

SOLAR PROGRAM PRE-INSTALLATION MILESTONES

Required Documents, Resulting Documents & Roles					
Milestone	Documents Required to Achieve Milestone	Document Produced for Next Milestone	Roles & Participants		
			Submitter / Responsible Party	Authorizing Entity	No Action Needed / FYI
Interconnection App. validation	Interconnection Application	MLP Sign-Off via Portal	Applicant	MLP	ENE
Portal Application validation	Contract (signed); Shade Report; Proof of Property Ownership (deed, tax bill)	Rebate Reservation Letter; blank Project Completion; Change Request Form; Locus Meter Connection form; Locus meter installation packet (informational)	Applicant	ENE	MLP
Install	Rebate Reservation Letter	Completion documents are attached to Rebate Reservation / Approval email	Applicant	n/a: pre-authorization complete	ENE
					MLP

SOLAR PROGRAM POST-INSTALLATION MILESTONES

Required Documents, Resulting Documents & Roles					
Milestone	Documents Required to Achieve Milestone	Document Produced for Next Milestone	Roles & Participants		
			Submitter / Responsible Party	Authorizing Entity	No Action Needed / FYI
Operational Approval (PTO/ATO)	Determined by MLP	PTO / ATO	Applicant	MLP	ENE
Portal App: Completion documents submittal & validation	PTO/ATO; Invoice; Locus Meter form; Locus Meter picture; Project Completion Form. <i>If applicable:</i> Change Form; Tree Removal document, updated Shade Report; tree removal invoice.	None	Applicant	ENE	MLP
Payment Initiation	None	ENE's invoice to MLP	ENE	MLP	Applicant
SREC Tracking	Locus form & picture	None	ENE	ENE	MLP & Applicant

