

Oregon Solar Photovoltaic Pilot Program

Overview, Instructions and Process

In 2009, the Oregon Legislative Assembly passed legislation to encourage the development and use of solar energy. ORS 757.365 (2009), as amended by House Bill 3690 (2010), mandates the development of pilot programs for each electric company to demonstrate the use and effectiveness of volumetric incentive rates (VIRs) and payments for electricity delivered by solar photovoltaic (SPV) systems.

Idaho Power is subject to this mandate and has established the Idaho Power Oregon Solar Photovoltaic Pilot Program. Idaho Power Oregon Schedule 88 specifies the specific details of this program. This schedule and other details of this program can be viewed on our website at www.idahopower.com/oregonsolar.

Under the program, Idaho Power will offer VIR rates established by the Oregon Public Utility Commission (OPUC) for residential SPV systems that meet the eligibility requirements and that have a nameplate capacity of less than or equal to 10 kW.

The next capacity reservation period of this program will begin October 3, 2011 and offer approximately 300 kW of SPV capacity.

Capacity reservation applications will be accepted via the web based application process no earlier than 8:00 am MDT of the opening date of the capacity reservation period (October 3, 2011) and only until the offered SPV capacity has been fully subscribed. Customers will be accepted into this program on a first come first served basis. Any unallocated SPV capacity shall be made available to customers until March 31, 2015.

Information regarding the Idaho Power Oregon SPV Pilot Program is available on Idaho Power Company's website at www.idahopower.com/oregonsolar. The website provides general information on the program and provides links to all applicable documents including:

- Idaho Power Company's Oregon Schedule 88
- The Capacity Reservation/Interconnection Application form (online form)
- The standard Energy Sales Agreement established under this pilot program

Customer Application Process

1. Customer reviews the program information, application forms, program requirements detailed in Idaho Power's Oregon Schedule 88, and the Energy Sales Agreement.
 - a. Contact Idaho Power with any questions:
 - Send E-mail inquiries to: Oregonsolar@idahopower.com
 - Idaho Power, Oregon Solar dedicated phone number – (208)388-5933
2. Applicant completes the **Capacity Reservation/Interconnection Application** located at www.idahopower.com/oregonsolar and submits this Application electronically via the web.
 - a. This Application will be available to applicants beginning at 8:00 a.m. (MDT) on October 3, 2011.
 - b. Applications will **only** be accepted through the online application process. Please note - These forms will only be accepted after all **required** fields have been completed.
3. After electronically submitting the Capacity Reservation/Interconnection Application, the Applicant will receive an email from Idaho Power Company.
 - a. The email confirmation will be sent to the email address provided by the Applicant on the Capacity Reservation/Interconnection Application form.
 - b. The email confirmation will include a signature line, information regarding the Capacity Reservation/Interconnection Application fee and mailing instructions for return of this information to Idaho Power.
 - Application fee – an Application fee of \$20 per kW of the planned installed Nameplate Capacity (DC) or \$500, whichever is larger, is required.
4. Within seven (7) business days from the date of the confirmation email, the applicant must deliver or mail a signed copy of the confirmation email and the Capacity Reservation Application fee to Idaho Power.



Hand delivery or overnight delivery

Idaho Power Company
Attn: Oregon Solar Program
1221 W Idaho
Boise, ID 83703

U.S. Mail delivery

Idaho Power Company
Attn: Oregon Solar Program
P O Box 70
Boise, ID 83707

The Oregon SPV Pilot Program capacity reservations are awarded on a first-come, first-served basis. Online submittal of the Capacity Reservation/Interconnection Application form establishes the Applicant's initial position in the allocation of the capacity reservations available. This position in the capacity reservation allocation process will be based upon the precise date and time the Capacity Reservation/Interconnection Application is submitted online.

However, if the additional and complete information specified in item 4 above is not received by Idaho Power with the seven (7) business days of the electronically submitted Capacity Reservation/Interconnection Application, the Applicant's position in the capacity reservation allocation process will be forfeited, and any Applicant fees that have been submitted will be returned to the Applicant.

- a. Corrections to an incomplete application received prior to the end of the 7 day period identified above will be accepted. Idaho Power recommends that the Applicant submit this additional information as early as possible so that Idaho Power and the Applicant can cooperate to resolve any incomplete information prior to this 7 day period expiring. If the application is found to be incomplete after the end of this 7 day period, the Applicant's position in the capacity reservation allocation process will be forfeited, and any fees that have been submitted will be returned to the Applicant.

Application fee – an Application fee of \$20 per kW or of the planned installed Nameplate Capacity (DC) or \$500, whichever is larger, is required at the time of completing the Application. This Application fee will be refunded to the Applicant if the Applicant is not awarded a Capacity Reservation or the Applicant is awarded a Capacity Reservation and the Eligible System becomes operational. This Application fee will not be refunded if the Applicant is awarded a Capacity Reservation fee and the Eligible System does not become operational within 12 months of the date the Capacity Reservation is awarded.

- 5. Within fifteen (15) business days after receipt of the completed information as specified in item 4, Idaho Power Company will notify the Applicant regarding the status of their application:

- a. If an applicant is awarded a Capacity Reservation, a package of documents including Idaho Power Schedule 88 and a draft copy of an Energy Sales Agreement for the Applicant's proposed system will be forwarded to the applicant.
 - b. If the applicant is not awarded a Capacity Reservation, a letter detailing the reasons and the Capacity Reservation Application fee will be returned to the Customer.
6. To retain the awarded Capacity Reservation, an Applicant must:
- a. Complete all requirements for interconnection. Application Part B must be completed within 60 days of the Capacity Reservation.
 - b. Energy Sales Agreement
 - Provide all information required to complete an Energy Sales Agreement.
 - Execute and return a completed Energy Sales Agreement no later than 30 days prior to the project beginning generation.
 - c. Complete installation and construction of the Eligible System within 12 months of the date the Capacity Reservation was awarded.
 - d. Complete and maintain all requirements specified within the executed Energy Sales Agreement and the associated Schedule 88.

Interconnection Process

Upon receipt of the complete Capacity Reservation/Interconnection Application the interconnection information will be submitted to the Idaho Power interconnection group for inclusion in the standard small net metering interconnection process.

1. Capacity Reservation/Interconnection Application will be reviewed and the Applicant will be notified of any deficiencies.
 - a. The Interconnection process will not begin until the Applicant has resolved all deficiencies identified in the Capacity Reservation/Interconnection Application.

shall contact the Company and request a final review by Idaho Power. This review will be conducted on site and will include:

- a. Documentation of the final electrical inspection from the State of Oregon or the local jurisdiction.
 - b. Review of the Eligible system components to ensure they are in compliance with the Energy Sales Agreement and that the nameplate ratings and installation is consistent with what the participant specified in the Capacity Reservation/Interconnection Application.
 - c. Operating the system disconnect to ensure system disconnection and timed out reconnection for UL1741 compliance.
 - d. Inspection of Idaho Power owned equipment for changes and upgrades that may have been required and documentation of all system parts.
5. After completion of a successful review by Idaho Power;
- a. Arrangements will be made with the customer to install the Idaho Power meter dedicated to the Eligible System.
 - b. The customer will be advised that the interconnection is complete and upon receipt of an Operation Date as specified with the Energy Sales Agreement the Eligible System may begin generation operations.

Energy Sales Agreement

A copy of the standard Energy Sales Agreement will be available for review at www.idahopower.com/oregonsolar. In addition, a copy of the Energy Sales Agreement will be provided to the customer at the time the customer is awarded a Capacity Reservation.

1. Execution of the Energy Sales Agreement may occur:
 - a. Any time after the customer has been awarded a Capacity Reservation, and;
 - b. When the customer has supplied all information required to complete the Energy Sales agreement and has requested a final Energy Sales Agreement be completed, and;

- c. No later than 30 days prior to the Operation Date
2. Only after both parties have executed an Energy Sales Agreement and the customer has completed the requirements within the Energy Sales Agreement may the customer begin operations of the Eligible System.
 3. The executed Energy Sales Agreement will specify the ongoing terms and conditions applicable to an Eligible System, including but not limited to: Term, VIR, and Payment process and calculation of generation eligible for payment.
 - a. Calculation of generation eligible for Payment – at the end of the customer’s monthly electrical billing period both the Eligible System generation meter and the customer’s standard electrical usage meter will be read by Idaho Power and the kWhs of generation (“Generation”) and the kWhs of consumption (“Consumption”) shall be calculated.
 - i. Only Generation not exceeding Consumption shall be eligible for payment under this program.

For example – Consumption equals 1,500 kWh
Generation equals 2,000 kWh

Eligible System generation eligible for payment equals: 1,500 kWh

- ii. If the month’s Generation exceeds the Consumption, then the excess Generation will be carried forward to the next month’s billing period and will be available for payment only if the Consumption for that billing period exceeds the Generation in that same billing period.
- iii. If the month’s Consumption exceeds the Generation then the excess Consumption will not be carried forward to the next billing period and will not be available to be used in the calculation of Generation eligible for payment under this program.
- iv. At the end of each annual period of this Agreement, any excess Generation accumulated over that annual period will be forfeited by the Participant and Idaho Power shall donate this excess Generation to a low income energy assistance program.