

Mentorship Program Winter Cohort Registration Open, Elective Pay Webpage and Webinars, CDCS Scores Appeal Deadline

December 5, 2025

Coming up in Illinois Shines

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

- **Key Dates**
 - **December 8** - Public Schools AV Roundtable
 - **December 11** - Equity Eligible Contractor (“EEC”) AV Roundtable
 - **December 17** - CDCS Random Selection Event and Elective Pay Webinar
- **Deadlines**
 - **December 5** - Community-Driven Community Solar (“CDCS”) Appeal Deadline
 - **December 10** - December REC Invoicing Closes and Reporting Deadline for Subscriber Data for 20 Year Contracts
 - **December 12** - Mentee Registration for Mentorship Program Winter Cohort Closes

Stakeholder Support

- **Program Administrator Office Hours** - December 10, 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://energysolution.zoom.us/j/91402926068>. Office hours are held weekly.
- **Application Tips and Tricks** - The Program Administrator publishes [Tips and Tricks](#) to help support stakeholders avoid *Need Info* requests that delay application review and approval.
 - **Ensure battery schematics are included and complete to avoid application processing delays.** For systems containing a battery, a battery schematic diagram must be submitted with the project’s Part II application. The Program reviews every battery schematic to verify it demonstrates that the system shall be electrically connected in a manner that ensures non-solar generated electricity used to charge the battery is not metered as solar generated power. To avoid delays in application review and approval, AVs are advised to check that the information in the schematic is complete and comprehensive before submitting the application, that the box indicating if a project includes a battery storage system is accurately marked, and that the battery schematic is included in the application. Battery schematics are reviewed separately from the application by a third party and should be stand-alone documents. Important details include, but are not limited to, the PV, inverter, ESS type and capacity, conductor size, and breaker information. Do not include specification documents unless accompanied by a detailed schematic.

Program News

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

- **New!** Mentorship Program Winter Cohort Registration Open - [As previously announced](#), Registration for AVs and Designees interested in being mentees for the 2025-26 Mentorship Program Winter Cohort is open

now until December 12, 2025, at 11:59 p.m. CPT. Details of the Winter cohort and the application can be found on the [Mentorship Program](#) page. Additionally, the Fall Mentorship Program recordings and slides have been published to the [Mentorship Program](#) page, alongside photos from the Fall Graduation and Celebration Event. These documents are available for use by all participating entities across topics.

- **New! Elective Pay Webpage and Webinars** - [As previously announced](#), the IPA will host a second webinar on Elective Pay, on Wednesday, December 17, 2025, at 3:00 p.m. CPT, designed for AVs working with municipalities, public school districts, nonprofits, and other tax-exempt organizations that have placed a clean energy project in service in the last year or so, or will soon do so. Please register with [this link](#). An initial webinar for tax-exempt entities was held on December 3, 2025, and the recording will be made available soon. More information on elective pay can be found on the [IPA website](#).
- **New! CDCS Scores Appeal Deadline Today** - As outlined in Section 5 of the Program Guidebook, the CDCS application window closes 90 days after the start of the Program Year. Full details on the schedule for application review and scoring were shared in [this announcement](#). [Program Year 2025-26 scores were published](#) on November 21, 2025, and AVs wishing to appeal their project score had two weeks from the receipt of scores to submit an appeal. Today, December 5, 2025, is the deadline to submit these appeals. A Random Selection Event to ordinarily rank projects with tied scores will occur on December 17, 2025. Please register for the event, which will be recorded, [here](#). Additionally, as [previously announced](#), a second CDCS application window and process will open January 16, 2026, due to expanded capacity resulting from the Modified 2024 Long-Term Plan.
- **New! Unbatch and Reassignment Process** - Earlier this year, the Program implemented an "unbatching" process, that was approved in the 2024 Long-Term Plan, to assist stranded customers who have signed a contract with an AV (and/or a Designee) that goes out of business or is prevented from moving forward with the project for other reasons, such as disciplinary action. Since projects must be "batched" into groups before they are sent to the ICC for approval, individual projects remain in their "batches" for purposes of the REC Contract. The "unbatching" process allows AVs to "unbatch" projects after Commission approval in limited situations, as needed, to assist harmed customers. Traditionally, reassignment can only occur for an entire batch; however, the approved "unbatching" process allows a subset of projects in a batch to be reassigned, while following the normal reassignment process. For "unbatched" projects to be reassigned to a new AV, both the new and current AV must agree. While the "unbatching" process is ongoing and new Product Orders are generated and executed, the Program Administrator will request ICC approval of the Stranded Customer REC Adder amount. This process typically starts through the Consumer Protection Stranded Customer process. The Consumer Protection team would then alert the contracts team to the need for an assignment or "unbatching".
- **New! Designee Renewals Past Due** - [As previously announced](#), Designees registered prior to the start of the 2025-26 Program Year were required to renew their status in the Program, or indicate their withdrawal, by December 1, 2025. Designees that have not submitted their renewal were sent reminder emails on December 3, 2025. For more information, please reference the Designee Renewal section on the [Become an AV or Designee](#) page.
- **New! Updated Disclosure Form Templates** - On December 2, 2025, new Disclosure Form ("DF") templates were implemented, adding "Designee ID" as a new, last column and permitting users to be linked to multiple Designees. Previously, if a user worked for multiple Designees (often under an umbrella company), they had to have separate logins for each Designee ID. Now, a user can manage DFs for all their Designee IDs with one login. AVs and Designees with only one Designee ID tied to their login account should not observe any change. If a user is linked to 2+ Designees:
 - WebPortal - When creating a DF manually from the webform, Designees should ensure the correct Designee ID is listed in the top section of the form.

- CSV - When uploading a DF from CSV, they must note which “Designee ID” should be associated with the DF. CSV users should refer to, and utilize, the new templates, which are available at the [Program Documents](#) page in the DF section.
- **New! December REC Invoicing Opens** - REC invoices and Quarterly Netting Statements were made available for download from AV SharePoint folders on December 1, 2025. Invoices must be submitted to the utility by December 10, 2025, to receive payment for the December invoice period. Any invoice amounts not submitted to the utility by December 10, 2025, will be carried forward and included in the March 2026 invoice period.
- **New! Part II Verification Cut Off for December** - The last Part II verification date for this month will be December 19, 2025. Applications that were Part II verified on or before December 19, 2025, will be included in the January invoicing period. Application processing will continue throughout the last week of the month and any applications reviewed between December 20, 2025, and December 31, 2025, will be invoiced in February 2026.
- **New! IPA Racial Disparity and Availability Study Consultant Launches Study Website** - The IPA has partnered with Griffin & Strong, P.C. to conduct a Racial Disparity and Availability Study to measure the presence and impact of discrimination on minority and women businesses and workers in Illinois’ clean energy economy. The new [website](#) provides detailed information on the study, FAQs, resources, events, and information about Griffin & Strong, P.C.
- **New! 180-Day Prioritization Window for Public Schools Subcategories Closed** - As stated in the [Program Guidebook](#) Section 1.E, Public Schools capacity is allocated by Group, Tier, location, and project size subcategories. If any of the allocations are not filled within the first 180 days of the Program Year, Public School projects will be accepted on a first come, first serve basis regardless of Tier, Environmental Justice Community location, or project size. The 180-day prioritization window closed December 1, 2025. Public School projects will now be accepted on a first come, first serve basis.
- **New! December Consumer Protection Working Group** - The Agency and the Illinois Shines and Illinois Solar for All Program Administrators hosted the December Consumer Protection Working Group meeting today, December 5, 2025, at 10:00 a.m. CPT. The Working Group’s agenda and meeting minutes 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 the [Program website](#) have been shared:
 - [State of the Program Communication](#) ([About](#) page)
 - Spanish versions of the [Selling Your Home That Has an Illinois Shines Solar Project](#) and [Buying a Home That Has an Illinois Shines Solar Project](#) Homeowner Handouts ([Program Brochures and Other Resources](#) page)
 - [CS Disclosure Form Template](#), [DG Lease Disclosure Form Template](#), [DG PPA Disclosure Form Template](#), [DG Purchase Disclosure Form Template](#) ([Program Documents](#) page in the Disclosure Form section)
 - Mentorship Program Fall cohort recordings, slides, and photos ([Mentorship Program](#) page)
- **IPA Webpage on Utility-Scale Projects** - The Agency’s new [Utility-Scale Renewable Energy Projects](#) webpage provides detailed information on the IPA’s work to bring more utility-scale renewable energy projects online across Illinois. This new resource aims to demystify the underlying mechanics of utility-scale renewables projects and competitive procurements. The webpage includes information about the Indexed REC pricing structure, the procurement process, and features links to procurement results, relevant fact sheets, and other targeted resources. With this webpage, the IPA hopes to enhance understanding of competitive procurements for large utility-scale projects. For more information, please visit the [Utility-Scale Renewable Energy Projects](#) webpage.

- Program Releases MES Year-End Report Implementation Report** - The [Minimum Equity Standard](#) (“MES”) is a key pillar of the Equity Accountability System. The Program has published an [MES Year-End Report Implementation Report](#) to share and summarize stakeholder compliance. As set forth in the Long-Term Plan and the Program Guidebook, in Program Year 2024-25, at least 10% of the project workforce for each AV and Designee participating in the Illinois Shines program must be composed of EEPs. The full report, including Program requirements, Program Year process improvements, and data analytics around EEPs and Contractors can be found on the Illinois Shines [website](#).

Reference and Reminders

- Re-Batching for ICC Meetings** - To avoid late requests to withhold projects from submission to the ICC, 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 its discretion and submit eligible projects to the ICC. Please note that due to recent federal action, the Agency has temporarily paused enforcement of the two withhold limit from ICC meetings. This pause will be in effect until the Agency determines this pause is no longer necessary. AVs that do not wish to take advantage of these additional withholdings may send projects to the ICC during the re-batching window. Upcoming windows for re-batching are as follows:

Re-Batching Opens for AVs	Election Deadline – 12:00 p.m. CPT (Re-batching closes for AVs)	Trade Date (ICC Meeting Date)
12/17/2025	12/19/2025	1/6/2026
1/2/2026	1/6/2026	1/21/2026

- Portal Maintenance and Releases** - Scheduled system maintenance 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. 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 [here](#).
- Application Processing Tables and Updates** - Application processing tables are maintained [here](#). These tables are updated daily. For questions about specific project applications, please contact the Program Administrator at admin@IllinoisShines.com. In addition to information available on the [Project Application Reports](#) page, the status of individual project applications can be checked using 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 on the Stakeholder Feedback page of the Program website.
- Reminder - Phishing Attempts** - The Program reminds stakeholders to remain vigilant against email phishing attempts and avoid opening unexpected emails or clicking suspicious links that appear to be from the Illinois Shines program, its Program Administrator, or the IPA. Official correspondence from these parties will only come from email addresses ending in @illinoisshines.com, @energy-solution.com, @illinoisabp.com, or @illinois.gov – please check our Contact Us page for more guidelines.

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