group
 - Other functional and cosmetic updates to both Community Solar and Distributed Generation Disclosure Forms

• 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.

- As shared on this week's Part II Application webinar, the Program Administrator and Agency have developed a planned schedule and sequence for application processing for the remainder of 2022, including:
 - Community Solar Applications
 - Part of the Application Processing team is currently focused on reviewing the TCS and CDCS applications received for the new Program Year
 - These projects will move through the Program as a group, due to the scoring element, and this is expected to last into the first quarter of 2023
 - Distributed Generation Applications
 - New Part I DG apps received in the portal on or after September 1, 2022
 - New Part II DG apps received in the portal on or after December 15, 2022
 - There will be a continued focus on responding to and processing Need Info responses

Transition Updates

- **Program Administrator Office Hours**

AVs and Designees experiencing technical difficulties with use of the portal or in resolving other challenges are invited to utilize open Office Hours that the Program Administrator offers via Zoom. Office hours use a waiting room format to support meetings with individual AV or Designee teams for privacy. Upcoming office hours are planned for the following dates and times with more dates expected to follow:

- Wednesday, December 14 – 10:00 a.m. – 11:00 a.m. CPT - Join link: <https://energy-solution.zoom.us/j/95588710302Co>
- **Special Office Hours for Part II Application Release:** Thursday, December 15 – 8:00 a.m. – 10:00 a.m. and 12:00 p.m. – 2:00 p.m. CPT - Join link: <https://energy-solution.zoom.us/j/95588710302Co>
- **Special Office Hours for Part II Application Release:** 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>
- Wednesday, December 21 – 10:00 a.m. – 11:00 a.m. CPT - Join link: <https://energy-solution.zoom.us/j/95588710302Co>

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 <https://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

- **EEC Block Capacity – Group A**

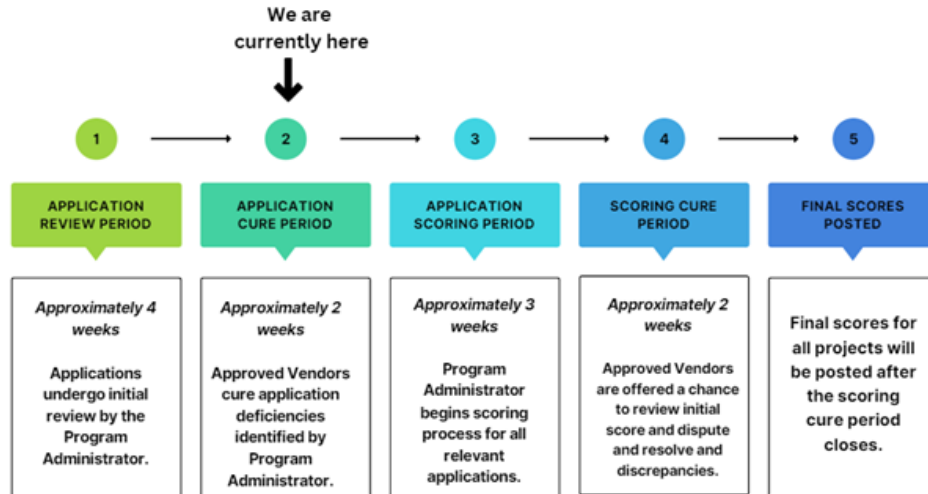
On December 2, 2022, the IPA petitioned the Illinois Commerce Commission to reopen the proceeding that approved the 2022 Long-Term Plan in order to make modifications to the Plan to address issues related to the Equity Eligible Contractor category of the Adjustable Block Program. The petition and proposed Plan modifications are found on the [Program's Resources page](#) and are filed in [ICC Docket 22-0231](#). To participate in the docket, you may intervene in the proceeding before the ICC consistent with the process outlined in the Commission's Rules of Practice.

- **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 invoicing period. Any invoice amounts not submitted to the utility by December 10, 2022 will be carried forward and included in the next invoicing period (March 2023).

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

- The Program Administrator has completed initial review of submitted Traditional Community Solar applications and is now in the application cure period, which is scheduled to conclude at the end of next week, on December 16, 2022. See below for the status of the application review and scoring process. Approved Vendors should continue to watch for Need Info requests via email that will require prompt resolution to progress through this process.



- **Dept. of Commerce and Economic Opportunity (DCEO) Updates**

DCEO has several CEJA updates and opportunities for feedback as it relates to job training and CEJA implementation, see below for more information.

- [Request for Information](#) for the Illinois Clean Jobs Workforce Network Program, the Energy Transition Navigators Program, and the Energy Transition Barrier Reduction Program - Posted December 8. Submit responses via the [online form](#) by January 6, 2023. Responses to the RFI are [made publicly available](#).
- Jobs and Environmental Justice Grant Program [Request for Information](#) - Posted December 7. Submit responses via the **online form** by December 22. Responses to the RFI are [made publicly available](#).
- Clean Energy Contractor Incubator Program [Request for Information](#) - Posted November 16. Submit responses via the [online form](#) by December 13. Responses to the RFI are [made publicly available](#).