New Jersey's Clean Energy Program

Pay for Performance
Partner Conference Call Minutes

Wednesday, September 27th, 2017   2:00-3:00pm (EST)

Conference Call:
<u>Call-in #:</u> **877-304-9323**
<u>Access Code:</u> **3197619**

1. <u>**Documents & Tools: Partner Portal**</u>
   - **P4P New Construction ERP Tables v4.1** has been uploaded to the partner portal. Some of the notable updates to this version include updated PCI calculations to accommodate mixed use buildings, addition of unregulated load categories, and a fix to the unregulated cost formula.

2. <u>**Status of Partner Renewal**</u>
   - Notice released (email, mail, njcleanenergy.com) on 09/26/2017

3. <u>**"In Every Issue"**</u>
   A. <u>Submittal Procedures</u>
      i. All new submittals (applications, ERPs Rev0, Installations Rev0, etc.) must be submitted to the P4P@njcleanenergy.com email
         - 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. <u>NJCEP New Security Policy</u>
      i. TRC cannot send any customer data containing utility account numbers via regular e-mail *unless directly communicating with customer or designated Partner*. Must use approved secure method:
         - *Microsoft Rights Management Sharing Application (RMS Sharing App)*
         - *7zip encryption*

ii. TRC emails and attachments that contain only names, addresses, and/or telephone numbers can be sent via regular e-mail so long as the document contains 10 or fewer customers.

C. Partner Portal:
   i. http://www.njcleanenergy.com/p4p-portal-login
   ii. Case sensitive password is: **tRP47px**

D. Partner Training Webinars are now live!:
   i. To access the webinar course, go to www.njcelc.com
   ii. In the main blue menu bar, hover over Commercial, Industrial, and Local Government, and click Program Partners > Online Training > P4P Existing Buildings [or New Construction]>Enroll Now. It will prompt you to first create an account.
   iii. A completion certificate will be generated once the course and assessments are complete (8/10 score required for each assessment).
   iv. Course is broken out into short modules, which allows you to complete the entire course at your own pace, or only review certain sections.

E. 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

F. Stay informed of upcoming ICP Credentialed Project Developer training sessions.

G. Stay informed on Energy Efficiency program updates by joining the Energy Efficiency Committee listserv.

4. Q&A

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

Next Partner Conference Call will be
Wednesday, October 25th, 2017
2:00-3:00pm (EST)