NYGATS Training: RES Project Certification Application
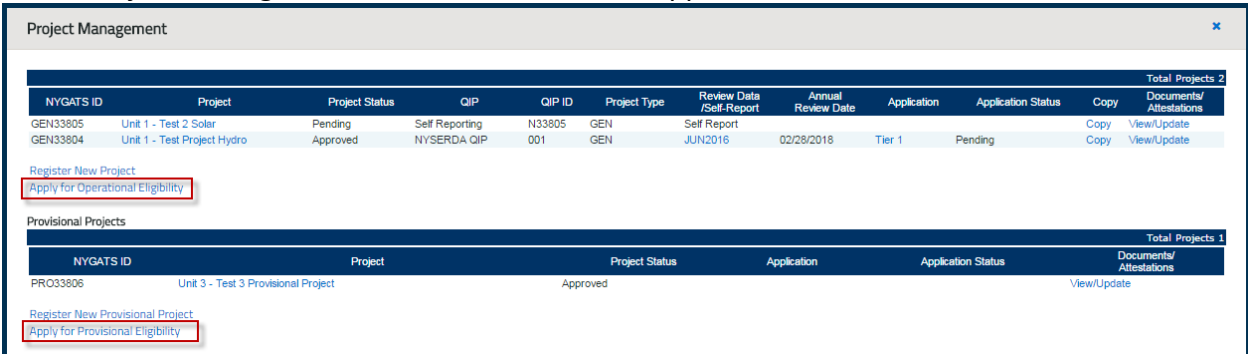
Introduction:
This training document will walk the user through the steps needed to submit a RES Project Certification Application for Operational and Provisional Projects in the New York Generation Attribute Tracking System (NYGATS). Please refer to the NYGATS Operating Rules for additional information on all rules governing the registration and use of your NYGATS Account. Any questions about the registration of a project or the use of NYGATS can be directed to:

NYGATS Administrator
NYGATS@apx.com
408-643-0167

Applying for RES Certification for NYSERDA Staff Review

1. Both Operational and Provisional Projects can be submitted to NYSERDA for RES Certification using the **Apply for Operational Eligibility** or **Apply for Provisional Eligibility** links. In order to submit a project for RES Certification, the project needs to be registered in the Project Management Module and set to an Approved status.

2. After Selecting the **Apply for [Provisional/Operational] Eligibility**, the Tier 1 application screen will open with a Project drop-down containing the approved Operational or Provisional projects that do not already have a Tier 1 application in progress. The list of projects will be filtered to only show those that have at least 1 fuel type that has been designated as valid for Tier 1 eligibility.
    Eligible fuel types are:
    a. Biogas - Landfill Gas
    b. Biogas - Anaerobic Digestion
    c. Clean Woody Biomass
    d. Herbaceous Biomass
    e. Adulterated Biomass - Renewable
    f. Fuel Cells - Renewable

g. Fuel Cells - Non-Renewable
h. Hydroelectric
i. Solar
j. Tidal/Ocean
k. Wind

Eligibility Application

Eligibility Application Type	
Eligibility:	○ Tier 1
Project:	Select Project ▼

Cancel

3. Complete all required fields, upload required documents and certifications before submitting the project to be certified

Vintage Type:	○ New ○ Existing
In-Service Date:	[ ] (format: MM/DD/YYYY)

Documentation of Service Date if Applicable (formal letter, third party engineering repor

Required Document:	Formal letter declaring the date Commercial Operation has been achieved
Required Document:	Third party engineering report or vendor commissioning report verifying the facility is fully commissioned and operating
Required Document:	Information from NYISO or the local utility verifying the facility is available and capable of producing electricity, or from an internet-enabled electric meter for DER generation
Required Document:	Procedures on fuel measurements and detailed recordkeeping on the use of both eligible and ineligible fuels and the energy produced by each fuel category
Required Document:	Supplemental information
Vintage Generation Facility Type:	Select One ▼

Certifications

☐	I certify that I am an Officer or otherwise authorized representative of the above-noted facility, and that all statements herein are true and accurate.
☐	I understand that upon application for Operational Certification, I will need to complete all relevant requirements and provide all documentation as pertains below.
☐	I understand that NYSERDA reserves the right to request additional information to confirm or clarify the information reported in this Application and to demonstrate the eligibility of this Facility under the New York Renewable Energy Standard, and I agree to provide any such information promptly. I also understand that NYSERDA or the PSC, or their authorized agents, may audit any applicant to verify the accuracy of any information included as part of this Application. I further understand that NYSERDA must be notified promptly of any material change in the information provided in this Application. I understand that failure to provide information as requested by NYSERDA, to allow an audit, or to accurately complete this Application may disqualify this Facility from RES eligibility.
☐	I certify that the above information, and all information submitted, is complete, true, and accurate. I understand that this application may be disqualified if the requirements are not met.

Administrative Area

Eligible Fuel Types:	Solar
Tier 1:	● Yes ○ No
Tier 1 Percent Eligible:	50 (format: x.xx)

Save   Submit   Cancel

4. The account holder cannot make any changes to the Tier 1 eligibility required fields nor existing uploaded documents while an application is under review by NYSERDA. The pending Tier 1 application will display a status of **Pending** until it is approved or rejected by NYSERDA.

5. Account Holders can re-apply for eligibility if denied by NYSERDA by clicking on the Tier 1 Hyperlink located in the Application column of the Project Management Module

Provisional Eligibility Application for Upgraded Capacity

Capacity Upgrades will need to apply for the Tier 1 eligibility using the Provisional Project Registration before applying for the Tier 1 certification. The Provisional Project Registrations has been updated to include a Project Type of **Existing NYGATS Project**

1. When creating a new Provisional Project Registration, there is a new radio button with two options:
   - New NYGATS Project [default]
   - Existing NYGATS Project

2. When "Existing NYGATS Project" is selected, a new dropdown field appears "NYGATS Project Name". This dropdown contains all the existing projects for the account holder,

not including aggregate projects. This should return generators for provisional generator applications and import projects for provisional import applications

3. When a project is selected, all fields in the Provisional Project Registration fields are pre-populated with the existing project information.

4. After the Provisional Project Registration has been submitted, the Account Holder can apply for Provisional Eligibility using the **Apply for Provisional Eligibility** link in the Project Management Module

5. After the Provisional Eligibility Application has been submitted for an Existing NYGATS Project for upgraded capacity, the Eligibility Application (Program Admin Report) will display the following fields in the project information section:

- Operational Nameplate Capacity (MW-AC) (from the Operational Project Name, should be empty if project is New)
- Provisional Nameplate Capacity (MW-AC) (from the Provisional Project Application)
- Nameplate Capacity Change (Provisional minus Operational).