



Delaware Public Service Commission  
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PSCSolar@delaware.gov

## Instructions for completing the Application for Certification as an Eligible Energy Resource (EER) Under the Delaware Renewable Energy Portfolio Standard

The below information provides assistance with answering the questions on the application. Prior to submitting any application, please ensure that all questions have been answered and that all supporting documentation is included.

### Documents Required:

- Completed Application
- Final Approved Utility Interconnection Agreement (must include system/generation unit address, nameplate capacity of system, and approved interconnection date)
- Application Attestation
- Delaware Labor/Workforce Bonus Sheet, if applicable
- Filing Fee \$50.00

### How to File

**Homeowners-** submit paper application with required documents and appropriate payment. Make checks payable to the Delaware Public Service Commission and mail to the address shown above.

**Renewable Installers-** all installers are to file application forms online through the electronic filing system, Delafile (<https://delafile.delaware.gov/>).

Applications filed through Delafile should have the following docket caption entered:

IN THE MATTER OF THE APPLICATION FOR CERTIFICATION AS AN ELIGIBLE ENERGY RESOURCE FOR \_\_\_[NAME OF GENERATION UNIT]\_\_\_ LOCATED AT \_\_\_[STREET ADDRESS, CITY, STATE, ZIP]\_\_\_ (FILED \_\_\_[MONTH, DAY, YEAR]\_\_\_)

For questions or assistance with Delafile, please email [DelafileAdmin@delaware.gov](mailto:DelafileAdmin@delaware.gov).

*The Commission staff has 30 days to process applications. If an incomplete application is submitted, notification will be sent asking for missing information/corrections. If the requested information is not provided within 60 days, the application will be rejected and closed.*

If you have any questions related to completing the application or required documents, please email [PSCSolar@delaware.gov](mailto:PSCSolar@delaware.gov) for assistance.

## **Application Questions:**

### **1. Name of System/Generation Unit-**

This name is used to identify your system. This can be any name that you would like up to 70 characters.

### **2. System/Generation Unit Physical Address-**

This is the physical address where the system is located. This must match the address provided on the Utility Final Interconnection Agreement.

2a. Is the Generation Unit located within the PJM Control area?

PJM is the regional transmission organization (RTO) that coordinates the movement of wholesale electricity in all or parts of 13 states and the District of Columbia.

If the system is installed in Delaware, the answer to this question is YES.

If the answer is yes, skip questions 2b. and 2b1.

2b. If no, does the Generation Unit have capabilities to be imported into PJM?

If question 2a was answered no, an answer is required for this question.

2b1. Provide the NERC tags if applicable to your system.

### **3. Name of System/Generation Unit Owner**

Provide the name, mailing address, phone number and email address for the owner of the system.

### **4. Name of Contract Person**

Provide the name, mailing address, phone number and email address of the contact person for question or issues related to the application.

If it is the same as the Owner information, check the box and the information does not need to be provided again.

### **5. Name of Installer**

Provide the name, mailing address, phone number, and email address of the company that installed the system.

If the installer is completing the application, then the signature and printed name of a company representative must also be included.

### **6. Operational Characteristics**

Select the fuel type(s) used for the system/generation unit. You may select more than one if applicable for your system.

6a. **Rated Capacity**

Enter the rated capacity for the installed system in Megawatt (MW) Direct Current (DC). Do not include the capacity of any battery storage installed with the system.

The capacity entered here must match the nameplate capacity on the Utility Final Approved Interconnection Agreement.

In Delaware:

Delmarva Power: This is found on Part 2 of the Interconnection Agreement. The field is called *DC Generator Total Nameplate Rating*

Delaware Electric Coop (DEC): The field is called *Initial Rating: DC System Design Capacity*

DEMEC/Municipal Electric Providers: The field name may vary, but is generally listed as *Total Solar Output*

**\*\*Please note** that capacity shown on the interconnection agreement is expressed in kilowatt (kw), so it will need to be converted to megawatt (MW) when answering the question on the application.

To convert kilowatt to megawatt, move the decimal place to the left by 3 spaces.

Ex: 5.60 kilowatt would be 0.00560 megawatt.

6b. **Generation Unit's Final Approved Interconnection Date**

Enter the approved date from the Utility Final Approved Interconnection Agreement.

In Delaware:

Delmarva Power: This is found on Part 2 of the Interconnection Agreement. It is the Acceptance and Final Approval for Interconnection- EDC Signature Date

Delaware Electric Coop (DEC): This is the Final Approval or Non-Approval- Permission to Operate has been granted as of \_\_\_\_\_ date

DEMEC/Municipal Electric Providers: This is the date shown as the Final Approval or Non-Approval for Interconnection

7. **Is the Applicant's Generation Unit customer-sited generation?**

The definition of customer sited can be found in the Delaware Code, 26 Del. C. 352. Customer sited means that the system is installed behind the retail meter of the customer and the electricity generated is used to offset all or part the customer's electric usage.

Ex: A residential home with solar panels installed on the roof is generally customer-sited generation as the electric generated by the solar panels is being used to offset all or part the electric being consumed in the home.

7a. **Is the meter that measures generation a revenue grade meter?**

A revenue grade meter is one that meets the requirements outlined in the ANSI standard C-12.1-2008 with a minimum accuracy to be +/- 2%.

**8. Is the Applicant's Generation Unit a community owned generating facility?**

A community owned energy generating facility is a renewable energy facility that has multiple owners or multiple customers that share the output of the generator. Customers generally subscribe to receive credit for the energy produced by the facility.

**9. Does the Applicant's Generation Unit have battery storage?**

If battery storage was not installed, then answer no.

If battery storage was installed, answer yes and provide the information related to the battery storage in questions 9a-9c.

**10. If the fuel type selected in question 6 is solar or wind, answer questions 10a and 10b related to the workforce that was used to install the system.**

This question will generally only apply if the installer is completing this application for the owner.

If you are unsure, then answer no.

If the answer to 10a or 10b is yes, then complete the Delaware Labor/Workforce Bonus sheet that is included with the application.

**11. If the fuel type selected in question 6 is solar or wind, answer the question related to the manufacturing of the equipment that was installed.**

Before submitting your application, please ensure that all questions have been answered. When submitting your application, please ensure that all required supporting documents are included.