



Solar*Rewards Community
Overview of Initiate Application Step: Interconnection Process Training

Last Updated 7.03.2020

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

Status = Initial Application

- “Step” can be:
 - **Draft** – on Developer to complete Action Items
 - **In Review** – with Xcel Energy
 - **On Hold** – Developer to provide additional items
 - **Complete** - Application will be routed by Xcel Energy to the next appropriate Step based on your track.

Initiate Application – “Action Items”

1. **Engineering Process Fee** – ePayment
2. **Initial Application eSign** – eSign
 - Engineering Process Fee SOW
 - Email routed to “Applicant Agent”/Company
3. **(Inverter) Specification Sheet(s)** – Upload
4. **Site Plan** - Upload
5. **Single-Line Diagram** - Upload
6. **Documentation of Protection/Control Schemes** – Upload
 - (Usually covered in Single-Line diagram)
7. **Annotated Aerial Map** - Upload

Engineering Processing Fee

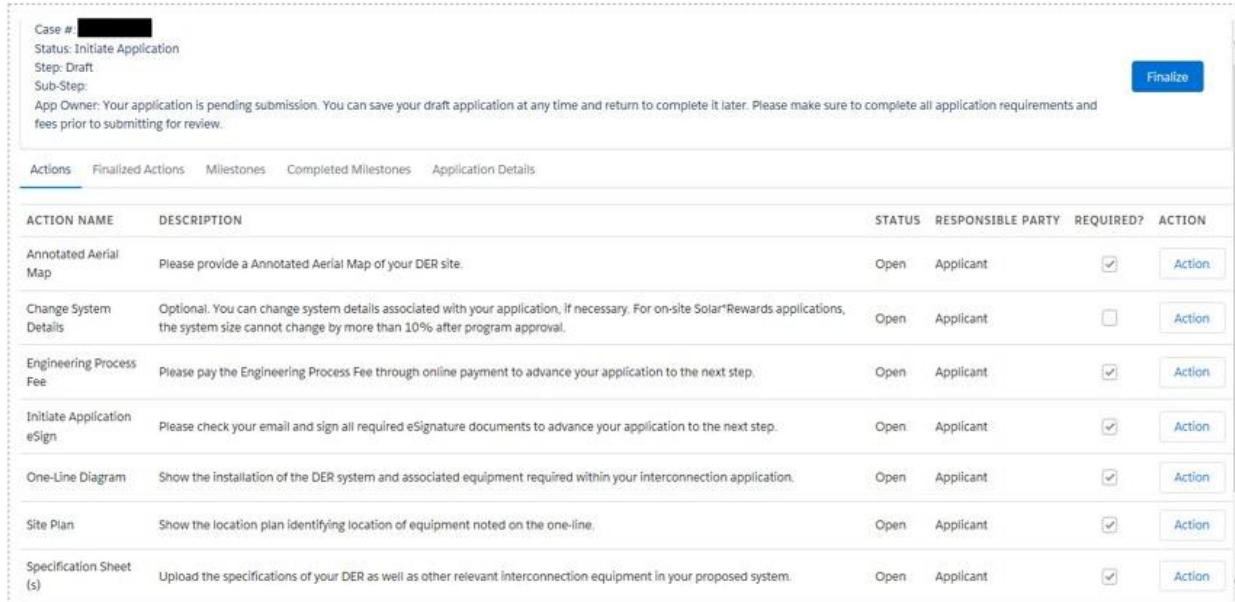
- The e-Payment Training Document can be found [here](#).
 - For certified, Fast Track eligible applications the Engineering Processing Fee = \$100 + \$1/kW.
 - For non-certified Fast Track eligible applications the Engineering Processing Fee = \$100 + \$2/kW
 - For Study Track applications the Engineering Processing Fee = \$1,000 + \$2/kW

Technical MNDIP Requirement Resources to use for Engineering and Metering Documentation

- [Example Site Plans & Single Line Diagrams](#)
- [Xcel Energy Requirements for DER Application Completeness Review](#)
- [Xcel Energy Technical Specifications Manual \(TSM\)](#)

Initiate Application – Next Steps

- Once all items are in “Draft” click **Finalize**



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	<input checked="" type="checkbox"/>	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	<input type="checkbox"/>	Action
Engineering Process Fee	Please pay the Engineering Process Fee through online payment to advance your application to the next step.	Open	Applicant	<input checked="" type="checkbox"/>	Action
Initiate Application eSign	Please check your email and sign all required eSignature documents to advance your application to the next step.	Open	Applicant	<input checked="" type="checkbox"/>	Action
One-Line Diagram	Show the installation of the DER system and associated equipment required within your interconnection application.	Open	Applicant	<input checked="" type="checkbox"/>	Action
Site Plan	Show the location plan identifying location of equipment noted on the one-line.	Open	Applicant	<input checked="" type="checkbox"/>	Action
Specification Sheet (s)	Upload the specifications of your DER as well as other relevant interconnection equipment in your proposed system.	Open	Applicant	<input checked="" type="checkbox"/>	Action

- Xcel Energy will review for completeness

Initiate Application

- Once approved, Garden “Deemed Complete”
 - Substation/Feeder Assignment Determined*
 - Queue position established
 - VOS rate established
- Xcel Energy will route for screens and/or study
- Per the MNDIP, the date-and-time stamp of receipt of a complete Interconnection Application shall be accepted as the qualifying date for the purposes of establishing queue position.

****Substation/Feeder assignment determined by closest proximity to application location****

