REC Price Survey Responses Due Today, Streamlined Part I and Part II Verification Email Process, Part II Verification Cut Off for January

January 24, 2025

<u>Coming up in Illinois Shines</u> *(Program events & due dates found at the [Key Dates & Deadlines webpage](#))*
- **Events**
    - February 7, 2025 – [Consumer Protection Working Group](#) meeting

- **Due Dates**
    - January 24, 2025 – Last day to complete the [2025 REC Pricing Model Cost Input Survey](#)
    - January 27, 2025 – Part II verification cut off for February
    - January 31, 2025 – Re-batching opens for AVs

<u>Stakeholder Support</u>
- **Upcoming Program Administrator Office Hours** – January 29, 2025 from 10:00 – 11:00 a.m. CPT - Individual AV or Designee support for Program requirements, Portal, application, or other questions. https://energy-solution.zoom.us/j/8678382503?omn=98063266350.
- **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.
    - In Section 3 of the Part II application, AVs must now use the full docket number for the question, "ICC Docket Number for the Certification of the DG Installer Record," instead of a free-form field.
    - ICC Docket numbers must be entered in the following format is PXXXX-XXXX. Using an incorrect format will prevent saving.

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

- **Request for Feedback on Subscriber Management within the Illinois Shines Portal** - The Program Administrator is developing functionality for AVs and Designees to manage subscribers in the Illinois Shines Portal via CSV upload. The Program would like to thank the participants for attending the January 22, 2025 Working Group meeting and for the robust discussion. Stakeholders seeking additional information may contact the Program Administrator at admin@IllinoisShines.com.
- **New to the Program Website** - The following key additions to http://www.IllinoisShines.com have been shared:
    - Updated Vendor Roster Reports without email addresses ([Find an AV, Designee, or Subcontractor](#) page)

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

- **2025 REC Price Survey Released** – The last day to submit responses to the [2025 REC Pricing Model Cost Input survey](#) is <mark>today, January 24, 2025</mark>. This survey supports the Agency in collecting Illinois-specific project cost data for use in improving the modeling used to set REC prices for the upcoming 2025-26 Program Year. For additional background, please see this recent [announcement](#).
- **Streamlined Part I and Part II Verification Email Process** – As announced on [December 13, 2024](#), the Program Administrator is updating the process for Part I and Part II verification notifications beginning <mark>January 30, 2025</mark>. Please see [previous announcement](#) for details on what is changing and why.

<u>Ongoing Operations Updates</u>

- **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. <u>AVs must indicate any requests to withdraw or withhold projects during the two-day re-batching window.</u> 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.
  - <u>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.</u> 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)
1/31/2025	2/4/2025	2/20/2025
2/18/2025	2/20/2025	3/6/2025
2/25/2025	2/27/2025	3/13/2025
3/11/2025	3/13/2025	3/27/2025
3/25/2025	3/27/2025	4/10/2025

- **Part II Verification Cut Off for January** - To allow time for invoice calculation and generation, the last valid Part II Verification date for January will be January 27, 2025. Applications that are Part II verified on or before January 27, 2025 will be included in the January invoicing period. Application processing will continue throughout the last week of the month and any applications that are reviewed between January 28, 2025 and January 31, 2025 will be invoiced in March 2025.

<u>Application Processing Updates</u>

- **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 Processing Update** - Current application processing time is within the expected 10-day turnaround in all categories, which the Program Administrator expects to maintain for the foreseeable future

<u>Ongoing Program Portal Updates</u>

- 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
Bug Fix		
Net Metering: DG Disclosure Form - "What is the customer's expected annual electricity usage in kWh?" question seems to blank out/not be saving when users resume an unsubmitted form.	When resuming an existing unsubmitted Disclosure Form, the "What is the customer's expected annual electricity usage in kWh?" question would occasionally blank out as the editable form page loaded depending on answers in other fields. This was because the field was originally planned to be conditionally required based on the "Customer type" answer, but that was changed in an early prototype as it was identified that the information would still be applicable/useful on all projects. The bug has been corrected and the "What is the customer's expected annual electricity usage in kWh?" field will no longer blank out when resuming an unsubmitted Disclosure Form for editing.	January 22, 2025
Enhancements		
Spanish DG Disclosure Forms - Dropdown and static text in data fields translations	When Spanish Disclosure Forms are generated for Purchase, Lease or PPA, any data values that are dropdown values that show in English, will now show in Spanish on the PDF of the Disclosure Form. The list of translations in PDF of Disclosure Forms will include options where the dropdown values are: 1) Yes/No 2) Approved Vendor, Vendor/Designee, Lessor, Installer, Seller, Customer 3) Roof-mounted, Ground-mounted 4) Residential/Small Commercial, Large Commercial/Industrial, Public Schools	January 22, 2025
Added field validation for ICC Docket Number (Part II application)	The Program added validation to ICC Docket Number field in Part II, Section 3 requiring the value to be formatted as PXXXX-XXXX. AVs will not be able to save the section with invalid entries.	January 22, 2025
Updated "Copy Disclosure Form" function to include new fields	The "Copy Disclosure Form" function has been updated to include certain fields that were previously excluded (including but not limited to potential installers and fees) and exclude others that were incorrectly included.	January 22, 2025
Project Application Dashboard Improvements	Seven fields have been added as new filters to AVs' Project Applications Dashboards. Column headers in AVs' Project Application Dashboards referencing "Part 1"/"Part 2" have been renamed to display in Roman numerals ("Part I"/"Part II") to align with proper Program nomenclature. The seven fields are: - Assigned Block - Part I Submission Date - Part II Submission Date - Part I Verification Date - Part II Verification Date - Part I Need Info Date - Part II Need Info Date	January 22, 2025

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
2025 REC Pricing Model Cost Input survey	January 10, 2025	January 24, 2025	
Stakeholder Feedback on REC Contract Modifications	December 6, 2024	January 10, 2025	Comments received are published here.

- **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.
- **Illinois Shines Program Announces New Stakeholder Resources, Data Reporting, and Website Enhancements** – On January 15, 2025, the Program announced the release of resources and materials to enhance the stakeholder experiences, including the new *Introduction to Illinois Shines: Solar Basics & More* guide, enhancements to the Program website, and launch of the *Illinois Shines Data Report*.
- **New DG Disclosure Forms Reflect Illinois Net Metering Changes** – As of January 1, 2025, full retail rate net metering is no longer available for new distributed generation customers registering for net metering. The Program has updated the Distributed Generation Disclosure Forms to accommodate these changes. Please see this announcement for details of the Disclosure Form changes. Updates to Illinois Solar for All Disclosure Forms will be released via Illinois Solar for All's communication channels. For more information on the net metering changes please refer to the Frequently Asked Questions ("FAQs") document.
- **DCEO Small Business Capital and Infrastructure Grant Program** – The Illinois Department of Commerce and Economic Opportunity ("DCEO") Office of Economic Equity & Empowerment has announced the OE3 Small Business Capital and Infrastructure Grant Program. This program will provide funding to small businesses owned by Socially and Economically Disadvantaged Individuals or Very Small Businesses for capital improvement and infrastructure projects. Applications must be submitted by Monday, April 7, 2025, at 5:00 p.m. CPT. Please visit this webpage for more information on the grant program.
- **Request for Part II CS Applications on 20-Year Contracts** – See previous announcement
- **Minimum Equity Standard 2023-24 Year-End Report** – See previous announcement
- **2024 Illinois Shines AV and Designee Program Satisfaction Survey Summary** – See previous announcement

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