



2020 SREC Registration Program (SRP) Registration Checklist Community Solar Projects

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 SREC Registration Program (“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 (I/M/O the Modification of the Solar Renewable Portfolio Standard and Solar Alternative Compliance Payment Schedules and the Reduction of the Qualification Life for Solar Renewable Energy Certificates for Solar Facilities, BPU 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>)

By Order dated December 6, 2019, the Board ordered the creation of a Transition Incentive (“TI”) program, comprised of fixed-price, factorized Transition Renewable Energy Certificates (“TRECs”). Projects that submitted complete SRP registrations after October 29, 2018, that have yet to commence commercial operations but otherwise remain in good standing in the SRP pipeline at the time that the Board determines that the 5.1% Milestone has been attained, will be eligible for the TI. (I/M/O a new Jersey Solar Transition Pursuant to P.L. 2018, c. 17, BPU Docket No. QO19010068, Order dated December 6, 2019 available at <https://www.bpu.state.nj.us/bpu/pdf/boardorders/2019/20191206/12-6-19-8B.pdf>).

Requirements for a project registration to be deemed complete and accepted by the SRP Processing team, all of the following must be completed.

This checklist provides a list of requirements for submitting a “community solar” registration in the SRP. Pursuant to the Community Solar Energy Pilot Program rules at N.J.A.C. 14:8-9.2, a “community solar” facility refers to the physical equipment, including, but not limited to, panels, inverters, racking, and balance of systems nameplate capacity in DC rating not to exceed five MW.



2020 SREC Registration Program (SRP) Registration Checklist Community Solar Projects

- Completed **SRP Certification Form** with all appropriate signatures. The installation address should include the Address, Block and Lot. **All sections must be completed**
- A **Site Map** -Including all features that may affect performance and construction of the solar system
- Documentation of the determination by the Electric Distribution Company (EDC)** confirming that the point of interconnection is located on the EDC's distribution system serving NJ. The registrant must work with the EDC representative to obtain this written determination. Submit either a letter from the EDC or the executed Interconnection Service Agreement (ISA).
- Executed Contract – N.J.A.C. 14:8-2.4 (h) 5** requires a contract OR a legally binding document that provides reasonable assurance that the solar facility will be constructed. An EPC contract is not the only means to satisfy the provision at **N.J.A. C. 14:8-2.4 (h) 5**. Therefore, those registrants that cannot provide an EPC contract, must include alternate legally binding documents which contain information that provide the New Jersey Board of Public Utilities (NJBPUB) reasonable assurance that the facility will be built. The agreement that is provided must include certain key elements such as the execution date, premise address, Premise Contact, Primary Contact (SREC owner), developer/installer, equipment summary, total estimated project cost, total system capacity and dated signatures. The cover letter must include a statement why an EPC contract is not provided explaining how the documentation provides the necessary information missing by the absence of the EPC.

If the Premise Contact and the Primary Contact are the same, submit key elements of a contract signed by the Premise Contact and the Installer/Developer.

If the Premise Contact and Primary Contact are different, submit either the key elements of one contract signed by all three parties or the key elements of two signed contracts; one between the Primary Contact and Premise Contact and one between the Primary Contact and Installer/Developer.

- A copy of the NJBPUB Board Order granting conditional certification for a community solar facility project to be constructed.** To obtain full certification, the applicant must demonstrate to Board Staff that the community solar project has been built as it was presented to the Board in the original application submittal. Additionally, the registrant must demonstrate that all permits have been obtained and if applicable, all NJDEP requirements have been satisfied. Board Staff will issue full certification to the project upon the Applicant's demonstration that all requirements for full certification have been satisfied.
- Milestone Reporting Form** -This form is required to be submitted with the initial SRP Registration packet and quarterly thereafter until the Final As-Built packet is submitted. Quarterly reports must be submitted to the SRP Processing Team within two weeks of the quarter ending on March 31, June 30, September 30 and December 31. Quarterly reports can be submitted via email to njreinfo@njcleanenergy.com.



2020 SREC Registration Program (SRP) Registration Checklist Community Solar Projects

The size of the system may not be increased beyond the capacity conditionally certified in the Board Order. Decreases to the system size are permitted. The NJBPU and the SRP Processing Team must be notified within ten (10) business days after the execution of a change order, contract for purchase, installation or removal of panels for any decreases of more than 10% to the size of the solar system submitted with the initial SRP Registration packet. An email should be submitted to Communitysolar@NJCleanEnergy.com and notification must be uploaded in the online portal.

On February 22, 2017, the BPU re-adopted Chapter 8 (renewable energy and energy efficiency) rules with amendments that became effective upon publication on April 17, 2017. Per N.J.A.C. 14:8-2.4, the SRP Processing Team must receive a complete SRP Registration packet no later than 14 business days from the **effective date of the BPU Board Order granting approval, conditional certification, or designation**.

“Construction Complete”, as defined by the SRP Program Manager for purposes of implementing the SRP, is the date of the EDC Permission to Operate (PTO).

Once the SRP Package is reviewed, deemed complete and all documents are uploaded into the online application portal, the Primary Contact, Premise Contact, and the Installer/Developer will receive an SRP Acceptance Letter via email. This email will certify that the project, once it is installed and all SRP requirements and other requirements contained in any applicable Board Order are fulfilled, may be eligible to generate SRECs in accordance with the State's RPS rules. The commitment length for completing the solar installation will be determined in the Board Order conditionally certifying your solar project. 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.

Facilities that require approval or certification by the Board, where the installation cannot be completed by the project expiration date, 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.** For further information on the SRP Extension Policy njcleanenergy.com

Program Contacts

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



**2020 SREC Registration Program (SRP)
Registration Checklist
Community Solar Projects**