DOCKETE	ED
Docket Number:	16-RPS-01
<b>Project Title:</b>	Developing Guidelines for the 50 Percent Renewables Portfolio Standard
TN #:	212832
Document Title:	Presentation - Renewables Portfolio Standard Online System Workshop 8- 18-16
Description:	This is the presentation from Renewables Portfolio Standard online system workshop that was held August 18, 2016.
Filer:	Judi Carter
Organization:	California Energy Commission
Submitter Role:	Commission Staff
Submission Date:	8/18/2016 12:33:32 PM
Docketed Date:	8/18/2016



# Renewables Portfolio Standard Online System Staff Workshop

#### Christina Crume Renewables Portfolio Standard Renewable Energy Division

Arthur Rosenfeld Hearing Room 9:00 a.m. August 18, 2016



## Workshop Agenda

- Welcome & Housekeeping
- Overview of RPS Online System
- Account Management
  - Presentation
  - Demonstration
  - Public Comments (blue cards)
- Certification
  - Presentation
  - Demonstration
  - Public Comments (green cards)
- Next Steps & Proposed Schedule
- Additional Comments

# **RPS ONLINE SYSTEM OVERVIEW**



CALIFORNIA ENERGY COMMISSION



## **RPS** Online System

- Effective with adoption of the *RPS Eligibility Guidebook, Ninth Edition* (est. October 12, 2016)
- Use by all LSEs for RPS
- Organization and Account Management
- Certification Applications
- Verification and Compliance Reports (to be demonstrated at a later time)



#### New System – New Benefits

- Real-time updates and information
- No more Excel forms or compatibility issues for applications
- Enhanced instructions and guidance to complete applications
- Access to all documents submitted, applications, and certificates in one place
- Administer authorized individuals



September 12

September 28

#### Stakeholder Engagement

- February 23
  July 26
  Applications Focus Group
  August 18
  Workshop on Account Management and Applications
  Aug. 18 31
  Testing on Acct. Mgmt. & Applications
  August 31
  Comments Due
  September 1
  Receive Merge Form from listserv
  - Merge Form due
    - Workshop on Accounts with Migrated Data

## Stakeholder Engagement

September 6 September 19 September 28 October 12

Oct – Nov

Nov - Dec

Spring 2017

- Verification Level 1 Focus Group
- Verification Level 2 & 3 Focus Group
- Verification Workshop
  - Adoption of RPS Guidebook & "Go live" of RPS Online System
- Workshop(s) on Verification
- Workshop(s) on Verification
- "Refresher" workshop on Verification



#### Resources

• Contact CEC staff

RPSTrack@energy.ca.gov

- Help button in RPS Online System with instructions manual
- Focus Groups, Workshops and Demonstrations
- Take home link to test



### **RPS** Online System

1



CALIFORNIA ENERGY COMMISSION TESTING

	Renewables Portfolio Standard	
	Log In	
	*User ID	
	*Password	
	have read and agree to the Login Policy	
For	ot your User ID? Forgot your Password?	
	Sign In	
Don't have an account		Public Search
Create an authorized CEC account	Search for	publically available application information
Register new account		Applications Search

Replaces current Excel spreadsheet posted on the CEC website



# **ACCOUNT MANAGEMENT**



#### Create an Account

- Organization Information
- Primary address (mailing & physical) or mailing address

				Help	FAQs   Back To Login
NA 🗶	CALIFORNIA ENERGY CO	MMIS			
GOV	T MGMT SEARCH				
Acc	T MGMT SLARCH				
reate New Organiza	ation				
nstructions					
Please fill out all the required	Folds meatered by *				
Prease ini out an the required	lields marked by "				
Organization Information					
*Organization Name					
Organization Name aka					
Address					
*Country Please Select •					
*Address Line 1		Addros	s Line 2		
Address Line T		Autres	S LIIIE Z		
*City	*USA State		*Foreign State/Province	*ZIP/Postal Code	
	Please Select	•			
*Address Type					$\frown$
Please Select •					
					Save & Next



#### Add a New User

- Name of user
- Valid email address
- Phone number
- Unique User ID

SEARCH	
	Save
owing formats: 1-999-999-9999 applicable, by indicating x	
*Last Name	
Fax Number	
*Reenter Email Address	
	Previous
	Fax Number

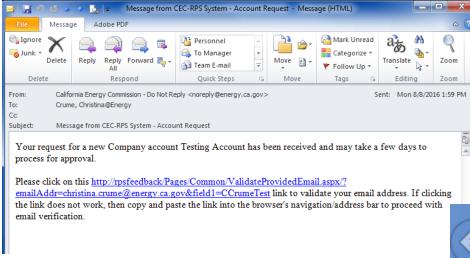


#### Confirm account setup via email

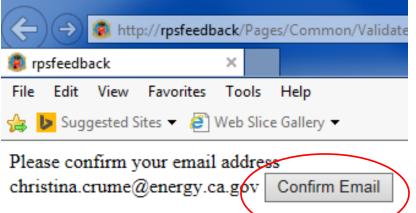
0.Gov		LIFORNI NERGY CO SEARCH	Help   FAQs   Back To Login OMMISSION UAT
Thank you for comple	eting a request f	or a user accou	int. You will receive an email when your registration has been confirmed.



#### Confirm account setup via email



You **must** validate your email by clicking the link before your account will be sent to the CEC for approval





### Account Approval and First Login

Delete		Respond	Quick Steps	E.	Move	Tags	Est.	Editing	Zoon
From:	Califo	ornia Energy Commission - Do Not Re	eply <noreply@energy.ca< th=""><th>a.gov&gt;</th><th></th><th></th><th>Sent:</th><th>Tue 8/9/201</th><th>.6 8:16 A</th></noreply@energy.ca<>	a.gov>			Sent:	Tue 8/9/201	.6 8:16 A
To:	Crum	e, Christina@Energy							
Cc:									
Subject:	Mess	age from CEC-RPS System - Accou	unt Confirmation						
Your acc	ount	has been successfully creat	ed.						
Your Us	er ID	is CCrumeTest							
Your ten	iporai	y password is 35E069413	5						

Please log in to your account and change the password. Your temporary password will expire in 14 days. For assistance, please email RPSTrack@energy.ca.gov.

- Receive email with temporary password
- Must login within 14 days and change password



#### Log-in Screen

01

GOV ENERGY CO	MMISSIONTESTING
Rer	newables Portfolio Standard
*Us	Log In ser ID
*Pa	assword
I have	read and agree to the Login Policy
Forgot yo	bur User ID? Forgot your Password?
Don't have an account	Public Search
Create an authorized CEC account	Search for publically available application information Applications Search



## My Profile

- Change Password
- Answer Security Questions
- Agree to Privacy Policy and Terms of Use

HOME APPLI	CATIONS VERIFICATION R	EPORTS ACCT MGMT	
ly Profile			Save Cancel
Contact Information			
*First Name	*Last Name		
Christina	Crume		
*Phone Number	Fax Number		
9166544674			
*Email Address			
christina.crume@energy.ca.gov			
*User ID	*User Status	*Effective Date	
CCrumeTest	Approved	08/08/2016	
Login Information		at least 10 characters	
New Password	<ul> <li>Must con</li> </ul>	tain at least 1 number tain at least 1 special character (@, &, #, e tain at least 1 uppercase and 1 lower case	
Confirm Password			
Security Questions			
Answers are case sensitive.			
*Security Question 1			
Please Select	•		



## **Organization Information**

- Update, change or add address
- Add & delete users
- Set user permissions

			RNIA COMMISS			Testing Accou
<b>J</b> .G	НОМЕ	APPLICATION	S VERIFICATIO	ON REPORTS	ACCT MGMT	
Janiza	ation Informatio	n Detail				Save Cancel
Organiz	ation Information					
*Organi	ization Name					
Testing	Account					
Organiz	zation Name aka					
POU Co	ode					
Addres						
	Line 1		City	State	Country	Address Type
	1516 9th St	reet	Sacramento	California	USA	Both
Select						Add Delete
Select						Add Delete
Select						Add Delete
						Add Delete
Select Jsers						
	First Name	Last Name	Email Address		Role	



# ACCOUNT MANAGEMENT DEMONSTRATION



# **COMMENTS – BLUE CARD**



# **CERTIFICATION APPLICATIONS**



# Applications

		Christina Crume   Help   FAQs   Logout
		Testing Account
HOME APPLICATIO	NS VERIFICATION REPORTS ACCT	мдмт
• Create Pre-Certification Application • Create Certification Application	• Create Aggregated Unit Application • Certify a Precertified Facility	
• Amend Existing Application	Apply For Time Extension Request	
RPS ID SUTIX Facility Na	me Status	Primary Resource
No records found		

- Apply for new precertification
- Apply for new certification
- Apply for new aggregated unit



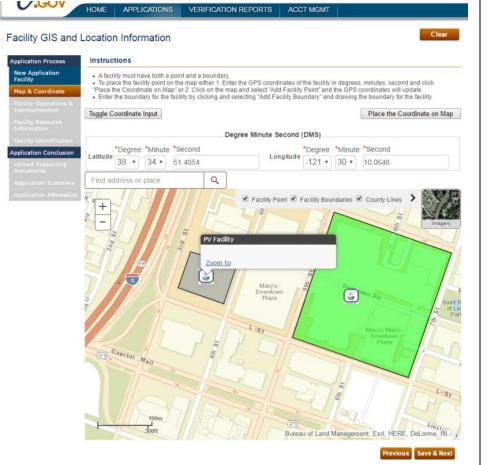
#### **Precertification Application**

	CA.GOV	HOME		VALUATION REPORTS	ACCT MGMT	Christina Crume   Heip   FAQs   Logout Testing Account
		TIO ML	ATTEICATIONO			
Pre	-Certification					Clear
App	lication Process	Instruct	tions			
Fac Ma Fac Int	w Application cility p & Coordinate cility Operations & terconnection cility Resource	•    • 1 • 1 r	Fhe CLEAR button will cl Fhe CANCEL button will emain saved.	ved if the applicant navigates away ear contents on this page.		It clicking the SAVE & NEXT button. evious Page. Any information entered will
Inf	ormation	Facility	Information			
		*Name Specify : a) b)	ISIY assigned RPS ID of Facility any additional names thi Resource	s facility is or has been known by:		
1						
			all energy sources used ry Resource:	by the facility, including any non-re	newable resource un	der the de minimis:
		Pleas	e Select	•		
		Second	lary Resource:			
		Pleas	e Select	v		



## Facility GIS and Location

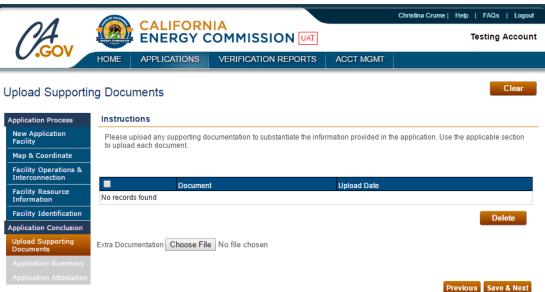
- Add facility point
- Add boundary around facility
- Can see nearby facilities





#### Supplemental Documents

• Upload documents if necessary





## **Application Summary**

		Christina	Crume   Help   FAQs   Logout
	ALIFORNIA NERGY COMMISSION	UAT	Testing Account
HOME A	PPLICATIONS VERIFICATION REPOR	RTS ACCT MGMT	
Pre-Certification Application	Summary		
			RPS ID:Not Assigned
Facility Information			
Name of Facility	PV Facility		
Physical Location			
Address	1516 9th Street		
City	Sacramento		
State	California		
Zip	95814		
Country	USA		
Can Mail Be Delivered To The Location?	e Facility <sub>Yes</sub>		
Facility Resource Information			
Primary Resource	Photovoltaic		
Facility Interconnection			
Balancing Authority	CAISO - California Independer	nt System Operator	
Facility Operations			
Nameplate Capacity	1		
Commercial Operations Date	8/10/2016		
Repowered/Incremental facility?	No		
Facility Measurement Methodology	Information		
Energy Storage?	No		
Facility Owner Information			
Name	Facility Owner		
E-Mail	christina.crume@energy.ca.go	v	
Address	1516 9th Street		
City	Sacramento		
State	California		
Zip	95814		
Elb.	00014		



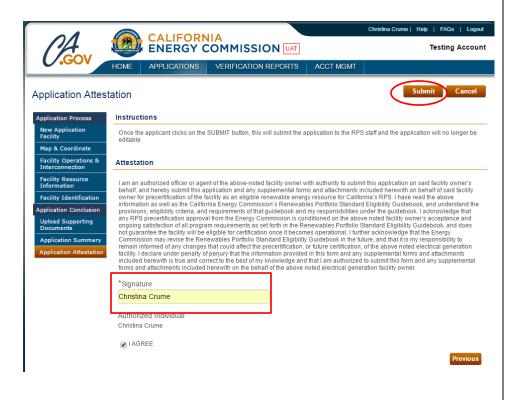
Previous Save & Next

Save



# Submitting an Application

- Attest to the application
- Click "Submit"
- Can no longer alter the application





## **Application Status**

• Application status in real time

PA.	,					]			Tes	ting A	ccour
( <b>/.</b> GO\	H	OME	APPLICATIONS	VERI	FICATION REPORTS	ACC	CT MGMT				
lome Page											
Application In	box	Facilities	Notifications	TER	Verification						
RPS ID S	uffix		Facility Name		Application S	atus	Resource 1	Туре			
F	Please S	elect •			Please Sel	ect 🔻	Please S	elect •	Sea	rch	
Results								Exp	port To:	Excel	CSV
		RPS ID	Suffix	Fac	ility Name	Status		Primary Resou	rce		
					,			Photovoltaic			



## Amending an Application

			Christina Crume   Help   FA	Qs   Logout
			Testi	ng Account
HOME APPLICATIO	ONS VERIFICATION REPORTS	ACCT MGMT		
<ul> <li>O Create Pre-Certification Application</li> <li>O Create Certification Application</li> <li>O Amend Existing Application</li> </ul>	<ul> <li>O Create Aggregated Unit Applic</li> <li>O Certify a Precertified Facility</li> <li>O Apply For Time Extension Rec</li> </ul>			
KPS ID SUMX Facility N	ame Status	Primary Res	source	
No records found				



# Amend an Application

- Select facility to amend and click "Apply for Amendment"
- Copies current application
- **Does not** change from precertification to certification





### Certifying a Precertified Facility

			Christina Crume	Help   FAQs   Logout
CALIFO ENERGY				Testing Account
HOME APPLICATION	S VERIFICATION REPORTS	ACCT MGMT		
<ul> <li>O Create Pre-Certification Application</li> <li>O Create Certification Application</li> <li>O Amend Existing Application</li> </ul>	<ul> <li>Create Aggregated Unit Appl</li> <li>Certify a Precertified Facility</li> <li>Apply For Time Extension Re</li> </ul>			
RPSID SUMX Facility Nam	e Status	Primary R	esource	



# Certify a Precertified Facility

- Select facility to amend and click "Apply for Certification"
- Copies current application information
- Update information for certification

04		CALIFORM			Christina Crume   Help   FAQs   Logo	ut
MA.		ENERGY C	OMMISSION	Testing Account	nt	
U.GOV	HOME	APPLICATIONS	VERIFICATION REP	ORTS ACCT MGM	Π	
Application to	Certify a G	enerating Faci	lity			
Application #	RPS ID		Facility Name			
Received From		Received To		Search		
Results					Export To: Excel CSV	/
Туре		RPS ID	Status	Facility	Received Date	
Pre-Certification	I	63327	Approved	PV Facility	08/09/2016	
					Apply for Certification	)



# NOTIFICATIONS



#### Notifications

- All notifications under tab
- Sort by RPS ID & date
- View incoming & outgoing notifications

0	1 6		NIA		Christina Crume   Help   FAQs   Logout
1%	ł 🦉	ENERGY	COMMISSION UAT		Testing Account
0.6	Номе	APPLICATIONS	VERIFICATION REPORTS	ACCT MGMT	
Home Pa	age				
Application	Inbox Facilities	Notifications	TER Verification		
RPS ID	Recipient	Subject	Incoming/Outgoing S	ent Date From	
			Please Select •		
Sent Date T	ō				
		Search			
Results					
Results					Export To: Excel CSV
	RPS ID	Sent Date	Subject		Facility Name
Select	63327	8/9/2016	RPSID ASSIGNED		PV Facility



# CERTIFICATION APPLICATION DEMONSTRATION



# **COMMENTS – GREEN CARD**



# NEXT STEPS AND PROPOSED SCHEDULE



#### **Comment Period**

- Use the weblink to test the RPS Online System
- For questions during testing, email: <u>RPSTrack@energy.ca.gov</u> With subject: <u>RPS</u> Online System Testing

With subject: RPS Online System Testing

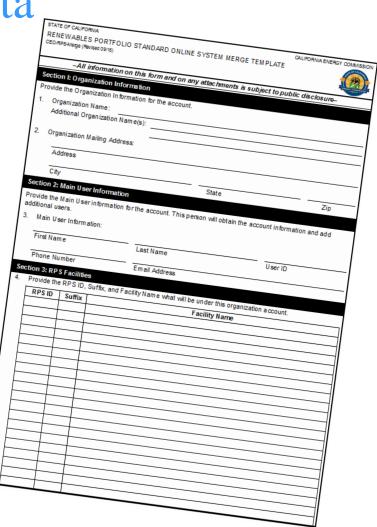
- Comments due August 31, 2016
  - Docket 16-RPS-01



## Merging Current Data

- Organization Account
- Primary User
- RPS Certified facilities

Data Due: September 12, 2016





### Transition to the RPS Online System

- Complete the Merge Form and submit by September 12, 2016
- Initial Accounts created with one primary user and all facilities listed
- Review information for accuracy at September 28, 2016 Workshop
- Applications on 8<sup>th</sup> Edition no longer accepted after September 30, 2016
- Notify CEC of any incorrect data by October 5, 2016
- Log in and start using the new system after adoption October 12, 2016
- Add additional users, submit or amend applications, and complete reports



#### **Proposed Schedule**

- August 18
- August 31
- September 12
- September 28
- September 30
- Sept Oct
- October 12
- Nov Dec
- Spring 2017

Workshop Comments Due Primary Acct. & Facility Sheet Due Workshop to Demonstrate accounts Last day to submit applications on 8<sup>th</sup> Edition Forms Demo(s) on Verification Adoption of RPS Guidebook &

Adoption of RPS Guidebook & "Go Live" of RPS Online System Workshop(s) on Verification "Refresher" workshop on Verification



#### Troubleshooting

- In the unlikely event the RPS Online System is down for maintenance or due to a system wide outage, and it affects a deadline or submission date, please email <u>RPSTrack@energy.ca.gov</u> and/or RPS staff for assistance.
- The CEC will make every effort to ensure a smooth transition to the RPS Online System.
- Once the Online System goes live, if a technical issue occurs during use, please contact RPS staff.



**Contact Information** 

Christina Crume Christina.Crume@energy.ca.gov (916) 654 – 4674

RPSTrack@energy.ca.gov



#### How to access e-Dockets

- From energy.ca.gov website, select "e-filing and commenting" link under Resources
- Once you are on the e-filing and commenting page, select "Comment on a Proceeding" on the right blue bar
- Enter the Docket #: 16-RPS-01
- Upload your comments



# **ADDITIONAL COMMENTS**