



Illinois Shines Project Application Processes & Portal Deep Dive *Part 1*

Presented by Energy Solutions

AGENDA

Illinois Shines Program Overview *Part 1*

1 Project Application Timeline

2 Application Review Process

3 REC Contracting

4 Expansions, Co-Locations, & Size Changes

1. Project Application Timeline



Project Application Timeline

1

Customer Disclosure Form

2

Customer Contract

3

Part I Application Submitted & Approved

4

ICC Approval

5

REC Contract Executed

6

Project Installed & energized

7

GATS/M-RETS Registration Submitted & Approved

8

Part II Application Submitted & Approved

9

Payment issued to Vendor/Ongoing Requirements

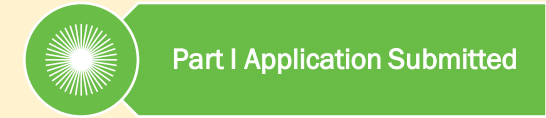
Disclosure Form & Program Brochure



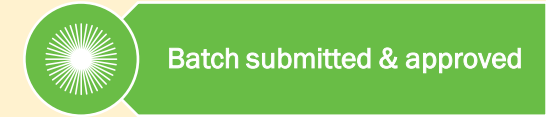
Customer Disclosure Form



Customer Contract



Part I Application Submitted



Batch submitted & approved



REC Contract Executed



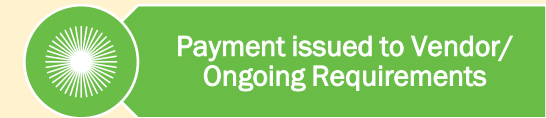
Project installed & energized



GATS/M-RETS Registration Submitted & Approved



Part II Application Submitted & Approved



Payment issued to Vendor/Ongoing Requirements

The Disclosure Form must be completed and provided to the customer for signature prior to contract execution

1. Contact information
2. Information on pricing, payment amount and timing, and fees
3. Information on REC incentive payments, including amount of the expected payment and how much is passed on to the customer
4. Information on the solar project itself, including installation, design, and efficiency
5. Information on net metering
6. Information on maintenance, warranties, and guarantees
7. Information on what happens if the customer moves
8. Information on early termination or completion of the contract (for lease and PPA)
9. Estimates of the value of electricity produced by the project and estimated savings

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Illinois Shines Solar Project Purchase Disclosure Form
Solar Project Purchase Disclosure Form - ID# 457919

Illinois Shines is a state solar incentive program. An installer or other vendor is required to provide you with this disclosure form so that you have accurate information about the solar project, including its size, cost, operations, warranties, and financial benefits. More information about Illinois Shines is available at www.IllinoisShines.com and a guide to understanding your disclosure form is available at <https://illinoisshines.com/consumer-protection/disclosure-form-resources>. Another state solar incentive program, Illinois Solar for All, is available for income-eligible customers and includes savings guarantees (visit www.IllinoisSFA.com for more information).

This form is not a substitute for your contract. Carefully read your contract before signing. You may want to compare offers from multiple installers or Approved Vendors. You should take whatever time you need to shop around and to fully understand the contract before signing.

You may rescind your installation contract and receive a refund of any deposit by contacting the project seller within the period allowed by your contract or law, which cannot be less than three calendar days.

If you are unable to resolve a complaint with your installer or Approved Vendor, you may contact the Illinois Shines Program Administrator by emailing complaints@illinoisshines.com or by calling (877) 708-5456. If you have been subject to fraudulent or deceptive sales practices, the Consumer Protection Division of the Illinois Attorney General's office may also be able to help; call (800) 243-0018 or visit <https://illinoisattorneygeneral.gov/File-A-Complaint>.

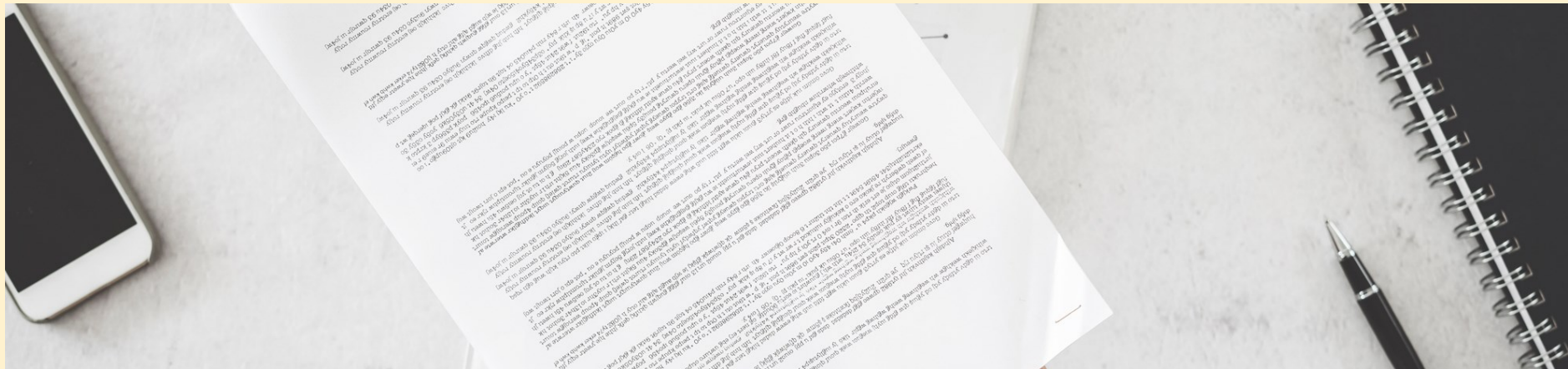
Contact Information		Approved Vendor	
Customer Information		Legal Name	
Name	Julie Hurewitz	Legal Name	ABC Solar Company LLC
Address	123 Illinois Street Chicago Illinois 60007	Marketing Name	ABC Solar Company
Phone	123-456-7890	Address	123 AV Address St Chicago IL 60007
Email	jlove@illinoisabp.com	Phone	1234567890
Service utility	ComEd	Email	admin@illinoisabp.com
Customer type	Residential/Small Commercial		
Project Seller			
Legal Name	ABC Solar Company LLC		
Marketing Name	ABC Solar Company		
Address	123 AV Address St Chicago IL 60007		
Phone	1234567890		
Email	admin@illinoisabp.com		
Project Installer — Your installer will be one of the following:			
#1	null d/b/a Installer 1		
#2	null d/b/a Installer 2		
#3	null d/b/a Installer 3		

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Customer Contract

- Customer Contract information must be consistent with the Disclosure Form
- All customer contracts must include the applicable minimum contract requirements
- The Disclosure Form should always precede the execution of the customer contract
- For Community Solar (CS) projects, Disclosure Forms and contracts do not need to be signed by the system subscribers prior to Part I submission



Part I Application

- The Part I application is typically completed during the system design phase and submitted on the Illinois Shines portal. Applications that are successfully verified by the Program Administrator will be sent to the Illinois Commerce Commission (ICC) as part of a batch
- A completed (customer-signed) Disclosure Form is required to start a Part I application for Distributed Generation (DG) projects

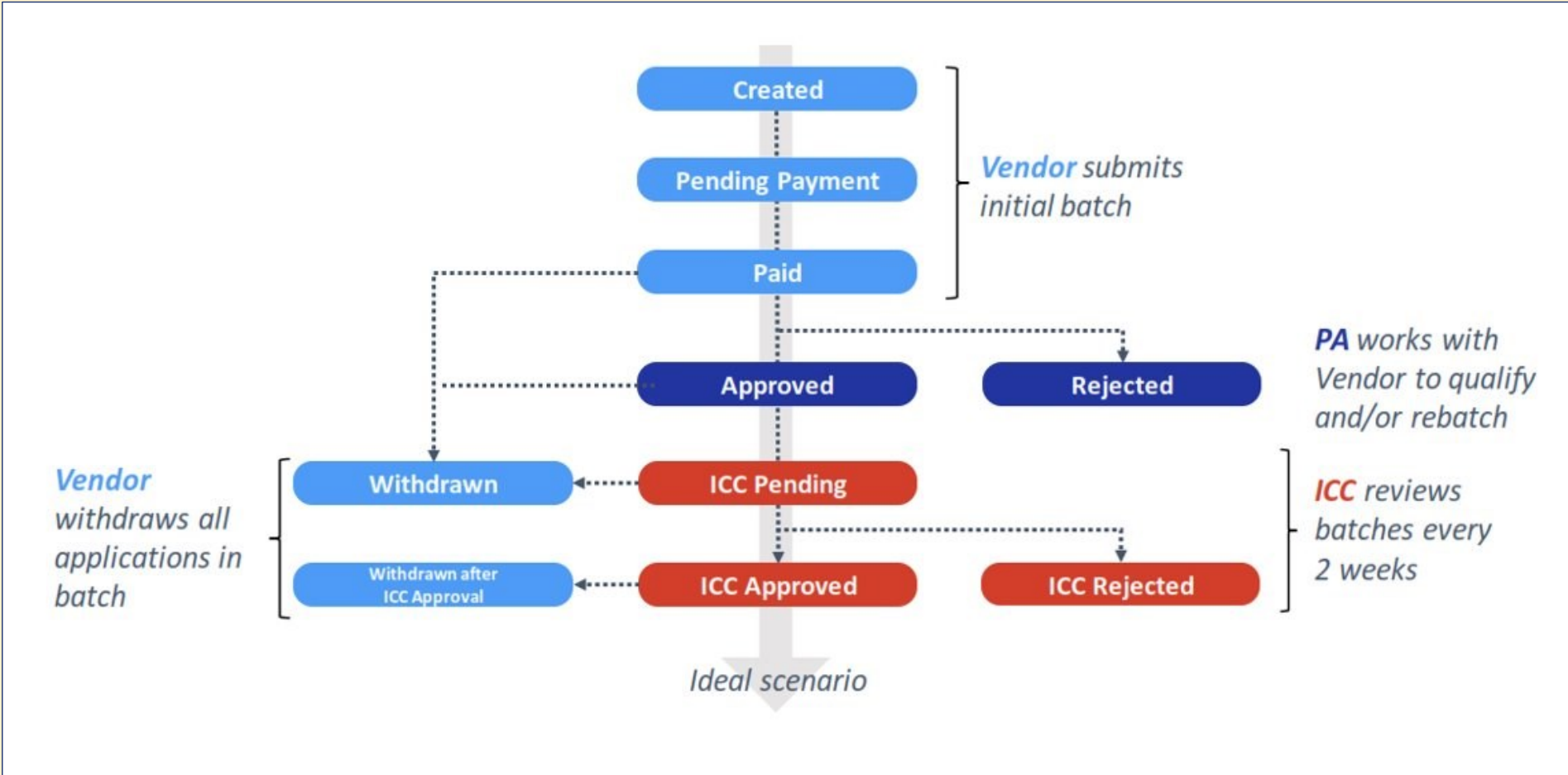
Part I Application Includes:

- System design and size specifications
- Site control requirements
- Expected REC payment calculations
- Supplemental documents

Please Note: Submitting your Part I application does not trigger review of the application. You must batch the project and pay for the batch to initiate Part I application review

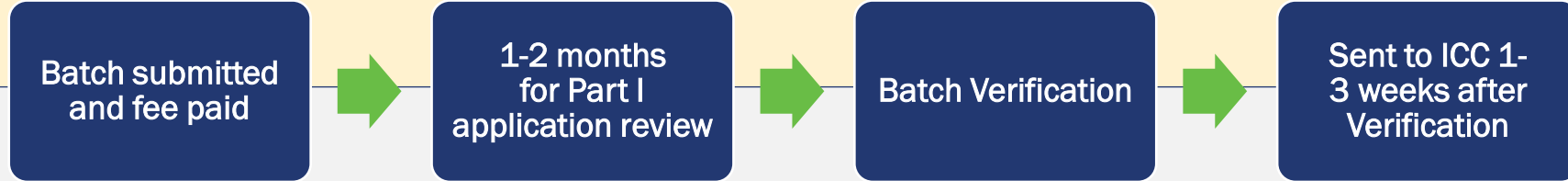


Batch Submission Process



-  Customer Disclosure Form
-  Customer Contract
-  Part I Application Submitted
-  Batch submitted & approved
-  REC Contract Executed
-  Project installed & energized
-  GATS/M-RETS Registration Submitted & Approved
-  Part II Application Submitted & Approved
-  Payment issued to Vendor/ Ongoing Requirements

Batch Review Process

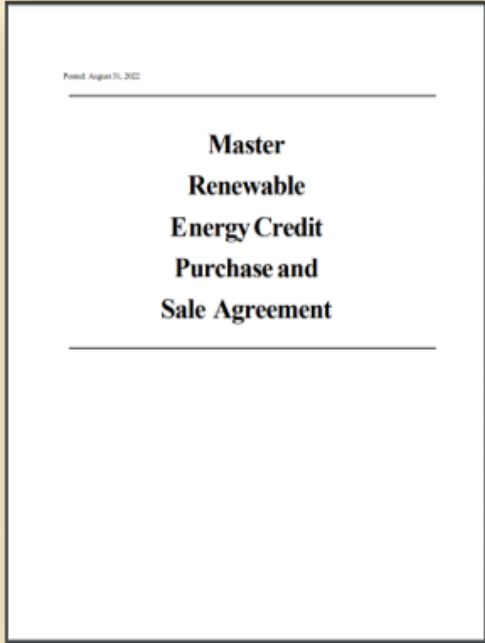


- The batch of projects goes before the ICC for approval at the ICC open meeting
- The batch is submitted to the ICC at least 8 days prior to the ICC meeting at which they will be considered for approval
- The ICC meets approximately every 2 weeks

October						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	SPI 5	6	7
8	9	10	11	12	13	14
15	16	17	18	CHI 19	20	21



REC Contract



- The purchase of Renewable Energy Credits, or **RECs**, by utilities (Buyers) from Approved Vendors (Sellers) is how renewable energy production is incentivized in the Illinois Shines program; 1 REC equals one megawatt hour (“MWh”) of generation
- The REC contract is an agreement between a specific utility and the Approved Vendor
- 15-Year REC Delivery Contract for DG projects, and CDCS projects. 20-Year contract for TCS projects. EEC project contracts receive the contract length of the corresponding category
- Within 30 business days of the ICC approving the contract (Product Order), collateral constituting 5% of the value of a system’s REC Contract must be paid



Project Installation and Energization

- Distributed Generation projects will be given up to 18 months from the Trade Date to be developed and energized; Community Solar projects will be given 24 months from the Trade Date to be developed, energized, and demonstrate that they have sufficient subscribers
- Certain extensions may be granted; extensions and details around them can be found in the REC Contract



GATS or M-RETS Registration



- Once a project is energized, Approved Vendors need to register the system with either GATs or M-RETS and create an irrevocable standing order
- M-RETS and GATs are two tracking registry systems used to track REC creation, transfer, and retirement
- Every Approved Vendor is required to have an account with at least one of these registries
- The Approved Vendor will need to enter generation into the registry system as frequently as monthly, and at least once annually



Part II Application

- The Part II application is completed to confirm the project's final specifications after the batch is ICC-approved and the project has been built and energized
- For Community Solar projects, the submission of the Part II application also includes the submission of the Disclosure Forms associated with the system subscribers
- The application consists of uploading information verifying completion of the project and confirming that the specifications have not changed from the Part I application or updating changed information

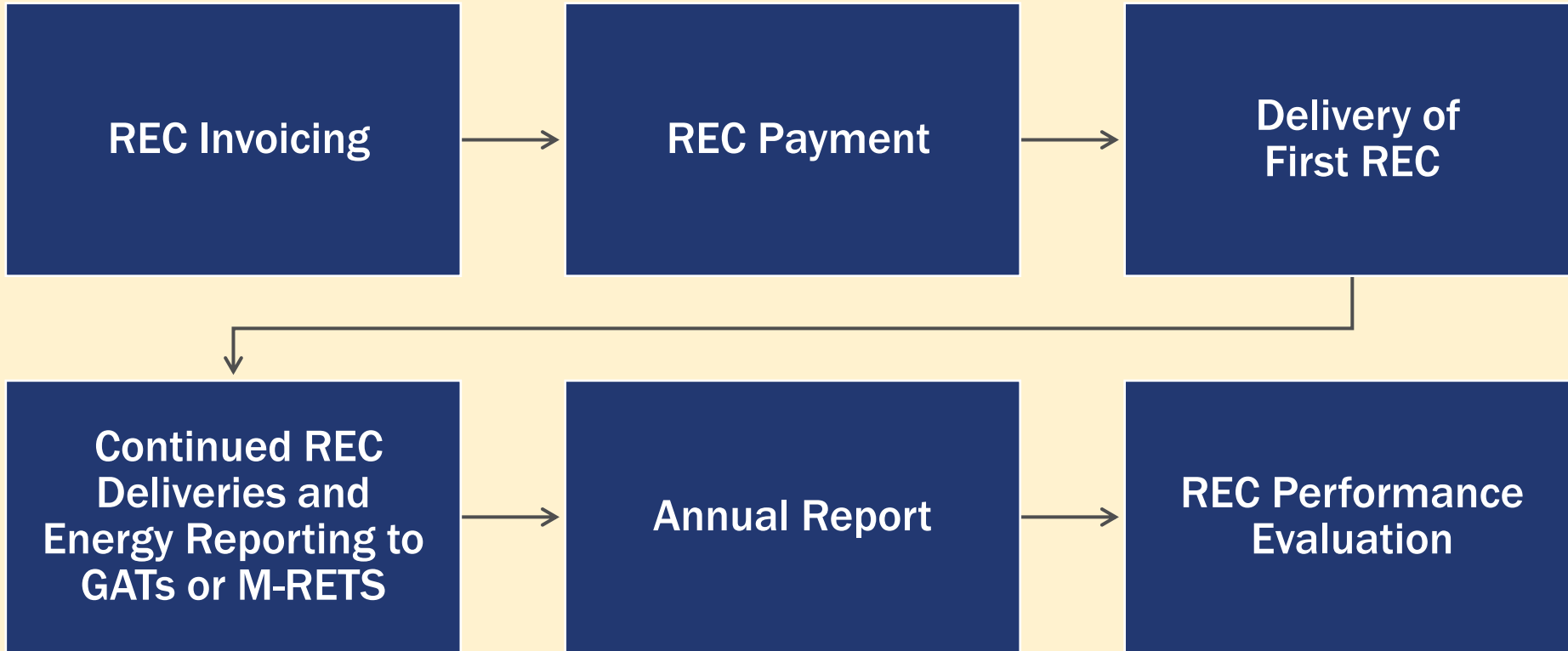


Payment Issued and Ongoing Requirements

Contract	Delivery Term	Category	Payment Structure
2022 15-Year REC Delivery Contract	15 years	Small DG	100% upfront at Energization
		Large DG	15% upfront payment at Energization and the remainder ratably over 6 years
		CDCS	
2022 20-Year REC Delivery Contract	20 years	TCS	Pay-as-deliver: <ul style="list-style-type: none"> • If CS (Traditional or on Public Schools) adjust biannually based on subscription info in bi-annual reports • If DG on Public Schools, no biannual adjustment
		DG or CS on Public Schools	



Payment Issued and Ongoing Requirements



- Customer Disclosure Form
- Customer Contract
- Part I Application Submitted
- Batch submitted & approved
- REC Contract Executed
- Project installed & energized
- GATS/M-RETS Registration Submitted & Approved
- Part II Application Submitted & Approved
- Payment issued to Vendor/ Ongoing Requirements



Knowledge Check!



Q1. What is required to complete a Part I application for DG projects?

- a) Expected customer savings
- b) A completed (customer-signed) Disclosure Form
- c) Proof of community engagement
- d) A portfolio of previous energized solar projects



Q1. What is required to complete a Part I application for DG projects?

- a) Expected customer savings
- b) A completed (customer-signed) Disclosure Form**
- c) Proof of community engagement
- d) A portfolio of previous energized solar projects



Q2. A REC contract is...

- a) An agreement between a specific utility and the Approved Vendor which outlines how a monetary incentive for energy production will be paid
- b) A guarantee of monetary payment
- c) A fixed funding contract
- d) A form of untaxable income supplied by utilities to Approved Vendors



Q2. A REC contract is...

- a) An agreement between a specific utility and the Approved Vendor which outlines how a monetary incentive for energy production will be paid
- b) A guarantee of monetary payment
- c) A fixed funding contract
- d) A form of untaxable income supplied by utilities to Approved Vendors



Q3. In general, how would you describe M-RETs or GATs?

- a) They are systems that track energy generation
- b) They are systems that track proportional monetary incentive for energy generation
- c) They are systems that define appropriate levels of energy generation according to user consumption
- d) Both a and b



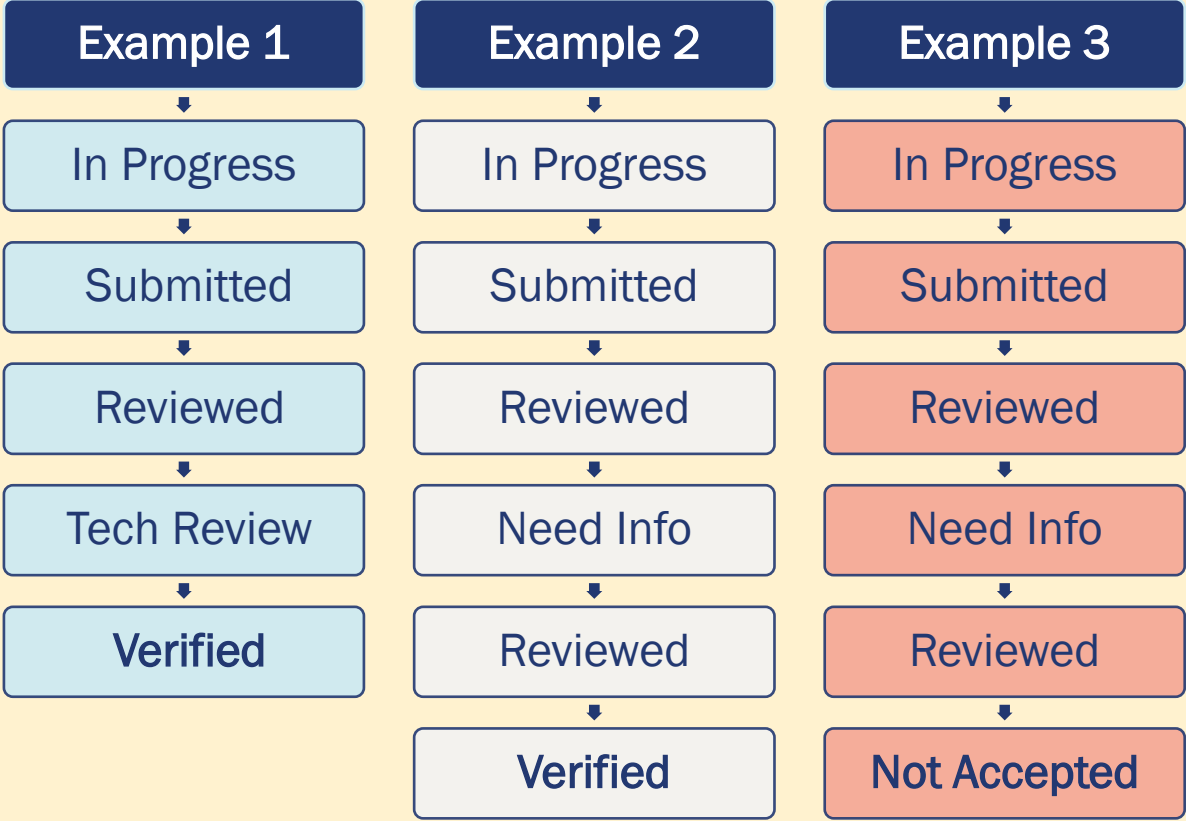
Q3. In general, how would you describe M-RETs or GATs?

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2. Application Review Process



Application Review Procedures



Stage	Definition
In Progress	AV working on Application
Submitted	Application Submitted
Reviewed	Reviewed, awaiting determination
Tech Review	In review with technical team
Need Info	Program Administrator requires additional or revised app info
Verified	Application data is compliant and will move to ICC Approval
Not Accepted	Application has been rejected

Most Common Causes of *Need Info*

Part I Applications

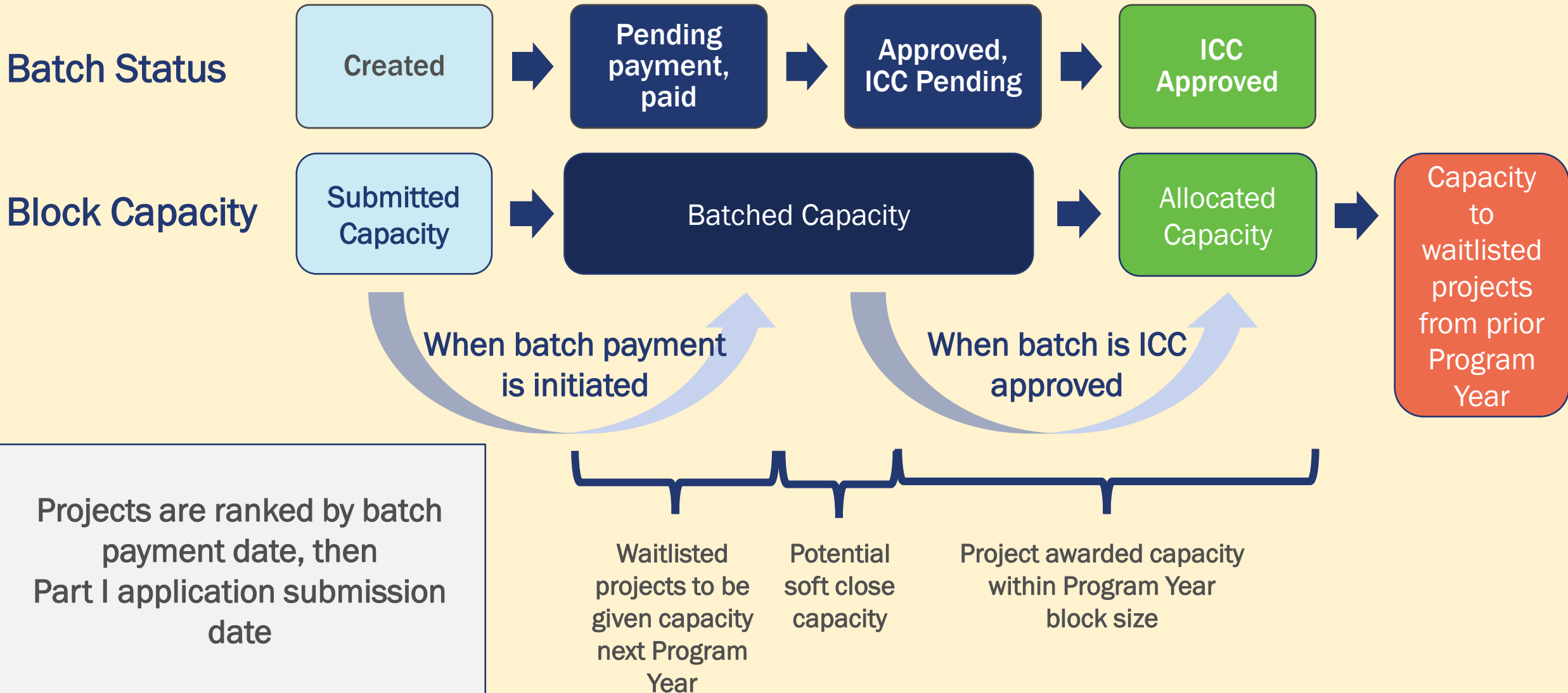
- Inconsistency or errors in Financing/Ownership structure: For example, project will be listed as “Customer-Owned”, but owner listed on Disclosure Form and/or application is conflicting.
- Documents uploaded for wrong property address.

Part II Applications

- Meter photos which do not show cumulative lifetime meter reading as required.
- The number of modules in the application does not match the number of modules shown in the array photos as required.
- Demographic and zip code information missing or incomplete. Reminder, this requirement comes from the Climate and Equitable Jobs Act (CEJA).
- The inverter information in the application does not match the inverter photos.



Block Capacity Management and Waitlist Procedures



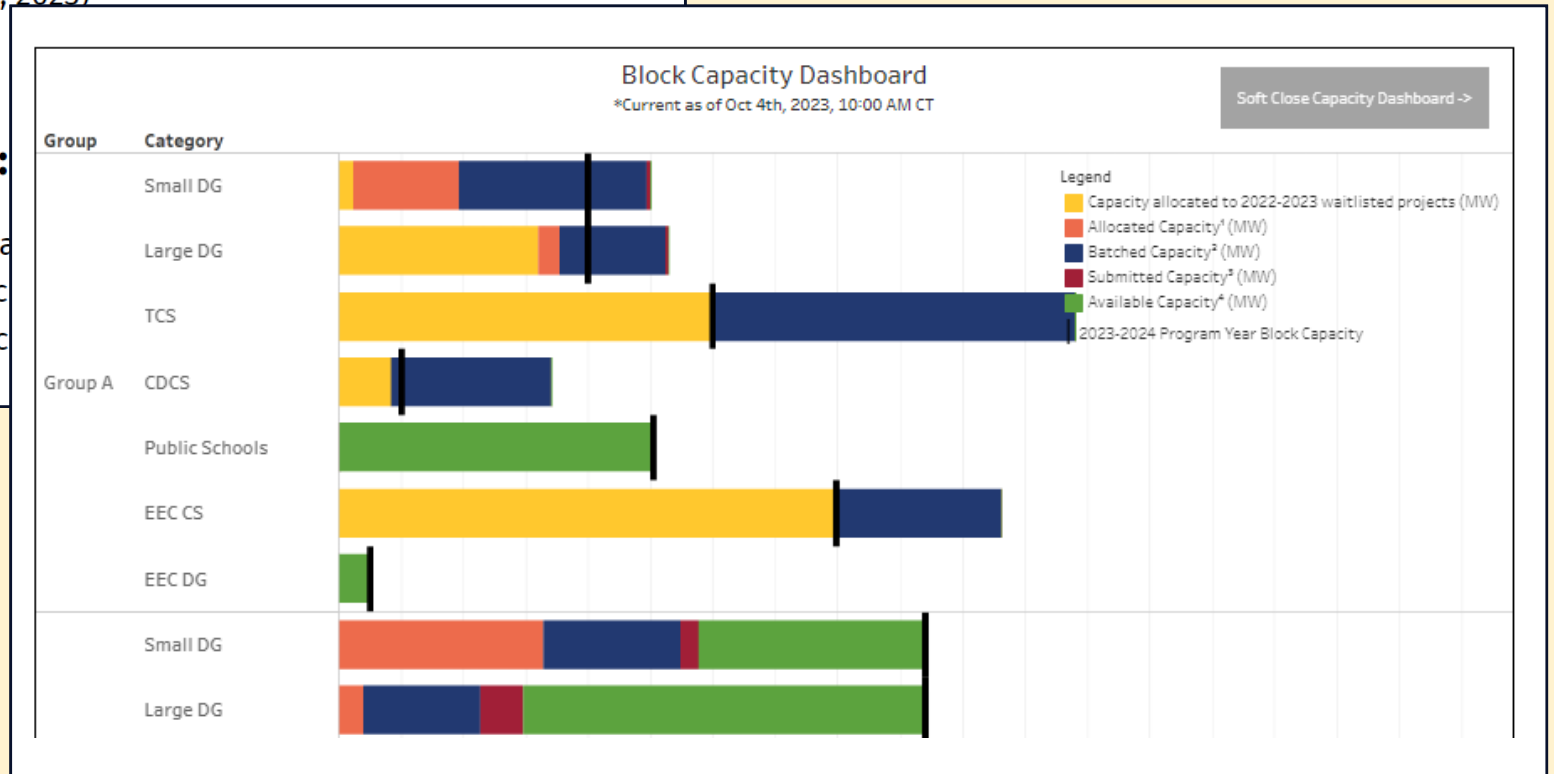
Waitlists and Block Capacity Dashboard

Waitlists for 2023-2024 Program Year:

- **Traditional Community Solar Waitlist – Group A** (updated September 22, 2023)
- **Traditional Community Solar Waitlist – Group B** (updated September 27, 2023)
- **Large DG Waitlist – Group A** (updated September 27, 2023)
- **EEC Group A Waitlist** (updated September 28, 2023)
- **EEC Group B Waitlist** (updated September 28, 2023)

Waitlists from 2021-22 Program Year:

- Large DG Waitlist – Group A (Not a current waitlist)
- **Community Solar Waitlist – Group A**, (Not a current waitlist)
- **Community Solar Waitlist – Group B**, (Not a current waitlist)



3. REC Contracting



REC Contracting

2019 REC Delivery Contract

2021 15-Year REC Delivery Contract

2021 20-Year REC Delivery Contract

2022 15-Year REC Delivery Contract

2022 20-Year REC Delivery Contract

A project has two contracts: one between the AV and customer and one between the "Seller" of the RECs (AV) and the "Buyer"* of the RECs (the counterparty utility); this contract is called the **REC Contract**, or "Master Renewable Energy Credit Purchase and Sale Agreement".

The REC Contract is executed following the ICC Approval of a batch. This process commences once a project has reached Part I Verification. Approved Vendors have seven business days to execute the REC contract.

*Note: the Buyer/counterparty utility is not always the same as the utility territory in which the system is located.

What is Re-Batching?

- Approved Vendors must participate in re-batching (which is administered by the Program Administrator) to either withhold or re-batch projects (according to preference) in advance of submissions to the ICC for approval.
- Approved Vendors will receive communications about re-batching to their chosen primary email address. It is critical to respond to re-batching requests in a timely manner, since the re-batching period only lasts two business days.
- Once projects are Part I verified, Approved Vendors can withhold a project up to two times from ICC submittal during the re-batching process, which delays contract generation.
- As a best practice, Approved Vendors should **not submit** projects to the Illinois Shines program if they are not prepared to receive a contract. Disciplinary action may result from refusal to sign REC contracts.



What contract documents can I expect to receive from the Illinois Shines Program Administrator?

Master REC Contract & Schedule A

These contracts are received by AVs after Part I Verification. The Master REC Contract details the terms of the agreement with the utility, while the Schedule A details the expected pricing and sizing of the **projects**. There is generally one master contract that governs multiple exhibits and schedules.

Schedule B

This contract is received by the AV after Part II Verification/Energization of the project. The Schedule B details all final pricing and sizing information and allows the contract to enter the invoicing cycle.

Payment Structures per REC Contract

Contract	Delivery Term	Category	Payment Structure
2019 REC Delivery Contract	15 years	Small DG	100% upfront payment at Energization
		Large DG	20% upfront payment at Energization and the remainder ratably over 4 years
		TCS	
2021 15-Year REC Delivery Contract	15 years	Small DG	100% upfront payment at Energization
		Large DG on waitlist	20% upfront payment at Energization and the remainder ratably over 4 years
		Large DG not on waitlist	15% upfront payment at Energization and the remainder ratably over 6 years
		CDCS	
2021 20-Year REC Delivery Contract	20 years	TCS	Pay-as-deliver: <ul style="list-style-type: none"> • If CS (Traditional or on Public Schools) adjust biannually based on subscription info in bi-annual reports • If DG on Public Schools, no biannual adjustment
		DG or CS on Public Schools	
2022 15-Year REC Delivery Contract	15 years	Small DG	100% upfront payment at Energization
		Large DG	15% upfront payment at Energization and the remainder ratably over 6 years
		CDCS	15% upfront payment at Energization and the remainder ratably over 6 years
2022 20-Year REC Delivery Contract	20 years	TCS	Pay-as-deliver: <ul style="list-style-type: none"> • If CS (Traditional or on Public Schools) adjust biannually based on subscription info in bi-annual reports • If DG on Public Schools, no biannual adjustment
		DG or CS on Public Schools	

Under the 2021 and 2022 REC Contracts, Energization deadlines are 18 months from the Trade Date for DG systems, or 24 months from the Trade Date for CS systems.

REC Contracts by Invoice and Payment Dates

Contract	Production of Quarterly Netting Statements	Invoice Due Dates	Payment Due Dates
2019 REC Delivery Contract	June 1 September 1 December 1 March 1	June 10 September 10 December 10 March 10	June 30 September 30 December 31 March 31
2021 and 2022 REC Delivery Contracts	Payment Cycle A		
	January 1 April 1 July 1 October 1	January 10 April 10 July 10 October 10	January 31 April 30 July 31 October 31
	Payment Cycle B		
	February 1 May 1 August 1 November 1	February 10 May 10 August 10 November 10	February 28 May 31 August 31 November 30
	Payment Cycle C		
	March 1 June 1 September 1 December 1	March 10 June 10 September 10 December 10	March 31 June 30 September 30 December 31

The Program Administrator provides invoices to Approved Vendors as a courtesy. Approved Vendors can use the invoices provided to submit to the utility for payment.

The Program Administrator will not send invoices to utilities on the Approved Vendor's behalf. Additionally, Approved Vendors are responsible for reviewing the accuracy of invoices before submitting them to the utilities.

Delivery Obligations

Initial

- Systems must deliver at least one REC from the system to the buyer's PJM-EIS GATS account or M-RETS account within:
 - 90 days of energization for systems with an Actual Nameplate Capacity greater than 5kW.
 - 180 days of energization for systems with an Actual Nameplate Capacity equal to or less than 5kW.

Ongoing

- Systems must deliver RECs according to the delivery schedule in the Schedule B for the life of the contract.
- Expected RECs to be delivered per year is calculated with a degradation factor (0.5%) annually.



Failure to deliver RECs may result in contract removal and forfeiture of collateral.

4. Expansions, Co- Locations & Size Changes



Expansions and Co-Locations

Expanded Systems - Expansion	Co-Located Systems - Co-Location
New project added to pre-existing Illinois Shines (or non-Illinois Shines) contracted project	More than one Illinois Shines project at a single location that belong to the same entity or its affiliates
Total capacity of project and its expansion(s) cannot exceed 5MW	Total capacity of co-located projects cannot exceed 5MW
Same interconnection point as original system (secondary system relies on original system to be interconnected)	Separate interconnection points (each system functions independent of each other)
The price of the expansion system is based on the combined size, and the group/block of the individual expansion system (the addition, not the original system)	If two projects enter contract at the same time, both projects will receive co-located REC pricing from the REC price table in the guidebook
Will not be Part I verified until the original system is Part II verified first	If a co-located project enters contract after its co-located pair: a price reduction will be applied to the second project with first project will receive standard, full REC pricing, so that total of the two systems equals co-located pricing
Must be separately enrolled in net metering with the utility and have an independent production meter from original system	

What about resizing?

Scenario	Resolution
Actual Nameplate Capacity > Proposed Nameplate Capacity, increase is under 5kW or 25%, the size category does not change	This is an acceptable change
Actual Nameplate Capacity < Proposed Nameplate Capacity, decrease is less than the larger of 5kW or 25%, the size category does not change	This is an acceptable change
Actual Nameplate Capacity > Proposed Nameplate Capacity, increase less than the larger of 5kW or 25%, the size category does change	This is an acceptable change, but the contract price will need to be adjusted to reflect the new size
Actual Nameplate Capacity < Proposed Nameplate Capacity, increase is under 5kW or 25%, the size category does change	This is an acceptable change, but the contract price will not be adjusted to the new size category
Actual Nameplate Capacity > Proposed Nameplate Capacity, increase exceeds the larger of 5kW or 25%	The project will be removed from the REC contract and will need to reapply. The Program Administrator will reach out to the Approved Vendor via <i>Need Info</i> process to confirm the size was correctly reported in Part II
Actual Nameplate Capacity < Proposed Nameplate Capacity, decrease exceeds the larger of 5kW or 25%	The project will be removed from the REC contract and will need to reapply. The Program Administrator will reach out to the Approved Vendor via <i>Need Info</i> process to confirm the size was correctly reported in Part II

Energization and Extensions

Energization: means the project is developed, Energized, and Part II verified by the Program Administrator

- A systems energization deadline, can be found on the project's Schedule A
- The energization deadline occurs at different times after the date of ICC Approval, or "Trade Date":

***If a project is not energized or does not request an extension prior to the project's Scheduled Energization Date, the project will be canceled and removed from its contract, thus removing it from participation in the Program**

- AVs may submit an Extension Request if they are anticipating not to meet the Scheduled Energization Date, and may be requested more than once

	DG Projects	CS Projects
2019 REC Delivery Contract	12 months from Trade Date	18 months from Trade Date
2021 REC Delivery Contract	12 months from Trade Date	18 months from Trade Date
2022 REC Delivery Contract	18 months from Trade Date	24 months from Trade Date

How do you submit an Extension Request?

Extension Request Submission process:

1

A formal extension request is created by the Approved Vendor and sent to the IPA (ipa.solar@illinois.gov) with the Buyer (Contracting Utility) CC'd. Approved Vendors are encouraged to submit extension requests at least five business days ahead of the deadline

2

Formal extension requests should include the following:

- A brief narrative outlining the justification for the request
- Approved Vendor name and ID #
- Designated System ID # and project name
- Project type
- Contract and Batch ID #
- Trade Date
- Contracting Utility (Buyer)
- REC Contract clause referenced
- Length of extension requested (typically 6 months)
- Original Energization Date
- Requested new Energization Date

3

IPA reviews the extension request and either grants the exception, or coordinates with the utility to grant the exception, depending on the type of extension request

4

Prior to the Scheduled Energization Date, the IPA formally notifies the Approved Vendor if the extension request was approved

5

Program Administrator generates a revised Schedule A with the project's new Scheduled Energization Date



Knowledge Check!



Q4. What is Block Capacity?

- a) The amount of space measured in MW predetermined by the IPA to support projects for each group or category each Program Year
- b) The amount of money the IPA will give to Approved Vendors per project type
- c) The greatest amount of power (in MW) an Approved Vendor can produce in a given Program Year
- d) The shortest possible time window in which an Approved Vendor must energize a project



Q4. What is Block Capacity?

- a) The amount of space measured in MW predetermined by the IPA to support projects for each group or category each Program Year
- b) The amount of money the IPA will give to Approved Vendors per project type
- c) The greatest amount of power (in MW) an Approved Vendor can produce in a given Program Year
- d) The shortest possible time window in which an Approved Vendor must energize a project



Q5. Who is responsible for submitting invoices for payment?

- a) The Program Administrator
- b) The Utility
- c) The Illinois Power Agency
- d) The Approved Vendor



Q5. Who is responsible for submitting invoices for payment?

- a) The Program Administrator
- b) The Utility
- c) The Illinois Power Agency
- d) The Approved Vendor



Q6. True or false: Any effort to resize a project will result in removal from the REC contract and necessitate reapplication to the Illinois Shines program.



Q6. True or false: Any effort to resize a project will result in removal from the REC contract and necessitate reapplication to the Illinois Shines program.

False

Thank you!

Comments or questions?

Email: Admin@IllionisShines.com

