

# CADMUS

## Small Hydro Net Metering Program Webinar

June 7, 2018



# Agenda

1. D.P.U. Remarks
2. Background on Net Metering
3. User Registration
4. Applying for a SHP Cap Allocation
5. Quarterly Reporting
6. Extension Requests
7. Q&A



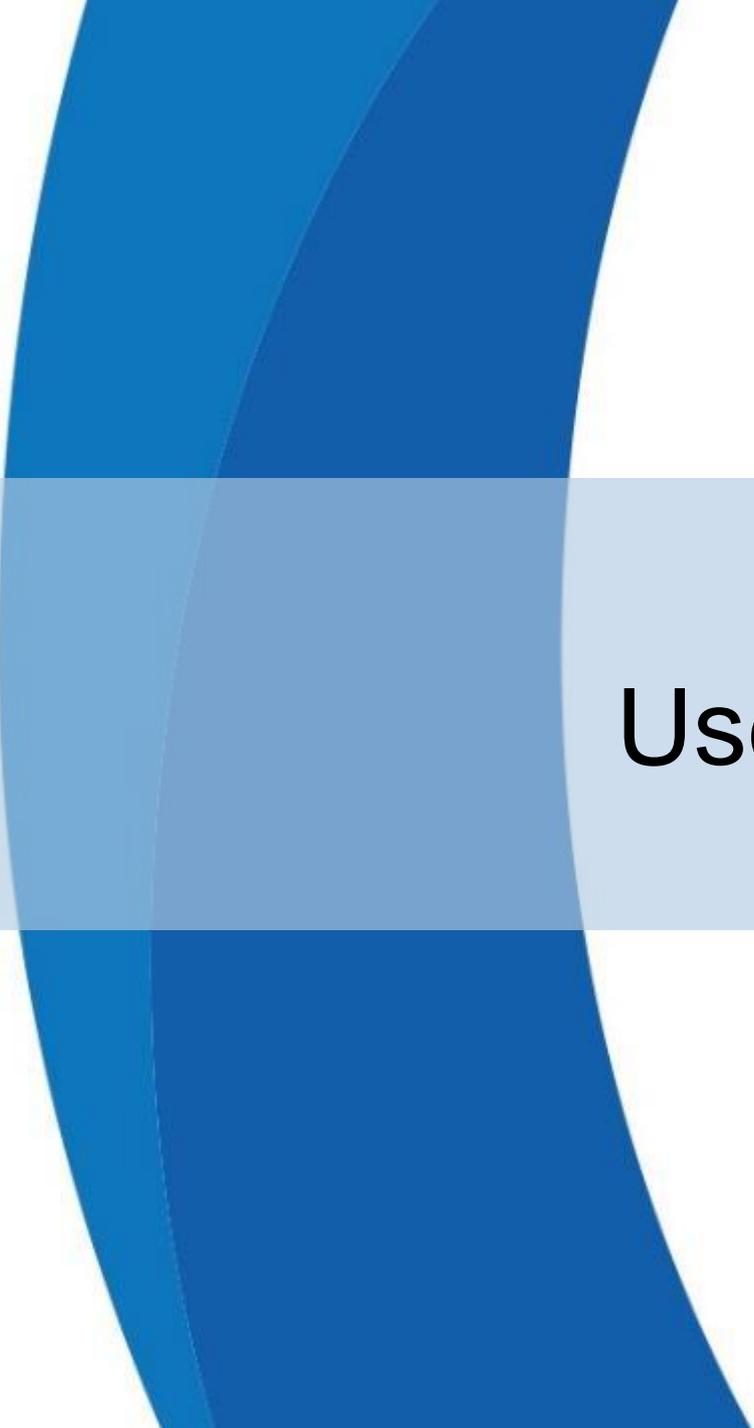
# D.P.U. Remarks



# Background on Net Metering

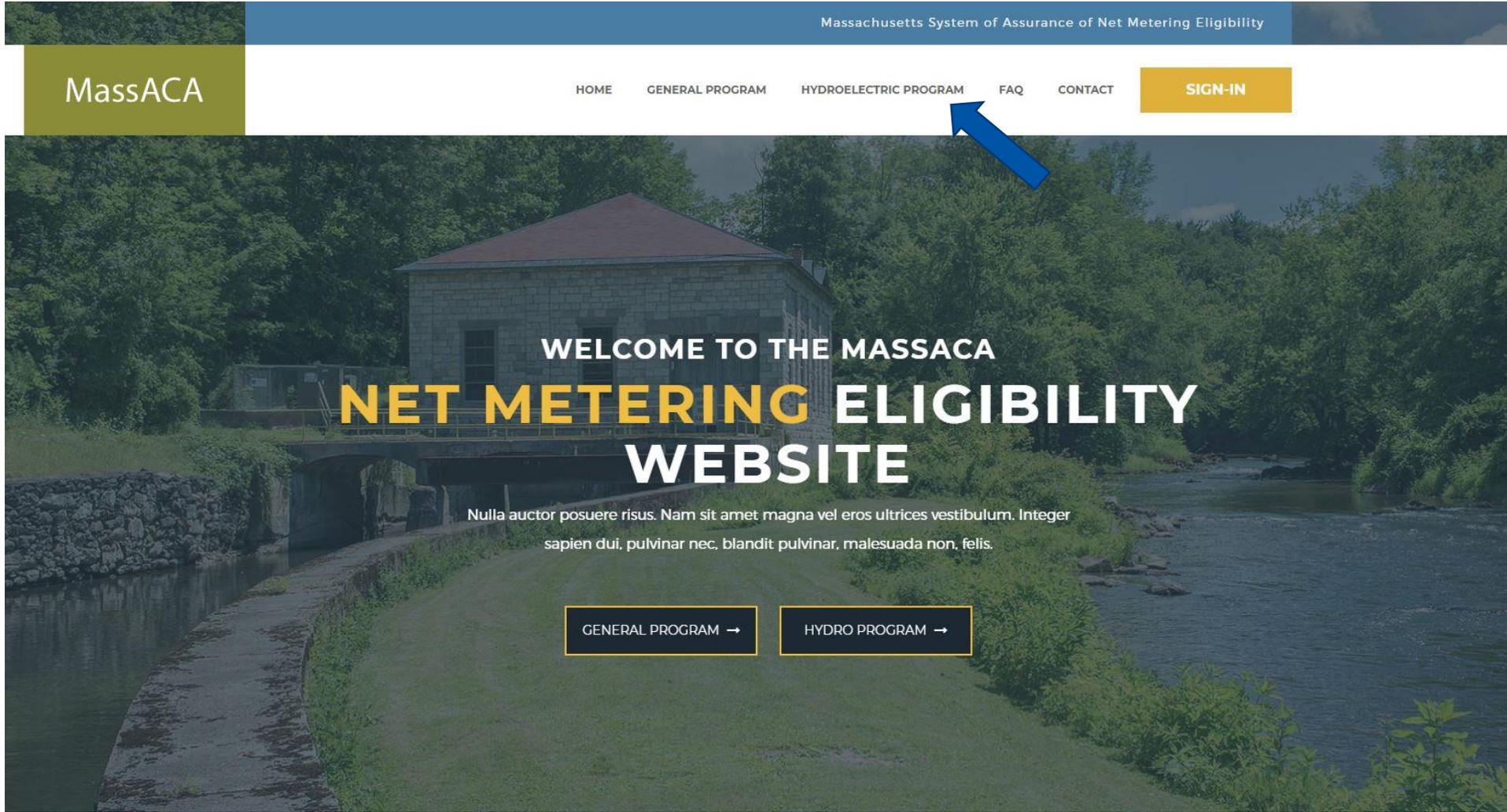
# System of Assurance of Net Metering Eligibility

- The MA DPU 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
- Cadmus team was selected to design and administer the System of Assurance. We created a web-based application ([MassACA.org](https://MassACA.org)) to:
  1. Report on the status of aggregate NM capacity; and
  2. Receive host customers' **Small Hydro Program Applications for Cap Allocations (SHP-ACAs)**
- Small hydro facilities that meet eligibility requirements and submit complete SHP-ACAs will receive a cap allocation
- An approved SHP-ACA *guarantees, for a limited time*, that the facility is eligible to receive NM services if the rules of the System of Assurance are followed



# User Registration

# MassACA.org Homepage



# Small Hydro Program Homepage

Massachusetts System of Assurance of Net Metering Eligibility

MassACA

HOME

GENERAL PROGRAM

HYDROELECTRIC PROGRAM

FAQ

CONTACT

SIGN-IN

## HYDROELECTRIC NET METERING PROGRAM

HOME / HYDROELECTRIC



### Now Accepting Applications for Cap Allocations (ACAs)

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Donec eget nisl vel erat suscipit lacinia. Suspendisse rhoncus. Aliquam sit amet nisl quis tellus aliquet porttitor. Nullam vel purus. Morbi in metus vitae nisl bibendum varius. Nam suscipit ultricies est. Cras rutrum varius pede. Sed eu nisi ut diam sollicitudin nonummy. Integer facilisis risus eget quam.

Nullam ut sapien consequat justo dapibus venenatis. Phasellus vestibulum est id turpis. Nam vel neque sit amet enim elementum lacinia. Donec ipsum eros, aliquet vel, blandit at, congue non, velit. Integer euismod vulputate velit.

### System Features

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Donec eget nisl vel erat suscipit lacinia. Suspendisse rhoncus. Aliquam sit amet nisl quis tellus aliquet porttitor. Nullam vel purus. Morbi in metus vitae nisl bibendum varius. Nam suscipit ultricies est. Cras rutrum varius pede. Sed eu nisi ut diam sollicitudin nonummy. Integer facilisis risus eget quam.



Net Metering Cap Update



Past Net Metering Cap Updates



Help & Guidance Documents

### PROGRAM CONTACTS

#### General & Account Support:

help@massaca.org

Helpline (9am-5pm): (877) 357-9030

#### Net Metering Rules:

Staci Rubin

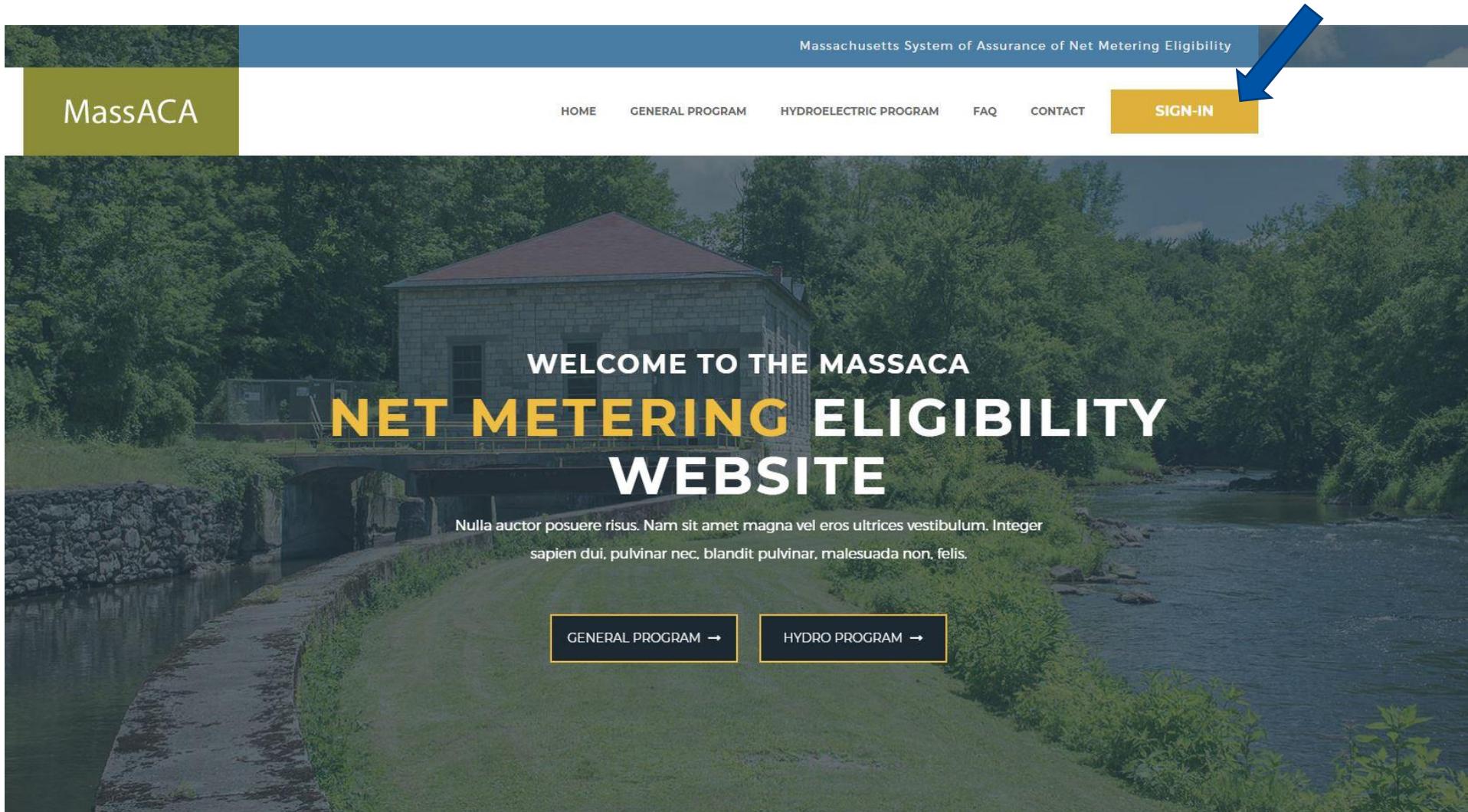
Morgane Treanton

#### More About Net Metering in

Massachusetts:

Dept. of Public Utilities

# Login/User Registration



# Login/User Registration

Enter your login information to proceed ( or [create an account](#) )

Email

Password

[Forgot Password?](#)



# Login/User Registration

## Massachusetts System of Assurance of Net Metering Eligibility

### Register a new Account.

Which program is the registration for? (Select all that apply)

- General Net Metering Program
- Small Hydro Program

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).

# Account Types

<b>HCEntity</b> (a.k.a. HCE)	<p>This is the utility company's customer of record (i.e. the name of the entity on an electric bill) for the facility and the entity for whom the HCAAdmin is registering.</p> <p>For example: For a solar PV project planned for a public school in Watertown, MA, the HCEntity is the Town of Watertown.</p>
<b>HCAAdmin</b>	<p>HCAAdmins are individuals in a lead role for the HCE. HCAAdmins are authorized to start and revise ACA, add users, and submit ACAs.</p> <p>For example: The Watertown Town Administrator is an example of a potential HCAAdmin.</p>
<b>HCAAssistant</b>	<p>HCAAssistants are individuals acting on behalf of an HCE in supportive role. HCAAssistants are able to review and revise ACAs. They cannot add users, submit ACAs, or view confidential documents (except those which they uploaded).</p> <p>For example: A Watertown department of public works staff member is an example of a potential HCAAssistant.</p>
<b>Representatives</b>	<p>Representatives are individuals not associated with any HCE or project when registered. They can be invited to assist an HCE complete an ACA by HCAAdmins. Once they have been invited to assist with an ACA, Representatives can revise and review the ACA. They cannot add users to an ACA, submit ACAs, or view confidential documents (except those which they uploaded). Representatives can be associated with multiple ACAs simultaneously.</p> <p>For example: A solar PV project developer is an example of a potential Representative.</p>
<b>Administrator</b>	<p>As the Administrator of the System of Assurance of Net Metering Eligibility, Cadmus oversees the ACA process. Cadmus reviews ACAs, collects reported information from Utilities and HCEntities, and monitors remaining capacity under the Caps.</p>
<b>Reviewers</b>	<p>Cadmus, VHB, and Noble &amp; Wickersham staff members review user registrations and submitted ACAs.</p>

# Login/User Registration (cont.)

\* Indicates a Required field

## Host Customer Information

Host Customer Entity\*

Entity Type\*  Public  Private

Mailing Address\*

City\*

State\*

Zip\*

Phone\*

## User Account Information

Contact First Name\*

Contact Last Name\*

Email\*

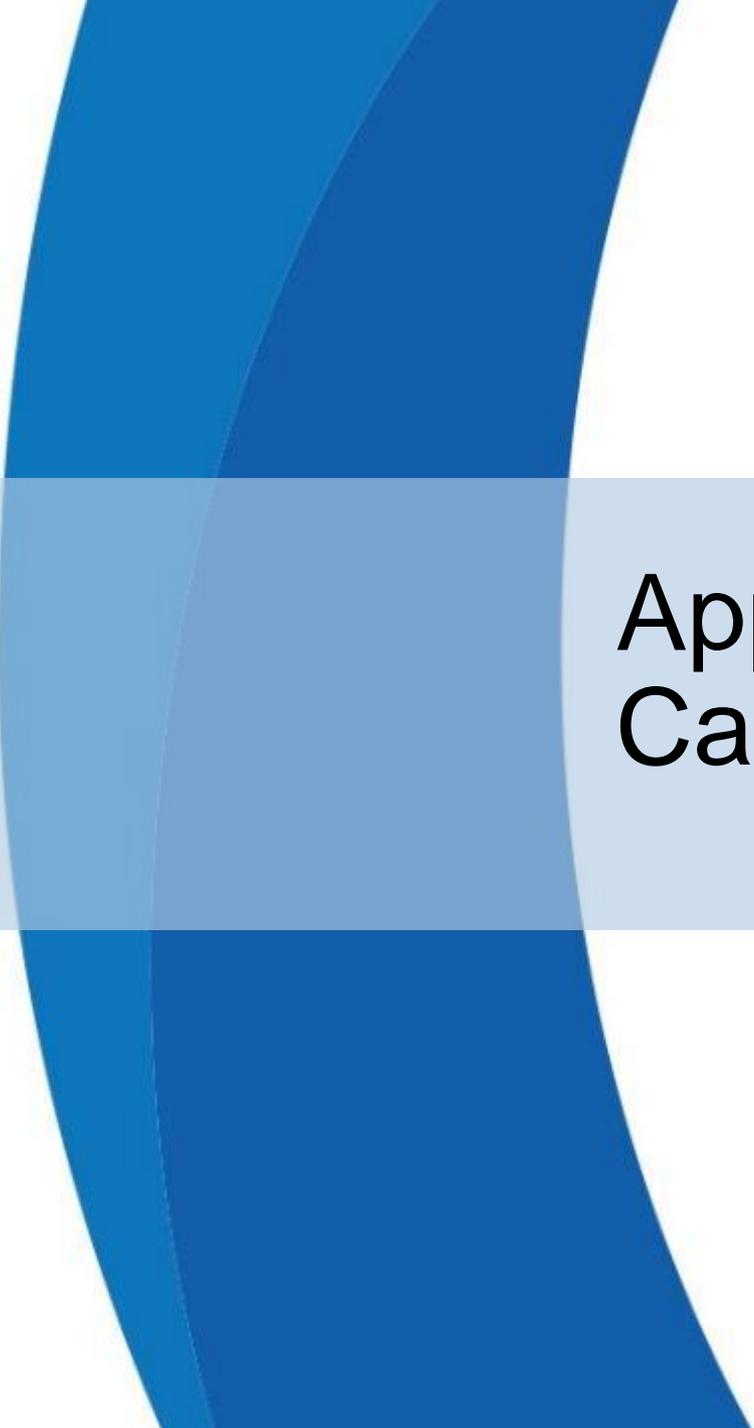
Organization\*

Copy from Host Customer

# User Registration

## Activating Your Account

- Administrator approves or seeks clarification on registered accounts within 1 business day.
- When approved, registrant will receive an activation link to their email
- Follow the link and set a password
- Once set, a user may log in to the portal



# Applying for a SHP Cap Allocation

# Small Hydro Portal

Massachusetts System of Assurance of Net Metering Eligibility

MassACA

HOME

GENERAL PROGRAM

HYDROELECTRIC PROGRAM

FAQ

CONTACT

SIGN-IN

## HYDROELECTRIC NET METERING PROGRAM

HOME / HYDROELECTRIC



### Now Accepting Applications for Cap Allocations (ACAs)

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Donec eget nisl vel erat suscipit lacinia. Suspendisse rhoncus. Aliquam sit amet nisl quis tellus aliquet porttitor. Nullam vel purus. Morbi in metus vitae nisl bibendum varius. Nam suscipit ultricies est. Cras rutrum varius pede. Sed eu nisi ut diam sollicitudin nonummy. Integer facilisis risus eget quam.

Nullam ut sapien consequat justo dapibus venenatis. Phasellus vestibulum est id turpis. Nam vel neque sit amet enim elementum lacinia. Donec ipsum eros, aliquet vel, blandit at, congue non, velit. Integer euismod vulputate velit.

### System Features

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Donec eget nisl vel erat suscipit lacinia. Suspendisse rhoncus. Aliquam sit amet nisl quis tellus aliquet porttitor. Nullam vel purus. Morbi in metus vitae nisl bibendum varius. Nam suscipit ultricies est. Cras rutrum varius pede. Sed eu nisi ut diam sollicitudin nonummy. Integer facilisis risus eget quam.



Net Metering Cap Update



Past Net Metering Cap Updates



Help & Guidance Documents

### PROGRAM CONTACTS

#### General & Account Support:

help@massaca.org

Helpline (9am-5pm): (877) 357-9030

#### Net Metering Rules:

Staci Rubin

Morgane Treanton

#### More About Net Metering in

Massachusetts:

Dept. of Public Utilities

# User Login

Enter your login information to proceed ( or [create an account](#) )

Email

Password

[Sign in](#)

[Forgot Password?](#)

# Portal: Create a New SHP-ACA

Users may navigate the SHP site by monitoring their accounts, ACAs, and SHP-ACAs

Massachusetts Small Hydroelectric Program of Net Metering Eligibility

Applications for Cap Allocation (ACAs)

Small Hydro Program Applications for Cap Allocation (SHP-ACA)

**SHP** Small Hydro Program Applications for Cap Allocation (SHP-ACA)

My Host Customer SHP-ACAs (Cadmus Test1)

Start New SHP-ACA



# Start New SHP-ACA

Massachusetts Small Hydroelectric Program of Net Metering Eligibility

Home Security/Privacy Policy My Account

Account management Applications for Cap Allocation (ACAs) Small Hydro Program Applications for Cap Allocation (SHP-ACA)

## SHP Small Hydro Program Applications for Cap Allocation (SHP-ACA)

My Host Customer SHP-ACAs (Cadmus Test1)

Start New SHP-ACA

Facility ID	Facility Name	Capacity kW AC	ACA Status	Cap Allocat
-------------	---------------	----------------	------------	-------------

My Representative SHP-ACAs

Facility ID	Facility Name	Utility Company	Capacity kW AC	ACA Status
-------------	---------------	-----------------	----------------	------------

### New SHP-ACA

Please fill out your Small Hydro Facility information.

Facility Name\*

Facility Address\*

Facility City\*

Facility State\*

Facility Zip\*

---

Facility Owner\*

Facility Contact\*

Application Fee Reservation Fee Quarterly Report Request Enter

Application Fee Reservation Fee Quarterly Report

# SHP-ACA: Facility Info

Facility Information	>
Representatives	
Technology	
Interconnection Service Agreement/ Site Control	
Permits and Approvals	
SHP-ACA Documents	
Fees	



## SHP-ACA - Cadmus Test

Small Hydro Facility ID **7615**

Organization Cadmus Test1

SHP-ACA Author Fahey Ryan

---

Facility Name\* Cadmus Test

Facility Address\* 100 5th Avenue, Suite 100

Facility City\* Waltham

Facility State\* Massachusetts

Facility Zip\* 02451

---

Small Hydro Facility Owner\* Cadmus Test

Facility Owner Contact\* Ryan Fahey

Facility Owner Contact Email\* ryan.fahey@cadmusgroup.com

Facility Owner Contact Phone\* 6176737208

---

Utility Company\* National Grid

Utility Account # [If at an existing service meter]



# SHP-ACA: Representatives

- Facility Information
- Representatives**
- Technology
- Interconnection Service Agreement/ Site Control
- Permits and Approvals
- SHP-ACA Documents
- Fees
- Admin

Save Application

Validate Application

SHP-ACA - Cadmus Test  
Representatives  
Enter the names/information of Representatives associated with this Small Hydro Program Application for Cap Allocation (SHP-ACA). Representatives can be from outside organizations and are able to enter and edit information to a draft SHP-ACA.

Edit Application Save Application

Representatives

[Add New Representative](#) 

Name	Organization	Email	Phone	Delete
Cadmus Camdus	cadmus	null139@massaca.org	4134439141	

1 10 items per page

# SHP-ACA: Representatives

The screenshot displays the 'New Representative' modal in the SHP-ACA system. The modal contains the following elements:

- Email\***: Input field with the value 'null100@massaca.org'.
- Check if account exists**: A blue button that has been clicked.
- User account found.**: A confirmation message displayed below the button.
- First Name**: Input field with the value 'Assistant'.
- Last Name**: Input field with the value 'Account'.
- Save**: A green button at the bottom right of the modal.
- Cancel**: A grey button at the bottom right of the modal.

The background interface shows a table of representatives with columns for 'Email' and 'Phone'. A table row is visible with the email 'null139@massaca.org' and a phone number '411...'. At the bottom of the page, there is a pagination control showing '1' and '10 items per page'.

# SHP-ACA: Representatives

- Facility Information
- Representatives
- Technology
- Interconnection Service Agreement/ Site Control
- Permits and Approvals
- SHP-ACA Documents
- Fees
- Admin

[Save Application](#)

[Validate Application](#)



## SHP-ACA - Cadmus Test Representatives

[Edit Application](#) [Save Application](#)

Enter the names/information of Representatives associated with this Small Hydro Program Application for Cap Allocation (SHP-ACA). Representatives can be from outside organizations and are able to enter and edit information to a draft SHP-ACA.

### Representatives

[Add New Representative](#)

Name	Organization	Email	Phone	Delet
Cadmus Camdus	cadmus	null139@massaca.org	4134439141	

« ‹ 1 › » 10 items per page

# SHP-ACA: Technology

Facility Information	
Representatives	
Technology	▶
Interconnection Service Agreement/ Site Control	
Permits and Approvals	
SHP-ACA Documents	
Fees	



## SHP-ACA - Cadmus Test Small Hydro Facility Technology

[Edit Application](#) [Save Application](#) [Validate Application](#) [Submit Application](#)

Facility Capacity (AC)\*  kW-AC Capacity must match the capacity specified in the Interconnection Service Agreement

Does each Unit of this Facility have a capacity of 2,000 kW (AC) or less?

Phase\*

[Save Application](#)  
[Validate Application](#)  
[Submit Application](#)

# SHP-ACA: ISA / Site Control

Facility Information
Representatives
Technology
<b>Interconnection Service Agreement/ Site Control</b>
Permits and Approvals
SHP-ACA Documents
Fees

Save Application

Validate Application

Submit Application

## SHP-ACA - Cadmus Test Interconnection Service Agreement (ISA)

Has an executed Interconnection Service Agreement been received for this Facility?  Yes  No

ISA Identification Number

Please upload a copy of the executed Interconnection Service Agreement.

Document Type	Document	Description	Confidential	Submitted Date	Submitted By	Delete
ISA	Public and Private Cap Information as of 09 May 2018.pdf		<input type="checkbox"/>	5/17/2018 8:24:42 AM	Fahey Ryan	

Upload Document

## Site Control

An Small Hydro Program Application for Cap Allocation (SHP-ACA) requires supporting documentation to establish that the Host Customer has, with respect to the Facility, adequate site control. Additional documentation may be requested by the Administrator.

Does the Host Customer Entity own the site at which the Facility will be installed?  Yes  No

Documentation submitted to demonstrate site control:

- Lease Agreement
- Signed Option
- Other

Please upload documentation of site control:

Document Type	Document	Description	Confidential	Submitted Date	Submitted By	Delete
---------------	----------	-------------	--------------	----------------	--------------	--------

Upload Document

# SHP-ACA: Document Upload

Massachusetts Small Hydroelectric Program of Net Metering Eligibility

Account management Applications for Cap Allocation (ACAs) Small Hydro Program Applications for Cap Allocation (SHP-ACA)

Facility Information  
Representatives  
Technology  
Interconnection Service Agreement/ Site Control  
Permits and Approvals  
SHP-ACA Documents  
Fees

Save Application  
Validate Application  
Submit Application

SHP-ACA - Cadmus Test  
Interconnection Service Agreement  
Has an executed Interconnection Service Agreement?  Yes  No

ISA Identification Number 12345

Please upload a copy of the executed Interconnection Service Agreement.

Document Type	Submitted Date

Upload Document

Site Control

An Small Hydro Program Application for Cap Allocation (SHP-ACA) requires supporting documentation to establish that the Host Customer has, with respect to the Facility requested by the Administrator,

Does the Host Customer Entity own the site at which the Facility will be installed?  Yes  No

Documentation submitted to demonstrate site control:

- Lease Agreement
- Signed Option
- Other:

Please upload documentation of site control:

### Upload Document

All documents must be in **Adobe Acrobat (.PDF)** format and less than 10MB in size.

Select Document

This document is confidential.

Document description (optional):

Close Upload

# SHP-ACA: ISA / Site Control

Facility Information
Representatives
Technology
<b>Interconnection Service Agreement/ Site Control</b>
Permits and Approvals
SHP-ACA Documents
Fees

Save Application

Validate Application

Submit Application

Edit Application Save Application Validate Application Submit Application

## SHP-ACA - Cadmus Test Interconnection Service Agreement (ISA)

Has an executed Interconnection Service Agreement been received for this Facility?  Yes  No

ISA Identification Number

Please upload a copy of the executed Interconnection Service Agreement.

Document Type	Document	Description	Confidential	Submitted Date	Submitted By	Delete
ISA	Public and Private Cap Information as of 09 May 2018.pdf		<input type="checkbox"/>	5/17/2018 8:24:42 AM	Fahey Ryan	

Upload Document

## Site Control

An Small Hydro Program Application for Cap Allocation (SHP-ACA) requires supporting documentation to establish that the Host Customer has, with respect to the Facility, adequate site control. Additional documentation may be requested by the Administrator.

Does the Host Customer Entity own the site at which the Facility will be installed?  Yes  No



Documentation submitted to demonstrate site control:

- Lease Agreement
- Signed Option
- Other

Please upload documentation of site control:

Document Type	Document	Description	Confidential	Submitted Date	Submitted By	Delete
---------------	----------	-------------	--------------	----------------	--------------	--------

Upload Document

# SHP-ACA: Permits and Approvals

Facility Information
Representatives
Technology
Interconnection Service Agreement/ Site Control
<b>Permits and Approvals</b>
SHP-ACA Documents
Fees

## SHP-ACA - Cadmus Test

### Permits and Approvals

Does the project require any additional non-ministerial permits and approvals?  Yes  No

[Edit Application](#) [Save Application](#) [Validate Application](#) [Submit Application](#)

[Add Permit](#)

Please add copies of all necessary non-ministerial governmental permits and approvals required to construct the Facility. Additional permits may be added from the "SHP-ACA Documents" page.

Permit	Document	Description	Confidential	Submitted Date	Submitted By	Delete
Endangered Species Review (NHESP)	<a href="#">Public and Private Cap Information as of 09 May 2018.pdf</a>		<input type="checkbox"/>	5/17/2018 8:26:03 AM	Fahey Ryan	

*The list of permits and approvals included in this tool is not intended to be exhaustive. Users should review permits and approvals obtained and uploaded prior to submitting a Small Hydro Program Application for Cap Allocation (SHP-ACA) to ensure that supporting documentation for all necessary governmental permits and approvals (with the exception of ministerial permits) is submitted to the Administrator. Any required permits or approvals not submitted as part of an SHP-ACA may result in a determination of incomplete by the Administrator or a revocation of a Cap Allocation or place on the Waiting List.*

I certify that all necessary non-ministerial governmental permits and approvals required for the construction of this Facility have been obtained and attached to this application.

# Permits and Approvals

- **Non-ministerial permits:**
  - 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.
  - Examples: Wetlands Order of Conditions, Zoning Variance, Historical Commission Permit, NHESP Endangered Species Permit
- **Ministerial permits** include building permits and electrical permits

# SHP-ACA: All Documents

- Facility Information
- Representatives
- Technology
- Interconnection Service Agreement/ Site Control
- Permits and Approvals
- SHP-ACA Documents**
- Fees



- Save Application
- Validate Application
- Submit Application

## SHP-ACA - Cadmus Test

### SHP-ACA Documents

Add Other Document

- Edit Application
- Save Application
- Validate Application
- Submit Application

Document Type	Document	Description	Confidential	Submitted Date	Submitted By	Delete
ISA	Public and Private Cap Information as of 09 May 2018.pdf		<input type="checkbox"/>	5/17/2018 8:24:42 AM	Fahey Ryan	<input type="checkbox"/>
Permit	Public and Private Cap Information as of 09 May 2018.pdf		<input type="checkbox"/>	5/17/2018 8:26:03 AM	Fahey Ryan	<input type="checkbox"/>

# SHP-ACA: Fees

- Facility Information
- Representatives
- Technology
- Interconnection Service Agreement/ Site Control
- Permits and Approvals
- SHP-ACA Documents
- Fees**

### SHP-ACA - Cadmus Test

[Edit Application](#) [Save Application](#) [Validate Application](#) [Submit Application](#)

### SHP-ACA Compliance

I certify that I, acting as the Host Customer, the Host Customer Administrator, the Host Customer Assistant and/or the Project Representative ("the Applicant") have read and am in compliance with all relevant Small Hydro rules, regulations, and tariffs. I understand that it is the Applicant's sole responsibility to ensure that the proposed facility complies with all such rules, regulations, and tariffs. I understand that failure to comply with applicable Small Hydro rules, regulations, and tariffs may result in a loss of an Applicant's cap allocation, place on the waiting list, and/or Small Hydro services.

### Fees

Fee Type	Status	Paid Date
Application Fee	<a href="#">Pay Application Fee</a>	

- [Save Application](#)
- [Validate Application](#)
- [Submit Application](#)

# SHP-ACA: Validation

Massachusetts Small Hydroelectric Program of Net Metering Eligibility

Home Security/Privacy Policy My Account Logout

Account management Applications for Cap Allocation (ACAs) Small Hydro Program Applications for Cap Allocation (SHP-ACA)

Facility Information

Representatives

Technology

Interconnection Service Agreement/ Site Control

Permits and Approvals

SHP-ACA Documents

**Fees**

Save Application

Validate Application

Submit Application

SHP-ACA - Cadmus Test

SHP-ACA Compliance

I certify that I, acting as the Host Customer, the Host Customer Administrator, the Host Customer Assistant and/or the Project Representative ("the Applicant") have read and am in compliance with all applicable rules, regulations, and tariffs. I understand that it is the Applicant's sole responsibility to ensure that the proposed facility complies with all such rules, regulations, and tariffs. I understand that non-compliance with these rules, regulations, and tariffs may result in a loss of an Applicant's cap allocation, place on the waiting list, and/or Small Hydro services.

Fees

Fee Type	Status	Paid Date
SHP- ACA Application Fee	Paid	5/17/2018 8:31:26 AM

Edit Application Save Application

**Validation Errors**

-Interconnection Service Agreement is required for all projects except Special Public.

\*A clean validation does NOT constitute a complete SHP-ACA

# SHP-ACA: Submission

Massachusetts Small Hydroelectric Program of Net Metering Eligibility

Home Security/Privacy Policy My Account Logout

Account management Applications for Cap Allocation (ACAs) Small Hydro Program Applications for Cap Allocation (SHP-ACA)

Facility Information

Representatives

Technology

Interconnection Service Agreement/ Site Control

Permits and Approvals

SHP-ACA Documents

Fees

SHP-ACA - Cadmus Test

SHP-ACA Compliance

I certify that I, acting as the Host Customer Administrator, have read and am in compliance with all relevant Small Hydro rules, regulations, and tariffs. I understand that failure to comply with applicable Small Hydro rules, regulations, and tariffs may result in the termination of my Small Hydro services.

Fees

Fee Type

SHP- ACA Application Fee

Submit Application

Small Hydro Program Application for Cap Allocation (SHP-ACA) must be submitted for review by a Host Customer Administrator. The Host Customer Administrator shall review and verify all information in the SHP-ACA to ensure that the information provided is accurate and complete.

I certify that I am a Host Customer Administrator of the Host Customer Entity authorized to submit this Application for Cap Allocation.

Close Submit SHP-ACA

Project Representative ("the Applicant") have read and am in compliance with all relevant Small Hydro rules, regulations, and tariffs. I understand that failure to comply with applicable Small Hydro rules, regulations, and tariffs may result in the termination of my Small Hydro services.

Paid Date

5/17/2018 8:31:26 AM

# SHP Landing Page: Submitted SHP-ACA

Massachusetts Small Hydroelectric Program of Net Metering Eligibility Home Security/Privacy Policy My Account Logout

Account management Applications for Cap Allocation (ACAs) Small Hydro Program Applications for Cap Allocation (SHP-ACA)

## SHP Small Hydro Program Applications for Cap Allocation (SHP-ACA)

My Host Customer SHP-ACAs (Cadmus Test1)

[Start New SHP-ACA](#)

Facility ID	Facility Name	Capacity kW AC	ACA Status	Cap Allocation (kW)	Cap Status	Reservation End Date	Action Deadline	Application Fee	Reservation Fee	Quarterly Report	Request Extension
7615	Cadmus Test	200.00	Submitted	200.00	Allocated		06/08/2018 11:59 PM	<span>Paid</span>	<span>Not Paid</span>		

Total ACAs: 1

My Representative SHP-ACAs

# SHP-ACA Review Process

- Administrator will review submitted SHP-ACAs with 15 business days
- Review determination is communicated via e-mail to all users associated with a SHP-ACA
- If incomplete, a new SHP-ACA must be submitted.
  - **No cure period**
- Complete ACAs must pay a reservation fee of \$3.15/kW AC within 15 business days.
  - Reservation fee can be paid through the SHP-ACA portal
  - Once reservation is paid, 18 month reservation period begins



# Quarterly Reporting

# SHP-ACA: File a Quarterly Report

## SHP Small Hydro Program Applications for Cap Allocation (SHP-ACA)

### My Host Customer SHP-ACAs (Cadmus Test1)

Start New SHP-ACA

Facility ID	Facility Name	Capacity kW AC	ACA Status	Cap Allocation (kW)	Cap Status	Reservation End Date	Action Deadline	Application Fee	Reservation Fee	Quarterly Report	Request Extension
7615	Cadmus Test	200.00	Reserved	200.00	Allocated	02/15/2019 11:59:00 PM		Paid	Paid	Report Due	File

### My Representative SHP-ACAs

Facility ID	Facility Name	Utility Company	Capacity kW AC	ACA Status	Cap Allocation (kW)	Cap Status	Reservation End Date	Action Deadline	Application Fee	Reservation Fee	Quarterly Report
-------------	---------------	-----------------	----------------	------------	---------------------	------------	----------------------	-----------------	-----------------	-----------------	------------------



# SHP-ACA: File a Quarterly Report

## Quarterly Report

Facility ID

7615

Facility Name

Cadmus Test

Per D.P.U. 11-11-A Appendix A (October 25, 2012) Section 4(A), facilities granted a Cap Allocation under the System of Assurance must comply with D.P.U. 11-11 A Appendix A (October 25, 2012) Sections 6 and 9, as appropriate. Quarterly Reporting per Section 6(B) is required for all facilities with a reserved Cap Allocation.

Report Changes to the Facility Design or Ownership Per D.P.U. 11-11-A (October 25, 2012) Section 8 (B).

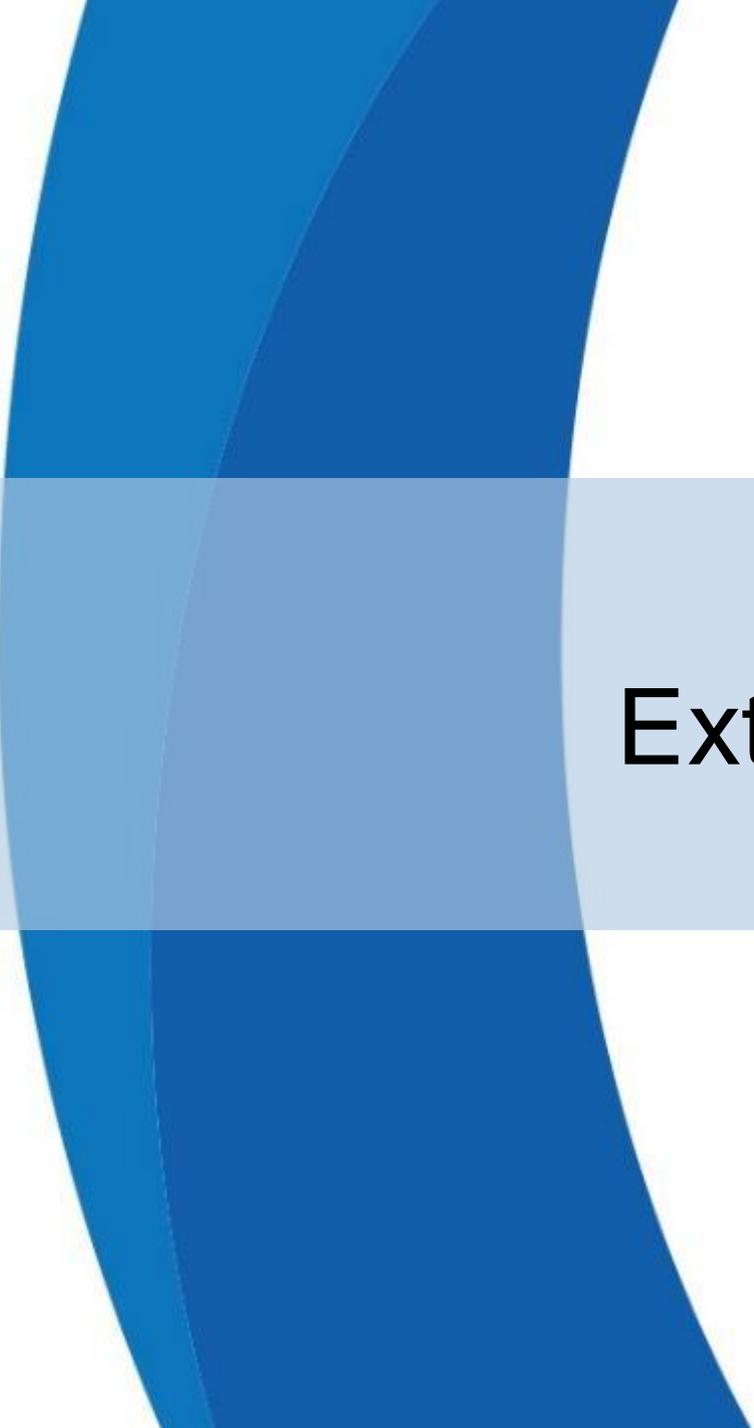
- No Changes have been made to the facility design or classification.
- A Change of Host Customer and related contact information (describe below).
- A Change to Facility Ownership and related contact information (describe below).
- A Change in a Host Customer's equipment (describe below).
- A change in the amount of Net Metering Capacity requested (describe below).
- Other (describe below).
- Report the Facility received Approval to Operate from the Distribution Company (provide details below).

Additional Description

Submit

Delete

At least 1 Quarterly Report must be filed each calendar quarter  
Users can submit multiple QR's in a single quarter



# Extension Requests

# SHP Landing Page: Reserved

## SHP Small Hydro Program Applications for Cap Allocation (SHP-ACA)

### My Host Customer SHP-ACAs (Cadmus Test1)

Start New SHP-ACA

Facility ID	Facility Name	Capacity kW AC	ACA Status	Cap Allocation (kW)	Cap Status	Reservation End Date	Action Deadline	Application Fee	Reservation Fee	Quarterly Report	Request Extension
7615	Cadmus Test	200.00	Reserved	200.00	Allocated	02/15/2019 11:59:00 PM		Paid	Paid	Report Due	<a href="#">File</a>

### My Representative SHP-ACAs

Facility ID	Facility Name	Utility Company	Capacity kW AC	ACA Status	Cap Allocation (kW)	Cap Status	Reservation End Date	Action Deadline	Application Fee	Reservation Fee	Quarterly Report
-------------	---------------	-----------------	----------------	------------	---------------------	------------	----------------------	-----------------	-----------------	-----------------	------------------



# SHP-ACA: Extension Requests

## Extension Request

Facility ID 7615

Facility Name Cadmus Test

Please select the type of extension that is being requested below

- Request an extended reservation period for Legal Challenges.
- Request an extended reservation period pending Authorization to Interconnect.
- Request a standard extended reservation period. An additional deposit of \$3.15 per kW is required and refundable on receipt of Authorization to Operate for the Facility within the extended reservation period.

An additional fee of \$3.15 per kW is required to request a standard, six-month extension. Fees submitted as part of a request for extension are held in escrow by the Administrator, and refunded without interest to the Host Customer, provided the Facility receives Authorization to Operate within the extended reservation period. Fees submitted as part of a request for extension may be forfeit unless the Facility 1) receives Authorization to Interconnect during the reservation period, or 2) qualifies for an extended reservation period pending Authorization to Interconnect.

How would you like to pay for this extension?

- Pay extension fee via credit card right now.
- Pay extension fee via check/wire. After submitting your extension request, please contact the Administrator@MassACA.org for instructions on submitting a deposit by check or wire to secure a Standard Extension.

Additional Notes

# Timeline

- Homepage & Account Registration available Thursday, June 14<sup>th</sup>
  - Register for an account as early as possible to avoid delays when SHP-ACA is live.
  - Accounts approved within 1 business day
- Administrator and DPU will communicate launch of SHP Application process via e-mail and [www.MassACA.org](http://www.MassACA.org)
  - Lead time will be provided

# CADMUS

For future questions:

MassACA Helpline:  
(877) 357-9030

[Administrator@MassACA.org](mailto:Administrator@MassACA.org)

# CADMUS



Q&A