

Appendix S - Equity Eligible Contractor MES Combined Compliance and Year-End Report for the Illinois Shines Program

PLEASE NOTE – THIS TEMPLATE IS NOT TO BE USED TO SUBMIT A YEAR-END REPORT. THE PROGRAM ADMINISTRATOR WILL RELEASE A DIGITAL FORM FOR SUBMISSIONS. THIS TEMPLATE IS SIMPLY TO PROVIDE TRANSPARENCY ON THE INFORMATION THAT WILL BE COLLECTED THROUGH THE FUTURE-RELEASED FORM.

The Climate and Equitable Jobs Act (Public Act 102-0662 or “CEJA”) as amended by the Clean and Reliable Grid Affordability Act (Public Act 104-0458 or “CRGA”) which will take effect on June 1, 2026, amended the Illinois Power Agency Act to expand the “priority access to the clean energy economy for businesses and workers from communities that have been excluded from economic opportunities in the energy sector, have been subject to disproportionate levels of pollution, and have disproportionately experienced negative public health outcomes.”

CEJA directed the Illinois Power Agency (“IPA” or “Agency”) to help historically underserved communities participate in and benefit from the growing clean energy economy in Illinois. The Minimum Equity Standard is the process by which the Agency implements this directive, and, going forward, the reporting mechanism to be used assess understanding of compliance requirements and estimated project workforce demographics will be the MES Combined Compliance & Year-End Report.

This EEC MES Combined Compliance and Year-End Report has two sections – the first looks backward at your organization’s workforce during the previous Program Year. The MES Compliance Plan, which comes later in the submission, is forward-looking and shows how your organization intends to achieve the upcoming Program Year’s Minimum Equity Standard, a new requirement for EECs described in detail below.

For Program Year 2025-26, which ends on May 31, 2026, EECs are required to document their workforce and demographic information during their participation in the Program. Required data and information include:

- *AV/Designee Information*
- *Project workforce total*
- *Project workforce demographic information*
- *Business type and majority-owner demographic information*
- *Job training program graduate hiring data, Illinois-based workforce diversity data*

CRGA directs the Agency to require EECs to meet the Minimum Equity Standard, starting in the upcoming 2026-27 Program Year. This means that at least 14% of the project workforce for each EEC participating in the Illinois Shines program must be composed of Equity Eligible Persons (EEPs). All EECs participating

in the Program are required to submit an MES Compliance Plan that shows your intent to comply with the upcoming year's MES requirement.

The Equity Accountability System Hub provides helpful resources and tips for MES Combined Compliance and Year-End Report submissions: <https://illinoisshines.com/equity-accountability-system-hub/>

Failure to submit an EEC MES Combined Compliance and Year-End Report by the July 15, 2026 deadline will result in escalation to the Program Administrator's Consumer Protection Team consistent with Sections X.C-D of the Consumer Protection Handbook. Failure to comply may risk future good standing in the Program and may result in disciplinary action.

As you review the form below in preparation for submitting your EEC MES Combined Compliance and Year-End Report, please note that asterisks indicate required sections. Once submitted, Reports will become public records that may be subject to disclosure under the Illinois Freedom of Information Act (5 ILCS 140); as such, if any information within this Report should be protected from disclosure, please indicate in response to questions 14 and 29 of this form what information, if any, is proprietary, privileged, or confidential, and the disclosure of that information would cause competitive harm.

Section 1: Company Information

8. Is your company an EEC Approved Vendor, EEC Designee, or EEC Subcontractor? Select all that apply.
 - a. EEC Approved Vendor
 - b. EEC Designee
 - c. EEC Subcontractor
9. Submitting Company Name
10. AV and/or Designee ID #(s)
11. Name of Person Completing Form
12. Job Title of Person Completing Form
13. Email of Person Completing Form
14. Please select any of the following categories that apply to your business
 - a. Minority-owned Business Enterprise (MBE)
 - b. Woman-owned Business Enterprise (WBE)
 - c. Disability-owned Business Enterprise
 - d. Veteran-owned Business
 - e. None
 - f. Other

Section 2: Program Year 2025-26 MES Year-End Report

In this section, you will be reporting on the previous Program Year's workforce.

Any supplemental documents should be uploaded to the form, or saved to your organization's secure SharePoint folder. Please reach out to mes@illinoisshines.com if you have trouble accessing your folder.

10. During the 2025-26 Program Year (June 1, 2025 – May 31, 2026), did your organization participate in the Illinois Shines program? Participation means:

- submitting projects to Illinois Shines, performing construction on a previously Part I approved project;
- conducting any sales or marketing activity for projects that have been or will be submitted to the Program;
- managing subscriptions for a community solar project that holds a REC contract (including projects approved prior to the passage of CEJA);
- maintaining a project on a waitlist; or
- otherwise conducting business on a project seeking or that holds a REC contract

If you answer ‘no’, you do not need to complete the rest of the form. Choosing ‘no’ to this question will complete your submission. The Program Administrator will verify your entity’s non-participation and, if confirmed, no further action in regard to the MES will be required from your organization for Program Year 2025-26.

Illinois-based, Illinois Shines Project Workforce Data

For the purposes of the MES, “project workforce” includes: Employees, contractors and their employees, and subcontractors and their employees, whose job duties are directly required by or substantially related to the development, construction, and operation of a project that is participating in or intended to participate in the IPA-administered programs and procurements under Section 1-75(c) of the IPA Act. This shall include both project installation workforce and workforce in administrative, sales, marketing, and technical roles where those workers’ duties are performed in Illinois.

For purposes of this definition, ‘directly required by or substantially related to’ shall be construed to be any direct employee of the Approved Vendor, Designee, or any contractor and its employees whose contract exceeds 5% of the REC Contract value. Employees of contractors below that threshold may be counted on a voluntary basis, but if the Approved Vendor or Designee includes at least one such contractor whose contract is less than 5% of the REC Contract value, then all contractors below the threshold must be included. **Note: if your company works with an Illinois Shines Designee or Nested Designee, its employees/workers should not be included in your company’s project workforce total, however, employees/workers of non-registered subcontractors should be included.**

Workforce Diversity

Please enter all applicable answers numerically e.g. “0” instead of “none.”

11. Total number of employees/workers on Illinois Shines projects during the 2025-26 Program Year.

9.a. Race (please enter the number of employees per category; each employee may be counted in only one category)

- White – Total
- Black or African American – Total
- Hispanic or Latino - Total
- Asian - Total
- American Indian or Alaska Native – Total
- Native Hawaiian or Other Pacific Islander – Total
- Two or more races – Total

- Did not self-identify/not disclosed - Total

9.b. Gender Identity (please enter the number of employees per category; each employee may be counted in only one category)

- Male – Total
- Female – Total
- Other/Non-binary – Total
- Did not self-identify/not disclosed – Total

9.c. Disability (please enter the number of employees per category; each employee may be counted in only one category)

- Employees who have a history of a disability – Total
- Employees who do not have a disability/disability not disclosed – Total

9.d. Employment Status (please enter the number of employees per category; each employee may be counted in only one category)

- Full-Time – Total
- Part-Time – Total
- Temporary/Seasonal - Total
- Independent Contractors – Total

9.e. Residential zip codes of all employees in the company’s Illinois-based Illinois Shines project workforce.

If preferred, please upload a list or document containing zip codes of all employees’ residences to the field below.

Job Training Graduate Hiring for Development of Illinois Shines Projects

Please enter all applicable answers numerically e.g. “0” instead of “none”.

This data is being collected for use by the Illinois Power Agency. Participation in these programs does not necessarily qualify an individual as an EEP. Note that participation in the Craft Apprenticeship Program does not qualify an individual as an EEP.

10. Job Training Graduate Data

- Solar Training Pipeline Program - Total
- Craft Apprenticeship Program - Total
- Multi-Cultural Jobs Program - Total
- Clean Jobs Workforce Network Program - Total
- Illinois Climate Works Pre-apprenticeship Program - Total
- Returning Residents Clean Jobs Training Program – Total
- Other – Total

11. Employment Status

- Full-Time - Total
- Part-Time - Total

- Temporary/Seasonal - Total
- Independent Contractors - Total
- Average Wage (\$/hour in format 00.00) - Total

Majority Owner Demographic Information

Please indicate the demographic information of the majority-owner Equity Eligible Person (EEP).

12. Majority-owner Gender

- Male
- Female
- Other/Non-Binary
- Did not self-identify/not disclosed

13. Majority-owner Race

- White
- Black or African American
- American Indian or Alaska Native
- Asian
- Native Hawaiian or Other Pacific Islander
- Hispanic or Latino
- Two or more races
- Did not self-identify/not disclosed

14. Please identify which responses in this form (#1-13) contain proprietary, privileged or confidential information, the disclosure of which would cause competitive harm.

15. Please upload any additional supplemental documentation you would like to attach to your Year-End Report.

Section 3: Program Year 2026-27 MES Compliance Plan

*In this section, you will be reporting on the **upcoming** Program Year’s workforce, describing how your organization aims to achieve the MES for the 2026-27 Program Year.*

*For Program Year 2026-27, at least 14% of the project workforce for each entity participating in the Illinois Shines program must be composed of Equity Eligible Persons (EEPs). All Approved Vendors and Designees participating in the Program, **including EECs**, are required to submit an MES Compliance Plan.*

16. *During the 2026-27 Program Year (June 1, 2026 - May 31, 2027), do you intend to submit projects to Illinois Shines, perform construction on a previously Part I approved project, conduct any sales or marketing activity for projects that have been or will be submitted to the program, manage subscriptions for a community solar project that holds a REC contract (including projects approved prior to the passage of CEJA), maintain a project on a waitlist, or otherwise conduct activities or business on a project seeking or that holds a REC contract?*

If you answer ‘no’, you do not need to complete the rest of the form. Choosing ‘no’ to this question will complete your submission.

- Yes

- No

17. “[AV or Designee Company] affirms its intent to comply with all necessary requirements set forth in Public Act 102-0662 (Climate Equitable Jobs Act) relating to the Minimum Equity Standard and agrees to comply with certain obligations, including hiring a diverse project workforce and working with Equity Eligible Contractors, where applicable.”

- Yes

- No

18. Full name of individual agreeing to attestation:

19. Signature of individual agreeing to attestation:

20. Today’s Date

21. Please provide a narrative description of how your organization will ensure that at least 14% of its project workforce are Equity Eligible Persons (EEPs).

Please see <https://illinoisshines.com/equity-accountability-system/> for more information on EEP qualification criteria

22. Will your company be working on Illinois Shines projects with subcontractors that are not registered as Designees?

Non-registered subcontractors are those who do not have direct interaction with the client but are part of the project workforce. Please include employees of any non-registered subcontractors in your projected workforce total below.

- Yes

- No

23. Projected total number of employees/workers on Illinois Shines projects during the 2026-27 Program Year (exclude any employees/workers of registered Designees your company is subcontracted with from your total).

*For the purposes of the MES, “project workforce” includes: Employees, contractors and their employees, and subcontractors and their employees, whose job duties are directly required by or substantially related to the development, construction, and operation of a project that is participating in or intended to participate in the IPA-administered programs and procurements under Section 1-75(c) of the IPA Act. This shall include both project installation workforce and workforce in administrative, sales, marketing, and technical roles where those workers’ duties are performed in Illinois. For purposes of this definition, ‘directly required by or substantially related to’ shall be construed to be any direct employee of the Approved Vendor, Designee, or any contractor and its employees whose contract exceeds 5% of the REC Contract value. Employees of contractors below that threshold may be counted on a voluntary basis, but if the Approved Vendor or Designee includes at least one such contractor whose contract is less than 5% of the REC Contract value, then all contractors below the threshold must be included. **Note: if your company works with an Illinois Shines Designee or Nested Designee, its employees/workers should be excluded from your company’s project workforce total.***

24. Estimated Number of Equity Eligible Persons currently in your Illinois-based Illinois Shines project workforce:

An Equity Eligible Person (“EEP”) is a person that “would benefit most from equitable investments by the State designed to combat discrimination,” and CEJA provided four specific characteristics that would qualify a person as an EEP:

- *Graduates or current or former participants in the Clean Jobs Workforce Network Program, Clean Energy Contractor Incubator Program, Illinois Climate Works Preapprenticeship*

Program, Returning Residents Clean Jobs Training Program, or the Clean Energy Primes Contractor Accelerator Program, and the solar training pipeline and multicultural jobs program created by FEJA

- *Persons who are graduates of or currently enrolled in the foster care system*
- *Persons who were formerly incarcerated*
- *Persons whose primary residence is in an equity eligible investment community*

Only individuals who fit within these criteria will count as Equity Eligible Persons.

25. Number of Equity Eligible Persons your organization **seeks to hire** to meet MES Compliance over the Program Year:

Equity Eligible Contractor Partnerships

26. Do you plan to partner with Equity Eligible Contractor Approved Vendors, Designees, or Subcontractors in the 2026-27 Program Year?

- Yes
- No

If yes, please list the name(s) of the EEC AVs, Designees, or Subcontractors you plan to partner with:

27. Please list any non-EEC Designees you intend to partner with in the 2026-27 Program Year:

Communication Plan for Local Outreach

28. Please indicate the actions from the list below that you plan to take during the 2026-27 Program Year to increase the utilization of EEPs and Equity Eligible Contractors (EECs).

- Identify percentage of existing workforce that qualify as EEPs due to their primary residence within an Equity Investment Eligible Community (EIEC) ([view map](#))
- Conduct outreach and recruitment with EEP-qualifying workforce development programs
- Conduct outreach to workforce training programs and community-based organizations that work with individuals who are graduates of or currently enrolled in the foster care system and/or who were formerly incarcerated
- Conduct outreach with workforce training programs and community-based organizations that work with individuals residing in EIEC communities
- Review of previous applicant records to identify individuals who may be contacted for future project employment opportunities
- Participate in job fairs (virtual or in-person) and related community events to expand recruitment efforts
- Register on the Energy Workforce Equity Portal as a Clean Energy Company
- Post jobs on the Energy Workforce Equity Portal
- Conduct outreach to Equity Eligible Persons listed on the Energy Workforce Equity Portal looking for employment opportunities
- Engage in direct and extensive outreach to trade associations or other relevant industry organizations to notify them of employment opportunities
- Increase marketing efforts on platforms used to announce or publicize available employment opportunities, such as employment websites, alumni listservs, union halls, social media, etc.

- Publicize employment opportunities on state-sponsored platforms, such as [Illinois WorkNet](#) or [Illinois Job Link](#)
 - Conduct direct outreach to EECs listed on the Illinois Shines program website to explore subcontracting opportunities
 - Engage with organized labor unions, community colleges, and community-based organizations to notify them of employment opportunities
 - Meet with Program Administrator to review recruitment and hiring plans for current and upcoming opportunities.
 - Other actions
- 29.** Please identify which responses in this form (#16 – 28) contain proprietary, privileged or confidential information, the disclosure of which would cause competitive harm.
- 30.** Please upload any supplemental documentation you would like to attach to your MES Compliance Plan.