



**Successor Solar Incentive (SuSI) Program
 Administratively Determined Incentive (ADI) Program’s
 Community Solar Energy Program (CSEP)
 Identifying Major and Minor Deficiencies**

Identifying Minor and Major Deficiencies in Your CSEP Registration Package

Pursuant to **N.J.A.C. 14:8-11(f)(2)**, a registration in the CSEP that is deemed to have a **MAJOR DEFICIENCY** based on the table below will be rejected. All parties listed in the CSEP online portal will receive an email notification which will identify the missing or incorrect items from your CSEP Registration Package. Once the registration is rejected, if capacity is available in the EDC capacity block, you may submit a new CSEP registration in the online portal. The new CSEP Registration will have no reference to the previously rejected registration.

Pursuant to **(N.J.A.C. 14:8-11(f)(1))**, a registration is deemed to have a **MINOR DEFICIENCY** based on the table below, all parties listed in the CSEP online portal will receive an email notification which will include the missing or incorrect items that are required to be addressed. You will have ***seven business days from the date of the email*** to address the issue and make corrections to complete the CSEP Registration Package. If you do not address the issue within ***seven business days***, the registration will be rejected, at which time you may submit a new registration in the online portal if you wish to proceed with this project. The new CSEP Registration will have no reference to the previously rejected registration.

NOTE: Please be advised, if the EDC capacity block has been fully subscribed, you will no longer be eligible to submit a new CSEP registration in this capacity block. The CSEP online portal will be closed for new registrations under that particular EDC block, and you will be required to wait until the next capacity block is opened to submit a new registration.

Any CSEP Registration with a solar facility sized over 5 MW (dc) will automatically be rejected.

CSEP REGISTRATION DEFICIENCY	MINOR DEFICIENCY	MAJOR DEFICIENCY
*CSEP Registration Certification Form	<ul style="list-style-type: none"> • The parties listed in Section A, B or C do not match the signatures in Section D • Sections on the form are incomplete • Missing signature verification sheet for electronic signatures 	<ul style="list-style-type: none"> • Form is missing signatures • Form not uploaded to CSEP portal with the initial registration package
Site Plan Certified by a Licensed Professional Engineer	<ul style="list-style-type: none"> • Technologies not labeled • Panels not indicated • Missing or incorrect premise address • Missing installer information 	Site Plan not uploaded to CSEP portal with registration package Site Plan that is not signed and sealed by a licensed engineer
Solar Equipment Information	Solar Equipment Information not entered in online portal	N/A



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For solar facilities sized up to 1 MW (dc), evidence of having submitted to the relevant EDC an Attachment A to an Interconnection Application and Agreement signed by the solar installer	N/A	No evidence demonstrating Attachment A submitted to EDC and/or Agreement signed by solar installer
For solar facilities sized 1 MW (dc) or larger, written authorization from the EDC providing conditional approval to construct	N/A	Approval to Construct from EDC not uploaded to CSEP portal with registration package
A Milestone Reporting Form with signatures	Section(s) Incomplete Missing signature verification sheet for electronic signatures	Milestone Reporting Form not uploaded to CSEP portal with registration package Missing signatures
A complete Community Solar Permits form showing evidence of applications for all discretionary land use approvals and entitlements applicable to the project	Community Solar Permit Form is incomplete	Community Solar Permit Form not uploaded to CSEP portal with registration package
A completed Community Engagement and Subscriber Acquisition Plan Form	Community Engagement and Subscriber Acquisition Plan Form incomplete	Community Engagement and Subscriber Acquisition Plan Form not uploaded in the CSEP portal with registration package
Solar facilities on a contaminated site or landfill: a completed NJ Department of Environmental Protection permit readiness checklist	NJ Department of Environmental Protection permit readiness checklist is incomplete	A completed NJ Department of Environmental Protection permit readiness checklist not uploaded in the CSEP portal with registration package
**Solar facilities on a contaminated site or landfill: a completed Contaminated Sites and Landfills Eligibility Verification Form.	N/A	Verification Form not uploaded in CSEP portal with registration package
For projects that previously participated in the Community Solar Pilot Program Year 1 or Year 2, a copy of the Board Order conditionally certifying the solar facility	N/A	Board Order not uploaded in CSEP portal with registration package
<p>*The CSEP Certification Form includes a self-certification under Section D for co-located CSEP-eligible solar projects. ** Solar facilities that do not have a NJDEP sign off on the verification form will receive a "Pending Acceptance". When the signed verification form is submitted in the CSEP online portal, a Conditional Acceptance Letter will be issued with an acceptance date and expiration date 24-months from the date of based on the date of NJDEP sign off.</p>		