



2012 SREC Registration Program (SRP) Registration Checklist Behind-the-Meter Projects

In order for a project registration to be deemed complete and accepted by the Market Manager team, all of the following requirements must be completed.

This checklist provides a list of the requirements for submitting a “behind-the-meter” solar project for the SREC Registration Program. A “behind-the-meter” solar PV system is a “customer-generator” facility, defined at N.J.A.C. 14:8-4.2, which is interconnected with a New Jersey Electric Distribution Company (EDC) and receives retail credit for the electricity produced via net metering.

- Completed SRP Registration Form with all appropriate signatures.
- Completed SRP Technical Worksheet. **All sections must be completed.**
- Site Map – Including all features that may affect performance and construction of the solar system.
- Copy of one recent EDC bill for site host facility to include account number and installation address.
- Signed Contract – A full copy of the contract is not required. Provide the key elements of the contract, such as host location, parties to the contract, project cost, and signatures with contract execution dates.

The Electric Distribution Companies (EDC) will be approving interconnection based upon the net metering and interconnection rules (N.J.A.C Title 14-Public Utilities, Chapter 8 - Renewable Energy and Energy Efficiency and Subchapter 4-Net Metering and Interconnection Standards for Class I Renewable Energy Systems).

System owners are encouraged to apply for interconnection commensurate with submission of an SRP Registration Form to ensure that the system built will be interconnected by the EDC, especially if the project involves new construction. Registrants are reminded that the SRP Project Acceptance Letter does not constitute net metering and interconnection approval. On-site load at least equal to project generation must exist before a net-metered system may be energized or final program approval is issued.

To complete the SRP Technical Worksheet, installers must understand the inputs for the ideal system verses designed system when using the PV WATTS tool.

- When calculating the production estimate for the **ideal system**, use the system size inputs submitted on the SRP Technical Worksheet, but **use true south (180 degrees)** as the **orientation (azimuth)** and **use the latitude for the location** selected for tilt and do not include shading.
- When calculating the production estimate for the **designed system**, use the system size inputs, tilt, and orientation submitted on the SRP Technical Worksheet. Indicate shading by changing the derate factor only for shading as appropriate. The higher the expected system rated output, the more energy the system will produce.

Once the SRP Package is reviewed and deemed complete, the registrant, system owner, host site contact, and the installer will receive an SRP Acceptance Letter. This letter will certify that the project, once installed and all SRP requirements are fulfilled, will be eligible to generate SRECs in accordance with the State's RPS rules. Projects will be given 12 calendar months to be completed, as measured from the date on the acceptance letter to the date the complete Final As-Built Packet is received by the Market Manager.

The registrant is encouraged to submit a SRP Registration Package promptly after a contract is executed for construction of the project. Regulations were proposed on March 30, 2011 that will further define this requirement.

Mail or hand deliver registration to:
(Faxes or e-mail are not accepted)

SREC Registration Program
New Jersey's Clean Energy Program
c/o Conservation Services Group
75 Lincoln Highway, Suite 100
Iselin, NJ 08830