

# Advisory Committee Meeting Agenda

## February 17, 2023

### Introductions (15 mins)

### Meeting Structure and Procedures (5 mins)

- Share Agenda
- Review committee purpose and goals
- Topics discussed at the meetings are meant to spur discussion to explore ideas to advise the Agency on updates to the ILSFA program, with hopes of increasing program participation.
- Format and Logistics
- Ground rules

### Community Solar Subscription Management (15 mins)

- Proposed waitlist requirements
- Proposed use of TBD for project assignments on disclosure forms
- Communication around timeline between signing a customer up and when the community solar project is energized

### Single Project Approved Vendor Project Assignments (15 mins)

- Proposed requirements for acquisition of Single Project Approved Vendor companies
- Proposed requirements for subscription management/customer acquisition companies working on Single Project Approved Vendor projects.

### Residential Solar Pilot Update (10 mins)

- Overview of submitted comments
- Discussion

### Closing (5 mins) – [Speaker]

- What's next
  - Recording/transcript, steps
- Next meetings
  - Educational Meetings
  - Sub-committee assignments and schedules

Topic 1	Community Solar Subscription Management
Background	<p>There are currently no specific requirements for how Approved Vendors handle waitlists and communications to participants after sign-up but before energization of a Community Solar project. The Program Administrator has heard concerns that there should be consumer protection requirements particular to participation in ILSFA around how waitlists are managed and informing customers about project updates. Particularly for ILSFA participants, there is a desire that they are able to realize savings as quickly as possible and have reasonable expectations regarding what they will see on both utility and community solar bills. Based on these concerns we are considering the following proposals:</p> <p>Waitlist Management:</p> <ol style="list-style-type: none"> <li>1. Approved Vendors are not allowed to collect information (e.g., payment information, signed contracts, etc.) that commits a household to a project.</li> <li>2. Approved Vendors must contact the household on the waitlist when there is space available to complete sign-up documentation.</li> <li>3. Potential participants who sign up for a waitlist should receive updates on the waitlist at specified intervals.</li> </ol> <p>In Illinois Shines, Approved Vendors can optimize customer acquisition for a portfolio of projects by listing the project on the disclosure form as TBD. In ILSFA, there is a concern that because participants aren't assigned to a specific project, they are essentially on a waiting list, but don't get updates about a particular project's progress to know when they might start to see savings. In order for a TBD project assignment to be used in ILSFA the Program Administrator is considering the following proposals:</p> <p>TBD Project Assignments on Disclosures:</p> <ol style="list-style-type: none"> <li>1. A household must be assigned to a project within a certain time period.</li> </ol>
Issue/Topic for Discussion	<p><i>What is the maximum amount of time that a household should be allowed to stay on TBD status on a Community Solar disclosure form?</i></p> <p><i>Should there be a maximum number of customers allowed on a waitlist?</i></p> <p><i>How long can a customer be on a waitlist?</i></p> <p><i>What frequency of communication with a customer to update on energization schedule should be required?</i></p>

<b>Topic 2</b>	<b>Community Solar Assignments</b>
Background	<p>There are some instances where a Single Project Approved Vendor submits Community Solar by setting up an LLC ownership structure for the project. This allows them to make an assignment of the project to another company without that company needing to register with ILSFA because they technically bought the Approved Vendor for a project. This has an impact on their Job Training requirements. This may also have implications if the parent company has contracts with customer acquisition companies or Community Action Agencies and they haven't registered as Designees, because they aren't working for the "approved vendor" they are working for a large company.</p> <p>The Program Administrator is considering a proposal to require entities that acquire Single Project Approved Vendor's project to register with ILSFA as an Approved Vendor or Aggregator.</p>
Issue/Topic for Discussion	<p><i>Should entities that acquire a Single Project Approved Vendor project be required to register as an Approved Vendor or Aggregator and adhere by those same policies? Should this apply as of the acquisition of one project or only after two projects have been acquired?</i></p> <p><i>In the case of the parent company holding contract with customer acquisition companies or CAAs, should they register as designees through ILSFA?</i></p>
<b>Topic 3</b>	<b>Residential Solar Pilot Program Update</b>
Background	A proposal for the Residential Solar Pilot project was posted in January with a request for comments. Comments submitted by the deadline (February 15, 2021) can be found on the ILSFA website.
Issue/Topic for Discussion	The Program Administrator will give a summary of the comments submitted. Discussion and feedback from the committee on any of the question topics and comments are welcome.

**Commented [AC1]:** Will add hyperlink when comments posted Thursday