

Scheduled Energization Extension Guide

What is an Extension Request and when should one be submitted?

Each project that is Part I verified in the Illinois Shines program is required to be Energized (Part II Verified) within a designated number of months, beginning at the date that the project was approved for a REC Contract by the Illinois Commerce Commission (“Trade Date”). The timeframe is dependent on the REC Delivery Contract that is associated with the project:

REC Contract Type	Distributed Generation	Community Solar
2019 REC Delivery Contract	12 months from Trade Date	18 months from Trade Date
2021 REC Delivery Contract	12 months from Trade Date	18 months from Trade Date
2022 REC Delivery Contract	18 months from Trade Date	24 months from Trade Date
2024 REC Delivery Contract	18 months from Trade Date	24 months from Trade Date
2026 REC Delivery Contract	18 months from Trade Date	36 months from Trade Date

The deadline for Part II Verification, as specified in the REC Contract, is referred to as the Scheduled Energization Date (“Energization Date”). The Energization Date can be found in the project’s most recent Schedule A.

If within 180 days (6 months) of the Energization Date, an Approved Vendor (“AV”) determines their project will not reach Part II Verification on time, an Extension Request may be made to the IPA. This includes if a project has been submitted for Part II Verification but has not yet reached Verification at the time of the project’s Scheduled Energization Date. Requests made outside of the 180-day window before the Energization Date will not be accepted and AVs will have to resubmit their request once the project is within 180-days of the Energization Date.

If, alternatively, the AV determines it will not be moving forward with the project, it should begin the Project Removal process. For more information on the Project Removal process, please reference the [Project Extensions and Removals page](#).

How can an Extension Request be submitted?

Extension requests should be submitted via the Energization Extension Request Form found on the Project Extension and Removals page on the Illinois Shines website.

What information should be included in an Extension Request?

AVs should be prepared to include the following information in their requests:

AV Information	Project Details	Extension Details
<ul style="list-style-type: none"> • AV contact information • AV ID # • Business address • Letter recipient name 	<ul style="list-style-type: none"> • Project ID # • Project Name • Scheduled Energization Date • Contracting Utility 	<ul style="list-style-type: none"> • REC Contract Clause • Extension length (3, 6, 9, or 12 months) • Reason for request (if Good Cause)

What Contract Clause should be referenced?

The Illinois Shines REC Delivery contracts contain several provisions for requesting extensions of system Energization deadlines under sections 5(b) of the 2019 contract and 2.4(b) of the 2021, 2022, 2024, and 2026 contracts. To review examples of these contracts, visit the Program Documents page of the Illinois Shines website and navigate to “REC Contracts.”

Under Section 5(b)(v) of the 2019 REC Contract and Section 2.4(b)(iii) of the 2021, 2022, 2024, and 2026 REC Contracts, Approved Vendors can request a ‘Good Cause Extension’ of the original Scheduled Energization Date. Good Cause Extensions are considered and granted by the Illinois Power Agency (“IPA”).

Examples of acceptable reasons to request an extension under the good cause provision include, but are not limited to:

- Delays associated with processing of permit requests or addressing regulatory requirements
- Limited workforce availability
- Supply chain shortage or shipping delays for vital products, provided such reasons are not primarily caused by the Approved Vendor’s actions

Delays resulting from interconnection and, in the case of Community Solar projects, subscriber acquisition are not encompassed by the Good Cause Extension clause. These requests should be made under one of the preceding clauses and are handled by the project’s respective contracting utility. These requests require a refundable payment in order to complete the request. Please review the project’s REC Contract thoroughly before requesting an extension to ensure the correct clause is cited.

Can multiple Extension Requests be submitted at once?

Yes, multi-project submissions are possible via the Extension Request form. To submit multiple extension requests at once, select “Multiple Projects” under the question “Number of Projects Requiring Extensions.” Following this selection, AVs will be prompted to download a Program provided excel template. The template should be filled out and uploaded to the Extension Request form in the “File Upload” section.

All projects included in the request must be:

Under one Approved Vendor – Projects can only be submitted together if they share the same Approved Vendor (AV). Even if the projects use Single Project Approved Vendors (SPAVs) under the same parent company, each SPAV is considered a separate AV. As a result, each project must have its own extension request submitted individually.

Contracted by the same Buyer (Contracting Utility) – All projects included in the request must be contracted under the same utility. Note, projects may have different contract and interconnection utilities. Ensure the contracting utility and not interconnection utility is referenced.

Referencing one Contract Clause – All projects included in the request must cite the same contract clause. For processing purposes, Sections 5(b)(v) and 2.4(b)(iii) are considered different contract clauses, despite both being “Good Cause Extension” clauses. Reference Section 5(b) of the 2019 REC Contract and Section 2.4(b) of the 2021, 2022, 2024, and 2026 REC Contracts for all extension clauses.

Please double-check the accuracy of all Extension Request information, including whether a given system is still under contract, prior to submission. Should you have any questions prior to submitting a request, please contact IPA.Solar@illinois.gov.