Self-Generation Incentive Program Modification Guideline (PMG)

November 15, 2003 Revision 0

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1. GUIDELINE BACKGROUND & PURPOSE

1.1. Background

The Self-Generation Incentive Program (SGIP) provides a financial incentive for the installation of new, qualifying self-generation equipment installed to meet all or a portion of the electric energy needs of a facility. The SGIP complements the existing California Energy Commission (CEC) Emerging Renewables Program, which traditionally provides a majority of its incentive funding to smaller renewable self-generation technologies (i.e., solar and wind). The SGIP provides incentive funding to onsite renewable and non-renewable self-generation units.

Since initiating the SGIP, the California Public Utilities Commission (CPUC) has received several petitions for modification that request an evaluation be made of additional technologies to include in the program and other related program changes. On August 21, 2003 the CPUC issued Decision 03-08-013 that instructed the SGIP Working Group[1] to implement a more effective process by which the Commission could give careful consideration to proposed new technologies or program rule changes that does not rely on procedures related to petitions for modification.

This Program Modification Guideline (PMG) prescribes the requirements, process and schedule for evaluation of program SGIP modification requests including addition of new generating technologies and program rule changes.

1.2. Purpose

The goal of this PMG is to establish a process by which Applicants can propose new technologies or program rule modifications to the Working Group and the CPUC for careful and complete consideration in an efficient manner. It provides for an Applicant to directly interact with the Working Group to propose new technologies or rule modifications for the SGIP.

This PMG document prescribes proposal requirements, evaluation process and schedule. In addition, the PMG sets the protocol for the Applicant to submit and advocate their proposal before the Working Group and the Commission.

1.3. How To Get Started

Any Applicant contemplating a proposal to add a new technology to the program or propose a change in the program rules should select and contact one of the Program Administrators. The chosen Program Administrator will act as the sponsor of the

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1 Pacific Gas and Electric (PG&E), Southern California Edison (SCE), and Southern California Gas Company (SoCalGas) administer this program throughout their respective service territories. In San Diego Gas & Electric's (SDG&E's) service territory, the San Diego Regional Energy Office (SDREO) administers the program. The SGIP Working Group consists of the Program Administrators and representatives of SDG&E, the California Energy Commission, and the Energy Division of the CPUC. The Working Group is charged with the task of addressing programmatic issues and maintaining statewide program uniformity.

application and provide the Applicant guidance on developing and submitting the proposal to the Working Group. If the Applicant is unsure which Administrator is best suited to be the sponsor, the Working Group will assign one.

Before developing the proposal the Applicant must carefully read and understand the current program SGIP Handbook, any Interim Modifications adopted by the Working Group, and this PMG. By following the application process steps in this guide, the Applicant will have ample opportunity to develop, present and advocate their proposal. The Sponsoring Program Administrator will be the primary contact for the Applicant during the application evaluation process.

1.4. Who to Contact?

The Applicant is to select one of the Program Administrators to sponsor their proposal. The Applicant does not need to reside in the service territory of the Sponsoring Administrator. If the Applicant wishes to have the Working Group make the assignment, they should contact Southern California Gas Company, the lead facilitator of the Working Group, and request that a Program Administrator be designated as the proposal sponsor.

Questions regarding the application and evaluation process can be directed to any of the Administrators listed below.

Pacific Gas & Electric (PG&E)

Website:	www.pge.com/selfgen
Email Address:	selfgen@pge.com
Telephone:	(415) 973-6436
Fax:	(415) 973-2510
Mailing Address:	Self-Generation Incentive Program P.O. Box 770000 Mail Code B29R San Francisco, CA 94177-001

San Diego Regional Energy Office (SDREO)

Website:	www.sdenergy.org/selfgen
Contact Person:	Nathalie Osborn, Program Manager
Telephone:	(858) 244-1193
Fax:	(858) 244-1178
Email Address:	selfgen@sdenergy.org
Mailing Address:	San Diego Regional Energy Office Attn: SELFGEN Program Manager 8520 Tech Way Suite 110 San Diego, CA 92123

Southern California Edison (SCE)

Website:	www.sce.com/sgip
E-mail Address:	greenh@sce.com
Mailing Address:	Program Manager Self-Generation Incentive Program Southern California Edison 2131 Walnut Grove Avenue, 3rd Floor, B 10 Rosemead, California 91770
Telephone:	1-800-736-4777
Fax:	(626) 302-6253

Southern California Gas Company (SoCalGas)

Website:	www.socalgas.com/business/selfgen
E-Mail Address:	selfgeneration@socalgas.com
Telephone:	1-866-DG-REBATE (1-866-347-3228)
Fax:	(213) 244-8222
Mailing Address:	Self-Generation Incentive Program Administrator Southern California Gas Company 555 West Fifth Street, GT22H4 Los Angeles, CA 90013-1011

1.5. Participant Roles

Below are listed the parties that would be involved in developing, presenting, evaluating and deciding on Program Modification Requests.

Applicant – The party proposing a Program Modification Request.

Assigned Commissioner – Ms. Loretta Lynch is the Assigned Commissioner.

Energy Division – Is the CPUC representative to and member of the Working Group. The Energy Division is responsible for submitting Working Group recommendations on program modification requests to the Assigned Commissioner.

Program Administrators – The utilities and third parties that manage and operate the Self-Generation Incentive Program in the applicable utility service territories. The SGIP Program Administrators are Pacific Gas and Electric, Southern California Edison, Southern California Gas Company and the San Diego Regional Energy Office.

Sponsoring Program Administrator – The Program Administrator that acts as the primary point of contact for the Applicant and responsible for managing the Program Modification Request submission, evaluation and decision process.

Working Group - Collaborative group of statewide Program Administrators and including SDG&E, CPUC and CEC representatives. The Working Group will evaluate and make recommendations to the CPUC regarding submitted Program Modification Requests.

2. PROGRAM MODIFICATION REQUEST SCREENING CRITERIA

Proposed new technologies and program rule changes will be evaluated by the Working Group and recommended for adoption or rejection. Proposed new technologies will be evaluated differently than proposed program rule modifications. The Working Group's evaluation of proposed new technologies will consider the most current SGIP incentive levels, rules and eligibility requirements. If the adoption of a new technology requires a change in existing SGIP incentive levels, rules or eligibility requirements (other than the addition of a new technology), the Applicant must also submit, concurrently, a Program Modification Request proposing the appropriate rule changes.

For the evaluation of proposed program rule changes, the Working Group will consider the original intent and purpose of the SGIP. The SGIP was established as a unified statewide program with the intent of producing sizeable public benefits in the form of electric peak-demand reductions, environmental benefits and other benefits, relative to their cost. The beneficiaries of these benefits are California investor-owned utility gas and electric ratepayers. The Working Group will reject Program Modification Requests that are counter to the basic SGIP intent.

The Working Group reserves the right to reject any proposal that they determine would degrade or interfere with the intent and/or benefits of the SGIP. Preserving that right, the evaluation criteria outlined in the following sections are intended as guideline criteria and should not be considered as the only factors the Working Group will consider during evaluation of any Program Modification Request.

2.1. New Technology Screening Criteria

Proposed new technologies must meet current SGIP equipment eligibility requirements for the incentive level requested. In cases where proposed new technologies require changes in program rules, the Applicant must submit a concurrent proposal for program rule modification. The Sponsoring Administrator will use the following criteria to ensure that any Program Modification Request is complete and addresses all critical areas before they distribute the proposal to the Working Group. In addition, the Working Group will take into consideration the following criteria when evaluating Program Modification Requests.

- **California Market Potential**: It is the Working Group's goal to include technologies that are applicable to large or multiple California markets segments. Technologies limited to narrow market segments within California are not desirable. Technologies applicable only to market segments outside of California will be rejected.

- **Demand Reduction Potential**: A key program objective is to reduce utility customer on-peak electric grid demand. Generating technologies that provide reliable[2] peak demand reduction for individual sites and statewide are important to this program.

2 "Dependable"

Technologies that generate power at levels greater the site maximum electric load, other than net-metered technologies, do not enhance site peak demand reduction. Technologies whose electric output must be wheeled to or imported into Host Customer sites will be rejected.

- **Equipment Life**: Sustainable peak demand reduction is important to the program. Therefore, all technologies eligible for SGIP must have a useful plant design life of at least 20 years. Technologies that have inherently shorter useful lives than 20 years may be considered if sufficient ratepayer and social benefits can be realized by its adoption.[3]

- **Financial Need:** The program's intent is to provide financial incentives to increase and/or accelerate the installation of clean and efficient self-generation technologies to effectively reduce electric grid on-peak demand. Technologies must demonstrate that financial assistance is required for it to be commercially viable or to accelerate installations in all or some targeted markets. The Working Group may consider commercial generating technologies, which do not require financial assistance, if accelerated installations produce sufficient ratepayer and social benefits.[4]

- **Potential for Practical and Safe Application**: Eligible technologies must be practical and safe to install and operate. In addition, new technologies must provide supporting documentation that they can meet utility requirements to interconnect and operate in parallel with the grid. Technologies found to be unsafe, impractical or with unclear safety, installation and operating characteristics will be rejected.

- **Environmental Impacts**: Proposed technologies that are significantly detrimental to the environment, including but not limited to air emissions, will be rejected.

- **Compliance with Current Program Requirements**: Proposed technologies must meet up-to-date program eligibility requirements depending on appropriate incentive level, as reported in the most recent published version of the SGIP Handbook and interim changes. Applicable requirements may include, but are not limited to – grid interconnection, capacity sizing, waste heat utilization, reliability criteria, renewable fuel, commercial and equipment certification. If the adoption of a new technology requires a change in existing SGIP incentive levels, rules or eligibility requirements (other than the addition of a new technology), the Applicant must also submit, concurrently, a Program Modification Request proposing the appropriate rule changes.

2.2. Program Rule Modification Screening Criteria

Current program rules are in place to ensure electric peak-demand reductions, environmental benefits and other benefits, relative to their cost, are delivered to gas and

[3] Modified from the CEC's Emerging Renewables Program Guidebook, published February 2003, Appendix 3, section G.

[4] Ibid.

electric ratepayers. Applicants should demonstrate in their proposal that proposed program rule modifications increase the program's benefits and enhance its effectiveness. In addition, proposed rule changes must be in agreement with laws, rules and regulations external to the SGIP. The Sponsoring Administrator will use the following criteria to ensure that any Program Modification Request is complete and addresses all critical areas before the proposal is distributed to the Working Group. In addition, the Working Group will take into consideration the following criteria when evaluating Program Modification Requests.

- **Utility Tariffs & Rules** - Any proposed rule changes that are in conflict with, or require changes to, PG&E, SCE, SoCalGas or SDG&E tariffs and rules will be rejected.

- **Local, State and Federal Laws** - Proposed rule changes must be in compliance with the laws set forth in each applicable jurisdiction. Proposed rule changes that violate any of these laws will be rejected.

- **Program Cost-Effectiveness** - Working Group shall not authorize changes in the rules that potentially reduce the programs cost effectiveness (i.e., kW demand reduction per program dollar spent). Good public policy requires the effective use of these resources.

- **Incentive Levels** - Proposed changes to incentive levels for eligible technologies must be based on economic and social benefits resulting from its application.

- **Application Process** - Proposed rule changes must not significantly increase administrative costs to SGIP Applicants, Host Customers or Administrators in developing, submitting or evaluating SGIP applications.

- **SGIP Intent** – Any proposed rule change must preserve the SGIP's intent. The SGIP was established as a unified statewide program with the intent of producing sizeable public benefits in the form of electric peak-demand reductions, environmental benefits and other benefits, relative to their cost. The beneficiaries of these benefits are California investor-owned utility gas and electric ratepayers. The Working Group will reject Program Modification Requests that are counter to the basic SGIP intent.

2.3. Resubmitted Proposals

Working Group recommendations submitted to the Commission on any proposal are final. Proposal resubmits are <u>not</u> permitted unless to address deficiencies identified by the Working Group, Assigned Commissioner or Commission. Proposals of new technology additions or program rule changes that have already been evaluated by the Working Group and do not address already identified deficiencies are not allowed and will not be reviewed.

3. APPLICATION PROCESS DESCRIPTION

3.1. Overview & Schedule

In general, the application process has eight steps. These steps are summarized below.

1. The process begins when an Applicant contacts a Program Administrator and develops a Program Modification Request package for submittal to the Working Group in the format described herein.

2. Once the Sponsoring Administrator deems the application complete, the proposal is distributed to the Working Group members for evaluation.

3. A presentation is then made by the Applicant or, if the Applicant wishes, the Sponsoring Administrator to the Working Group. The presentation is the start of the ninety calendar days allowed for the Energy Division to submit the Working Group's recommendations to the Assigned Commissioner.

4. The Working Group then develops recommendations on the eligibility of the new technology or program rule modification.

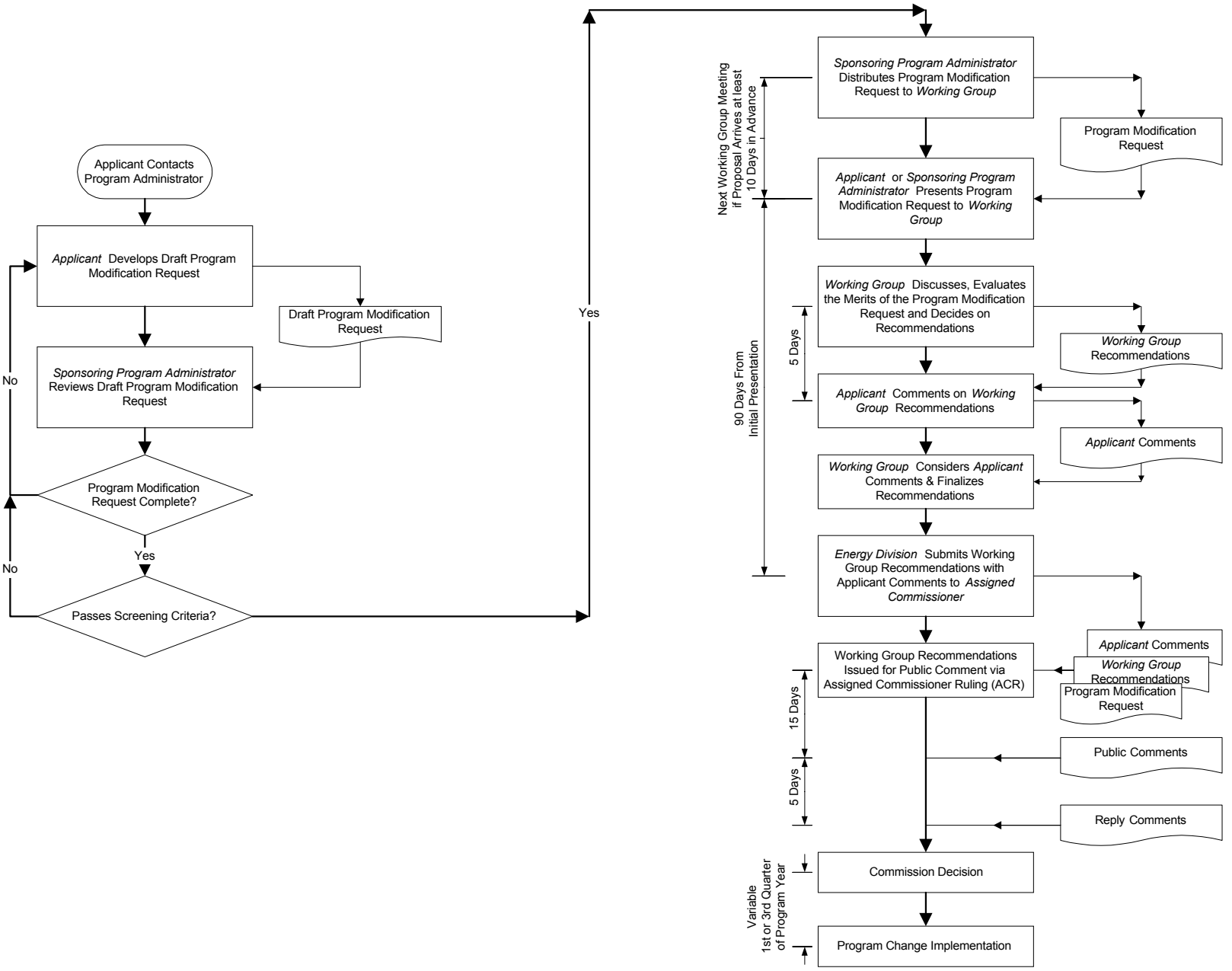
5. The Applicant will have the opportunity to comment on the Working Group's final recommendations before it is submitted to the Assigned Commissioner.

6. The Energy Division will submit the Working Group's recommendations along with the Applicant's comments, if any, to the Assigned Commissioner.

7. The Commission's decision will address the Energy Division/Working Group recommendations and public comments raised by an Assigned Commissioner's Ruling (ACR).

8. For program stability purposes, the SGIP Working Group will implement adopted program modifications on a semi-annual basis at either the beginning or the middle of the program year or on a schedule selected by the Commission.

The process flow diagram below illustrates the steps required for each Program Modification Request and the mandated timelines.


Applicant Contacts Program Administrator
Applicant Develops Draft Program Modification Request
Draft Program Modification Request
Sponsoring Program Administrator Reviews Draft Program Modification Request
Program Modification Request Complete?
No
Yes
Passes Screening Criteria?
No
Yes
Sponsoring Program Administrator Distributes Program Modification Request to *Working Group*
Program Modification Request
Next Working Group Meeting if Proposal Arrives at least 10 Days in Advance
Applicant or *Sponsoring Program Administrator* Presents Program Modification Request to *Working Group*
Working Group Discusses, Evaluates the Merits of the Program Modification Request and Decides on Recommendations
5 Days
Working Group Recommendations
Applicant Comments on *Working Group* Recommendations
Applicant Comments
90 Days From Initial Presentation
Working Group Considers *Applicant* Comments & Finalizes Recommendations
Energy Division Submits Working Group Recommendations with Applicant Comments to *Assigned Commissioner*
Applicant Comments
Working Group Recommendations
Program Modification Request
Working Group Recommendations Issued for Public Comment via Assigned Commissioner Ruling (ACR)
15 Days
Public Comments
5 Days
Reply Comments
Variable 1st or 3rd Quarter of Program Year
Commission Decision
Program Change Implementation

3.2. Application Process Steps

Details of each process step are described in the following subsections.

3.2.1. Applicant Contacts Program Administrator

The Applicant contacts a Program Administrator to sponsor their proposal to add a technology to the program or to make a program rule modification. The Sponsoring Program Administrator will discuss the proposed program modification with the Applicant and, if the Applicant wishes, meet with them to review this Program Modification Guideline (PMG). The Applicant will develop and submit a complete draft proposal based on the requirements set forth in this PMG to the Sponsoring Program Administrator. The Sponsoring Program Administrator will notify the Applicant in writing concerning any deficiencies in the proposal, based on the guidelines. The Applicant will modify the proposal as necessary and resubmit it to the Sponsoring Administrator. The Applicant cannot directly submit their proposal to the Working Group. The Sponsoring Program Administrator will screen proposals to determine that they are complete and meet all minimum requirements for evaluation by the Working Group. The Sponsoring Program Administrator will reject any proposal that doesn't meet the applicable criteria described in Section 2 of the PMG.

3.2.2. Proposal Distribution to Working Group

Once the Sponsoring Program Administrator finds that the proposal is complete, they will distribute copies of the applicant's proposal (in an electronic format) to the Working Group members. If the technology is introduced to all four Program Administrators simultaneously by an applicant, manufacturer, or distributor, the Working Group may designate one Program Administrator to sponsor the applicant's proposal.

3.2.3. Proposal Presentation to Working Group

The Sponsoring Program Administrator will introduce the proposal for discussion at the Working Group's next regularly scheduled meeting following the applicant's submittal of all information required by the guidelines set forth in this PMG, so long as the Program Modification is distributed by the Sponsoring Program Administrator to the Working Group at least 10 working days before the next Working Group meeting. At the Applicant's request, the Applicant may personally present the proposal to the members of the Working Group. Without the presence of the Applicant, the Working Group will then discuss the merits of the proposal and develop follow-up questions that the Sponsoring Program Administrator will provide to the Applicant in writing. The Working Group may seek additional information from the Applicant or other resources, as needed.

3.2.4. Working Group Recommendations

The Working Group will develop recommendations on whether the new technology or program rule change should be adopted. In presenting its recommendations, the Working Group will clearly discuss what alternatives and issues were considered, and the rationale for reaching the consensus recommendation including responses to the applicants' arguments if the Working Group does not adopt the proposal in whole or in part. If the Working Group does not reach unanimous agreement, the Group will prepare a report listing the majority and minority recommendations and describing the pros and cons of each. The Energy Division will specifically indicate whether it supports the majority or minority opinion, and why.

3.2.5. Applicant Comments to Recommendations

Prior to submitting Working Group recommendations to the Assigned Commissioner, the Working Group shall provide the Applicant with a copy of the proposed recommendations. The Applicant will have five (5) working days to respond in writing to the recommendations before they are finalized by the Working Group and forwarded to the Assigned Commissioner. The submittal to the Assigned Commissioner will include a copy of the applicant's comments and will discuss the Working Group's response to those comments.

3.2.6. Submission of Working Group Recommendations to CPUC

The Energy Division will submit the Working Group's final recommendations to the Assigned Commissioner within 90 calendar days after the new technology is presented at a Working Group meeting. This allows the Working Group two full meetings to evaluate the proposal, collect additional information, develop recommendations and consider the applicant's comments on those recommendations before finalizing its submittal to the Assigned Commissioner.

3.2.7. Public Comment and CPUC Decision

The Energy Division/Working Group recommendations will be issued for comment via an Assigned Commissioner's Ruling (ACR). Comments will be due within fifteen (15) working days of the ACR. Reply comments will be due within five (5) working days after initial comments are filed. Energy Division's recommendations and parties' comments will subsequently be addressed by Commission decision.

3.2.8. Program Modification Implementation

Unless scheduled by the Commission, adopted program modifications will be officially implemented at one of two periods during a program a year; at the beginning of the year when the updated program handbook is released or at mid-year when program interim changes are made public. A Commission decision must be reached at least one month prior to one of these two dates for the program modification to be implemented in the next program document release. The purpose of the implementation schedule is to

provide some stability in program rules, procedures and incentives so program applicants may plan their projects appropriately.

4. APPLICATION SUBMITTAL FORMAT & DATA REQUIREMENTS

4.1. Application Format

Program Modification Request proposals must follow the following general format requirements.

- 20 page limit not including the Program Modification Request form or any appendices.
- At least 12 pitch font.
- No page limit for appendices
- Headings of the proposal must follow the outline described in the following subsection.

4.2. Request to Add New Technology

The following outline specifies the order of information that each Program Modification Request for new technology additions. All proposals must have the Program Modification Request form attached to the front of proposal. The body of the proposal must contain all of the headings listed in the following outline. Applicants shall address each section of the proposal with substantive documentation supporting the eligibility of the proposed technology. The appendices should follow the body of the proposal or be submitted separately. The Applicant must provide an explanation for those sections that they believe are not applicable to their technology.

4.2.1. Program Modification Request Form

The Applicant must complete a Program Modification Request form and attach it to the front of their proposal. The form serves as proposal identification, introduction and a means to document the evaluation process. The Applicant needs to indicate in the form that the attached proposal is a request to add a new technology. They must also indicate the incentive level that they believe the technology should receive. The Applicant must indicate that their proposal meets all screening criteria by checking off the list of evaluation criteria contained on the form.

4.2.2. Detailed System Description

Provide a detailed system description and picture or drawing of the proposed technology, listing all the required components necessary to generate electricity, relevant energy sources and a thermodynamic energy balance. Provide documentation on emissions characteristics and overall system efficiency. A detailed system description should include:

- Picture or Image of the Technology
- Detailed Description of the Power Generation Process

- Thermodynamic Energy Balance (Fuel Input Rate, Electric Power Output, Recoverable Waste Heat, Unrecoverable Waste Heat)
- List or Diagram of Major System Components including Ancillary Equipment
- Fuel Type & Sources
- Emission Characteristics
- Electric Conversion Efficiency
- Overall System Efficiency
- Expected Useful Equipment Life

4.2.3. Proposed Incentive Level

Indicate the incentive level that is being requested and provide justification. In addition, include a range of installed system costs (on a dollar per kilowatt basis), both average costs and minimum and maximum and with specific project examples included.

4.2.4. Projected Market Potential

Estimate the projected market potential (both number of sites/projects and output, both peak kW and energy kWh per year) for the application of this technology both in terms of customer classes and total potential in California. Provide estimates for these under two scenarios, one assuming no rebate and the other with the requested rebate amount. If applicable, estimate the total useable heat supply potential (MMBTU/year) of this technology for waste heat recovery applications.

4.2.5. Commercial Availability

Describe whether the technology is currently commercially available as defined in the program handbook (including a list of vendors), and what warranty provisions those vendors (including warranty period and component coverage) offer.

- History of Commercial Operation (per SGIP Handbook section 2.9)
- Number and locations of installations.
- Vendors/Distributors
- Warranty Period & Coverage

4.2.6. Certifications & Testimony

Describe and include copies of any certifications or independent testimony done on the technology.

4.2.7. Available Capacity Sizes & Range

Justify that the technology will meet the 30 kW minimum (if applying for Level 1) and 1.5 MW maximum project size requirement. List the capacity sizes commercially available.

4.2.8. Peak Load Reduction Potential

Describe how this technology would aid in peak load reduction and the average expected generation profile.

4.2.9. Waste Heat & Reliability Requirements (Level 3-N)

Quantify how this technology meets the waste heat recovery requirement for Level 2 & 3-N and the reliability criteria (see Section 2.5 of the SGIP Handbook) for Level 3-N incentives.

4.2.10. Renewable Fuel Operation

If applying for Level 1 or Level 3-R incentives, explain how the technology would continue to operate on renewable fuel and not engage in fuel switching. For solar technologies, describe how the solar thermal energy input would be measured to calculate the percentage of non-renewable fuel use.

4.2.11. Miscellaneous Information

Include any statements or facts supporting the program rule change not covered in the previous sections.

4.2.12. Supplemental Appendices (no page limit)

If necessary, include any other facts or information not already covered, which should be considered by the Working Group in developing their recommendation on whether the proposed technologies should be adopted.

4.3. Request for Program Rule Modification

The following outline specifies the order of information that each Program Modification Request for program rule change. All proposals must have the Program Modification Request form attached to the front of proposal. The body of the proposal must contain all of the headings listed in the following outline. Applicants shall address each section of the proposal with substantive documentation supporting the proposed rule modification. The appendices should follow the body of the proposal or be submitted separately.

4.3.1. Program Modification Request Form

The Applicant must complete a Program Modification Request form and attach it to the front of their proposal. The form serves as proposal identification, introduction and a means to document the evaluation process. The Applicant needs to indicate in the form that the attached proposal is a request to change the program rules. The Applicant must indicate that their proposal meets all screening criteria by checking off the list of evaluation criteria contained on the form.

4.3.2. Description of Proposed Modification

The Applicant is to *conceptually* describe the proposed modification being requested to the existing Self-Generation Incentive Program (SGIP). If any existing rules are affected

or changed, the Applicant is to identify all impacted rules. The Applicant may suggest modified rule language, but the Working Group reserves the right to determine the final rule language recommended to the Commission.

4.3.3. Rationale For Proposed Change

Explain in detail 1) why this modification is necessary, 2) the consequences if it is not approved, and 3) on what factual basis or evidence both (1) and (2) are based.

4.3.4. Cost and Benefits to Host Customers and Ratepayers

Itemize and estimate both the incremental costs and benefits associated with this proposed modification to participating Host Customers and the SGIP. In addition, quantify (including both supporting assumptions and calculations) the magnitude for each on a statewide basis (e.g., peak load reduction, environmental, system reliability, etc.).

4.3.5. Pros and Cons of Proposed Modification

List both the pros and cons of implementing this proposed program modification from the perspective of the program participant, utility ratepayer and society.

4.3.6. Miscellaneous Information

Include any statements or facts supporting the program rule change not covered in the previous sections.

4.3.7. Supplemental Appendices (no page limit)

If necessary, include any other facts or information not already covered, which should be considered by the Working Group in developing their recommendation on whether the proposed rule change should be adopted.

4.4. Presentation to Working Group

The Applicant will have the opportunity to present their proposal to the Working Group. The following conditions have been applied to the proposal presentation.

- 1 hour limit followed by Q&A
- Maximum of three (3) presenters allowed per application
- Projected presentation, physical models, charts etc. allowed
- Presentation and summary documentation handouts allowed
- Presentation is to be made at the scheduled location of the Working Group's meeting. The Applicant may propose alternate locations and schedules.

5. PROGRAM MODIFICATION REQUEST FORM

The following page contains the form that is required to be attached to the front of each Program Modification Request proposal.

Program Modification Request Form

(To be filled in by Sponsoring Program Administrator)
Application #:

Applicant Name:		Address:	
Title:			
Company:		Fax:	
Telephone:		E-mail:	

Check One – Request for ☐ *New Technology* or ☐ *Program Rule Modification*

For *New Technology*

Technology Name:

Check One – ☐ *Level 1* ☐ *Level 2* ☐ *Level 3-R* ☐ *Level 3-N*

For *Program Rule Modification*

Program Rule Modification Name:

Screening Checklist:

The Applicant (App) & Sponsoring Program Administrator (SPA) must check that each screening criterion has been addressed in the proposal by checking the appropriate list of boxes below.

New Technology	App	SPA
Applicable to California electric customers.	☐	☐
Can be sized to operate at or below the site peak demand.	☐	☐
Equipment life is at least 20 years or has sufficient ratepayer & social benefits.	☐	☐
Needs financial assistance or has sufficient ratepayer & social benefits.	☐	☐
Equipment is safe and practical to install and operate.	☐	☐
Can meet utility interconnection requirements.	☐	☐
No significant environmental impacts.	☐	☐
Meets current SGIP equipment eligibility or concurrent rule change proposal included.	☐	☐

Program Rule Modification	App	SPA
Does not conflict with existing utility tariffs or rules.	☐	☐
Does not violate local, state or federal laws and regulations.	☐	☐
Does not decrease SGIP cost effectiveness.	☐	☐
Incentive modifications based on economic & social benefits.	☐	☐
Does not increase costs for SGIP Applicants, Host Customers or Administrators in development, submission or processing applications.	☐	☐
Preserves the intent of the SGIP.	☐	☐

The undersigned declares under penalty of perjury under the laws of the State of California that the information provided in this form is true, accurate and complete.

Applicant Signature: _____ Date:_____

Program Modification Request Form

(To be filled in by Sponsoring Program Administrator)
Application #:

SPONSORING ADMINISTRATOR USE ONLY

Sponsoring Administrator: ☐ SoCalGas ☐ SDREO
(Check One) ☐ SCE ☐ PG&E

SPA Signature:_____ Date:_____

Milestone Dates:

Milestone	Date Completed	Comments/Notes
First Draft Received		
Application Deemed Complete		
Application Distributed to Working Group		
Application Presentation to Working Group		
Working Group Proposed Recommendations Complete		
Recommendations Forwarded to Applicant		
Applicant's Comments Received		
Working Group Final Recommendation Complete		
Energy Division Submission to Assigned Commissioner		
Assigned Commissioner's Ruling		
Commission Decision		
Modification Implemented		