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STATE OF NEW JERSEY
Board of Public Utilities
44 South Clinton Avenue, 3rd Floor, Suite 314
Post Office Box 350
Trenton, New Jersey 08625-0350
www.nj.gov/bpu/

NOTICE¹

Docket No. QO18060646

New Jersey Community Solar Energy Pilot Program

Stakeholder Meeting

The Staff of the New Jersey Board of Public Utilities ("BPU") invites all interested parties and members of the public to three Stakeholder Meetings to discuss the application process for the Community Solar Energy Pilot Program ("Pilot Program").

On May 23, 2018, P.L.2018, c.17 (the "Clean Energy Act," formerly known as A3723/S2314) was signed into law, directing the BPU to adopt rules and regulations establishing a Pilot Program within 210 days. On October 1, 2018, the Community Solar Energy Pilot Program Rule Proposal ("Rule Proposal") was published in the New Jersey Register. The Rule Proposal proposes that projects be selected by the Board for participation in the Pilot Program through a competitive application process. Comments to the Rule Proposal are due on Friday November 30, 2018.

At this time, the Board is seeking public comments on this application process, including the structure of the application process, content of the Application Form, and criteria for evaluation and selection of projects.

Additionally, the Board is seeking comments on the format and content of two further documents required by the proposed rule, namely 1) the Subscriber Organization Registration Form, i.e. the form enabling community solar subscriber organizations operating in New Jersey to register with the BPU, as per proposed N.J.A.C. 14:8-9.10(a) and 2) the Subscriber Disclosure Form, i.e. the form which will be attached to every community solar subscriber contract, describing in clear terms the content of said contract, as per proposed N.J.A.C. 14:8-9.10(b).

The Board is therefore releasing for public comment, as attachments to this Notice, the following three documents:

¹Not a Paid Legal Advertisement

- 1) Draft Community Solar Energy Pilot Program Application Form
- 2) Draft Community Solar Subscriber Organization Registration Form
- 3) Draft Community Solar Subscriber Disclosure Form

Community Solar Energy Pilot Program Stakeholder Meeting 1:

Date: Thursday December 6, 2018
Location: Rutgers University – Camden
326 Penn Street, Camden, NJ 08102
Campus Center – Multipurpose Room A
Time: 1:00 p.m. to 3:00 p.m.

Community Solar Energy Pilot Program Stakeholder Meeting 2:

Date: Thursday December 13, 2018
Location: New Jersey Institute of Technology
150 Bleeker Street, Newark, NJ 07102
The Atrium, first floor of Campus Center
Time: 1:00 p.m. to 3:00 p.m.

Community Solar Energy Pilot Program Stakeholder Meeting 3:

Date: Monday December 17, 2018
Location: Thomas Edison State University
111 W. State Street, Trenton, NJ 08608
Prudence Hall
Time: 5:30 p.m. to 7:30 p.m.

Stakeholders wishing to speak are asked to register in advance via email to communitysolar@njcleanenergy.com no later than **5:00 p.m. on Tuesday December 4, 2018** for Stakeholder Meeting 1, no later than **5:00 p.m. on Tuesday December 11, 2018** for Stakeholder Meeting 2, and no later than **5:00 p.m. on Friday December 14, 2018** for Stakeholder Meeting 3. Stakeholders wishing to speak without prior registration will be allowed to sign to do so upon arrival to the Stakeholder Meeting, and will be called to speak as time permits.

Written comments are also encouraged and must be submitted to Aida Camacho-Welch, Secretary, New Jersey Board of Public Utilities, Post Office Box 350, Trenton, New Jersey 08625. Written comments may also be submitted electronically to communitysolar@njcleanenergy.com in PDF or Microsoft Word Format. All comments to the three documents in this Notice must be received on or before **5:00 p.m. on Friday December 21, 2018**. Please note that these comments should be limited to the topics and draft documents released in this Notice, **not** the Community Solar Energy Pilot Program Rule Proposal as a whole.

Please take further notice that the draft documents in this Notice have been prepared by Board Staff for discussion purposes only. Final forms and requirements are subject to change and to approval by the Board.



Aida Camacho-Welch
Secretary of the Board

Dated: November 28, 2018

Community Solar Energy Pilot Program 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”). Selected projects will be approved for participation in the Community Solar Energy Pilot Program, pursuant to N.J.A.C. 14:8-9.

All Applications are subject to review by Board Staff and final approval by the Board.

Before completing the application, please carefully review the rules contained in 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 codes.

Projects approved for participation in the Community Solar Energy Pilot Program by the Board shall be considered “connected to the distribution system” for purposes of Solar Renewable Energy Certificate (“SREC”) and Renewable Energy Credit (“REC”) eligibility.

This Application Form is valid only for the following Application Period:

Program Year 1, Application Period 1

Application Period Opens: XXX, 2019

Application Period Closes: XXX, 2019

I. Minimum Qualification Requirements

The Community Solar Energy Pilot Program is open to Applications from solar energy projects that meet the following minimum requirements. Additional requirements or criteria apply, as identified in N.J.A.C. 14:8-9.

1. The proposed community solar facility 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 January 1, 2019.
3. The Board will not consider Applications for projects 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 5MW as defined in N.J.A.C. 14:8-9.4(g).
6. The criteria for evaluation of Applications are presented in Appendix A.

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

1. Each solar electric power generation 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 Applications that can be submitted by any one Applicant.
2. Complete sections B and C, and Appendix A in full. All attachments are required, unless explicitly marked as optional. All attachments must be attached to the end of the Application Form, therefore forming a complete application package. Note that attachments marked as optional will be considered if included, but their absence will not penalize an Application.
3. Original signatures on all forms and certifications of this Application Form are required. The certifications contained in section C must be notarized.
4. *Optional:* In addition to completing all applicable sections in this Application Form, the Applicant may attach further documentation describing the proposed project to inform the Board's assessment of the Application. Examples: a cover page summarizing the proposed project (no more than 1 page), letters of support, marketing or advertising materials. These optional additions may be considered by the Board in the review of the Application, however their absence will not penalize an Application.

III. Special Considerations for Project Siting

Applicants should have met, or be scheduled to meet with the New Jersey Department of Environmental Protection's Office of Permit Coordination and Environmental Review ("PCER") to determine what permits may be required and to identify other potential issues. More information is available at: <http://www.nj.gov/dep/pcer>. Applicants are expected to have completed the New Jersey Department of Environmental Protection's ("NJDEP") Permit Readiness Checklist and submitted said Checklist to the NJDEP PCER prior to submitting the Application to the Board. The Permit Readiness Checklist is available at the following link: <https://www.nj.gov/dep/pcer/introchecklist.htm>.

Special attention should be paid when siting a project on a landfill, a brownfield, or an area of historic fill. For reference, the 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>.

Additionally, the Applicant should review the 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. 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 the Post Construction NJDEP Compliance Form, if applicable.

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 the DEP, the Applicant must receive special approval for the project from the NJDEP prior to submitting the Application to the Board, and attach proof of approval to their application package.

IV. Important Terms and Conditions

1. The “Applicant” is defined as the entity that submits the Community Solar Energy Pilot Program Application Form (i.e. an Applicant may be a project developer, project owner, project operator, property owner, contractor, installer, land speculator, or agent thereof).
2. Submission of an Application Form does not obviate the need for compliance with all applicable local, state, and federal laws and regulations.
3. Only Applications that are substantively 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 incomplete Application may be amended and resubmitted during the following Application Period.
4. The Applicant may be required to supplement the information provided in the Application Form upon request from the Board and/or Board Staff.
5. The Applicant must be prepared to present their project in person to Board Staff, at the request of the Board and/or Board Staff. Such a request for an in-person presentation should in no way be construed as foreshadowing the selection or non-selection of an Application for participation in the Community Solar Energy Pilot Program.
6. Following the close of the Application Period, each Application will be carefully reviewed and evaluated by Board Staff. Projects will be presented to the Board for approval for participation in the Community Solar Energy Pilot Program beginning with the highest-scored project, and until the allocated program capacity for that Program Year is filled.
7. In reviewing each application, Board Staff may consult with the New Jersey Department of Environmental Protection, the New Jersey Department of Agriculture, or other state agencies as are relevant to the application.
8. 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.
9. In the review and/or approval of an Application, the Board may attach specific conditions which must be fulfilled in order to obtain final approval to participate in the Pilot Program.
10. As per 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.
11. 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 mapping. Applicants may 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.

12. Amendments or supplements to the Community Solar Energy Pilot Program Application Form will be made available via the Board website at www.nj.gov/bpu and the NJCEP website at www.njcleanenergy.com. This Application Form may be modified for future Application Periods at any time without prior notification.

Applications submitted via facsimile or electronic mail will not be accepted. 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. Mail or hand-deliver nine complete Application packages to:

Community Solar Energy Pilot Program Application Package
New Jersey Board of Public Utilities
44 South Clinton Avenue, 7th Floor
Post Office Box 350
Trenton, New Jersey 08625-0350
Attn: Office of Clean Energy

Section B: Community Solar Energy Project Description

Instructions: Section B must be completed in its entirety. Any attachments should be placed at the back of the Application package.

I. Applicant Contact Information

Applicant Company/Entity Name (if applicable): _____

First Name: _____ Last Name: _____

Daytime Phone: _____ Email: _____

Applicant Mailing Address: _____

City: _____ State: _____ Zip Code: _____

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

II. Community Solar Project Owner.

Community Solar Project Owner Company/Entity Name (if applicable): _____

First Name: _____ Last Name: _____

Daytime Phone: _____ Email: _____

Applicant Mailing Address: _____

City: _____ State: _____ Zip Code: _____

III. Property/Site Owner Information

Property Owner Company/Entity Name (if applicable): _____

First Name: _____ Last Name: _____

Daytime Phone: _____ Email: _____

Applicant Mailing Address: _____

City: _____ State: _____ Zip Code: _____

IV. Community Solar Facility Contractor/Installer/Developer (who will construct the Facility?)

Company Name (if applicable): _____

First Name: _____ Last Name: _____

Daytime Phone: _____ Email: _____

Applicant Mailing Address: _____

City: _____ State: _____ Zip Code: _____

V. Community Solar Subscriber Organization

Subscriber Organization Company/Entity Name (if applicable): _____
First Name: _____ Last Name: _____
Daytime Phone: _____ Email: _____
Applicant Mailing Address: _____
City: _____ State: _____ Zip Code: _____

VI. Proposed Community Solar Facility Characteristics

Community Solar Facility Size: _____ MW AC _____ MW DC
Community Solar Location (Address): _____
Name of Property (if applicable): _____
Property Block and Lot Number(s): _____
Community Solar Municipality: _____ County: _____
Zip Code: _____
Total Acreage of Property: _____ acres
Total Acreage of Community Solar Facility: _____ acres
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.

Attach a delineated map of the portion of the property on which the community solar facility will be located.

VII. Community Solar Facility Siting

- 1. The Applicant has completed the NJDEP Permit Readiness Checklist, and submitted it to the NJDEP’s Office of Permit Coordination and Environmental Review (“PCER”) Yes No
If “Yes”, the Applicant must attach a copy of the completed Permit Readiness Checklist that was submitted to the NJDEP PCER. Note than an Application will be deemed incomplete if it does not include a copy of the completed Permit Readiness Checklist.

- 2. The Applicant has met with, or is scheduled to meet with, the NJDEP’s Office of Permit Coordination and Environmental Review (“PCER”) Yes No
If “Yes”, the Applicant must attach a proof of a meeting, or scheduled meeting, with the NJDEP PCER. Note than an Application will be deemed incomplete if it does not include evidence of a meeting or scheduled meeting with the NJDEP PCER.

- 3. The proposed community solar facility is located, in part or in whole, on preserved farmland, as defined in N.J.A.C. 14:8-9.2 Yes No

*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.

- 4. The proposed community solar facility is located, in part or in whole, on Green Acres preserved open space, as defined in N.J.A.C. 14:8-9.2, or on land owned by the New Jersey Department of Environmental Protection Yes No

If “Yes”, the Applicant must attach special authorization from the New Jersey Department of Environmental Protection for the site to host a community solar facility.

*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).

- 5. The proposed community solar facility is located, in part or in whole, on 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 Yes No

- 6. The proposed community solar facility is located, in part or in whole, on a landfill Yes No
Name of the landfill, as identified in the NJDEP’s database of New Jersey landfills, available at www.nj.gov/dep/dshw/lrm/landfill.htm: _____

- 7. The proposed community solar facility is located, in part or in whole, on a brownfield Yes No
If “Yes”, 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 the LSRP or the No Further Action (“NFA”) letter issued by the NJDEP.

- 8. The proposed community solar facility is located, in part or in whole, on an area of historic fill Yes No
If “Yes”, 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 the NJDEP.

9. The proposed community solar facility is located on a parking lot Yes No

10. The proposed community solar facility is located on a parking deck Yes No

11. The proposed community solar facility is located on a rooftop Yes No

12. The proposed community solar facility is located on a right-of-way Yes No

13. The proposed community solar facility is located on a canopy over an impervious surface (e.g. walkway) Yes No

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

15. 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.

16. The proposed community solar facility is located a site designated as “preferred” in the NJ Department of Environmental Protection Solar Siting Analysis Yes No

17. 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 area as “preserved” from a municipal, county, or state entity.

18. The proposed community solar facility is located, in part or in whole, on forested lands 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: _____

19. 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

20. 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 be required to be modified? Yes No
 If "Yes", explain the modification below.

21. What permits and/or approvals, if any, have been received from the NJDEP (i.e. Land Use, Air Quality, NJDES, etc.) directly related to the installation and operation of the solar facility on this property? Please list all permits and/or approvals and attach copies. Attach additional pages if necessary.

Permit Description	Permit Number	Date Permit Issued	Copy Attached
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

22. What other permits and/or approvals, if any, have been received from the NJDEP (i.e. Land Use, Air Quality, NJDES, etc.) for the property? Please list all permits and/or approvals and attach copies. Attach additional pages if necessary.

Permit Description	Permit Number	Date Permit Issued	Copy Attached
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

			<input type="checkbox"/> Yes <input type="checkbox"/> No
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23. The proposed community solar facility has been specifically designed or planned to preserve or enhance the site (e.g. landscaping, land enhancements, pollination benefits, storm water management, etc.) Yes No
 If "Yes", explain below, and provide any additional documentation in an attachment.

24. A decommissioning plan has been designed for the proposed community solar facility, and all due measures have been or will be enacted to implement this decommissioning plan. Yes No
 If "Yes", attach a copy and/or explanation of the decommissioning plan.

VIII. Community Solar Subscriptions and Subscribers

1. Estimated or Anticipated Number of Subscribers: _____

2. Estimated or Anticipated Breakdown of Subscribers (*as a numeric value and/or percentage*):

Residential: _____ Commercial: _____
 Industrial: _____ Other: _____

3. The proposed community solar project is an LMI project Yes No
 Estimated or Anticipated Percentage of LMI Subscribers: _____

4. The proposed community solar project is being developed in partnership with an affordable housing provider: Yes No
 If "Yes", attach a letter of support from the affordable housing provider (*optional*).

5. 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: _____

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 said specific, substantial, identifiable, and quantifiable long-term benefits from the community solar subscription will be passed through to their residents/tenants.

6. This project uses an anchor subscriber Yes No
If "Yes", name of the anchor subscriber (*optional*): _____
Estimated or anticipated percentage of the project capacity for the anchor subscriber's subscription: _____
7. Is there any expectation that the account holder of a master meter will subscribe to the community solar project on behalf of his or her 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 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 his or her tenants, he or she must submit to the Board a signed affidavit that specific, identifiable, sufficient, and quantifiable benefits from the community solar subscription will be passed through to the tenants.

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

9. Product Offering: (*Applicant must also complete and attach one or more product offering form(s) found in Appendix A*)
The subscription proposed offers guaranteed savings to subscribers Yes No
If "Yes", the proposed savings represent:

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

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

10. The list of approved community solar projects will be published on the Board of Public Utilities 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: _____

Note: 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.

IX. Community Engagement

1. The proposed community solar project is being developed in collaboration with the municipality in which the project is located Yes No
 If "Yes", explain how. Attach a letter of support from the municipality in which the project is located (*optional*).
2. The proposed community solar project is being developed in collaboration with one or more local community organization(s) Yes No
 If "Yes", explain how. Attach a letter of support from the local community organization(s) (*optional*).
3. The proposed community solar project was developed, at least in part, through a community consultative process Yes No
 If "Yes", please describe the consultative process:

4. The proposed community solar project will employ local hires (New Jersey residents) Yes No

If "Yes", estimated number of jobs created: _____

5. The proposed community solar project will provide job training opportunities for local solar trainees (New Jersey residents) Yes No

If "Yes", identify the entity or entities through which job training is or will be organized:

X. Project Maturity and Timeline

1. Estimated date of project completion (*assuming that project is approved by the Board in XXX, 20XX*): (month) _____ (year) _____

2. Estimated date subscribers will first receive bill credits (*assuming that project is approved by the Board in XXX, 20XX*): (month) _____ (year) _____

3. The proposed community solar project has received a preliminary feasibility study from the EDC in which it is located Yes No
If "Yes", attach a copy of the feasibility study.

4. The proposed community solar project has applied for and/or received permits other than those received from the NJDEP for the development, construction, or operation of the community solar facility (e.g. municipal, state, interconnection, etc.) Yes No
Please list all permits and/or approvals (other than those received from the NJDEP) and attach copies. Attach additional pages if necessary.

Permit Description	Permit Number	Date Permit Issued	Copy Attached
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No
			<input type="checkbox"/> Yes <input type="checkbox"/> No

5. The proposed community solar project has site control Yes No
If "Yes", attach proof of site control.

* Site control is defined as property ownership or option to purchase, signed lease or option to lease, or signed contract for use or option for contract for use.

XI. Project Cost

Provide the following cost estimates, and attach substantiating evidence in the form of charts and/or spreadsheet models:

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)	
LCOE (in c/kWh)	

XII. Grid Benefits

1. The proposed community solar facility is paired with a micro-grid project Yes No
2. The proposed community solar facility is paired with storage Yes No
3. The proposed community solar facility provides grid benefits (e.g. congestion reduction) Yes No
 If "Yes", please explain how and provide supporting documents.

XIII. Special Exemptions and Authorizations

1. Is the proposed community solar project co-located with another proposed or existing solar facility? Yes No
 If "Yes", please explain why the co-location should be approved by the Board.

2. Does this project seek an exemption from the 10-subscriber minimum? Yes No

If “Yes”, please demonstrate below (and attach supporting documents as needed):

- 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.

DRAFT

Section C: Certifications

Instructions: Original signatures on all certifications are required. All certifications in this section must be notarized.

Applicant Certification

The undersigned warrants, certifies, and represents that:

- 1) 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
- 2) 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;
- 3) The system proposed in the application will be constructed, installed, and operated in accordance with all Board policies and procedures for the SREC Registration Program;
- 4) All signing parties understand that certain 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 sensitive and trade secret information that they wish to keep confidential should be submitted in accordance with the confidentiality procedures set forth in N.J.A.C. 14:1-12.3.; and
- 5) All signing parties acknowledge that **submission of false information may be grounds for denial of this application, and if any of the foregoing statements are willfully false, they are subject to punishment to the full extent of the law, including the possibility of fine and imprisonment.**

Signature: _____

Print Name: _____

Date: _____

Signed and sworn to before me on this _____ day of _____, 20__

Signature

Name

Project Installer / Developer Certification

The undersigned warrants, certifies, and represents that:

- 1) 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
- 2) The system 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;
- 3) The system proposed in the application will be constructed, installed, and operated in accordance with all Board policies and procedures for the SREC Registration Program;
- 4) All signing parties understand that certain 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 sensitive and trade secret information that they wish to keep confidential should be submitted in accordance with the confidentiality procedures set forth in N.J.A.C. 14:1-12.3.; and
- 5) All signing parties acknowledge that **submission of false information may be grounds for denial of this application, and if any of the foregoing statements are willfully false, they are subject to punishment to the full extent of the law, including the possibility of fine and imprisonment.**

Signature: _____

Print Name: _____

Date: _____

Signed and sworn to before me on this _____ day of _____, 20__

Signature

Name

Project Owner Certification

The undersigned warrants, certifies, and represents that:

- 1) 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
- 2) The system 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;
- 3) The system proposed in the application will be constructed, installed, and operated in accordance with all Board policies and procedures for the SREC Registration Program;
- 4) All signing parties understand that certain 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 sensitive and trade secret information that they wish to keep confidential should be submitted in accordance with the confidentiality procedures set forth in N.J.A.C. 14:1-12.3.; and
- 5) All signing parties acknowledge that **submission of false information may be grounds for denial of this application, and if any of the foregoing statements are willfully false, they are subject to punishment to the full extent of the law, including the possibility of fine and imprisonment.**

Signature: _____

Print Name: _____

Date: _____

Signed and sworn to before me on this _____ day of _____, 20__

Signature

Name

Property Owner Certification

The undersigned warrants, certifies, and represents that:

- 1) 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
- 2) The system 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;
- 3) The system proposed in the application will be constructed, installed, and operated in accordance with all Board policies and procedures for the SREC Registration Program;
- 4) All signing parties understand that certain 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 sensitive and trade secret information that they wish to keep confidential should be submitted in accordance with the confidentiality procedures set forth in N.J.A.C. 14:1-12.3.; and
- 5) All signing parties acknowledge that **submission of false information may be grounds for denial of this application, and if any of the foregoing statements are willfully false, they are subject to punishment to the full extent of the law, including the possibility of fine and imprisonment.**

Signature: _____

Print Name: _____

Date: _____

Signed and sworn to before me on this _____ day of _____, 20__

Signature

Name

Subscriber Organization Certification

The undersigned warrants, certifies, and represents that:

- 1) 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
- 2) The system 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;
- 3) The system proposed in the application will be constructed, installed, and operated in accordance with all Board policies and procedures for the SREC Registration Program;
- 4) All signing parties understand that certain 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 sensitive and trade secret information that they wish to keep confidential should be submitted in accordance with the confidentiality procedures set forth in N.J.A.C. 14:1-12.3.; and
- 5) All signing parties acknowledge that **submission of false information may be grounds for denial of this application, and if any of the foregoing statements are willfully false, they are subject to punishment to the full extent of the law, including the possibility of fine and imprisonment.**

Signature: _____

Print Name: _____

Date: _____

Signed and sworn to before me on this _____ day of _____, 20__

Signature

Name

Section D: Appendix

Appendix A: Product Offering Questionnaire

Fill out the following Product Offering Questionnaire. If there are multiple different product offerings for the proposed community solar project, please fill out and attach one Product Offering Questionnaire per product offering.

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

1. Community Solar Subscription Type: *(check one)*

- Fixed kilowatt hours per year
- Fixed kilowatt size
- Fixed percentage of community solar facility's nameplate capacity
- Fixed percentage of subscriber's historical usage
- Other: _____

2. Community Solar Subscription Price: *(check all that apply)*

- Fixed price per month
- Variable price per month, variation based on: _____
- The subscription has an escalator of _____ % per year (or other period: _____)

3. Contract term: _____ months, or _____ years

4. Fees

- Sign-up fee: _____
- Early Termination or Cancellation fees: _____
- Other fee(s): _____

5. Does the subscription guarantee savings or specific, quantifiable economic benefits to the subscriber? Yes No

If "Yes", the savings are guaranteed:

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

6. How will the subscriber organization manage defaults and subscription churn?

Appendix B: Evaluation Criteria

The Evaluation Criteria chart below lists the various categories that the Board will consider in evaluating project Applications. Projects must score a minimum 40 points total in order to be considered for participation in the Community Solar Energy Pilot Program.

Evaluation Criteria	Max. Points
<p>Siting Higher preference: landfills, brownfields, areas of historic fill, rooftops, parking lots, parking decks Medium preference: rights-of-way, canopies over impervious surfaces (e.g. walkway), areas designated in need of redevelopment Not preferred: preserved land, wetlands, forested area, farmland</p> <p>Bonus points for: landscaping, land enhancement, pollination support, storm water management, decommissioning plan</p>	20
<p>Subscribers and Environmental Justice Higher preference: LMI project, with real benefits to the LMI subscribers, more than 50% kWh assigned to residential subscribers, in environmentally disadvantaged community (as defined by DEP)</p>	20
<p>Product Offering Higher preference: guaranteed savings >10%, flexible terms Medium preference: guaranteed savings >5% Not preferred: no Guaranteed savings</p>	20
<p>Cost in \$/kW installed Higher preference: lowest cost</p>	10
<p>Community and Environmental Justice Engagement Higher preference: partnership with municipality, partnership with local community organization(s), partnership with partnership with affordable housing provider, provides local jobs/job training Medium preference: letter of support from municipality, project owner is a government and/or public and/or quasi-public entity, project owner is an affordable housing developer</p>	10
<p>Other Benefits Paired with storage, micro-grid project, energy audit, EE measures</p>	10
<p>Geographic Limit Higher preference: municipality/adjacent municipality Medium preference: county/adjacent county No preference: any geographic location within the EDC service territory.</p>	5
<p>Project Maturity Higher preference: EDC feasibility study received, permits received, site control received Medium preference: EDC feasibility study applied for, permits applied for, conditional site control</p>	5

Community Solar Subscriber Organization Registration Form

Instructions for Completing the Community Solar Subscriber Organization Registration Form

The following Registration Form is intended only for community solar subscriber organizations wishing to register with the New Jersey Board of Public Utilities in order to conduct business pertaining to community solar in the State of New Jersey, pursuant to N.J.A.C. 14:8-9.10(a).

A “community solar subscriber organization” or “subscriber organization”, as defined in N.J.A.C. 14:8-9.2, is an entity, duly registered with the New Jersey Board of Public Utilities, which works to acquire original subscribers for a community solar project and/or acquires replacement subscribers over the lifetime of a community solar project and/or manages subscribers for a community solar project. The community solar subscriber organization may or may not be, in whole, in part, or not at all, organized by the community solar developer, community solar owner, or community solar operator. Furthermore, multiple subscriber organizations may work on one single community solar project; each of them must submit a Registration Form.

A subscriber organization wishing to operate in New Jersey is required to complete and submit this form at least 30 days prior to first conducting business operations in New Jersey related to community solar. Failure to comply may result in a temporary or permanent prohibition from conducting business related to community solar in New Jersey. The Certification under Oath must be notarized.

Subscriber organizations must submit this form only once, unless there is a material change to the content of the registration form, at which time a new registration form must be submitted.

Registration Forms should be mailed or hand-delivered to:

Community Solar Energy Pilot Program
New Jersey Board of Public Utilities
44 South Clinton Avenue, 7th Floor
Post Office Box 350
Trenton, New Jersey 08625-0350
Attn: Office of Clean Energy

Alternatively, the Registration Forms may also be sent via email to: **XXXX**

Community Solar Subscriber Organization Registration Form

1. Legal Name of Registrant: _____
D/B/A or Trade Name (if applicable): _____

2. Address: _____
City: _____ State: _____ Zip: _____
Daytime Telephone Number: (____) _____ Fax: (____) _____
E-mail address: _____
Website URL: _____

3. Business Address in New Jersey (if different from above): _____
City: _____ State: _____ Zip: _____
Daytime Telephone Number: (____) _____ Fax: (____) _____
E-mail address: _____
Website URL: _____

4. Federal Tax Number: _____

5. Contact First Name: _____ Last Name: _____
Title: _____
Daytime Telephone Number: (____) _____ Fax: (____) _____
E-mail address: _____
*The Contact must be knowledgeable of the Registrant's operations and available to answer requests and inquiries from the Board during normal business hours.

6. Contact information for any parent company or other corporate entity with an ownership interest of 10 percent or more of the Registrant: *(attach additional pages if necessary)*
Legal Name of Applicant: _____
D/B/A or Trade Name (if applicable): _____
Address: _____
City: _____ State: _____ Zip: _____
Daytime Telephone Number: (____) _____ Fax: (____) _____

7. Approximate number of people employed by the Registrant who will be operating in New Jersey on matters related to community solar: _____

8. Has the registrant, any senior officer of the registrant, or any corporate entity with an ownership interest of 10 percent or more of the registrant ever been under investigation in New Jersey or any other state or federal jurisdiction, received any criminal or regulatory sanctions, filed a petition in bankruptcy or reorganization or been affiliated with any entity that has filed a

petition in bankruptcy or reorganization? Yes No

If "Yes", identify the entities or individuals subject to investigation or sanctions and provide a detailed explanation of the investigation or sanctions:

9. Disclose any decisions or pending escalated regulatory actions in New Jersey or other states that affect the registrant's ability to operate in New Jersey, such as suspension, revocation, bankruptcy, or limitation of operating authority:

10. List the types of services or products to be offered by the Registrant in New Jersey in connection to community solar: *(attach additional pages if necessary)*

Certification under oath

1. I, _____ (name) _____, hereby certify that I am the _____ (title) _____ of the registered community solar subscriber organization _____ (name) _____ and have been authorized to file this Registration Form and Certification on behalf of my organization.
2. I hereby certify that I have carefully examined all of the statements contained in this Registration Form and in the attachments hereto and made a part hereof, that I have knowledge of the matters set forth herein, that all statements made and matters set forth herein are true and correct to the best of my knowledge, information, and belief and that I know of no material omission. I am aware that submitting false or misleading information in connection with this Registration Form is ground for revocation of registration and may subject me, the registered community solar subscriber organization, and other responsible persons on behalf of the registered community solar subscriber organization to penalties of perjury, as well as to other civil or criminal penalties.
3. I hereby certify that the registered community solar subscriber organization agrees to comply with all standards, rules and regulations applicable to this registration, in accordance with N.J.A.C. 14:8-9 or as may be established by any applicable regulatory authority. I hereby certify that all individuals employed by the Registrant and who may conduct operations pertaining to community solar in New Jersey have been trained to comply with all applicable standards, rules and regulations prior to their commencing work pertaining to community solar in New Jersey.
4. I hereby certify that the registered community solar subscriber organization shall provide in a commercially reasonable manner such information as the Board or its Staff shall require in cases of dispute, compliance verification, or investigation.

Dated this _____ day of _____, 20__ at _____(location)

Signature: _____
Signature

Name

Title

Signed and sworn to before me on this _____ day of _____, 20__ at _____

Signature

Name

New Jersey Community Solar Disclosure Form

Document Overview: This document is designed to help you understand the terms and cost of your community solar contract. In the event that the terms in this Disclosure Form conflict with terms appearing elsewhere in your contract, the terms on this statement are controlling. Read this document and the contract carefully so that you fully understand your community solar contract. Complaints may be addressed first to your community solar provider and, if the issue remains unresolved, to the Board of Public Utilities.

CUSTOMER INFORMATION	COMMUNITY SOLAR PROVIDER INFORMATION
Customer Name:	Company Name:
Address:	Address:
City, State, Zip:	City, State, Zip:
EDC electric service territory:	Contact Name:
Phone:	Phone:
Email:	Email:

SUBSCRIPTION INFORMATION	Reference Page or Section
Subscription Size	<p>[Fixed XX kWh/year, or XX kWh/month] [Fixed XX kW] [XX% of community solar project nameplate capacity. Total nameplate capacity is XXX. Estimated energy produced by this % share is XXX kWh/year.] This subscription represents approximately [XXX%] of your annual historic electricity usage.</p>
Subscription Model	<p>[Your total subscription cost is a one-time fixed payment of \$XX.] [Your subscription cost is a monthly fixed payment of \$XX/month.] [Your subscription cost is a variable payment of approximately \$XX/month.] [Description of other subscription model]</p>
Prices and Fees	<p>[Plain language description of the price paid by subscribers per month for their subscription in \$ or \$/kWh, and total cost per month in \$. If price includes both fixed and variable components, identify fixed and variable cost components separately. Identify any one-time charges separately. Identify any recurrent charges, and how often they are to be paid.]</p> <p>If price is variable or not known, include:</p> <ol style="list-style-type: none"> 1) A plain language description of the method that will be used to calculate price; 2) A reasonable and good faith estimate of that price, along with a clear disclaimer regarding possible variations to that estimate. <p>Specify whether any charges may increase over the course of the contract, the conditions under which the increase may occur, and how much notice will be provided.</p> <p>If there is a cost escalator or rate, clearly identify that escalator and provide calculations for escalated price in three month increments from the contract effective date until the contract end date.]</p>

Payment Details	[Describe billing procedure, including payment schedule (e.g. one-time, monthly, quarterly, annual), payment method, and payment due date.] You will receive: <input type="checkbox"/> An electronic invoice (sent to your email address above) <input type="checkbox"/> A paper invoice (sent to your U.S. mail address above)	
Benefits	Estimated annual kWh received: [XX kWh] Estimated annual credit value (\$): [\$XX] [Estimated annual savings (in \$): \$XX] [Estimated savings over the life of the contract (in \$): \$XX] Other benefits: [include all credits, incentives, or rebates that customer will receive or will sign over to the Provider, or for which the customer may be eligible].	
Penalties	[Identify any potential penalties, and under which conditions they could be charged.] If payment is more than [XX] days late, you will be charged [\$XX]	
Guarantees	[Plain language description of guaranteed savings, guaranteed performance or production, or "This contract does not guarantee savings"]	
Contract Effective Date	This contract is effective on [date].	
Contract End Date	This contract will remain in effect for [length in months or years], and end on [date], unless cancelled prior to the contract end date. [Conditions for renewal of contract. If renewal is not offered, write "This contract does not have an option for renewal"]	
Renewal		
Estimated date bill credits will appear on your utility bill	[Month/Year]	
Early Termination or Cancellation	[Description and amount of early termination or cancellation fees. If not applicable, write "No early termination or cancellation fees apply." [Description of terms and conditions for early termination or cancellation, including process for requesting early termination or cancellation and any applicable notice periods.]	
Right to Cancel Without Penalty	In addition to any rights you have under State or local law, you have the right to terminate this contract without penalty within seven calendar days of signing the contract, by contacting your community solar provider: [Insert information identical to above].	
Data Sharing and Privacy Policy	[Include a short description of the subscriber organization's data sharing and privacy policy.]	
Other Important Terms	[Include additional information. If not applicable, write N/A]	
SYSTEM INFORMATION		
Community Solar Project Name	[Name of project]	
Project Location	[City, Zip]	
Commercial Operation Date	[Date of commercial operation, or estimated date of commercial operation if project is not yet operational.]	
Complaints and Grievances		
Complaints may be addressed first to your community solar provider. If the issue remains unresolved, please contact the Board of Public Utilities by calling 866-NJSMART (866-657-6278).		

I, _____, hereby confirm that I have received and understand the above information. I confirm that I have had a chance to ask questions of my community solar provider and have received sufficient answers. I further confirm that I have received, reviewed, and understand the full subscription contract, as it may contain provisions not included in this Disclosure Form.

Customer Signature

Date

I, _____, hereby confirm that I have fully explained the above information to the customer and answered any questions that the customer may have had completely and truthfully, to the customer's satisfaction. I certify that the above information is true and accurate to the best of my knowledge, and that it conforms with the provisions contained in the full subscription contract.

Signature from Provider Official or Representative

Date

DRAFT

Instructions to Subscriber Organizations for Preparing New Jersey Community Solar Disclosure Form

1. As a subscriber organization, you are responsible for presenting a Disclosure Form to each subscriber with whom you sign a subscription agreement or contract, and for ensuring that the Disclosure Form is read, understood, and signed by the subscriber at the same time as the contract.
2. The Disclosure Form must be presented to the subscriber at the same time as their full subscription contract, and be placed as the first page of said contract.
3. All bracketed, highlighted information must be replaced with the information indicated. No information box may remain empty. The brackets and highlighting should be removed. All information must be typed or legibly printed.
4. Text that is not bracketed or highlighted may not be removed or edited. Rows and columns may not be rearranged or removed.
5. Information should be kept accurate and concise. The fully completed Disclosure Form should not exceed three pages in length.
6. Color, font type, and font size may be modified so long as the following conditions are met:
 - a. The color and font type are standard.
 - b. The modification does not hamper legibility of the Disclosure Form.
 - c. Font size is no smaller than 10 point.
7. Subscribers must be assigned to a specific community solar project. The "System Information" section must be filled out.
8. The right-hand column "Reference Page or Section" must be completed with the reference page and/or section numbers of the contract corresponding to each category in the Disclosure Form.
9. The Disclosure Form should be signed by the same subscriber organization official or representative who signs the contract with the subscriber.
10. If it is possible for the term of the contract to commence more than 30 days after the contract's effective date, then the subscription organization must send the customer a supplemental notice within 14 days of the date the term actually commences.
11. In the "Community Solar Provider Information" section, provide a contact name, phone, and email that will be responsive to customer inquiries during normal business hours.
12. In the "Subscription Size" section, complete one of the three options. Delete the other two options.
13. In the "Subscription Model" section, complete one of the four options. Delete the other three options.
14. The "Prices and Fees" section must include an exhaustive list and description of all applicable fees including, but not limited to: security deposit, application fee, subscription reduction fee, late payment fee, and fees associated with payment methods. Total Cost or Total Estimated Cost must be included for purchase contracts. This section should note whether fees are refundable or nonrefundable. If prices or fees are estimated or subject to change, in part or in whole, this section must include: clear notice of possible price changes, plain language description of the method for calculating exact cost, and a good faith and reasonable estimate of actual cost. Include an approximate payment schedule type (one-time, monthly, quarterly, annual, etc.). Any early termination or cancellation fees must be disclosed separately, in the appropriate "Early Termination or Cancellation" section. Note that subscriber organizations may not charge customers a fee, penalty, or other charge that was not made explicit in the Disclosure Form.
15. In the "Benefits" section: complete bracketed information. Where information is estimated, provide a good faith and reasonable estimate, and specify the conditions under which that estimate may change. If the subscriber organization has presented estimated cost savings to the customer, the Disclosure Form must state the customer's actual or assumed current electricity rate in cents or dollars/kWh and any projected savings represented to a potential subscriber shall include a comparison that projects future electricity rates increasing at not more than 1% per year. If there are no estimated savings, delete the "Estimated one-year savings" and "Estimated savings over the life of the contract" lines.