



Solar Successor Incentive Program

Administratively Determined Incentive Program

Customer Guide

Table of Contents

1. Purpose of the Customer Guide.....	3
2. Finding a New Solar Installer	3
3. Navigating the Trade Ally Database	4
4. ADI Program Online Portal-How to Apply	6
5. ADI Program Online Portal-Program Resources Section.....	11
6. ADI Registration Process-Two Step Process	11
7. ADI Initial Registration Requirements-Step One	12
8. ADI Initial Registration Checklist.....	13
9. ADI Program Final As-Built (Post Construction) Requirements	15
10. ADI Final As-Built Checklist	15
11. ADI Registration Process-Start to Finish.....	17
12. How to Register and Receive Your SREC-IIs	18
13. Additional Resources.....	20

1. Purpose of the Customer Guide

This Customer Guide was created to help distressed customers that were abandoned by their solar installer or find their solar installer to be non-response. This Guide can be used as a resource to facilitate the customers' search for a new solar installer, offer guidance on program requirements including steps on navigating the registration online portal for new or existing document submissions and assist customers with understanding the steps that need to be taken to submit and complete your registration packet in the ADI Program. Distressed customers are encouraged to review this Customer Guide carefully before registering their solar system in the ADI Program.

2. Finding a New Solar Installer

For distressed customers whose installer has become non-responsive or is no longer conducting business in New Jersey, we provide a list of solar installers that participate in the ADI Program on our [Trade Ally Database](#). We encourage you to try to obtain proposals from at least three installers so that you can compare the quotes and services. You can also use this list if your system has not yet been installed, and you would like to continue to move forward with finding a new solar installer to install your solar system. The New Jersey's Clean Energy Program (NJCEP) records reflect that such projects are at various stages of maturity, ranging from those for which only an initial registration has been submitted to those that have received Permission to Operate (PTO) and require only completion and submission of their post-construction certification packages. NJBPU and TRC are encouraging all distressed customers to seriously consider hiring a new installer to assist them in completing their projects and registrations.

Of course, if your system is installed you can also choose not to engage another installer and to instead prepare and submit the necessary documents on your own.

There are two categories of potential solar providers under the Trade Ally Database for assisting Distressed Customers that find themselves stranded by their solar installers: 1) Assistance for Distressed Customers and 2) Operations and Maintenance.

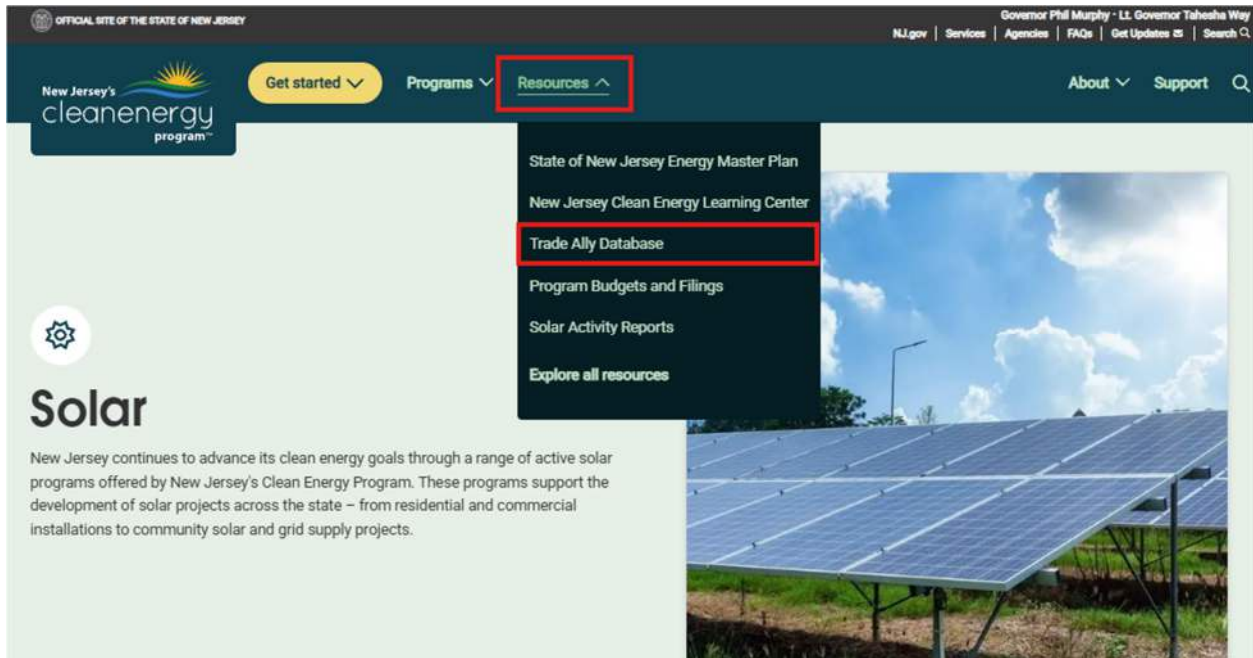
- 1) [Assistance for Distressed Customers Category](#) was created to help distressed customers with projects that were abandoned by their solar installer. Solar installers listed under this Trade Ally category have requested to be listed and are willing and able to help customers that were stranded by their original installer.

- 2) **Operations and Maintenance Category** was created to help customers who are interested in engaging a contractor to maintain and/or repair their systems' post-installation. This interest can arise from, among other things, the initial installer ceasing operations or one party or the other choosing not to continue their relationship on an ongoing basis.

3. Navigating the Trade Ally Database

You can locate the Solar Trade Ally Database on NJCEP's website under the Renewable Energy tab at the top of the page <https://cleanenergy.nj.gov/>

Click on the **"Resources"**, scroll down and click **"Trade Ally Database"**



Click on the “**Services**” and check “**Solar**”

The screenshot shows the New Jersey's Clean Energy Program website. The header includes the state logo, navigation links (Get started, Programs, Resources), and contact information for Governor Phil Murphy and Lt. Governor Tahesha Way. The main heading is "Find a Trade Ally or Partner". Below it, a paragraph explains the purpose of the list. A filter sidebar on the left has "Services" and "Solar" highlighted with red boxes. The "Solar" checkbox is checked. The main content area shows a list of trade allies, with the first two being "Advanced Renewable Solutions, LLC" and "Advanced Solar Products".

OFFICIAL SITE OF THE STATE OF NEW JERSEY

Governor Phil Murphy - Lt. Governor Tahesha Way

NJ.gov | Services | Agencies | FAQs | Get Updates | Search

New Jersey's cleanenergy program™

Get started ▾ Programs ▾ Resources ▾

About ▾ Support ▾

Resources

Find a Trade Ally or Partner

Use this list to find a Trade Ally for your energy efficiency or solar project. This list also includes Partners in the Partner Network that supports the New Construction Program. The list of Trade Allies is provided as an informational source only. The publication or sharing of this list should not be considered, in any way, to be an endorsement, recommendation or promotion, either expressed or implied, of any of the trade allies listed thereon.

Solar × Clear all

Showing 1–10 of 27 trade allies

Advanced Renewable Solutions, LLC

259 Browning Road
Bellmawr, NJ

Thomas Jeffers
tomj@arsolutions.us
(856) 900-0669

More details ▾

Advanced Solar Products

270 South Main Street
Flemington, NJ

Peter Sudano
kathleen@advancedsolarproducts.com
(908) 751-5818

More details ▾

Amped On Solar, LLC

FILTER

Search

Search by keyword

Services —

- ☐ Combined Heat & Power and Fuel Cells +
- ☐ Electric Vehicles +
- ☐ New Construction Program Partner Network +
- ☒ **Solar**

Building Type +

Type of Business +

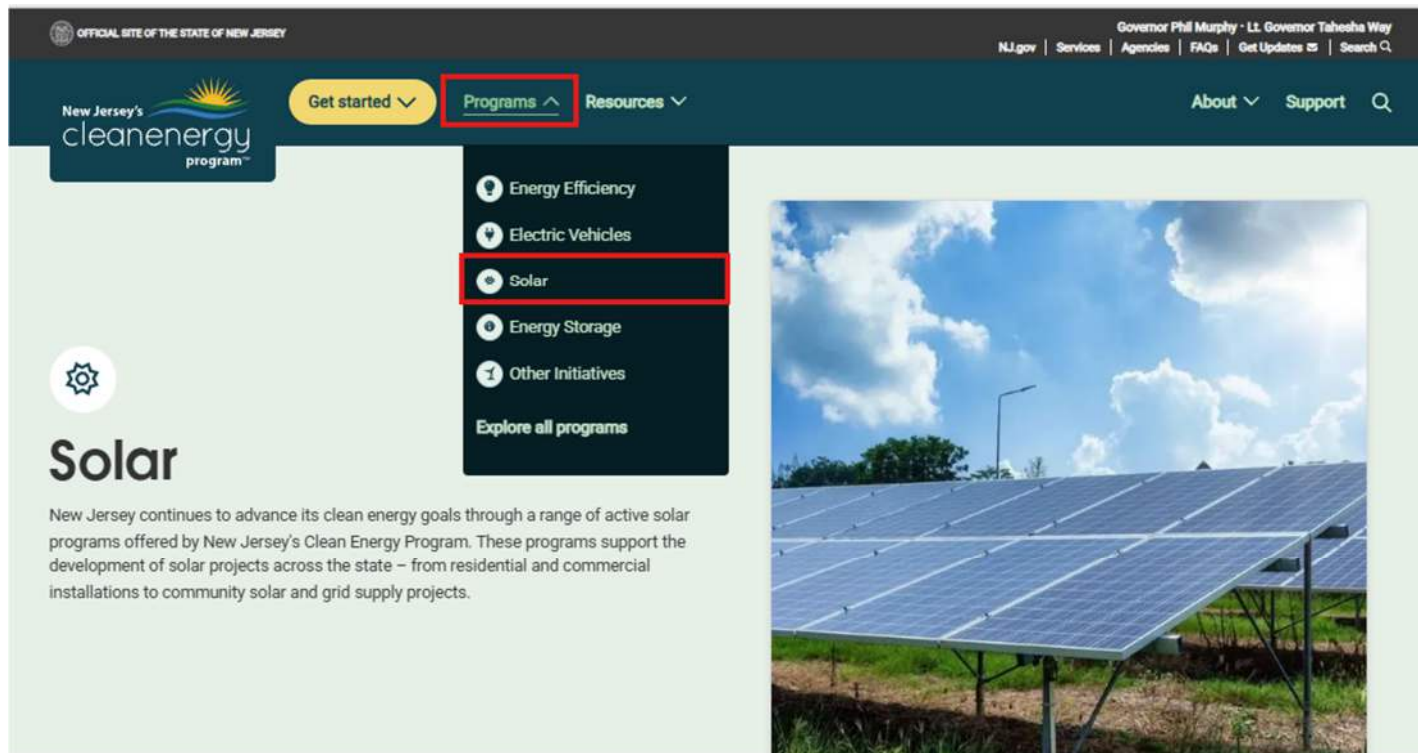
Service Area +

Select an installer that will assist you. Of course, if your system is installed you can also choose not to engage another installer and to instead prepare and submit the necessary documents on your own.

NOTE: If you are interested in managing your own registration, sections 4-13 will be useful.

4. ADI Program Online Portal-How to Apply

To be eligible for SREC-IIs, you must first submit a registration packet in the ADI Online Portal. You can access the ADI Online Portal by going to <https://cleanenergy.nj.gov/> . Click **“Programs”** and then **“Solar”**.



Scroll down to “Successor Solar Incentive (SuSi) Program. Under the **Administratively Determined Incentive (ADI) Program** box, click on the **“Registrations are open”** button. This will take you to the homepage of the ADI Program Application Portal.

ON THIS PAGE

- Why Solar?
- Solar Activity Reports
- Successor Solar Incentive (SuSi) Program**
- Transition Incentive (TI) Program
- Additional Solar Programs
- Solar Trade Allies
- Get Involved
- Submit a Complaint
- Related Resources
- Help Topics

Successor Solar Incentive (SuSi) Program

The Successor Solar Incentive (SuSi) Program is the long-term permanent solar program for providing incentives to new solar generation facilities connected to the transmission or distribution systems of New Jersey electric public utilities or local government units. The SuSi Program is comprised of two sub-programs, the Administratively Determined Incentive (ADI) Program and the Competitive Solar Incentive (CSI) Program. Within the ADI Program there are two additional market segments, the Community Solar Energy Program (CSEP) and Remote Net Metering (RNM). Find more information on the SuSi sub-programs below.

Administratively Determined Incentive (ADI) Program

The Administratively Determined Incentive (ADI) Program is a sub-program of the Successor Solar Incentive (SuSi Program). It provides incentives for net metered residential, net metered non-residential, remote net metered, and community solar projects of 5 MW (dc) or less.

Registrations are open

Competitive Solicitation Incentive (CSI) Program

The Competitive Solar Incentive (CSI) Program is an annual competitive procurement that provides incentives to qualifying grid supply solar generation projects, grid supply solar generation paired with energy storage, and large non-residential net metered projects with a capacity greater than 5 MW dc.

Pre-Qualification Window Closed

Community Solar Energy Program (CSEP)

The Community Solar Energy Program (CSEP) provides incentives to eligible community solar facilities that enable the continued efficient and orderly development of solar electric generating sources throughout New Jersey.

Active program

Community Solar for Subscribers

Community solar projects enable greater access to solar energy. Electric utility customers who have previously been unable to go solar, due to a variety of factors including cost, unsuitable roof, or lack of roof control, can now access this renewable energy.

Applications are open

Remote Net Metering

The Remote Net Metering Program, a market segment of the SuSi-ADI program, approves and offers incentives to remote net metered solar energy projects and certifies public entities to act as receiving customers for remote net metered capacity.

Registrations are open

Dual-Use Solar Energy Pilot Program

The Dual-Use Solar Pilot Program is designed to encourage the development of dual-use solar facilities and the creation of a new segment of the solar industry in New Jersey that is compatible with the State's rich agricultural heritage.

Applications are open

Click on **“Registration Portal”** button.

OFFICIAL SITE OF THE STATE OF NEW JERSEY

Governor Phil Murphy · Lt. Governor Tahesha Way

NJ.gov | Services | Agencies | FAQs | Get Updates | Search

New Jersey's
cleanenergy
program™

Get started ▾

Programs ▾

Resources ▾

About ▾

Support

Q

Programs

Solar

Administratively Determined Incentive (ADI) Program

The Administratively Determined Incentive (ADI) Program is a sub-program of the Successor Solar Incentive (SuSI Program). It provides incentives for net metered residential, net metered non-residential, remote net metered, and community solar projects of 5 MW (dc) or less.



Status

✓ Registrations are open

Registration Portal

Schedule

The ADI Program will accept new registrations on a first come, first serve basis until the megawatt block for that market segment is fully subscribed or until **June 1, 2026**, whichever comes first.

Program Contacts

njreinfo@njcleanenergy.com
[866-NJSMART \(866-657-6278\)](tel:866-NJSMART)

Relevant Audiences

- Businesses
- Contractors
- Homeowners

ON THIS PAGE

Energy Year 2026 Capacity Block

Program Update

Prior to beginning your ADI registration submission, you will need to set up a secure log in and profile account by clicking the **“Begin Registration Process”** button.

The screenshot shows the New Jersey's Clean Energy Program website. The header includes the logo and navigation links: Home, Apply Now, and My Applications. A blue navigation bar contains four tabs: Administratively Determined Incentive (ADI), Community Solar Energy (CSEP), Competitive Solar Incentive (CSI), and Remote Net Metering (RNM). Below the navigation bar is a large image of solar panels. The main heading is "Administratively Determined Incentive Program (ADI)".

Welcome

Welcome to the Administratively Determined Incentive Program (ADI). All ADI Registrations are required to be submitted through this registration portal. This portal will allow you to enter a registration, save and update registration information, upload the required ADI Registration documents, and check the status of your ADI registration(s) at any time.

Are you ready to begin?

[Begin Registration Process](#)

When entering your first registration, you will be prompted to set up a secured login and profile. The login will be required to submit additional registrations or to view the status of a registration.

Then click **“Create Account”** button”.

The screenshot shows the New Jersey's Clean Energy Program website. The header includes the logo and navigation links: Home, Apply Now, and My Applications. A blue navigation bar contains four tabs: Administratively Determined Incentive (ADI), Community Solar Energy (CSEP), Competitive Solar Incentive (CSI), and Remote Net Metering (RNM). Below the navigation bar is a large image of solar panels. The main heading is "Sign in".

Sign in

Email Address: *

[Continue](#)

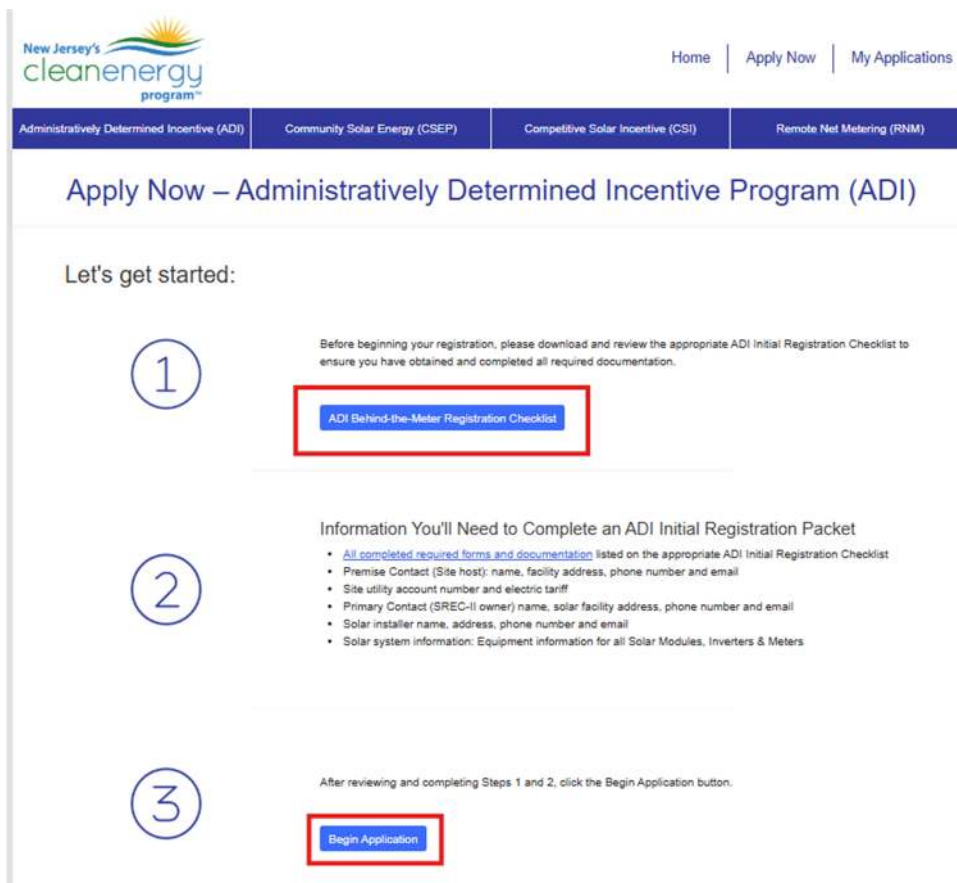
[Forgot Password](#) [Create Account](#)

Once your account has been set up, you can begin your registration submission by using the email address associated with your portal account and the password created for your account



The image shows the 'Sign in' section of the New Jersey's Clean Energy Program portal. At the top, there is a navigation bar with links for 'Home', 'Apply Now', and 'My Applications'. Below this is a horizontal menu with four categories: 'Administratively Determined Incentive (ADI)', 'Community Solar Energy (CSEP)', 'Competitive Solar Incentive (CSI)', and 'Remote Net Metering (RNM)'. The 'Sign in' section is highlighted with a red box. It contains a label 'Email Address: *' above a text input field. Below the input field is a blue 'Continue' button. At the bottom of the sign-in section, there are two links: 'Forgot Password' and 'Create Account'.

You will have access to the ADI Initial Registration Checklist by clicking the **[“ADI Behind the Meter Registration Checklist”](#)** button. We encourage you to follow this checklist to ensure all required information is entered and program documents uploaded. Once you are ready to begin your registration, click on the **[“Begin Application”](#)** button.



The image shows the 'Apply Now' page for the Administratively Determined Incentive (ADI) program. The page has the same header and navigation bar as the previous image. The main heading is 'Apply Now – Administratively Determined Incentive Program (ADI)'. Below this, the text 'Let's get started:' is followed by three numbered steps. Step 1 is circled in blue and contains the text 'Before beginning your registration, please download and review the appropriate ADI Initial Registration Checklist to ensure you have obtained and completed all required documentation.' Below this text is a blue button labeled 'ADI Behind-the-Meter Registration Checklist', which is highlighted with a red box. Step 2 is circled in blue and contains the heading 'Information You'll Need to Complete an ADI Initial Registration Packet' followed by a bulleted list of requirements: 'All completed required forms and documentation listed on the appropriate ADI Initial Registration Checklist', 'Premise Contact (Site host): name, facility address, phone number and email', 'Site utility account number and electric tariff', 'Primary Contact (SREC-II owner) name, solar facility address, phone number and email', 'Solar installer name, address, phone number and email', and 'Solar system information: Equipment information for all Solar Modules, Inverters & Meters'. Step 3 is circled in blue and contains the text 'After reviewing and completing Steps 1 and 2, click the Begin Application button.' Below this text is a blue button labeled 'Begin Application', which is highlighted with a red box.

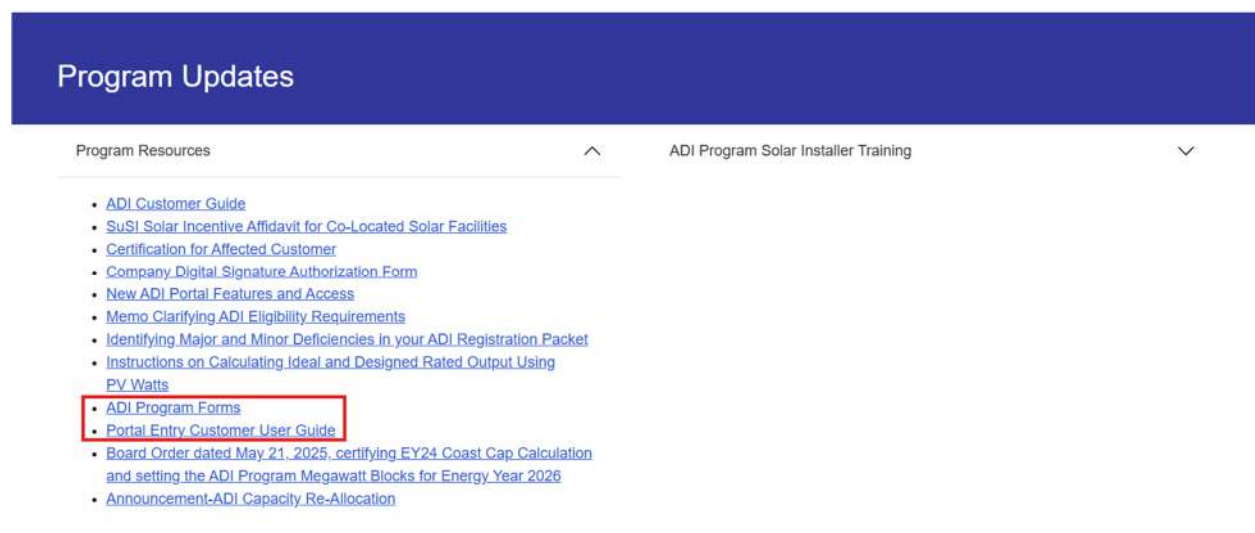
5. ADI Program Online Portal-Program Resources Section

Scroll down to the bottom of the ADI Program portal homepage and click on the “[Program Updates](#)” button to easily access ADI Program Resources.

Note you will find several documents under the Program Resources, but specifically you will find a portal instruction guide and a link to the ADI checklists and forms.

Once your system is installed and all ADI Program requirements have been satisfied, you will need to register your solar facility with PJM-GATs and InClima. See sections 11-12 for additional information.

- **[Portal Entry Customer User Guide](#)**: Step by step instructions on how to submit and upload your registration documents.
- **[ADI Program Forms](#)**: NJCEP ADI Homepage link that includes all registration and final checklists/required forms.



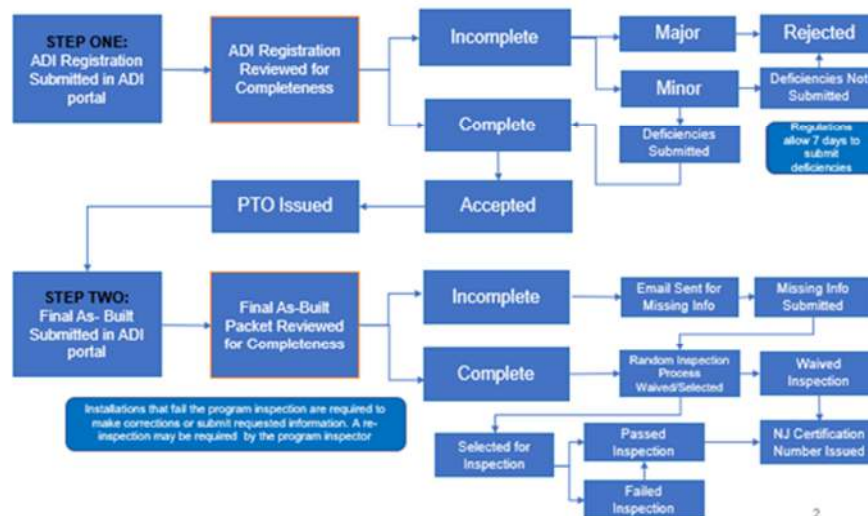
6. ADI Registration Process-Two Step Process

The ADI registration process is a two-step process. See Figure 1 below for a flow chart of the ADI Registration Process. Also see Sections 6-9 below for further details.

STEP 1: An ADI Initial Registration packet is submitted in the ADI online registration portal. The registration is reviewed to ensure all ADI Program requirements have been satisfied; at which time an acceptance letter is issued allowing 12 months from the date of conditional acceptance to complete the installation, obtain permission to operate (PTO) from your utility company and submit your final documents.

STEP 2: When the solar installation is complete and the system is issued PTO from your utility company, additional Final As-Built documents are required to be submitted. The Final As-Built documents are required to be uploaded in the ADI online portal on or before the expiration date noted in your ADI acceptance letter.

Figure 1: ADI Program Registration Two-Step Process and Workflow



7. ADI Initial Registration Requirements-Step One

All ADI Program Checklists and program forms can be found on the [ADI Program homepage](#) under the ADI Registration Packet Materials Section.

ON THIS PAGE

- Energy Year 2026 Capacity Block
- Incentive Values
- Eligibility Requirements
- SuSI Solar Installer Trainings
- Extension Policy
- Program History
- Forms and Resources**
- Related Resources
- Help Topics

Forms and Resources

The ADI Initial Registration packet must include all the documents listed on the ADI Initial Application Checklist(s) below:

ADI Initial Registration Checklists and Forms:

- ADI Initial Registration Checklist for Behind the Meter Projects (PDF)
- Company Digital Signature Authorization Form (PDF)
- ADI Registration Certification Form (PDF)
- Certification Form for Customer of Unresponsive Solar Installer (PDF) April 2025
- ADI Disclosure Form for Purchase (EXCEL)
- ADI Disclosure Form for Purchase (PDF)
- ADI Disclosure Form for Lease (EXCEL)
- ADI Disclosure Form for Lease (PDF)
- ADI Disclosure Form for PPA (EXCEL)
- ADI Disclosure Form for PPA (PDF)
- Solar Incentive Affidavit for Co-Located Solar Facilities

8. ADI Initial Registration Checklist

Documents Required for [Step One](#) Submission: Initial ADI Registration

- 1) A one-page **Site Map** of an overhead view drawing or a single line electrical diagram. The site map must clearly indicate the location of the generator(s), batteries (if any), lockable disconnect switch (unless otherwise approved by the electric utility, the disconnect switch shall be installed at the electric utility meter location) and point of connection with the utility system. Equipment information, system size, installation address and the solar installer's company name must be included on the site map.
- 2) A completed **ADI Registration Certification Form** with all the appropriate signatures. All sections must be completed and should match the information submitted in the ADI online portal. If using electronic signatures, upload the Certificate of Completion or signature Verification Sheet. This is a program document and can be found on the [ADI Program Homepage](#).
- 3) A copy of the most recent site host **Utility Bill** page that shows the account number, address and identifies the appropriate electric rate tariff for the site location. If the name on the utility bill is different from the Premise Contact listed in the ADI online portal, please supply clarification in a document or include in the notes section of the online portal (i.e. tenant, etc.).

- 4) **Solar Equipment Information** must be entered in the online portal under the Equipment Tab prior to submitting the ADI registration. If the system consists of multiple array planes and/or orientations, indicate the orientation, tilt and modules per string, per inverter for each array plane. To calculate Designed and Ideal rated output, please use the PV Watts instructions that can be found on the homepage of the ADI portal.
- 5) **For Net-Metered Facilities 25 kW (dc) or larger: Electrical and Building Permits** or Documentation are required demonstrating that the electrical and building permit applications have been submitted to the relevant municipality (i.e., emails to or from the township official, signed receipt for hand delivered applications, UPS/Fed X receipts, etc.).
- 6) **For Net Metered Facilities 25 kW (dc) up to 1 MW (dc): Evidence of having submitted to the EDC a Part 1 Interconnection Agreement** signed by the customer and the solar installer is required.
- 7) **A copy of the Contract between the primary solar installer or the third-party owner (SREC-II owner)**, as applicable and the premise (customer) contact (site host) with executed dates and signatures is required. The contract must include the premise name and address, installation cost and system size. If using electronic signatures, upload the Certificate of Completion or signature Verification Sheet.
- 8) **Disclosure Form:** For net metered projects, a consumer disclosure agreement executed between the solar developer and the owner must be submitted. You can obtain a copy of the required disclosure form on the ADI Forms page of the NJCEP website. If using electronic signatures on the forms, please upload Certification of Completion or signature Verification Sheet. **This is an ADI Program form that can be found on the [ADI Program Homepage](#).**
- 9) For all **Electric Storage Battery** installation with the solar system- A single line drawing showing the location of the solar equipment and electric storage battery must be submitted. Include a cover letter with the ADI Registration packet indicating that a battery will be installed at the site. For additional requirements on installing electric storage batteries with solar, please contact Brian Perry at bperry@trccompanies.com.

9. ADI Program Final As-Built (Post Construction) Requirements

All ADI Program Checklists and program forms can be found on the [ADI Program homepage](#) under Final As-Built (Post Construction Certification) Packet section.

The screenshot displays the ADI Program homepage with a sidebar on the left containing links: Energy Year 2026 Capacity Block, Incentive Values, Eligibility Requirements, SuSi Solar Installer Trainings, Extension Policy, Program History, Forms and Resources (highlighted), Related Resources, and Help Topics. The main content area is titled 'Forms and Resources' in a red-bordered box. Below the title, it states: 'The ADI Initial Registration packet must include all the documents listed on the ADI Initial Application Checklist(s) below:'. Under the heading 'ADI Initial Registration Checklists and Forms:', there is a list of documents: ADI Initial Registration Checklist for Behind the Meter Projects (PDF), Company Digital Signature Authorization Form (PDF), ADI Registration Certification Form (PDF), Certification Form for Customer of Unresponsive Solar Installer (PDF) April 2025, ADI Disclosure Form for Purchase (EXCEL), ADI Disclosure Form for Purchase (PDF), ADI Disclosure Form for Lease (EXCEL), ADI Disclosure Form for Lease (PDF), ADI Disclosure Form for PPA (EXCEL), ADI Disclosure Form for PPA (PDF), and Solar Incentive Affidavit for Co-Located Solar Facilities. Below this, under 'Milestone Reporting Forms:', it explains that the Milestone Reporting Form is required for net metered and community solar facilities greater than 1 MW (dc) and all grid supply projects, and must be submitted with the initial application packet and quarterly thereafter. A list of documents follows: Milestone Reporting Form-Net Metered Projects 1 MW (dc) to 5 MW (dc) (EXCEL) and Milestone Reporting Form-Interim Subsection (t) Grid (EXCEL) August 2022. At the bottom, a red-bordered box contains the heading 'The Final As-Built (Post Construction Certification) Packet:' followed by a list of documents: ADI Final As-Built Checklist, ADI Final As-Built Solar Technical Worksheet, ADI Final As-Built Solar Technical Worksheet - PDF, and Post Construction NJCEP Compliance Form Solar Act Subsection (t) N.J.S.A. 48:3-87.

Energy Year 2026 Capacity Block

Incentive Values

Eligibility Requirements

SuSi Solar Installer Trainings

Extension Policy

Program History

Forms and Resources

Related Resources

Help Topics

Forms and Resources

The ADI Initial Registration packet must include all the documents listed on the ADI Initial Application Checklist(s) below:

ADI Initial Registration Checklists and Forms:

- ADI Initial Registration Checklist for Behind the Meter Projects (PDF)
- Company Digital Signature Authorization Form (PDF)
- ADI Registration Certification Form (PDF)
- Certification Form for Customer of Unresponsive Solar Installer (PDF) April 2025
- ADI Disclosure Form for Purchase (EXCEL)
- ADI Disclosure Form for Purchase (PDF)
- ADI Disclosure Form for Lease (EXCEL)
- ADI Disclosure Form for Lease (PDF)
- ADI Disclosure Form for PPA (EXCEL)
- ADI Disclosure Form for PPA (PDF)
- Solar Incentive Affidavit for Co-Located Solar Facilities

Milestone Reporting Forms:

The Milestone Reporting Form is required for net metered and community solar facilities greater than 1 MW (dc) and all grid supply projects. This form must be submitted with the initial application packet and quarterly thereafter, up until the submission of the Final As-Built (Post Construction Certification) Package.

- Milestone Reporting Form-Net Metered Projects 1 MW (dc) to 5 MW (dc) (EXCEL)
- Milestone Reporting Form-Interim Subsection (t) Grid (EXCEL) August 2022

The Final As-Built (Post Construction Certification) Packet:

- ADI Final As-Built Checklist
- ADI Final As-Built Solar Technical Worksheet
- ADI Final As-Built Solar Technical Worksheet - PDF
- Post Construction NJCEP Compliance Form Solar Act Subsection (t) N.J.S.A. 48:3-87

10. ADI Final As-Built Checklist

Documents Required for [Step Two](#) Submission: Final As-Built packet

- 1) A completed and signed **ADI Final As-Built Technical Worksheet**. The authorized representative for each party listed at the bottom of the Technical Worksheet must sign the form in the designated space. The parties are defined as the Premise

Contact, Primary Contact, and Installer/Developer. If using an electronic signature, please upload the Certificate of Completion or the signature Verification Sheet.

- 2) **Solar Equipment Information:** If there are changes to the originally proposed system specifications that were included in the initial ADI registration, you are required to revise the equipment information in the ADI online portal. If the system consists of multiple array planes and/or orientations, indicate the orientation, tilt, and modules per string, per inverter for each array plane. To calculate Designed and Ideal rated output, please use the PV Watts instructions that can be found on the homepage of the ADI portal at <https://pvwatts.nrel.gov/>.
- 3) Representative **digital photographs** of the solar system. Please ensure that the photos are in focus and the serial numbers are legible. All photos can be combined into one or more documents and submitted as one upload in the online portal.

Digital photographs must include:

- 1) **Solar Array(s)**-Legible photo showing modules
- 2) **Inverter(s)**-Legible photo showing inverters
- 3) **Revenue Grade kWh Solar Production Meter** that has been certified to the ANSI c12.1-2008 or ANSI c.12.20 accuracy standards. A legible photo of the meter with the make, model and visible serial number. (This is a distinct meter from a utility meter and is mandatory to track your solar production.)
 - (a) For Integrated Revenue Grade Meter (RGM) - A photo of the actual integrated meter device.
 - (b) For Certain Micro-Inverter Monitoring Units-A photo of the device and online screen captures displaying the serial number and identifying additional RGM identifiers showing device has met or exceeds the ANSI c.12 1-2008 accuracy testing standards.An approved list of eligible Meters and Inverters can be found at [CA Solar Equipment List](#).

- 4) **Instantaneous Production:** A document which verifies that the system is fully functioning as per system design. This document can be provided as one, or more, of the following:
 - 1) A print screen, or clear photograph of a remote monitoring webpage displaying the instantaneous system production (AC Power or kilowatts) per operational inverter.
 - 2) A print screen, or clear photograph of the on-site monitoring device, displaying the instantaneous system production (AC Power in Watts or kilowatts) per operational inverter.
 - 3) A photo of the LCD/LED screen of each operational inverter, displaying the instantaneous system production (AC Power in Watts or kilowatts).

- 5) **EDC Permission to Operate Notification (PTO)** - The written notification that the system is authorized to be energized from the utility. Per the N.J.A.C. 14:8-5.8 - Requirements after approval of an interconnection, once the Electric Distribution Company (EDC) performs an inspection or determines that no inspection is needed and has received an executed interconnection agreement from the customer-generator, the EDC shall notify the customer-generator in writing that the customer-generator is authorized to energize the customer-generator facility. If the name on the PTO notification is different from the premise contact listed in the online portal, please supply clarification. The PTO is required to be dated after the date of the acceptance letter and before the expiration date noted on the ADI acceptance letter.
- 6) If you installed an **Electric Storage Battery** with the solar system, you must include a single line drawing showing the location of the solar equipment and electric storage battery together with a copy of the battery equipment specification sheet. If you have any questions, please contact Brian Perry at bperry@trccompanies.com.

11. ADI Registration Process-Start to Finish

After an initial registration is submitted, a notice of conditional registration will be issued before construction may commence. When the installation of your solar system is complete, and a post-construction packet is submitted your project will be issued a NJ Certification Number via email. This is the number that is required to enable you to register your project in the PJM-EIS Generation Attribute Tracking System (“GATS”) where SREC-IIs are created and in the InClima system <https://solarincentivesnj.com/> to exchange your SREC-IIs for payment. Refer to Section 12 for Steps on How to Register and Receive Your SREC-IIs

PJM-GATS Contact Information

(877)-750-4287

gatsadmin@pjm-eis.com

<https://www.pjm-eis.com/getting-started/contact-us.aspx>

InClima, SREC II Administrator Contact Information

(877)-754-3149

admin@solarincentivesnj.com

<https://solarincentivesnj.com/>

Figure 2: ADI Program Registration Process Steps to Certification

Step 1: Submit Registration in Online Portal



Step 2: Registering for your Solar Renewable Energy Certificates (SREC-II)



For any questions regarding the status of your SuSi registration, please contact, NJREINFO@NJCleanEnergy.com.

Step 3: Open a PJM-EIS Generation Attribute Tracking System (GATS) Account

Once you receive your NJ Certification Number, to create SREC-IIs based upon metered generation from your solar system, you must then open an account in GATS. GATS registration instructions can be found [HERE](#).

You can also contact the GATS Administrator at gatsadmin@pjm-eis.com or 877-750-4287 for any questions on how to register your solar facility in the GATS tracking system.

Step 4: Open a Payment Account with the SREC-II Administrator

Once your account is approved in the GATS tracking system, to receive payment for your SREC-IIs, you must open an account with InClima, the SREC-II Administrator at [How to Receive Payments – Solar Incentives NJ](#).

12. How to Register and Receive Your SREC-IIs

When your solar system installation is complete, your new system is eligible to earn NJ Solar Renewable Energy Certificates (SREC-IIs) which contributes value as your system produces electricity. for every 1,000 kilowatt-hours of energy produced by your system. SREC-IIs represent renewable attributes from your solar facility.

You first need to determine whether you will be managing the SREC-II account yourself or whether someone else will be managing your SREC-II account for you. Typically, if you have pre-sold or otherwise granted ownership of your SREC-IIs to another party, that party will manage the SREC-II account. Once you are sure who is responsible for managing your system's SREC-II account, you will be required to take one of the two paths outlined below:

If An Aggregator Will Manage the SREC-II Account for your Solar Facility	
1.	Contact your representative: Your representative will submit the paperwork necessary for registering your solar system in GATS but will need your written permission to do so.
2.	Grant consent to manage the SREC-IIs on your behalf: The company who manages the SREC-II account will likely provide you with a <u>“GATS Schedule A Form” (Generator Owner’s Consent)</u> which you will need to sign.
3.	You will need to include the <u>“NJ Certification Number”</u> shown at the top of this letter in the table on GATS Schedule A under <u>“PJM MSET ID or EIA plant Code and Generator Identifier</u> , (as applicable)”. Return the signed GATS Schedule A Form directly to your representative.
4.	Your representative will let you know if there is any additional information needed.

SREC-IIs Owned and Managed by You	
1.	Register online for a New Account at GATS: Go to PJM-EIS website and log in at www.pjm-eis.com and select the <u>“GATS Sign in Box”</u> at the top of the page. Click “Not A Member? Register Here” and complete the application for your GATS Account.
2.	Complete the PJM-EIS New Account Application Online: Complete the New Account Application Page and click the <u>“Submit for Approval”</u> button at the bottom of the page.
3.	Accept the GATS Terms of Use Online: You will be asked to accept the <u>“GATS Terms of Use”</u> online. This will log the date and time you created your account. Your account will then be reviewed by the GATS Administrator and approved as soon as possible.
4.	Register your System in your GATS Account: Once your account is approved, you will still need to register the system within your GATS account. Log into your account and under Assets click <u>“Register Solar Photovoltaic Generator”</u> . Complete the required fields and enter <u>“Solar Photovoltaic”</u> as your fuel type. Use the <u>NJ SREC-II Certification Number</u> shown in bold at the top of this letter to register your system. Please be sure to also select the “Check this box to automatically create standing order” option when submitting your generator application. You can now <u>“Submit”</u> for approval. Once submitted, PJM-EIS will review and approve your system.
5.	Once your generator is approved by GATS, you may register for payments with the SREC-II Administrator at https://solarincentivesnj.com/ . Participants can find all Steps to Register for Payments and more information about this process under the program’s FAQ and Resources pages.
6.	Begin Submitting Meter Readings to Earn SREC-IIs: You may now begin recording monthly generation to GATS at https://www.pjm-eis.com/ . Your SREC-IIs will be automatically transferred to the Solar Incentive NJ Program for payment once the Standing Order is approved.

Note: *The SREC-II Administrator has been contracted by the state's Electric Distribution Companies to procure all eligible SREC-IIs*

13. Additional Resources

ADI Customer Frequently Asked Questions (FAQ):

<https://cleanenergy.nj.gov/support/solar/adi-program-faqs>

Electric Utility Contact Information:

<https://cleanenergy.nj.gov/resources/interconnection-utility-contacts>

Understand your Finance Options when Installing Solar:

<https://cleanenergy.nj.gov/support/category/solar-ownership-and-financing-options>

ADI Program Webinars:

<https://cleanenergy.nj.gov/programs/solar/administratively-determined-incentive-adi-program>

ADI Program Contact:

REINFO@NJCleanEnergy.com