##

## **Illinois Solar for All Approved Vendor Registration Template:**

## Approved Vendor Type: Aggregator

This template can be used to prepare a response to the Illinois Solar for All Approved Vendor registration questionnaire to include as a single upload when registering at [Illinoissfa.com](http://www.illinoissfa.com/). Each Approved Vendor type will use a template specific to that Approved Vendor type. Applicants should be sure they are using the correct template for their registration type and should review the Illinois Solar for All Approved Vendor Manual prior to completing this form.

## **Approved Vendor Requirements and Registration**

The Illinois Solar for All Approved Vendor registration process can be initiated from the online form at [Illinoissfa.com](http://www.illinoissfa.com/). Responses to required questions can be submitted online individually or via this form template. Whether completing individual registration questions online or via this template, both options are initiated at the online registration form page.

Before beginning the registration process, the applicant should download and read the Approved Vendor Manual, which provides guidance on the scope of the program and the requirements necessary to complete this registration process. It is highly recommended that the process outlined below be followed by all applicants.

1. Download and read the manual
2. Aggregators **must register** with the Adjustable Block Program
3. Prepare your responses
4. Submit responses
5. Sign attestations (e-signature)
6. Program Administrator evaluation
7. Assessment and revisions as needed
8. Program Administrator will attempt to return an approval determination within 14 business days

This registration form requires the completion of a series of questions that differs based on the Approved Vendor type selected by the applicant. This template corresponds to questions for the **Aggregator**. Applicants will be able to upload supporting documents at the end of the process. All applicants will be required to e-sign terms and conditions specific to their Approved Vendor type as part of this process.

If applicants have questions about this process or technical issues with this site, please refer to the Approved Vendor Manual or contact the Program Administrator at vendors@Illinoissfa.com.

### Section A: Registration Type

Please indicate which registration type this application represents.

[ASKED OF ALL APPLICANTS]

[ ]  Approved Vendor

[x]  Aggregator

[ ]  Aggregator Designee

Explanation: The response to this question informs the Program Administrator of the role your organization intends to play in the Illinois Solar For All Program. See the definitions in the Illinois Solar for All Program Manual.

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| Rubric: | NOT SCORED |

### Section B: Pre-Requisite: Adjustable Block Program Qualification

**Question 1.** Illinois Adjustable Block Program ID number:

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### Section C: Project Types and Communities

**Question 2:** List the project types(s) you intend to pursue.

CHECK ALL THAT APPLY

[ ]  Low-income Distributed Generation: 1-4 unit buildings

[ ]  Low-income Distributed Generation: 5+ unit buildings

[ ]  Non-profit and Public Facilities

[ ]  Low-income Community Solar

Explanation: Select each project type your organization plans to develop. There are no specific requirements for Approved Vendors to develop multiple project types or to work within different market segments. Not selecting a project type at registration does not preclude an Approved Vendor from submitting projects in the different incentive categories.

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| Rubric: | NOT SCORED |

**Question 3:** What utility services territories will you work within?

CHECK ALL THAT APPLY

[ ]  Ameren Illinois

[ ]  ComEd

[ ]  Mid-American

[ ]  Mt. Carmel

[ ]  Municipal utilities

[ ]  Rural electric cooperatives

Explanation: Select each utility territory within which your firm plans to support solar development for Illinois Solar for All projects.

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| Rubric: | NOT SCORED |

**Question 4**. Please describe the fee structure you will use for Illinois Solar for All projects. How will this differ by project/incentive type? How will this differ from the Adjustable Block Program, if applicable?

[NARRATIVE TEXT]

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Explanation: This is collected for informational purposes only.

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| Rubric: | Max Possible Score: | Min. Score Required: |
| N/A | NOT SCORED | NOT SCORED |

**Question 5**. Describe the anticipated volume in total capacity (kW AC) annually for Illinois Solar for All projects.

 [NARRATIVE TEXT]

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Explanation: This is collected for informational purposes only.

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| Rubric: | Max Possible Score: | Min. Score Required: |
| N/A | NOT SCORED | NOT SCORED |

### Section D: Program Requirements

**Question 6**. Please describe your plan to ensure Designees meet the job training requirements for Illinois Solar for All. Will your firm take steps prior to assigning Designees to ensure that qualified trainee graduates are on staff or a qualified installer/contractor is used?

[NARRATIVE TEXT]

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Explanation: Please indicate your plan for meeting the job training requirements in the first through the third years of participation, as minimum project hour requirements increase from 10% to 33% across your portfolio of Illinois Solar for All projects, as well as the additional requirement that at least one qualified trainee is used on 33% of Low-Income Distributed Generation projects. Failure to meet these requirements across all projects by Designees will jeopardize your status as an Illinois Solar for All Approved Vendor.

It is recognized that these plans may not be realized according to the details expressed here because of the potential for changing market conditions or the availability of qualified candidates. However, the plan for vetting and managing these requirements across Designees should express a clear understanding of the requirements, a moderate level of detail, and a moderate probability of being successful.

Public comments on job training requirements will be accepted through February 7, 2019, and, therefore, are subject to change.

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| Rubric:  | Max Possible Score: | Min. Score Required: |
| 5 = Significant detail and/or probability of success43 = Moderate detail and/or probability of success21 = Minimal detail and/or probability of success | 5 | 3 |

**Question 7**. Please describe your plan to ensure Designees meet installation quality assurance requirements, including Site Suitability Guidelines and overall installation quality. Will your firm take steps prior to assigning Designees to ensure quality standards are in place?

[NARRATIVE TEXT]

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Explanation: Illinois Solar for All requires additional quality assurance steps beyond the Adjustable Block Program requirements to ensure quality installations, including minimum site suitability requirements and onsite inspections. Poor quality of workmanship of designees can jeopardize your status as an Illinois Solar for All Approved Vendor.

Please describe your plans for ensuring Designees understand and meet the program requirements for installation quality. Plans with little detail or specific actions will result in a Low Probability of Effectiveness score, where very detailed planning, protocols, and steps already taken will result in a High Probability of Effectiveness.

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| Rubric:  | Max Possible Score: | Min. Score Required: |
| 5 = High probability of effectiveness43 = Moderate probability of effectiveness21 = Low probability of effectiveness | 5 | 3 |

**Question 8**. Please describe your plan to ensure Designees meet Illinois Solar for All minimum savings requirements.

[NARRATIVE TEXT]

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Explanation: Illinois Solar for All requires that any annual payments by program participants be less than 50% of the annual first year estimated production and/or utility default service net metering value to be received by the customer.

**Annual Customer Payment ÷ 1st Yr. Net Metering Value < 0.5**

How will your firm ensure contracts offered by Designees to program participants meet these minimum savings requirements for various contract types? Please describe your plans for ensuring Designees understand and meet the program savings requirements. Plans with little detail or specific actions will result in a Low Probability of Effectiveness score, where very detailed planning, protocols and steps already taken will result in a High Probability of Effectiveness.

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| Rubric:  | Max Possible Score: | Min. Score Required: |
| 5 = High probability of effectiveness43 = Moderate probability of effectiveness21 = Low probability of effectiveness | 5 | 3 |

**Question 9**. Please describe your plan to ensure Designees meet Illinois Solar for All consumer protection requirements.

[NARRATIVE TEXT]

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Explanation: Illinois Solar for All consumer protections mirror the Adjustable Block Program in most respects, but include additional requirements, including but not limited to no upfront costs and presenting contracts and documents in native languages. How will your firm ensure all consumer protections are met? Will your firm take steps prior to assigning a Designee that each Designee understands and will abide by these requirements? Failure of Designees to meet these requirements will jeopardize your status as an Illinois Solar for All Approved Vendor.

Please describe your plans for ensuring Designees understand and meet consumer protections requirements. Plans with little detail or specific actions will result in a Low Probability of Effectiveness score, where very detailed planning, protocols, and steps already taken will result in a High Probability of Effectiveness.

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| Rubric:  | Max Possible Score: | Min. Score Required: |
| 5 = High probability of effectiveness43 = Moderate probability of effectiveness21 = Low probability of effectiveness | 5 | 3 |

**Question 10**. Will your firm monitor or encourage in any way project development in environmental justice communities for Illinois Solar for All projects?

[NARRATIVE TEXT]

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Explanation: Illinois Solar for All has a programmatic goal of ensuring 25% of all incentives are used to benefit environmental justice communities. The Program Administrator will provide tools to assist in identifying qualified communities. Will your firm monitor the project siting or location of customers of Illinois Solar for All projects within these communities? Will your processes, Designee selection, or fee structure help to support this goal?

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| Rubric:  | Max Possible Score: | Min. Score Required: |
| 3 = Will monitor and actively encourage development in these communities2 = Will monitor development in these communities1 = No specific plans | 3 | None |

## Completing Your Registration

The Approved Vendor must upload this completed form as part of the registration process initiated at [Illinoissfa.com](http://www.illinoissfa.com/). The online registration process is initiated at the registration page. Initial business and contact details must be entered online, as well as other key information before uploading this document. Once uploaded, the applicant will continue to the Aggregator attestations and must provide an e-signature to complete the registration submission.

For questions on the use of this form or on the Illinois Solar for All Approved Vendor registration process, please contact: vendors@Illinoissfa.com.