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ILLINOIS POWER AGENCY

**Illinois Power Agency  
Self-Direct Renewable Portfolio Standard Compliance 2024-2025 Program Year Application  
Form**

This form is for large electric customers in Illinois to apply to participate in the Self-Direct Renewable Portfolio Standard Compliance Program established in Section 1-75(c)(1)(R) of the Illinois Power Agency Act (20 ILCS 3855) for the program year starting June 1, 2024. Participating entities will be eligible to receive an adjustment to their renewable energy charges from the applicable utility. This form is submitted to the Illinois Power Agency (“Agency”), which will determine eligibility for the program and will notify the applicable utility of those determinations.

Detailed requirements and guidelines for this program are contained in the [Agency’s 2024 Long-Term Renewable Resources Procurement Plan \(“2024 Long-Term Plan”\)](#), and applicants are strongly encouraged to review Chapter 6 of that Plan for additional information and details on this program.

If the Agency receives eligible applications that exceed the 2024-2025 program year size of 4 million annual Renewable Energy Credits (“RECs”), applications will be selected based on the protocol outlined in Section 6.6.3 of the 2022 Long-Term Plan.

**Applications are due by 5:00 CPT on April 1, 2024 for participation starting in the 2024-2025 delivery year. The Agency plans to notify Applicants by April 30, 2024 of their eligibility.**

For questions related to completing this application, please contact Adam Groner at [adam.groner2@illinois.gov](mailto:adam.groner2@illinois.gov) or 312/793-4708.

In reviewing this Application for program eligibility, the Illinois Power Agency reserves the right to request additional documentation or information from Applicants.

- Complete this Form in its entirety and upload copy signed by an Authorized Signatory of the Applicant, who must be an officer, director, or an individual otherwise empowered to undertake contracts on behalf of the Applicant.
- Upload one copy of each document required to support the application to the [Self-Direct Application Upload Portal](#).

When uploading files Applicants should use the following naming convention:  
ApplicantName\_ApplicationSectionNumber/Letter/[confidential]  
Ex: IPA\_Part2\_1e

*To request confidential treatment of documents submitted, please mark each applicable uploaded document as “Confidential” on the document itself, and include “confidential” in the file name. For more information on requests for confidential treatment of information, see **Section 6** of this Application Form.*

*Uploaded files will be visible to the Agency only. The Agency will verify with Applicants the files uploaded.*



**Applicant Contact Information**

Name of Entity/Applicant: \_\_\_\_\_

Street Address: \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**Representative of the Applicant**

Please provide contact information for a representative of the Applicant that may provide additional documentation or answer questions regarding the application. All correspondence related to the Self-direct Program application from the Agency will be directed to the Representative listed below. The Representative of the Applicant does not need to be the same as the Authorized Signatory who signs the application.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Street Address: \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Business Telephone No.: \_\_\_\_\_

Email Address: \_\_\_\_\_



1. Applicant Eligibility

a. The Applicant certifies that they qualify as an eligible self-direct customer as defined by Section 1-75(c)(1)(R)(1) of the Illinois Power Agency Act:

- YES
 NO

b. Annual REC Retirement Quantity:

Ameren: \_\_\_\_\_ ComEd: \_\_\_\_\_

c. Applicant Peak Demand (MW):

Ameren: \_\_\_\_\_ ComEd: \_\_\_\_\_

Ameren peak demand is measured as highest 15-minute demand, ComEd peak demand measured as highest 30-minute demand.

d. Applicant Annual Electricity Usage (MWH):

Ameren: \_\_\_\_\_ ComEd: \_\_\_\_\_

Please note that the annual REC retirement amount must be equivalent at least 40% of usage from the prior delivery year, measured in MWH.

e. Please provide documentation which demonstrates that that the Applicant's usage over the last 12 consecutive billing periods prior to the start of the year in which this application is made meets the threshold size of 10,000 kilowatts of peak demand pursuant to Section 1-75(c)(1)(R)(1) of the Illinois Power Agency Act. Acceptable documentation may include monthly utility bills or utility historical consumption report.

Please upload bill information to the Self-Direct Application Upload Portal.

f. Please list all electric accounts associated with the Applicant:

Table with 3 columns: Account Number, Meter Number, Utility. Rows 1-10.



**If the Applicant has more than 10 utility accounts, please upload a full list of account and meter numbers grouped by utility to the [Self-Direct Application Upload Portal](#).**

*For information on the aggregation of accounts under a common parent, please see Section 6.2.1 of the 2022 Long-Term Plan.*

- g. In order to verify that the annual quantity of RECs to be delivered meets the threshold of being equivalent to 40% of the eligible self-direct customer’s annual usage, the Applicant certifies that all accounts associated with the Applicant in the applicable utility service territory have been provided in Section (f):

YES  
NO

- h. The Applicant certifies that the quantity of RECs delivered to the eligible self-direct customer from a qualifying facility or facilities is equivalent in volume to at least 40% of the eligible self-direct customer's usage, annually determined by the eligible self-direct customer's usage during the previous delivery year, measured to the nearest megawatt-hour as outlined in Section 1-75(c)(1)(R)(2)(iv) of the Illinois Power Agency Act.<sup>2</sup>

YES  
NO

- i. The Applicant certifies that they have, or will enter in to by the beginning of the applicable program year (June 1, 2024), one or more bilateral contracts for new wind projects or new photovoltaic projects, that such contact or contracts have a term length of at least 10 years for the delivery of RECs from an eligible renewable energy generating facility, and that the Applicants intends to maintain the contract(s) for the duration of the length of the contract.

YES  
NO

- j. Contract Type: \_\_\_\_\_

*E. g., a bundled power purchase agreement; virtual power purchase agreement; an agreement between the renewable energy facility, an alternative retail electric supplier, and the customer; or other structure.*

**Please upload a copy of the contract(s) or term sheet(s) referenced under (i) and (j) to the [Self-Direct Application Upload Portal](#).**

*A certified term sheet may be adequate to satisfy this requirement for the initial application, but final participation will be contingent on the Applicant providing a copy of a binding REC delivery contract to the Agency at least one month in advance of the start of the delivery year.*

<sup>2</sup> Each REC represents the environmental attributes associated with one megawatt-hour of electricity generation from the renewable resource.



**2. Renewable Energy Facility Information:**

a. Facility Name: \_\_\_\_\_

b. Facility Location: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZipCode: \_\_\_\_\_

*Facilities located outside Illinois must meet the adjacent state requirements described in Chapter 4 of the 2022 Long-Term Plan. To request consideration of an adjacent state facility, please submit an [Adjacent State Facility Eligibility](#) form to the Agency by March 15, 2024.*

c. Facility Type (Wind/Solar): \_\_\_\_\_

d. The Applicant certifies that that its contract for REC deliveries is in compliance with Section 1-75(c)(1)(C)(iii) of the Illinois Power Agency Act, and accordingly, that those RECs are delivered from a “new” facility energized after June 1, 2017.

YES

NO

e. Date of facility start of Commercial Operation: \_\_\_\_\_

*Please provide actual date if the facility is in operation, or the expected date if the facility is not in operation.*

f. Facility Size (MW): \_\_\_\_\_

*Facilities must be a utility-scale facility which is defined as 5 MW or greater*

g. Facility estimated annual production (MWH): \_\_\_\_\_

*Please provide total facility production, not just the portion associated with this self-direct program application*

h. Facility Tracking System Number: \_\_\_\_\_

*Please enter the GATS or M-RETS facility ID number, if available.*

i. Entity responsible for retiring RECs on behalf of the Applicant (if applicable):

\_\_\_\_\_

**Please upload a copy of the contract(s) or term sheet(s) that supports the information contained in this section, if different from the information provided in the upload for Section 1(i) and (j), to the [Self-Direct Application Upload Portal](#).**



**3. Labor Requirements**

- a. The Applicant certifies that they understand that for self-direct REC delivery contracts entered into after the September 15, 2021, effective date of Public Act 102-0662, projects will be required to comply with the Prevailing Wage Act and the developer of the applicable project will submit certified transcripts of payroll applicable to the to the Illinois Department of Labor.<sup>3</sup>

YES

NO

- b. The Applicant acknowledges that for self-direct REC delivery contracts entered into after the September 15, 2021, effective date of Public Act 102-0662, projects will be required to enter into a project labor agreement, as required for new utility-scale wind and solar projects under Section 1-75(c)(1)(Q)(2) of the Illinois Power Agency Act. The Applicant certifies that the facility will be built by General Contractors that have entered into a Project Labor Agreement, prior to construction; as well as acknowledge that the Project Labor Agreement shall specify the terms and conditions as defined by the Project Labor Agreements Act and the IPA Act. Specifically, the Applicant certifies that each Project Labor Agreement shall:

- i. Set forth effective, immediate, and mutually binding procedures for resolving jurisdictional labor disputes and grievances arising before the completion of work,
- ii. Contain guarantees against strikes, lockouts, or similar actions,
- iii. Ensure a reliable source of skilled and experienced labor,
- iv. For minorities and women as defined under the Business Enterprise for Minorities, Women, and Persons with Disabilities Act, set forth goals for apprenticeship hours to be performed by minorities and women and set forth goals for total hours to be performed by underrepresented minorities and women,
- v. Permit the selection of the lowest qualified responsible bidder, without regard to union or non-union status at other construction sites,
- vi. Bind all contractors and subcontractors on the public works project through the inclusion of appropriate bid specifications in all relevant bid documents, and include such other terms as the parties deem appropriate;

YES

NO

<sup>3</sup> For more information on certified transcripts of payroll, please see the [guidance](#) that has been developed for the Agency's Adjustable Block Program.



- c. The Applicant acknowledges that the Project Labor Agreement shall cover all terms and conditions of employment on a specific construction project and must include the following:
- i. Provisions establishing the minimum hourly wage for each class of labor organization employee;
  - ii. Provisions establishing the benefits and other compensation for each class of labor organization employee;
  - iii. Provisions establishing that no strike or disputes will be engaged in by the labor organization employees;
  - iv. provisions establishing that no lockout or disputes will be engaged in by the General Contractor building the project;
  - v. Provisions for minorities and women, as defined under the Business Enterprise for Minorities, Women, and Persons with Disabilities Act, setting forth goals for apprenticeship hours to be performed by minorities and women and setting forth goals for total hours to be performed by underrepresented minorities and women; and
  - vi. The efforts that Seller will take or has taken to achieve such goals, including recruitment of minorities and women into apprenticeship roles. A labor organization and the General Contractor building the project shall have the authority to include other terms and conditions as they deem necessary.

YES

NO

**Please upload a copy of the relevant Project Labor Agreement(s) to the Self-Direct Application Upload Portal.**

**4. Minimum Equity Standard**

- a. The Applicant certifies that they understand that for self-direct REC delivery contracts entered into after the September 15, 2021 effective date of Public Act 102-0662, projects will be required to comply with the Minimum Equity Standard (“MES”) as required for utility-scale wind and solar projects under Section 1-75(c-10) of the Illinois Power Agency Act. The MES level for the 2024-2025 program year is 10%.

YES

NO

- b. The Applicant certifies that they understand a MES Compliance Plan must be submitted to the Agency before the Applicant can participate in the Self-Direct Program, and that such MES Compliance Plan must include the following elements:<sup>4</sup>

- A statement of intent to comply with equity accountability standards for the applicable delivery year and to hire a diverse project workforce including Equity Eligible Persons and Equity Eligible Contractors. This will include a narrative description of how the applicant will meet these commitments.
- Projected number of workers and the demographic breakdown by race, gender, and participation in job training or workforce development programs, or other means of compliance with the standard for equity eligible persons.
- Plans for the use of Equity Eligible Contractors, if applicable.
- Applicant classification (i.e., Minority-owned, Woman-owned, Disabled-owned, Veteran-owned, Small Business, etc.), if applicable.
- Communication plan for local outreach to increase the utilization of Equity Eligible Persons and Equity Eligible Contractors.
- Status of any corrective actions or adjustments from prior year Compliance Plans.

YES

NO

An Applicant may request an extension of the due date for submitting the Minimum Equity Standard Compliance Plan, until June 1, 2024.

REQUEST MES COMPLIANCE PLAN EXTENSION

**If a request for an extension is not made, please upload the Minimum Equity Standard Compliance Plan to the [Self-Direct Application Upload Portal](#).**

<sup>4</sup> Please see this [FAQ](#) for details on how the MES applies to utility-scale wind and solar projects. Additional information is available in Section 10.1.7 of the 2024 Long-Term Plan.



**5. Additional Information**

To aid the Agency in the review of this application, Applicants may provide additional information or explanations of materials submitted.

**Please upload additional information as necessary to the [Self-Direct Application Upload Portal](#)**

**6. Request for Confidential Treatment of Information**

Section 6.7 of the 2024 Long-Term Plan specifies that,

*For confidential, competitively sensitive information essential to determining whether the project, customer, or contract qualifies for the program, applicants may submit redacted versions of documents as outlined above. To be protected from disclosure under the Illinois Freedom of Information Act, any such redactions must constitute “[t]rade secrets and commercial or financial information . . . where the trade secrets or commercial or financial information are furnished under a claim that they are proprietary, privileged, or confidential, and that disclosure of the trade secrets or commercial or financial information would cause competitive harm to the person or business.” As the disclosure of basic customer and project information cannot constitute “commercial or financial information” which “would cause competitive harm” if disclosed, the IPA will not entertain blanket confidentiality claims on the entirety of the application (but may on individual documents within an application, where appropriate). As required under Section 1-120 of the IPA Act, the Agency “shall provide adequate protection for confidential and proprietary information furnished, delivered, or filed by any person, corporation, or other entity,” as the Agency presently does for confidential and redacted documents that it routinely receives in conducting competitive procurement events.*

**To request confidential treatment of documents submitted, please mark each applicable uploaded document as “Confidential” on the document itself and include “confidential” in the file name.**

**To request confidential treatment of the information contained on this form (other than basic customer and project information such as applicant and facility name, location, and annual REC quantities) please upload a request for confidential treatment indicating which portions of the Application Form should be kept confidential and the basis for the confidential request. Requests for confidential treatment should be uploaded to the [Self-Direct Application Upload Portal](#).**



**7. Signature of Authorized Signatory of the Applicant.**

By signing this Application Form, the Authorized Signatory attests to the certifications contained herein, that the information contained on this form is true and complete, and that they have the authority to make such attestations and certifications on behalf of the Applicant.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**[Submit Form](#)**