

New Jersey's Clean Energy Program
Pay for Performance
Partner Conference Call Minutes

May 20th, 2015 2:00-3:00pm (EST)

Conference Call:

Call-in #: **888-330-1716**

Access Code: **4502707**

1. Documents & Tools: Partner Portal

- A. P4P EB: **Weather data through 5-1-15**
- B. *Reminder:* P4P NC: **ERP Table v3.1**. These tables must be submitted for all new Proposed ERP (Rev0) received **May 1st** and onward. May be used on existing projects in pipeline.

Please ensure you are using the latest version of all documents from the partner portal vs. copies previously savings to your computers/networks.

2. Fiscal Year 2016 Programs

- A. Proposed program changes were discussed on last months' call.
- B. Changes have been circulated for comment. Comments are due May 29th, 2015
 - i. publiccomments@njcleanenergy.com
- C. A public hearing on the FY16 CRA straw proposal, along with the program budgets and filings will take place on May 22, 2015, at the Department of Environmental Protection building, 1st Floor Hearing Room, 401 E. State St. Trenton, NJ at 9:30 am
- D. Proposed filings and summary of program changes for FY 2016 can be found at: <http://www.njcleanenergy.com/main/njcep-policy-updates-request-comments/policy-updates-and-request-comments>

3. New Partner Orientations

- A. New Partner training/orientations are scheduled for **May 27th** (EB) and **May 28th** (NC) in Woodbridge, NJ area.
- B. Refresher, or for Existing Buildings partners that want to certify in New Construction (and vice versa)—requires Partnership Agreement.
- C. RSVP by **today** to P4P@njcleanenergy.com RSVP will be confirmed if space if available.

4. Tech-topics/Knowledge Share

- A. Case Studies: Two new case studies recently developed.
 - i. *Panasonic Case Study.pdf*
 - ii. *Troy Hills Case Study.pdf*

5. “In Every Issue”

A. Submittal Procedures

- i. All new submittals (applications, ERPs Rev0, Installations Rev0, etc.) must be submitted to the P4P@njcleanenergy.com email
 1. This also includes submittals uploaded to FTP or TRCNET. Please send an email to P4P@njcleanenergy.com notifying us of the upload and/or providing FTP access
- ii. All emails must contain Application Number (except new applications), Project Name, and Revision Number in the subject line.
- iii. Resubmittals/revisions may be emailed directly to your reviewer but should CC P4P@njcleanenergy.com in the event a reviewer is out of the office, etc.
- iv. Sub-consultants must CC partner of record on all email correspondence.
- v. For bulk submittals (e.g. ESIP projects) we will be reaching out to the partner following application approval to advise on how best proceed with ERP submittals.

B. Linkedin:

- i. **“NJ Pay for Performance Partner Network”** group has been established on LinkedIn to facilitate communication between partners.
- ii. If you are not yet a member, please search for the group and request to join. You must register for a free LinkedIn account first at www.linkedin.com

C. Partner Portal:

- i. <http://www.njcleanenergy.com/p4p-portal-login>
- ii. Case sensitive password is: **tRP47px**

D. Cooperative Marketing

- i. Coop marketing funds available for Pay for Performance partners for up to 50% of cost of eligible media.
- ii. Application and instructions available on partner portal. Pre-approval of design and medium required.

6. Q&A

- A. Forward all future questions and points you’d like to discuss to P4P@njcleanenergy.com

Next Partner Conference Call will be
Wednesday, June 24th, 2015
2:00-3:00pm (EST)