



New Jersey's Clean Energy Program
Pay for Performance
Partner Conference Call Minutes
Wednesday, August 22nd, 2018 2:00-2:30pm (EST)

Conference Call:

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

Access Code: **3197619**

1. Documents & Tools: Partner Portal

- a. P4P EB: Weather files updated through 8/1/2018
- b. Upcoming Updates:
 - i. *P4P NC ERP Tables updates*
 - ii. *P4P NC Pre-Design Bonus Addt'l Information*

2. Other:

- a. Upcoming leave



3. “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 email
 - ii. This also includes submittals uploaded to FTP or TRCNET. Please send an email to P4P@njcleanenergy.com notifying us of the upload and/or providing FTP access
 - iii. All emails must contain Application Number (except new applications), Project Name, and Revision Number in the subject line.
 - iv. Resubmittals/revisions may be emailed directly to your reviewer but should CC P4P@njcleanenergy.com in the event a reviewer is out of the office, etc.
 - v. Sub-consultants must CC partner of record on all email correspondence.
 - vi. For multi-building submittals 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
 - ii. In the main blue menu bar, hover over Courses>Commercial> P4P Existing Buildings [or New Construction]. *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

- e. Stay informed on Energy Efficiency program updates by joining the [Energy Efficiency Committee listserv](#).

- f. 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 (e.g. *Microsoft Rights Management Sharing Application, 7zip encryption*)

4. Q&A

- a. Forward all future questions and points you’d like to discuss to P4P@njcleanenergy.com



Next Partner Conference Call will be
September 26th, 2018
2:00-2:30pm (EST)