Reminder: Cure Annual Report Deficiencies by October 13, 2023, Group A Small DG Block Now Closed, Updated CDCS Timeline

October 6, 2023

<u>Program News</u>

- **Reminder: Final Date to cure Annual Report Deficiencies is October 13, 2023** - Under all versions of the REC Contract, the last day to cure Annual Report discrepancies is ==October 13, 2023==. It is crucial that AVs respond to any requests to cure outstanding discrepancies by October 13, 2023 to ensure alignment between Program Administrator, AV, and Contracting Utility records as the finalized data will be used for various contract compliance items, including Three-Year Rolling Average drawdown calculations. In the absence of confirmation from AVs on these items, Program Administrator records will be used. <u>No cures can be made beyond October 13, 2023 and the data will be considered final after that date.</u> The Program Administrator has distributed emails to AVs with discrepancies for the items listed below:
  - Collateral balance by Contracting Utility
  - RECs delivered by each system
  - Energized systems that have not delivered a REC
  - Systems that are not yet Energized
  - Community Solar subscriber data
- **Distributed Generation Program News** - Recent DG Program updates include:
  - **Group A Small Distributed Generation (DG) Block Soft Close Concludes; Waitlist in Effect** - As announced on [October 4, 2023](#), the Group A Small DG soft close period concluded on October 3, 2023, and applications batched and submitted to the Program under Group A Small DG block after October 3, 2023 at 11:59 p.m. CPT have been placed on a [waitlist](#). As a reminder, an announcement on Group A DG capacity availability was distributed on [September 6, 2023](#). All projects submitted to Group A Small DG for the remainder of the Program Year will be waitlisted. New capacity for this category will be released next Program Year which commences on June 1, 2024.
  - **DG Disclosure Form (DF) Application Programming Interface (API) Working Group** - Following the Working Group kickoff on September 18, 2023, further development based on the input provided at the kickoff meeting continues, and the second meeting of the Working Group will be scheduled soon. AVs and Designees interested in participating should email the Program Administrator at admin@IllinoisShines.com.
- **New Disclosure Form CSV Template Available** - New CSV templates for Disclosure Forms have been updated to the Program portal, and are also available at the Program website's [Program Documents page](#), in the Disclosure Forms sub-section. As a reminder, participating entities should always ensure they download the current version of the CSV template from the Program portal.
- **Community Solar Program News** - Recent CS Program updates include:
  - **Program Year 2023-24 Community Driven Community Solar (CDCS)** - The Program Administrator has completed the Application Review and Scoring Period for all 2023-24 CDCS applications ahead of the original schedule and Preliminary Scores were shared **today, October 6**. Preliminary Scores are not published on the Program website but are shared with individual AVs who submitted applications. AVs now have **two weeks, until 11:59 p.m. CPT on October 23, 2023**, to cure all scoring *Need Info* requests. The Agency shares the following revised, anticipated 2023-2024 CDCS project selection schedule:

Project Selection Phase	Original Timeline	Revised Timeline
Application Review	8/31/23 – 9/22/23	8/31/23 – 9/22/23
Application Cure Period & Application Scoring	9/23/23 – 10/27/23	9/23/23 – 10/6/23
Release Preliminary Scores	10/27/23	10/6/23
Application Scoring Cure Period	10/28/23 – 11/10/23	10/6/23 – 10/23/23
Release scores, begin two-week appeal period	11/15/23	10/30/23
Deadline for AVs to submit appeals to Program Administrator	12/1/23	11/13/23
Appeal determinations released to AVs and any changes will be published on the website	12/15/23	11/29/23
Random selection event for projects with tied scores (if necessary)	12/20/23	12/6/23
Final scores published	12/22/23	12/6/23

- **Stakeholder Feedback Opportunities**
  - **Illinois Shines AV and Designee Satisfaction Survey - Responses Requested by today, October 6, 2023** - The survey link was shared on September 22, 2023 and you can access the survey here.
- **EEC Program News** - Recent Equity Eligibility Contractor (EEC) updates include the following:
  - **Equity Investment Eligible Community (EIEC) Map Updated** – Initially posted on September 28, 2023
  - **Advance of Capital Authorizations Temporary Pause** - Initially posted on September 13, 2023
  - **EEC Waitlists** - Initially posted on September 1, 2023
  - The **EEC Project Category Hub** has previous updates listed on: Update on Certification of EEC AVs and Designees, Clarification on Advance of Capital Requests for EECs, Update on Certification of EECs, and EEC Developer Cap.
- **Consumer Education and Protection**
  - **Consumer Protection Working Group** - The Agency and its Illinois Shines and Illinois Solar for All Program Administrators hosted the October Consumer Protection Working Group meeting today, October 6, 2023. The next Working Group meeting is November 3, 2023. The Group's meeting agendas, Zoom links, notes from prior meetings, and a participation interest form can be found on the Consumer Protection Working Group page of the Illinois Shines Program website.
  - **Reminder to Register Designees/Nested Designees** - Initially posted on September 15, 2023
  - **When Are Net Metering Waivers Applicable?** - Initially posted on September 8, 2023
  - **Disclosure Forms (DFs) - When New DFs are Needed, Signatory Requirement Exceptions, and Portal Inputs** - Initially posted on August 25, 2023

Ongoing Operations Updates

- **Re-Batching for ICC Meetings -** In advance of each submission of batches to the ICC for approval, AVs are provided the opportunity to review the projects that are about to be submitted for re-batching. During re-batching, AVs have the opportunity to withhold or re-batch projects. In the absence of any action by an AV, the Program Administrator will re-batch the projects at their discretion and submit eligible projects to the ICC.

  It is extremely important that AVs review their re-batching files on SharePoint to indicate any re-batching preferences, but especially requests to withhold projects from submission. The Program Administrator alerts AVs by email when they have projects that are eligible for re-batching and planned to be submitted to the ICC

in the next memo. Unfortunately, sometimes these communications are missed and projects are submitted to the ICC despite an AVs intent to hold a project back.

The Program Administrator requests that AVs who believe they may want to withhold or re-batch projects mark their calendars and review SharePoint folders for re-batching templates. This way, if any email alerts are missed, AVs are still aware of the dates that re-batching opens and can check if any projects are in the upcoming ICC submission. Below are re-batching windows for the rest of 2023:

Re-Batching Opens for AVs	Election Deadline – 12:00 CPT (Re-batching closes for AVs)	Trade Date (ICC Meeting Date)
10/17/2023	10/19/2023	11/2/2023
10/30/2023	11/1/2023	11/16/2023
11/13/2023	11/15/2023	11/30/2023
11/28/2023	11/30/2023	12/14/2023

Application Processing Updates

- **Extended Part II Application Processing Times** - The Program Administrator provides regular application progress updates on the Program website, including daily updates that began the week of September 18, 2023. In recent weeks, the Program Administrator has received an unusually high number of Small DG Part II applications. Due to these recurring high volumes week over week, Part II application review time is currently approximately three and a half weeks, exceeding the typical target of two-week processing. To address the queues and resume meeting the two-week processing target, the Program Administrator has shifted resources to add Part II capacity to the processing team. The Program Administrator continues to prioritize the review of applications based upon the submission date.

  The Program Administrator is committed to restoring review times to the typical timeframes that AVs, Designees, and underlying customers expect. AVs and Designees are asked to remember that applications that are incomplete or contain discrepancies from Part I applications will take longer to process and will result in Need Info requests, which require complete and timely AV responses to verify the application. The Program Administrator is available to support AVs and Designees with application questions and appreciates the patience of stakeholders as we calibrate resources to meet application processing needs.
- **Application Processing Tables** - Application processing tables are maintained at IllinoisShines.com/project-application-reports/. These tables are updated daily. For questions about specific project applications, please contact the Program Administrator at admin@IllinoisShines.com.
- **Application Tips and Tricks** - Supplementing previous guidance, the Program Administrator seeks to continue supporting stakeholders in the avoidance of project applications entering *Need Info* status.
  - **System Expansion vs Co-Location** - The Program Administrator recently sent some AVs emails requesting confirmation of system expansions. There is frequently confusion around the difference between an expansion and a co-location.
    - An **expansion** is when additional **capacity is added** to an existing system. The existing system can already be under REC contract in the Program, or it can be a system that was built outside of the Program, with just the expanded portion applied to the Program.
    - A **co-location** is when two or more systems are located on the same roof or the same parcel of land and **are owned by the same or affiliated parties**.

o   As expansions and co-locations receive different REC pricing from general systems. For co-locations, AVs may be asked to provide proof that parties who own systems on the same roof or parcel (for example, two unaffiliated business that are located within and share the roof of a general office building) are unaffiliated, to ensure accurate REC pricing is applied to the project(s).

For help in avoiding these common application mistakes please contact the Program Administrator at admin@IllinoisShines.com.

Ongoing Program Portal Updates

- Ongoing portal updates, a Portal Development Roadmap, and a library of help guides can be found at IllinoisShines.com/portal-updates-help-guides/.
- **Updates on Portal Issues, Improvements, and Future Releases -** The planned system maintenance windows on ==Tuesday and Thursday evenings (from 8:00 p.m. to 10:00 p.m. CPT) will extend through October.== During these maintenance windows, the Portal is expected to be unavailable to users, which the Program Administrator and Agency hope will be minimally disruptive to Program participants. **Any users working in the portal should save their work prior to the 8:00 p.m. CPT start of the system maintenance window each day, as any unsaved information will be lost when the system is moved into maintenance mode.** In the event that portal restoration is unexpectedly incomplete as of 10:00 p.m. CPT on a given evening, an update notice will be sent to AVs and Designees. ==On October 12, 2023 the maintenance window will extend through 6:00 a.m. CPT on October 13, 2023== to accommodate additional releases.

Requirements and Reminders

- **Stakeholder Feedback -** This table outlines current and forthcoming proposals and feedback requests:

Proposal or Feedback Topic and Link to Details	Request for Comment Released	Deadline for Comment	Results or Updates to Request
Draft 2024 Long-Term Renewable Resources Procurement Plan	August 15, 2023	September 29, 2023.	Comments for Chapter 7, 9, and 10 have been posted at the Program's website. All other comments have been shared at the Agency's website.

- **Long-Term Plan Update -** As announced on August 15, 2023, the Agency has released the draft 2024 Long-Term Plan for public review and comment. The Agency anticipates the next steps in this process with the following schedule:
  - o   September 29, 2023 - Stakeholder comments due to IPA
  - o   October 20, 2023 - Filing with ICC
  - o   February 19, 2024 - ICC Order Expected
- **October REC Invoicing -** REC invoices and Quarterly Netting Statements were made available for download from AV SharePoint folders on **October 1, 2023**. Invoices must be submitted to the utility by ==October 10, 2023== to receive payment for the October invoice period. Any invoice amounts not submitted to the utility by October 10, 2023 will be carried forward and included in the next invoice period (January 2023).
- **Part II Verification Cut Off for October -** To allow time for invoice calculation and generation, the last valid Part II Verification date for October will be October 24, 2023. Applications that are Part II verified on or before October 24, 2023 will be included in the November invoicing period. Application processing will continue

throughout the last week of the month and any applications that are reviewed between October 25, 2023 and October 31, 2023 will be invoiced in December 2023.

- **IPA Issues Request for AVs and Installer Designees Interested in Serving Stranded Illinois Shines DG Customers** - As previously announced, the Program continues to review submissions on a rolling basis for entities interested in serving stranded customers, with particular interest in identifying AVs and/or installer Designees willing to assist stranded customers with project maintenance/repair work. Please see the full Request for AVs and Designees, including details regarding the opportunity to support stranded customers, eligibility requirements, and anticipated responsibilities.

- **Program Administrator Office Hours** - Existing and prospective AVs and Designees who have Programmatic questions, project application inquiries, are experiencing technical difficulties with the Program portal, or seek support in resolving other challenges are invited to attend open Office Hours offered by the Program Administrator each week. These Zoom meetings use a waiting room format to support meetings with individual AV or Designee teams for privacy. Upcoming Office Hours and join link: https://energy-solution.zoom.us/j/95588710302Co
  - Wednesday, October 11, 10:00 a.m. – 11:00 a.m. CPT
  - Wednesday, October 18, 10:00 a.m. – 11:00 a.m. CPT
  - Wednesday, October 25, 10:00 a.m. – 11:00 a.m. CPT

REMINDER: All Program updates can be found on the Program Updates webpage, and a Vendor Forums & Key Dates page at the Program website provides a calendar of upcoming webinars, meetings, support, feedback requests, key dates, holidays, and more. Please visit IllinoisShines.com/vendor-forums-feedback/ for continuous updates.

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