

# ***New Jersey Clean Energy Program*** ***SREC-Only Pilot Program*** **Requirements, Instructions, Terms and Conditions**



The New Jersey Board of Public Utilities has approved a limited pilot program allowing New Jersey customer-generators that develop solar energy systems to participate in the Solar Renewable Energy Certificate (SREC) market without participating in the Customer On-Site Renewable Energy (CORE) rebate program (Board Order dated January 19, 2007). **Refer to the program website at [www.njcleanenergy.com](http://www.njcleanenergy.com) for information about the registration period and deadlines.**

All participants must complete the forms in this package and provide supplemental information as described below. **Before completing the SREC Registration Form and related documents, please read Sections A, B and C below.**

## **A. SREC Pilot Program Participation Requirements**

1. The system must be installed in New Jersey.
2. System must be installed in accordance with requirements for solar electric equipment as specified in the Technical Worksheet (attached).
3. Participants must have their system inspected and passed by the New Jersey Clean Energy Program (NJ CEP) prior to participation in the SREC program.
4. Registration in the SREC Pilot Program is conditioned upon the System Owner and installer proposing a system that will be constructed, installed and operated in accord with all Board rules and other applicable laws and all Board Policies and Procedures for the CORE Program in effect at this time.

**Pilot Program requirements are subject to change. Please refer to [www.njcleanenergy.com](http://www.njcleanenergy.com) for updates under SREC Pilot Program updates.**

## **B. Instructions for Completing the SREC Pilot Program Registration Form**

1. Complete all sections of the SREC Pilot Program Registration Form, the Technical Worksheet, and the Initial Financial Worksheet.
2. Mail completed SREC Program Registration Form and other required documentation (listed below) to the NJ CEP; retain a copy for your files.
3. Accepted projects will receive a letter confirming their participation in the SREC Pilot, along with a Draft Detailed Financial Worksheet template and an OPRA request form (to permit registrants to assert confidentiality). Note: the Draft Detailed Financial Worksheet is being developed, and will be posted when it becomes available.
4. Prior to completion, accepted projects must submit a Draft Detailed Financial Worksheet. After review of the Draft Worksheet, an Updated Worksheet may be requested by NJ CEP. The information provided on the Initial Financial Worksheet and the Detailed Financial Worksheet will not determine eligibility for pilot participation, and will be used for pilot evaluation purposes only.
5. From the date of the acceptance letter, projects greater than 10 kW will have 12 months and projects less than or equal to 10 kW will have 9 months to complete installation and submit final project documentation. No extensions will be granted.
6. Once the project is completed, the registrant must notify the NJ CEP to request a system inspection. The inspection will be scheduled once the Updated Detailed Financial Worksheet is received by the NJ CEP.
7. Systems that pass inspection are eligible to generate SRECs. The NJ CEP will send a letter to participants confirming their eligibility to register the project with the NJ SRECs administrator.

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8. A completed Registration must include the following documents:

- Registration Form
- Technical Worksheet
- Documentation of method used to calculate estimated annual system output (Technical Worksheet A.8)
- Site Map (Technical Worksheet B.8)
- Initial Financial Worksheet
- Copy of Contract for system installation
- Record of most recent 12 months electric consumption at system location

**Please mail documentation to:**

New Jersey Clean Energy Program  
SREC-Only Pilot Program  
c/o Conservation Services Group  
75 Lincoln Highway  
Iselin, New Jersey 08830

If you have any questions about the SREC-Only Pilot Program or how to complete this form, call the NJ CEP at **1-866-NJSMART**.

### C. Important Terms and Conditions of Participation in the SREC Pilot Program

1. Any project accepted for participation in the SREC Pilot Program will not be eligible for rebates under the current CORE program and will be removed from the CORE program queue, removed from any pending status for receipt of or approval for a CORE program rebate, and relinquish any rights expressed or implied by submission of a CORE program rebate application form.
2. The registrant hereby understands that the value of SRECs created and the market for buyers is not being guaranteed or otherwise determined by the NJ CEP; it will be the responsibility of the registrant to secure a buyer for these SRECs at a price that is established by a transaction between the registrant and a buyer of their choice and determination.
3. The regulatory standards and requirements for the SREC market, now or in the future is not in any way represented, guaranteed or insured by the NJ CEP and any and all risks associated with future changes in regulation are assumed in their entirety by the registrant.
4. **SRECs are a market instrument to assist in financing solar that can and will change in the market depending on supply and demand. The NJCEP makes no representation as to current or future price of SRECs and this risk is entirely assumed by the registrant.**
5. Registrant must provide a copy of the customer contract as part of the registration package, per requirements of the CORE program.
6. Registrant must agree to an inspection by a NJ CEP representative or designated contractor. Registrant must also agree to meter and monitor energy production in accordance with Program procedures and guidelines. Note: metering and monitoring requirements are being developed, and will be posted when they become available.
7. All information requested is necessary for participation in the SREC program. Illegible or incomplete Registration Forms, Technical Worksheets or Financial Worksheets will be returned to the Registrant.
8. The NJ CEP reserves the right to modify or withdraw this program. Program procedures and eligibility requirements are subject to change or cancellation without notice.
9. Installation must comply with the host utility's Interconnection Requirements, which are available online; these include Operation/Disconnection Procedures, Liability/Indemnity and Insurance Requirements according to the size of the project.
10. Portable systems are not eligible for incentives under this Program.
11. A list of projects accepted and registered in the SREC Pilot will be posted on the NJ CEP website.

# New Jersey Clean Energy Program SREC-Only Pilot Program Registration Form



Registration Date: \_\_\_\_\_

Completed Registration Date: \_\_\_\_\_

Registrant Name: \_\_\_\_\_

Registration Number: \_\_\_\_\_

Check here to indicate that this system has already applied for a rebate under the CORE program.

(assigned by the NJCEP)

If yes, date of application \_\_\_\_\_ NJBPU # (if applicable) \_\_\_\_\_

## A. REGISTRANT (SYSTEM OWNER) INFORMATION

Registrant Type:  Individual  Company

Mr.  Ms.  Dr. First Name \_\_\_\_\_ Last Name: \_\_\_\_\_

Company Name (if applicable): \_\_\_\_\_

Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Registrant Signature: \_\_\_\_\_

By signing above, the Registrant pledges that the system proposed will be constructed, installed and operated in accord with all Board rules and other applicable laws and all Board Policies and Procedures for the SREC Pilot Program and Customer Onsite Renewable Energy Program in effect at this time.

## B. SYSTEM LOCATION INFORMATION

Company Name (if applicable): \_\_\_\_\_

Contact Person: \_\_\_\_\_

Installation Address: \_\_\_\_\_

City: \_\_\_\_\_ State: NJ Zip Code: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Date Building Constructed: \_\_\_\_\_

Electric Utility Name: \_\_\_\_\_ Account Number: \_\_\_\_\_

Gas Utility Name: \_\_\_\_\_ Account Number: \_\_\_\_\_

Anticipated Construction Start Date: \_\_\_\_\_

Anticipated Construction Completion Date: \_\_\_\_\_

System Host Customer Type:

Residential  Commercial  Farm  Non-Profit  Public School  School/other  Government

Solar Electric System Size (kW DC): \_\_\_\_\_

# New Jersey Clean Energy Program SREC-Only Pilot Program Technical Worksheet - Solar Electric Equipment



## A: EQUIPMENT INFORMATION

1. Solar Electric Module Manufacturer: \_\_\_\_\_ Module Model Number: \_\_\_\_\_
2. Power Rating per Module: \_\_\_\_\_ DC Watts (Refer to STC conditions) Number of Modules: \_\_\_\_\_
3. Total Array Output: \_\_\_\_\_ DC Watts (No. of Modules x Power Rating)
4. Inverter Manufacturer: \_\_\_\_\_ Inverter Model Number: \_\_\_\_\_
5. Inverters Continuous AC Rating: \_\_\_\_\_ AC Watts Number of Inverters: \_\_\_\_\_
6. Total Inverter Output: \_\_\_\_\_ AC Watts (Inverter Continuous AC Rating x Number of Inverters): \_\_\_\_\_
7. Inverter's Peak Efficiency: \_\_\_\_\_ (refer to manufacturer's peak efficiency rating)
8. Estimated Annual System Output \_\_\_\_\_ kWh/yr (provide documentation of calculation method)

## B: PROPOSED INSTALLATION / INTERCONNECTION INFORMATION

1. Solar Electric Array Location:  Rooftop  Pole Mount  Ground Mount Location: \_\_\_\_\_
2. Solar Electric Module Orientation: \_\_\_\_\_ degrees (e.g., 180 degrees magnetic south)  
**(Note: in Central New Jersey, magnetic south compass reading is 10 degrees east of true south.)**
3. Solar Electric Module Tilt: \_\_\_\_\_ degrees (e.g., flat mount = 0 degrees; vertical mount = 90 degrees)
4. Solar Electric Module Tracking: ..  Fixed ..  Single-axis ..  Double-axis
5. Inverter Location: ..  Indoor ..  Outdoor Location: \_\_\_\_\_
6. Utility-Accessible AC Disconnect Switch Location: \_\_\_\_\_
7. System Type and Mode of Operation:  
 Utility interactive (parallel/capable of back-feeding the meter)  
 Utility interactive with battery backup (capable of back-feeding the meter)  
 Dedicated circuit, utility power as backup (transfer switch)  
 Dedicated circuit, battery charging, utility power as backup (transfer switch)
8. **A one-page site map must accompany this application.** This document must indicate the location of the solar electric modules, the inverter, batteries (if any), lockable disconnect switch, and point of connection with the utility system. The installation address, current account number at that address, and the installer's name and telephone number must also be included on the site map.

## C: WARRANTY INFORMATION

1. Module: \_\_\_\_\_ Years at \_\_\_\_\_ Percent of Rated Power Output
2. Inverter: \_\_\_\_\_ Years
3. Installation: \_\_\_\_\_ Years

# New Jersey Clean Energy Program

## SREC-Only Pilot Program

### Initial Financial Worksheet

This Worksheet is for general informational purposes only, and will not be used to determine eligibility to participate or acceptance in the SREC-Only Pilot Program.

#### A. GENERAL STATEMENT OF FINANCING SOURCES

- Total Installed Cost of Proposed System: \_\_\_\_\_ (prior to any grants or tax credits)
- From the list below, identify and describe all sources of up-front (Year 0) project financing (financing sources used to construct the project).

**Equity**, \_\_\_\_\_ % of up-front costs.  
Check type of equity provided by:

- Owner (registrant) equity
- Other Individuals
- Other Companies
- Institutional investors
- Other (describe)

\_\_\_\_\_

\_\_\_\_\_

**Federal Investment Tax Credit**, \_\_\_\_\_ % of up-front costs.

- Other tax credits (describe)

\_\_\_\_\_

\_\_\_\_\_

**Debt**, \_\_\_\_\_ % of up-front costs  
Check type of debt provided by:

- Conventional loan
- Institutional debt
- Bonds
- Other (describe)

\_\_\_\_\_

\_\_\_\_\_

**Other Sources**, \_\_\_\_\_ % of up-front costs  
Check type of other sources provided by:

- Non-NJ CEP grants (identify grantor below)
- Other (describe)

\_\_\_\_\_

\_\_\_\_\_

- From the list below, check and describe all sources of ongoing (Year 1-XX) financial value considered in your project financing.

- Energy sales, \_\_\_\_\_ # of years contracted or assumed
- Electricity bill reductions, \_\_\_\_\_ # of years contracted or assumed
- SREC sales, \_\_\_\_\_ # of years contracted or assumed
- Depreciation, \_\_\_\_\_ # of years assumed,  check here if accelerated
- Other financial benefits (describe)

\_\_\_\_\_

\_\_\_\_\_

- Description of general financial information about the project. Please attach sheets as necessary.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_