



Illinois Solar for All

NP/PF and Residential Submission Window Hints/Tips - PY5

October 25, 2022

Agenda

- Team Introduction and Program Year Overview
- Project Submission Tips
- Helpful Resources
- FAQ and Points of Clarification
- Project Selection Refresher
- Q&A



Team Introduction and Program Year Overview



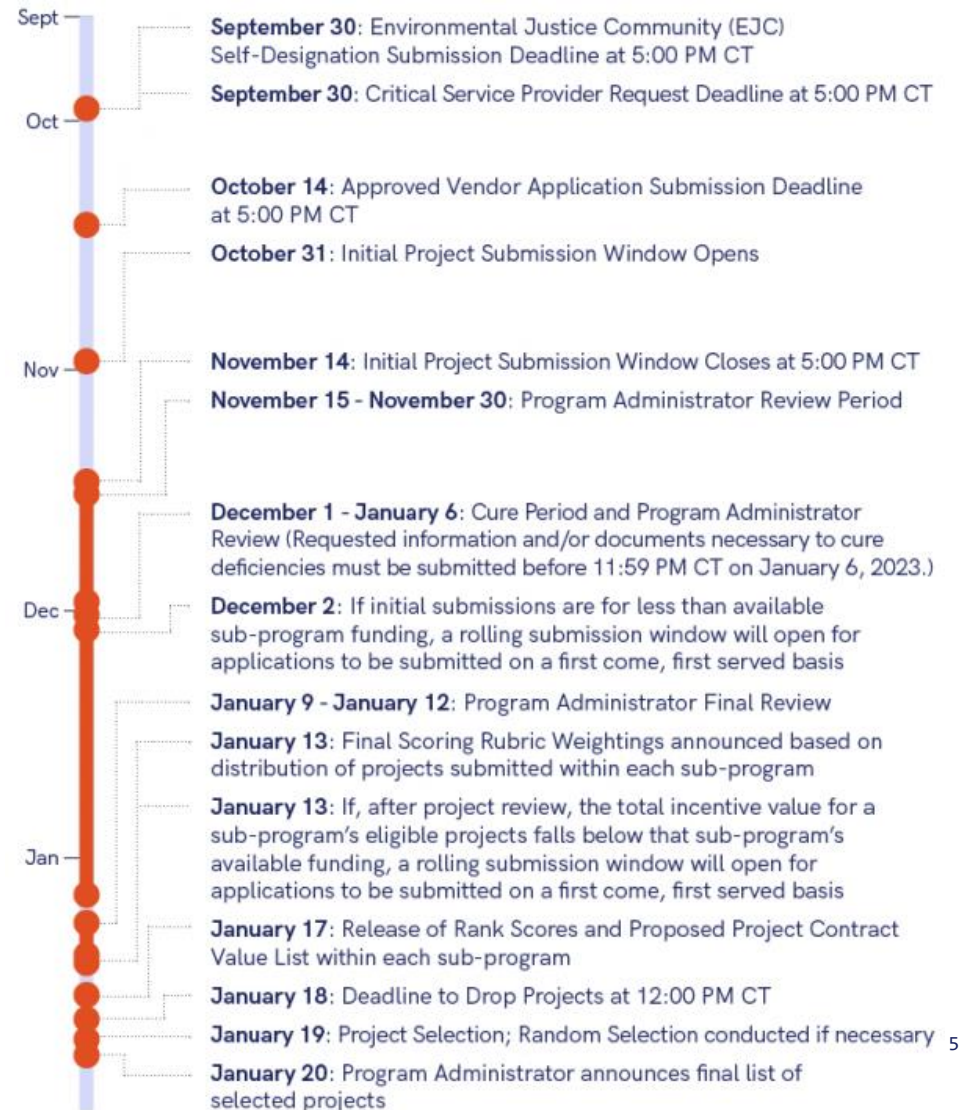
ILSFA Program Team Introductions

- Program Management
 - Laura Oakleaf
- Grassroots Education
 - Eli Corrado
- Job Training
 - Joanna Racho
- Income Verification
 - Kelly Shelton, Shelton Solutions
- Strategy / Small and Emerging Businesses
 - Jan Gudell
- Vendor Management and Project Review
 - Elizabeth Hittman
 - Tim Crowder
 - Tim Heppner
 - Conner Rettig
 - Mark Benson

2022-2023 Program Year (PY5): 1st Submission Window

ILSFA: Residential Solar (Small and Large) and ILSFA: Non-Profit and Public Facilities

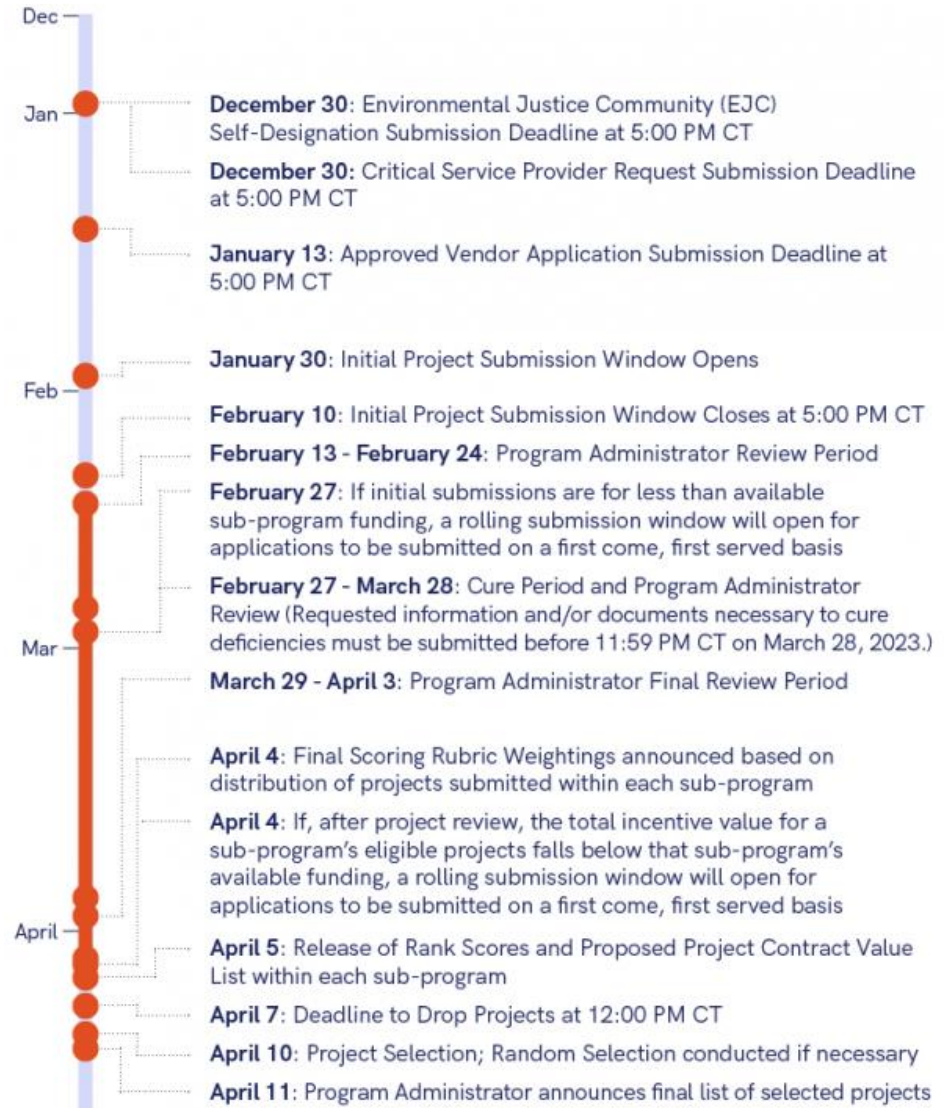
- Oct 31: Initial project submission window opens
- Nov 14: Project submission window closes
- Jan 20: Program Administrator announces final list of selected projects



2022-2023 Program Year (PY5): 2nd Submission Window

ILSFA: Community Solar

- Jan 30: Project submission window opens
- Feb 10: Project submission window closes
- April 11: Program Administrator announces selected projects



Illinois Solar for All Subprograms



Small Residential (1-4 Unit)

- \$11,637,500 (+ Rollover) PY 5 budget
- Costs and fees won't exceed 50% of value of electricity produced
- No upfront cost to participants



Large Residential (5+ Unit)

- \$11,637,500 (+Rollover) PY 5 budget
- At least 50% of tenants must be income-eligible
- Upfront costs allowed



Non-Profit and Public Facilities

- \$16,625,000 (+ Rollover) PY 5 budget
- Non-profit or public sector facilities serving and located in income-eligible or Environmental Justice Communities
- Costs and fees won't exceed 50% of value of electricity produced
- Upfront costs allowed



Community Solar

- \$26,600,000 PY 5 budget
- Income-eligible residents can subscribe
- Costs and fees won't exceed 50% of value of electricity produced
- Usually no upfront cost to subscribers
- Exception to no upfront costs: a cooperative to promote energy sovereignty



Terminology Updates

Participant-Friendly Names

Formal Names	Participant-Friendly Names
Low-Income Single-Family and Small Multifamily Solar (formerly Low-Income Distributed Generation, 1-4 units)	Illinois Solar for All: Residential Solar (Small)
Low-Income Single-Family and Large Multifamily Solar (formerly Low-Income Distributed Generation, 5+ units)	Illinois Solar for All: Residential Solar (Large)
Low-Income Community Solar	Illinois Solar for All: Community Solar
Non-Profit and Public Facilities	Illinois Solar for All: Non-Profit and Public Facilities

Income-Eligible Communities

Terminology has also been updated from “Low-Income Communities,” as defined by the 2022 Long-Term Plan (a census tract where at least half of households are not exceeding 80% AMI) to “Income-Eligible Communities.” The Income-Eligible Communities map and address look-up tool are available on the ILSFA website.



Sub-Program Changes Overview

- Extended the time period during which the Program Administrator-provided income verification is valid from 6 to 12 months
- Eliminated the requirement to present and sign the disclosure form seven days prior to consummation of the contract along with extending the cancellation period to simplify the customer engagement process. Marketing materials are also now included along with the disclosure.
- REC Pricing Changes
 - Updated REC incentives based on the 2022 Plan
 - Added \$10 per REC adder for on-site Energy Sovereignty projects
- Energization Deadlines after project ICC approval were adjusted for both Residential and NP/PF sub programs from 12 to 18 months



Energy Sovereignty

To promote ownership and local community wealth building, the ILSFA program reserves 25% of program incentives for projects that exhibit energy sovereignty features, which include:

1. Expedited customer system ownership and
2. Community solar cooperative models



Energy Sovereignty – Residential and Non-Profit and Public Facilities

- Onsite projects can achieve energy sovereignty designation through a purchase, or a lease or power purchase agreement (PPA) with an early buyout at seven years or earlier after energization
- Energy Sovereignty projects will receive a \$10 REC adder applied to the project's REC contract for RECs delivered after the transfer of ownership is completed
- Residential and Non-Profit and Public Facilities energy sovereignty projects must provide information on:
 - the cost and timing of the transfer of ownership,
 - transfer of warranties, and
 - all other contract requirements listed in the contract requirements document still apply for the duration of the REC contract or 15 years at no additional cost to the customers



Project Submission Tips



ILSFA Project Life Cycle



Project Submission

- Projects are submitted thru the Vendor Portal
- Refer to the 'Part I Project Submission Overview' in the 'Project Submission and Selection' section for details
- The following are the minimum list of items to be uploaded:
 - ILSFA Disclosure
 - Participant Eligibility
 - Contract Agreement
 - ILSFA Savings Calculator, if applicable

Project Submission

(continued)

- System Design Documents (4 parts- Site Plan/SLD/Shading/Mounting)
- Site Suitability Report
- Photo Documentation (refer to Guide)
- Proof of Property Ownership
- Customer Utility Bill
- Interconnection Agreement (>25 kW AC)
- MWBE Subcontractor contract, if applicable








Photo Guide

A [Photo Guide](#) was just published in October 2022. A link can be found in the 'Project Submission and Selection' section of the ILSFA website.

The Guide provides examples of the types of photo documentation that are required for both Part I and Part II submissions

ILLINOIS SOLAR FOR ALL APPROVED VENDOR PHOTO GUIDE PART I PHOTOS 4

Site Suitability



↑ Photo showing the overall roof condition for a 1-4-unit family residence. An aerial shot of the location is ideal. See the Roof Assessment section of the Site Suitability Guidelines.

↑ Photos showing the roof components for a 1-4-unit family residence. See the Structural Assessment section of the Site Suitability Guidelines.

↑ Photos showing the condition of the electrical panel at a Residential Solar (Small) location. It is important to show multiple photos. One with the Main Service Panel cover on and label visible and another with the cover removed exposing the service and branch wiring. See the Electrical Assessment section of the Site Suitability Guidelines.

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Uploading Documents for Review

- All files that are uploaded in the Vendor Portal should be named
 - Filename structure:
[Project#]_Document_Name_YYYY_MM_DD
 - e.g. P-0001_System_Design_2022_10_31
- The maximum file size is 25 MB
 - Use an online tool to reduce or compress the document size
- Best practice is to assemble and name the files to be submitted in advance of beginning the submission process
- It is also best to submit each project completely, so allow adequate time for submission
- If you into any other issues reach out to your AVM



How to Troubleshoot Common Error Messages

- “Payload too large” (file sizes exceeded maximum limit - compress files)

Oops! An Error Occurred

The server returned a "413 Payload Too Large".

Something is broken. Please let us know what you were doing when this error occurred. We will fix it as soon as possible. Sorry for any inconvenience caused.

- If you’ve created a project but can’t find it, confirm the complete spelling of your company/organization name (for example, AV Name LLC.)

Helpful Resources



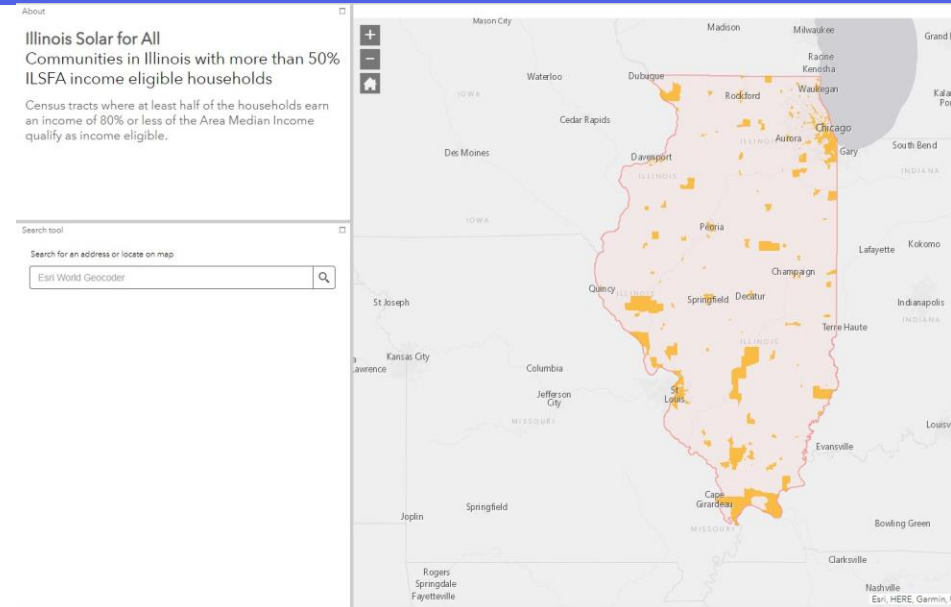
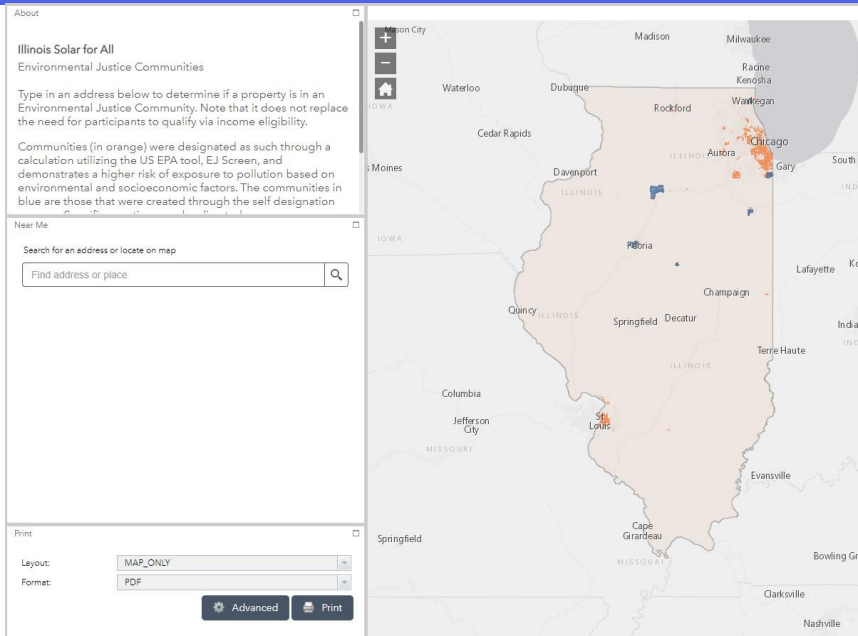
Approved Vendor Manual

1. Introduction
2. Sub-programs Overview
3. Approved Vendor Requirements and Registration
4. Project and Participant Eligibility
5. Participant Savings Requirements
6. Project and Participant Verification
7. Marketing and Consumer Protection Requirements
8. Project Submission Processes
9. Project Selection and Prioritization
10. System Requirements
11. Renewable Energy Credit Management
12. Annual Reports and System Performance Evaluation
13. Invoicing and Payments
14. Inspections
15. Job Training Requirements and Verification
16. Complaint Management
17. Confidentiality
18. Vendor Manual Updates
19. Appendix

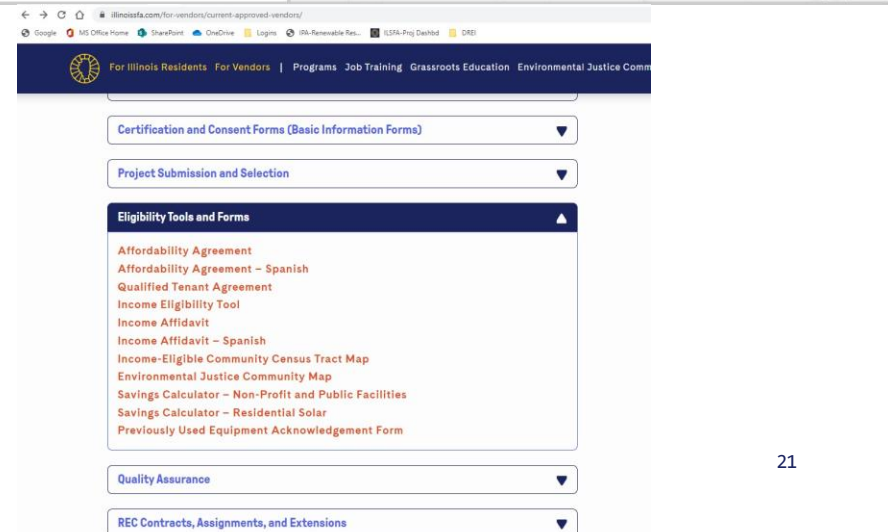
[Link to Approved Vendor Manual](#)



Screening Tools - Environmental Justice Community (EJC) and Income-Eligible (IE) Community Census Tract Maps



- Can be found on the ILSFA website:
 - For Vendors / Current Approved Vendors / Eligibility Tools and Forms



Income Eligibility / Savings Calculator

- Income Eligibility Thresholds were revised in September 2022
- The new thresholds can be looked up by County and Household Size
 - [Income Eligibility Lookup](#)
- Can be found on the ILSFA website
 - For Vendors / Current Approved Vendors / Eligibility Tools and Forms
- [Savings Calculator – Non-Profit Organizations and Public Facilities](#)
- [Savings Calculator – Residential Solar](#)



Disclosure Types

Types of disclosures

- Residential
 - Residential - PPA
 - Residential - Lease
 - Residential - Purchase
- Non-Profit Public Facilities
- Community Solar

Disclosure Forms

1. Non-profit and Public Facility Disclosure Form
2. Residential Disclosure Lease Form
3. Residential Disclosure Lease Form - Spanish
4. Residential Disclosure PPA Form
5. Residential Disclosure PPA Form - Spanish
6. Residential Disclosure Purchase Form
7. Community Solar Disclosure Form
8. Community Solar Disclosure Form - Spanish
9. Community Solar Bulk Upload Template



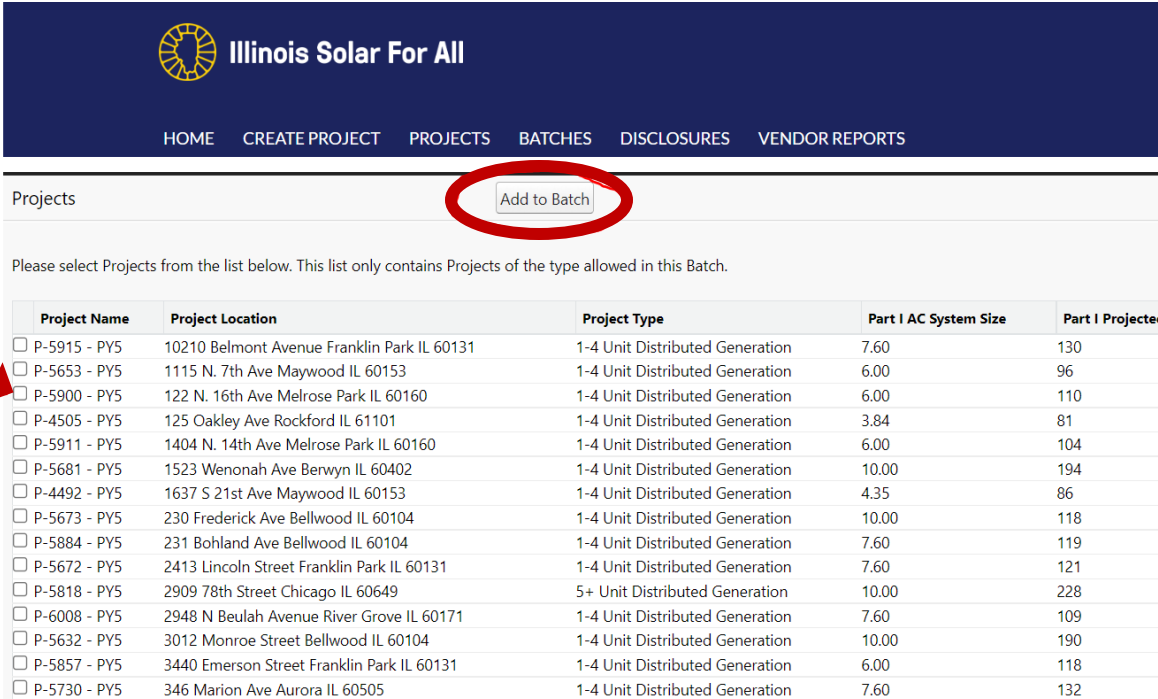
Creating Residential Disclosures in the Vendor Portal

- Select the “Disclosures” at the top of the page
- Select “New” on the right
- A pop up will open where you can select the type of disclosure you would like to create

The screenshot displays the Illinois Solar For All Vendor Portal interface. At the top, the navigation menu includes 'HOME', 'CREATE PROJECT', 'PROJECTS', 'BATCHES', 'DISCLOSURES', and 'VENDOR REPORTS'. The 'DISCLOSURES' link is circled in red. Below the navigation, the user profile 'TIMOTHY ...' is visible. A toolbar contains a search box, a settings icon, a list view icon, a refresh icon, an edit icon, a share icon, and a filter icon. The 'New' button in the toolbar is circled in red. A 'Change Owner' button is also present. A pop-up window titled 'New Solar Disclosure' is open, showing a 'Select a record type' section with four radio button options: 'Lease' (selected), 'Community Solar', 'PPA', and 'Purchase'. At the bottom of the pop-up are 'Cancel' and 'Next' buttons.

Recent Portal Changes

- Minimum 50 kW initial batch requirement is waived in PY5
 - Projects must still be assigned to a batch, but can consist of a single project



The screenshot displays the 'Illinois Solar For All' portal interface. At the top, there is a navigation menu with links for HOME, CREATE PROJECT, PROJECTS, BATCHES, DISCLOSURES, and VENDOR REPORTS. Below the navigation, the 'Projects' section is visible, featuring an 'Add to Batch' button that is circled in red. A red arrow points to the first row of a table listing projects. The table has columns for Project Name, Project Location, Project Type, Part I AC System Size, and Part I Projecte.

Project Name	Project Location	Project Type	Part I AC System Size	Part I Projecte
<input type="checkbox"/> P-5915 - PY5	10210 Belmont Avenue Franklin Park IL 60131	1-4 Unit Distributed Generation	7.60	130
<input type="checkbox"/> P-5653 - PY5	1115 N. 7th Ave Maywood IL 60153	1-4 Unit Distributed Generation	6.00	96
<input type="checkbox"/> P-5900 - PY5	122 N. 16th Ave Melrose Park IL 60160	1-4 Unit Distributed Generation	6.00	110
<input type="checkbox"/> P-4505 - PY5	125 Oakley Ave Rockford IL 61101	1-4 Unit Distributed Generation	3.84	81
<input type="checkbox"/> P-5911 - PY5	1404 N. 14th Ave Melrose Park IL 60160	1-4 Unit Distributed Generation	6.00	104
<input type="checkbox"/> P-5681 - PY5	1523 Wenonah Ave Berwyn IL 60402	1-4 Unit Distributed Generation	10.00	194
<input type="checkbox"/> P-4492 - PY5	1637 S 21st Ave Maywood IL 60153	1-4 Unit Distributed Generation	4.35	86
<input type="checkbox"/> P-5673 - PY5	230 Frederick Ave Bellwood IL 60104	1-4 Unit Distributed Generation	10.00	118
<input type="checkbox"/> P-5884 - PY5	231 Bohland Ave Bellwood IL 60104	1-4 Unit Distributed Generation	7.60	119
<input type="checkbox"/> P-5672 - PY5	2413 Lincoln Street Franklin Park IL 60131	1-4 Unit Distributed Generation	7.60	121
<input type="checkbox"/> P-5818 - PY5	2909 78th Street Chicago IL 60649	5+ Unit Distributed Generation	10.00	228
<input type="checkbox"/> P-6008 - PY5	2948 N Beulah Avenue River Grove IL 60171	1-4 Unit Distributed Generation	7.60	109
<input type="checkbox"/> P-5632 - PY5	3012 Monroe Street Bellwood IL 60104	1-4 Unit Distributed Generation	10.00	190
<input type="checkbox"/> P-5857 - PY5	3440 Emerson Street Franklin Park IL 60131	1-4 Unit Distributed Generation	6.00	118
<input type="checkbox"/> P-5730 - PY5	346 Marion Ave Aurora IL 60505	1-4 Unit Distributed Generation	7.60	132

FAQ and Points of Clarification



Savings Requirements

- Review Section 5 of Vendor Manual
- Savings must be at least 50% first year and over contract term
 - First year savings example:
 - Total costs: $6,500 \text{ kWh} \times \$0.05 = \$325.00$
 - Total Energy Value: $6,500 \text{ kWh} \times \$0.12484 = \$811.46$
 - Total Savings Dollars = $\$811.46 - \$325.00 = \$486.46$
 - Total Savings %: $\$486.46 \div \$811.46 = 59.95\%$
- NP/PF projects that utilize ITC must meet 65% savings requirement first year and over contract term



Documentation Consistency

- AC and DC kW system sizes, module and inverter count and ratings, and kWh production are consistent across:
 - Arrays entered in Vendor Portal
 - Customer Disclosure form
 - Customer Contract
 - Design-related Documents (preferably in one file)
 - Site Plan
 - Single Line Drawing (SLD)
 - Shading Study (Helioscope, Aurora, PVSyst, etc)
 - Module Racking information (Brand/Model)
 - Also, data/cut sheets for all major PV equip (modules, inverters, optimizers, racking system)



Utility Bill Review Tips

- Used in determining net metering rate
- For Non-profit/Public Facility projects, Alternative Retail Electric Supplier and hourly pricing customers please obtain average \$/kWh rate from 12 months of customer bills
- For new service without full year of usage history, use rate of new service and estimate load from facility's architect/engineer.
- The more recent the bills, the better = more accurate
- Not as critical now that the net metering caps have been removed



Proof of Site Ownership / Site Control

- Proof of site ownership such as deed (e.g., warranty or quit claim), title, homeowner's insurance or property tax statement
 - Screenshot of property record from county property tax website is commonly used for Residential Solar projects
- Host Acknowledgement or another site control document
 - Letter from site owner granting site access to the project
 - Lease agreement, should indicate site owner/landlord and tenant, site description, term of lease, etc.



ComEd and Ameren Interconnection Approval

- Required for systems > 25 kW AC
 - Verify Article 11 signatures by both the Utility and Customer

Article 11. Signatures

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their respective duly authorized representatives.

For the Interconnection Customer: -



Name: [Redacted]
Title: Partner
Date: June 11, 2019

For EDC:

Name: Elizabeth Barrows
Title: Sr. Distribution Design Specialist
Date: 06/14/2019

Article 11. Signatures

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their respective duly authorized representatives.

For the Interconnection Customer:

DocuSigned by:

AA04186EBD714B5

Name: [Redacted]
Title: Senior Designer

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velope ID: 9DC40031-6E00-4A75-AEFF-44F1789A2C7A

Project Number: [Redacted] 37.5 kW

Date: 7/16/2020

For EDC:

Name: Ernesto Deloera *Ernesto Deloera*
Title: DER Interconnection Specialist
Date: 07/16/2020



Participant Eligibility – Residential Solar

- Confirm Income Eligibility as discussed earlier
- For PY5 - Added clarifying language for several additional items that are and are not considered sources of income (refer to AVM Section 6 for details)
- Common Issues
 - Capture ALL household members on the Certification and Consent form
 - Include income for ALL adults (over 18 years of age)
 - Upload necessary supporting documentation
 - Make sure to redact all Personal Identifiable Information (PII) such as Social Security Numbers, Driver's License Numbers, etc.



Participant Eligibility – Non-Profit and Public Facilities

- Serves energy loads of a building occupied by an organization that is a Critical Service Provider (CSP)
- Is located within and Income-Eligible or Environmental Justice Community (IEC or EJC)
- Have connection to and input from IEC or EJC community members
 - Provide a narrative summary of community service
 - List of community-based organizations / partners
- Common Issues
 - Providing proof of CSP
 - Providing the narrative summary and list of partners



Project Selection Refresher



Goals of Project Selection Protocol

- Provides a process for when more eligible projects are submitted than can be funded
- Revised to reflect changes per Public Act 102-0662 (Climate and Equitable Jobs Act – CEJA) and Illinois Power Agency (IPA) 2022 Long-Term Renewable Resources Procurement Plan (LTRPP)
- Prioritizes projects with attributes that highlight the spirit of CEJA and the Revised 2022 LTRPP
- Increases the likelihood for a diversity of projects by size and location
- Minimizes the number of projects randomly selected



Project Selection Protocol Changes

Major Changes focused on two concepts:

- The transition from one Residential sub program to two (one for 1-4 Unit Buildings (Residential Solar - Small) and one for 5+ Unit Buildings (Residential Solar - Large)).
- The addition of a 25% carveout requirement for Energy Sovereignty (ES) projects
- Additional details can be found at the ILSFA website for the ILSFA Project Selection Protocol Feedback Session that occurred on September 19, 2022.



Project Selection Process

Key steps if project selection is necessary

- Step 1: Eligibility Letters are sent for each eligible project. Review these letters closely - Project Selection scores are based on these data points.
- Step 2: Scoring Rubric is announced – this shows the number of points for weighted categories (such as system size)
- Step 3: AVs may withdraw projects
- Step 4: Project Selection meeting
- Step 5: Resizing decisions



Q & A



Contact Information

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