

## Request for Stakeholder Feedback on CP Initiatives Deadline, Disclosure Form Field Updates, IPA Launches Clean Energy Dashboard Website

October 4, 2024

**Coming up in Illinois Shines** (Program events & due dates found at the [Key Dates & Deadlines webpage](#))

- **Events**
  - October 21, 2024 from 11:00 a.m. – 6:00 p.m. CPT - Free Renewable Energy Contractor Clinic
- **Due Dates**
  - October 7, 2024 – Stakeholder feedback on [Consumer Protection Initiatives](#) deadline
  - October 10, 2024 – October REC invoicing deadline
  - October 15, 2024 – Annual Report cure deadline

### **Stakeholder Support**

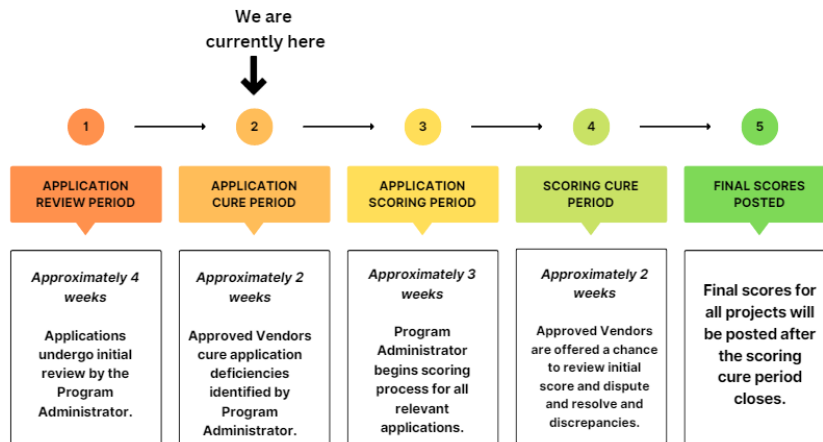
- **Program Administrator Office Hours** – October 9, 2024 from 10:00 – 11:00 a.m. CPT - Individual AV or Designee support for Program requirements, Portal, application, or other questions. Zoom link: <https://energy-solution.zoom.us/j/95588710302Co>.
- **Upcoming Illinois Shines Holiday Hours** - The Program will have limited services and updates on October 14, 2024, in observance of the Columbus Day holiday. The Program Call Center will be closed, and updates to the Block Capacity Dashboard, application tables, application project reports, and waitlists will resume October 15, 2024.
- **Application Tips and Tricks** - The Program Administrator publishes [Tips and Tricks](#) to help support stakeholders in avoiding project applications from resulting in a *Need Info* request and delaying their review and approval.
  - It is important for all AVs' Designees to be properly registered. Designees can access registration information here: <https://illinoisshines.com/become-an-av-or-designee/>. If a new Designee needs to be added, please complete the [Designee Registration form](#) and submit the form to [admin@illinoisshines.com](mailto:admin@illinoisshines.com).
  - It is the responsibility of AVs to ensure their Designees are properly registered for the type of work they will be completing. AVs can check to see if their Designees are properly registered by checking either the 'Find a Designee' or 'Find an EEC Designee' forms on the [Find an Approved Vendor, Designee, or Subcontractor](#) page on the website.
  - Applications that include Designee information for unregistered Designees or work that was performed by a Designee not authorized to perform that work (e.g. Disclosure Form) will result in a *Need Info* request that will delay the application review in addition to the 2-4 weeks it takes to complete the new Designee registration.

**Program News – New or Updated Items** (All Program updates can be found on the [Program Updates webpage](#))

- **Disclosure Form Updates: New Fields Launching in October** - On [October 3, 2024](#) the Program Administrator provided additional guidance on new fields launching on Disclosure Forms. In the announcement, the Program provided answers to questions submitted in the stakeholder feedback process, what to expect with the changes to the Disclosure Forms and the new fields that will be added, and what API users can expect with the upcoming changes. Please see the full announcement for details.
- **IPA Announces Phase I of the Clean Energy Dashboard Website** - On [October 2, 2024](#), the Agency announced the Phase I launch of the Illinois Clean Energy Dashboard at [cleanenergy.illinois.gov](https://cleanenergy.illinois.gov). The Clean Energy Dashboard website, developed by IPA staff, is designed to track the progress and impact of renewable energy development across Illinois. The Dashboard tracks renewable energy projects within and outside of the Illinois

Renewable Portfolio Standard and serves as an educational tool for stakeholders and policymakers to quickly answer common questions about the growth of renewable energy in Illinois. The full announcement provides an overview of the Dashboard website, key features of Phase I, and next steps for updates and Phase II.

- **Updates to the EEC Application Process** - The Program has updated the Equity Eligible Contractor (“EEC”) application process to ensure safe and secure submission of any requested sensitive data or personal identifiable information (“PII”). After completing the EEC application, the applicant will email a request for a secure folder at [eec@illinoisshines.com](mailto:eec@illinoisshines.com). The Program Administrator will then email access information for the secure folder to the applicant. After the applicant uploads sensitive data or PII to the folder, the applicant will send an email to [eec@illinoisshines.com](mailto:eec@illinoisshines.com) to confirm submission. More information on becoming an EEC is available on the [Become an Equity Eligible Contractor](#) page.
- **AV and Designee Program Satisfaction Survey Deadline Extended to October 25** - The Program Administrator emailed AVs and Designees the second annual [Illinois Shines Program Satisfaction Survey](#). The survey is not limited to one responded per AV or Designee, as the Program recognized that multiple people per company may be involved in the Program. The [survey](#) deadline has been extended, as the Program seeks the valuable feedback of AVs and Designees. Please complete the survey by **October 25, 2024**.
- **Annual Report Cure Deadline – October 15, 2024** - The REC Contract requires all Annual Report data to be cured no later than **October 15, 2024** (October 14 is a holiday). This means that if AVs reported any discrepancies in REC delivery information, community solar reports, or collateral balances, resolutions must be in place by October 15, 2024. The Program Administrator will be unable to accept updated subscriber data or update any Annual Report data beyond this deadline. In the absence of responses by AVs, the Program Administrator’s data will be accepted as correct and used for subsequent Drawdown calculations. Drawdown calculations will be finalized and shared with the contracting utilities by November 15, 2024. Contracting utilities will notify AVs of any necessary Drawdowns.
- **October 2024 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. The notes from the Working Group will be published on the [Program website](#), where agendas for meetings are also shared. The next Working Group meeting will be held on Friday, November 1, 2024, at 10:00 a.m. CPT. If you are interested in participating in the group and future meetings, please submit the form on the [website](#).
- **Community Solar Program News** - See [TCS](#) and [CDCS](#) hubs on Program website for all CS updates.
  - **Community-Driven Community Solar Update** - The application submission deadline for Program Year 2024-25 CDCS projects was September 3, 2024. Applications are not accepted after the close of the application window. The Program Administrator communicated with AVs through email the last two weeks of September on deficiencies that need to be cured. **Please see the proposed schedule below for application review and scoring:**
    - Application Cure Period - AVs cure deficiencies identified by Program Administrator
    - Application Scoring Period - Program Administrator begins scoring process for all relevant applications (those submitted without deficiencies and those that successfully cure deficiencies during the 2-week cure period)
    - Scoring Cure Period - AVs are offered a chance to review initial score and dispute and resolve any discrepancies



- **New to the Program Website** - The following key additions to <http://www.IllinoisShines.com> have been shared:
  - Updated utility rates ([Program Documents](#) and [Vendor Disclosure Form Resources](#) pages)
  - Added Disclosure Form FAQs ([Consumer FAQs](#) page)

**Program News – Previously Published Items** (All Program updates can be found on the [Program Updates webpage](#))

- **Request for Stakeholder Feedback on Consumer Protection Initiatives – Due October 7, 2024** - Please see the previous [announcement](#) for details on each of the three new Consumer Protection initiatives: an [escrow process](#), a [stranded customer REC adder](#), and a [Restitution Program](#). The Agency and Program Administrators request feedback on all aspects of the proposals, and commenters should not feel limited by the specific questions posed. **Please provide comments via email attachment to [IPA.Solar@Illinois.gov](mailto:IPA.Solar@Illinois.gov) with the subject “[Responder’s Name] – Stakeholder Feedback on CP Initiatives” by **October 7, 2024**.**
- **Illinois Power Agency Launches Dedicated Small and Emerging Business Hub** – On [September 26, 2024](#) the IPA [announced](#) the launch of a dedicated [Small and Emerging Business Hub](#), The [announcement](#) provides details on the Hub including resources available to AVs and Designees, the concept for the Hub, and highlights key features of the Hub.
- **Changes to Illinois Net Metering Bill Credits** - The Agency has created a [Frequently Asked Questions \(“FAQs”\) document](#) to provide information to AVs/Designees and consumers about the Net Metering Bill Credit changes, which can be found in the linked document and on the Program’s website:
  - [FAQs Related to Changes in Net Metering in Illinois \(AVs and Designees\)](#) – July 26, 2024 on the [Net Metering Credits](#) page and AV-and Designee-Facing FAQs on the [Vendor FAQs](#) page
  - Consumer-Facing FAQs on the [Consumer FAQs](#) page
- **MES 2023-24 Year End Report Next Steps** - The Program is reviewing all submitted Minimum Equity Standard (“MES”) Year-End Reports. Participating entities will be notified of their MES rating beginning in September. Notice of Potential Violations (“NoPVs”) were sent out on September 10, 2024 to entities that failed to submit. The Agency encourages non-compliant entities to respond and get into compliance.
- **Community Solar Program News** - See [TCS](#) and [CDCS](#) hubs on Program website for all CS updates.
  - **Results of Program Year 2024-25 Traditional Community Solar (TCS) Random Selection Event** – See [previous announcement](#)

**Ongoing Operations Updates**

- **Re-Batching for ICC Meetings** - Due to an increase in late requests to withhold projects from submission to the ICC, the Program Administrator would like to remind AVs of the important information below.

In advance of each submission of batches to the ICC for approval, AVs are provided the opportunity to withhold or re-batch projects. [AVs must indicate any requests to withdraw or withhold projects during the two-day re-](#)

**batching window.** 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 the next re-batching windows:

Re-Batching Opens for AVs	Election Deadline – 12:00 p.m. CPT (Re-batching closes for AVs)	Trade Date (ICC Meeting Date)
10/15/2024	10/17/2024	10/31/2024
10/21/2024	10/23/2024	11/7/2024
11/1/2024	11/6/2024	11/21/2024
11/15/2024	11/19/2024	12/5/2024
12/3/2024	12/5/2024	12/19/2024

- **October REC Invoicing Opened October 1, 2024** - REC invoices and Quarterly Netting Statements were made available for download from AV SharePoint folders on October 1, 2024. Invoices must be submitted to the utility by **October 10, 2024** to receive payment for the November invoice period. Any invoice amounts not submitted to the utility by October 10, 2024 will be carried forward and included in the next invoice period (January 2024).
- **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 23, 2024**. Applications that are Part II verified on or before October 23, 2024 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 24, 2024 and October 31, 2024 will be invoiced in December 2024.

**Application Processing Updates**

- **Application Processing Update** - The Program Administrator is within the expected processing turnaround time of ten business days in all categories with the exception of Small DG Part II. The Program Administrator expects to be within expectations in this category by the end of October. This forecast is subject to change, and updates will be provided in each weekly announcement until processing times are back within a normal range.

**Ongoing Program Portal Updates**

- The latest Portal updates and enhancements, a Portal Development Roadmap, and Portal help guides can be found at <https://illinoisshines.com/portal-updates/>.
- **Portal Maintenance and Releases** - Scheduled system maintenance windows will continue on **Tuesday and Thursday evenings (from 8:00 p.m. to 11:00 p.m. CPT)**, during which times the Portal is typically unavailable to users; the Program hopes these windows are minimally disruptive to Program participants. **Users working in the Portal should save their work prior to the 8:00 p.m. CPT start of system maintenance window, as any unsaved information will be lost when the system is moved into maintenance mode.** In some cases, Portal availability may resume earlier than noted, though **AVs and Designees should plan on the full three hours.**

Development Focus	Details	Planned or Actual Delivery
<b>Enhancement</b>		
Add additional supported file types to project application documents.	Project applications will now accept attachments with .png, .heic, and .jpeg files. This is in addition to the existing supported file types of .pdf and .jpg.	October 2, 2024
<b>Bug Fixes</b>		
Spanish DG PPA and Purchase Disclosure Form PDFs text corrections	Minor corrections to grammar and wording in Spanish Distributed Generation PPA and Purchase Disclosure Forms have been made.	October 2, 2024

### Requirements and Reminders

- **Stakeholder Feedback** - This table outlines current and forthcoming proposals and feedback requests. Details on previous proposals and feedback requests can be found [at the Program website](#).

Proposal or Feedback Topic and Link to Details	Request for Comment Released	Deadline for Comment	Results or Updates to Request
<a href="#">Stakeholder Feedback on Consumer Protection Initiatives - Escrow Process, Stranded Customer REC Adder, and Restitution Program</a>	September 16, 2024	October 7, 2024	

- **IPA Request for AVs and Installer Designees Interested To Serve Stranded Illinois Shines DG Customers** - As previously [announced](#), the Program seeks entities interested in serving stranded customers, and [updates the lists](#) of participating vendors on a rolling basis. The original announcements include details regarding the opportunity to support stranded customers, eligibility requirements, and anticipated responsibilities.
- **Free Renewable Energy Contractor Clinic** - The Illinois Shines program and HIRE360 will host a Renewable Energy Contractor Clinic on **Monday, October 21, 2024** from 11:00 a.m. – 6:00 p.m. CPT. Please see the [previous announcement](#) for event details.
- **Updates to Disclosure Form Deep Dives** – See [previous announcement](#)
- **Resource Reminder - AV Program Requirements Annual Checklist** - See [previous announcement](#)
- **‘Find a Community Solar Project’ Report Updates** – The ‘Find a Community Solar Project’ report on the [Explore Community Solar](#) page is a resource on the Illinois Shines website for prospective community solar subscribers that lists projects and contact information. AVs interested in adding projects to the report may email a completed template, which is located on the [Traditional Community Solar Category](#) hub page, to [communitysolar@illinoisshines.com](mailto:communitysolar@illinoisshines.com).

**CONTACT US:** For Portal, application, or Program-specific questions and inquiries, please contact [admin@IllinoisShines.com](mailto:admin@IllinoisShines.com) or call 877-783-1820.