

The logo for CADMUS, featuring the word "CADMUS" in white, uppercase letters on a blue rectangular background.

CADMUS

A yellow graphic element consisting of a large white arrow pointing to the right.

## User Guidance Webinar

System of Assurance of Net Metering Eligibility  
[www.MassACA.org](http://www.MassACA.org)

January 17, 2013



# Goals

- Major concepts and vocabulary
- MassACA.org
  - New user registration
  - Applications for Cap Allocations (ACAs)
- ACA Review, Timelines, and Reporting
- Questions and Answers



# Key Takeaways

- ***Prepare Your Team***
  - Only individuals legally authorized to submit an Application for Cap Allocation (ACA) on behalf of the Host Customer can start and submit ACAs.
  - Representatives (e.g., developers, consultants) can be invited to help existing ACAs by registered Host Customers.
- ***DPU Public Entity ID***
  - Host Customers applying for space under the public cap will need a DPU Public Entity ID to access the System of Assurance.
  - Copy of application form is available at [MassACA.org](http://MassACA.org).



# Key Takeaways

- ***Electronic Payment***
  - The application fee of \$100 is due before the submission of an ACA.
  - Any user assigned to the ACA may pay the fee on behalf of the Host Customer.
- ***Self Certification***
  - Users self-certify that information provided is complete and accurate.
  - The Administrator's authority to revoke cap allocations extends into the Reservation Period (e.g., users are found to be untruthful, ACAs incomplete).



# Key Takeaways

- ***Transitional Period***
  - Facilities that will receive authorization to interconnect by April 24, 2013 (12 PM) can apply for a cap allocation under the Transitional Period provision.
  - Stakeholders may not simultaneously use the Transitional Period provision and submit an ACA.
  - The Administrator will not begin to announce ACA determinations (i.e., complete, incomplete) until Feb. 7, 2013.
- ***Required Permits and Approvals***
  - Users are required to provide “all necessary governmental permits and approvals to construct the Facility with the exception of ministerial permits, such as a building permit...” (DPU Order 11-11-D, Appendix A)
  - The Administrator will not be providing users with comprehensive permitting guidance.



# BACKGROUND: SYSTEM OF ASSURANCE OF NET METERING ELIGIBILITY



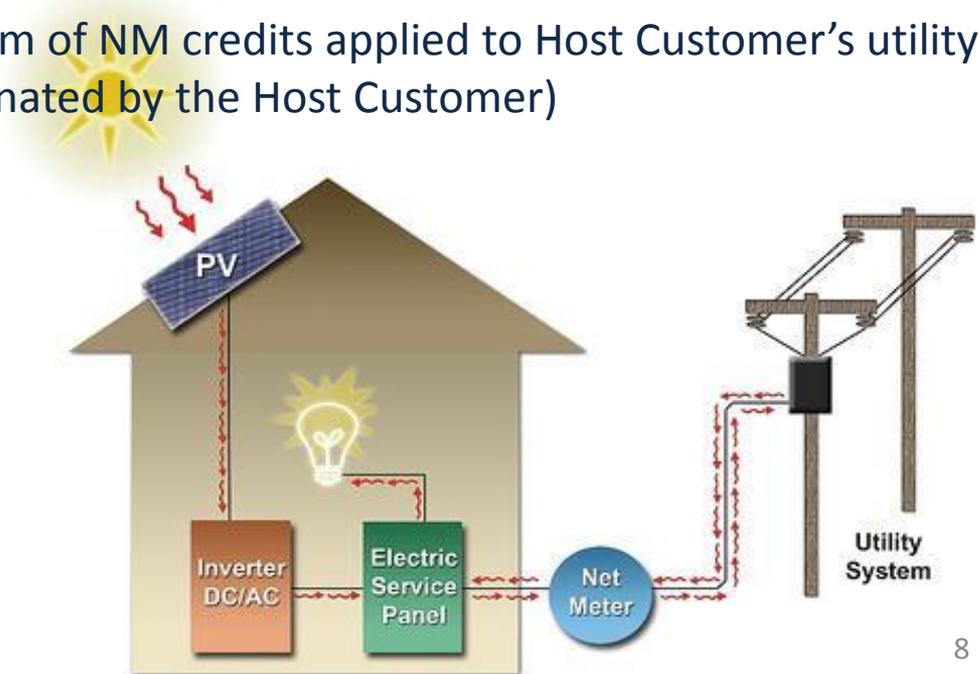
# Introductions

- The Cadmus team
  - Cadmus
  - Vanasse Hangen Brustlin, Inc. (VHB)
  - Noble & Wickersham LLP
- Distribution Companies
  - NSTAR Electric Company, Unitil, Western Massachusetts Electric Company, National Grid
- MA Department of Public Utilities (DPU)



# Net Metering Refresher

- An incentive program for grid-connected renewable energy facilities
  - Utility company compensates the Host Customer of a facility for delivering electricity to the grid
  - Host Customer: the utility company's customer of record for the net metering (NM) facility and the recipient of NM services
  - Compensation comes in the form of NM credits applied to Host Customer's utility bill (or other accounts, as designated by the Host Customer)





# Additional Resources: Net Metering

- [Net Metering 101 Presentation, MA DPU](#)
- [Net Metering FAQs, MA DPU](#)
- [220 CMR 18.00: Net Metering](#)
- [DSIRE > Massachusetts > Net Metering](#)



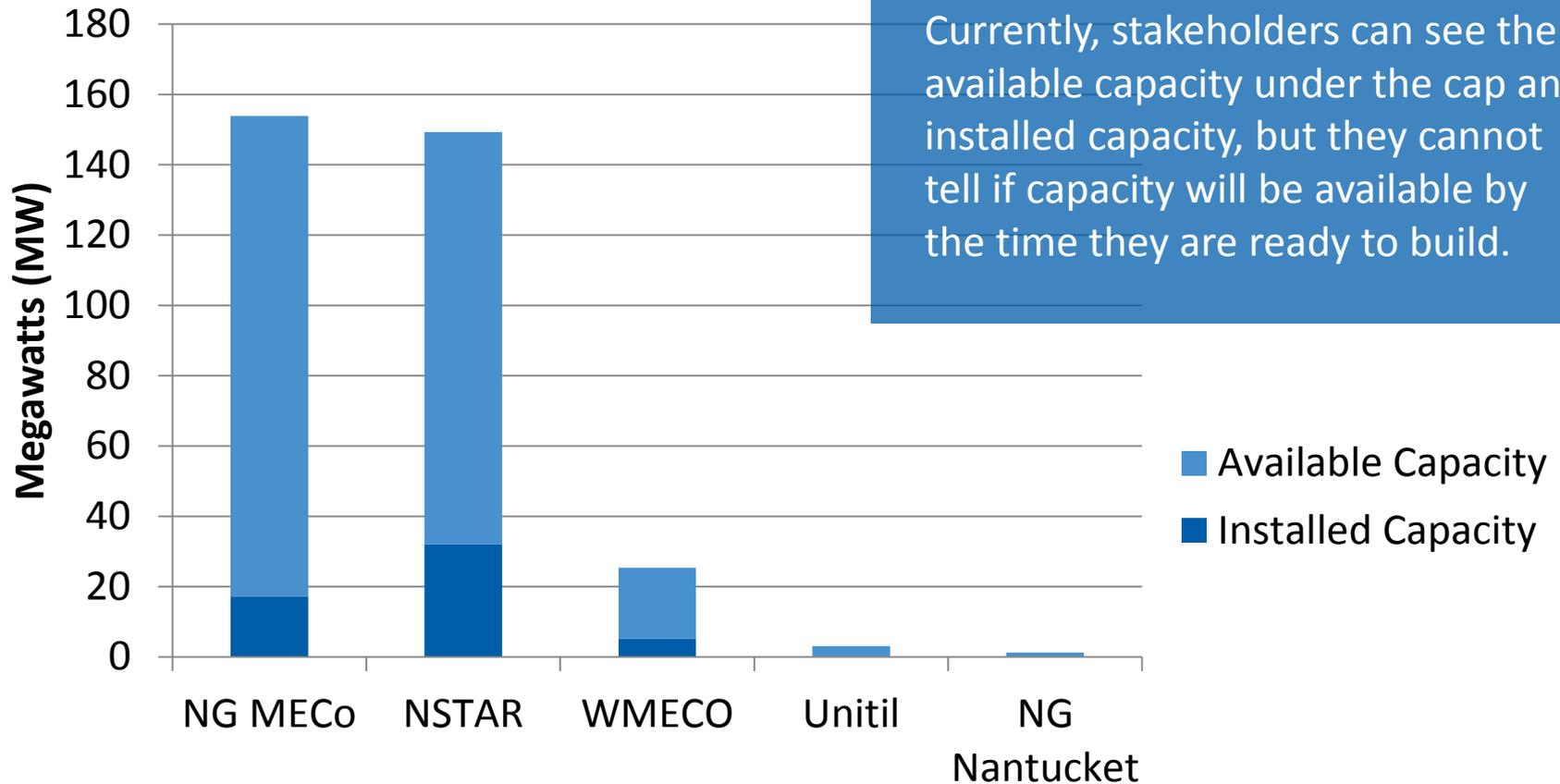
# Why is the System of Assurance Important?

- The aggregate capacity of NM facilities is determined by law.
  - 3% of each utility's peak load for private net metering facilities
  - 3% of each utility's peak load for public net metering facilities
- The economic viability of renewable energy projects often depends on these services.

*How can stakeholders be assured  
that a proposed facility will  
receive net metering services?*

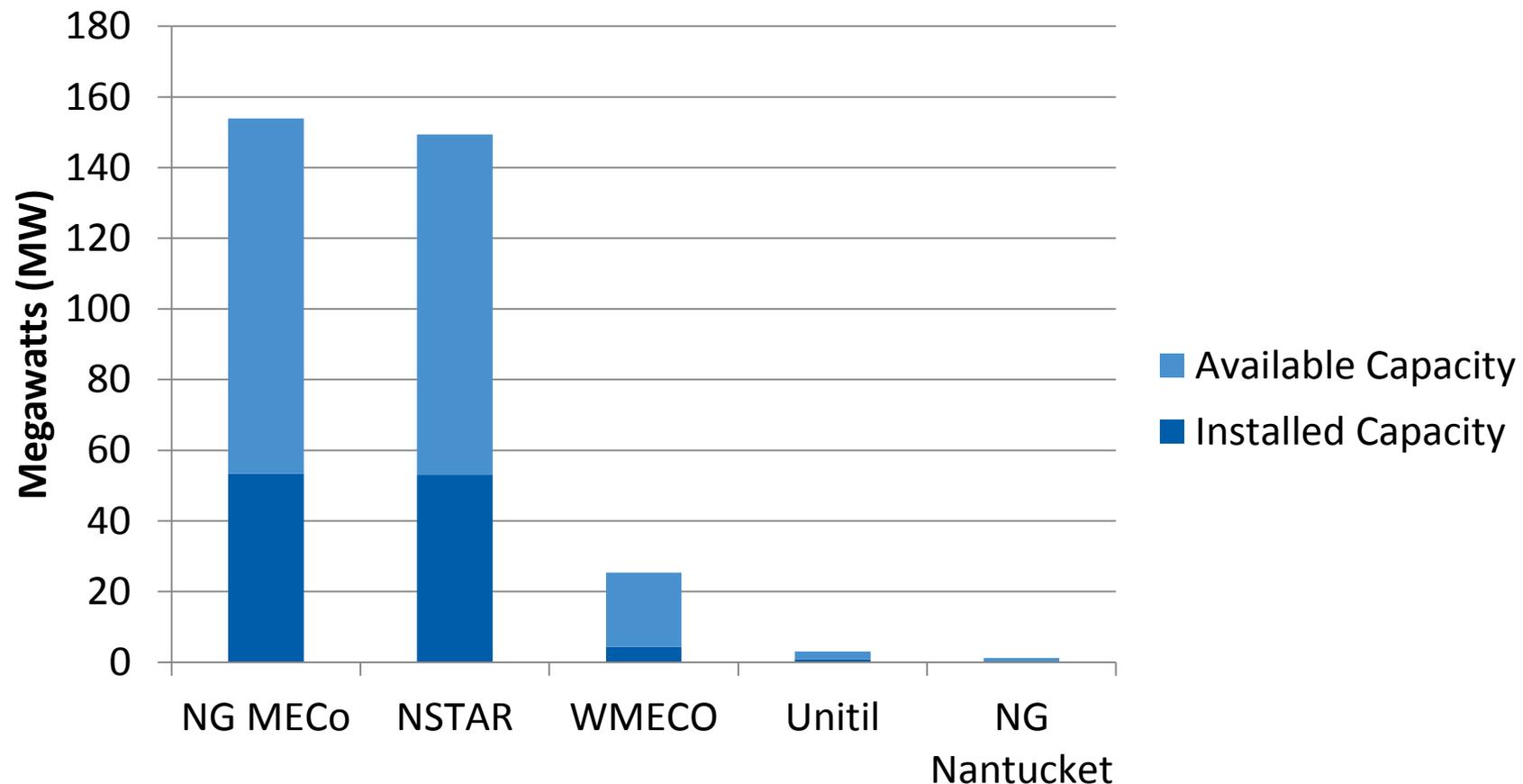


# MA Public Cap (3% of Each Utility's Peak Load)





# MA Private Cap (3% of Each Utility's Peak Load)





# System of Assurance

- The Dept. of Public Utilities created the System of Assurance of Net Metering Eligibility to provide stakeholders' certainty:
  1. Of the status of aggregate NM capacity; and
  2. Of their facility's eligibility for NM services
- The Cadmus team created a web-based application ([MassACA.org](https://www.massaca.org)) to:
  1. Report on the status of aggregate NM capacity; and
  2. Receive host customers' **Applications for Cap Allocations (ACAs)**
- Facilities that meet eligibility requirements and submit complete ACAs will receive a cap allocation.
- An approved ACA confirms, for a limited time, that the facility is eligible to receive NM services if the rules of the System of Assurance are followed.



# How do Host Customers Secure a Cap Allocation?

- All non-exempt facilities must use the System of Assurance to get a cap allocation.
- At minimum, this requires:
  1. Evidence of site control
  2. An executed Interconnection Service Agreement (ISA)
  3. All required non-ministerial permits and approvals
- The Administrator reviews ACAs and approves facilities for cap allocations.

The screenshot shows the website for the Massachusetts System of Assurance of Net Metering Eligibility. The header includes the text "Net Metering & Interconnection of Distributed Generation" and "Massachusetts System of Assurance of Net Metering Eligibility" with the "MassACA" logo. A navigation bar at the top right contains links for "SIGN-UP/ENROLL (coming soon)", "Contact", and "FAQ".

The main content area features a welcome message: "Welcome to Massachusetts System of Assurance of Net Metering Eligibility.\* The System of Assurance of Net Metering Eligibility is scheduled to begin accepting applications for cap allocation (ACAs) at 12:00 PM (noon) on January 24, 2013. The materials posted here are intended to help future users understand what will be required to complete an ACA." A prominent yellow box on the right states: "Enrollment process begins January 17, 2013".

On the left side, there is a sidebar with several sections:
 

- MassACA Home**
- Announcement: Webinar for Users**
  - When:** January 17, 2013, 12:30 PM - 3:30 PM
  - This online webinar will introduce the ACA process to prospective users.
  - Preregistration is strongly recommended. Visit the GoToMeeting website to preregister >**
- Listserv Sign-up**
  - Sign up for the System of Assurance Listserv
  - Send an email request with your name and contact information to

The main content area also includes:
 

- Guidance**
  - [System of Assurance of Net Metering Eligibility](#) (ADOBE PDF, 0.2MB)
  - [Frequently Asked Questions](#) (ADOBE PDF, 0.1MB)
  - [Department of Public Utilities Public entity ID](#) (ADOBE PDF, 0.1MB)
  - [Department of Public Utilities Hearing Officer Memo](#) (ADOBE PDF, 0.1MB)
- Key Features**
  - Net metering Host Customers (i.e., the utility's customer of record) must start and authorize ACAs. They may assign project Representatives (e.g., developers, consultants, engineers) to help with the application.
  - The application fee is \$100 is to be paid electronically before the submission of an ACA. Any user assigned to the project may pay the application fee (e.g., a project developer can pay the fee on behalf of the Host Customer).
  - Host Customers applying for space under the Public cap will need a DPU Public entity ID to complete the application. See the link above for the application form.
  - At minimum, an electronic copy of an executed Interconnection Service Agreement (ISA) will



# Logistics

- Need assistance?  
Contact the Administrator at [help@massaca.org](mailto:help@massaca.org) or call the MassACA helpline at (877) 357-9030
- Questions regarding NM rules may be directed to Laura Bickel ([laura.bickel@state.ma.us](mailto:laura.bickel@state.ma.us), 617.305.3588) or Nathan Phelps ([nathan.phelps@state.ma.us](mailto:nathan.phelps@state.ma.us), 617.305.3707) with the MA DPU

SIGN-IN/ENROLL (coming soon) | [Contact](#) | [FAQ](#)

Net Metering &  
Interconnection  
of Distributed  
Generation

## Massachusetts System of Assurance of Net Metering Eligibility

# MassACA

■ [MassACA Home](#)

**Announcement:  
Webinar for Users**

**When:**  
January 17, 2013  
12:30 PM - 3:30 PM

This online webinar will introduce the ACA process to prospective users.

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**Guidance**

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**Enrollment process begins  
January 17, 2013**

**Key Features**

- Net metering Host Customers (i.e., the utility's customer of record) must start and authorize ACAs. They may assign project Representatives (e.g., developers, consultants, engineers) to help with the application.
- The application fee is \$100 is to be paid electronically before the submission of an ACA. Any user assigned to the project may pay the application fee (e.g., a project developer can pay the fee on behalf of the Host Customer).
- Host Customers applying for space under the Public cap will need a DPU Public entity ID to complete the application. See the link above for the application form.
- At minimum, an electronic copy of an executed Interconnection Service Agreement (ISA) will

**Listserv Sign-up**

Sign up for the System of Assurance Listserv  
Send an email request with your name and contact information to



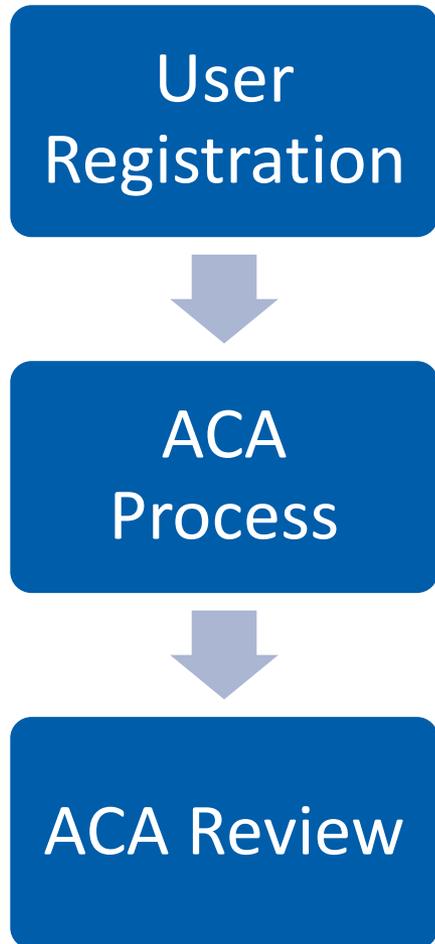
# QUESTIONS?



# MASSACA.ORG: NEW USER REGISTRATION & USER MANAGEMENT



# New User Registration & User Management



Step #	Description
1	Create a user account
2	Manage user accounts



## Register a new Account.

Select an account type

- Host Customer  
 Project Representative

Note: New accounts must be reviewed and approved before users can access the System of Assurance. To register with the System of Assurance, municipalities and other governmental entities must have a public entity ID number from the Massachusetts Department of Public Utilities (DPU).

\* Indicates a Required field

### User Account Information

Contact First Name\*

Contact Last Name\*

Email\*

Organization\*

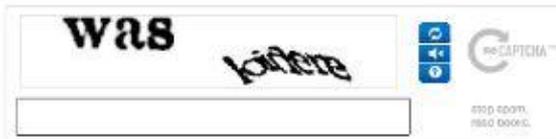
Address\*

City\*

State\*

Zip\*

Phone\*



Submit

Beginning January 17, 2013 at 12:00 PM, two types of users can pre-register with the System of Assurance:

- *Individuals (HCAAdmins) in a lead role for the Host Customer with legal authority to submit ACAs on Host Customer's behalf*
- *Individuals (Representatives) not affiliated with a particular Host Customer*

Help content will be available to users throughout the System of Assurance.



## Register a new Account.

Select an account type

- Host Customer
- Project Representative

Note: New accounts must be reviewed and approved before users can access the System of Assurance. To register with the System of Assurance, municipalities and other governmental entities must have a public entity ID number from the Massachusetts Department of Public Utilities (DPU).

\* Indicates a Required field

### Host Customer Information

Host Customer Entity\*

Facility Type\*  Public  Private

DPU Public Entity ID

Required for Public Entities to file under a Public Cap

Mailing Address\*

City\*

State\*

Zip\*

Phone\*

### User Account Information

Contact First Name\*

Contact Last Name\*

Email\*

Organization\*

Address\*

City\*

State\*



If the Host Customer is a public entity, a DPU Public Entity ID is required.

This can be obtained through an application to the MA DPU. Copy available at [www.MassACA.org](http://www.MassACA.org).

[DPU Public Entity ID Application Form](#)



# Create a New Host Customer Account

**Host Customer Entity:**  
**Town ABC**

**HCAAdmin**

Town Manager

Individuals registering on behalf of a Host Customer, by default, also register the Host Customer.

A Representative (e.g., renewable energy project developer) can be in the System without being attached to a Host Customer.



# Manage Host Customer User Accounts

## Account Management

User Accounts

Host Customer Entities

Add New User

Drag a column header and drop it here to group by that column

Name	Email	Account Type	Host Customer	Status
Johnson Chris	cjohnson@watertown-ma.gov	HC Administrator	Town of Watertown, MA	Active
Peabody Sara	speabody@watertown-ma.gov	HC Assistant	Town of Watertown, MA	Pending Activation

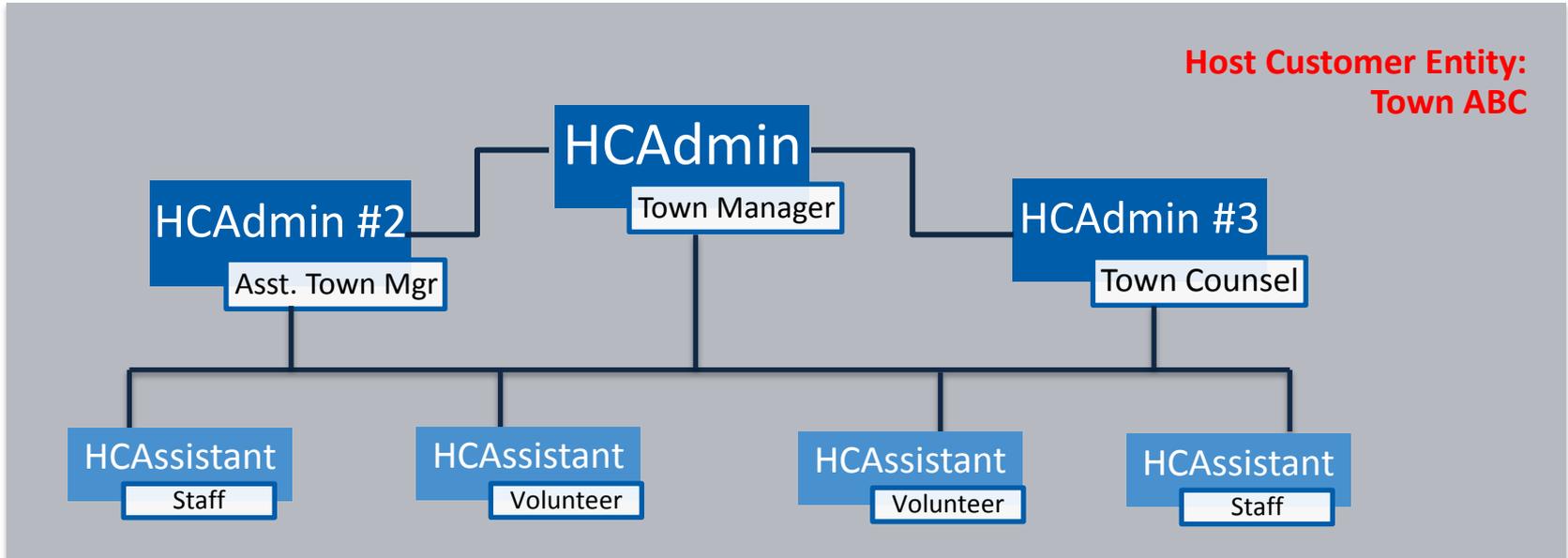
50 items per page

After registering with the System and being approved by Cadmus, HCAdmins can add additional users to the Host Customer.

Users should keep contact information in the System of Assurance current. 22



# Manage Host Customer User Accounts



**HCAadmins** have the legal authority to submit ACAs and:

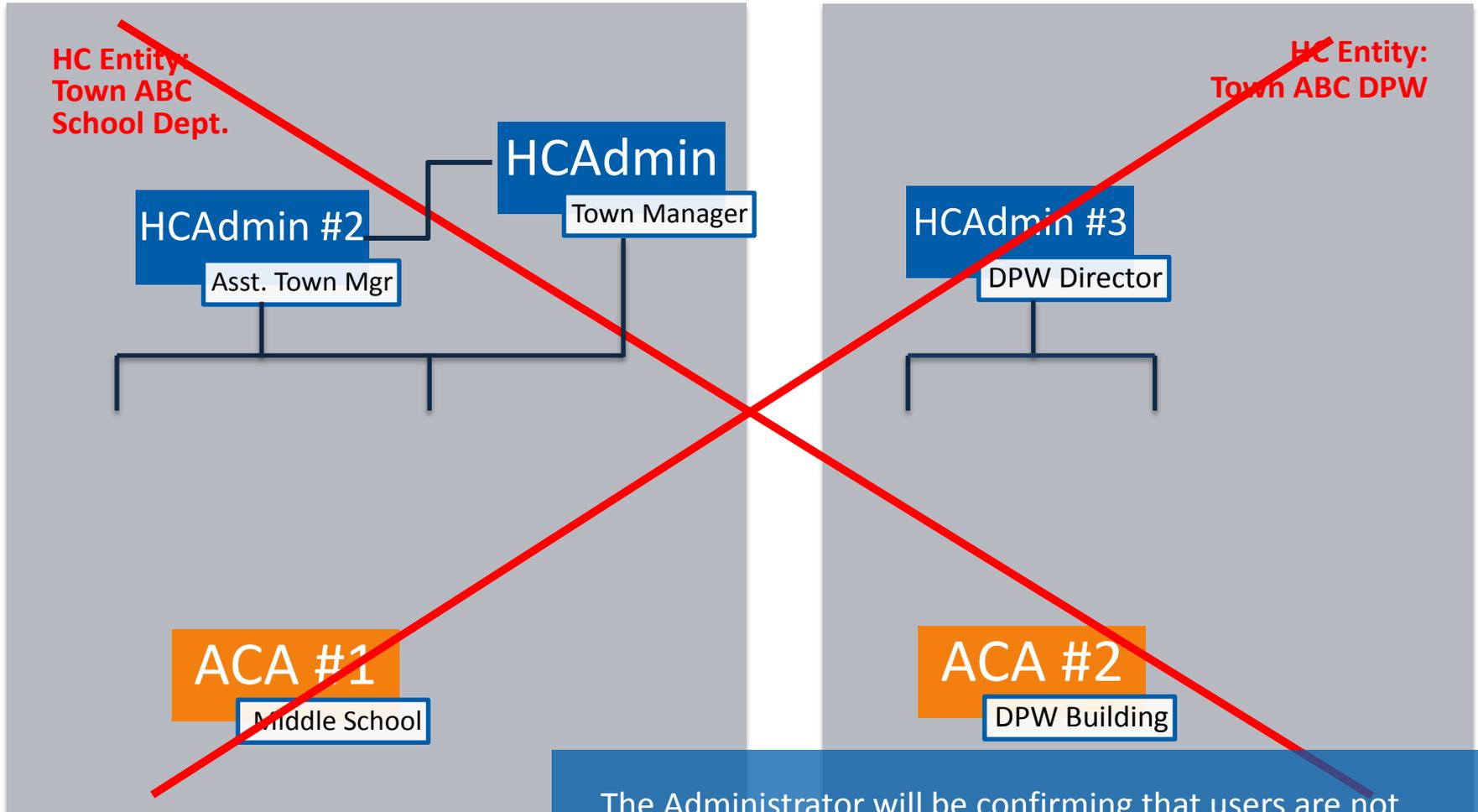
- Manage users
- Start new ACAs
- Connect Representatives to existing ACAs
- Review confidential documents

**HCAssistants** do not have the legal authority to submit ACAs, but they can:

- Review and revise existing ACAs



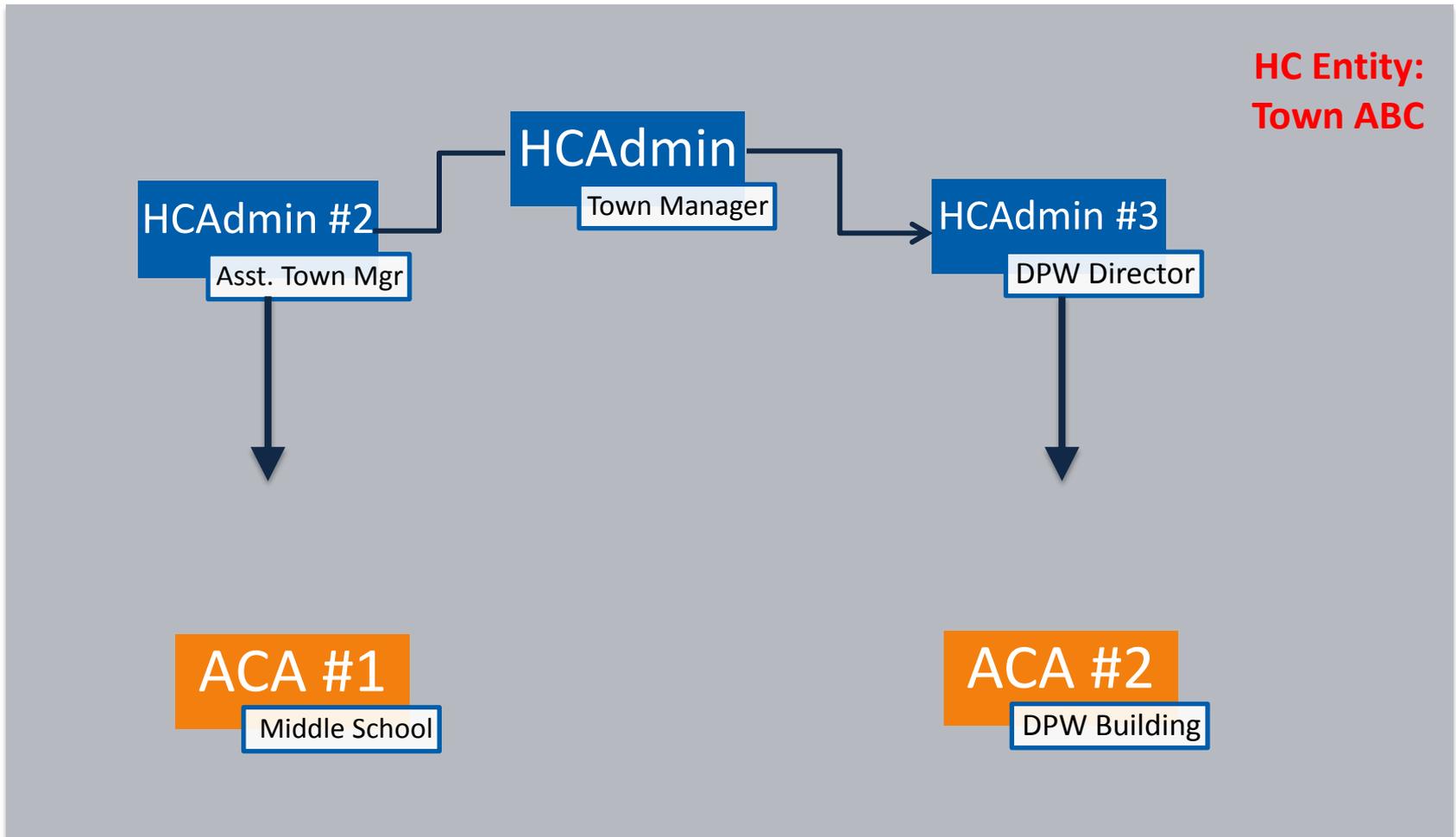
# Host Customer Tracking



The Administrator will be confirming that users are not registering the same Host Customer under different names.



# Host Customer Tracking





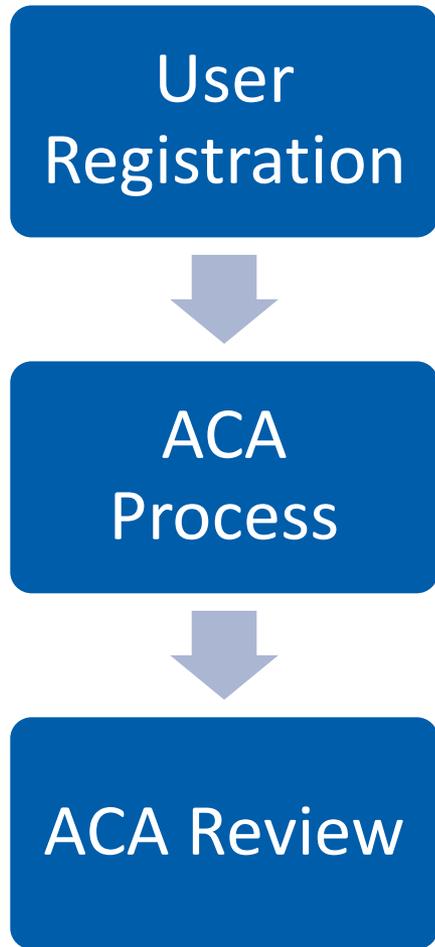
# QUESTIONS?



# MASSACA.ORG: COMPLETING & SUBMITTING AN ACA



# Completing and Submitting an ACA



Step #	Description
1	Enter Basic Facility Information and Add Representatives
2	Provide Facility Details, Upload Documents
3	Pay application fee
4	Review ACA and submit to Administrator



# Starting a New ACA

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**Projects**

My Projects:

Facility ID	Facility Name	CAP Request	Technology	Capacity	Application Status	Payment Status	Pay	Time Remaining
001	<a href="#">Stephenson Middle School</a>	Public	Solar	45 kW	Draft	App. Fee Req'd	<input type="button" value="Pay"/>	
009	<a href="#">Doble Engineering</a>	Private	Solar	30 kW	Submitted	Application Fee Paid	<input type="button" value="Paid"/>	8 Days

Beginning January 24, 2013 at 12:00 PM, registered users can start and submit ACAs.



# Waiver/Release

Massachusetts System of Net Metering Assurance

g-link

http://massaca.org

Massachusetts System of Assurance of Net Metering Eligibility - Terms and Conditions

Waiver/Release/Exculpatory Clause for Users of the System of Assurance

By checking this box, in consideration for the use of the System of Assurance of Net Metering Eligibility ("System of Assurance"), established pursuant to G.L. c. 164, § 139(g), the USER HEREBY WAIVES ANY and ALL CLAIMS against the Administrator, the Massachusetts Department of Utilities ("Department"), or the Distribution Companies, including Fitchburg Gas & Electric Company, d/b/a Unitil, NSTAR Electric Company, Massachusetts Electric Company and Nantucket Electric Company d/b/a National Grid, and Western Massachusetts Electric Company (together, the "Distribution Companies"), as well as any of their agents, arising out of or in connection with the System of Assurance. This waiver includes damages incurred by the User for expenses, or loss of income, financing or use arising from the handling, processing, denial, selection or approval of information or of applications associated with the System of Assurance by the Administrator, by the Department, or by the Distribution Companies. As set forth in Department of Public Utilities Order D.P.U. 11 11-D, Appendix A, Section 10 (2012), the User agrees that the Department shall have exclusive jurisdiction for any complaint or dispute arising out of the Administrator's or Distribution Companies' conduct. Further, the User understands and agrees that the User is solely responsible for the accuracy, completeness and sufficiency of information and of applications. The User also understands and agrees that the Administrator's processing of information and of applications is not a review or determination of the safety, suitability or quality of any equipment, installation or interconnection.

I accept these Terms and Conditions.

OK

Help ?

aining Under Status

8 Days

aining Under Status

7 Days



# Starting a New ACA

Massachusetts System of Net Metering Assurance

[a-link](#)

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[Home](#) > My Projects Help ?

My Account...

My Host Customer Projects owned by you

Facility ID	Facility Name
001	<a href="#">Stephens</a>
009	<a href="#">Doble En</a>

Add New Project...

My Delegate Project

Facility ID	Facility Name

**New Project**

Net Metering Facility Name:

Net Metering Facility Address:

Net Metering Facility City:

Net Metering Facility State:

Net Metering Facility Zip:

Net Metering Facility Phone:

Net Metering Facility Owner Name:

Net Metering Facility Contact Name:

Net Metering Facility Contact Email:

Facility Type:  Public Net Metering Facility  
 This is a Special Public Facility  
 Private Net Metering Facility  
 This is a Neighborhood Net Metering Facility

Utility Company:

Utility Account #:

Time Remaining Under Status

8 Days

Time Remaining Under Status

Only individuals legally authorized to submit an ACA on behalf of the Host Customer can start ACAs.



# Navigation

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**Application Contents**

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- Public Requirements >
- Representatives >
- Technology >
- Interconnection Agreement >
- Permitting >
- Project Documents >
- Submission >

Net Metering Facility ID: 001

Net Metering Facility Name:

Net Metering Facility Address:

Net Metering Facility City:

Net Metering Facility State:

Zip Code:

Net Metering:

Net Metering Facility Contact:

Net Metering Facility Contact Email:

Net Metering Facility Owner Phone:

Facility Type:  Public Net Metering Facility  
 This is a Special Public Facility  
 Private Net Metering Facility  
 This is a Neighborhood Net Metering Facility

Utility Company:

Utility Account #:



# Add Representatives

Account Management

User Accounts | Host Customer Entries

Add New User

Drag a column header and

Name	Status
Bishop Richard	Active
Roberts Alwin	Active
<b>Kevin Anthony</b>	Active
Duncan Aaron	Active
Phillips Diane	Active
Alford IC Mike	Active

1 - 50 of 52 items

### Account Information

Role\*

Host Customer

Email\*

Organization

First Name\*

Last Name\*

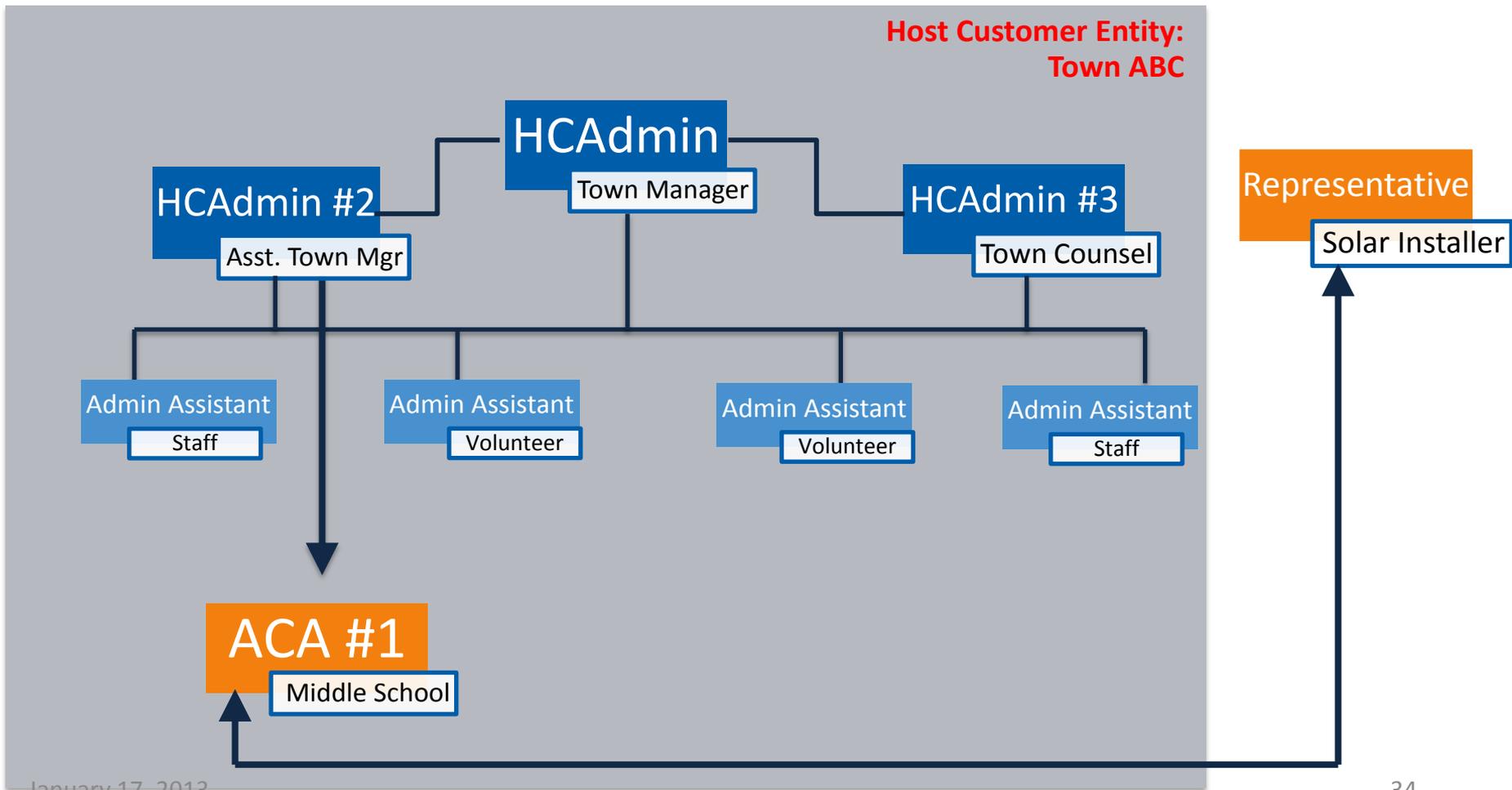
Address

City

Representatives (e.g., project developer, installer) can be invited by registered Host Customers to join existing ACAs.



# Add Representatives





# Representatives' Projects

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Projects

My Delegate Projects:

Facility ID	Facility Name	CAP Request	Technology	Capacity	Application Status	Payment Status	Pay	Time Remaining
001	<a href="#">Stephenson Middle School</a>	Public	Solar	45 kW	Draft	App. Fee Req'd	<input type="button" value="Pay"/>	
009	<a href="#">Doble Engineering</a>	Private	Solar	30 kW	Submitted	Application Fee Paid	<input type="button" value="Paid"/>	8 Days

Representatives will see all ACAs they are associated with on their homepage, along with any timelines/deadlines of ACAs.



# Facility Details

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Massachusetts System of Assurance of Net Metering Eligibility

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## Application Contents

### Net Metering Facility Technology:

Technology Type:

- Solar
- Wind
- Anaerobic Digestion
- Agricultural
- Other:

Mounting Type:

- Ground Mounted
- Building Mounted
- Other

Phase:

Capacity:  kW-AC

kW-DC For Solar Net Metering Facilities, please enter the AC and DC Capacity

Public Facilities: Does the capacity of any unit in the facility exceed 2,000 kW?



# Public Facility Requirements

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Save Application

Application Contents

**Requirements for Public Net Metering Facilities:**

- Is the Facility a Class II or III Net Metering Facility owned or operated by a Municipality or Other Governmental Entity?
- Has project authorization been obtained (e.g., through Town Meeting or approval of governing body)?
- Is the Municipality or Other Governmental Entity assigned 100% of the output (power)?
- Is the Municipality or Other Governmental Entity the Host Customer?
- If allocating net metering credits, allocates only to the accounts of other municipalities or other government entities?

**Requirement for Special Public Facilities:**

- Will the Facility be owned and operated by a Municipality or Other Governmental Entity (recognized as a Public entity by the MA DPU)?
- Will the Facility be located on property owned or leased by the Municipality or Other Governmental Entity (recognized as a Public entity by the MA DPU)?



# ISA and Site Control

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## Application Contents

### Interconnection Service Agreement (ISA)

Has an Interconnection Service Agreement been executed?:  Yes  No

Please Note: An executed Interconnection Agreement is required to file an ACA (except for public projects with the "Special Public" designation).

Interconnection ID Number:

Please upload a copy of the executed Interconnection Service Agreement:  
All documents shall be submitted electronically in PDF format. If you are unable to submit documents electronically, please contact the Administrator at your earliest convenience for assistance.

Interconnection Service Agreement: [ISAExecuted.pdf](#)

### Site Control:

Please Note: An ACA cannot be filed if you cannot demonstrate suitable site control. Additional documentation may be required.

Do you (Host Customer) own the site at which the facility will be installed?  Yes  No

If Yes, no additional information is needed at this time.  
If No, please proceed to the next

What documentation will be provided to demonstrate site control?

- Lease Agreement
- Signed Option
- Other:

Site Control Document: [SiteControlDoc.pdf](#)

Executed Interconnection Service Agreement (ISA) for the facility must be uploaded.

Evidence of site control is required, except where the Host Customer owns the site at which the facility will be installed.



# Permits and Approvals

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Users must self-certify that all necessary governmental permits and approvals to construct the facility with the exception of ministerial permits are included.

Users can flag documents as confidential.

## Application Contents

### Permitting:

Will the project require any additional non-ministerial permits and approvals?

Yes

No

Permit	Document	Confidential	
Article 97 Authorization (public open space, CR...)	<a href="#">Article97.pdf</a>	<input type="checkbox"/>	Delete...
Endangered Species Review (NHESP)	<a href="#">Endanger edSpecies.pdf</a>	<input type="checkbox"/>	Delete...

Add another permit...

*The list of permits included in this tool is not intended to be exhaustive, Applicants and Representatives should review permits obtained and uploaded prior to submitting an ACA to ensure all non-ministerial permits have been submitted as a part of the ACA for this Facility. Any required permits not submitted as part of your ACA may result in an incomplete application finding, or withdrawing an offer of Cap Allocation or place on the Waiting List.*

I certify that all permits required for the construction and operation of this facility have been secured.



# Permits and Approvals

- A **ministerial permit** is a permit that is granted based upon a determination that the request complies with established standards. Such determinations are arrived at objectively, involve little or no discretionary judgment, and are usually issued by a single official or his/her designee. Non-ministerial permits are permits in which one or more officials considers various factors and exercises some discretion in deciding whether to issue (typically with conditions) or deny permits.



# Permits and Approvals: Agricultural Facilities

Massachusetts System of Net Metering Assurance

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Agricultural Requirements >

Representatives >

Technology >

Interconnection Agreement >

Permitting >

Project Documents >

Submission >

### Application Contents

#### Requirements for Agricultural Net Metering Facilities:

- Is the Agricultural Net Metering Facility operated as part of an agricultural business?
- If yes, what is the name of the business?:
- Has the Commissioner of the Department of Agriculture recognized the business as an agricultural business?
- Is the Agricultural Net Metering Facility located on land owned or controlled by the agricultural business?
- Is the energy from the AgriculturalNet Metering Facility used to provide electricity to metered accounts of the agricultural business?

Please upload the approval:

Department of Agriculture Approval: [AgApprovalDoc.pdf](#)

Save Application



# Permits and Approvals: Anaerobic Digestion Facilities

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Public Requirements >

Anaerobic Digestion Req... >

Representatives >

Technology >

Interconnection Agreement >

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Project Documents >

Submission >

Save Application

### Application Contents

#### Requirements for ACA's with Anaerobic Digestion Net Metering Facilities:

- The facility has been determined by the Department of Energy Resources (DOER) in coordination with the Massachusetts Department of Environmental Protection (DEP) to qualify as a Class I renewable energy generating
- For large Projects (>50kW) as determined by DEP, has DEP issued an air permit?
- For small projects (<50 kW) as determined by DEP, has DEP made a determination that the qualifying Anaerobic Digestion Facility is a low emissions unit?
- Do you have the Statement of Qualification Application (SQA) provided by the Department of Energy Resources the facility for operation?
 

Please upload the SQA: [SQADoc.pdf](#)
- Do you have the DEP findings approving the facility for operation?
 

Please upload the findings: [findingsDoc.pdf](#)



# Project Documents

Massachusetts System of Assurance of Net Metering Eligibility

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## Application Contents

### Project Documents:

Please upload any other documents required to support your application.

- Facility Details >
- Public Requirements >
- Representatives >
- Technology >
- Interconnection Agreement >
- Permitting >
- Project Documents >
- Submission >

Document	Type	Date Uploaded	Uploaded by	Confidential	Delete
<a href="#">ISAEExecuted.pdf</a>	ISA	1/31/2013	speabody@watertown-ma.gov	<input type="checkbox"/>	Delete...
<a href="#">SiteControlDoc.pdf</a>	Site Control	2/1/2013	jhenderson@abconst.com	<input type="checkbox"/>	Delete...
<a href="#">Article97.pdf</a>	Permit	2/5/2013	jhenderson@abconst.com	<input checked="" type="checkbox"/>	Delete...
<a href="#">SitePlan.pdf</a>	Other	2/5/2013	jhenderson@abconst.com	<input type="checkbox"/>	Delete...

Save Application

Add New Document...



# Pay Application Fee

Massachusetts System of Assurance of Net Metering Eligibility

← → ↻ 🏠 🔍 http://massaca.org

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## Projects

Start a New ACA

My Projects:

Facility ID	Facility Name
001	<a href="#">Stephenson M</a>
009	<a href="#">Doble Engine</a>

My Delegate Projects:

Facility ID	Facility Name

### Pay Application Fee

When a Project Application is submitted for review, an application fee must be submitted. The submitted application will not be reviewed or approved to be added to the queue until the application fee is received.

The Application fee is \$100 for each project.

Payment may be submitted electronically. Please contact the System Administrator if you are unable to make an electronic payment.

Click below to make an electronic payment through a third party system (a new browser window will open).

Pay Application fee online...

ACAs are prioritized based on their Submitted Timestamp.

The Application Fee must be paid to submit an ACA and receive a Submitted Timestamp.

Visa, MasterCard, and Discover accepted.



# Review, Certify, and Submit

Massachusetts System of Assurance of Net Metering Eligibility

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- Facility Details >
- Public Requirements >
- Representatives >
- Technology >
- Interconnection Agreement >
- Permitting >
- Project Documents >
- Submission >

Save Application

### Application Contents

### Project Submission

Projects must be submitted for approval by an Administrator user for the project Host Customer. The Host Customer Administrator should review all information in the application to ensure the data is

**By clicking this checkbox, I certify that I am legally authorized to submit this application on behalf of the facility owner.**

Submit App

Only individuals legally authorized to submit an ACA on behalf of the Host Customer (HCAAdmins) may submit ACAs.

Once submitted, the HCAAdmin will receive a confirmation email with the timestamp of their ACA.



# Pay Reservation Fee

- Once reviewers at Cadmus deem an ACA Complete, the Host Customer has 15 Business Days to submit a Reservation Fee of \$3.15/kW
- Payment will be made through a third party payment system.



# QUESTIONS?



# ACA REVIEW & DISPUTE RESOLUTION



# ACA Review

- Each ACA will be reviewed by the Administrator prior to a determination (Complete/Incomplete)
- ACAs will be prioritized based on the date and time they are **Submitted** to the system
- Users will receive notifications, confirmations from the Administrator via e-mail ([administrator@massaca.org](mailto:administrator@massaca.org))
- The Administrator's authority to revoke Cap Allocations extends into the Reservation Period



# Dispute Resolution

- Applicants aggrieved by the Administrator's determination may, within 15 Business Days of the determination, file a request to resolve the dispute.
- The parties will make a good faith attempt to resolve dispute informally. If the dispute has not been resolved informally within 30 Business Days, an applicant may initiate arbitration.
- The applicant shall pay the arbitrator's fees and costs.
- Either party may petition the Department if aggrieved by the arbitrator's decision.



# OBTAINING A CAP ALLOCATION UNDER THE TRANSITIONAL PERIOD PROVISION



# Transitional Period Provision

- Facilities that will interconnect by 12:00 PM on April 24, 2013 may be granted a cap allocation, per Section 4(a) of the System of Assurance.
- Host Customers must submit a completed Transition Period application (see [MassACA.org](http://MassACA.org)) to the Administrator ([administrator@massaca.org](mailto:administrator@massaca.org)) between January 24, 2013 at 12:00 PM and February 7, 2013 at 12:00 PM.
- Parallel filings are prohibited
- No determinations will be made on submitted ACAs until the Application portion of the Transition Period has expired



# RESERVATION PERIOD & QUARTERLY REPORTING



# Reservation Period Overview

Technology	Special Public Facility	Permits and Approvals Due	Reservation Period
Solar or Other Facility	N/A	on Submission	9 Months (274 Days)
	Special Public Facility	9 Months (274 days)	18 Months (548 Days)
Wind or Agricultural Facility	N/A	on Submission	18 Months (548 Days)
	Special Public Facility	9 Months (274 days)	27 Months (821 Days)

**To exit the System of Assurance, the Host Customer must provide the Administrator with authorization to interconnect from the utility company.**



# Online Quarterly Reporting & System Changes

- Each Host Customer with a Cap Allocation or position on the Waiting List shall submit to the Administrator Quarterly Reports via [MassACA.org](http://MassACA.org) on **Facility Status**:
  - **No Change**
  - **Changed** (detailed description), or
  - **Authorization to Interconnect Received**
- Host Customers may submit as many quarterly reports for a system as necessary, but one per quarter **must** be received to maintain a Cap Allocation



# Quarterly Reporting & System Changes

- **Permissible System Changes:**
  - Host Customer Changes
  - Facility Ownership Changes
  - Facility Equipment, if it does not require a new ISA
  - A change in the amount of Net Metering Cap requested, if there is available capacity and it does not require a new ISA
- **Prohibited System Changes:**
  - Changes to the Cap (Public/ Private)
  - Change to the technology
  - Relocation to a non-contiguous property



# TRACKING UTILIZED, RESERVED, AND AVAILABLE CAP SPACE



# Tracking Utilized, Reserved, & Available Cap Space

- Information about cap space utilized, reserved, and available will be available to all.
- Informal figures will be provided in real time. Actual figures will be provided at the end of each month.

SIGN-IN/ENROLL (coming soon) | [Contact](#) | [FAQ](#)

Net Metering & Interconnection of Distributed Generation

Massachusetts System of Assurance of Net Metering Eligibility

# MassACA

[■ MassACA Home](#)

**Announcement:**  
Webinar for Users

**When:**  
January 17, 2013  
12:30 PM - 3:30 PM

This online webinar will introduce the ACA process to prospective users.

**Preregistration is strongly recommended.** [Visit the GoToMeeting website to preregister »](#)

**Welcome to Massachusetts System of Assurance of Net Metering Eligibility.**™ The System of Assurance of Net Metering Eligibility is scheduled to begin accepting applications for cap allocation (ACAs) at 12:00 PM (noon) on January 24, 2013. The materials posted here are intended to help future users understand what will be required to complete an ACA.

**Enrollment process begins  
January 17, 2013**

**Guidance**

- [System of Assurance of Net Metering Eligibility](#) (ADOBE PDF, 0.2MB)
- [Frequently Asked Questions](#) (ADOBE PDF, 0.1MB)
- [Department of Public Utilities Public entity ID](#) (ADOBE PDF, 0.1MB)
- [Department of Public Utilities Hearing Officer Memo](#) (ADOBE PDF, 0.1MB)

**Key Features**

- Net metering Host Customers (i.e., the utility's customer of record) must start and authorize ACAs. They may assign project Representatives (e.g., developers, consultants, engineers) to help with the application.
- The application fee is \$100 is to be paid electronically before the submission of an ACA. Any user assigned to the project may pay the application fee (e.g., a project developer can pay the fee on behalf of the Host Customer).
- Host Customers applying for space under the Public cap will need a DPU Public entity ID to complete the application. See the link above for the application form.
- At minimum, an electronic copy of an executed Interconnection Service Agreement (ISA) will

**Listserv Sign-up**

Sign up for the System of Assurance Listserv

Send an email request with your name and contact information to



# Tracking Utilized, Reserved, & Available Cap Space

**Cap Reports**

- ∑kW Interconnected & Net Metered (**Utilized**)
- ∑kW Applied for via transition process (**Transition**)
- ∑kW Applied for via the System of Net Metering Assurance (**Reserved**)



Cap Reports							
	Private				Public		
Utility	Utilized	Trans.	Reserved	Available	Utilized	Trans.	Rese
NG							
NG Nantucket							
NSTAR							
WMECO							
UNITIL							



# QUESTIONS?