



**STATE OF NEW JERSEY**  
**Board of Public Utilities**  
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[www.nj.gov/bpu/](http://www.nj.gov/bpu/)

CLEAN ENERGY

IN THE MATTER OF THE COMMUNITY SOLAR ENERGY PILOT PROGRAM	)	ORDER
	)	
	)	DOCKET NO. QO18060646
	)	
IN THE MATTER OF THE COMMUNITY SOLAR ENERGY PILOT PROGRAM YEAR 2 APPLICATION FORM AND PROCESS	)	
	)	
	)	DOCKET NO. QO20080556

**Party of Record:**

**Stefanie A. Brand, Esq., Director**, New Jersey Division of Rate Counsel

BY THE BOARD:

This Order reflects the Board’s actions establishing the Application Form and process for Program Year 2 (“PY2”) of the Community Solar Energy Pilot Program (“Pilot Program”), codified at N.J.A.C. 14:8-9 et seq.

**BACKGROUND**

On May 23, 2018, the Clean Energy Act, P.L. 2018, c. 17, was signed into law, directing the Board of Public Utilities (“Board” or “BPU”) to adopt rules and regulations within 210 days establishing a Pilot Program. This Pilot Program enables New Jersey electric utility customers to participate in a solar energy project that may be remotely located from their properties and receive a credit on their utility bills. Community solar therefore enables access to clean energy generation for utility customers currently unable to place solar generation directly on their own properties. The BPU is particularly interested in ensuring that low- and moderate-income (“LMI”) customers are able to access community solar, and that community solar development is pursued without materially compromising the preservation of open space or protected lands in New Jersey. The Pilot Program is designed to provide the necessary experience and to lay the groundwork for the development and implementation of a full-scale Community Solar Energy Program within 36 months of the signing of the Clean Energy Act.

The Board adopted the Pilot Program rules on January 17, 2019 following stakeholder engagement. The adopted rules were filed with the Office of Administrative Law and published in the New Jersey Register on February 19, 2019. The rules provide the framework necessary for the development and implementation of community solar in New Jersey during each of the Pilot Program's three Program Years. For instance, N.J.A.C. 14:8-9.3(c) directs Board Staff to initiate an annual application process, and lays out the requirements and conditions. Specifically, N.J.A.C. 14:8-9.3(c)1 directs Board staff to present to the Board for approval the application for participation in the Pilot Program and the criteria for evaluation of said application. N.J.A.C. 14:8-9.4(b) states that the annual capacity limit for PY2 shall be at least 75 MW per program year, and N.J.A.C. 14:8-9.4(d) provides that: "[t]he annual capacity will be divided among each EDC area based on their average respective percentages of in-State retail electric sales."

On March 29, 2019, the Board approved and released the Program Year 1 ("PY1") Application Form. The Application Period opened on April 9, 2019 at 9:00 a.m. and closed on September 9, 2019 at 5:00 p.m. The Board received 252 applications by the deadline, representing almost 652 MWdc. On December 20, 2019, the Board granted conditional approval to 45 community solar projects, representing almost 78 MWdc.

On July 9, 2020, the Board issued a request for comments regarding lessons learned from Program Year 1. A stakeholder meeting was held on July 27, 2020, and written comments were received by August 10, 2020. The request for comments was designed to supplement Staff's assessment of the PY1 Application process by eliciting stakeholder comments on a range of questions regarding PY1 and possible improvements to the Pilot Program. Questions were structured into four topics: 1) Equity and the Inclusion of Low- and Moderate-Income Households; 2) Program Year 1 Application Form and Application Process; 3) Program Year 2 Application Process; and 4) Other. Stakeholder comments are referenced when relevant throughout this Order; however, this Order does not provide an exhaustive summary of the comments received. Comments are available for review on the New Jersey Clean Energy Program website.

## **STAFF RECOMMENDATIONS**

### **Program Year 2 Application Form and Process**

Staff recommends that the PY2 Application Form and Process remain similar in structure to that used in PY1, as described in the Application Form included as an Appendix to this Order. The recommended Application Form includes amendments to clarify certain instructions, questions, and requirements in order to facilitate the review and selection of Applications.

In order to facilitate both the submission and the review of Applications, and based on strong stakeholder agreement, Staff further recommends that PY2 utilize an online application process. An online application process will eliminate the need for Applicants to meet in person to collate and submit hard copy applications, simplify the administrative completeness review process, and accelerate the application review process by reducing the need for data entry. As such, Staff recommends that the Application Form included as an Appendix to this Order be converted to an online application format (all questions and requirements would remain identical). Applicants would be able to begin developing applications on the basis of this Application Form; however, instructions on how to submit an Application online would be provided at a later date.

In order to account for sufficient time for project development, as well as the time needed to implement the online application process, Staff recommends that the PY2 window last approximately four months, closing on February 5, 2021 at 5:00 p.m.

### **Program Year 2 Capacity**

N.J.A.C. 14:8-9.4(b) states that the annual capacity limit for PY2 shall be at least 75 MW per program year. Stakeholder feedback generally suggested substantially increasing the PY2 capacity beyond the 75 MW minimum. In PY1, the Board received 252 applications, representing almost 652 MWdc. Of these, 93 Applications, representing approximately 156 MWdc, received a score above 80 points.

In considering the appropriate capacity for PY2, Staff recommends that the Board balance increasing the capacity so as to continue to grow the community solar market and accessibility, while not increasing the capacity so much as to dilute the competitive nature of the Pilot Program. As such, Staff recommends that the Board double the PY2 capacity compared to PY1, to 150 MWdc. Pursuant to N.J.A.C. 14:8-9.4(e), at least 40% of the PY2 capacity (i.e. 60 MW) would be allocated to LMI projects. Additionally, Staff recommends that the Board give itself the flexibility to allocate up to 10% over or under this 150 MWdc capacity limit, based on the review of the PY2 Applications.

N.J.A.C. 14:8-9.4(d) provides that: “[t]he annual capacity will be divided among each EDC area based on their average respective percentages of in-State retail electric sales.” Staff recommends that the Board utilize Energy Year 2019 data, which is the most recent year for which the Board has fully reconciled retail sales data from the annual RPS reconciliation process. The breakdown of allocated PY2 capacity would therefore be as follows:

<b>Table 1: PY2 allocated capacity</b>		
<b>EDC</b>	<b>% retail sales</b>	<b>MWdc allocated capacity</b>
Atlantic City Electric (“ACE”)	12.35%	18.525
Jersey Central Power & Light (“JCP&L”)	28.86%	43.29
Public Service Electric & Gas (“PSE&G”)	56.87%	85.305
Rockland Electric Company (“RECO”)	1.92%	2.88
Total	100%	150

Staff also recommends that the Board consider, in the event that there have not been enough applications submitted in a given service territory to provide adequate competition, not awarding any capacity in said service territory, and possibly reallocating the unused capacity to other service territories.

### **PY2 Application Scoring**

Staff recommends that the Board approve the following Evaluation Criteria for scoring the PY2 projects. These Evaluation Criteria will be used to score and rank complete Applications. Based on stakeholder feedback, Staff recommends utilizing similar criteria to those used in PY1, with some modifications. For example, the PY1 Evaluation Criteria included points for projects that committed to serving more than 51% residential subscribers. In reviewing the PY1 Applications, Staff found that the vast majority of projects answered “Yes” to this question, meaning that it did not serve as a meaningful criteria for differentiating between Applications. This likely at least in

part because the community solar bill credit is higher for residential customers than other customer types, so Applicants have an existing financial incentive to subscribe a majority of residential customers. Staff therefore recommends eliminating this criterion in PY2. Staff recommends that the siting criterion include a category for floating solar. Staff further recommends the inclusion of a “Project Maturity” requirement, which would award points to projects that are further along in the development process and are therefore expected to begin providing community solar benefits to subscribers sooner. Finally, in light of the high quality and number of applications received in PY1, Staff also recommends increasing the minimum score required to qualify for the Pilot Program, from 30 in PY1 to 50 in PY2. As in PY1, Staff recommends that the Board not limit the number of Applications that can be awarded to any one applicant, so as to maintain the competitive nature of the process and choose only the best scored projects.

<b>Table 2: PY2 Evaluation Criteria</b>	
<b>Evaluation Criteria</b>	<b>Max. Points (total possible points: 100)</b>
<b>Low- and Moderate-Income and Environmental Justice Inclusion</b> Higher preference: LMI project	25
<b>Siting</b> Higher preference, e.g.: landfills, brownfields, areas of historic fill, rooftops, parking lots, parking decks, canopies over impervious surfaces (e.g. walkway), former sand and gravel pits, former mines Medium preference, e.g.: floating solar on water bodies such as water treatment plants and sand and gravel pits, that have little to no established floral and faunal resources (*) No Points, e.g.: preserved lands, wetlands, forested areas, farmland  Bonus points for site enhancements, e.g. landscaping, land enhancement, pollination support (**)  Bonus points if project is located in a redevelopment area or an economic opportunity zone (**)  *Note: Applicants with a floating solar project must meet with DEP prior to submitting an Application, and take special notice of DEP’s siting guidelines.  **Note: bonus points will only be available for projects in the “higher” or “medium” preference siting categories. Projects in the “No Points” siting categories are not eligible for bonus points.	20   Max. possible bonus points: 3  Max. possible bonus points: 2
<b>Community and Environmental Justice Engagement</b> Higher preference: formal agreement, ongoing collaboration or effective partnership with municipality and/or local community organizations and/or affordable housing provider (per Section X,	15

<p>Questions 1, 2, and 3)          Medium preference: consultation with municipality and/or local community organization(s) and/or or affordable housing provider (per Section X, Question 4)          No Points: no collaboration or collaboration has not been proven</p>	
<p><b>Product Offering</b>          Higher preference: guaranteed savings &gt;20%, flexible terms*          Medium preference: guaranteed savings &gt;10%, flexible terms*          Low preference: guaranteed savings &gt;5%          No Points: no guaranteed savings, no flexible terms*           *Flexible terms may include: no cancellation fee, short-term contract</p>	15
<p><b>Other Benefits</b>          Higher preference: Provides jobs and/or job training and/or demonstrates co-benefits (e.g. paired with storage, EV charging station, energy audits, energy efficiency)</p>	10
<p><b>Geographic Limit within EDC service territory</b>          Higher preference: municipality/adjacent municipality          Medium preference: county/adjacent county          No Points: any geographic location within the EDC service territory</p>	5
<p><b>Project Maturity</b>          Higher preference: project has received all non-ministerial permits; project has completed an interconnection study</p>	5

**Equity and Low- and Moderate-Income Inclusion**

The July-August 2020 request for comments placed a strong emphasis on measures to improve and facilitate LMI inclusion. In particular, many stakeholders noted that the LMI verification rules at N.J.A.C. 14:8-9.8 allow for limited or onerous means for a potential subscriber to verify LMI status. This represents a barrier to access for LMI customers. Staff recommends that the Board consider alternatives to these LMI verification standards.

Another change that was suggested by some Applicants during the PY1 Application process was the implementation of an “opt-out” method of subscriber enrollment, by asking the Board to waive the rules that require the affirmative consent of a customer to sign them up for community solar (N.J.A.C. 14:8-9.10(b)(1)(i)). A simple waiver of the rules requiring affirmative subscriber consent presented a strong risk of customer slamming, among other concerns. Several stakeholder comments received in July-August 2020 indicated that an “opt-out” process would significantly reduce the costs of subscriber acquisition. Others, however, expressed caution, stressing the need to maintain consumer protection standards and questioning whether “opt-out” is necessary in the context of a Pilot Program. They further noted that the “opt-out” model would be better implemented with consolidated billing. Staff strongly agrees with those stakeholders that stated that consolidated billing is a pre-requisite to further discussion of an “opt-out” model. Staff therefore recommends that the Board direct the EDCs to work with Staff to implement consolidated billing for community solar, building upon the existing consolidated billing mechanisms employed for Third Party Suppliers when relevant. However, Staff also believes that the Pilot Program may be the appropriate context for testing new approaches and ideas on a

small scale. Staff therefore recommends that the Board explore amendments to the Pilot Program rules that would enable a limited scale testing of “opt-out” subscriber enrollment in the context of LMI municipal projects. The proposed PY2 Application Form includes a section dedicated to projects applying to use the “opt-out” subscriber enrollment method where owned and operated by a local government entity. This “opt-out” procedure for municipal projects will only be utilized if the Board approves the proposed rule amendments.

### **Community Solar Bill Credits**

Staff recommends that the Board order the EDCs to update the community solar bill credit calculations, to ensure that they are kept up to date when consulted by community solar stakeholders.

Additionally, stakeholders identified an issue with the community solar bill credit for master-metered buildings, particularly affordable housing buildings. Master metered accounts are billed on a lower, commercial tariff. As a result, the community solar bill credit calculated for these master-metered accounts is lower than a bill credit calculated for a residential subscriber. Stakeholder feedback during the July stakeholder meeting suggested that the TREC value may generally be sufficient to compensate for the lower bill credit for master metered accounts; however, there remains a financial disincentive to subscribe master metered customers versus regular residential customers. Staff does not currently have sufficient data to provide a recommendation on measures to address this issue. Staff therefore recommends that the Board direct the EDCs to provide any existing data on the prevalence of master metered accounts, and then incorporate further discussion into the development of the permanent community solar program.

### **Eligibility for the Transition Incentive Program**

The Board is currently implementing the New Jersey Solar Transition, i.e. the transition from the legacy SREC program to a new solar incentive program, the Successor Program. The current Transition Incentive Program was created to serve as a bridge between the SREC and Successor Programs. The development of the Successor Program is ongoing; however, the date of the Successor Program implementation and the specific details of the incentive program have not yet been established. Stakeholders emphasized that regulatory uncertainty can severely hamper the development of PY2 community solar Applications. Staff therefore recommends that Applications selected as part of PY2 be eligible for the current Transition Incentive program, even if Applications are selected after the establishment of the Successor Program.

### **Project Construction and Completion Timelines**

The Pilot Program rules include deadlines for the construction and completion of projects that receive conditional approvals from the Board. Specifically, N.J.A.C. 14:8-9.3(c)7 requires that community solar projects begin construction within six months of their approval by the Board. N.J.A.C. 14:8-9.3(c)8 requires that community solar projects be fully operational within twelve months of their approval by the Board. In both cases, Board staff may approve one or more extensions if substantial progress is shown towards meeting the milestone within the deadline (two-month and six-month extensions, respectively). Both the experience from PY1 projects and stakeholder comments show these deadlines to be very ambitious. Many of the PY1 projects have experienced delays due to COVID-19 in both the permitting and interconnection processes. Some of the smaller and more straightforward PY1 projects (rooftop projects in particular) have been able to build quickly, and are expected to meet their deadlines. The larger and more

complex projects will require one or more extensions to both the start of construction and completion deadlines, and likely would have even in the absence of COVID-19. In addition, stakeholders informed staff that, although Staff are empowered to extend deadlines, project financiers are concerned that those extensions may not be granted. Staff therefore recommends that the Board explore potential amendments to these project deadlines, specifically with respect to lengthening project completion deadlines but restricting the number of allowable extensions without a Board petition.

### **Government Applicants**

The PY1 Application Form included a special exemption process by which governmental applicants seeking to apply to the Pilot Program could do so prior to issuing a Request for Proposals or other public procurement process. This exemption process was developed in recognition of the fact that public procurement can be lengthy and complex. One of the projects granted conditional approval during PY1, developed by the Atlantic County Utilities Authority (“ACUA”) exercised this exemption. Other municipal applicants applied for PY1, or were direct partners in the design and submission of PY1 Applications, without needing the provided exemption process. Finally, several municipalities submitted Applications that requested both the exemption provided for in PY1, as well as further exemptions, including from the requirement to identify a site. Subsequent conversations suggest that these Applicants may not have a site suitable for community solar belonging to the municipality; the intent may therefore have been for a project to be developed by a private developer, with the municipality managing the subscriber acquisition.

Staff strongly supports the development of community solar projects by and in partnership with government entities, particularly municipalities: one of the key priorities of community solar is for projects to serve the needs of local communities. However, given the very strong interest in the Pilot Program, Staff believes that key elements of project design, including siting, subscription design, and community partnerships, are necessary to demonstrate the viability of the proposed project. Staff believes that the Board should support efforts by governmental entities, particularly municipalities, to partner with developers in order to bring community solar benefits to their residents. Staff therefore recommends that the Board authorize Staff to explore the value of developing an online mechanism or platform to help governmental entities interested in bringing community solar to their communities to partner with interested developers.

### **FINDINGS AND DISCUSSION**

The Pilot Program represents an important innovation in New Jersey solar, providing new means for ratepayers to access the benefits of solar energy, particularly in disadvantaged communities. The Board is therefore very pleased to see the Pilot Program grow in its second year, and looks forward to reviewing many high-quality applications.

Having reviewed comments received from stakeholders and Staff’s recommendations based on the experience from PY1, the Board **HEREBY APPROVES** the release of the Community Solar Energy Pilot Program Year 2 Application Form included as an Appendix to this Order, including the PY2 Evaluation Criteria. The Board **ORDERS** Staff to develop an online application process based on this Application Form through which Applicants will be able to submit Applications. Applicants may begin to develop applications on the basis of this Application Form, but may not use this Form to submit an Application. Further information on how to submit an Application online will be provided by Staff at a later date. The Board **FURTHER ORDERS** that the PY2 application period will close on February 5, 2021 at 5:00 p.m.

The Board has the authority to waive its rules pursuant to N.J.A.C. 14:1-1.2(b), which provides that "[i]n special cases and for good cause shown," the Board may relax or permit deviations from these rules. Further, in accordance with the general purposes and intent of its rules, the Board shall waive sections of its rules if "full compliance with the rule would adversely affect the ratepayers of a utility or other regulated entity, the ability of said utility or other regulated entity to continue to render safe, adequate and proper service, or the interests of the general public."<sup>1</sup>

The Pilot Program rules at N.J.A.C. 14:8-9.4(b) require that the Board set the community solar PY2 and PY3 annual capacity limit no later than 30 days prior to the start of the respective program years. Compliance with this rule would have required the Board to set the PY2 capacity on December 1, 2019, which would have been prior to the selection of the PY1 projects. The Board would not have had the experience from the PY1 projects, or the benefit of Staff and stakeholders' evaluation of PY1 and recommendations for PY2. Blindly allocating capacity could adversely affect ratepayers, regulated entities and the community solar market. The Board, finding good cause therefore, **HEREBY WAIVES** the requirement at N.J.A.C. 14:8-9.4(b) that it set the PY2 annual capacity limit no later than 30 days prior to the start of the Program Year.

In order to balance the need to support the continued growth of the community solar market with the Board's desire to maintain the high quality and standards of Applications seen in PY1, the Board **HEREBY DETERMINES** that the PY2 capacity shall be set at 150 MWdc. Pursuant to N.J.A.C. 14:8-9.4(e), at least 40% of the PY2 capacity (i.e. 60 MW) will be allocated to LMI projects. The Board **FURTHER DETERMINES** that the Board may have the flexibility to allocate up to 10% over or under this 150 MWdc capacity limit, based on its review of the PY2 Applications. The breakdown of allocated PY2 capacity by EDC service territory is set as defined in Table 1 of the Staff Recommendations. In the event that there are not enough applications submitted in a given service territory to provide adequate competition, the Board may, at its discretion, elect to not award any capacity in said service territory, and may reallocate the unused capacity.

In order to limit regulatory uncertainty for projects applying to PY2 of the Pilot Program, the Board **FINDS** that Applications selected as part of PY2 will be eligible to register for the current Transition Incentive program, even if said Applications are selected after the establishment of the Successor Program. PY2 projects' Transition Incentive eligibility is subject to maintaining compliance with the rules and regulations of the TI Program and Community Solar regulatory deadlines.

With respect to the community solar bill credits, the Board **DIRECTS** the EDCs to provide updated bill credit calculations and sample bills to Staff no later than October 30, 2020, for posting to the community solar webpage on the NJCEP website. The Board **ORDERS** that, going forward, the EDCs should provide updated bill credit calculations and sample bills at least once annually, no later than October 15 of each year. The EDCs may provide more regular updates if required based on changes to the value of the community solar bill credit. When possible and relevant, the EDCs should also work with Staff to ensure reasonable consistency in the manner in which the bill credit calculations are presented.

In order to support the development of community solar projects by, and in partnership with, local communities, the Board **DIRECTS** Staff to explore and implement as warranted a mechanism by which interested governmental entities can be contacted by community solar developers.

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<sup>1</sup> N.J.A.C. 14:1-1.2(b).



The Board also recognizes that some recommended changes to the Pilot Program will need to be addressed over the longer term. The Board **DIRECTS** the EDCs to work with Staff to develop options to implement consolidated billing for community solar, and include considerations of what is currently done by other state affiliates. The EDCs shall present actionable recommendations for consolidated billing implementation in a report to the Board, no later than February 26, 2021. The Board **FURTHER ORDERS** the EDCs to provide to Staff any existing data on the prevalence of master metered accounts in their respective service territories, including any demographic data regarding the types of buildings that are master metered.

The effective date of this order is October 13, 2020.

DATED: October 2, 2020

BOARD OF PUBLIC UTILITIES  
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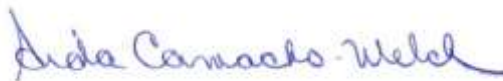


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IN THE MATTER OF A COMMUNITY SOLAR ENERGY PILOT PROGRAM  
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IN THE MATTER OF THE COMMUNITY SOLAR ENERGY PILOT PROGRAM YEAR 2  
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Publication on Clean Energy Program  
Community Solar listserv

## New Jersey Community Solar Energy Pilot Program Program Year 2 Application Form

### Section A: Application Form Requirements, Instructions, Terms and Conditions

The following Application Form is intended only for entities submitting a community solar project for consideration by the New Jersey Board of Public Utilities (“Board” or “BPU”). Projects selected by the Board will be approved for participation in the Community Solar Energy Pilot Program, pursuant to the rules at N.J.A.C. 14:8-9.

This Application Form is valid only for the following Program Year and Application Period:

#### **Program Year 2, Application Period 1**

Application Period Opens: Staff will inform stakeholders once the online application portal is open. The online application portal will open no later than December 31, 2020.

Application Period Closes: Friday, February 5, 2021 at 5:00 P.M. EST

### I. Minimum Qualification Requirements

The Community Solar Energy Pilot Program is open to projects that meet the following minimum requirements, and the full requirements defined in N.J.A.C. 14:8-9 (available for reference at the following link: [http://njcleanenergy.com/files/file/R\\_2019%20d\\_021%20\(51%20N\\_J\\_R\\_%20232\(a\)\).pdf](http://njcleanenergy.com/files/file/R_2019%20d_021%20(51%20N_J_R_%20232(a)).pdf)).

1. The proposed community solar project must be located in the electric service territory of an Electric Distribution Company (“EDC”) in the State of New Jersey.
2. Existing solar projects may not apply to requalify as a community solar project. An existing solar project, as defined in N.J.A.C. 14:8-9.2, means a solar project having begun operation and/or been approved by the Board for connection to the distribution system prior to February 19, 2019. Projects having received a subsection (t) conditional certification from the Board prior to February 19, 2019 should refer to section B. XIII. Special Authorizations and Exemptions for additional information.
3. The Board will not consider Applications for EDCs to develop, own, or operate community solar project(s).
4. The Board will not consider Applications for projects sited on preserved farmland, as defined in N.J.A.C. 14:8-9.2.
5. The Board will not consider Applications for projects exceeding the capacity limit for individual community solar projects, set at 5 MWdc as defined in N.J.A.C. 14:8-9.4(g).

### II. Instructions for Completing the Community Solar Energy Pilot Program Application Form

1. Applications **must** be submitted via a dedicated online application process. Staff will provide further details on how to submit an Application online upon the opening of the online application process. The online application process will reflect the exact questions and requirements laid out



in this Application Form. This PDF Application Form is being provided to allow Applicants to develop their Applications; **do not** submit an Application using this PDF Application Form. Any Application submitted using this PDF Application Form rather than the dedicated online application process will not be considered.

2. Each solar project applying to participate in the Community Solar Energy Pilot Program requires the submission of an individual Application Form. **Do not apply for more than one (1) project per Application Form.** There is no limit to the number of Application Forms that can be submitted by any one Applicant (see the definition of an “Applicant” in section A. III. Terms and Conditions).
3. **Do not submit the same project (same Applicant name and project site) multiple times or with various sizes.**
4. All questions are required to be answered, unless explicitly marked as optional. All attachments are required, unless explicitly marked as optional. All attachments must be submitted with the Application Form via the online application process, therefore forming a complete application package.
5. Do not in any way amend, edit, or otherwise change the questions or format of this application form.
6. Original signatures on all forms and certifications of this Application Form are required. The certifications contained in section C must be notarized and may not be modified. More information on how to submit electronic certifications will be provided upon the release of the online application process.
7. Attachments must be submitted as part of the Application Form via the online application process. The Board will not accept documentation sent directly to the Board.

III. Terms and Conditions

General Terms and Conditions

1. The “Applicant” is defined as the entity that submits the Community Solar Energy Pilot Program Application Form (for example, an Applicant may be a project developer, project owner, project operator, property owner, contractor, installer, or agent thereof).  
 Prior to completing the Application Form, the Applicant must carefully review the rules at N.J.A.C. 14:8-9, and any other rules, regulations, and codes applicable to the design, construction, and operation of a community solar project in New Jersey. All Applications must be in compliance with all local, state and federal rules, regulations and laws. Furthermore, submission of an Application Form does not obviate the need for compliance with all applicable local, state, and federal laws and regulations at any time during the design, construction, operation, and decommissioning of a community solar project including, but not limited to, regulations by commissions such as the New Jersey Highlands Council and the New Jersey Pinelands Commission.
2. By submitting an Application, the Applicant acknowledges notice on behalf of all project participants that the information included in the Application is subject to disclosure under the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. Aggregated information may be used by the



Board and/or other state, federal, county, regional or local agencies in reports and evaluations, and the geographic location may be used to update Geographic Information System (“GIS”) mapping. Applicants must identify sensitive and trade secret information that they wish to keep confidential by submitting them in accordance with the confidentiality procedures set forth in N.J.A.C. 14:1-12.3 (see “Submission of Confidential Information). Furthermore, the Applicant understands that the list of approved community solar projects will be published on the Board of Public Utilities website.

3. Amendments or supplements to the Community Solar Energy Pilot Program Application Form will be made available via the New Jersey Clean Energy Program (“NJCEP”) website at [www.njcleanenergy.com](http://www.njcleanenergy.com). This Application Form may be modified for future Application Periods at any time without prior notification.

### Evaluation of Applications and Approval of Projects

4. Only Applications that are administratively complete by the close of the Application Period will be considered for participation in the Community Solar Energy Pilot Program during that Program Year. An application will be deemed administratively complete if: 1) All questions are completed, except those explicitly marked as optional, 2) All required attachments are included (see Appendix B for a checklist of required attachments), and 3) All required signatures are included. Applicants will be notified if an Application is deemed administratively incomplete. An incomplete Application may be amended and resubmitted during the next Pilot Program Application Period without advantage or disadvantage, so long as it conforms to the requirements of that Application Period. In the event that any required information or attachment is missing, the Application will be deemed incomplete and will not be scored.
5. Only Applications that are submitted via the online application process will be considered for participation in Program Year 2 (“PY2”) of the Pilot Program.
6. Any Application that contains factually incorrect information will be eliminated from consideration.
7. The Applicant may be required to supplement the information provided in the Application Form upon request from the Board or Board Staff.
8. Following the close of the Application Period, each Application will be reviewed and evaluated by a dedicated Evaluation Committee.
9. In reviewing each application, Board Staff may consult with the New Jersey Department of Environmental Protection (“NJDEP”), the New Jersey Department of Agriculture, or other state agencies and consultants as are relevant to the Application. Any information marked and submitted as confidential will be treated as such by the receiving agency, and used for the sole purpose of evaluation.
10. **Board Staff may reject Applications that are incomplete at the close of the Application Period, that are not in compliance with the rules and regulations established in N.J.A.C. 14:8-9, or that do not meet a minimum standard for selection, as set forth in this Application Form.**
11. The criteria for evaluation of Applications are presented in Appendix C (Evaluation Criteria). Projects must score a minimum 50 points total in order to be considered for participation in the



Community Solar Energy Pilot Program. Projects that score above 50 points will be presented to the Board for approval for participation in the Community Solar Energy Pilot Program in order, starting with the highest-scoring project and proceeding to the lowest-scoring project, and until the allocated program capacity allocated for that Program Year to each EDC service territory. The last project to be selected by the Board will be granted conditional approval for its full capacity (i.e. no project capacity will be cut off).

The allocated program capacity for Program Year 2 is **150 MWdc**. At least 40% of program capacity (i.e. at least 60 MW) will be allocated to Low and Moderate Income (“LMI”) projects. The Board may, at its discretion, award up to 10% over or under this 150 MWdc capacity limit.

The EDC service territory breakdown of capacity for PY2 is as follows:

EDC	% of retail sales	PY2 Allocated Capacity
Atlantic City Electric (“ACE”)	12.35%	18.525
Jersey Central Power & Light (“JCP&L”)	28.86%	43.29
Public Service Electric & Gas (“PSE&G”)	56.87%	85.305
Rockland Electric Company (“RECO”)	1.92%	2.88
Total	100%	150

- The Board may elect not to select projects in an EDC service territory if the number of Applications submitted is insufficient to provide adequate competition. In that event, the Board may allow the unused capacity to be reallocated to another EDC territory.

Milestones and Follow-Up for Approved Projects

- Should the proposed community solar project be approved by the Board for participation in the Community Solar Energy Pilot Program, such approval will be contingent on the project being constructed and operated as proposed in its Application. Applicants may not change the location or characteristics of selected projects.

Furthermore, pursuant to the rules at N.J.A.C. 14:8-9.3(c), approved projects are expected to begin construction within 6 months of their approval by the Board, and are expected to become fully operational within 12 months of their approval by the Board. Extensions may be granted by Board Staff at its discretion, based on its assessment of the specific circumstances of each project approved.

Please note: the Board proposed an amendment to the Pilot Program rules, which, if approved, would eliminate the deadline to begin construction, establish a requirement that approved projects provide quarterly progress updates, and extend the deadline to become fully operational from 12 to 18 months. Additionally, Staff would be able to grant one, six-month extension; further extensions would need to be requested from the Board via a petition. If approved, these rule amendments will apply to all community solar projects granted conditional approval to participate in the Pilot Program. This note is for informational purposes only. Applicants must be





prepared to construct their projects in accordance with the existing timelines in the current rules at N.J.A.C. 14:8-9.3(c).

In order to monitor compliance, approved projects will be required to submit updates to the Board:

- a. Prior to the beginning of construction, the Applicant must provide evidence that commitments in the following categories have been met: project location, community and environmental justice engagement, other benefits.
- b. Prior to applying for permission to operate (“PTO”), the Applicant must provide evidence that commitments in the following categories have been met: siting (other than location), all permits received.
- c. Prior to applying to the EDC for allocation of bill credits, the Applicant must provide evidence that commitments in the following categories have been met: product offering, subscriber type, geographic limit within EDC service territory.

If the approved project fails to be completed as proposed in the Application, and the Applicant fails to remedy the failure or provide an equivalent modification within a reasonable timeframe, the project may be penalized up to and including a withdrawal of the permission to operate in the Community Solar Energy Pilot Program.

#### Incentive Eligibility

14. In order to limit regulatory uncertainty for projects applying to PY2 of the Pilot Program, the Board has determined that Applications selected as part of PY2 be eligible to register for the current Transition Incentive (“TI”) program, even if said Applications are selected after the establishment of the Successor Program, subject to projects maintaining compliance with the rules and regulations of the TI Program.

#### Special Considerations for Project Siting

15. Unlike Program Year 1, Applicants with ground mounted projects are not required to meet with NJDEP’s Office of Permitting and Project Navigation (“OPPN”, formerly the Office of Permit Coordination and Environmental Review, or PCER) prior to submitting an Application to the Board. Applicants may request a meeting with the OPPN to identify permits and other potential issues, but doing so is not a prerequisite in the PY2 Application process.  
Exception: Applications for floating solar projects are required to meet with OPPN prior to submitting an Application. Applicants are responsible for requesting the meeting sufficiently in advance of the Application deadline to ensure that the meeting is able to occur.
16. Applicants are required to submit a complete OPPN Permit Readiness Checklist as an attachment to their Application. Applicants are not required to submit the OPPN Permit Readiness Checklist to OPPN prior to submitting an Application, except in the case of floating solar projects. The Evaluation Committee will submit the Checklists of shortlisted Applications directly to NJDEP prior



- to presenting the list of project scores to the Board. The Permit Readiness Checklist is available at the following link: <https://www.nj.gov/dep/pcer/introcklist.htm>.
17. Special attention should be paid when siting a project on a landfill, a brownfield, or an area of historic fill. For reference, NJDEP's *Guidance for Installation of Solar Renewable Energy Systems on Landfills in New Jersey* can be found at the following link: <https://www.nj.gov/dep/dshw/swp/solarguidance.pdf>.
  18. The Applicant should review the environmental compliance history at the proposed site and the various operations that were conducted there. Satisfaction of all outstanding NJDEP regulatory compliance obligations, if applicable, will be required prior to applying for permission to operate. The Applicant should identify any outstanding compliance and enforcement issues associated with the property on which the proposed project is to be sited and resolve them accordingly before submitting an Application, if applicable.
  19. If the proposed project is sited on Green Acres preserved open space, as defined in N.J.A.C. 14:8-9.2, or on land owned by NJDEP, the Applicant must receive special approval for the project from NJDEP prior to submitting the Application to the Board, and attach proof of approval to their application package (see section B. VII. Community Solar Facility Siting).

#### Special Considerations for Government Entity Applicants

20. Specific exemptions are identified throughout the Application Form which apply only if: 1) the Applicant is a government entity (municipal, county, or state), AND 2) the community solar developer will be selected by the Applicant via a Request for Proposals ("RFP"), Request for Quotations ("RFQ"), or other bidding process. If this is the case, the Applicant must include a letter describing the proposed bidding process, and the Applicant should complete all sections of the Application Form based on the project as it will be designed in the bidding process. The Applicant must further commit to issuing said RFP, RFQ, or other bidding process within 90 days of the proposed project being approved by the Board for participation in the Community Solar Energy Pilot Program (see section B. XIII. Special Authorizations and Exemptions).
21. Alternatively, Government Entity Applicants may elect to submit an Application after issuing an RFP, RFQ, or other bidding process.
22. The Application Form has been designed to ensure that Government Entity Applicants provide the information necessary to equitably score the project against all other Applicants, and to provide contain reasonable assurances that the project will be developed. All Applicants are required to identify a project site.
23. Additionally, the Board proposed an amendment to the Pilot Program rules, which, if approved, would allow municipally-owned community solar projects to submit an application for a project that requests an exemption from the provisions at N.J.A.C. 14:8-9.10(b)(1) mandating subscriber enrollment via affirmative consent (i.e. an opt-out community solar project). Projects applying in PY2 may indicate in section B. XIII. Special Authorizations and Exemptions that they plan to utilize opt-out subscriber enrollment if the proposed rule amendment is approved by the Board. If the Application is selected but the proposed rule amendment is not approved by the Board, the



project will be required to proceed using affirmative consent (i.e. “opt-in”) subscriber enrollment rules, as currently provided for in the Pilot Program rules at N.J.A.C. 14:8-9.10(b)(1).

### Submitting an Application

24. Applications must adhere to all of the following instructions for submission. Applications must be received no later than 5:00 P.M. on the date of the close of the Application Period in order to be considered.
25. Applications **must** be submitted via the dedicated online application process. Staff will provide further details on how to submit an Application online upon the opening of the online application process. The online application process will reflect the exact questions and requirements laid out in this Application Form. This PDF Application Form is being provided to allow Applicants to develop their Applications; **do not** submit an Application using this PDF Application Form.

### Submission of Confidential Information

26. All Applications received will be posted to the New Jersey Clean Energy Program website, and will be available through NJBPU’s Public Document Search. The information contained in and submitted with the Application is subject to disclosure under the Open Public Records Act, N.J.S.A. 47-1A-1 et seq.
27. Claimed sensitive and trade secret information that Applicants wish to keep confidential must be submitted in accordance with the confidentiality procedures set forth in N.J.A.C. 14:1-12.3.

### Questions and Further Information

28. Please address all questions pertaining to the Application Form to [communitysolar@njcleanenergy.com](mailto:communitysolar@njcleanenergy.com).
29. Additional guidance and Frequently Asked Questions will be available on the NJCEP website at: <http://njcleanenergy.com/renewable-energy/programs/community-solar>.



**Section B: Community Solar Energy Project Description**

Project Name: \_\_\_\_\_

\*This name will be used to reference the project in correspondence with the Applicant.

**I. Applicant Contact Information**

Applicant Company/Entity Name: \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant Mailing Address: \_\_\_\_\_

Municipality: \_\_\_\_\_ County: \_\_\_\_\_ Zip Code: \_\_\_\_\_

- Applicant is:     Community Solar Project Owner       Community Solar Developer/Facility Installer  
                       Property/Site Owner                                       Subscriber Organization  
                       Agent (if agent, what role is represented) \_\_\_\_\_

**II. Community Solar Project Owner**

Project Owner Company/Entity Name (complete if known): \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Municipality: \_\_\_\_\_ County: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**III. Community Solar Developer**

*This section, "Community Solar Developer," is optional if: 1) the Applicant is a government entity (municipal, county, or state), AND 2) the community solar developer will be selected by the Applicant via a RFP, RFQ, or other bidding process. In all other cases, this section is required.*

Developer Company Name (optional, complete if applicable): \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Municipality: \_\_\_\_\_ County: \_\_\_\_\_ Zip Code: \_\_\_\_\_

- The proposed community solar project will be primarily built by:  
 the Developer       a contracted engineering, procurement and construction ("EPC") company



If the proposed community solar project will be primarily built by a contracted EPC company, complete the following (optional, complete if known):

*If the EPC company information is left blank and the proposed project is approved by the Board for participation in the Community Solar Energy Pilot Program, the Applicant must inform the Board of the information below once the EPC company becomes known.*

EPC Company Name (optional, complete if applicable): \_\_\_\_\_  
 First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
 Daytime Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Municipality: \_\_\_\_\_ County: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**IV. Property/Site Owner Information**

Property Owner Company/Entity Name: \_\_\_\_\_  
 First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
 Daytime Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 Applicant Mailing Address: \_\_\_\_\_  
 Municipality: \_\_\_\_\_ County: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**V. Community Solar Subscriber Organization (optional, complete if known)**

*If this section, "Community Solar Subscriber Organization," is left blank and the proposed project is approved by the Board for participation in the Community Solar Energy Pilot Program, the Applicant must inform the Board of the information below once the Subscriber Organization becomes known.*

Subscriber Organization Company/Entity Name (optional, complete if applicable): \_\_\_\_\_  
 First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_  
 Daytime Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Municipality: \_\_\_\_\_ County: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**VI. Proposed Community Solar Facility Characteristics**

Community Solar Facility Size (as denominated on the PV panels): \_\_\_\_\_ MWdc  
 \*Any application for a system larger than 5 MWdc will be automatically eliminated. If awarded, projects will be held to the MWdc size indicated in this Application.

Community Solar Facility Location (Address): \_\_\_\_\_  
 Municipality: \_\_\_\_\_ County: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Name of Property (optional, complete if applicable): \_\_\_\_\_

Property Block and Lot Number(s): \_\_\_\_\_

Community Solar Site Coordinates: \_\_\_\_\_ Longitude \_\_\_\_\_ Latitude

Total Acreage of Property Block and Lots: \_\_\_\_\_ acres

Total Acreage of Community Solar Facility: \_\_\_\_\_ acres

Attach a delineated map of the portion of the property on which the community solar facility will be located in PDF format. The map must be provided in color. Note: Applications may be required upon request to submit a copy of the delineated map as a design plan in drawing file format (.dwg) or as a shapefile (.shp), in order to facilitate integration with Geographic Information System (GIS) software.

EDC electric service territory in which the proposed community solar facility is located: *(select one)*

- Atlantic City Electric                       Jersey Central Power & Light  
 Public Service Electric & Gas               Rockland Electric Co.

Estimated time from Application selection to project completion\* *(The Applicant should provide a good faith estimate of the date of project completion; however, this data is being collected for informational purposes only.)*: \_\_\_\_\_ (month) \_\_\_\_\_ (year)

\*Project completion is defined pursuant to the definition at N.J.A.C. 14:8-9.3 as being fully operational, up to and including having subscribers receive bill credits for their subscription to the project. Projects must be fully operational within 12 months of receiving conditional approval by the Board (subject to change according to the proposed rule amendment described in the Terms and Conditions).

The proposed community solar facility is an existing project\* .....  Yes  No

If "Yes," the Application will not be considered by the Board. See section B. XIII. for special provisions for projects having received a subsection (t) conditional certification from the Board prior to February 19, 2019.

\*An existing project is defined in N.J.A.C. 14:8-9.2 as a solar project having begun operation and/or been approved by the Board for connection to the distribution system prior to February 19, 2019.

**VII. Community Solar Facility Siting**

1. The proposed community solar project has site control\* .....  Yes  No

If "Yes," attach proof of site control.

If "No," the Application will be deemed incomplete.

\*Site control is defined as property ownership or option to purchase, signed lease or option to lease, or signed contract for use as a community solar site or option to contract for use as a community solar site. The site control must be specific to the project in this Application, and may not be contingent on the approval of another Application submitted in PY2.



2. The proposed community solar facility is located, in part or in whole, on preserved farmland\* .....  Yes  No

If “Yes,” the Application will not be considered by the Board.

\*Preserved farmland is defined in N.J.A.C. 14:8-9.2 as land from which a permanent development easement was conveyed and a deed of easement was recorded with the county clerk’s office pursuant to N.J.S.A. 4:1C-11 et seq.; land subject to a farmland preservation program agreement recorded with the county clerk’s office pursuant to N.J.S.A. 4:1C-24; land from which development potential has been transferred pursuant to N.J.S.A. 40:55D-113 et seq. or N.J.S.A. 40:55D-137 et seq.; or land conveyed or dedicated by agricultural restriction pursuant to N.J.S.A. 40:55D-39.1.

3. The proposed community solar facility is located, in part or in whole, on Green Acres preserved open space\* or on land owned by the New Jersey Department of Environmental Protection (NJDEP) .....  Yes  No

If “Yes,” the Applicant must attach special authorization from NJDEP for the site to host a community solar facility. The Board will not consider Applications for projects located, in part or in whole, on Green Acres preserved open space or on land owned by NJDEP, unless the Applicant has received special authorization from NJDEP and includes proof of such special authorization in the Application package.

\*Green Acres preserved open space is defined in N.J.A.C. 14:8-9.2 as land classified as either “funded parkland” or “unfunded parkland” under N.J.A.C. 7:36, or land purchased by the State with “Green Acres funding” (as defined at N.J.A.C. 7:36).

4. The proposed community solar facility is located, in part or in whole, on (check all that apply):

- a landfill (see question 7 below)
- a brownfield (see question 8 below)
- an area of historic fill (see question 9 below)
- a rooftop (see question 10 below)
- a canopy over a parking lot or parking deck
- a canopy over another type of impervious surface (e.g. walkway)
- a water reservoir or other water body (“floating solar”) (see question 11 below)
- a former sand or gravel pit or former mine
- farmland\* (see definition below)
- other (see question 5 below): \_\_\_\_\_

\*Farmland is defined as land that has been actively devoted to agricultural or horticultural use and that is/has been valued, assessed, and taxed pursuant to the “Farmland Assessment Act of 1964,” P.L. 1964, c.48 (C. 54:4-23.1 et seq.) at any time within the ten year period prior to the date of submission of the Application.

5. If you answered “other” to question 4 above, describe the proposed site and explain why it is appropriate for siting a community solar facility:



6. The proposed community solar facility is located, in part or in whole, on land located in:

- the New Jersey Highlands Planning Area or Preservation Area
- the New Jersey Pinelands

If the project is a ground mounted project (i.e. not rooftop or canopy), and answered “Yes” to either of the options above, include a letter or other determination from the New Jersey Highlands Council or the New Jersey Pinelands Commission, as relevant, stating that the proposed project is consistent with land use priorities in the area.

7. If the proposed community solar facility is located, in part or in whole, on a landfill, provide the name of the landfill, as identified in NJDEP’s database of New Jersey landfills, available at [www.nj.gov/dep/dshw/lrm/landfill.htm](http://www.nj.gov/dep/dshw/lrm/landfill.htm): \_\_\_\_\_

8. If the proposed community solar facility is located, in part or in whole, on a brownfield, has a final remediation document been issued for the property? .....  Yes  No  
 If “Yes,” attach a copy of the Response Action Outcome (“RAO”) issued by a Licensed Site Remediation Professional (“LSRP”) or the No Further Action (“NFA”) letter issued by NJDEP.

9. If the proposed community solar facility is located, in part or in whole, on an area of historic fill, have the remedial investigation requirements pursuant to the Technical Requirements for Site Remediation, N.J.A.C. 7:26E-4.7 been implemented? .....  Yes  No  
 Has the remediation of the historic fill been completed pursuant to the Technical Requirements for Site Remediation, N.J.A.C. 7:26E-5.4? .....  Yes  No  
 If the remediation of the historic fill has been completed, attach a copy of the Response Action Outcome (“RAO”) issued by a Licensed Site Remediation Professional (“LSRP”) or the No Further Action (“NFA”) letter issued by NJDEP.

10. If the proposed community solar facility is located, in part or in whole, on a rooftop, has the Applicant verified that the roof is structurally able to support a solar system? .....  Yes  No  
 If “Yes,” attach substantiating evidence.  
 If “No,” the application will not be considered by the Board.

11. If the proposed community solar facility is located, in part or in whole, on a water reservoir or other water body (“floating solar”), is the facility located at a water treatment plant or sand and gravel pit that has little to no established floral and faunal resources? .....  Yes  No  
 If “Yes,” provide supporting details and attach substantiating evidence if needed.

\*All proposed floating solar projects are required to meet with NJDEP’s OPPN prior to submitting an Application. Applicants are responsible for contacting NJDEP with sufficient advance notice to





ensure that a meeting will occur prior to the deadline to submit an Application. Please see section VIII Permits, Question 2 for more information.

12. The proposed community solar facility is located on the property of an affordable housing building or complex .....  Yes  No

13. The proposed community solar facility is located on an area designated in need of redevelopment .....  Yes  No  
 If "Yes," attach proof of the designation of the area as being in need of redevelopment from a municipal, county, or state entity.

14. The proposed community solar facility is located in an Economic Opportunity Zone, as defined by the New Jersey Department of Community Affairs ("DCA") .....  Yes  No  
 If "Yes," attach proof that the facility is located in an Economic Opportunity Zone.

\*More information about Economic Opportunity Zones are available at the following link:  
[https://www.state.nj.us/dca/divisions/lps/opp\\_zones.html](https://www.state.nj.us/dca/divisions/lps/opp_zones.html).

15. The proposed community solar facility is located on land or a building that is preserved by a municipal, county, state, or federal entity .....  Yes  No  
 If "Yes," attach proof of the designation of the site as "preserved" from a municipal, county, or state entity, and evidence that such designation would not conflict with the proposed solar facility.

16. The proposed community solar facility is located, in part or in whole, on land that includes trees .....  Yes  No  
 Construction of the proposed community solar facility will require cutting down one or more trees .....  Yes  No  
 If "Yes," estimated number of trees required to be cut for construction: \_\_\_\_\_  
 If "Yes," estimated number of acres of trees that required to be cut for construction: \_\_\_\_\_

17. Are there any use restrictions at the site? .....  Yes  No  
 If "Yes," explain the use restriction below and provide documentation that the proposed community solar project is not prohibited. \_\_\_\_\_

Will the use restriction(s) be required to be modified by variance or other means? .....  Yes  No  
 If "Yes," explain the modification below. \_\_\_\_\_



18. The proposed community solar facility has been specifically designed or planned to preserve or enhance the site (e.g. landscaping, site and enhancements, pollination support, etc.) This represents site improvements beyond required basic site improvements .....  Yes  No  
 If “Yes,” explain below, and provide any substantiating documentation in an attachment. Explain how the proposed site enhancements will be made and maintained for the life of the project. If implementing pollination support, explain what type of pollination support, how this support is expected to help local ecosystems, and whether the proposed pollination support has received certifications or other verification.

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19. This question is for informational purposes only, and will not impact the Application’s score. The Board is interested in learning more about ways in which “dual use” projects may be implemented in the Pilot Program:

The proposed community solar facility is a “dual use” project: i.e. the project site will remain in active agricultural production throughout the life of the project (e.g. crop production under or between the panels, livestock grazing).....  Yes  No

\*Wildflower planting or other pollination support is not considered dual use for purposes of this question (pollination support is question 18).

If “Yes,” explain what agricultural production will be maintained on the site and will be consistent with the presence of a solar system. Provide any substantiating documentation in an attachment.

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**VIII. Permits**

1. The Applicant has completed the NJDEP Permit Readiness Checklist, and will submit it as an attachment to this Application.....  Yes  No  
 If “No,” the Application will be deemed incomplete. This requirement only applies to ground mounted and floating solar projects. Community solar projects located on a rooftop, parking lot, or parking structure are exempt from this requirement.

\*Applicants are not required to submit the Permit Readiness Checklist to NJDEP prior to submitting an Application to the Board, except in the case of floating solar projects.

2. The Applicant has met with NJDEP’s OPPN .....  Yes  No  
 If “Yes,” attach meeting notes or relevant correspondence with NJDEP’s OPPN.

\* If the Applicant met with OPPN or received comments from OPPN (formerly PCER) for this project as part of the Program Year 1 Application process, and if the details of the project and the site characteristics have remained the same, those comments remain valid. Please include those comments or meeting notes as an attachment to the Application.

\*A meeting with NJDEP’s OPPN is not required prior to submitting an Application. Exception: all floating solar projects are required to meet with NJDEP’s OPPN prior to submitting an Application. Applicants with a floating solar project are responsible for contacting NJDEP with



sufficient advance notice to ensure that a meeting will occur prior to the deadline to submit an Application.

3. The Applicant has received all non-ministerial permits\* for this project *(optional)* .....  Yes  No

\*Receiving all non-ministerial permits is not required prior to submitting an Application.

\*A non-ministerial permit is one in which one or more officials consider various factors and exercise some discretion in deciding whether to issue or deny a permit. This is in contrast to a ministerial permit, for which approval is contingent upon the project meeting pre-determined and established standards. Examples of non-ministerial permits include: local planning board authorization, use variances, Pinelands or Highlands Commission approvals, etc. Examples of ministerial permits include building permits and electrical permits.

4. Please list all permits, approvals, or other authorizations that will be needed for the construction and operation of the proposed community solar facility pursuant to local, state and federal laws and regulations. Include permits that have already been received, have been applied for, and that will need to be applied for. These include:

- a. Permits, approvals, or other authorizations from NJDEP (i.e. Land Use, Air Quality, New Jersey Pollutant Discharge Elimination System "NJPDES", etc.) for the property.
- b. Permits, approvals, or other authorizations from NJDEP (i.e. Land Use, Air Quality, NJPDES, etc.) directly related to the installation and operation of a solar facility on this property.
- c. Permits, approvals, or other authorizations other than those from NJDEP for the development, construction, or operation of the community solar facility (including local zoning and other local and state permits)

An Application that does not list all permits, approvals, or other authorizations that will be needed for the construction and operation of the proposed community solar facility will be deemed incomplete.

If a permit has been received, attach a copy of the permit.

Permit Name & Description	Permitting Agency/Entity	Date Permit Applied for <i>(if applicable)</i> / Date Permit Received <i>(if applicable)</i>



5. The Applicant has consulted the hosting capacity map of the relevant EDC via the EDC’s website (links are available on the NJCEP website) and determined that, based on the capacity hosting map as published at the date of submission of the Application, there is sufficient capacity available at the proposed location to build the proposed community solar facility .....  Yes  No

If “Yes,” include a screenshot of the capacity hosting map at the proposed location, showing the available capacity.

If the hosting capacity map shows insufficient capacity, the Application will not be considered by the Board, unless the Applicant provides: 1) a letter from the relevant EDC indicating that the hosting capacity map is incorrect in that location, or 2) an assessment from the relevant EDC of the cost of the interconnection upgrade that would be required to enable the interconnection of the proposed system, and a commitment from the Applicant to pay those upgrade costs if the project were to be selected by the Board.

6. The Applicant has conducted an interconnection study for the proposed system (optional) .....  Yes  No

If “Yes,” include the interconnection study received from the EDC.

**IX. Community Solar Subscriptions and Subscribers**

1. Estimated or Anticipated Number of Subscribers (please provide a good faith estimate or range):  
 \_\_\_\_\_

2. Estimated or Anticipated Breakdown of Subscribers (please provide a good faith estimate or range of the kWh of project allocated to each category):

Residential: \_\_\_\_\_ Commercial: \_\_\_\_\_  
 Industrial: \_\_\_\_\_ Other: \_\_\_\_\_ (define “other”:  
 \_\_\_\_\_)

3. The proposed community solar project is an LMI project\* .....  Yes  No

\*An LMI project is defined pursuant to N.J.A.C. 14:8-9 as a community solar project in which a minimum 51 percent of project capacity is subscribed by LMI subscribers.

4. The proposed community solar project has a clear plan for effective and respectful customer engagement process. ....  Yes  No

If “Yes,” attach evidence of experience on projects serving LMI communities or partnerships with organizations that have experience serving LMI communities.

5. The proposed community solar project will allocate at least 51% of project capacity to residential customers .....  Yes  No



6. An affordable housing provider is seeking to qualify as an LMI subscriber for the purposes of the community solar project .....  Yes  No  
 If “Yes,” estimated or anticipated percentage of the project capacity for the affordable housing provider’s subscription (*provide an estimate or range*): \_\_\_\_\_

If “Yes,” what specific, substantial, identifiable, and quantifiable long-term benefits from the community solar subscription are being passed through to their residents/tenants?  
 \_\_\_\_\_

Additionally, the affordable housing provider must attach a signed affidavit that the specific, substantial, identifiable, and quantifiable long-term benefits from the community solar subscription will be passed through to their residents/tenants.

If “No,” please be aware that, if, at any time during the operating life of the community solar project an affordable housing provider wishes to subscribe to the community solar project as an LMI subscriber, it must submit a signed affidavit that the specific, substantial, identifiable, and quantifiable benefits from the community solar subscription will be passed through to its residents/tenants.

7. This project uses an anchor subscriber (*optional*) .....  Yes  No  
 If “Yes,” name of the anchor subscriber (*optional*): \_\_\_\_\_  
 Estimated or anticipated percentage or range of the project capacity for the anchor subscriber’s subscription: \_\_\_\_\_

8. Is there any expectation that the account holder of a master meter will subscribe to the community solar project on behalf of its tenants? .....  Yes  No  
 If “Yes,” what specific, identifiable, sufficient, and quantifiable benefits from the community solar subscription are being passed through to the tenants? \_\_\_\_\_

Additionally, the account holder of the master meter must attach a signed affidavit that the specific, identifiable, sufficient, and quantifiable benefits from the community solar subscription will be passed through to the tenants.

If “No,” please be aware that, if, at any time during the operating life of the community solar project the account holder of a master meter wishes to subscribe to the community solar project on behalf of its tenants, it must submit to the Board a signed affidavit that the specific, identifiable, sufficient, and quantifiable benefits from the community solar subscription will be passed through to its tenants.

9. The geographic restriction for distance between project site and subscribers is: (*select one*)  
 No geographic restriction: whole EDC service territory



- Same county OR same county and adjacent counties
- Same municipality OR same municipality and adjacent municipalities

Note: The geographic restriction selected here will apply for the lifetime of the project, barring special dispensation from the Board, pursuant to N.J.A.C. 14:8-9.5(a).

10. Product Offering for LMI subscribers: *(The Applicant must also complete and attach one or more product offering form(s) found in Appendix A. See Appendix A for exemptions.)*

The subscription proposed offers guaranteed or fixed savings to subscribers .....  Yes  No

If "Yes," the guaranteed or fixed savings are offered as:

- A percentage saving on the customer's annual electric utility bill
- A percentage saving on the customer's community solar bill credit
- Other: \_\_\_\_\_

If "Yes," the proposed savings represent:

- 0% - 5% of the customer's annual electric utility bill or bill credit
- 5% - 10% of the customer's annual electric utility bill or bill credit
- 10% - 20% of the customer's annual electric utility bill or bill credit
- over 20% of the customer's annual electric utility bill or bill credit

The subscription proposed offers subscribers ownership or a pathway to ownership of a share of the community solar facility .....  Yes  No

If "Yes," include proof of a pathway to ownership of a share of the community solar facility offered to the subscribers in Appendix A.

11. Product Offering for non-LMI subscribers: *(The Applicant must also complete and attach one or more product offering form(s) found in Appendix A. See Appendix A for exemptions.)*

The subscription proposed offers guaranteed or fixed savings to subscribers .....  Yes  No

If "Yes," the guaranteed or fixed savings are offered as:

- A percentage saving on the customer's annual electric utility bill
- A percentage saving on the customer's community solar bill credit
- Other: \_\_\_\_\_

If "Yes," the proposed savings represent:

- 0% - 5% of the customer's annual electric utility bill or bill credit
- 5% - 10% of the customer's annual electric utility bill or bill credit
- 10% - 20% of the customer's annual electric utility bill or bill credit
- over 20% of the customer's annual electric utility bill or bill credit



The subscription proposed offers subscribers ownership or a pathway to ownership of a share of the community solar facility .....  Yes  No

If "Yes," include proof of a pathway to ownership of a share of the community solar facility offered to the subscribers in Appendix A.

12. The list of approved community solar projects will be published on the Board's website. Additionally, subscriber organizations have the option of indicating, on this list, that the project is currently seeking subscribers.

If this project is approved, the Board should indicate on its website that the project is currently seeking subscribers .....  Yes  No

If "Yes," the contact information indicated on the Board's website should read:

Company/Entity Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Email: \_\_\_\_\_

\*It is the responsibility of the project's subscriber organization to notify the Board if/when the project is no longer seeking subscribers, and request that the Board remove the above information on its website.

**X. Community Engagement**

1. The proposed community solar facility is located on land or a building owned or controlled by a government entity, including, but not limited to, a municipal, county, state, or federal entity .....  Yes  No

2. The proposed community solar project is being developed by or in partnership or collaboration\* with the municipality in which the project is located .....  Yes  No  
 If "Yes," explain how and attach evidence of the project being developed by or in partnership or collaboration with the municipality in which the project is located.

\*Partnership or collaboration with the municipality is defined as clear and ongoing municipal involvement in the approval of the design, development, or operation of the proposed community solar project (e.g. project is located on a municipal site, municipality facilitating subscriber acquisition, municipal involvement in defining the subscription terms, etc.). Examples of evidence may include a formal partnership, a municipal request for proposals or other public bidding process, letter describing the municipality's involvement in the project or meeting minutes. Documentation must be specific to the project described in this Application; "generic" documentation of support that applies to multiple projects submitted by the same Applicant will not be accepted.

3. The proposed community solar project is being developed by or in partnership or collaboration\* with one or more local community organization(s) and/or affordable housing providers in the area in which the project is located .....  Yes  No



If “Yes,” explain how and attach evidence of the project being developed by or in partnership or collaboration with the local community organization(s) and/or affordable housing providers.

\*Partnership or collaboration is defined as clear and ongoing involvement by the local community organization(s) and/or affordable housing providers in the approval of the design, development, or operation of the proposed community solar project (e.g. community organization owns the proposed site, community organization is facilitating subscriber acquisition or was involved in the design of the community solar product offering, etc.). Documentation must be specific to the project described in this Application; “generic” documentation of support that applies to multiple projects submitted by the same Applicant will not be accepted.

4. The proposed community solar project was developed, at least in part, with support and in consultation with the community in which the project is located\* .....  Yes  No  
 If “Yes,” please describe the consultative process below.

\*A community consultative process may include any of the following: letter of support from municipality and/or community organizations and/or local affordable housing provider demonstrating their awareness and support of the project; one or more opportunities for public intervention; and/or outreach to the municipality and/or local community organizations and/or affordable housing provider.

**XI. Project Cost**

*This section, “Project Cost,” is optional if: 1) the Applicant is a government entity (municipal, county, or state), AND 2) the community solar developer will be selected by the Applicant via a RFP, RFQ, or other bidding process. In all other cases, this section is required.*

1. Provide the following cost estimates and attach substantiating evidence in the form of an unlocked Excel spreadsheet model:

*Applicants are expected to provide a good faith estimate of costs associated with the proposed community solar project, as they are known at the time the Application is filed with the Board. This information will not be used in the evaluation of the proposed community solar project.*

Net Installed Cost (in \$)	
Net Installed Cost (in \$/Watt)	
Initial Customer Acquisition Cost (in \$/Watt)	
Annual Customer Churn Rate (in %)	
Annual Operating Expenses (in c/kWh)	
Levelized Cost of Energy (“LCOE”) (in c/kWh)	





2. Pursuant to N.J.A.C. 14:8-9.7(q), “community solar projects shall be eligible to apply, via a one-time election prior to the delivery of any energy from the facility, for SRECs or Class I RECs, as applicable, or to any subsequent compensations as determined by the Board pursuant to the Clean Energy Act.” Consistent with the Clean Energy Act of 2018, the Board is no longer accepting applications for the SREC Registration Program (“SRP”). Projects granted conditional approval to participate in PY2 will be eligible to apply for the TI Program.

For indicative purposes only, please indicate all local, state and federal tax incentives which will be applied to if the proposed community solar project is approved for participation in the Community Solar Energy Pilot Program: \_\_\_\_\_

**XII. Other Benefits**

1. The proposed community solar facility will be paired with storage .....  Yes  No  
 If “Yes,” please describe the proposed storage facility:

a. Storage system size: \_\_\_\_\_ MW \_\_\_\_\_ MWh

- b. The storage offtaker is also a subscriber to the proposed community solar facility .....  Yes  No

\*Community solar credits will only be provided to community solar generation; credits will not be provided to energy discharged to the grid from a storage facility (i.e. no “double counting”).

2. The proposed community solar facility will be paired with one or more EV charging stations .....  Yes  No

If “Yes,” how many EV charging stations: \_\_\_\_\_

Will these charging stations be public and/or private? \_\_\_\_\_

Please provide additional details: \_\_\_\_\_

3. The proposed community solar facility will provide energy audits and/or energy efficiency improvements to subscribers.....  Yes  No

If “Yes,” please provide additional details: \_\_\_\_\_

4. The proposed community solar project will create temporary or permanent jobs in New Jersey .....  Yes  No

If “Yes,” estimated number of temporary jobs created in New Jersey: \_\_\_\_\_

If “Yes,” estimated number of permanent jobs created in New Jersey: \_\_\_\_\_

If “Yes,” explain what these jobs are: \_\_\_\_\_

5. The proposed community solar project will provide job training opportunities for local solar trainees .....  Yes  No

If “Yes,” will the job training be provided through a registered apprenticeship? ....  Yes  No



If "Yes," identify the entity or entities through which job training is or will be organized (e.g. New Jersey GAINS program, partnership with local school):

---

**XIII. Special Authorizations and Exemptions**

1. Is the proposed community solar project co-located with another community solar facility (as defined at N.J.A.C. 14:8-9.2)? .....  Yes  No  
 If "Yes," please explain why the co-location can be approved by the Board, consistent with the provisions at N.J.A.C. 14:8-9 \_\_\_\_\_

2. Does this project seek an exemption from the 10-subscriber minimum? .....  Yes  No  
 If "Yes," please demonstrate below (and attach supporting documents as relevant):

- a. That the project is sited on the property of a multi-family building.
- b. That the project will provide specific, identifiable, and quantifiable benefits to the households residing in said multi-family building.

---

3. Specific sections throughout the Application Form are identified as optional only if: 1) the Applicant is a government entity (municipal, county, or state), and 2) the community solar developer will be selected by the Applicant via a RFP, RFQ, or other bidding process. Is the Applicant a government entity that plans to select the developer via such bidding process? .....  Yes  No  
 If "Yes," attach a letter describing the proposed bidding process and a copy of the request for bids (RFP, RFQ, or other bidding document) that is ready to be issued if the project is granted conditional approval by the Board. The Applicant must further commit to issuing said RFP, RFQ, or other bidding process within 90 days of the proposed project being approved by the Board for participation in the Community Solar Energy Pilot Program. The Applicant will be required to provide the information contained in those optional sections to the Board once it becomes known.

4. Has the proposed community solar project received, in part or in whole, a subsection (t) conditional certification from the Board prior to February 19, 2019? .....  Yes  No  
 If "Yes," the project may apply to participate in the Community Solar Energy Pilot Program if it commits to withdrawing the applicable subsection (t) conditional certification immediately if it is approved by the Board for participation in the Community Solar Energy Pilot Program. Attach a signed affidavit that the Applicant will immediately withdraw the applicable subsection (t) conditional certification if the proposed project is approved by the Board for participation in the Community Solar Energy Pilot Program.





5. The Board has proposed an amendment to the Pilot Program rules, which, if approved, would allow municipally-owned community solar projects to submit an application for a project that requests an exemption from the provisions at N.J.A.C. 14:8-9.10(b)(1) mandating subscriber enrollment via affirmative consent (i.e. an opt-out community solar project). Projects that intend to utilize opt-out subscriber enrollment if the proposed rule amendment is approved by the Board must indicate such intent below. If the Application is selected but the proposed rule amendment is not approved by the Board, the project will be required to proceed using affirmative consent (i.e. "opt-in") subscriber enrollment rules, as currently provided for in the Pilot Program rules at N.J.A.C. 14:8-9.10(b)(1).

A. This Application is for an opt-out community solar project.....  Yes  No

B. The proposed opt-out project will be owned and operated by the municipality for the duration of the project life (excluding a possible period of temporary third-party, tax-credit investor ownership to maximize the financeability of the opt-out project, subject to appropriate contractual provisions that maintain the municipality's ultimate control of the proposed opt-out project).....  Yes  No

If "Yes," the municipality name is: \_\_\_\_\_

If "No," the project will not be considered for eligibility as an opt-out community solar project.

C. The proposed opt-out project has been authorized by municipal ordinance or resolution .....  Yes  No

If "Yes," attach a copy of the municipal ordinance or resolution allowing the development, ownership, and operation an opt-out community solar project, contingent on the proposed rules being approved by the Board. njcleanenergy.com program™

If "No," the project will not be considered for eligibility as an opt-out community solar project.

D. The proposed opt-out project will allocate all project capacity to LMI subscribers .....  Yes  No

If "No," the project will not be considered for eligibility as an opt-out community solar project.

E. Describe the process by which the municipality will identify the customers that will be automatically enrolled in the proposed opt-out project: \_\_\_\_\_

F. The municipal applicant has reviewed the proposed rule amendment allowing for opt-out projects, and agrees to adhere to the proposed rules and any subsequent modification if they are approved by the Board. The applicant understands that any approval for the project to operate as an opt-out community solar project is contingent on the proposed rule amendment being approved by the Board. The applicant understands that, if the proposed rule amendment is not approved by the Board, the project, if approved, will be required to



adhere to the existing “opt-in” rules for subscriber enrollment (N.J.A.C. 14:8-9.10(b)(1)).

.....  Yes  No

Attach an affidavit that the municipal project owner will comply with all applicable rules and regulations, particularly those relating to consumer privacy and consumer protection.





**Section C: Certifications**

*Instructions: Original signatures on all certifications are required. All certifications in this section must be notarized; instructions on how to submit certifications will be provided as part of the online application process. Certifications must be dated after October 3, 2020: PY1 certifications may not be reused in PY2.*

**Applicant Certification**

The undersigned warrants, certifies, and represents that:

- 1) I, \_\_\_\_\_ (name) am the \_\_\_\_\_ (title) of the Applicant \_\_\_\_\_ (name) and have been authorized to file this Applicant Certification on behalf of my organization; and
- 2) The information provided in this Application package has been personally examined, is true, accurate, complete, and correct to the best of the undersigned's knowledge, based on personal knowledge or on inquiry of individuals with such knowledge; and
- 3) The community solar facility proposed in the Application will be constructed, installed, and operated as described in the Application and in accordance with all Board rules and applicable laws; and
- 4) The system proposed in the Application will be constructed, installed, and operated in accordance with all Board policies and procedures for the Transition Incentive Program, if applicable; and
- 5) My organization understands that information in this Application is subject to disclosure under the Open Public Records Act, N.J.S.A. 47-1A-1 et seq., and that any claimed sensitive and trade secret information should be submitted in accordance with the confidentiality procedures set forth in N.J.A.C. 14:1-12.3; and
- 6) I acknowledge that **submission of false information may be grounds for denial of this Application, and if any of the foregoing statements are willfully false, I am subject to punishment to the full extent of the law, including the possibility of fine and imprisonment.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_ Company: \_\_\_\_\_

Signed and sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Name

**Project Developer Certification**

*This Certification "Project Developer / Installer" is optional if: 1) the Applicant is a government entity (municipal, county, or state), AND 2) the community solar developer will be selected by the Applicant via a Request for Proposals (RFP), Request for Quotations (RFQ), or other bidding process. In all other cases, this Certification is required.*

The undersigned warrants, certifies, and represents that:

- 1) I, \_\_\_\_\_ (name) am the \_\_\_\_\_ (title) of the Project Developer \_\_\_\_\_ (name) and have been authorized to file this Applicant Certification on behalf of my organization; and
- 2) The information provided in this Application package has been personally examined, is true, accurate, complete, and correct to the best of the undersigned's knowledge, based on personal knowledge or on inquiry of individuals with such knowledge; and
- 3) The community solar facility proposed in the Application will be constructed, installed, and operated as described in the Application and in accordance with all Board rules and applicable laws; and
- 4) The system proposed in the Application will be constructed, installed, and operated in accordance with all Board policies and procedures for the Transition Incentive Program, if applicable; and
- 5) My organization understands that information in this Application is subject to disclosure under the Open Public Records Act, N.J.S.A. 47-1A-1 et seq., and that any claimed sensitive and trade secret information should be submitted in accordance with the confidentiality procedures set forth in N.J.A.C. 14:1-12.3; and
- 6) I acknowledge that **submission of false information may be grounds for denial of this Application, and if any of the foregoing statements are willfully false, I am subject to punishment to the full extent of the law, including the possibility of fine and imprisonment.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_ Company: \_\_\_\_\_

Signed and sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Name



**Project Owner Certification**

The undersigned warrants, certifies, and represents that:

- 1) I, \_\_\_\_\_ (name) am the \_\_\_\_\_ (title) of the Project Owner \_\_\_\_\_ (name) and have been authorized to file this Applicant Certification on behalf of my organization; and
- 2) The information provided in this Application package has been personally examined, is true, accurate, complete, and correct to the best of the undersigned's knowledge, based on personal knowledge or on inquiry of individuals with such knowledge; and
- 3) The community solar facility proposed in the Application will be constructed, installed, and operated as described in the Application and in accordance with all Board rules and applicable laws; and
- 4) The system proposed in the Application will be constructed, installed, and operated in accordance with all Board policies and procedures for the Transition Incentive Program, if applicable; and
- 5) My organization understands that information in this Application is subject to disclosure under the Open Public Records Act, N.J.S.A. 47-1A-1 et seq., and that any claimed sensitive and trade secret information should be submitted in accordance with the confidentiality procedures set forth in N.J.A.C. 14:1-12.3; and
- 6) I acknowledge that **submission of false information may be grounds for denial of this Application, and if any of the foregoing statements are willfully false, I am subject to punishment to the full extent of the law, including the possibility of fine and imprisonment.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_ Company: \_\_\_\_\_

Signed and sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Name



Property Owner Certification

The undersigned warrants, certifies, and represents that:

- 1) I, \_\_\_\_\_ (name) am the \_\_\_\_\_ (title) of the Property \_\_\_\_\_ (name) and have been authorized to file this Applicant Certification on behalf of my organization; and
- 2) The information provided in this Application package pertaining to siting and location of the proposed community solar project has been personally examined, is true, accurate, complete, and correct to the best of the undersigned's knowledge, based on personal knowledge or on inquiry of individuals with such knowledge; and
- 3) My organization or I understand that information in this Application is subject to disclosure under the Open Public Records Act, N.J.S.A. 47-1A-1 et seq., and that any claimed sensitive and trade secret information should be submitted in accordance with the confidentiality procedures set forth in N.J.A.C. 14:1-12.3; and
- 4) I acknowledge that **submission of false information may be grounds for denial of this Application, and if any of the foregoing statements are willfully false, I am subject to punishment to the full extent of the law, including the possibility of fine and imprisonment.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_ Company: \_\_\_\_\_

Signed and sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Name



Subscriber Organization Certification (optional, complete if known)

The undersigned warrants, certifies, and represents that:

- 1) I, \_\_\_\_\_ (name) am the \_\_\_\_\_ (title) of the Subscriber Organization \_\_\_\_\_ (name) and have been authorized to file this Applicant Certification on behalf of my organization; and
- 2) The information provided in this Application package has been personally examined, is true, accurate, complete, and correct to the best of the undersigned's knowledge, based on personal knowledge or on inquiry of individuals with such knowledge; and
- 3) The community solar facility proposed in the Application will be constructed, installed, and operated as described in the Application and in accordance with all Board rules and applicable laws; and
- 4) My organization understands that information in this Application is subject to disclosure under the Open Public Records Act, N.J.S.A. 47-1A-1 et seq., and that any claimed sensitive and trade secret information should be submitted in accordance with the confidentiality procedures set forth in N.J.A.C. 14:1-12.3; and
- 5) I acknowledge that **submission of false information may be grounds for denial of this Application, and if any of the foregoing statements are willfully false, I am subject to punishment to the full extent of the law, including the possibility of fine and imprisonment.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_ Company: \_\_\_\_\_

Signed and sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name





**Section D: Appendix**

**Appendix A: Product Offering Questionnaire**

Complete the following Product Offering Questionnaire. If there are multiple different product offerings for the proposed community solar project, please complete and attach one Product Offering Questionnaire per product offering. Variations in any product offering require a separate Product Offering Questionnaire. Applicants are expected to provide a good faith description of the product offerings developed for the proposed community solar project, as they are known at the time the Application is filed with the Board. If the proposed project is approved by the Board, the Applicant must notify the Board and receive approval from the Board for any modification or addition to a Product Offering Questionnaire.

Exception: This "Product Offering Questionnaire" is optional if: 1) the Applicant is a government entity (municipal, county, or state), AND 2) the community solar developer will be selected by the Applicant via a Request for Proposals (RFP), Request for Quotations (RFQ), or other bidding process.

This Questionnaire is Product Offering number \_\_\_\_\_ of \_\_\_\_\_ (total number of product offerings).

This Product Offering applies to:

- LMI subscribers
- non-LMI subscribers
- both LMI and non-LMI subscribers

1. Community Solar Subscription Type (examples: kilowatt hours per year, kilowatt size, percentage of community solar facility's nameplate capacity, percentage of subscriber's historical usage, percentage of subscriber's actual usage): \_\_\_\_\_
  
2. Community Solar Subscription Price: (check all that apply)
  - Fixed price per month
  - Variable price per month, variation based on: \_\_\_\_\_
  - The subscription price has an escalator of \_\_\_\_\_ % every \_\_\_\_\_ (interval)
  
3. Contract term (length): \_\_\_\_\_ months, or \_\_\_\_\_ years OR  month-to-month
  
4. Fees
  - Sign-up fee: \_\_\_\_\_
  - Early Termination or Cancellation fees: \_\_\_\_\_
  - Other fee(s) and frequency: \_\_\_\_\_
  
5. Does the subscription guarantee or offer fixed savings or specific, quantifiable economic benefits to the subscriber? .....  Yes  No





If "Yes," the savings are guaranteed or fixed:

- As a percentage of monthly utility bill
- As a fixed guaranteed savings compared to average historic bill
- As a fixed percentage of bill credits
- Other: \_\_\_\_\_

6. Special conditions or considerations: \_\_\_\_\_





**Appendix B: Required Attachments Checklist**

*Note that this list is for indicative purposes only. Additional attachments may be required, and as identified throughout this Application Form. Please review the Application Form in its entirety, and attach attachments as required.*

<b>Required Attachments</b> Attachments marked with an asterisk (*) are only required if the project meets the specified criteria. All others are required for all Applications.	<b>Reference Page Number</b>	<b>Attached?</b>
Delineated map of the portion of the property on which the community solar facility will be located (in color).	p. 10	<input type="checkbox"/> Yes <input type="checkbox"/> No
Proof of site control.	p. 10	<input type="checkbox"/> Yes <input type="checkbox"/> No
(*) If the proposed project is located, in part or in whole on a rooftop: substantiating evidence that the roof is structurally able to support a solar system.	p. 12	<input type="checkbox"/> Yes <input type="checkbox"/> No
(*) If the proposed project is located on an area designated in need of redevelopment: proof of the designation of the area as being in need of redevelopment from a municipal, county, or state entity.	p. 13	<input type="checkbox"/> Yes <input type="checkbox"/> No
(*) If the proposed project is located in an Economic Opportunity Zone ("EOZ"), as defined by DCA: proof that the facility is located in an EOZ.	p. 13	<input type="checkbox"/> Yes <input type="checkbox"/> No
(*) If the proposed project is located on land or a building that is preserved by a municipal, county, or federal entity: proof of the designation of the site as "preserved" and that the designation would not conflict with the proposed solar facility.	p. 13	<input type="checkbox"/> Yes <input type="checkbox"/> No
Copy of the completed Permit Readiness Checklist.	p. 14	<input type="checkbox"/> Yes <input type="checkbox"/> No
A screenshot of the EDC capacity hosting map at the proposed location, showing the available capacity (in color).	p. 16	<input type="checkbox"/> Yes <input type="checkbox"/> No
Substantiating evidence of project cost in the form of charts and/or spreadsheet models.	p. 20	<input type="checkbox"/> Yes <input type="checkbox"/> No
Product Offering Questionnaire(s) in Appendix A.	p. 30 – 31	<input type="checkbox"/> Yes <input type="checkbox"/> No
Certifications in Section C.	p. 25 – 29	<input type="checkbox"/> Yes <input type="checkbox"/> No

<b>Optional Attachments</b> Attachments marked with an asterisk (*) only apply if the project meets the specified criteria.	<b>Reference Page Number</b>	<b>Attached?</b>
(*) If the project is located, in part or in whole, on a brownfield: copy of the Response Action Outcome (issued by the LSRP) or the No Further Action letter (issued by DEP).	p. 12	<input type="checkbox"/> Yes <input type="checkbox"/> No
(*) If the project is located, in part or in whole, on an area of historic fill: copy of the Response Action Outcome (issued by the LSRP) or the No Further Action letter (issued by DEP).	p. 12	<input type="checkbox"/> Yes <input type="checkbox"/> No
Substantiating evidence that the proposed community solar facility has been specifically designed or planned to preserve or enhance the site (e.g. landscaping, site and enhancements, pollination support, etc.).	p. 14	<input type="checkbox"/> Yes <input type="checkbox"/> No



Proof of a meeting with NJDEP Office of Permitting and Project Navigation (“OPPN”), if applicable. (*) Proof of a meeting with OPPN is optional, except for projects that are in part or in whole a floating solar project. (*) If the Applicant met with OPPN (formerly PCER) during PY1, and there have been no changes to the project or site characteristics, include any comments received from OPPN on the PY1 Application.	p. 14	<input type="checkbox"/> Yes <input type="checkbox"/> No
Permits received for this site or project.	p. 15	<input type="checkbox"/> Yes <input type="checkbox"/> No
Evidence of experience on projects serving LMI communities or partnerships with organizations that have experience serving LMI communities	p.16	<input type="checkbox"/> Yes <input type="checkbox"/> No
(*) If an affordable housing provider is seeking to qualify as an LMI subscriber for purposes of the community solar project: signed affidavit from the affordable housing provider that the specific, substantial, identifiable, and quantifiable long-term benefits from the community solar subscription will be passed through to their residents/tenants.	p. 17	<input type="checkbox"/> Yes <input type="checkbox"/> No
(*) If the account holder of a master meter will subscribe on behalf of its tenants: signed affidavit from the account holder that the specific, identifiable, sufficient, and quantifiable benefits from the community solar subscription will be passed through to the tenants	p. 17	<input type="checkbox"/> Yes <input type="checkbox"/> No
Evidence that the proposed project is being developed by or in partnership and collaboration with the municipality in which the project is located.	p. 19	<input type="checkbox"/> Yes <input type="checkbox"/> No
Evidence that the proposed project is being developed in partnership or collaboration with one or more local community organization(s) and/or affordable housing providers in the area in which the project is located.	p. 19 – 20	<input type="checkbox"/> Yes <input type="checkbox"/> No
Evidence that the proposed project is being developed with support and in consultation with the community in which the project is located.	p. 20	<input type="checkbox"/> Yes <input type="checkbox"/> No
(*) If the project is seeking an exemption from the 10-subscriber minimum rule: supporting documents if needed.	p. 22	<input type="checkbox"/> Yes <input type="checkbox"/> No

Required Attachments for Exemptions	Reference Page Number	Attached?
If the Applicant is a government entity (municipal, county, or state), and the community solar developer will be selected by the Applicant via a Request for Proposals (RFP), Request for Quotations (RFQ), or other bidding process: ⇒ Attach a letter from the Applicant describing the bidding process and a copy of the request for bids (RFP, RFQ, or other bidding document) that is ready to be issued if project is granted conditional approval by the Board.	p. 22	<input type="checkbox"/> Yes <input type="checkbox"/> No
If the proposed community solar project is located, in part or in whole, on Green Acres preserved open space or on land owned by NJDEP. ⇒ Attach special authorization from NJDEP for the site to host a community solar facility.	p. 11	<input type="checkbox"/> Yes <input type="checkbox"/> No



<p>If the proposed community solar project has received, in part or in whole, a subsection (t) conditional certification from the Board prior to February 19, 2019.</p> <p>⇒ Attach a signed affidavit that the Applicant will immediately withdraw the applicable subsection (t) conditional certification if the proposed project is approved by the Board for participation in the Community Solar Energy Pilot Program.</p>	p. 22	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>If the proposed community solar project plans to operate as a municipal opt-out project, contingent on the Board's approval the relevant proposed rules.</p> <p>⇒ Attach a copy of the municipal ordinance or resolution allowing the development, ownership, and operation an opt-out community solar project, contingent on the proposed rules being approved by the Board</p> <p>⇒ Attach an affidavit that the municipal project owner will comply with all applicable rules and regulations, particularly those relating to consumer privacy and consumer protection.</p>	p. 23  p. 24	<input type="checkbox"/> Yes <input type="checkbox"/> No  <input type="checkbox"/> Yes <input type="checkbox"/> No







<p><b>Product Offering</b>          Higher preference: guaranteed savings &gt;20%, flexible terms*          Medium preference: guaranteed savings &gt;10%, flexible terms*          Low preference: guaranteed savings &gt;5%          No Points: no guaranteed savings, no flexible terms*</p> <p>*Flexible terms may include: no cancellation fee, short-term contract</p>	15
<p><b>Other Benefits</b>          Higher preference: Provides jobs and/or job training and/or demonstrates co-benefits (e.g. paired with storage, EV charging station, energy audits, energy efficiency)</p>	10
<p><b>Geographic Limit within EDC service territory</b>          Higher preference: municipality/adjacent municipality          Medium preference: county/adjacent county          No Points: any geographic location within the EDC service territory</p>	5
<p><b>Project Maturity</b>          Higher preference: project has received all non-ministerial permits; project has completed an interconnection study</p>	5

