

MA SREC-II Extension Application Instructions

Qualification in SREC-II



Less than or equal to 25 kW								
Systems interconnected on or before January 8, 2017	Original SREC-II factors							
Systems interconnected after January 8, 2017	New/reduced SREC-II factor (0.8)							

Systems c	over 25 kW
Mechanically Complete by January 8, 2017	Original SREC-II factors
Meeting 50% Construction Costs Incurred by January 8, 2017	New/reduced SREC-II factor

SREC-II Extension Program



	Current SREC-II Factors		Revised SREC-II Factors			
Market Sector	Generation Unit Type	SREC Factor	Market Sector	Generation Unit Type	SREC Factor	
A	 Generation Units with a capacity of <= 25 kW DC Solar Canopy Generation Units Emergency Power Generation Units Community Shared Solar Generation Units Low or Moderate Income Housing Generation Units 	1.0	A	 Generation Units with a capacity of <= 25 kW DC Solar Canopy Generation Units Emergency Power Generation Units Community Shared Solar Generation Units Low or Moderate Income Housing Generation Units 	0.8	
в	 Building Mounted Generation Units Ground Mounted Generation Units with a capacity > 25 kW DC where 67% or more of the electric output on an annual basis is used by an on-site load 	0.9	В	 Building Mounted Generation Units Ground Mounted Generation Units with a capacity > 25 kW DC where 67% or more of the electric output on an annual basis is used by an on-site load 	0.7	
с	 Generation Units on Landfills Generation Units on Brownfields Generation Units with a capacity of <= 650 kW where less than 67% of the electrical output on an annual basis is used by an on-site load 	0.8	с	 Generation Units on Landfills Generation Units on Brownfields Generation Units with a capacity of <= 650 kW where less than 67% of the electrical output on an annual basis is used by an on-site load 	0.65	
Managed Growth	Unit that does not meet the criteria of Market Sector A, B, or C.	0.7	Managed Growth	Unit that does not meet the criteria of Market Sector A, B, or C.	0.55	

Application Extension Submission Process



Type of SREC-II Applications	Application Submission Process
New SREC-II applications	Complete applications on <u>SRECTrade.com</u>
Existing SREC-II (AQ) applications	Email documents to applications@srectrade.com Subject line: MA SREC-II Extension Documents

Required Documents For All Applications



- 1. MA REC Services Agreement (signed by system owner)
- 2. Registration Consent (signed by system owner)
- 3. Permission to Operate Document (in the name of system owner)
 - Email sent from the utility company or a signed letter or Authorization to Interconnect form
 - Confirmation that the facility has received final approval to interconnect
 - Document Requirements:
 - 1. Facility Owner Name at least in the form of the email sent to the facility owner's email address, or named in the email/letter/form
 - 2. Facility Address
 - 3. Date that the facility received final approval to interconnect may be the date of email or letter
 - 4. System Size

MA REC Services Agreement and Registration Consent



Commonwealth of Massachusetts Executive Office of Energy and Environmental Affairs Department of Energy Resources

Massachusetts Renewable Portfolio Standard

RENEWABLE ENERGY CERTIFICATES SERVICES AGREEMENT

	(Name of Gener	ation Unit Owner) certify th	hat I am the owner
the system installed and located at		(A	ddress) and that I
ave executed a contract on	(Date) with	SRECTrade, Inc.	(Name of
ggregator/Authorized Representative)	authorizing	SRECTrade, Inc.	(Name of
ggregator/Authorized Representative)	to include my syster	m as part of an Aggregation	of RPS Class 1
igible Generation Units. I also certify t	that I will notify DO	ER in writing within 30 day	ys upon
rmination of that contract.			

I,	SRECTrade, Inc.	(Name of Aggregator/Authorized Representative) certify that
I have	executed a contract with	(Name of Generation Unit
Owne	r) on (Date) to include the system located at
(Addr	ess) in an Aggregation. I	also certify that I will notify DOER in writing within 30 days upon
termin	nation of that contract.	

Signature of Generation Unit Owner:

Signature of Aggregator/Authorized Rep.:

3. Sign your name and the date

(in the event of co-ownership, both owners may sign on the same signature line)



REGISTRATION CONSENT

I/We, [please print name(s)]:

("Solar Facility Owner(s)") am/are the Solar Facility Owner(s) who hold(s) legal title to the solar facility located at [please provide full address: street, state, city, zip code]:

(the "Solar Facility"), and the environmental attributes, specifically the Solar Renewable Energy Credits ("SRECs"), associated with the Solar Facility.

I/We grant authority to SRECTrade, Inc. ("SRECTrade") to act as my Agent for the limited purpose of registering my Solar Facility as a qualified renewable energy generator, and specifically as a solar energy generator, within eligible state markets that may provide an opportunity to sell SRECs from the Solar Facility during its eligibility period, and for providing additional and updated information to the appropriate entities as may be required during and after the registration and certification process.

I/We affirm that the information provi	ded to SRECTrad	e by [please prin	individual or	company	name]:
		("Applicant") to registe	er my	Solar
Facility is complete and correct, and	I hereby agree to	be bound by	the Applicat	ion Ter	ms &
Conditions to which the Applicant will	consent and agre	e on the SREC	Trade online	applica	tion.

Signature:	Date:
Signature:	Date:

- 1. Print the Solar Facility Owner name(s) in field one
- 2. Please print the facility address

3. Print the Installer as the "Applicant"

4. Sign your name and the date

(there are two signature lines in the event of co-ownership)

name(s)

2. Please print the facility address

1. Print the Generator Owner

Required Documents For Extension Applications



Extension Application Information	Required Documents
Extension Pending Authorization to Interconnect (Mechanically Complete)	 One of the following: 1. Certificate of Completion (from Utility Company) 2. Proof that a wiring inspection has been scheduled 3. Affidavit signed by the engineer of record stating that the project is "mechanically complete" 4. Other documentation deemed satisfactory by DOER (strongly discouraged)
Meeting 50% Construction Costs Incurred by January 8, 2017	 <u>Both</u> of the following: 1. <u>Detailed Construction Costs Form</u> 2. Signed Affidavit

Extension Pending Authorization to Interconnect (Mechanically Complete)



Upload <u>one</u> of the following:	Document Description
Certificate of Completion	Obtained from the Utility Company <u>Must</u> be signed by the local wiring inspector
Proof that a wiring inspection has been scheduled	Provided by the engineer of record
Signed Affidavit	Signed by the engineer of record stating that the project is "mechanically complete"

Please note: The DOER reserves the right to require that additional documentation be provided by representatives of the Solar Carve-out II Renewable Generation Unit to substantiate the claims made in the Detailed Construction Costs Form. This information must be provided to the DOER within ten (10) business days of the request being made.

Meeting 50% Construction Costs Incurred by January 8, 2017



Upload <u>both</u> of the following:	Document Description
Detailed Construction Costs Form	DOER provides as part of the Extension Guideline a <u>Detailed</u> <u>Construction Costs Form[AU5]</u> for all developers to use in order to categorize the different components of construction costs and require Solar Carve-out II Renewable Generation Units to document how much each component represents of the total project costs.
Signed Affidavit	The Authorized Agent of each Solar Carve-out II Renewable Generation Unit that submits an application for an extension to the DOER will be required to certify via an affidavit under penalty of perjury that all information provided to the DOER in the Detailed Construction Costs Form is accurate and reflects actual costs incurred per the definition in Section (4)(D) of the Extension Guideline.

Please note: The DOER reserves the right to require that additional documentation be provided by representatives of the Solar Carve-out II Renewable Generation Unit to substantiate the claims made in the Detailed Construction Costs Form. This information must be provided to the DOER within ten (10) business days of the request being made.

Creating an Account



If you do not have an account, create an account on <u>SRECTrade.com</u>

SRECTrade	Home	Clients -	Markets	About	Blog					Create	an account	Log in
	Logi	n										
	Em	ail		1	1							
	Passwo	ord			-							
		Sign	in Forgot p	bassword c	or Create ar	account						
				¢	© 2016 SRE	CTrade, Inc. A	All Rights Re	served.				

Facilities Page



Click "Register a new facility"

SREC Trade	Home	Facilities	Trades	Transactions	SRECTrade Acct 🝷
Fa	cili	ties	;		
Overview	o <mark>f your a</mark>	ccount and	invited fac	ilities	
Register	a new facil				
				@ 2014 SPECTrade Inc. All Dights Deserved	

Begin New Facility Registration



- **Enter Facility Name** 1.
- Select "Someone else is the owner" 2.
- 3. Enter the facility information (Page 1 – Page 4)



If you are an installer who is filling out this application on behalf of the system owner, select "Someone else is the owner". See Additional Field

solar electricity produced from your panels (this is different than your utility "net" meter). It is normally connected near your inverters and looks like this.

Submitting an Extension Application

Home Facilities



1. Enter the Solar Production Meter Information

- 2. Please <u>do not</u> enter the Interconnection or Current Meter Readings Information
- **New Facility** Review facility details for certification olar Production Meter dditional Field Help is my solar prod n meter is not to be con t electric meter. If you have a solar Meter model type inverters and your utility net meter - Salart r is dedicated to tracking only the total, cumula Meter accuracy - Select ards or has a demonstrated accuracy of at leas Meter serial number SI +/- 2% (this is often printed on the front of the er), it is considered "Revenue Grade". If it is any let Date of last meter certific **Online Monitoring?** Yes, I can view this solar facility's production on a website Online monitoring website terconnection Utility Itility account # Current Meter Readings Date of reading Previous Save and Continue to Next Page Exit without saving © 2016 SRECTrade, Inc. All Rights Reserved



4. Select "Purchase certification"

5. Click "Continue with Selected Certifications"

3. Click "Save and Continue to Next Page"

Submitting an Extension Application SREC Trade SRECTrade Home Facilities Statements Insights SRECTrade Home Facilities Statements Insights **New Facility New Facility** Add/Review facility details for certification 1. Select the MA Market Sector from Application Confirmation the drop-down menu chusetts (MA) - Extension Application MA Market Sector Selection Examples Total Due \$0.00 Registration Consent (MA) MA State Sector The registration consent will allow SRECTrade to apply to Edit selected applications Review application data the state and/or tracking registry on your behalf. This ust be signed by John Hoopes 1 Registration Consent Terms & Conditions Detailed Construction Costs Form (MA) DOER provides as part of the Extension Guideline a Thank you for submitting your application for an extension for obtaining qualification under the Massachusetts Sola Detailed Construction Costs Form[AU5] for all developer Carve-Out II Program. An "Extension Application" includes systems over 25 kW seeking either (1) an extension pending authorization to interconnect (mechanically complete) or (2) a four-month extension for systems that have met 50% of construction costs by January 8, 2017. Please note that submitting an Extension Application does not to use in order to categorize the different components of Supporting Documentation construction costs and require Solar Carve-out II 2. Upload the Supporting Renewable Generation Units to document how much complete the application process with the Massachusetts Department of Energy Resources (DOER). The Applicant Competence are application (process with the massacritizence begat timely to comply heterolices (pociety) in the "Application will be responsible of submitting future documentation to SRCETARE to complete the Statement of Qualification application (namely by providing the Permission to Operate latter once the system is operational and interconnect or, in the case of a 50% construction costs externing random (a namery 2017, a mechanically complete extension) each component represents of the total project costs. The documentation required depends on whether your Extension Application is for 50% Construction Costs OR S Detailed Construction Costs Form Documentation Machanically Complete Signed Affidavit (MA) request as permitted under the SREC-II Emergency Rulemaking and Final Extension Guidelines) - 50% Construction Costs: a four-month extension for a system that has met 50% of construction costs by The Authorized Agent of each Solar Carve-out II The SREC-II Emergency Regulations, Final SREC Factor Guildelines, Final Extension Guildelines, and the samp lanuary 8, 2017 Renewable Generation Unit that submits an application The should be interested in the second secon Mechanically Complete: an extension pending authorization to interconnect for an extension to the DOER will be required to certify via an affidavit under penalty of periury that all board we accept as bompeters that be responsible for provider of the paperate to accept the documentation to strengtherments. The Applicant shall be responsible for providing additional information or documentation to SRECTrade or to the DOER upon request and as required by the Guildelines. formation provided to the DOER in the Detailed **50% Construction Costs** Construction Costs Form is accurate and reflects actual Required Paperwork costs incurred per the definition in Section (4)(D) of the Further, SRECTrade, Inc. does not guarantee or warranty that Applicant's Extension Application will be submitted of Upload **both** of the following: In one of his mask was over his get anel or rearring interpolated a contrast representation representation and the same business of upon which the application was submitted to SHECTINAL as was, Applicant brian business of the same business of the SHECTINAL as was, Applicant brian business of the same b Extension Guideline. Registration Consent (MA) Mechanically Complete (MA) Choose File No file chosen 1. Detailed Construction Costs Form (MA) (A) Copy of the certificate of completion signed by the The Applicant beeby acrees and confirms that the Applicant is responsible for submitting the Permission to Operat local wiring inspector OR The Application theory agrees and committee take the Application a responsible role point of particular to the applicable detailing as required by the Guidelin and any applicable extensions granted by the DOER. The Applicant will be required to submit its PTO by logging (B) Proof that a wiring inspection has been scheduled OF 2. Signed Affidavit (MA) C) Affidavit signed by the engineer of record stating that back into its SRECTrade application, attaching the PTO letter, reviewing the application for any changed informatic the project is "mechanically complete" OR and re-submitting the complete application. (D) Other documentation deemed satisfactory by DOER SRECTrade's application procedures are subject to and limited by the confines of the DOER On Detailed Construction Costs Form (MA) ("OLR"). Accordingly, Applicant holds harmless SRECTrade for any technical difficulties encountered that may result Cheose File No file chosen in a loss of the Applicant's Extension Application or Statement of Qualification application. Future changes made to Mechanically Complete the OLR form may result in a change to the requirements of the application and may impact the Appli Finally, SRECTrade cannot guarantee continuous or secure access to SRECTrade's services, and operation of the Upload one of the following: SRECTrade website may be interfered with by numerous factors outside of SRECTrade's control. Accordingly, to the extent permitted by law. SRECTrade hereby excludes all implied warranties, terms and conditions. 1. Certificate of Completion I. (Applicant Name), hereby consent to SRECTrade serving as my Agent in the Registration of "MA SREC-II Extension Application" as a qualified renewable energy generator, and specifically as a solar energy generator, within states that may provide an opportunity to sell SRECs from the facility during its eligibility period. 4 Read the Terms 2. Proof that a wiring inspection has been Signed Affidavit (MA) (Income of Constructions Constructions) Choose File No file chosen I affirm that, to the best of my knowledge, the information that I provided in this application is complete and accurate is a provide software by this sharings be made to the information provided herein. Unit contact SRECTrade to notify them of such changes so that they may inform the appropriate entities. I acknowledge that failure to do so may impact the existing with the soft to generate SRECT. I understard that SRECTrade to the soft to soft the soft to soft the soft the soft to soft to soft the soft to soft the soft to soft to soft the soft to soft the soft to soft the soft to soft to soft the soft to soft to soft the soft to soft to soft to soft the soft to soft to soft the soft to soft the soft to soft to soft to soft the soft to soft to soft to soft the soft to sof scheduled & Conditions liability for such impacts to my eligibility. I understand that SRECTrade does not guarantee nor warranty same day 3. Affidavit submission of my application to the state entity, which may impact my certification start date. I understand that the cation process with the state will take approximately 120 days, and that I can track my applications progress my SRECTrade.com account. By my consent, I knowingly and freely agree to assume all the risks, both known and unknown, surrounding m Mechanically Complete (MA) participation in the SREC market as a qualified renewable energy generator. In recognition of the relative risks and benefits of this arrangement between myself ("applicant") and SRECTrade, the risks have been allocated such that I Choose File No file chosen acree, to the fullest extent permitted by law, to limit the liability of SRECTrade to the applicant or to any third party agains, other future to the specific parameter of many and many other to the specific of the s hat a winner instruction has been achieval OR 3. Click "Save and Continue to Next SRECTrade in the twelve (12) months prior to the action or transaction giving rise to the liability, and (b) U.S. \$100.00 Yes, I have read and agree to the above Terms & Conditions Page" 5. Click "Confirm" Save and Continue to Next Page -Previous Exit without saving Previous Confirm -© 2016 SRECTrade, Inc. All Rights Reserved. © 2016 SRECTrade, Inc. All Rights Reserved

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Submitting the Interconnection Paperwork



- 1. Click "Submit Interconnection Document"
- 2. Enter the Interconnection and Current Meter Readings Information
- 3. Check the information provided on the application to ensure that all information is correct
- 4. Click "Save and Continue to Next Page"

SRECTrade Home Facilities Statements Insights	Personal Account +
	والمكار وأعرف الموالي
Ctote Certification	
State Certification	
Add/Review facility details for certification	
Solar Production Meter	Additional Field Help
Meter manufacturer	What is my solar production meter? The solar production mater is not to be confused with
- Select -	your utility net electric meter. If you have a solar production meter, it is a separate meter connected
- Select - 0	between your inverters and your utility net meter. This meter is dedicated to tracking only the total, ournulative enter production from unversion panels.
Meter accuracy	Meter Accuracy If your solar production meter meets ANSI 12.1
Meter serial number	standards or has a demonstrated accuracy of at least ANSI +/- 256 (this is often printed on the front of the material & is considered "Barries (Endo)" # is in any land
Usually found privilat on the best of the realer	accurate (ANSI +/- is greater than 216), it is considered "Standard".
Date of last meter certification	Permission to Operate (MA) The interconnection approval letter will be a letter / email met interconnection approval letter will be a letter / email
The data strenged on your solar production mean: If no data is alranged on your make, use the data your system was turned on Optime Manifester/	has been approved for interconnection. The party named must be John Hoopes (or the company name supplied on
Yes, I can view this solar facility's production on a website	page 2 of the application if this is a commercial system).
Online monitoring website	
If applicable, the link to the webpage or website that shows your salar production online.	_
Interconnection	
Operation start date	
This shife that your ever facility was famed on	
Utility interconnection date (
The date for which your diffy company gave approach to account your system to the anothic grid. Reading at interconnection ((1973))	
KWh	
The matrix how your same production matrix or mostles at the time of information. If the potents interconnected and furned on at the same time.	
- Select - 0	
The stilling that preventive exectivity to the location. Utility account #	
Usually faind on your electric celling tell.	
Current Meter Readings	
Current meter reading	
KWh Please provide a surrent reacting from your usine preduction motion or insortion. Do not provide a reacting obler than 3 days	
Date of reading	
This is the date of your numeric matter macing. Do not provide a maxing older than 3 days.	
Permission to Operate (MA)	
The interconnection approval latter will be a latter / email and to your by the america company after your system has been approved for interconnection. The party neural mad the Unit Hoopen (or the company name supplied or page 2 or the explication Planck a commercial	
Previous Save and Continue to Next Page • Exit without saving	

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	statements insignts	Personal Account Y
Applicatio	on Submitted!	
Thank you for resubmitting your S	SREC-II application.	
For qualified and approved system with the PTS.	ms, we anticipate that processing will take 2-3 months for ap	oproval by the DOER and registration
lect certifications		
lect certifications	State	Price
lect certifications Certification Paid - SRECTrade preparing paperwork	State Massachusetts (MA) - Statement of Qualification	Price
lect certifications Certification Paid - SRECTrade preparing paperwork	State Massachusetts (MA) - Statement of Qualification	Price -
ect certifications Certification Paid - SRECTrade preparing paperwork save Facility and Ext	State Massachusetts (MA) - Statement of Qualification	Price -

SRECTrade

5. Click "Save Facility and Exit"

Facility Transfers



*Please wait to transfer the facility (to owner) until after submitting the PTO



Facility Transfers: <u>after</u> submitting the PTO



- 1. Click Facilities
- 2. Click Manage Facility Ownership
- 3. Click "Transfer"



Key SRECTrade Application Deadlines



	SRECTrade Application Deadlines
Wednesday, January 4, 2017	Extension Pending Authorization to Interconnect (Mechanically Complete) or PTO for systems over 25 kW
Monday, January 16, 2017	Meeting 50% Construction Costs Incurred by January 8, 2017 for systems over 25 kW
Monday, May 2, 2017	Further extension for systems Meeting 50% Construction Costs Incurred by January 8, 2017 and now applying for an Extension Pending Authorization to Interconnect (Mechanically Complete)
Wednesday, May 10, 2017	Systems under 25 kW do NOT have an application deadline, however systems interconnected AFTER January 8, 2017 will receive a reduced SREC-II Factor.
	Please note: Applications must be submitted by May 10, 2017 to meet the Q1 application deadline and to receive credit for Q1 2017 generation

Key SRECTrade Certification and Reporting Deadlines **SREC**Trade



SRECTrade Certification and Reporting Deadlines			
Quarter	Months	Deadline to submit SQA to DOER to be eligible for credit for that quarter's generation	Deadline to submit Production to PTS for credit
Q1	Jan – Mar	May 10 th	June 5 th
Q2	Apr – Jun	August 10 th	September 5 th
Q3	Jul – Sept	November 10 th	December 5 th
Q4	Oct – Dec	February 10 th	March 5 th

Reporting Information



- SRECTrade completes auto-reporting setups after a system is fully PTS registered
- Full list of approved auto-reporters available here

Project Size	Reporting Information
Less than or equal to 10 kW DC	Data can be reported manually or automatically to the PTS
Greater than 10 kW DC	MUST BE reported automatically through a Data Acquisition System (DAS)/auto-reporter

Common MA Auto-Reporters	SRECTrade Requirements
Locus	Upload Locus Setup Spreadsheet to SRECTrade application
SolarEdge	SRECTrade sends an email requesting installer to enter the PTS ID for newly certified systems to the installer SolarEdge Portal
	OR
	You may now grant SRECTrade access to your installer SolarEdge account. As an associated account, SRECTrade can enter the PTS IDs for your systems on your behalf (highly recommended). Please reach out to us to initiate the process.
SolarLog	SolarLog serial number must be entered in the meter information section of the SRECTrade application
PowerDash	SRECTrade has access to the PowerDash portal and enters the PTS ID on the account

Inquiries? Contact us!





System Owners: clientservices@srectrade.com

877-466-4606 ext. 1

Installers:

tom.mackenty@srectrade.com

415-409-8537