



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

Wednesday, November 29<sup>th</sup>, 2017 2:00-2:30pm (EST)

**Conference Call:**

Call-in #: **877-304-9323**

Access Code: **3197619**

**1. Documents & Tools: Partner Portal**

- P4P EB: Weather files updated through 11/1/2017
- P4P EB: ERP Tables v4.7 uploaded. Only change was on Utility Info tab, where Gas unit MMBTU option was removed from drop-down leaving only Therm option. MMBTU selection created error further down in the Utility Use Summary tab where an additional conversion to MMBTU is applied in cells F48:F62 and M48:M62.
- P4P NC: Program Guidelines v4.1 – Addendum #1: Lighting That Does Not Comply with Minimum Performance Standards
- Upcoming releases:
  - i. P4P EB Multifamily In-Unit kWh consumption calculator.
  - ii. Mini-Training on P4P NC Pre-Design Bonus

**2. Status of Partner Renewal**

- Online training progress report will be provided to TRC first week of December
- P4P List will be updated indicating what companies have yet to complete training and will be distributed to the group.
- **PLEASE COMPLETE ALL ONLINE TRAINING BY 12/31/2017.**

**3. South Jersey Gas “Financing”**

- See **attachment**. May be helpful for certain projects/cases.

**4. 2017 ASHRAE Building Performance Analysis Conference**

- Presentation given in September on P4P actual vs estimated savings results to date. Copy of presentation provided for those interested.

**5. “In Every Issue”**

A. Partner Portal:

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

B. Submittal Procedures

- i. All new submittals (applications, ERPs Rev0, Installations Rev0, etc.) must be submitted to the [P4P@njcleanenergy.com](mailto:P4P@njcleanenergy.com) email
  - This also includes submittals uploaded to FTP or TRCNET. Please send an email to [P4P@njcleanenergy.com](mailto: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](mailto: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.
- C. Partner Training Webinars are now live!:
- i. To access the webinar course, go to [www.njcelc.com](http://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.
- D. 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](http://www.linkedin.com)
- E. Stay informed of upcoming ICP [Credentialed Project Developer](#) training sessions.
- F. Stay informed on Energy Efficiency program updates by joining the [Energy Efficiency Committee listserv](#).
- G. NJCEP New Security Policy
- 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.
6. Q&A
- Forward all future questions and points you'd like to discuss to [P4P@njcleanenergy.com](mailto:P4P@njcleanenergy.com)

Next Partner Conference Call will be

**TBD**

**2:00-3:00pm (EST)**