

MES Compliance Webinar, Feedback Request on Enhancements to EEC Certification, Latest State of the Program Communication

April 4, 2025

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

- **Events**
 - April 15, 2025 at 12:00 p.m. CPT – Minimum Equity Standard Compliance webinar. Register here: https://energy-solution.zoom.us/webinar/register/WN_2BhQfywOQNeZGXIAVxysQ
- **Due Dates**
 - April 8, 2025 – Re-batching opens for AVs
 - April 10, 2025 - Election deadline – Project re-batch or withdrawal **and** April REC invoicing deadline **and** Small Contractor Clean Energy Prevailing Wage Training
 - April 12, 2025 - By this date, all AVs with active REC Contracts will receive the REC Contract Amendment to sign
 - April 18, 2025 – Final versions of the Program Guidebook, Consumer Protection documents, and REC Prices for the 2025-26 Program Year will be released **and** last day to submit stakeholder feedback on Enhancements to Equity Eligible Contractor Certification
 - April 21, 2025 - Small Contractor Clean Energy Prevailing Wage Training

Stakeholder Support

- **Program Administrator Office Hours** – April 9, 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.
 - Avoid application delays by confirming Power Purchase Agreement (“PPA”) rates are below \$50/kWh on Disclosure Forms. Inaccurate entries may result in a *Need Info* request that will delay application review.
 - Disclosure Form rates are formatted as dollars but should be entered as cents per kilowatt hour.
 - Example: Enter rates as **\$0.10 kWh**, indicating the customer will pay 10 cents per kilowatt hour.
 - Ensure accuracy in the ‘PPA Information and Costs’ section, which outlines what the customer will pay for the electricity from the solar project.
 - Complete this section carefully, as it directly affects compliance and application approval.
 - *Note: This requirement applies only to PPA projects, not for customer owned projects.*

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

- **IDOL Small Contractor Clean Energy Prevailing Wage Training** – To help small contractors understand the requirements outlined in the Prevailing Wage Act (PA 102-662) the Illinois Department of Labor is holding a webinar on Thursday, April 10, 2025 at 3:00 p.m. CPT and Monday, April 21, 2025 at 2:30 p.m. CPT. The topics will include where to find the wage rates by county, how to file a certified payroll and recommended tools and processes for complying with the Prevailing Wage Act. Links to the webinars are embedded in the dates above.
- **Upcoming Minimum Equity Standard (“MES”) Compliance Webinar** – To ensure compliance and prepare for the upcoming Program Year, AVs and Designees are invited to join the Program’s upcoming MES Compliance webinar on **Tuesday, April 15, 2025 at 12:00 p.m. CPT**. This webinar will provide guidance on submitting Year-

End Reports for the 2024-25 Program Year and outline compliance plan requirements for the 2025-26 Program Year. Register here:

https://energy-solution.zoom.us/webinar/register/WN_2BhQfyw0QNeZGXIAVxysQ

- **Request for Stakeholder Feedback on Enhancements to Equity Eligible Contractor Certification – Due April 18, 2025** – On April 1, 2025, the Illinois Power Agency (“IPA”) released a [Request for Stakeholder Feedback](#) that seeks input on the potential strategies to enhance the certification process for Equity Eligible Contractors (“EEC”). This feedback will inform new requirements as part of the IPA’s upcoming update of its [Long-Term Renewable Resources Procurement Plan](#) (to be finalized in 2026). Written responses to the request for feedback are due on **April 18, 2025**. Please provide comments via email attachment to IPA.EnergyEquity@illinois.gov with the subject “[Responder’s Name] – Stakeholder Feedback on EEC Certification” by **April 18, 2025**.
- **Illinois Shines Releases Latest State of the Program Communication** – On [April 1, 2025](#), the Program released its latest [State of the Program communication](#), reflecting Program Year 2024-25 updates. The communication details key areas of Program progress, implemented solutions, current initiatives, forums to solicit and address stakeholder needs and requests, and an updated Program vision and stakeholder commitments from the Program Administrator. The Program and IPA appreciate the continued participation of stakeholders in helping to grow and strengthen Illinois Shines.
- **2025-26 Program Documents Reminder** – The [current Program documents](#) are in effect until **June 1, 2025**. The draft Program documents for the 2025-26 Program Year are in final development by the IPA and will be finalized and published by **April 18, 2025**. The [2025-26 Program Guidebook, Consumer Protection documents, and REC Prices](#) do not go into effect until the start of the 2025-26 Program Year on **June 2, 2025**.
- **April 2025 Consumer Protection Working Group** - The Agency and its Illinois Shines and Illinois Solar for All Program Administrators hosted the April 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, May 2, 2025, 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](#).
- **New to the Program Website** – The following key additions to <http://www.IllinoisShines.com> have been shared:
 - Updated Portal Development Roadmap ([Portal Updates](#) page)
 - [State of the Program communication](#) ([About the Program](#) page)
 - Updated Illinois Shines Portal Help Guides: [Managing Disclosure Forms](#), [Part I Applications](#), [Part II Applications](#), and [Batching](#) ([Program Help Guides and Application Tips](#) page)
 - Updated [Annual Report FAQs](#) ([Vendor FAQs](#) page)

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

- **Reminder: REC Contract Amendments Signatures Due May 26, 2025** – On March 24, the REC Contract Amendments were distributed to utilities, who have until April 11, 2025 to sign them. Following utility signature, the documents are then routed to each AV (with an active REC Contract) for their signature. Docusign will automatically route the amendment to the AV’s main point of contact once the contracting utility has signed it. The requests may be sent to AVs on different dates, but AVs should receive Amendments for signature by April 11, 2025. A [Frequently Asked Questions \(“FAQs\) document](#) has been created to support AVs.

It is critical that AVs sign the amendment within 45 days, by 11:59 p.m. CPT on May 26, 2025. Failure to do so is considered a Program violation and may lead to suspension. Key dates regarding the REC Contract Amendment process:

- **March 19, 2025** - The Program emailed AVs with active REC Contracts with additional details on receiving the Docusign signature requests.
- **March 24, 2025** – Utilities received the REC Contract Amendments to sign.
- **April 11, 2025** – Last day for Utilities to sign REC Contract Amendments.
- **April 12, 2025** – By this date, all AVs with active REC Contracts will receive the REC Contract Amendment to sign.
- **May 26, 2025** – Last day for AVs with active REC Contracts to sign the REC Contract Amendment.

If you **have not received a request through the signature platform, Docusign, to sign the amendment**, are having technical difficulties, or if you have other questions or concerns, please email the Program Administrator at admin@IllinoisShines.com as soon as possible.

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)
4/8/2025	4/10/2025	4/24/2025
4/22/2025	4/24/2025	5/8/2025
5/6/2025	5/8/2025	5/22/2025
5/19/2025	5/21/2025	6/5/2025
6/2/2025	6/4/2025	6/18/2025

- **April REC Invoicing Opened April 1, 2025** - REC invoices and Quarterly Netting Statements were made available for download from AV SharePoint folders on April 1, 2025. Invoices must be submitted to the utility by **April 10, 2025** to receive payment for the April invoice period. Any invoice amounts not submitted to the utility by April 10, 2025 will be carried forward and included in the next invoice period (July 2025).
- **Part II Verification Cut Off for April** - To allow time for invoice calculation and generation, the last valid Part II Verification date for April will be **April 24, 2025**. Applications that are Part II verified on or before April 24, 2025 will be included in the May invoicing period. Application processing will continue throughout the last week of the month and any applications that are reviewed between April 25, 2025 and April 30, 2025 will be invoiced in June 2025.

Application Processing Updates

- **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.

Ongoing Program Portal Updates

- The latest Portal updates and enhancements, a Portal Development Roadmap, and Portal help guides can be found at <https://illinoishines.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
Enhancement		
This enhancement allows AVs and Designees to begin an export of their Disclosure Form data to a CSV file from the Disclosure Form dashboard. The exported report will contain all Disclosure Form data for the Disclosure Forms that are currently being filtered for in the Disclosure Form dashboard view, and will be downloaded from a new 'Reports' tab.	<p>To use this feature, AVs and Designees should navigate to the Disclosure Form Dashboard (Menu: [Vendor/Designee] -> Disclosure Forms -> View -> Select Vendor ID).</p> <p>From there, apply any search filters they would like in the column headings, and then select the "Export Disclosure Form Data" button at the top of the page to add the export to the Reports queue.</p>	April 1, 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
Equity Eligible Contractor Certification	April 1, 2025	April 18, 2025	Provide comments via email attachment to IPA.EnergyEquity@illinois.gov with the subject "[Responder's Name] – Stakeholder Feedback on EEC Certification."
Draft Program Guidebook	March 7, 2025	March 26, 2025	Comments received are published here . On April 18, 2025, the IPA will release the final version of the Guidebook, 45 days in advance of the start of the 2025-26 Program Year, for AVs and Designees to become fully compliant with new requirements by June 2, 2025.
Draft Consumer Protection Handbook	March 7, 2025	March 26, 2025	Comments received are published here . The final Consumer Protection Handbook will be published April 18, 2025.
Draft DG Contract Requirements	March 7, 2025	March 26, 2025	Comments received are published here . The final DG Contract Requirements will be published April 18, 2025.
Draft CS Contract Requirements	March 7, 2025	March 26, 2025	Comments received are published here . The final CS Contract Requirements will be published April 18, 2025.
Draft REC Prices	March 7, 2025	March 26, 2025	Comments received are published here . The final REC Prices will be published April 18, 2025.

Proposal or Feedback Topic and Link to Details	Request for Comment Released	Deadline for Comment	Results or Updates to Request
Subscriber Management Working Group	December 6, 2024		A survey will be provided to Working Group participants for additional input on the proposed functionality for bulk editing and subscriber termination.

- **IPA Request for AVs and Installer Designees Interested in Serving 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.
- **Homeowner Handout Series Launches: Helping Consumers Go Solar with Confidence** - In support of its prioritization of educating consumers about going solar and protecting them against predatory and problematic vendor practices, on [March 24, 2025](#) the Program launched the Homeowner Handout Series to support informed, confident decision-making. The first handout, [Selecting a Solar Company: Green and Red Flags](#), is part of the Program's expanding consumer resource library, and has already been noted at a solar industry event as a useful resource for consumers. Please see the [full announcement](#) for information on consumer protection within the Illinois Shines program and additional consumer resources.
- **Upcoming REC Transfers in Preparation for the 2024-25 Annual Report** - As a reminder, RECs delivered between June 1, 2024 - May 31, 2025 are considered to be within the "2025 delivery year." AVs must successfully transfer RECs to the Buyer during this timeframe in order to be used to calculate any necessary collateral adjustments or contract default for the 2024-25 Annual Report. As AV's prepare for the 2024-25 Annual Report, keep the following in mind:
 - The Buyer counts RECs based on when they are **successfully transferred**, **not** when they are generated.
 - Upload all available energy generation data to GATS **before May 23, 2025**, since data processing and REC certificate creation **may take up to seven days**. Once created, **transfer** the REC certificate to the **Buyer before 11:59 p.m. CPT on May 31, 2025**.
 - Ensure RECs are **delivered before May 31, 2025**, as any REC delivered after this deadline **will not count** toward the 2024-25 Delivery Year Annual Report.
 - For AVs with systems eligible for the 3-Year Rolling Average Collateral Drawdown process, upload all available energy generation data before May 23, 2025 **to minimize potential Drawdowns on posted collateral**.
 - **Although M-RETS processes Generation Data instantly (creating and transferring RECs per a standing order within moments), AVs should act early out of an abundance of caution.**
- **Portal Community Solar Subscriber Management Working Group** - See previous [announcement](#).
- **DCEO Small Business Capital and Infrastructure Grant Program** - See previous [announcement](#) for details. Applications must be submitted by **Monday, April 7, 2025, at 5:00 p.m. CPT**.

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