

Program Year 2024-25 End of Year Report, Traditional Community Solar Review and Scoring Schedule, Consumer Protection Working Group

July 25, 2025

Coming up in Illinois Shines

2025 Program events & due dates found at the [Key Dates & Deadlines webpage](#)

- **Events**
 - **August 1** – Consumer Protection Working Group. See the [Working Group](#) page for agenda and link.
- **Due Dates**
 - **July 25 (TODAY)** – Part II Verification Cut Off for July
 - **August 1** – Annual Report Response Period Ends for AVs that have signed REC Contract Amendment
 - **August 5** – Re-Batching Opens for AVs for August 21, 2025 ICC Meeting
 - **August 7** – Election Deadline – Project Re-Batch or Withdrawal for August 21, 2025 ICC Meeting
 - **August 10** – August REC Invoicing Deadline
 - **August 18** – Re-Batching Opens for AVs for September 4, 2025 ICC Meeting
 - **August 20** – Election Deadline – Project Re-Batch or Withdrawal for September 4, 2025 ICC Meeting

Stakeholder Support

- **Program Administrator Office Hours** – July 30, 2025, from 10:00 – 11:00 a.m. CPT - Individual AV or Designee support for Program requirements, Portal, application, or other questions. Join link: <https://energy-solution.zoom.us/j/91402926068>. Office hours are now held on a bi-weekly basis.
- **Application Tips and Tricks** - The Program Administrator publishes [Tips and Tricks](#) to help support stakeholders avoid *Need Info* requests that can delay application review and approval.
 - **Battery Backup** - As energy storage becomes increasingly more common as an add-on to solar projects, Approved Vendors should correctly note battery backup components in Part I and Part II applications.
 - **Part I** - In January 2025, a new field was added to Distributed Generation Disclosure Forms asking “Will project include a battery for energy storage? If so, what size?”
 - If the Disclosure Form response indicates “Yes” and the Part I, Section 4 project application submitted in the portal indicates “No”, the discrepancy will create a *Need Info* request, resulting in delayed application review and approval. Please note: Battery schematics are not required until the Part II application.
 - **Part II** - If a battery backup is added to the system between Part I and Part II applications, AVs can note this in Part II, Section 4 (“Equipment Details”) which allows for “Yes” or “No” selection.
 - If the system includes a battery backup, please answer “Yes” and ensure that the battery schematic document has been uploaded as a Part II Document.
 - Failure to include a battery schematic in the Part II application after indicating a battery backup exists will result in a *Need Info* request and delayed application review and approval.

Program News

All Program updates can be found on the [Program Updates webpage](#)

- **New! IPA Issues Illinois Shines Program Year 2024-25 End of Year Report** - On July 23, 2025, the Program announced the release of the [Program Year 2024-25 End of Year Report](#). The Report highlights data on some of the most significant and high-impact activities produced by the Program and its participating stakeholders. The full report is available at the Program website at <https://illinoisshines.com/about/>.
- **New! Addition of Township Data to Project Application Reports #2 and #3** – Traditional Community Solar (TCS) scoring criterion 2.c allows for awarding of points to projects sited in a county (or a township within Cook, DuPage, Kane, Lake, McHenry, or Will County) that does not currently have a community solar project that was approved by the ICC for a REC contract under the Illinois Shines program at the time of application. To support stakeholders, *Project Application Report #2, ICC-approved Part I applications*, and *Project Application Report #3, Part II of Project Application Complete*, have been updated to include township data for Community Solar applications. See the [Project Application Reports](#) page to access the reports.
- **New! Traditional Community Solar Review and Scoring Schedule** - Preliminary scores for all Traditional Community Solar (TCS) projects submitted during the “first day” application window on June 2, 2025 were shared individually with each AV on Wednesday, July 23, 2025. AVs were sent an email directing them to the TCS scoring file located in their AV SharePoint folder, which commences the scoring cure period. Please see the initial, planned scoring schedule below.
 - **Application Review Period:** Applications undergo initial review by Program Administrator – Approximately 4 weeks (*Complete*)
 - **Application Cure Period:** Approved Vendors cure deficiencies identified by Program Administrator – Approximately 2 weeks (*Complete*)
 - **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) – Approximately 3 weeks (*Complete*)
 - **Scoring Cure Period:** AVs are offered a chance to review initial score and dispute and resolve any discrepancies – Approximately 2 weeks (currently July 23 – August 6)
 - **Scores published:** AVs wishing to appeal their project score will have two weeks from the receipt of scores to submit an appeal to the Program Administrator (dates TBD)
 - **Random selection** event to ordinally rank projects with tied scores (dates TBD)
 - **Final scores** and project selection published (dates TBD)
- **New! August 2025 Consumer Protection Working Group** - The Agency and the Illinois Shines and Illinois Solar for All Program Administrators will host the next Consumer Protection Working Group meeting on August 1, 2025, at 10:00 a.m. CPT. The Working Group’s meeting agendas, Zoom links, and a participation interest form can be found on the [Consumer Protection Working Group](#) page on the Program website.
- **New! New to the Program Website** - The following key additions to www.IllinoisShines.com have been shared:
 - [Program Year 2024-25 End of Year Report](#) ([About the Program](#) page)
- **Annual Report Response Deadlines and Cure Period** – Please reference a summary of the Annual Report and Cure Period timeline below:
 - The Annual Report response window opened on July 1, 2025.
 - Response submission by Approved Vendors were due to the Program Administrator by 11:59 PM CPT on July 15, 2025 for AVs that have not signed a REC Contract Amendment. Responses

are due by 11:59 PM CPT on August 1, 2025 for those who have signed a REC Contract Amendment. Approved Vendors with an active REC contract are required to submit an Annual Report and were sent a link to respond via email. Submission of an Annual Report is a Program requirement. Failure to submit an Annual Report is an Event of Default under the REC Contract.
Note: 1 week until submission deadline for AVs who have signed a REC Contract Amendment.

- **The Annual Report Cure Period begins on July 16, 2025 for AVs that have not signed the REC Contract Amendment, and on August 4, 2025 for AVs that have signed the REC Contract Amendment. During the Cure Period, the Program Administrator will contact Approved Vendors to address any report discrepancies. Annual Reports that were not submitted during the preceding response period will not be accepted during this time.** The Annual Report Cure Period concludes on October 30, 2025. At this point the Program Administrator will calculate any potential Drawdowns for the annual REC performance evaluations. Please review your portfolio to ensure that any contract status is correct and request any changes in a timely manner so the Drawdown calculations can be completed accurately.

The Program Administrator created and posted training videos on the [Program website](#), in support of the close of the 2024–25 delivery year and the start of the Annual Reporting period, including:

- [Annual Report and REC Performance Evaluation Walkthrough video](#)
- [Community Solar Parameters Evaluation Walkthrough video](#)
 - Please refer to the [Community Solar System Parameters Evaluation \(Annual Subscriber Evaluation\) guide](#) as a supplemental resource.
- [REC Performance Calculation Evaluation Walkthrough video](#)
- [2024-25 Approved Vendor Annual Report Guide](#)

These on-demand resources enable AVs to familiarize themselves with the requirements and understand how Annual Report data is utilized to assess REC performance in relation to contractual obligations.

- **Updated Renewal Process for Approved Vendors with Common Ownership** – The Program is modifying the annual renewal process for AVs who share common ownership with one or more other AVs. Beginning in September, all AVs who share common ownership will be required to submit their annual renewals at one time, in a single Excel file. Questions on the renewal form are not changing. In early August, the Program will provide additional information to these AVs about the updated process.
- **Part II Verification Cut Off for July** – The last Part II Verification date for July will be **July 25, 2025** (TODAY). Applications that were Part II verified on or before July 25, 2025, will be included in the August invoicing period. Application processing will continue throughout the last week of the month and any applications that are reviewed between July 26, 2025 and July 31, 2025 will be invoiced in September 2025.

Reference and Reminders

- **Re-Batching for ICC Meetings** – To avoid late requests to withhold projects from submission to the ICC, the Program Administrator reminds AVs that they 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 its 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. AVs may withhold a Part I verified application from submission to the ICC no more than twice for any given project application. Once a project has been withheld twice, it must either be withdrawn from the Program or submitted to the ICC in the next memo. Upcoming windows for re-batching:

Re-Batching Opens for AVs	Election Deadline – 12:00 p.m. CPT (Re-batching closes for AVs)	Trade Date (ICC Meeting Date)
8/5/2025	8/7/2025	8/21/2025
8/18/2025	8/20/2025	9/4/2025

- Portal Maintenance and Releases** - Scheduled system maintenance windows occurs **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. **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.** The latest Portal updates and enhancements, a Portal Development Roadmap, and Portal help guides can be found at <https://illinoisshines.com/portal-updates>.
- MES 2024-25 Year-End Report Submissions Past Due** – On May 30, the Program opened the MES Program Year 2024-25 Year-End Report submission, which were due from all participating Approved Vendors and Designees on July 15, 2025. The Program is following up with entities who have not submitted a 2024-25 Year-End Report. Failure to submit could result in disciplinary action. Please contact mes@illinoisshines.com for assistance.
- Application Processing Tables and Update** – 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.
 - Following the May 7, 2025, conclusion of the Small DG soft close period, review of Part I applications has exceeded the 10-day expected turnaround time. The Program Administrator is working to bring application review back into the expected turnaround time and will continue to inform stakeholders of progress. In addition to information available at the Project Application Reports page, the status of individual project applications can be checked with the [Project Look Up Tool](#).
- 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
2026 Long-Term Plan Development (Chapters 7, 8, 10)	May 19, 2025	June 11, 2025	Comments were published here
2026 Long-Term Plan Development (Chapter 3 and Program REC Pricing)	June 25, 2025	July 10, 2025	Comments were published here under ‘REC Portfolio, RPS Budget and Program REC Pricing.’

- Southern Illinois Clean Energy Summit** – In collaboration with Illinois Shines and the Illinois Department of Commerce and Economic Opportunity (DCEO), Illinois Solar for All is hosting the Clean Energy Equity Summit at John A. Logan College in Carterville, IL, on August 20-21, 2025. This two-day event is free to attend; [registration is required](#). Attendees who wish to attend both days must register for each day separately.

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