

Advance of Capital (AoC) Request Coversheet

This AoC Request Coversheet may be used by EEC Approved Vendors when submitting the same AoC Request Template responses for multiple applications in the same batch. The AoC Request Template will still be required for each application ID and this coversheet must be appended to that document and uploaded to each application. Keep in mind that the request for each project must be the lesser of 50% of the total project REC value or \$750,000, and only projects under \$1.5M in REC value are eligible for an advance of capital.

Example of how to use this template:

Application ID	Project Size (kW AC)	Project Category	AoC Request	Purpose	Milestone(s)	Approximate Date
<i>Example: 123456</i>	<i>10.4</i>	<i>Small DG</i>	<i>\$50,000</i>	<i>Collateral</i>	<i>ICC Approval</i>	<i>5/30/25</i>
			\$45,000	Components	Purchase Order Provided	8/12/25
Total			\$95,000			

Application ID	Project Size (kW AC)	Project Category	AoC Request	Purpose	Milestone(s)	Approximate Date
<i>Example: 567890</i>	<i>12.2</i>	<i>Small DG</i>	<i>\$60,000</i>	<i>Interconnection Fee</i>	<i>Utility Invoice Provided</i>	<i>9/1/25</i>
Total			\$60,000			

Use the table on the next page to summarize project information when submitting multiple projects.

Company Information

PROJECT ELIGIBILITY: The EEC project must have a maximum REC incentive value of \$1.5 million or less.

TRESHOLD CRITERIA: This information is dispositive – if an EEC does not demonstrate a “need” for a capital advance based on evaluation of the criteria below, they will not receive an advance.

Scoring Criteria:

1. Number of Employees (weighted in favor of smaller companies)

a. How many persons are employed by the EEC?

- Full-time?
- Part-time?

b. How many persons are employed by any companies that have an ownership stake in the EEC?

- How many of those employees work on projects that are owned by the EEC or for which the EEC is the Approved Vendor?

Project Size (kW AC):

Scoring Criteria:

2. Number of projects submitted within the Illinois Shines and Illinois Solar for All programs that have received REC contracts and number of projects developed outside of these programs (weighted in favor of entities with fewer successful project applications and projects developed)

a. How many projects has the EEC submitted to either Illinois Shines or Illinois Solar for All and that have received a REC contract?

b. How many projects has the EEC developed outside the Illinois Shines and Illinois Solar for All programs?

c. How many projects have any affiliated companies (i.e., companies that own a minority-share of the EEC) submitted to either program?

d. How many projects have any affiliated companies developed outside of Illinois Shines or Illinois Solar for All?

Project Size (kW AC):

Scoring Criteria:

3. Ownership structure - please list all owners, including other businesses, and their ownership stake in the EEC (weighted in favor of entities with higher EEP ownership stake and control of the company)

a. What is the role of the EEP majority-owner(s) within the company? E.g Chief Operating Officer, General Manager, etc. If the role is simply “part-owner,” please provide specific details of the EEP’s duties and decision-making authority, and whether they hold positions with other companies.

b. For non-EEP owners, please list their titles/roles within the EEC and any titles/roles held with other companies.

c. For businesses that have minority ownership shares in the EEC, please list that nonEEC company’s ownership structure and the individuals that directly work on the project for which the EEC is seeking an advance of capital, and their role within the minority-owner company.

Project Size (kW AC):

Scoring Criteria:

4. When did the EEC start operating in the solar market (please list dates for any participation nationally and Illinois-specific participation)? (weighted in favor of companies with less years of experience)

Project Size (kW AC):

Scoring Criteria:

5. **When did any companies that have an ownership stake in the EEC begin operating in the solar market (please list dates for any participation nationally and Illinois-specific participation)?** (weighted in favor of companies with less years of experience)

Project Size (kW AC):

Scoring Criteria:

6. **Please describe the EEC's and any company with a minority ownership share's portfolio of completed projects (size by kW AC, type (community solar or distributed generation), and location).** (weighted in favor of companies with fewer completed projects)

Other Sources of Financial Support

Scoring Criteria:

1. **Is the EEC pursuing any other government funding opportunities (both specific to the project for which the advance of capital request is made and company-wide)?** (weighted in favor of those with who may not have access to other capital sources; please note that pursuing other funding opportunities does not automatically disqualify an EEC from receiving an advance of capital, and eligibility for other funding opportunities may speak to general barriers to capital)

Yes No

a. If so, what are they?

- Please include the source of the opportunity/funds (name of granting nonprofit or granting agency) and the fund/opportunity name.
- Please include the status of that funding opportunity.

b. When would those funds be available if granted?

Project Size (kW AC):

Scoring Criteria:

2. What is the annual revenue of the EEC? (weighted in favor of businesses with small annual revenue)

- a. Please provide documentation proving such annual revenue, such as a tax return, cash flow statement, balance sheet, or others. This information will be treated as confidential per Section 2.F of the Program Guidebook.

Project Size (kW AC):

Scoring Criteria:

3. What is the annual revenue of companies with an ownership stake in the EEC? (in combination with other information on the role of any companies with a minority ownership stake, weighted in favor of EECs where a company with a minority share exhibits less control of the EEC and has fewer resources available)

- a. Please provide documentation proving such annual revenue, such as a tax return. This information will be treated as confidential.

Project Size (kW AC):

Scoring Criteria:

4. Has the EEC or its owners previously received private financing for other solar or non-solar projects? If so, please provide an estimate of the size of the most recent several loans or other financing mechanisms received by the EEC or its owners. The estimate should be rounded to show order of magnitude (e.g., \$50,000, \$100,000, \$750,000, \$2 million, etc.), without divulging confidential information. (weighted in favor of EECs that have not previously received private financing or have only received few or smaller amounts)

Yes No

Project Size (kW AC):

Miscellaneous

ADDITIONAL CRITERIA: This information is additive – if an EEC demonstrates eligibility for a capital advance based on the threshold criteria, the criteria below will also be evaluated to make a final determination for receiving an advance.

Scoring Criteria:

5. Is the EEC company certified as a MWBE, veteran-owned, or disabled-owned business? If so, please list and provide copies of your certification(s). (weighted in favor of entities with other certifications)

Yes No

Project Size (kW AC):

Scoring Criteria:

6. Will the EEC partner with other companies that do not have an ownership stake in the EEC? Yes No

a. Will those partners provide financial resources? Yes No

b. If so, please provide the annual revenue of those partners.

Project Size (kW AC):

Scoring Criteria:

7. Is the EEC partnering (subcontracting, sourcing materials from, or consulting) with any other EECs that would benefit from the Advance of Capital? (weighted in favor of firms partnering with other EECs)

Yes No

Project Size (kW AC):

Experience based on EEP status (to be answered by the majority-owner EEP(s))

Scoring Criteria:

1. What difficulties or barriers have you faced in starting your business and accessing capital to develop this project?

a. To the extent possible, please connect these difficulties to the basis for qualification as an EEC:

- A graduate of or current or former participant in the Clean Jobs Workforce Network Program, the Clean Energy Contractor Incubator Program, the Illinois Climate Works Preapprenticeship Program, Returning Residents Clean Jobs Training Program, or the Clean Energy Primes Contractor Accelerator Program, or the solar training pipeline and multi-cultural jobs program.
- A person who is a graduate of or currently enrolled in the foster care system.
- A person who was formerly incarcerated.

Project Size (kW AC):

Scoring Criteria:

2. If the majority-owner EEP is a person whose primary residence is in an equity investment eligible community, how long have they lived in that community (or another EIEC)? (weighted in favor of EEP owners with longer residency in EIECs)

a. Please provide any other information you feel would be relevant to understanding the requestor's experience in the EIEC or involvement in the community.

Project Size (kW AC):

Documentation of financial difficulty

1. If applicable, please provide any evidence or documentation of challenges in accessing capital, such as letter of denial for financing or record of loan application history.

Size of project and requested advance

1. Please provide the size and type of project(s) for which the EEC is requesting capital. (weighted in favor of smaller and DG projects)

Size	Type

2. What is the total amount of the requested advance of capital for this project? (weighted in favor of smaller requests)

a. Across all requests submitted this year?

3. Has this EEC received an advance of capital in previous years? (weighted in favor of EECs that have not previously received an advance of capital)

Yes No

4. Please list the specific project costs that the advance will cover.

5. What project milestone(s) should trigger disbursement of the advance?