

## **Application Instructions for Maine Class I and Class IA RPS Certification**

Chapter 311 outlines the Commission certification process, including information required to include in a petition for Class I and/or Class IA RPS certification (see [Chapter 311](#))

*Note that there is no application form. The applicant should create a document that contains the headings and information required by the rule as noted above and submit it electronically into our Case Management System (CMS).*

As stated in Chapter 311, § 3(C)(2)., the Petition for certification shall include:

- (i) Name and address of petitioner;
- (ii) Location of the generation facility;
- (iii) Description of the generation facility, including fuel type, capacity and initial commercial operation date;
- (iv) The new renewable capacity resource category for which certification is sought (as defined in Chapter 311 §2(T), *see list of new renewable capacity resource categories below*)
- (v) Demonstration of qualification for a comparable portfolio requirement in another state, if applicable;
- (vi) Historical output and means to determine incremental output, if certification is sought for a facility added to an existing facility;
- (vii) The time period for which the facility did not operate, the reasons the facility did not operate and the date operation resumed; if certification is sought under resumed operations;
- (viii) A description of facility refurbishment, the degree to which the useful life has been extended, and the use of an alternate technology and resulting efficiency increases, if certification is sought under refurbishment; and
- (ix) Any other information that the Commission determines to be necessary or useful. *The Commission additionally requires NEPOOL GIS and/or NAR generator ID Number.*

New renewable capacity resource categories: "New" as applied to a renewable capacity resource means qualified hydroelectric output or a renewable capacity resource that:

- (1) Has an in-service date after September 1, 2005;
- (2) Was added to an existing facility after September 1, 2005;
- (3) For at least 2 years was not operated or was not recognized by the New England independent system operator as a capacity resource and, after September 1, 2005, resumed operation or was recognized by the New England independent system operator as a capacity resource. For the purposes of this subparagraph, "capacity resource" has the same meaning as in 3210-C, subsection 1, paragraph A; or
- (4) Was refurbished after September 1, 2005 and received certification from the commission:
  - (a) Before September 1, 2019, that it is operating beyond its previous useful life or is employing an alternate technology that significantly increases the efficiency of the generation process; or
  - (b) On or after September 1, 2019, that it is operating beyond its previous useful life as evidenced by a finding that the facility would be reasonably likely to cease operation if not for substantial capital investment made after September 1, 2018, except for capital investment required to meet state and federal fish passage standards.

**To submit the Petition into CMS**, the applicant's company must be in the CMS database.

If the company is not in the database, the applicant should first email the Commission at [Maine.PUC@maine.gov](mailto:Maine.PUC@maine.gov) with information on the Company name and contact information indicating that the applicant wants to be added to the Commission's database as an electric RPS supplier.

Next, in order to file in CMS, the applicant must become a registered user.

Please go to <https://mpuc-cms.maine.gov/CQM.Custom.WebUI/Registration/UserRegistrationForm.aspx> in order to register. There is more information on CMS at <http://www.maine.gov/mpuc/online/index.shtml>.

After these initial steps are done, the following steps should be taken to file the Petition:

1. Log-in with the user ID that was created when you registered
2. Hover your cursor over "Case File" and select "Submit New Case or Filing"
3. Click the radio button for "New"
4. Utility/Industry Type: Select "Electric" from the drop down menu
5. Utility/Industry Subtype: "RPS Eligible"
6. Case Type: "Request for Approval"
7. Case Subtype: "Certification for RPS Eligibility"
8. Pertaining to Utility/Company – Click "Add" and follow steps to find your company name
9. Complete "Description of Filing" with a unique description
10. Utility/Company Name: Click "Add" – if your name is not on the list, update the contact information to include your company name as "company representing"
11. Document Type and Subtype: "Initial Filing"
12. Document Title: "Unique Title"
13. Click "Attach Non-Confidential Documents" to attach the Petition