



## Successor Solar Incentive (SuSI) Program Administratively Determined Incentive (ADI) Program ADI Registration Certification Form

### ADI Program Registration Certification Form: Requirements, Instructions, Terms and Conditions

Before completing this ADI Registration Certification Form, please carefully read all the information in Sections A, B, C, and D below.

#### A. Qualification Requirements

1. The proposed system must be interconnected with the distribution or transmission system owned or operated by a New Jersey public utility or local government unit serving New Jersey.
2. Net Metered, non-residential solar and community solar facilities cannot exceed 5 MW (dc) in size.
3. The system must be installed in accordance with the manufacturer's instructions, include an owner's manual and warranty documentation and comply with the ADI installation requirements.
4. New equipment must be used for the solar installation.

#### B. Instructions for Completing the ADI Program Registration Certification Form

1. Complete all of sections A through D of the ADI Program Registration Certification Form. All information is necessary for processing an initial Registration packet. The ADI Program Registration Certification Form is required to be uploaded in the ADI online portal.
2. All requested signatures on the ADI Registration Certification Form are required. All electronic signatures require a Certificate of Completion or signature verification sheet to be attached to the document when uploaded.
3. All information that is entered on this form must be consistent with the information entered in the ADI online portal and all other registration documents.

#### C. Important Terms and Conditions

1. The "Registrant" is defined to be the entity that registers for the ADI Program.
2. The ADI Program Registration Manager, TRC is the organization that was contracted by the New Jersey Board of Public Utilities (NJBPU) to administer the ADI Program.
3. The NJBPU reserves the right to modify the ADI Program. ADI Program procedures are subject to change without notice. Projects conditionally accepted into the ADI will be honored under the terms stated in the ADI conditional acceptance letter.
4. Co-location is not permitted in the ADI Program, unless granted special dispensation by the Board. Co-location is defined as siting two or more Successor Solar Incentive Program-eligible solar facilities on the same property or on contiguous properties such that the individual facilities are eligible for a higher incentive value than they would be if they combined into one single facility. In the case of net metered projects, ADI eligible solar facilities shall not be deemed co-located if they serve separate net metering customers as set forth at **N.J.A.C. 14:8-4**. Unless you have included documentation of an exemption to this rule from the NJBPU, the signatures on this form will act as a self-certification that the proposed solar system is not a co-located system and does not fall under the definition of co-location. If the review of the Post Construction Certification (Final As Built) packet or project inspection reveal that the registrant failed to disclose co-located solar facilities, the Board may take enforcement action, including but not limited to, adjusting the incentive downward by multiplying the aggregated project size by the lowest incentive level among the projects' qualifying market segment.
5. The registration received date will be established based upon the date that all required registration documents are uploaded to the ADI portal and the project status is changed to ADI Registration Received.
6. A capacity block is defined as being fully subscribed when the last ADI registration under the status *ADI Registration Received* in the ADI portal causes the total capacity of all registrations in a particular market segment to exceed the capacity block. Each ADI capacity block will remain open to new registrations as long as there is sufficient capacity available in the given capacity block, as described at proposed **N.J.A.C. 14:8-11.8**.
7. Solar facilities that reached commercial operations (when authorized to energize pursuant to N.J.A.C. 14:8-5.4, 5.5 or 5.6 or equivalent at PJM Interconnection LLC) before August 28, 2021, may not participate in the ADI Program unless they are granted special dispensation by the NJBPU.
8. Solar facilities receiving incentives that are 1 MW (dc) or larger in size are subject to the Prevailing Wage Act **N.J.S.A. 34:11-56.25**.
9. If selected, the Premise Contact must agree to an on-site inspection of their installed solar electric system by an ADI Program representative. Program inspections cannot be requested. The Primary Contact must agree to allow the ADI Program to verify the facility's energy production for the life of the system.
10. All solar installations must comply with the host Electric Distribution Company's interconnection requirements consistent with N.J.A.C. 14:8-5 which are available online (or equivalent requirements of a municipal electric utility); these include operation/ disconnection procedures, liability/ indemnity and insurance requirements according to the size of the project. For information on interconnection, please see our website at [NJCleanEnergy.com](http://NJCleanEnergy.com) or contact your Electric Distribution Company (EDC).
11. The solar installation must be performed by a NJ licensed electrical contractor and the registrant must provide the company name, contact information, license number and expiration date in the online portal. **N.J.S.A. 45:5A-2(d)** states that *solar PV systems are by definition electrical work and requires any person engaged in installing, erecting, or repairing such equipment to be an electrical contractor as defined in the Act.*
12. Portable systems are not eligible to participate in the ADI Program.
13. Information may be subject to the Open Public Records Act requirements. Aggregated information will be used in reports and evaluations, and the geographic location may be used to update GIS mapping.
14. All installations must comply with all applicable local, state, and federal laws, permit requirements and regulations.

**For more information or updates about New Jersey's Clean Energy Program, please call 1-866-NJSMART or visit [NJCleanEnergy.com](http://NJCleanEnergy.com)**

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**Successor Solar Incentive (SuSI) Program  
 Administratively Determined Incentive (ADI) Program  
 ADI Registration Certification Form**

**A: Premise Contact and System Location (Where will the system be installed?)**

Company Name (if applicable): \_\_\_\_\_  
 First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
 Installation Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Email: \_\_\_\_\_

**B: Primary Contact (SREC-II Owner) (Who will be issued the NJ Certification Number?) *FILL OUT IF DIFFERENT PERSON THAN ABOVE***

Company Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Email: \_\_\_\_\_

**C: Solar Installer/ Developer**

Company Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Email: \_\_\_\_\_

**D: Certification and Signatures**

The undersigned warrants, certifies, and represents that 1) the information provided in this form is true and correct to the best of his or her knowledge; 2) for all behind-the-meter systems, the annual output of the above described generating system will not exceed 100% of the host's historic annual electrical usage; 3) the Installer/Developer will provide manuals related to the system operation and maintenance to the Premise Contact; 4) the system proposed will be constructed, installed and operated in accordance with all Board rules and applicable laws, and all NJBPU policies and procedures for the ADI program; 5) the Premise Contact is the Customer of Record for the Utility Account; 6) the Premise Contact gives permission to the ADI Processing Team, if necessary, to review their electric account information, both prior to installation and subsequent to installation; 7) all signing parties realize that certain information in this registration may be subject to the Open Public Records Act (OPRA); 8) the Installer/Developer has reviewed and explained the system technical specifications to the Premise and Primary contact; 9) the information submitted with this registration is accurate, and the system installation will follow the instructions detailed on the ADI Program Final Solar Technical Worksheet Instructions page; and 10) The signatures below will act as a self-certification to confirm that the proposed solar system is not a co-located system and does not fall under the definition of co-location at proposed **N.J.A.C. 14:8-11.2**. *See Instruction Page; Section C #4.*  
 I agree that this document and all notices and disclosures made or given relating to this document may be created, executed, delivered, and retained electronically and that the electronic signatures appearing on this document and any related documents shall have the same legal effect for all purposes as a handwritten signature. ***A signature verification sheet must be submitted with this document if signatures are signed electronically.*** The information, statements, and documents I have provided in and with this document are true and accurate to the best of my knowledge. I am aware that if any of them are willfully false, I am subject to punishment.

**Primary Contact (SREC-II Owner)**

Signature: \_\_\_\_\_  
 Print Name: \_\_\_\_\_  
 Date: \_\_\_\_\_

**Solar Installer/Developer**

Signature: \_\_\_\_\_  
 Print Name: \_\_\_\_\_  
 Date: \_\_\_\_\_

**Premise Contact**

(If different from Primary Contact)

Signature: \_\_\_\_\_  
 Print Name: \_\_\_\_\_  
 Date: \_\_\_\_\_