



2019 SREC Registration Program (SRP) SRP Final As-Built Checklist Post Construction Certification Package

Pursuant to the Clean Energy Act of 2018 (P.L. 2018, c. 17), the New Jersey Board of Public Utilities (“Board” or “BPU”) must close the SRP to new applications upon the attainment of 5.1 percent of the kilowatt-hours sold in the State from solar electric power generators connected to the distribution system. By Order dated February 27, 2019, Docket No. QO18070698, the Board clarified its interpretation of this section of the Act as follows: projects previously determined to be eligible for SRECs by meeting the October 29, 2018 deadline and satisfying all other applicable requirements shall be eligible to create SRECs after the State’s attainment of the 5.1% milestone; and, projects in the SRP pipeline that did not submit a completed registration or application for designation or conditional certification before midnight of October 29, 2018 and that have not commenced commercial operations when the Board determines that the 5.1% milestone has been reached may not be eligible for SRECs. The Board is monitoring the progress of the market toward achieving this milestone and will determine when it has been achieved.

The Act also shortened the SREC Qualification Life from 15 to 10 years. In the same Order noted above the Board Ordered Board Staff to apply a 10-year SREC Qualification Life to all applications submitted after midnight on October 29, 2018. Please see the Board’s Order for additional details. <https://www.state.nj.us/bpu/pdf/boardorders/2019/20190227/2-27-19-8H.pdf>

By Order dated July 10, 2019, the Board further addressed implementation of the Act by stating that projects that filed a complete SRP registration or application for designation or conditional certification after October 29, 2018 but that have not reached commercial operation at the time the Board determines that the 5.1% Milestone has been attained will be eligible to be considered for any transition program that the Board may adopt, provided they have maintained eligibility in other respects. (I/M/O a New Jersey Solar Transition Pursuant to P.L. 2018, c.17, BPU Docket No. QO19010068, Order dated July 10, 2019, available at <https://www.nj.gov/bpu/pdf/boardorders/2019/20190710/7-10-19-8L.pdf>)

For an installation to be deemed complete and selected for a SRP On-Site Inspection or Verification Waiver, the following requirements must be completed and submitted to the SRP Processing Team. All projects regardless of when they were accepted into the SRP must use the 2019 Final As-Built Checklist and the SRP Forms until further notice.

A completed SRP Final As-Built packet (Defined under N.J.A.C.14:8-2.4 (i) as the SRP Post-Construction Certification Package) must be submitted on or before the expiration date that is noted on the SRP Acceptance letter. If the Final As- Built packet is submitted and construction completed after the expiration date you will be required to re-submit a new SRP Registration Packet in the online portal. The new SRP Registration packet will be treated as a new submittal with no reference to the previous registration. You can access the portal at njcleanenergy.com.

Listed below is the documentation required when submitting a SRP Final As-Built Packet.

- Completed and signed SRP Final As-Built Technical Worksheet.** The authorized representative for each party listed at the bottom of the Technical Worksheet must sign the form in the designated space. The parties are defined on the SREC Registration Certification Form.



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- The total installed cost requested in Section F of the Technical Worksheet must be updated to reflect the actual value. For detailed instructions on how to accurately complete this form please refer to the SRP Final As-Built Instructions. The SRP Processing Team reserves the right to request complete copies of any or all paperwork including a full shading analysis, with a Solar Access summary page, and NREL Production Estimates (PV Watts or SAM) from the installer/developer at any time.

- Representative digital photographs of the solar system.** The photos shall be a minimum of 5" x 7" at 300 DPI. Please ensure that the photos are in focus and the serial numbers are legible. All photos can be combined into one or more documents and submitted as one upload in the portal.
 - 1) **Solar Array (s)-Legible photo showing all modules**
 - 2) **Inverter (s)** -Legible photo of inverter or micro inverter
 - 3) **Revenue Grade kWh Production Meter** that has been certified to the ANSI c12.1-2008 or ANSI c. 12.20 accuracy standards. Legible photo of meter with Make, Model and Serial Number visible. (a) For **Integrated Revenue Grade Meter**-Photo of the actual integrated metering device. (b) For Certain **Micro-Inverter Monitoring Units** - Photo of the device and online screen capture displaying the Serial Number and identifying additional Revenue Grade Meter identifiers showing device has met or exceeds ANSI C.12.1-2008 accuracy testing standards.

 - 4) Any site changes if any from original registration (for example-tree removal)

In the past, participants in the PSE&G Solar Loan Program were waived the requirement to submit a photo of the Revenue Grade kWh Production Meter (RGM). Participants in the PSE&G Solar Loan Program are now required to submit a photo of the RGM that is installed at the site.

- Instantaneous Production:** A document which verifies that the system is fully functioning as per system design. This document can be provided as one, or more, of the following:
 - 1) A Print screen, or clear photograph of a remote monitoring webpage displaying the instantaneous system production (AC Power or kilowatts) per operational inverter;
 - 2) A Print screen, or clear photograph of the on-site monitoring device, displaying the instantaneous system production (AC Power in Watts or kilowatts) per operational inverter;
 - 3) A photo of the LCD/LED screen of each operational inverter, displaying the instantaneous system production (AC Power in Watts or kilowatts)

- Self- Installations**-A copy of the signed Electrical Code Inspection (UCC) and any applicable permits must be included in the Final As-Built packet.

- Final Site Map**-If there are changes to the installation of the solar system from the information supplied in the initial SRP Registration packet, include a one-page final site map. This document



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- can be an overhead view drawing or a single line electrical diagram and must clearly indicate the specific location of the renewable energy technology, the Revenue Grade Meter, the inverter, batteries (if applicable), lockable disconnect switch, and the point of connection with the utility system. The installation address, current electric utility account number at that address, and the installer/developer's name and telephone number must also be included on the site map.
- EDC Permission to Operate Notification** - The written notification that the system is authorized to be energized from the utility. Per the N.J.A.C. 14:8-5.8 - Requirements after approval of an interconnection, once the Electric Distribution Company (EDC) performs an inspection or determines that no inspection is needed and has received an executed interconnection agreement from the customer-generator; the EDC shall notify the customer-generator in writing that the customer-generator is authorized to energize the customer-generator facility.
- Utility Account Number-** If the initial SRP Registration was submitted as new construction without a utility account number or the utility account number has changed since the initial registration, the new account number must be entered in the online registration portal.
- If you installed an **Electric Storage Battery** with the solar system you must include a single line drawing showing the location of the solar equipment and electric storage battery together with a copy of the battery equipment specification sheet. If you have any questions, please contact Dan Murnane at dmurnane@trcsolutions.com
- For Grid Projects under Subsection (t) only: Post-Construction NJDEP Compliance Form-**
This document with instructions can be found under the forms page at njcleanenergy.com.

You must obtain PTO by the local Electric Distribution Company, submit all post construction documents which can be found on the Final As-Built Checklist and meet all other program requirements on or before: **1)** the expiration date noted on your SRP acceptance letter or **2)** the Board's determination that the 5.1% milestone has been achieved, whichever is earlier. If you cannot complete the solar installation by the expiration date, you may be eligible for one extension, not to exceed 6 months, with the actual length contingent upon the date on which the Board closes the SRP. **NOTE: AN EXTENSION WILL NOT CONFER ELIGIBILITY FOR SRECS IF THE BOARD DETERMINES THAT THE 5.1% MILESTONE HAS BEEN ACHIEVED PRIOR TO COMMENCEMENT OF COMMERCIAL OPERATIONS.** The extension request must be submitted to the SRP Processing Team on or before the project expiration date. Instructions on submitting an extension can be found at njcleanenergy.com. Projects that submitted SRP registrations after the October 29 deadline referenced above will not be considered for an extension of their SRP acceptance period.

If the Final As-Built packet is submitted and it is determined that the date of the EDC Notification is after the expiration date, the registrant may be required to submit a new SRP Registration. If the Final As-Built packet is submitted and it is determined that the date of the EDC Notification is after the Board has determined that the state has attained the 5.1% milestone, the project will not be eligible for SRECs but may be eligible for a transition incentive. The original SRP Registration will be deactivated and the new SRP Registration will receive a new SRP Registration number, SRP Acceptance date and expiration



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date. The new SRP Registration will be subject to the Chapter 8 rules with amendments that became effective April 17, 2017 as well as the provisions of the Clean Energy Act of 2018 that require amendment of the State's Renewable Portfolio Standard rules. The EDC Authorization to Operate Notification is used to establish the start date for the SREC qualification life as required by the New Jersey Renewable Portfolio Standards (NJ RPS) rules.

Once the Final As-Built Packet is deemed complete, an automated selection process will determine if the installation will be selected for an on-site inspection or if it will receive a verification waiver. If the on-site inspection is waived, the

Premise Contact, Installer/Developer and the Primary Contact will receive an email. If the project is selected for an on-site inspection residential customers and installers/developers will be contacted to schedule an on-site visit by the SRP Inspector. Unless requested, the installer/developer is **not required** to be present for the on-site visit. The installer/developer are **required to be present** for the inspection of non-residential projects and will be contacted via email by a Program Representative to schedule the inspection. If an Integrated Revenue Grade Meter device is installed at the site, the installer must be present for the on-site inspection.

SREC Eligibility for Adding Capacity to a Previously Installed System

Solar systems meeting one of the following three criteria will have two options regarding metering for the add-on capacity:

1. **Both** the initial and add-on registrations were submitted on or before October 29, 2018
2. **Both** the initial and add-on registrations were submitted after October 29, 2018, or
3. The initial registration was submitted before October 29, 2018, the add-on registration was submitted after October 29, 2018, **and** the remaining SREC Qualification Life is less than 10 years:

Two Options

- 1) If a new solar production meter is installed for the add-on capacity, then the add-on capacity will receive a new certification number and a:
 - a) 15-year SREC Qualification Life if the registration for the add-on capacity was submitted on or before midnight of October 29, 2018
 - b) 10-year SREC Qualification Life if the registration for the add-on capacity was submitted after midnight of October 29, 2018
- 2) If a new solar production meter is **not** installed, then the add on capacity would retain the remaining Qualification Life of the initial registration.

For add-on projects where the registration for the initial project was submitted before midnight of October 29, 2018 and the registration for the add-on capacity was submitted after midnight of October 29, 2018, **and** the remaining SREC Qualification Life of the initial registration exceeds 10-years:

- 1) A new solar production meter **is required** for the add-on capacity to be eligible to receive SRECs.



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The assigned Project Number and the Permission to Operate (PTO) dates for previously installed solar systems can be found on the Solar Installation Report at [SRP Solar Reports](#)

For additional examples and tables for adding capacity to a previously installed solar system, please see [2019 SRP Guidebook](#)

Once the project has received a verification waiver email or a passed on-site inspection report and the registrant has submitted all requested paperwork, a letter containing the NJ Certification Number will be sent to the listed SREC owner. This letter contains instructions on how to register with PJM-GATS SREC tracking system. **Please see bolded language above regarding eligibility to generate SRECs for projects that submitted registrations/applications after October 29, 2018.** For inquiries regarding the GATS System please contact the GATS Administrators at 877-750-GATS (4287) or www.pjm-eis.com.

If there are changes to the ownership of the system or the installer/developer from the initial SRP Registration, please submit a revised SRP Registration Certification Form together with a copy of the revised executed contract with appropriate signatures and dates with your SRP Final As-Built packet.

SREC Registration Program Contacts
Phone: 1-866-NJSMART (866-657-6278)
Email: njreinfo@njcleanenergy.com