



Solar*Rewards Community

Overview of Program Approval Step: Interconnection Process Training

Last Updated on 07.05.2022

Disclaimer

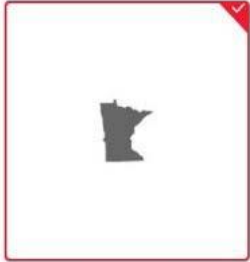
This PPT Manual is frequently revised.

Please use the web version **only**,
To ensure the most up-to-date information.

Looking for a specific page or step? Try searching for keywords using Ctrl + F

Start a new Interconnection Application

*Select State



Minnesota

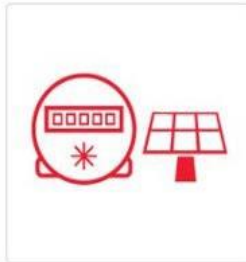
*Select Program Type



Solar*Rewards



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Distributed Generation

Applying Online

- You will need to know your Garden Decimal Degree (DD) Coordinates and name to enter your application
- The Garden Name must be unique somewhere, and if it is a duplicate name of any current Garden or Application it will not be approved by the Program

Status 1. Program Approval

- “Step” will be:
 - **Draft** – on Developer to complete Action Items, including the eSign of Deposit form and Interconnection Application Summary
 - Must be Finalized within **30** business days
 - **In Review** – with Xcel Energy
 - **On Hold** – Developer to provide additional items

Program Approval “Action Items”

1. **Contact Information** - Input
2. **Proof of Site Control** – Upload
3. **Solar Garden Application Fee** – e-Payment
4. **State Certification** – Upload
5. **System Details** – Input (Basic Details)
6. **Application Details** – Input (Technical Details)
7. **Program Approval eSign** – e-Signature (2 Forms)
8. **Deposit Confirmation** – Upload

All actions must be Finalized for Xcel Energy review within 30 business days of application creation

Contact Information-Interconnection Customer

Interconnection Customer
(Customer Contact/System Owner)

Company Name

* Full Name

Complete LLC Entity Name

* Phone

1234567891

* Email

CompanyOperations@company.com

* Is the address the same as the interconnection location?

Yes

Next

- The Full Name has to equal the full LLC Entity
- This email address **CANNOT** match the Application Agent email

Contact Information- Application Agent

Application Agent/Company

Company Name
Company Name

* Full Name
Application Agent's Name

* Phone
1234567891

* Email
applicationagent@company.com

* Street
123 Main St

* City
St. paul

* State
Minnesota

* Zip
55105

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- This email address **CANNOT** match the Interconnection Customer email
- Application Agent should be the Primary Application Manager's (PAM) contact information

Contact Information- Installer/Developer

Installer/Developer

*Is this contact the same as the application agent/company?

No

Company Name

* Full Name

* Phone

* Email

* Street

* City

* State

--None--

* Zip

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- If the developing company differs from the LLC entity that owns the garden, input that here

Contact Information Location

Actions Finalized Actions Milestones Completed Milestones **Application Details**

> Application Information

> Customer Information

> Application Agent/Company Information

Proof of Site Control

- See MNDIP Section 1.7
 - Sheet No. 10-180
- a. Please refer to the Section 10 tariff for a list of acceptable and example forms of documentation
- b. The **Name** on the documentation supplied as Proof of Site Control must match the name on the Application.
 - i. In the legacy portal, the name on the Application is the "Developer/Owner" field.
 - ii. For Solar Gardens, this will typically be the exact LLC entity that owns the Solar Garden
 - 1. If the site is leased by the Parent Company, an assignment of the lease must be provided:
 - iii. The Assignment of the Lease must tie the Parent Company listed on the lease, to the LLC provided on the Application

Proof of Site Control Cont.

c. The **Location** on the documentation supplied as Proof of Site Control must match the location in the Application

i. No solar garden will have the same listed street address as the property (house) of the farmer they are leasing from

ii. Viable options are:

1. GPS coordinates - matching and in both the lease that match the Application

2. Map or diagram

3. Provide the gardens 911 address from the City/County on the application and list it in the lease

a. Each garden will need the 911 address and documentation later in the interconnection process anyway

Solar Garden Application Fee

- This is an e-Payment fee via the portal
- The e-Payment Training can be found [here](#).
- The Application Fee is \$1200

State Certificate of Good Standing

Office of the Minnesota Secretary of State Certificate of Good Standing

I, Steve Simon, Secretary of State of Minnesota, do certify that: The business entity listed below was filed pursuant to the Minnesota Chapter listed below with the Office of the Secretary of State on the date listed below and that this business entity is registered to do business and is in good standing at the time this certificate is issued.

Name:

Date Filed:

File Number:

Minnesota Statutes, Chapter:

Home Jurisdiction:

This certificate has been issued on:



A handwritten signature in black ink that reads "Steve Simon".

Steve Simon
Secretary of State
State of Minnesota

The State Certificate of Good Standing must match the LLC or the “Interconnection Customer” information as listed in the Portal

System Details & Application Details

- System Details (Basic Details)
 - Inverter Details
 - Array Details
 - One Phase vs. Three Phase
- Application Details (Technical Details)
 - AC Nameplate Rating*
 - DER Nameplate Rating*
 - Max Design Fault Current*
 - PCC GPS Coordinates (Decimal Degree Format)*

Example of Details required per Action

Garden Name

- Garden Names that are identical to, or contain key words of other gardens that are already in progress, will not be approved.
- Please utilize the [View the MN Solar Gardens in Progress \(XLS\)](http://www.xcelenergy.com/SolarRewardsCommunity)* * available at www.xcelenergy.com/SolarRewardsCommunity to screen garden names prior to application.
 - Download the XLSX.
 - Filter by “Solar Garden Name” or Column D.
 - Search only for key words, i.e. “Winona” (You will notice that there are three gardens with the name Winona; this example has been grandfathered in, however moving forward new interconnection applications with the same key word will not be approved).
 - Disclaimer: This report is limited to solar gardens In Operation and does not contain applications in early stages. If you have additional questions regarding the availability of your proposed Garden Name, please reach out to SolarRewardsCommMN@xcelenergy.com.

Deposit Confirmation & Program Approval eSign

Required deposit is equal to \$100/kW

- If deposit is made via Escrow with US Bank
 - Upload the Schedule E including the new application, in addition to the email confirmation from US Bank that funds have been received
- If deposit is made via Wire
 - Upload the wire confirmation including the date wire was made, deposit amount, and confirmation number that wire went through

Program Approval eSign

- Interconnection Application Summary eSign
 - Will be routed to the Customer email address
- Deposit Fee Form eSign
 - Will be routed to the Application Agent email address

