**Instructions**

As described in Section 1.2 of [Schedule 23 - Small Generator Interconnection Procedures (Schedule 23)](https://www.iso-ne.com/static-assets/documents/regulatory/tariff/sect_2/sch23/sch_23_sgip.pdf) of the [ISO Open Access Transmission Tariff](https://www.iso-ne.com/static-assets/documents/regulatory/tariff/sect_2/oatt/sect_ii.pdf), a *Small Generator Pre-Application Report* is requested by an Interconnection Customer and issued by ISO-NE in conjunction with the Interconnecting Transmission Owner (ITO) and, among other things, will identify the substation/area bus, bank or circuit likely to serve the proposed Point of Interconnection.

A *Small Generator Pre-Application Report* may only be requested for a Small Generator intending to interconnect to the Administered Transmission System pursuant to Schedule 23 and that does not meet any of the following four conditions. The ITO, in consultation with ISO-NE, will determine if any of these conditions apply to the request.

* A Generating Facility having a maximum gross capability at or above zero degrees F of **20 MW or greater**;
* A retail customer interconnecting a new Generating Facility that will produce electric energy to be consumed only on the retail customer’s site;
* A request to interconnect a new Generating Facility if the Generating Facility will not be used to make wholesale sales of electricity in interstate commerce (e.g., for example a generator proposing to interconnect under a state net metering policy);
* A request to interconnect a Qualifying Facility (as defined by the Public Utility Regulatory Policies Act, as amended by the Energy Policy Act of 2005 and the regulations thereto), where the Qualifying Facility’s owner intent is to sell 100% of the Qualifying Facility’s output to its interconnected electric utility; or

Process Summary

Per Section 1.2 of Schedule 23, an Interconnection Customer seeking to obtain a *Small Generator Pre-Application Report* shall completed and submit a *Small Generator Pre-Application Report Request Form (Form)* and a non-refundable fee of $500 to ISO-NE. Within two (2) Business Days of receiving the Form, ISO-NE shall provide a copy of the submitted Form to the ITO. Following the receipt of the Form, a submitted *Form* will be determined to be complete when ISO-NE and the ITO jointly determine that the Form contains the required, applicable information, ISO-NE verifies that supporting $500 non-refundable fee has been received by ISO-NE, and the ITO has determined that the proposed Point of Interconnection is on a transmission facility that is subject to the ISO-NE Tariff. ISO-NE and the ITO shall make Reasonable Efforts to issue the *Small Generator Pre-Application Report* to theInterconnection Customer within twenty (20) Business Days of determining the submitted *Form* to be complete. If ISO-NE or the ITO is unable to meet a deadline provided herein, it shall notify the other Parties, explain the reason for the delay, and provide an estimated time by which it will complete the applicable step.

The Interconnection Customer is encouraged to review Section 1.2 of [Schedule 23](https://www.iso-ne.com/static-assets/documents/regulatory/tariff/sect_2/sch23/sch_23_sgip.pdf) prior to submitting the *Small Generator Pre-Application* Form *and the* $500 non-refundable application fee to ISO-NE.

**Submittal of the *Small Generator Pre-Application* Report Request Form *and* $500 non-refundable application fee to ISO-NE**

1. **Form:** Complete and submit the *Small Generator Pre-Application Report Request Form* to [SGPreApplication@iso-ne.com](mailto:SGPreApplication@iso-ne.com).
2. **$500 non-refundable application fee:** Submit a $500 non-refundable application fee to ISO-NE via electronic payment to the bank and electronic wire transfer payment account as described in the Small Generator Pre-Application Form.

**DISCLAIMER:** Be aware that *Small* Generator Pre-Application Report will be based on a snapshot in time and the described results are directly affected by the information and assumptions contained in the submitted from and assumed system conditions, which can and do frequently change. Additionally, the Report will be non-binding, will not confer any rights, and the Interconnection Customer must still successfully apply under Schedule 23 for the generator to be interconnected to the Administered Transmission System.

|  |  |
| --- | --- |
| **Date Prepared**: |  |

**Project Contact Information**

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Legal name of Interconnection Customer: | | | | | |  | | | | | | |
| Contact Person: | |  | | | | | | | | | | |
| Mailing Address: | | |  | | | | | | | | | |
| City: |  | | | | | | State: |  | | | Zip Code: |  |
| Telephone (Daytime): | | | | |  | | | Telephone (Evening): | |  | | |
| Facsimile Number: | | | |  | | | | E-Mail Address: |  | | | |

Alternative Contact Information (may include system installation contractor or coordinating company, if appropriate):

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Company Name: | | |  | | | | | | | | |
| Contact Person: | |  | | | | | | | | | |
| Mailing Address: | | |  | | | | | | | | |
| City: |  | | | | | State: |  | | | Zip Code: |  |
| Telephone (Daytime): | | | | |  | | Telephone (Evening): | |  | | |
| Facsimile Number: | | | |  | | | E-Mail Address: |  | | | |

**Project Location**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Address of Facility: | |  | | | | | | | | |
| Nearest Cross Street/Intersection: | | | |  | | | | | | |
| City: |  | | | | State: |  | | | Zip Code: |  |
| GPS Coordinates: (North): | | |  | | | | GPS Coordinates: (West): |  | | |

*Please attach a map or overhead picture from an online mapping website (e.g. Google Maps, Bing Maps) with the proposed location clearly marked, North indicated (if not at the top), and at least one cross street visible (if possible).*

**Proposed Point of Interconnection:**

|  |  |  |  |
| --- | --- | --- | --- |
| Pole Number (if available): |  | | |
| Meter Number (if available): | |  | |
| Other equivalent information: | | |  |

*Only one Point of Interconnection located on a transmission or sub-transmission line, or interconnection to a transmission facility may be requested. Projects planning to interconnect to a Point of interconnection on the distribution system (line, substation, etc.), will need to contact the local Transmission Owner and follow the state interconnection process. If multiple Points of Interconnection need to be assessed, the Interconnection Customer must submit a separate Small Generator Pre-Application Request Form and $500 fee for each requested Point of Interconnection.*

**Generation Type**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Prime Mover: | Photovoltaic | Reciprocating Engine | Fuel Cell | Wind | Battery |
| Other(describe): | | | | | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Energy Source: | Solar | Wind | Hydro | Diesel | Natural Gas | Fuel Oil | Battery |
| Other(describe): | | | | | | | |

**Generator Size (AC)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| System Design Capacity: |  | (kWAC) |  | (kVA) |

**Generator Configuration**

|  |  |  |
| --- | --- | --- |
| Single Phase | or | Three Phase |

**Stand-alone Generation**

Is there any on-site load (not including station service load)?  Yes;  No

**Service**

|  |  |
| --- | --- |
| Is new service or service upgrade requested? | Yes;  No |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| If there is existing service at the Proposed Facility site (e.g., on the same parcel of land), complete the following 4 items: | | | | | | | |
| Account Description: |  | | | | | | |
| Account Number and Provider: | |  | | | | | |
| Site minimum and maximum current (if available): | | | Actual;  Proposed |  | (Minimum I) |  | (Maximum I) |
| Site minimum and maximum electrical load (if available): | | | Yes;  No |  | (Minimum kW) |  | (Maximum kW) |

**Qualifying Conditions**

|  |  |
| --- | --- |
| Does the proposed Generating Facility have a maximum gross capability at or above zero degrees F of greater than 20 MW? | Yes;  No |
| Will all of the electric energy produced at the proposed Generating Facility only be consumed on the retail customer’s site? | Yes;  No |
| Will none of the electric energy produced at the proposed Generating Facility be offered into the wholesale electrical markets? | Yes;  No |
| Will the proposed Generating Facility be designated as a Qualifying Facility where the Qualifying Facility’s owner intent is to sell 100% of the Qualifying Facility’s output to its interconnected electric utility? | Yes;  No |

**Submittal of the *Small Generator Pre-Application Form* *and* $500 non-refundable fee to ISO-NE**

1. **Form:** Complete and submit the *Small Generator Pre-Application Request Form* along with a map showing the Project location to ISO-NE: [SGPreApplication@iso-ne.com](mailto:SGPreApplication@iso-ne.com); and
2. **$500 non-refundable application fee:** Submit a $500.00 non-refundable application fee to ISO-NE via electronic payment. For information on how to accomplish this payment, send an e-mail to ISO Billing Department ([billingdept@iso-ne.com](mailto:billingdept@iso-ne.com); with a carbon copy to [SGPreApplication@iso-ne.com](mailto:SGPreApplication@iso-ne.com)) requesting direction on the supporting ACH or Fed Wire transfer ABA information.

**Also provide within this application:**

|  |  |  |
| --- | --- | --- |
| Indicate Form of Payment: | ☐ Automated Clearing House (“ACH”) account  Fed Wire Transfer | |
| Name of the company issuing payment of fee to ISO-NE, if different than the name of Interconnecting Customer identified above. | |  |

**Note:** Processing of the Small Generator Pre-Application Request Form will not begin until the completed form and application fee have been received by ISO-NE.

**Acknowledgement**

By submitting this Small Generator Pre-Application Report Request Form, the Interconnection Customer acknowledges that they are aware that the resulting Small Generator Pre-Application Report will be based on a snapshot in time and the described results are directly affected by the information and assumptions contained in this form and assumed system conditions, which can and do frequently change. Additionally, the Report will be non-binding, will not confer any rights, and the Interconnection Customer must still successfully apply under Schedule 23 for the generator to be interconnected to the Administered Transmission System.