



MN DER Interconnection Process Training: On-site/Rooftop DER and Community Solar Gardens

June 2023

Disclaimer

This PPT Manual is frequently revised.

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

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Welcome to the Virtual MN DER Interconnection Process Training

Goal: To provide installers and developers with the information to complete Xcel Energy's interconnection application process within the Portal, in a timely manner with little to no errors or delays.

Achieving the above goal will aid in meeting or exceeding our mutual customer's expectations in terms of interconnection timelines, resulting in an overall increase in customer satisfaction.

Team Introductions: MN On-site DER

- **MN On-site DER Mgmt. Team**
 - Callie Walsh, Program Manager
 - Silas Cleveland, Marketing Assistant
 - Violeta Vidakovic, Marketing Assistant
 - Nicholas Coquyt, Marketing Assistant
- SolarProgramMN@xcelenergy.com
- **Internal Team Players**
 - Design/Construction
 - Builders Call Line
 - Metering
 - Engineering
 - Billing
 - BSC (Business Solutions Center)
- **External Industry Team Players**
 - Developers/Installers
 - Customers
 - Financers
 - Government/Regulators

Team Introductions: MN Community Solar Gardens (CSGs)

- **MN CSGs Mgmt. Team**

- Currently Hiring, Program Manager
- Katie Dietlin, Marketing Coordinator
- Jacob Hillman, Marketing Assistant
- Oluwatobi Olatoye, Marketing Assistant

- SolarRewardsCommMN@xcelenergy.com

- **Internal Team Players**

- Design/Construction
- Builders Call Line
- Metering
- Engineering
- Billing
- BSC (Business Solutions Center)

- **External Industry Team Players**

- Garden Operators
- Subscribers/Customers
- Financers
- Local Inspectors
- Government/Regulators

Informational Sessions with Program Team

- **Bi-Weekly Calls**

- Purpose: Discuss program and project specifics with Xcel Energy's Program team.
- Context: Conference call set up on bi-weekly basis once an operator has at least one (1) application that has received initial program approval.
- Agendas required 48 hours prior to the meeting.
- Xcel Energy Technical Resources and Designers do not attend.
 - Xcel Energy Engineers may attend as needed based on submitted agendas.
- Coordinate with the Program team
(SolarProgramMN@xcelenergy.com for MN On-site DER or SolarRewardsCommMN@xcelenergy.com for MN CSGs)

Informational Sessions with Program Team

- **Monthly Office Hours:** A webinar style training opportunity to provide information on a specific topic with time for Q & A at the end.
- **Quarterly Stakeholder Meetings:** Xcel Energy provides critical reminders and updates. Required by all participants in Solar*Rewards, Solar*Rewards Community, and Net-Metering/DG.
- **Additional Stakeholder Discussions:** As needed, typically occur as a result of regulatory processes.

Invitations to the above hosted events are sent via email. Register [here](#) to be added to our Distribution List.



Navigating the Portal

What is a Case #?

- Each Application will have a Case #
- Case # assigned when you submit an app
 - Each case will have a:
 - Status, Step, and Sub-Step
 - Each “Status” i.e. Initiate Application, will have a corresponding Step, and Sub-Step

Note: MN CSGs Only

- SRC #'s will be assigned later in the process (once the application makes it to Design and Construction status)

For each “Action Item”

- **Open**
 - On Installer/Developer to complete
- **Draft**
 - Installer/Developer has completed but not yet submitted
- **Finalized**
 - Action Item has been submitted to Xcel Energy for review

How do I e-Sign?

- We use Sertifi E-contracts to send documents electronically for signature.
- E-Signatures will be routed to you via email. Review the chart on the following slide to see where each e-Sign requirement is routed.
- Once complete, you will need to refresh the application page for the “Action Item” to update to “Draft.”

****Important Note:** App Agent and Customer emails **must** be different for e-signing

- Some docs go to App Agent for signature, some to Customer for signature - these cannot be combined and signed by the same email

e-Sign: MN On-site DER

Status	Action Item	Document Name	Routed to
Initiate Application	Initiate Application eSign	Interconnection Application Summary eSign	Customer
Initiate Application	Initiate Application eSign	MN Engineering Process Fee eSign	App Agent (Installer)
Initiate Application	Initiate Application eSign	Solar*Rewards Acknowledgement Letter	Customer
Supplemental Review	Supplemental Review SOW eSign	Supplemental Review SOW eSign	App Agent (Installer)
System Impact Study	System Impact Study eSign	System Impact Study SOW eSign	App Agent (Installer)
System Impact Study	System Impact Study eSign	System Impact Study Agreement	App Agent (Installer)
Transmission Study		Transmission Study SOW	App Agent (Installer)
Facility Study	Facilities Study eSign	Facilities Study SOW	App Agent (Installer)
Interconnection Agreement	Interconnection Agreement eSign	MNDIA / MRETs Form / Uniform Statewide Contract	Customer
Interconnection Agreement	Interconnection Agreement eSign	Net Metering & Solar*Rewards Contract	Customer / App Agent (Installer)

e-Sign: MN CSGs

Status	Action Item	Document Name	Routed to
Initiate Application	Initiate Application eSign	Deposit Fee Form eSign	App Agent (Installer)
Initiate Application	Initiate Application eSign	Interconnection Application Summary eSign	Customer (Developer/Owner)
Initiate Application	Initiate Application eSign	MN Engineering Process Fee eSign	App Agent (Installer)
Supplemental Review	Supplemental Review SOW eSign	Supplemental Review SOW eSign	App Agent (Installer)
System Impact Study	System Impact Study eSign	System Impact Study SOW eSign	App Agent (Installer)
System Impact Study	System Impact Study eSign	System Impact Study Agreement	App Agent (Installer)
Transmission Study		Transmission Study SOW	App Agent (Installer)
Facility Study	Facilities Study eSign	Facilities Study SOW	App Agent (Installer)
Interconnection Agreement	Interconnection Agreement eSign	MNDIA	Customer (Developer/Owner)
Design and Construction	Stated Address Amendment eSign	Address Amendment	App Agent (Installer)

E-Payments

- E-Payments can take up to 48 hours to be received.
- Once payment has been received that action item will change from Open to Draft in the portal.

How to Upload Non-Action Specific Files

MN On-site DER and MN CSGs

- Use Portal Chatter feature to upload all non-action specific documents.

MN CSGs Only:

- For Section 10 documents: Use Notes and Attachments section on MN SRC page (Portal) for all non-action specific documents.
 - Email SolarRewardsCommMN@xcelenergy.com with documents after uploading.



Interconnection Application Process

Before Applying

- [Suggested Tools to Use Before Submitting an Interconnection Application](#)
- Use this document as a checklist to assess your proposed interconnection site location prior to submitting a formal interconnection application. Save a copy on your desktop, or print a copy for each proposed location, and fill in the blanks as you go.

Case Status

- ***Pre-Application***
 1. Initiate Application
 2. Initial Engineering Screens
 3. Supplemental Review
 4. System Impact Study
 5. Transmission Impact Study
 6. Facilities Study
 7. Interconnection Agreement
 8. Design and Construction
 9. Metering and Testing
 10. Permission to Operate

Pre-Application Process

- Snap-shot of estimated system details before formally applying.
- Check first:
 - Map of MN Service Territories
 - Interactive Hosting Capacity Map
 - Public Interconnection Queue
- \$300 Processing Fee
- This process is done 100% on the portal.
 - No physical or PDF documents need to be mailed nor emailed in
 - Payments are made online
- Results will be provided in 15 business days.

Pre-Application Disclaimer

** The capacity screen data only includes existing data. A request for a capacity screen does not obligate Xcel Energy to conduct a study or other analysis of the proposed DER in the event that data is not readily available. If Xcel Energy cannot complete all or some of a capacity screen report due to lack of available data, Xcel Energy will provide the Interconnection Customer with a capacity screen report that includes the data that is available. The provision of information on "available capacity" **does not imply** that an interconnection up to this level may be completed without impacts since there are many variables studied as part of the interconnection review process. The distribution system is dynamic and **subject to change**, and data provided in the capacity screen report may become outdated at the time of the submission of the complete Interconnection Application. Xcel Energy will, in good faith, include data in the capacity screen that represents the best available information at the time of reporting.*

Pre-Application Process

Application **Pre-Application Report Request**

Pre-Application Report Request Form

Requests for an Interconnection Pre-Application Report shall include the information identified in Sections 1.4.1.1 through 1.4.1.8 of the Minnesota Distributed Energy Resource Interconnection Process (MN DIP) (and as provided in the fields below) to clearly and sufficiently identify the location of the proposed Point of Common Coupling and relevant project details.

Additionally, a non-refundable processing fee of \$300 is required as specified in Section 1.4.1 of the MN DIP.

Upon receipt of a complete Request Form (including site map) and processing fee, the Area EPS Operator shall provide a report containing as much of the data described in Section 1.4.2 as is pre-existing and available within 15 business days. A Pre-Application Report request does not obligate the Area EPS Operator to conduct a study or other analysis of the proposed project if data is not available.

Click "NEXT" to start the Pre-Application Report Request Form.

Next

- Pre-Applications can be found on the homepage next to the Application tab.

Pre-Application Process

First Pre-App Screen

Requestor Contact Information

*Required

*Name

Company Name (if applicable)

*Street Address

*City

*State

--None--

*Zip Code

*Phone Number

*Email Address

Back

Next

Second Pre-App Screen

Project Information

*Required

*Project Name

*DER Nameplate Rating (kW)

*DER Type

--None--

*DER Number of Phases ⓘ

Single Phase

Three Phase

*Service Voltage ⓘ

--None--

*Stand-alone Generator (no onsite load)?

Yes

No

*Existing DER? ⓘ

New DER(s)

Material Modification

Back

Next

Pre-Application Process

Congratulations, you successfully started your interconnection Pre-Application Report request.

Your application number is [REDACTED]

To complete the Pre-Application Report request, click "Complete Pre-Application" and follow the provided steps.

[Complete Pre-Application](#)

Click *Complete Pre-Application* to move into the Widget and see your required Action Items.

Case #: [REDACTED]
Status: Pre-Application
Step: Draft
Sub-Step:
App Owner: Sign Pre-Application Report request form and upload site map.

[Finalize](#)

[Actions](#) [Finalized Actions](#) [Milestones](#) [Completed Milestones](#)

ACTION NAME	DESCRIPTION	STATUS	RESPONSIBLE PARTY	REQUIRED?	ACTION
Pre-Application Fee	Please pay the Application Fee through online payment to advance your application to the next step.	Open	Applicant	✓	Action
Pre-Application Report Request eSign	Please check your email and sign all required eSignature documents to advance your application to the next step.	Open	Applicant	✓	Action
Site Map	Please provide a site map that includes true north, proposed project location (including general area of project), proposed service point location, and major roads, streets and/or highways.	Open	Applicant	✓	Action

Please see Milestones tab for deadline.

- Once your Action Items are complete, they will move from Open to Draft status.
- Then click Finalize to submit the Pre-Application (can't be submitted without finalizing)

Pre-Application Process

- In the portal you will see your Pre-application is now in Review.
- All notifications will be sent to the email previously input.
- Results will live and be accessible in the portal.

Case #: [REDACTED]					
Status: Pre-Application					
Step: In Review					
Sub-Step:					
App Owner: Your Pre-Application Report is being generated. Xcel Energy: Create Pre-Application Report.					
Actions Finalized Actions Milestones Completed Milestones					
ACTION NAME	DESCRIPTION	STATUS	RESPONSIBLE PARTY	REQUIRED?	ACTION
Please see Milestones tab for deadline.					

Additional Pre-Application Details

- Pre-Applications are indicative, and not a comprehensive study-ready view of a substation.
 - To offer that type of thorough investigation would not be possible in the 15-day timeline and at the \$300 cost for Pre-Applications.
- Pre-Applications are not typically be able to discern any feeder level upgrades or capacity due to voltage rise.
 - This type of limitation is not something that shows up in a Pre-Application.
- Missed generation on a Pre-Application does occur from time to time, and we have communicated with the workgroup and developers as to the level of rigor and completeness to expect.
- As a matter of program practice, non-comprehensive Pre-Applications are not grounds for a refund of your Interconnection Study costs. Interconnection studies are tied to a specific application, Pre-Applications are a more general view and are not tied to a specific application, this complicates the idea of notification during the study process if additional generation is discovered.
- We have worked to investigate industry practices, and the level of accuracy and detail we provide in our Pre-Applications is in line with industry norms.
- The level of accuracy and detail provided by Pre-Applications has been thoroughly discussed and explored through the [workshops](#) creating the Minnesota Distributed Energy Resources Interconnection Process, which was approved by the MN PUC on April 19, 2019, and took effect June, 2019.

Case Status

Pre-Application

1. **Initiate Application**
2. Initial Engineering Screens
3. Supplemental Review
4. System Impact Study
5. Transmission Impact Study
6. Facilities Study
7. Interconnection Agreement
8. Design and Construction
9. Metering and Testing
10. Permission to Operate

Start a new Interconnection Application *Required

*Select State



Minnesota Colorado

*Select Application Type *Required

Application

Next

Start a new Interconnection Application

Selected State: **Minnesota**

Selected Application Type: **Application**

*Select Program Type



Solar*Rewards Solar*Rewards Community Distributed Generation

Back Next

Applying Online

You will need to know the address of the DER location and customer name to begin your application.

Initiate Application

- “Step” will be:
 - **Draft** – on Installer/Developer to complete Action Items.
 - **eSignatures and Payments** – Installer/Developer/Customer to sign documents and submit application fee(s).
 - **Prepare Documents** – Installer/Developer to upload Engineering documents (Single-line Diagram, Site Plan, etc.).
 - **In Review** – with Xcel Energy for Completeness Review.
 - **On Hold** – Installer/Developer to provide revised/additional items to documents.

Initiate Application/Draft “Action Items”

MN On-site DER

- **Contact Information** - Input
- **Proof of Site Control** – Upload (if applicable)
- **System Details** – Input (Basic Details)
- **Application Details** – Input (Technical Details)
- **Exhibit B Details** – Input (applicable for applications with storage only)
- Your Application Track is based on the system size and your meter status as a residential or commercial customer.

Initiate Application/Draft “Action Items”

MN CSGs

- **Contact Information** – Input
- **Proof of Site Control** – Upload
- **Solar Garden Application Fee** – e-Payment
- **State Certification** – Upload
- **System Details** – Input (Basic Details)
 - System Details must be completed before Application Details, or you will not be able to access this action.
- **Application Details** – Input (Technical Details)
- **Deposit Confirmation** - Upload
- Your track is based on the system size and your meter status as a residential or commercial customer.
- After completing the actions, before you submit anything, if you want to change Track from Fast to Study, notify Xcel Energy immediately.

Contact Information: Application Roles

- **Interconnection Customer**
 - (Customer Contact/System Owner)
 - This is where you enter the entity (Individual or Company) owner of the DER System.
 - CompanyOperations@company.com
- **Application Agent/Company**
 - This is where you enter the Primary Application Manager's (PAM) contact information.
 - First.Last@company.com
 - Email address for Interconnection Customer and Application Agent **must be different**.
- **Installer/Developer**
 - If the developing company differs from the LLC entity that owns the garden, input that here.
- **Third Party Incentive Recipient** (applicable for Solar*Rewards applications only)
 - This is where you can designate a third party to receive the Solar*Rewards incentives.

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
 - Also available within the Section 10 Tariff, Sheet No. 10-180

1.7 Site Control

Documentation of site control must be submitted with the Interconnection Application. Site control may be demonstrated through providing documentation showing any of the following:

- 1.7.1 Ownership of, a leasehold interest in, or a right to develop a site for the purpose of constructing the DER;
- 1.7.2 An option to purchase or acquire a leasehold site for such purpose; or
- 1.7.3 An exclusivity or other business relationship between the Interconnection Customer and the entity having the right to sell, lease, or grant the Interconnection Customer the right to possess or occupy a site for such purpose; or
- 1.7.4 For DERs utilizing the Section 2 Simplified Process, proof of site control may be demonstrated by the site owner's signature on the Interconnection Application.

Proof of Site Control

Additional Tips for Solar*Rewards Community Applications

- The Name on the documentation supplied as Proof of Site Control must match the name on the Application.
 - This will typically be the exact LLC entity that owns the Solar Garden
 - If the site is leased by the Parent Company, an assignment of the lease must be provided:
 - The Assignment of the Lease must tie the Parent Company listed on the lease, to the LLC provided on the Application.
- The Location on the documentation supplied as Proof of Site Control must match the location in the Application.
 - No solar garden will have the same listed street address as the property they are leasing from.

Proof of Site Control: Tips for Passing

1. The Name on the documentation supplied as Proof of Site Control must match the name on the Application.
 1. This will typically be the exact LLC entity that owns the Solar Garden.
 2. If the site is leased by the Parent Company, an assignment of the lease must be provided:
 1. The Assignment of the Lease must tie the Parent Company listed on the lease, to the LLC provided on the Application.
2. The Location on the documentation supplied as Proof of Site Control must match the location in the Application.
 1. No solar garden will have the same listed street address as the property they are leasing from.

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:



Steve Simon

Steve Simon

Secretary of State
State of Minnesota

**MN CSGs Only:
State Certificate of
Good Standing**

MN CSGs Only: Deposit Confirmation

1. Deposit Confirmation – Upload
2. Required item to be uploaded is the email from US Bank confirming funds are received and deposited.
 - a. Example:



- b. Schedule E

Application Details

- Review to make sure “Customer Information” reflects the owner of the premise/property.
- Review to make sure “Application Agent/Company Information” reflects the Primary Application Manager.

Initiate Application/eSignatures & Payments

“Action Items”

1. Initiate Application eSign

- Customer signs Application Summary form – eSignature
- Application Agent signs the Engineering Process Fee SOW – eSignature.
- (MN CSGs only) Deposit Form - eSignature

2. Engineering Process Fee

- Payment based on Application Track; submitted through Wells Fargo eBill portal.

Initiate Application/Prepare Documents

“Action Items”

1. **Specification Sheet(s)** (DER Generator/Inverter) – Upload
2. **Site Plan** - Upload
3. **Single-Line Diagram** - Upload
4. **Witness Test Procedure** – Upload (required during Design and Construction status for MN SRC)
5. **Documentation of Protection/Control Schemes** – Upload
 - (Usually covered in Single-Line diagram)
6. **Annotated Aerial Map** - Upload

Initiate Application

- Once all required actions are in “Draft” status, click **Submit**.

Case #: [REDACTED]
Status: Initiate Application
Step: Draft
Sub-Step:
App Owner: Your application is pending submission. You can save your draft application at any time and return to complete it later. Please make sure to complete all application requirements and fees prior to submitting for review.

[Finalize](#)

[Actions](#) [Finalized Actions](#) [Milestones](#) [Completed Milestones](#) [Application Details](#)

ACTION NAME	DESCRIPTION	STATUS	RESPONSIBLE PARTY	REQUIRED?	ACTION
Annotated Aerial Map	Please provide a Annotated Aerial Map of your DER site.	Open	Applicant	☒	Action
Change System Details	Optional. You can change system details associated with your application, if necessary. For on-site Solar Rewards applications, the system size cannot change by more than 10% after program approval.	Open	Applicant	☐	Action
Engineering Process Fee	Please pay the Engineering Process Fee through online payment to advance your application to the next step.	Open	Applicant	☒	Action
Initiate Application eSign	Please check your email and sign all required eSignature documents to advance your application to the next step.	Open	Applicant	☒	Action
One-Line Diagram	Show the installation of the DER system and associated equipment required within your interconnection application.	Open	Applicant	☒	Action
Site Plan	Show the location plan identifying location of equipment noted on the one-line.	Open	Applicant	☒	Action
Specification Sheet (s)	Upload the specifications of your DER as well as other relevant interconnection equipment in your proposed system.	Open	Applicant	☒	Action

- Xcel Energy will review for completeness

Initiate Application/In Review/Submitted

- Xcel Energy will review for completeness and Approve or Reject with comments on required changes within 10 business days.
- Once approved, application is “Deemed Complete.”
 - Queue position established
 - VOS rate established (only for MN CSGs)
 - Incentives have been reserved (only for MN Solar*Rewards)
- Xcel Energy will now route for engineering screens and/or study.

Case Status

Pre-Application

1. Initiate Application
2. **Initial Engineering Screens**
3. Supplemental Review
4. System Impact Study
5. Transmission Impact Study
6. Facilities Study
7. Interconnection Agreement
8. Design and Construction
9. Metering and Testing
10. Permission to Operate

Initial Engineering Screens

- Cost covered within “Engineering Process Fee”
- 10-15 business days for results (based on Application Track)
- PDF results will be provided into Portal

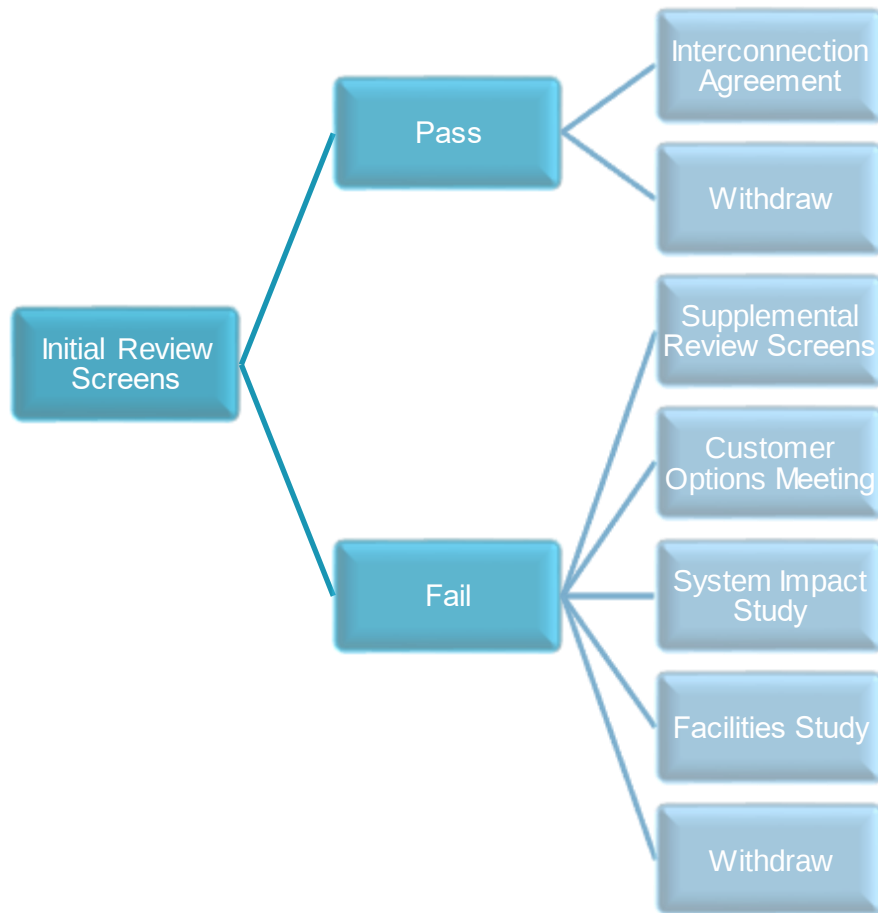
*Optional: “Customer Options Meeting”

- To go over Initial Review Results
- Contact SolarProgramMN@xcelenergy.com or SolarRewardsCommMN@xcelenergy.com to schedule
- Recommend bypassing and going right into “Supplemental Review” to speed up the process, if desired.

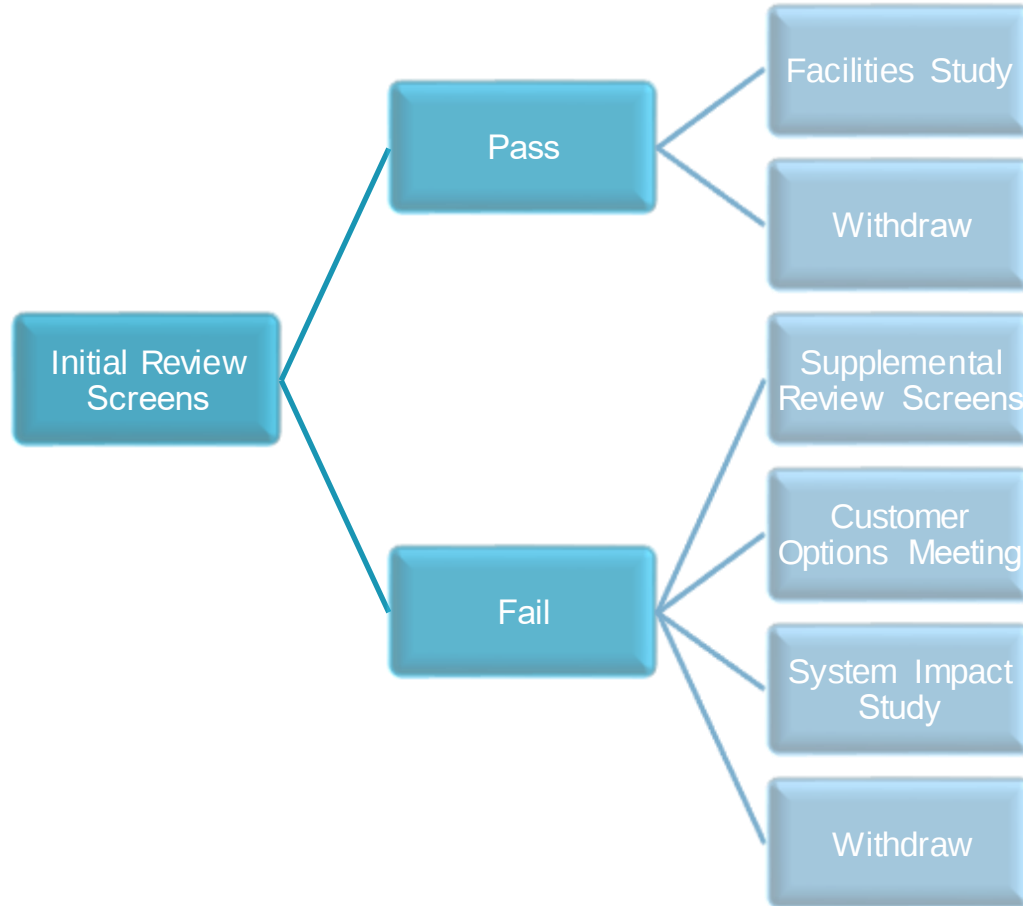
Initial Engineering Screens

- Available “Steps”:
 - **In Review**
 - Sub-Steps: Engineering Screens (Simple), Engineering Screens (Fast)
 - **Pending Applicant Decision** (you have 10 business days to proceed with one of the provided options depending on the result of the Initial Engineering Screens).
 - Supplemental Review Screens
 - System Impact Study
 - Facilities Study
 - Customer Options Meeting
 - Withdraw

Initial Engineering Screens: MN On-site DER



Initial Engineering Screens: MN CSGs



Case Status

Pre-Application

1. Initiate Application
2. Initial Engineering Screens
3. **Supplemental Review**
4. System Impact Study
5. Transmission Impact Study
6. Facilities Study
7. Interconnection Agreement
8. Design and Construction
9. Metering and Testing
10. Permission to Operate

Supplemental Review/Draft

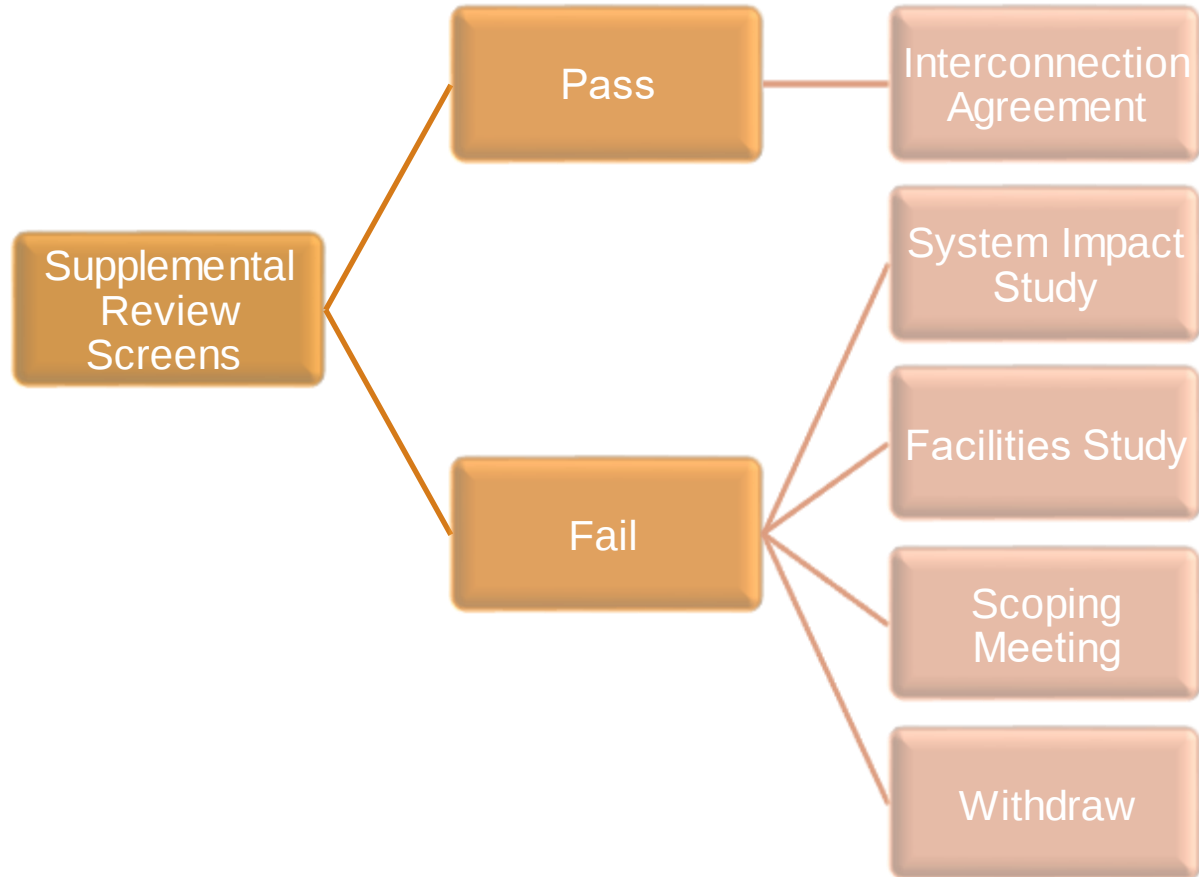
- “Action” Items:
 - **Supplemental Review Fee** – ePayment
 - **Supplemental Review SOW eSign** – eSign
 - Email routed to “App Agent”
- Provide both within 15 business days.
- Once action items are finalized, Step will update to “Submitted.”

Supplemental Review/Submitted

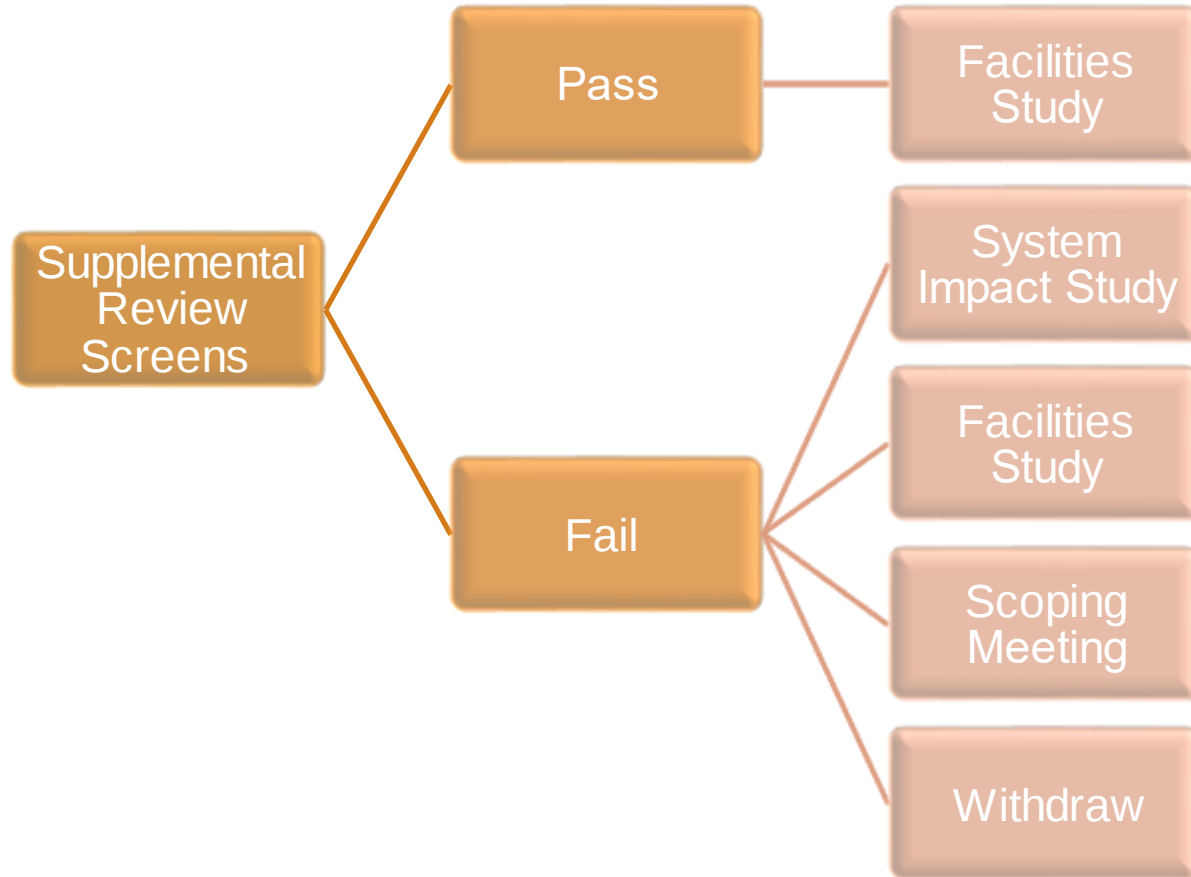
Xcel Energy will provide results within 30 business days

- If your project passes review, next step could be:
 - Interconnection Agreement
 - Facilities Study
- If your project fails review, next step could be:
 - System Impact Study
 - Facilities Study (for smaller On-site DER systems)

Supplemental Review Options: MN On-site DER



Supplemental Review Options: MN CSGs



Case Status

Pre-Application

1. Initiate Application
2. Initial Engineering Screens
3. Supplemental Review
4. **System Impact Study**
5. Transmission Impact Study
6. Facilities Study
7. Interconnection Agreement
8. Design and Construction
9. Metering and Testing
10. Permission to Operate

System Impact Study/In Review

- Action Items:
 - **System Impact Study eSign**
 - SOW and Agreement
 - **System Impact Study Fee**
- You have 20 business days to provide a signature and payment.

System Impact Study

- Step: In Review
 - Action Items:
 - System Impact Study eSign
 - SOW and Agreement
 - System Impact Study Fee
 - You have 20 business days to sign and pay the fee.
- Step: Submitted
 - Xcel Energy will provide results within 35 business days.
 - Results will be available in the Portal.

Case Status

Pre-Application

1. Initiate Application
2. Initial Engineering Screens
3. Supplemental Review
4. System Impact Study
- 5. Transmission Impact Study**
6. Facilities Study
7. Interconnection Agreement
8. Design and Construction
9. Metering and Testing
10. Permission to Operate

Transmission Impact Study

- Additional information coming soon!

Case Status

Pre-Application

1. Initiate Application
2. Initial Engineering Screens
3. Supplemental Review
4. System Impact Study
5. Transmission Impact Study
- 6. Facilities Study**
7. Interconnection Agreement
8. Design and Construction
9. Metering and Testing
10. Permission to Operate

Facilities Study

- Facilities Study are required if any upgrades or construction is needed. This study will determine the refined cost estimates.
- Step: Submitted
 - Action Items:
 - Facilities Study eSign (SOW and Agreement)
 - Facilities Study Fee (if applicable)
- Step: In Progress
 - Xcel Energy will provide results within 45 business days.
 - Results will be available in the Portal.

Facilities Study/Review Results

- Facilities Study Results Meeting
 - Can only be omitted if mutually agreed upon (in the portal) between both developers & Xcel.
 - Can provide comments on the Facilities Study Report Draft
 - Via DER Facility Study Customer Comments (downloadable page)
 - Comments are optional
 - If Comments are provided, please notify the appropriate program via email.
- Interconnection Agreement issued by Xcel within approximately 15 business days if you provided written comments (5 business days if you did not).

Case Status

Pre-Application

1. Initiate Application
2. Initial Engineering Screens
3. Supplemental Review
4. System Impact Study
5. Transmission Impact Study
6. Facilities Study
7. **Interconnection Agreement**
8. Design and Construction
9. Metering and Testing
10. Permission to Operate

Interconnection Agreement (IA)

- Step: Draft
 - Action Items:
 - Xcel Energy will provide the Interconnection Agreement(s) within 5 business days.
- Step: Submitted
 - Action Items:
 - Interconnection Agreement eSign
 - Interconnection Agreement Fee (if applicable)
 - You have 30 business days to provide signature and payment.
 - IA payment is *not* an e-payment payable within the portal. It will need to be submitted via check or wire.
- Step: In review
 - Action Items:
 - Xcel Energy will counter-sign within 5 business days.

Wire/Check Payment Directions

*Only necessary for projects with construction/meter costs:

Paying by Wire:

Bank: Wells Fargo Bank, N.A.
City/State: San Francisco, CA
Routing/ABA: 121-000-248
Acct. No: 31966
Acct. Name: NSPM

Paying via Check:

Xcel Energy
Customer Receivables
MN DER Interconnections
P.O. Box 59
Minneapolis, MN 55440-0059

Include Application Case # and “IA Payment” in the memo/description.

Case Status

Pre-Application

1. Initiate Application
2. Initial Engineering Screens
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5. Transmission Impact Study
6. Facilities Study
7. Interconnection Agreement
- 8. Design and Construction**
9. Metering and Testing
10. Permission to Operate

Design and Construction

- **Step: Documents Pending**

- Action Items:
 - **Certificate of Completion/Final Electrical Inspection** - Upload
 - **Proof of Insurance** - Upload
 - **Installation Details** - Input
- All items need to be in “Draft” to “Finalize”
- Submit early in event of multiple rounds of review

- **Step: In Review**

- Documents to be reviewed by Xcel Energy. Upon approval, the program will move your application forward to Metering & Testing.

MN CSGs Only: Design & Construction Overview

- Design Kick Off – On Site Meeting between garden operator & designer.
 - Establish In Service Date
- Main point of contact will be designer for project specifics.
- Detailed Design Timeframe: +/- 16 weeks
 - Operators will receive a detailed design estimate at completion of design.
- Metering Equipment ordered 20 weeks from In Service Date.
 - 15-week procurement timeline subject to vary depending on equipment.
- Construction Timeframe: +/- 12 weeks

MN CSGs Only: Design/Construction Key Points

- Key Resource: [Requirements for Commercial Operation](#)
(Design/Construction Process Overview)

In Service Date (ISD) : a negotiated and agreed upon date between garden operator and detailed designer for when both parties will have all work complete on site. The date directly influences meter orders and establishment of energization and acceptance test dates.

MN CSGs Only: Design/Construction Action Items

Minimum **20 weeks** prior to ISD

- 911 Documentation (Address)
 - FastApp (Building & Remodeling Application)
 - [Regarding Correction in Stated Service Address \(PDF\)](#)

Minimum **6 weeks** prior to Energization Date.

- Acceptance Testing Procedure
- Insurance Checklist (Fillable PDF, download/upload)
- Insurance Policy (must be approved at this time)

Minimum **10-business days** prior to Energization Date.

- “As Built” One-Line Diagram
- “As Built” Site Plan
- Final Electrical Inspection (Form & Photo of Sticker Verification)
- Metering Cut Sheets
- *Reservation Letter*
- *Subscriber Validation (at least 5)*
- *Standard Contract – e-sign*
- *MRETS*
 - *Schedule A e-sign*
 - *Registration XLSX (template on [Developer Resources Page](#))*
- *Interconnection Cost Payment (at least 2/3)*
- *Solar Garden Billing/Mailing Address Change Request Form*
- *Late Fee Payment (if applicable)*

ISD – Energization/Acceptance

MN CSGs Only: 911 Address -- What is it?

- **Local AHJ** (Authority Having Jurisdiction) will assign new construction project an address, likely during permitting.
- Secure permitting early
- Each garden must have its own address
 - Cannot match landowners, nearby house, or another garden unless garden is on a rooftop (AHJ must approve this via formal notice as well).
- Documentation Process:
 - Part 1: Upload Documentation from AHJ
 - Part 2: Once this Action is in “Draft”, the Action “FastApp Application” will become available.

MN CSGs: Fast (now Building & Remodeling) App Guide

1. Submit Building & Remodeling Application (formerly FastApp) using E911 address.
 1. Establishes project in our billing/metering system
 2. Required before meters can be ordered
2. Wait until you receive **FINAL** PDF confirmation, and **upload** to Action item in Portal:
 1. Status will list “BCL Complete”
 2. (BCL will send a PDF when it is **pending** too)
- Input the **Premise and Account Numbers** on the SRC page
- Link to Building & Remodeling App: [Building & Remodeling Application](#).

MN CSGs Only: Building & Remodeling “BCL Complete” Example



Application

Application Information

Status :	BCL Complete	Type :	New Construction
-----------------	--------------	---------------	------------------

MN CSGs Only: Updating Contact Info

To receive final invoices/checks:

1. Update the billing/mailing address by completing the Solar Garden Billing/Mailing Change Request Form (PDF).
2. Send completed form to BSC@xcelenergy.com, SolarRewardsCommMN@xcelenergy.com and upload to the portal.

**This is a requirement to achieve PTO (Permission to Operate).*

MN CSGs Only: Late Fee Invoices

- Will remain separate from Final Interconnection Cost true-ups after PTO is achieved.
- Late Fee payments are not e-payments.
- Late Fee rates can be found on the corresponding Amendments available on the [Community Solar Garden Developers](#) webpage.

**This is a requirement to achieve PTO (Permission to Operate).*

MN CSGs Only: Design/Construction Complete

- All Action Items in the portal must be finalized and **approved** by Xcel Energy at least 10 business days prior to Energization.
- This will move the Case Status into "Metering and Testing."

Case Status

Pre-Application

1. Initiate Application
2. Initial Engineering Screens
3. Supplemental Review
4. System Impact Study
5. Transmission Impact Study
6. Facilities Study
7. Interconnection Agreement
8. Design and Construction
9. **Metering and Testing**
10. Permission to Operate

Metering and Testing

- 8 weeks prior to In-Service Date – Operators eligible to request and lock in energization and acceptance test dates.
- **Energization:** Xcel Energy allows system to be temporarily turned on prior to scheduled meter install to allow for testing of equipment.
- **Witness Acceptance Test:** Installer/Electrician/Garden Operator performs approved acceptance test procedure, which includes three phase and single phase, as well as complete site review and verification.
 - **Simplified Projects:** Witness Test and Meter Install must be scheduled within 10 business days of document approval by Xcel Energy.
 - **Fast Track/Study Projects:** For three-phase systems & all CSG's, Witness Tests & Meter Install is typically scheduled 3 weeks out (or more).

Metering and Testing

- **Energization:** Xcel Energy allows system to be temporarily turned on prior to scheduled meter install to allow for testing of equipment.
 - Energization is for the purpose of practicing the Witness Test ONLY.
 - DER is NOT allowed to produce energy back onto Xcel Energy's grid prior to formally receiving Permission to Operate.
 - Systems found producing energy outside of testing with staff on-site will be immediately removed from service.

Metering and Testing

MN On-Site DER only: Email Meter shop

- Upon entering this status and receiving the notification email:
 - **Simplified applications** – Meter order ready immediately.
 - **Fast Track/Study Track applications** – Meter order ready within 24 hours.
- **Customer/Installer** must coordinate with the Metering Shop via email at MNElectricMeterScheduling@xcelenergy.com to schedule meter install and perform the witness test with **10 business days** of submission of an approved Certificate of Completion/Final Inspection

Metering and Testing

- On the day of your Acceptance Testing, there will be verification by Xcel Energy of the items detailed at xcelenergy.com/HowToInterconnect under Technical Resources, Commissioning.
- This list is not comprehensive but touches on each of the primary points.
- Further requirements are detailed in our [engineering blue book](#) and further items may be required by local authorities.

Case Status

Pre-Application

1. Initiate Application
2. Initial Engineering Screens
3. Supplemental Review
4. System Impact Study
5. Transmission Impact Study
6. Facilities Study
7. Interconnection Agreement
8. Design and Construction
9. Metering and Testing
- 10. Permission to Operate**

Permission to Operate (PTO)

- To achieve **Permission to Operate (PTO)**, installers/electricians must successfully perform acceptance testing of the DER system/garden and receive site verification approval from the area engineer.
- PTO Letter will be dated:
 - **MN On-site DER:** when the witness test is passed, PTO is achieved.
 - With outstanding items, PTO Letters will be dated based on the date all verification documentation was submitted to both the Portal and either SolarProgramMN@xcelenergy.com or DERinterconnectionMN@xcelenergy.com to address outstanding items.
 - **MN CSGs:** If any outstanding items come from acceptance test, garden operators are given 2 weeks to correct and submit verification documentation. Site will be deenergized if any outstanding items still stand beyond the two weeks.
 - With outstanding items, PTO Letters will be dated based on the date all approved Section 10 required items were submitted to both the Portal and SolarRewardsCommMN@xcelenergy.com and a passed acceptance test.
- PTO email will automatically be sent to the Customer email and App Agent email.
 - **MN CSGs:** PTO letter will be uploaded into the portal.

MN CSGs Only: PTO

(Only applicable for certain larger systems that incurred IA costs)

- Final Interconnection (IA) Cost true-up
 - 80-day process from **Commercial Operation Date***
 - Refund check/invoice sent to address provided in Billing/Mailing Address Change Request form.
 - 30 days to pay
- Ongoing fees and responsibilities
 - Any charges for house power billed separately
 - \$500 per SRC annual program fee
 - Annual Report Submittal

Commercial Operation Date (COD) : the 1st of the month following the Permission to Operate (PTO) date. *Example, a site achieves Permission to Operate (PTO) on 1/17/19, the COD date will be 2/1/2019.

MN CSGs Only: PTO Ongoing Fees/Responsibilities

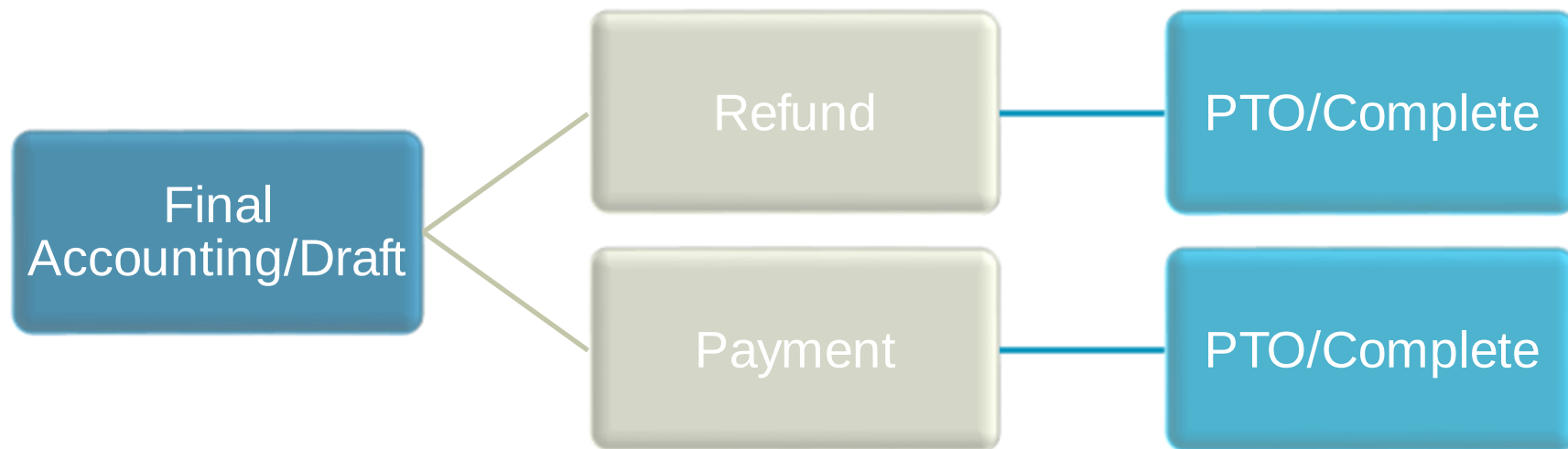
- \$500 per SRC **annual fee** for continued maintenance of your SRC application. This will be required each year after a solar garden achieves PTO and be charged to the operator on their February statement.
- Once your garden is live, you will also be responsible each year for providing an **Annual Report** to Xcel Energy and all of your subscribers. Details on what is required for this report can be found in the Section 9 tariff and on the Developer Resource web page.
- Two meters:
 - During solar garden operation, Garden Operators will be charged on their Xcel Energy account for the **house-power** their site consumes, as metering and other systems should be powered independently of the actual production from the site. Your bill credits will still be for gross production from your site and the charges will be separate.
 - **Telemetry** charges may also apply for the maintenance and operation of meters at your site(s). These amounts may vary on a site-by-site basis and will be charged monthly.
- Single Meter Solution:
 - House-power will not be billed separately.

MN CSGs Only: PTO Final Interconnection Cost True-Up

- 80 business days after your first day of subscribed allocation (**Commercial Operation Date**), you will be sent either a refund check or invoice for the difference in cost between what you have paid for interconnection (based on the Interconnection Cost Estimate) and actual accrued costs.
 - This amount and details on the final costs will also be posted to the SRC portal.
 - You will be responsible for paying any additional cost amount within 30 days of receiving that invoice.
 - If your site is **withdrawn** from the process at any time after paying your Interconnection Cost Estimate, the true up will take place in a similar time frame, 80 business days after withdrawing your application in the portal.

MN CSGs Only: PTO Final Interconnection Cost

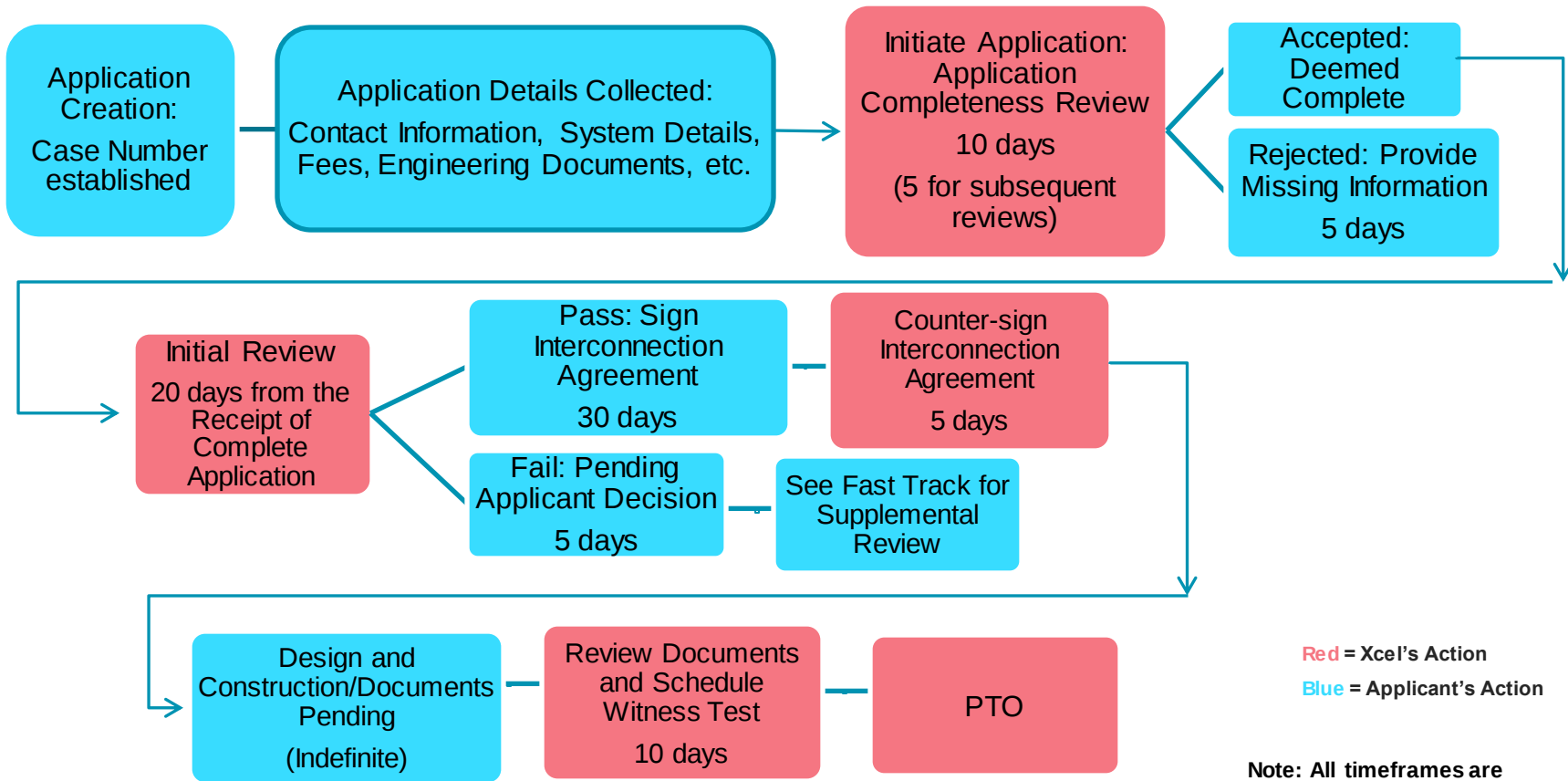
(Only applicable for certain larger systems that incurred IA costs)





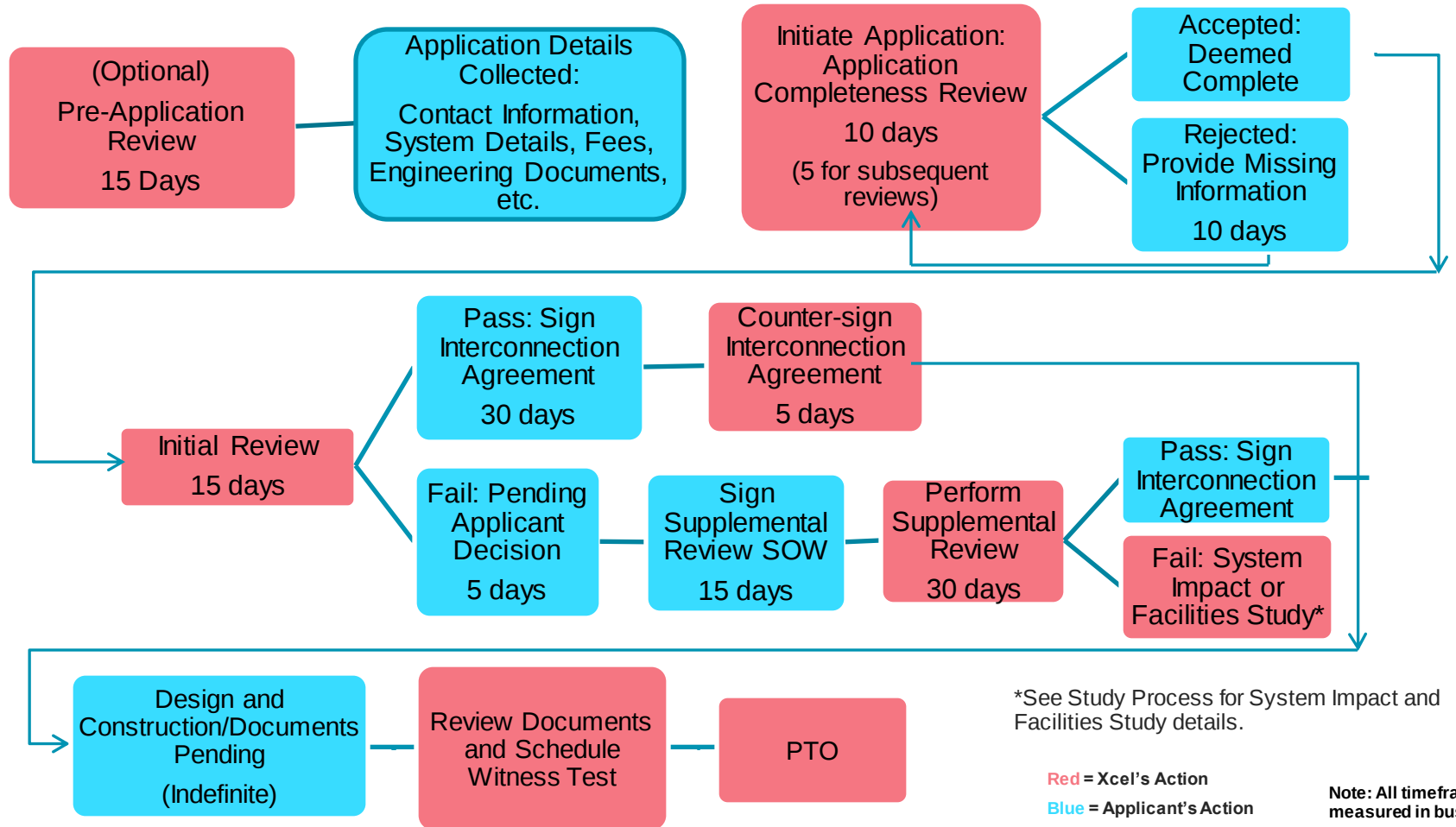
Application Timelines: MN On-site DER

MN On-Site DER Simplified Track Application Timeline

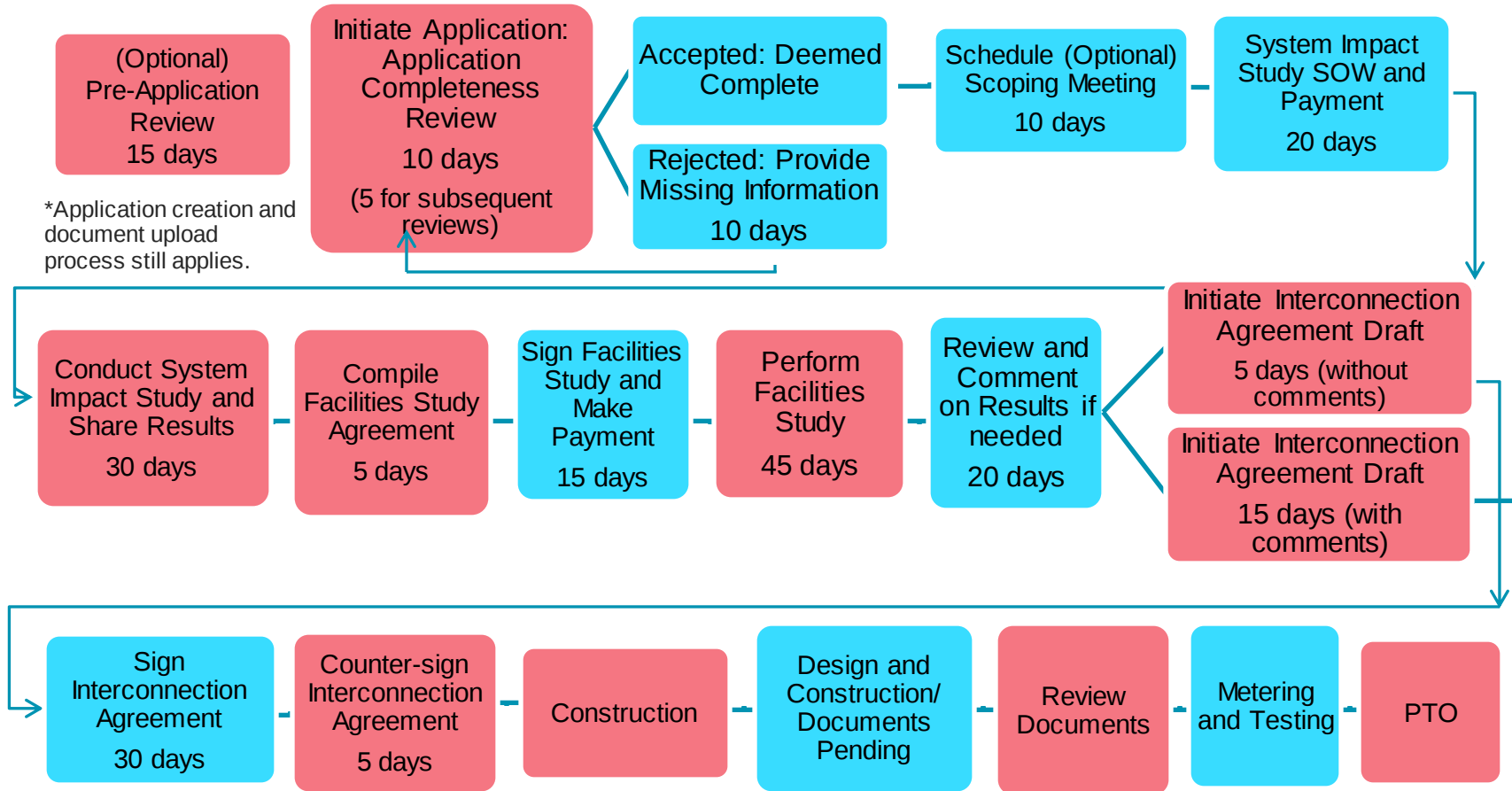


Note: All timeframes are measured in business days.

MN On-Site DER Fast Track Application Timeline



MN On-Site DER Study Track Application Timeline

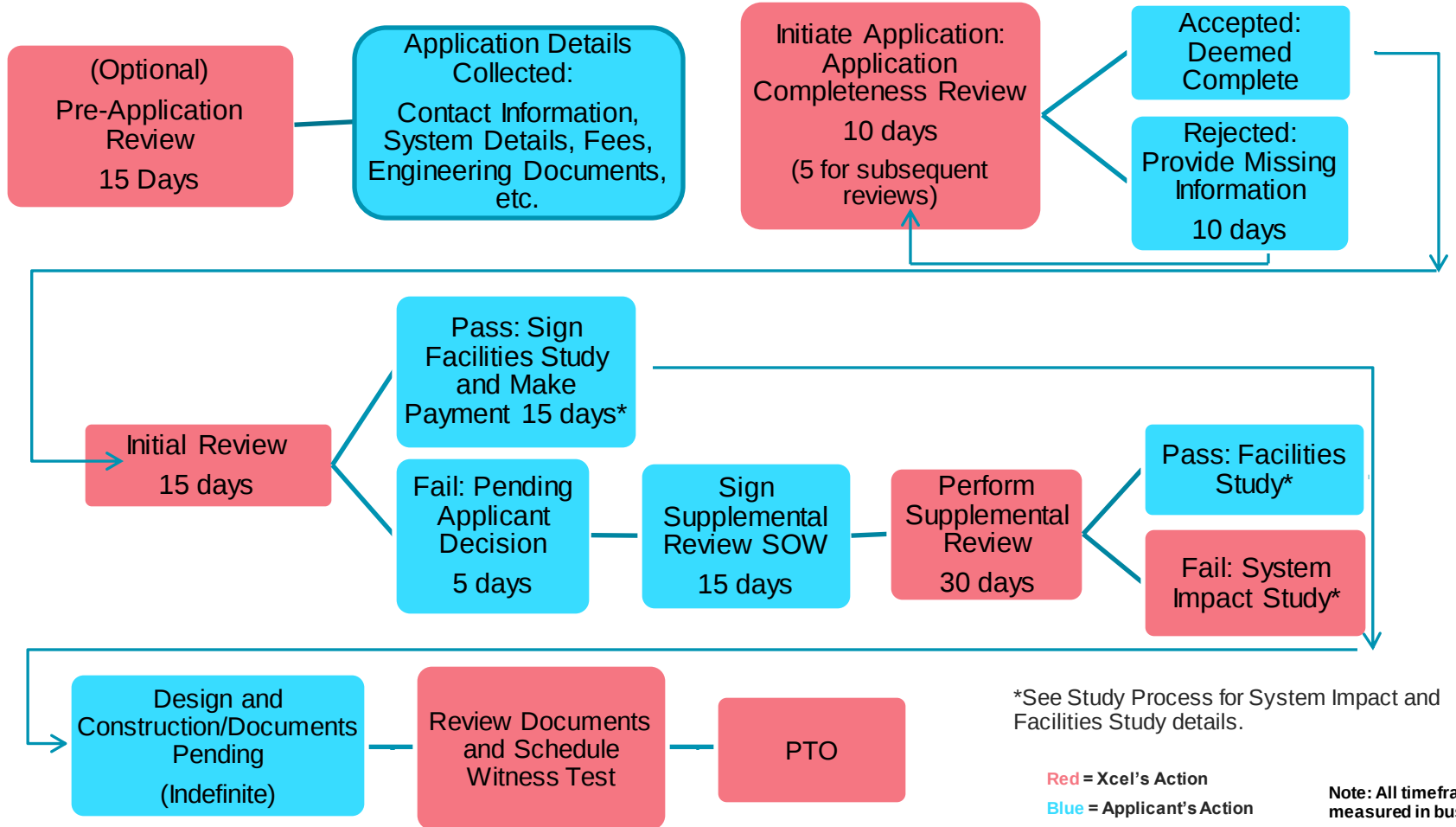


Note: All timeframes are measured in business days.

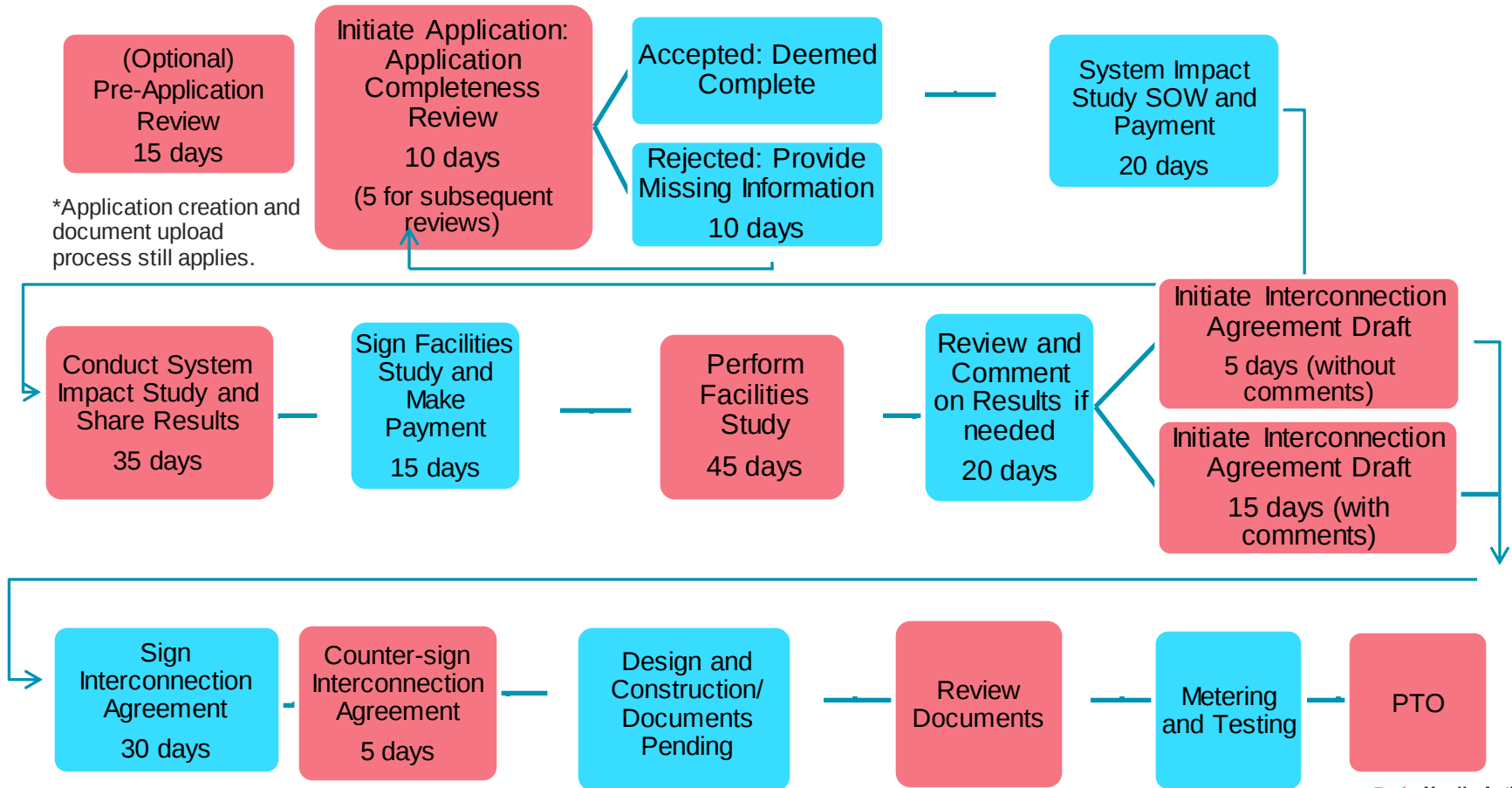


Application Timelines: MN CSGs

MN CSGs Fast Track Application Timeline



MN CGSs Study Track Application Timeline



Note: All timeframes are measured in business days.

Red = Xcel's Action

Blue = Applicant's Action



Regulatory Resources

Tariffs

- [Section 9:](#)
 - Governs Net Metering, Solar*Rewards and Solar*Rewards Community projects.
- [Section 10:](#)
 - Distributed Generation greater than 1 MW
 - Interconnection Guidelines
 - MN DIP

Annual Reports

- Must be submitted annually to all subscribers in MN CGSs.
- Copy submitted to Xcel Energy for review and uploaded once approved.
- Review “[Annual Report Template](#)”
- Deadline – March 31 each calendar year following one full production year.
 - Example: Site received PTO on any date in 2018
- Failure to comply is a breach of contract and will result in disconnection notice.

MN CSGs Only: MN Commerce E-dockets

- Solar*Rewards Community is filed in Docket 13-867 E-dockets:

<https://www.edockets.state.mn.us/EFiling/edockets/search.jsp>

The screenshot shows the MN Commerce Department's eDockets search interface. At the top, the logo for the MN Commerce Department is on the left, and the text "Commerce Home | State of MN Home" and "Wednesday, January 16, 2019" is on the right. Below the logo is a navigation bar with links: Home, eDockets, eFiling, eService, eDockets Search, eDockets Home, eDockets - Search Documents, eDockets Search Help, eFiling Help, eService Help, and Links. The main content area is titled "eDockets - Search Documents". It features a "Messages" section with a notice about scheduled maintenance on Thursday, January 17th. Below this is a "Special Interest Documents" section with a note that there are no special interest search documents at present. The "Basic Search" section provides instructions on how to search for documents. At the bottom, there is a search form with fields for "Docket Number", "Document Type", "Submission Number", "Docket Lookup", "Docket Type", and "Document ID".

m COMMERCE DEPARTMENT

Commerce Home | State of MN Home
Wednesday, January 16, 2019

Home | eDockets | eFiling | eService | eDockets Search | eDockets Home | eDockets - Search Documents | eDockets Search Help | eFiling Help | eService Help | Links

eDockets - Search Documents

Messages

On Thursday, January 17th the eDockets and eFiling applications will be unavailable from 8:00pm to 11:00pm. This is due to scheduled maintenance.

eDockets Search

Note: The eDockets eFiling System may include documents that are not part of the official record for purposes of Minn. Stat. § 14.66 and Minn. R. Civ. App. 110.01 and 115.04, such as Commission minutes, notices and agendas.

Special Interest Documents. Click help to know more.

• There are no Special Interest Search Documents at present.

User Custom Search. Click help to know more.

Basic Search

From here you can search the documents filed in utility cases that are stored in the eDockets Search System. You may search using a combination of the following criteria:

Search

Docket Number: Docket Lookup: Example: 05-09, 14-03-00

Document Type: Docket Type:

Submission Number: Document ID:

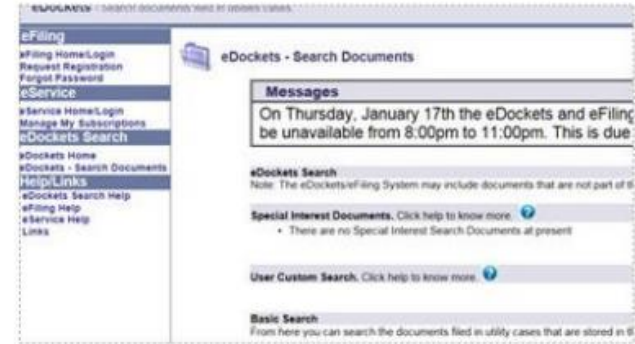
MN CSGs Only: MN Commerce E-dockets

- Dockets can be reviewed by adding the docket number to the website.
- The Docket is very large, so you can minimize this by searching by Document Type (Orders, Reply, Comments) or on behalf of (Xcel Energy, Department, PUC).
- You can also search by key word (VOS) in the next section of the website.
- By using both you will narrow down your search and limit the amount of filings for review.

The screenshot displays a search interface for MN Commerce E-dockets. At the top, there are 'Search' and 'Clear' buttons. Below these, the 'Docket Number' field is split into 'Year' (with a dropdown showing '13') and 'Number' (with a text input showing '867'). To the right of the 'Number' field is a 'Docket Lookup' link with examples: '05-101, 04-520 05'. Below the 'Docket Number' fields is a 'Document Type' dropdown menu currently set to '-Select-'. To the right of this is another 'Docket Type' dropdown menu, also set to '-Select-'. Below the 'Document Type' dropdown is a 'Submission Number' text input field. To the right of this is a 'Document ID' text input field. Below the 'Submission Number' field is an 'On Behalf Of:' text input field. At the bottom left, there are two radio button options: 'Received Date:' and 'Received Date Range:'. The 'Received Date:' option is selected. To the right of this option is a date input field with a calendar icon and the text 'Format: mm/dd/yyyy'. Below the 'Received Date Range:' option are two date input fields, one for 'From Date:' and one for 'To Date:', each with a calendar icon and the text 'Format: mm/dd/yyyy'. At the bottom of the form, there are 'Search' and 'Clear' buttons.

MN CSGs Only: MN Commerce E-dockets

- You can also sign-up to get notice of filings in the Docket.
- Go to →
 - eService Home/Login
 - Register for eFiling
 - Go to Manage Service Lists



eService



Manage Service Lists



Create a Service List



Manage My Subscriptions



Manage Master Contacts



MN CSGs Only: Subscriber Submittal & Maintenance

MN CSGs Only: Submitting Subscribers

1. Subscriber Agency Agreement
 1. Completed and signed by subscriber
2. Send to: DataRequest@xcelenergy.com
 1. *****“Community Solar Garden Operator” line on SAA must match “Developer/Owner” field in portal SRC page for that garden**
 2. Up to 15 business days for approval

Northern States Power Company, a Minnesota corporation Minneapolis, Minnesota 55401 MINNESOTA ELECTRIC RATE BOOK - MPUC NO. 2		Section No. 3 1st Revised Sheet No. 89
Attachment "A" SolarRewards Community Subscriber Agency Agreement and Consent Form The undersigned ("Subscriber") has a Subscription to the following Community Solar Garden:		
Community Solar Garden Name: _____ _____	Community Solar Garden Address: _____ _____ _____	
Community Solar Garden Operator: _____ _____ _____	Community Solar Garden contact information for Subscriber questions and complaints: Address (if different from above): _____ _____ _____ Telephone Number: _____ Email address: _____ Web Site URL: _____ Fax: _____	
Subscriber Name: _____ _____ _____	Subscriber Service Address where receiving electrical service from Northern States Power Company: _____ _____ _____	
Subscriber's Account Number with Northern States Power Company: _____ _____	Subscriber Mailing Address (if different from above): _____ _____ _____	

(Continued on Sheet No. 9-90)

MN CSGs Only: Submitting Subscribers

1. Enter into Salesforce
 1. Common Errors
 1. Refer to “Subscriber Portal Error Key” document in Subscriber Management section (under Step 5) of updated Developer Resource Page
 2. Enter subscriber Account/Premise (eliminate any leading zeroes)
 3. Upload SAA

The screenshot displays the 'Subscriber Allocations' table and the 'Add/Edit Subscriber' form. The table lists subscriber data with columns for Action, View, Subscriber Name, Allocation (in kWh), Multiple Electric Meters, Premise Zip, Subcriber Number, Premise Number, Status, Data Privacy Form, and Is Low Income Subscriber. The form below includes fields for Account Number (with a note to provide only middle digits), Premise Number, System Allocated (in kWh), Subscriber Email Address, Multiple Electric Meters Confirmed checkbox, and a Qualified Low Income Participant checkbox. A note states that a low income form is required if the low income box is checked. Buttons for 'Submit Subscriber' and 'Cancel' are at the bottom.

Action	View	Subscriber Name	Allocation (in kWh)	Multiple Electric Meters	Premise Zip	Subcriber Number	Premise Number	Status	Data Privacy Form	Is Low Income Subscriber
View	View	[Redacted]	20,300		55024	[Redacted]	[Redacted]	Valid	✓	
Edit	View	[Redacted]	65,300		55001	[Redacted]	[Redacted]	Valid	✓	
Edit	View	[Redacted]	507,000		55001	[Redacted]	[Redacted]	Valid	✓	
Edit	View	[Redacted]	520,300		55001	[Redacted]	[Redacted]	Valid	✓	
Edit	View	[Redacted]	102,300		55000	[Redacted]	[Redacted]	Valid	✓	

Add/Edit Subscriber

A Data Privacy Form is required prior to submitting a subscriber. Please provide only the middle digits of the subscriber's account number (xx-000000-x).

Account Number (Middle Digits Only): -

Premise Number:

System Allocated (in kWh):

Subscriber Email Address:

Multiple Electric Meters Confirmed: ☐

Qualified Low Income Participant: ☐

If the Low Income box is checked, a low income form will need to be submitted.

Subscriber management has been included within the new portal.

MN CSGs Only: Bill Credit Timing

- Solar Production recorded in kilowatt hours (kWh).
- Subscriber allocations calculated into bill credit.
- Production is posted to subscriber accounts on the 9th of each month.
- Timing
 - If billing cycle after the 9th, subscriber will receive credits for the previous month's production.
 - If billing cycle before the 9th, subscriber credits will have a one-month lag.
 - If billing cycle occurs on the 9th, subscriber credits will vary.
- Subscribers can request to have their billing date changed by calling Xcel Energy Customer Service (1-800-895-4999).

MN CSGs Only: Sample Subscriber Bill Credits

SERVICE ADDRESS: TANKS
1234 MAIN ST MINNEAPOLIS MN 55555-5555
NEXT READ DATE: 05/13/14

ELECTRICITY SERVICE DETAILS

PREMISES NUMBER: 333333333
INVOICE NUMBER: 454545454

METER READING INFORMATION				
METER	Read Dates: 03/12/14 - 04/12/14 (31 Days)			
DESCRIPTION	CURRENT READING	PREVIOUS READING	MEASURED USAGE	BILLED USAGE
Total Energy	15600 Actual	15539 Actual	61	2440 kWh
On Pk Energy	669 Actual	667 Actual	2	80 kWh
Off Pk Energy	14931 Actual	14872 Actual	59	2360 kWh

ELECTRICITY CHARGES

RATE: Limited Off-Pk Srvc

DESCRIPTION	USAGE UNITS	RATE	CHARGE
Basic Service Chg			\$13.60
Off-Peak Energy Chg	2360 kWh	\$0.023700	\$55.93
On-Peak Energy Chg	80 kWh	\$0.260000	\$20.80
Fuel Cost Charge	2440 kWh	\$0.033918	\$82.76
Resource Adjustment			\$10.79
Interim Rate Adj			\$5.87
Subtotal			\$189.85
City Fees			\$3.00
Total			\$192.85

OTHER RECURRING CHARGES DETAILS

DESCRIPTION	CHARGE
Solar* Rewards Community Solar	
Production Credit	
Solar Production Period	February 2014
SRC200040 Production Credit	1559.9 kWh x 0.117630
Total	\$183.80 CR

MN CSGs Only: Subscriber Maintenance

Monthly Reports

- Available for Primary Application Manager & Account Team Members.
- Located under “Reports” tab on Developer Portal

The screenshot displays the Developer Portal interface. On the left, a sidebar contains a welcome message, user profile links (My Company Profile, My Profile), Channel Manager, and SolarRewardsCommunity. Below this is a search bar with a dropdown menu set to 'Search All', a text input field, a 'Go!' button, and a link to 'Advanced Search...'. The main content area on the right features two tabs: 'All Reports' and 'Recent Reports'. Under 'All Reports', there are three sections: 'SR My Opportunities' with links to 'My Completed Solar Applications', 'My Open Solar Applications', 'S*R Certifi EContract Activities', 'SR apps with open certifi contracts', and 'SR Team member's applications'; 'Field Trip Reports' with links to 'All Field Analyses' and 'Field Trips Analyzed Today'; and 'Solar Garden Owner Reports' (highlighted with a yellow border) with links to 'Monthly Owner Report', 'Monthly Production in kWh', 'Subscriber Allocation Summary', and 'Upcoming Deadlines'.

Welcome, [REDACTED]

[REDACTED]

[My Company Profile](#)

[My Profile](#)

Channel Manager

[SolarRewardsCommunity](#)

Search

Search All

Go!

[Advanced Search...](#)

All Reports | Recent Reports

SR My Opportunities

[Export](#) [My Completed Solar Applications](#) – My Completed Solar Applications

[Export](#) [My Open Solar Applications](#) – My Open Solar Applications

[Export](#) [S*R Certifi EContract Activities](#)

[Export](#) [SR apps with open certifi contracts](#) [ins](#)

[Export](#) [SR Team member's applications](#)

Field Trip Reports

[Export](#) [All Field Analyses](#) – Grouped by Field Trip

[Export](#) [Field Trips Analyzed Today](#)

Solar Garden Owner Reports

[Export](#) [Monthly Owner Report](#) – Snapshot of allocated and unallocated kWh production

[Export](#) [Monthly Production in kWh](#) – Summary of monthly garden production

[Export](#) [Subscriber Allocation Summary](#) – Shows all subscribers by garden with allocation

[Export](#) [Upcoming Deadlines](#) – Summary of upcoming deadlines for Xcel Energy deliverables.

MN CSGs Only: Subscriber Allocation Summary

- Minimum 5 valid subscribers, must be in-compliance 5 business days before the end of the month.

Report Options:

[Run Report](#) [Hide Details](#) [Printable View](#) [Export Details](#)

Generated Report:

Filtered By: 1 OR 2

1. Solar Garden: Status equals Active
2. Solar Garden: Status contains Step 6: Active, Step 8: Active

Premise #	Debtor Number	Solar Garden: Garden Name	Subscriber Name	Allocation (in kW)	Status	Status	Subscriber Agency Agreement	Is Low Income Subscriber
Solar Garden: Solar Garden ID: [REDACTED] 21 records)								
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	11.700	Valid	Valid Customer	☒	☐
	[REDACTED]	[REDACTED]	[REDACTED]	15.600	Valid	Valid Customer	☒	☐
	[REDACTED]	[REDACTED]	[REDACTED]	37.700	Valid	Valid Customer	☒	☐
	[REDACTED]	[REDACTED]	[REDACTED]	390.000	Valid	Valid Customer	☒	☐
	[REDACTED]	[REDACTED]	[REDACTED]	150.800	Valid	Valid Customer	☒	☐

MN CSGs Only: Monthly Owners Report

- P = Production OU = Owner Unsubscribed
- OS = Owner Subscribed S = Subscribers Allocation
- **Each valid subscriber will have two-line items (standard tariff rate and REC adder).*

Payment Type	Debtor Number	Premise Number	Subscriber Allocation: Subscriber Name	Monthly Production Allocation in kWh	Tariff Rate	Bill Credit
Garden ID: [REDACTED] (411 records)						
Name Plate Capacity (kW DC): 1,300.000 (411 records)						
Calendar Month: 2017-09 (46 records)						
OS	[REDACTED]	[REDACTED]	-	169,486.00	0.000000	0.00
OU	[REDACTED]	[REDACTED]	-	0.00	-0.010000	0.00
P	[REDACTED]	[REDACTED]	-	169,486.00	-	-
OU	[REDACTED]	[REDACTED]	-	0.00	-0.026480	0.00
S	[REDACTED]	[REDACTED]	[REDACTED]	19,660.38	-0.020000	393.21
S	[REDACTED]	[REDACTED]	[REDACTED]	19,660.38	-0.102960	2,024.23
S	[REDACTED]	[REDACTED]	[REDACTED]	1,355.89	-0.127980	173.53
S	[REDACTED]	[REDACTED]	[REDACTED]	1,355.89	-0.020000	27.12
S	[REDACTED]	[REDACTED]	[REDACTED]	1,186.40	-0.020000	23.73
S	[REDACTED]	[REDACTED]	[REDACTED]	1,186.40	-0.127980	151.84
S	[REDACTED]	[REDACTED]	[REDACTED]	2,881.26	-0.127980	368.74
S	[REDACTED]	[REDACTED]	[REDACTED]	2,881.26	-0.020000	57.63

- The Monthly Owners Report is now available in the new portal. Under *Reports* at the top of the webpage.

MN CSGs Only: Additional Subscriber Info

- Updated [Developer Resource Page](#)
 - Sample SAA
 - Subscriber Portal Error Key
 - Subscriber Submission & Requesting Usage
- Bill Credits Section
 - Annual Bill Credit Payouts for Excess Credits
 - Average Monthly Payment (AMP) Customer Info

MN CSGs Only: Recent Updates

- 2022 VOS Update
 - The 2022 VOS rate is applicable for applications deemed complete as of April 12, 2022 (4/12/2022).
 - Reminder that VOS rates are generally approved and applicable around March/April of each year.
- Website & Developer Portal Updates
 - Developer Resources page continues to be updated reflecting new portal changes as they occur.
 - New resources continue to be made available on the Developer Resources and Interconnect webpages.
 - Resources relevant to Workgroup Meetings, Office Hours, Guidelines, etc.

Thank you!

Thank you for attending the MN DER Interconnection Process Training.
Still have questions? We are here to help!

Resources:

1. [Interconnection Developer Resources | Xcel Energy](#)
2. [On-site Solar Developer Resources | Xcel Energy](#)
3. [Community Solar Garden Developer Resources | Xcel Energy](#)
4. SolarProgramMN@xcelenergy.com (On-site/Rooftop Solar)
5. SolarRewardsCommMN@xcelenergy.com (CSGs)

