ERCOT RIOO Interconnection Services Release Notes

January 4, 2019

ERCOT announces the next release of the Resource Integration and Ongoing Operations (RIOO) Interconnection Services system.

Through the Interconnection Services website, Interconnecting Entities (IEs) can create and submit online generation interconnection requests (INRs) for new generation resources at new or existing sites to be connected to the Texas power grid. Transmission Service Providers (TSPs) can view the INRs, review documents in support of the INRs, and record/update project milestone dates as they occur.

IEs must sign up online to create a user account for Interconnection Services. After signing up and logging in, the IEs are presented with their Interconnection Requests List containing any INRs that were migrated from the existing system. The IEs can add Change Requests online to their INRs as well as create and submit new INRs.

TSPs must request their USA to add the new role to their profile and then they can sign up for their account online. When the TSPs log in, they are presented with the Interconnection Requests List containing all submitted INRs for resources that are not yet operational. They have options to change their view to add all of the INRs that are operational and all cancelled INRs as well as to filter the INRs to display specific INRs. The TSPs can view the INRs and review document drafts. They can also add Change Requests for FIS Study Scopes, Additional Studies, and Study results as well as record and update project milestone dates.

For the best user experience, ERCOT recommends using Google Chrome as the web browser for Interconnection Services. Using Microsoft Internet Explorer may cause some issues to occur, including page loading issues requiring multiple page refreshes; getting stuck on the login page unless the ERCOT Interconnection Services site and the authentication apps used are listed as trusted sites; and slow page loading.

Updates Since Last Release

- The file upload feature for attaching document files to INRs and Change Requests is now available.

- In the IE Interaction Requests List, the Actions column was changed from the last column to the first column for better visibility.
Delayed Feature

The online payment system is postponed until mid-2019. Payment will continue to be processed in the same manner as today.

**Wire**
Bank Name: JPMorgan Chase  
ABA #: 021000021  
Account Name: Electric Reliability Council of Texas Inc. Fees Account  
Account #: 754360246  
*please reference GNR in details

**Check**
ERCOT Treasury  
7620 Metro Center Drive  
Austin, Texas 78744  
*please reference GNR in details

**ACH**
Bank Name: JPMorgan Chase  
ABA #: 111000614  
Account Name: Electric Reliability Council of Texas Inc. Fees Account  
Account #: 754360246

Accessing the RIOO Interconnection Services Website

You can access the RIOO Interconnection Services website from the Resource Entities page on the ERCOT website (ercot.com > Services > Registration and Qualification > Resource entities) using the blue Launch button (refer to page 1 of this guide).

Supporting Resources

The following can be accessed from the the Resource Entities page on the ERCOT website (ercot.com > Services > Registration and Qualification > Resource entities):

- [ERCOT RIOO Interconnection Services IE Sign-Up Reference](#) that provides instructions for signing up online to create an IE user account
- [ERCOT RIOO Interconnection Services TSP Sign-Up Reference](#) that provides instructions for accessing your user account
- [ERCOT RIOO Interconnection Services TSP Guide](#) that provides information and instructions for viewing and working with the INR information
About this IE Guide

This guide provides information to assist Interconnecting Entities (IEs) with performing tasks in the ERCOT Resource Integration and Ongoing Operations (RIOO) Interconnection Services system that enables the IEs to create and submit online generation interconnection requests (INRs) for new generation resources to be connected to the Texas power grid.

If you have already been working with ERCOT in the manual Interconnection Request process, this new system may replace many of the paper forms that you are used to working with (such as the General Entity Information form).

🔗 For the best user experience, ERCOT recommends using Google Chrome as your web browser for ERCOT Interconnection Services. If you use Microsoft Internet Explorer, some issues may occur, including page loading issues that will require you to refresh your page from time to time and being stuck on the login page if you do not add Auth0 Guardian or Google Authenticator as a trusted site. If the “Whoops something went wrong” error message displays, check to be sure the ERCOT Interconnection Services site is listed as a trusted site.
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ERCOT Interconnection Services Overview

ERCOT Interconnection Services is an online system for creating and submitting inquiries for new generation resources that will interconnect to the Texas power grid at a new or existing site. As an Interconnection Entity (IE), you can create and submit your interconnection request (INR) online to ERCOT.

Before you can create an online INR, you must first sign up for an account on the ERCOT on the Interconnection Services website. To access the Interconnection Services site, you can go the Resource Entities page on the ERCOT website (ercot.com > Services > Registration and Qualification > Resource entities) and click the blue Launch button.

Signing Up for an Interconnection Services Account

Your Interconnection Services account consists of your full name, email address (which is used as the user name to log into the account), telephone number (which is used to authenticate your request to log in), and password. You can manage your account to modify this information as well as to change your password.

Your account login requires an email address, which must be unique to ERCOT Interconnection Services; that is, you cannot use the same email address if you have multiple roles within the system.
After you have signed up and logged in, the Interconnection Requests List page displays. If you are new to this process, the list will be blank.

If you have been working with ERCOT on INRs, the INRs have been migrated over and should display in the Interconnection Requests List.

You can determine the status of each INR by the buttons displayed in the Actions column and messages displayed in the Status column.

**Creating and Submitting an INR**

Creating your INR requires you to fill out several web pages about the resource project. You will name the project, which must be a unique name across the ERCOT grid. You will also identify where the resource will be located, when you anticipate it will be completed (referred to as COD), and who will be working on the project with you.

When you finish a page, clicking the **Continue** button saves the information you have entered and displays the next page. If you do not finish all of the pages, the information is saved from the pages where you have clicked the **Continue** button and you can finish your INR later using the **Finish INR** button in the Actions column.
After you have supplied the required information, a review page displays to show the pages where you have completed information requirements or if you need to edit the page to add more information. Then, you can electronically sign the INR and submit it to ERCOT for processing.

Currently, the Payment and Instructions page displays to advise you about the Screening Study fees that you will incur and how to submit payment. The online payment feature is under development and will be available in mid-2019.

ERCOT will review your request and work with you to be sure all of the initial information for creating the new resource is complete. During this part of the process, if ERCOT has a question or comment that you need to address, UD displays in the Alert column of your INR, Updates needed in the Status column, and the Update INR button in the Actions column.

Clicking the Update INR button displays the message from ERCOT and the Let’s Get Started button that displays your INR Review page so you can edit or update the section and to make the suggested changes and submit the INR again.

### Adding Change Requests to Your INR

When ERCOT deems that the INR is complete, the Status changes to In Progress and the blue Add Change Request button displays in the Actions column.

After ERCOT receives payment, ERCOT starts the Screening Study to determine the impact of the new resource on the grid. Upon receiving satisfactory results, you have 180 days to decide to proceed with your resource project by requesting a Full Interconnection Study (FIS) using a Change Request.
In addition to requesting the FIS, you can use a Change Request to modify project details (such as the project name, MWs, or milestone dates) and attach new or updated documents, including your environmental quality air permit or federal Greenhouse Gas emission permit information.

You also use a Change Request to declare that you have obtained water rights, contracts or groundwater supplies sufficient for the generation of electricity at the resource as well as confirm that the resource has met several required NODAL Protocols and has fulfilled mitigation plans required as part of study results.

The system allows you to submit only one Change Request on an INR at a time.

After the resource is operational, you are required to keep your resource data file (RARF) up to date. You must submit a Change Request twice a year, during February and again in August, to attest that your RARF is current.

If ERCOT has a question or comment that you need to address about a Change Request, the (comment bubble) displays in the Alert column of your INR, Review ERCOT Feedback in the Status column, and the Respond to ERCOT Feedback button in the Actions column. Clicking the Respond to ERCOT Feedback button displays a page with suggestions, which you can apply to your INR immediately by clicking the I accept button.
Determining Your INR Project Status and Progress

If you have submitted a Change Request, the Status message will show that a Change Request was submitted but the **Add Change Request** button is no longer visible. When your request is processed, the **Status** message changes to **In progress** and the blue **Add Change Request** button displays again for the next Change Request.

The % in Process column graphically depicts the percentage of the project that has been completed. When you submit an INR, the (% in process pie chart) contains a thin slice of green. As you progress through the entire INR process, the green slice expands.
Returning to Your Interconnection Requests List

While working in Interconnection Services, you can return to your Interconnection Requests List page by clicking the ERCOT logo at the top of the page.

Some confirmation messages that display after you have performed an action also display a link to return to your dashboard, which is your Interconnection Requests List at this time.

Looking Forward

After your FIS is reviewed and your resource project continues with the notice to proceed, you must negotiate an Interconnection Agreement with the Transmission Service Provider (TSP) and complete a Protocol Compliance review as well as provide sufficient data for planning models that ERCOT will use to model the new resource in future planning base cases and runs a Quarterly Stability Assessment (QSA) to assess the impact of the proposed resource and determine if mitigation plans are needed.

In the next phase of your project, you become the Resource Entity (RE) and register as a Market Participant with ERCOT. The milestones in your resource commissioning plan (such as your proposed energization and synchronization) are initiated and go through testing and approval processes until your resource is commissioned into service.
Accessing and Managing Your Interconnection Services Account

Accessing your account involves logging into the Interconnection Services website with your login credentials and authentication method you signed up. Your account contains your first and last name, email address, telephone number, and password. You can update this information when changes occur.

Logging into Your Account

After launching RIOO Interconnection Services from the Resource Entities page on ercot.com, the Log In page displays for you to enter your account information.

Resource Entities Page

Display the Resource Entities page on the ERCOT website (ercot.com > Services > Registration and Qualification > Resource Entities) and click the blue Launch button.
Log In Page

2. Type in the email address you entered when you signed up for the account.

3. Type in the password associated with this account.

4. Click the **LOG IN >** button.

**If you cannot log in after 10 tries**, the system displays the YOUR ACCOUNT HAS BEEN BLOCKED AFTER MULTIPLE CONSECUTIVE LOGIN ATTEMPTS message at the top of the screen. Open a helpdesk ticket that tells them you are blocked by Auth0 Guardian. (They should send it on to Operations who will unblock your ID.)

The next action depends on the authentication method you are using for sign in:

- For Auth0 Guardian, refer to the next page.
- For Google Authenticator, refer to page 10.
- For SMS Text Messaging, refer to page 11.
Auth0 Guardian Authentication Page

5. Go to the Guardian text message on your phone and swipe to open the message.

6. Tap the Allow button.

Your Interconnection Requests List Page
Google Authenticator Authentication Page

5. Go to your mobile phone and open Authenticator.

6. Type in the six numbers of your new code.

7. Click this Remember this browser checkbox to avoid having to do this every time you log in during the next 7 days.

8. Click to continue to the Interconnection Requests List page.

Interconnection Requests List Page
SMS Authentication Page

5 Go to your mobile phone and open the new authentication message.

6 Type in the 6 numbers of your new code.

7 Click this checkbox to avoid having to do this when you log in for the next 30 days.

8 Click to continue to the Interconnection Requests List page.

Interconnection Requests List Page
Logging Out of Your Account

You should log out of your account when you are finished performing tasks.

Your Interconnection Requests Page

1. Locate the **Account** dropdown in the upper right of **Your Interconnection Requests** page.

2. Click the **Account** dropdown and click **Log Out**.
Changing Your Account Information

You can update your account to modify your information associated with your account, such as your email address and phone number.

**Interconnection Requests Page**

1. Locate the Account dropdown in the upper right corner of the Interconnection Requests page.
2. Click the Account dropdown on the upper right side of the page and click Manage My Account.

**Your personal information Page**

3. Click the Edit button.
Edit My Account Page

Manage my Account

Your personal information

First Name *(Required)*

Lynie

Last Name *(Required)*

Test27.

Email Address *(Required)*

lyni.etest27@outlook.com

Phone *(Required)*

512-

Extension

4 Make your changes.

5 Click the Save button.
Changing Your Password

When you request a password change, ERCOT sends you an email to confirm the change.

Interconnection Requests Page

1. Locate the Account dropdown in the upper right corner of the Interconnection Requests page.

2. Click the Account dropdown on the upper right side of the page and click Manage My Account.

Manage Account Page

3. Click the Change my Password button.
Password Change Request Email Message


glnr@ercot.com
Tue 11/27/2018, 2:09 PM

Subject: Password Change Request

Password Change Request

You have submitted a password change request.

If it wasn’t you please disregard this email and make sure you can still login to your account. If it was you, then confirm the password change.

CHANGE MY PASSWORD

Thanks!
The Electric Reliability Council of Texas

If you did not make this request, please contact us by replying to this mail.

4 Go to your email and open the email message with Reset your Password from ercot.com.

5 Click the CHANGE MY PASSWORD button.
Change Password Page

6. Type in your new password.
7. Type in your new password again.
8. Click the Continue button.

Success Page

Your password has been reset successfully.

To close this page and return to the Interconnection Requests List, click the link in this message or the logo at the top left of the page.
Resetting Your Forgotten Password

If you have forgotten your password, you can request to reset it.

Interconnection Services Login Page

1. Click the Don’t remember your password? link.

Reset Your Password Page

2. Type in the email address associated with this account.

3. Click the SEND EMAIL > button.
Password Change Request Email Message

Go to your email and open the email message with **Reset your Password** from ercot.com.

Click the **CHANGE MY PASSWORD** button.
Change Password Page

Enter a new password for

6. Type in your new password.

7. Type in your new password again.

8. Click the Continue button.

Success Page

Your password has been reset successfully.

To close this page and return to the Interconnection Requests List, click the link in this message or the ERCOT logo at the top left of the page.
Creating an Interconnection Request

Creating an INR for a new generation project involves starting the request by identifying details about your generation project and when, where, and who will be involved with it.

After you complete the appropriate web pages and upload required information files, you are prompted to review the information you put in your INR and make any necessary edits required to submit it.

The request is automatically saved even if you do not finish it. You can return to the Interconnection Requests List and finish the request before submitting it.

When you have completed the section, the Generation Entity Information page displays for you to read and electronically sign before the Payment page displays. After following the instructions on the Payment page, you can submit your request.

The new request is displayed on your Interconnection Requests List with View in the Actions column (or Finish INR if you have not submitted it).

After you submit the request, ERCOT will review it and may start corresponding with you about modifications to various items before the request is considered complete. ERCOT will send you an email when your request application is complete and the Add Change request button will display in the Actions column of your INR and In Progress displays in the Status column.

To modify details or add new information after ERCOT has processed your request, you must submit change requests to the INR. For more information, refer to page 42.
Completing the Interconnection Request Pages

A series of seven web pages display for gathering project information, like if your project is for a new generation site or adding generation to an existing site; if you want to move forward with a Full Interconnection Study now, the MWs of your resource. You will also identify where you plan to locate the resource and who will be working with you on the project.

Your Account Page

1. Click the **Start New INR Request** button.
Welcome Page

Welcome to ERCOT’s Generator Interconnection Process

SS-Screening Study Check List
You need to know this basic information for a screening study
- Company and Project Information
- A Planned Electrical Interconnection Location
- Be prepared to pay for your Screening study
  Screening studies are $5,000.00 for up to 150 MWs and $7,000.00 for over 150 MWs studied

FIS-Full Interconnection Study Check List
You are ready for a FIS if you know the following additional information
- Proof of site control documents
- A RARF with the required FIS fields entered
- Be prepared to pay for your FIS
  FIS studies are $15.00 per MW

Today I plan to do the following studies:
- SS - Screening Study
- SS - Screening Study and FIS - Full Interconnection Study

We are here to help!
You can read all of the details on the process in the Resource Interconnection Handbook

Contact Us
ResourceIntegrationDepartment@ercot.com

ERCOT Help Desk
Phone: +1 512 248-8800

Does my generation or storage project need to go through this process?
- Yes - If your project is 10 MW or bigger and connecting to 69K of voltage or higher
- No - If your project is smaller than 10 MW connecting to a lower voltage

Let's Get Started

1. Leave SS - Screening Study selected.
   Or, click the SS - Screening Study and FIS – Full Interconnection Study option if appropriate.

2. Scroll to the bottom of the page and click the Let’s Get Started button.
General Information Page

1. Leave the New generation site selected
   
2. Or, Click the Additional generation at an existing site option.

3. Type in the name of your project as you want it to appear in all your documentation. This name must be unique across the ERCOT ISO grid.

4. Click the Fuel Type dropdown and select the type of fuel that will be used at your project.

5. Click the Technology Type dropdown and select the appropriate option for your project.

6. Click the Continue button.
Creating an Interconnection Request

MW Page

1. Type in the maximum MWs for the generator. The number must be less than 10,000.

2. Type in the MWs for summer time, which cannot exceed the overall MWs.

3. Type in the MWs for the generator for winter, which cannot exceed the overall MWs.

4. Click the Continue button.
Type in the **mm-dd-yy** of your commercial operation date.

Depending on the type of technology of this resource, you must plan at least 15 months from starting point to completion. If you do not know the exact day, use the last day of the month you are targeting.

**2** Click the **Continue** button.
# Attachments Page

If you selected the SS and FIS option, the message will display with more required attachments:
- A RARF with FIS related fields completed
- A one-line
- Site Control documents

1. Click the **Select file type** dropdown and click the type of file you plan to upload.
2. Click the **Choose File** button, navigate to the file on your computer, and click the file.
3. Repeat the steps above for each file you want to upload.
4. When you are finished, click the **Continue** button.

**Note:** Just uploaded the wrong file? Use the trash can icon to remove it.
Location Page

1. Click the County dropdown and select the county where your resource will be located.

2. When the map displays, click the map where your resource will be located to drop a pin.

The latitude and longitude are automatically populated based on your pin drop.
3. Type a description that identifies where your resource will interconnect with the grid.

4. Click the **POI KV** dropdown and select the primary kilovolt level for this point of interconnection.

5. If you listed a second POI, click the **Alternate POI KV** dropdown and select the kilovolts for the second POI interconnection.

6. Click the **Continue** button.

> If you need to reset the location on the map, you may need to select a different county from the dropdown to reset the map and then select the correct county in order to display the correct map.

### Company and Invite Page

1. Click the **Type of company** dropdown and select **LLC** or **Other**.

2. Type in your name as the Interconnecting Entity.

3. If you selected the **LLC** option in Step 2, type in the name of your parent or holding company.

4. Click the **Continue** button.
Invite Others Page

1. At the top of the page, click the **Invite Others** link.

2. Type in the email address of a person in your company who is the **backup** to work with your interconnection request. This Backup will receive an email with instructions on how to sign in and create an Interconnection Services account.

3. Click the **+ Invite more people by email** link to display fields where you can add more contacts who can view or work with the request.

4. Type in the email address of the person to invite to serve as a contact for this request and click the appropriate **Contact** or **Backup Contact** option for this person.

5. To add another person, click repeat Step 3 and Step 4.

6. When you are finished adding contacts, click the **Continue** button.
Reviewing Your Interconnection Request

The review page displays after you finish identifying your Backup contact or contacts.

<table>
<thead>
<tr>
<th>Project General</th>
<th>Location</th>
<th>Company and Invite</th>
<th>Review</th>
<th>E-Sign</th>
<th>Payment</th>
</tr>
</thead>
<tbody>
<tr>
<td>View Interconnection Request</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>INR Number</td>
<td>Lyn Maloney</td>
<td>Parent Company</td>
<td>Resource Integration Eng.</td>
<td>Account Manager</td>
<td>Transmission Svc. Provider</td>
</tr>
</tbody>
</table>

**General Information**
- Project Type: New Generation
- Project Name: Solar Farm 1
- Fuel Type: Solar
- Technology Type: Other

**MWs**
- Project has a Load Increase: No
- Maximum Generator MW: 12
- Maximum Summer Generator MW: 12
- Maximum Winter Generator MW: 12

**Dates**
- Commercial Operation Date: 11-29-2021

**Attachments**
- File Name: Sample_oneline.png
- Type: Oneline
- Attached on: 11-25-2018

**Project Location**
- County: Bastrop
- Latitude: 30.106591
- Longitude: -97.293357
- POI: Point of Interconnection SW 101
- POI LV: 0

**Map**

**Company & Invites**
- Company: OTH
  - Type of Company: Lyn Maloney

**Invites - Contacts**
- Primary: lynettes27au2f0@outlook.com
- Backup: patrickm@friands.net
- Additional: lyn.maloney@ercot.com
  - twashington@company.com

1. Click the **Edit** button of a section to go back and make any required edits.

2. When you are finished, scroll to the bottom of the page and click the **Continue** button.
Electronically Signing and Submitting Your Request

You must carefully read through the information in the Generation Entity Information page about becoming an eligible power transmission provider customer and agreeing to provide ERCOT with the most current data as well as agreeing to comply with all regulations. After electronically signing the page, the Payment Page is displayed and you can submit your INR to ERCOT for processing.

If you have opted to have the FIS performed during the initial request along with the Screening Study, the Department of Defense (DoD) Notification is displayed before the Payment and Submission page.

Generation Entity Information Page

1. After reading the page, type in your authorized signature.
2. Click the Continue button.
### Department of Defense Notification Page

Display only if you indicated you wanted to perform the FIS with the Screening Study.

<table>
<thead>
<tr>
<th>Generation Entity Information</th>
<th>Declaration of Department of Defense</th>
</tr>
</thead>
</table>

**Declaration of Department of Defense Notification**

Please Review Carefully - you must digitally sign and submit with your change request

**Interconnecting Entity (IE):** LynSolar Inc

This declaration applies to the following proposed Generation Resource and Interconnection Request

---

Check the below listed attestation(s) which apply to the Generation Resource.

I hereby attest that:

- This IE has notified the Department of Defense (DOD) Siting Clearinghouse of the above listed proposed Generation Resource and requested that it perform an Informal Review and/or Formal Review as described in 32 C.F.R. § 211.1 (2013).
- This IE has notified the Department of Defense (DOD) Siting Clearinghouse of the above listed proposed Generation Resource and requested that it perform an Informal Review and/or Formal Review as described in 32 C.F.R. § 211.1 (2013). This IE has completed the formal review process for the Generation Resource with the Department of Defense (DOD) Siting Clearinghouse and Federal Aviation Administration (FAA), as described in 14 C.F.R. § 77.7 (2010) and 32 C.F.R. § 211.6 (2013); or
- The above listed proposed Generation Resource is exempt from the requirement to seek review from the Department of Defense (DOD) and the Federal Aviation Administration (FAA), as described in 14 C.F.R. § 77.7 (2010) and 32 C.F.R. § 211.6 (2013).

By signing below, I certify that I am an officer, executive, or authorized employee with authority to bind the IE listed above, that I am authorized to execute and submit this declaration on behalf of each IE listed above, and that, to the best of my knowledge, the statements contained herein are true and correct.

- **Name (Required):**
  - Type Authorized Signature
- **Signature Date:** 10-30-2018

---

1. After reading the page, type in your authorized signature.
2. Click the **Continue** button.
Attachment and Payment Instructions Page

Attachment Instructions

To Send ERCOT Attachments, email ResourceIntegrationDepartment@ercot.com to request a secure file share link for uploading attachments associated with your project.

SS Requires

A one-line

FIS Requires

An updated one-line
An update RARF with FIS-related fields completed
Site Control documents

Payment Instructions

Screening studies are $5,000.00 for up to 150 MWs and $7,000.00 for over 150 MWs studied.

FIS studies are $15.00 per MW.

Don't Forget to put your INR number on your banking transaction

ERCOT Payment Options

Wire

Bank Name: JPMorgan Chase
ABA #: 021000021
Account Name: Electric Reliability Council of Texas Inc. Fees Account
Account #: 754360246
*please reference GINR in details

Check

ERCOT Treasury
7620 Metro Center Drive
Austin, Texas 78744
*please reference GINR in details

ACH

Bank Name: JPMorgan Chase
ABA #: 111000614
Account Name: Electric Reliability Council of Texas Inc. Fees Account
Account #: 754360246

Questions? Contact ResourceIntegrationDepartment@ercot.com

If After carefully reading the information, click the Submit button.
Your Interconnection List Page

The request you just submitted displays with View in the Actions column. ERCOT may contact you within the next 10 days for any questions they have. Once the INR is processed and all information is correct, your Screening Study will begin and the Status changes to In Progress. ERCOT will send an email confirming your completed request.

Corresponding with ERCOT About Your Request

While ERCOT reviews your initial request before it is deemed complete, they will contact you about any questions or issues with it. If ERCOT has a question or comment that you need to address, UD displays in the Alert column of your INR, updates needed in the Status column, and the Update INR button in the Actions column.

Your Interconnect Request List Page

1. Locate the INR and click the Update INR button.
Welcome Panel

After reading the message, click the Update Now button,
View Interconnection Request Page

3 Locate the section containing the information requested and click the **Update** button.

4 After making the update, click the **Continue** button.

5 If the *Generation Entity Information* page displays (or other page directly connected to a change made displays), click the **Continue** button again.
Working with Change Requests

To update your INR, you must add a Change Request to the original request in your Interconnection Requests List. The types of changes are grouped in three main categories.

Select one option:

- Update my INR
- Add Confirmations
- Other Changes

When you select one of the 3 main category buttons, a green checkmark displays to confirm your selection and the page expands to display the options available in that category. You can select as many choices under an category as you need. Each selection is confirmed with a checkmark.
The Update My INR category enables you to perform the actions associated with the project details as shown above. The Add Confirmations category contains the options to electronically sign and confirm that your resource has met the required Nodal Protocols (as outlined in your Planning Guide). The Other Changes options include requesting the FIS Study and reporting that you have sold your project.

The change request navigation guides you through the process by displaying web pages with information for you to complete. When you have completed supplying required information, a review page displays with any areas that may need updates before you can submit your request.

If you select more than one option in a category, the review page displays with each section you have modified.
Responding to ERCOT Comments About Your Change Request

If the (comment bubble) displays in the Alerts column of your INR on your Interconnection Requests List, ERCOT has a question or comment that you need to address about a Change Request.

1. Click the Add Change Request button.
ERCOT Has Revised Your Change Request Page

After reviewing the suggestion, click the **I agree with the above changes** button.
Changing INR Details

You can change project details that you originally entered on your INR and attach updated or new documents, including permits for air and greenhouse gas (GHG).

To change project ownership, refer to Reporting a Change of Ownership on page 105.

You can select more than one option to have the appropriate option page display before the Review and Finish page and avoid starting over. For example, if you select to change project dates and add a greenhouse gas permit, the GHG page displays immediately after the Project Dates page.

Changing the Project Name

You can add a Change Request to modify or change the name of your project. Remember that project names must be unique across ERCOT.

Interconnection Requests List Page

Click the Add Change Request button.
Add a Change Request Page

Add a Change Request to My INR 21INR0205

Select one option:
- Update my INR
- Add Confirmations
- Other Changes

2. Click the **Update My INR** button. The page expands with the appropriate options.

Add a Change Request Page With Options

Add a Change Request to My INR 21INR0205

Select one option:
- Update my INR
- Add Confirmations
- Other Changes

Select all that apply to your INR update:
- Change my Project Name
- Change my MW’s
- Change my Dates
- Attach New Documents
- Add Air Permit
- Add GHG Permit
- Make an Attestation
- Make a Water Declaration

We are here to help!
You can read all of the details on the process in the Resource Interconnection Handbook.

Contact Us
ResourceIntegrationDepartment@ercot.com

ERCOT Help Desk
Phone: +1 512 248-6800

3. Click the **Change my Project Name** button and then click the **Let’s get Started** button.
4 Type in your new or modified project name.

Remember that the project name **must be unique** across ERCOT.

5 Click the **Continue** button.

The *Review and Finish your changes* page displays next unless you have clicked multiple **Change My INR** options. If you also clicked the:

- Change my MWs option, the MWs page on page 48 displays.
- Changing the project dates, the Project Dates page on page 52 displays.
- Attaching new documents, the Attach Document page on page 55 displays.
- Adding an Air permit, the Air Permit page on page 60 displays.
- Adding a GHG permit, the GHG Permit page on page 64 displays.

After you complete the options page, then a *Review and Finish your changes* page displays with all of the options you have changed listed.
6 Click the Submit Change Request button.

Change Request Successfully Sent Message

TO close this page and return to the Interconnection Requests List, click the link in this message or the ERCOT logo at the top left of the page.
Changing the MWs

You can change the number of megawatts (MWs) you originally entered up to 20% of the amount you originally entered on your INR. If you change your summer or winter MWs, they cannot exceed 20% of the original and the overall MWs.

Interconnection Requests List Page

![Interconnection Requests List Page]

1. Click the Add Change Request button.

Add a Change Request Page

![Add a Change Request Page]

2. Click the Update My INR button. The page expands with the appropriate options.
Add a Change Request Page With Options

Add a Change Request to My INR 21INR0205

Select one option:

- Update my INR
- Add Confirmations
- Other Changes

Select all that apply to your INR update:

- Change my Project Name
- Change my MW's
- Change my Dates
- Attach New Documents
- Add Air Permit
- Add GHG Permit
- Make an Attestation
- Make a Water Declaration

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Phone: +1 512 248-6800

3 Click the Change my Project Name button and then click the Let’s get Started button.
MWs Page

MW's - what you told us about your MW's

<table>
<thead>
<tr>
<th></th>
<th>Original</th>
<th>Current</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Generator MW</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Maximum Summer Generator MW</td>
<td>10</td>
<td>10</td>
</tr>
<tr>
<td>Maximum Winter Generator MW</td>
<td>10</td>
<td>10</td>
</tr>
</tbody>
</table>

Now let's work on Updating the MWs for your site

<table>
<thead>
<tr>
<th>Maximum Generator MW (Required)</th>
<th>Maximum Summer Generator MW</th>
<th>Maximum Winter Generator MW</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>12</td>
<td>12</td>
</tr>
</tbody>
</table>

4 Make your changes.

Reminders:

- The maximum value cannot be greater than 20% more than original displayed here.
- MW must be less than 10,000.
- Summer MWs and Winter MWs cannot exceed overall MWs.

5 Click the Continue button.

The Review and Finish your changes page displays next unless you have clicked multiple Change My INR options. If you also clicked the:

- Changing the project dates, the Project Dates page on page 52 displays.
- Attaching new documents, the Attach Document page on page 55 displays.
- Adding an Air permit, the Air Permit page on page 60 displays.
- Adding a GHG permit, the GHG Permit page on page 64 displays.

After you complete the options page, then a Review and Finish your changes page displays with all of the options you have changed listed.
Review and Finish your changes Page

To close this page and return to the Interconnection Requests List, click the link in this message or the logo at the top left of the page.
Changing the Project Dates

You can change your original Commercial Operation date (COD) as well as the Energization and Synchronization dates, or add them if you did not in your original request.

The dates must be in the order shown on the page. The Energization date must be at least 130 days before the COD and 10 days before the Synchronization date. The Synchronization date must be at least 10 days after the Energization date and 120 days before the COD.

Interconnection Requests List Page

1. Click the Add Change Request button.
Add a Change Request Page

Add a Change Request to My INR 21INR0205

Select one option:

- Update my INR
- Add Confirmations
- Other Changes

2. Click the Update My INR button. The page expands with the appropriate options.

Add a Change Request Page With Options

Add a Change Request to My INR 21INR0205

Select one option:

- Update my INR
- Add Confirmations
- Other Changes

Select all that apply to your INR update:

- Change my Project Name
- Change my MW's
- Change my Dates
- Attach New Documents
- Add Air Permit
- Add GHG Permit
- Make an Attestation
- Make a Water Declaration

3. Click the Change my Dates button and then click the Let’s get Started button.
4 Type in your changes.

5 Click the Continue button

The Review and Finish your changes page displays next unless you have clicked multiple Change My INR options. If you also clicked the:

- Attaching new documents, the Attach Document page on page 55 displays.
- Adding an Air permit, the Air Permit page on page 60 displays.
- Adding a GHG permit, the GHG Permit page on page 64 displays.

After you complete the options page, then a Review and Finish your changes page displays with all of the options you have changed listed.
Review and Finish your changes Page

To close this page and return to the Interconnection Requests List, click the link in this message or the \textit{ERCOT} logo at the top left of the page.
Attaching New Documents

When you created your Interconnection Request, you were required to upload certain documents. You can upload modified versions of the documents plus any other documents your project needs.

Interconnection Requests List Page

1. Click the Add Change Request button.

Add a Change Request Page

Add a Change Request to My INR 21INR0205

Select one option:

- Update my INR
- Add Confirmations
- Other Changes

2. Click the Update My INR button. The page expands with the appropriate options.
Add a Change Request Page With Options

Add a Change Request to My INR 21INR0205

Select one option:
- Update my INR
- Add Confirmations
- Other Changes

Select all that apply to your INR update:
- Change my Project Name
- Change my MW's
- Change my Dates
- Attach New Documents
- Add Air Permit
- Add GHG Permit
- Make an Attestation
- Make a Water Declaration

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You can read all of the details on the process in the Resource
Interconnection Handbook

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ResourceIntegrationDepartment@ercot.com

ERCOT Help Desk
ERCOT: +1 512 248-6800

3 Click the Attach New Documents button and then click the Let’s get Started button.

Attachments Page

You can add any additional attachments that you need for this INR.

<table>
<thead>
<tr>
<th>File Name</th>
<th>Type</th>
<th>User</th>
<th>Attached On</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site Control.pdf</td>
<td>Site Control</td>
<td>Lyn legoog</td>
<td>10-30-2018</td>
</tr>
</tbody>
</table>
4. Click the **Select file type** dropdown and click the type of file you plan to upload.

5. Click the **Choose File** button and navigate to the file on your computer.

6. Repeat the steps above for each file you want to upload.

7. Click the **Continue** button.

   ![Uploaded the wrong file? Use the Delete button to remove it.](image)

   Need to delete a submitted document? You can contact ERCOT at ginr@ercot.com

---

The **Review and Finish your changes** page displays next unless you have clicked multiple **Change My INR** options. If you also clicked the:

- Adding an Air permit, the Air Permit page on page 60 displays.
- Adding a GHG permit, the GHG Permit page on page 64 displays.

After you complete the options page, then a **Review and Finish your changes** page displays with all of the options you have changed listed.
Review and Finish your changes Page

8 Click the **Submit Change Request** button.

Change Request Successfully Sent Message

To close this page and return to the Interconnection Requests List, click the link in this message or the [ercot](#) logo at the top left of the page.
Adding an Air Permit

If your project requires an Air quality permit, you must enter the date it was issued. You can optionally upload a file containing a copy of the permit.

Interconnection Requests List Page

1. Click the Add Change Request button.

Add a Change Request Page

Add a Change Request to My INR 21INR0205

Select one option:

- Update my INR
- Add Confirmations
- Other Changes

2. Click the Update My INR button. The page expands with the appropriate options.
Click the **Add Air Permit** button.
Air Permit Page

4 Click the Yes option.

5 Type in the mm-dd-yy when the permit was issued.

6 Type in the number of the Air Permit.

7 Optionally, upload a pdf file containing the Air Permit to display in the Attachments area on your account.

   A Click the Select file type dropdown and click the type of file you plan to upload.

   B Click the Choose File button, navigate to the file on your computer, and select it.

8 Click the Continue button.
Review and Finish your changes Page

In the Review and Finish your changes page, you can see the details for the INR 21INR00038.

- **INR Number:** 21INR00038
- **Interconnection Entity:** LYN Solar Inc
- **Parent Company:** Energy Inc
- **Resource Integration Eng.:** Benjamin Picone
- **Transmission Svc. Provider:** CITY OF AUSTIN DBA AUSTIN ENERGY (TDSP) (LEAD)
  LONE STAR TRANSMISSION LLC (TSP)

### Air Permit

- **Is an Air Permit required for your site?** Yes
- **Permit Date:** 11-02-1016
- **Permit Number:** 12345678

### Comments

You can add or remove data topics from this change request. View change options.

There are options to update, back, cancel change request, or submit change request.

### Change Request Successfully Sent Message

Your Change Request has been successfully sent to ERCOT. You can check your dashboard and email account for updates.

Review and Finish your changes

**INR Number:** 21INR00038

To close this page and return to the Interconnection Requests List, click the link in this message or the ERCOT logo at the top left of the page.

The **Review and Finish your changes** page displays next unless you have clicked multiple Change My INR options. If you also clicked Adding a GHG permit, the GHG Permit page on page 64 displays.

After you complete the options page, then a **Review and Finish your changes** page displays with all of the options you have changed listed.
Adding a Green House Gas Permit

If your project requires a GHG permit, you must enter the date it was issued. You can optionally upload a file containing a copy of the permit.

Interconnection Requests List Page

1. Click the Add Change Request button.

Add a Change Request Page

2. Click the Update My INR button. The page expands with the appropriate options.
Add a Change Request Page With Options

Add a Change Request to My INR 21INR0205

Select one option:
- Update my INR
- Add Confirmations
- Other Changes

Select all that apply to your INR update:
- Change my Project Name
- Change my MWPs
- Change my Dates
- Attach New Documents
- Add Air Permit
- Add GHG Permit
- Make an Attestation
- Make a Water Declaration

We are here to help!
You can read all of the details on the process in the Resource Interconnection Handbook.

Contact Us
ResourceIntegrationDepartment@ercot.com

ERCOT Help Desk
Phone: +1 512 246-6800

3 Click the Add GHG Permit button.
Greenhouse Gas Permit Page

Greenhouse Gas Permit

Is an Greenhouse Gas Permit required for your site?

- No
- Yes

GHG Permit Issue Date (Required)

You can also optionally provide the permit number and file:
GHG Permit Number

Upload GHG Permit

File Name   Type   User   Attached On

GHG Permit   - Select File

Accepted extensions: .doc, .docx, .pdf

4 Click the Yes option.

5 Type in the mm-dd-yy when the permit was issued.

6 Type in the number of the Air Permit.

7 Optionally, upload a pdf file containing the Air Permit to display in the Attachments area on your account.

   A Click the Select file type dropdown and click the type of file you plan to upload.

   B Click the Choose File button, navigate to the file on your computer, and select it.

8 Click the Continue button.
Review and Finish your changes Page

Click the Submit Change Request button.

Change Request Successfully Sent Message

To close this page and return to the Interconnection Requests List, click the link in this message or the ERCOT logo at the top left of the page.
Adding a Water Rights Declaration

You must submit a Change Request that confirms either you do not need water rights, contracts or groundwater supplies in order to generate electricity at your site or that you have secured these rights. You can attach copies of any contracts, permits and ground water adequacy studies to this declaration.

Interconnection Requests List Page

1. Click the Add Change Request button.

Add a Change Request Page

2. Click the Update My INR button. The page expands with the appropriate options.
Add a Change Request Page With Options

Add a Change Request to My INR 21INR0205

Select one option:
- Update my INR
- Add Confirmations
- Other Changes

Select all that apply to your INR update:
- Change my Project Name
- Change my MW’s
- Change my Dates
- Attach New Documents
- Add Air Permit
- Add GHG Permit
- Make an Attestation
- Make a Water Declaration

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ResourceIntegrationDepartment@ercot.com

ERCOT Help Desk
Phone: +1 512 248-6800

3 Click the Make a Water Declaration button and then click the Let’s get Started button.
Water Declaration Page

Add Water Declaration & Permits

Declaration of Adequate Water Supplies
An Interconnecting Entity (IE) must submit this attestation form to notify ERCOT that water rights, contracts or groundwater supplies sufficient for generation of electricity, have been obtained or that water supplies are not required for the generation of electricity at each proposed Generation Resource. Section 6.9 Addition of Proposed Generation Resources to the Planning Models, requires an IE to submit this form before ERCOT may include certain proposed Generation Resources in the base case created and maintained by the Steady State Working Group (SSWG), the System Protection Working Group (SPWG), and the Dynamics Working Group (DWG). Any IE that proposes to interconnect a Generation Resource powered by wind, photovoltaic solar, or battery energy storage Resources does not need to submit this form. However, any IE proposing to interconnect any other type of Generation Resource must submit this form, even if the IE’s proposed Resource will not use water.

Each IE should submit this attestation for each unique Generation Resource Interconnection Request (GINR) within ten Business Days of securing the relevant water supply rights, or, for Generation Resources that do not require water supplies to operate, within ten Business Days of executing the Interconnection Agreement with the TSP. The attestation should be signed by an officer or other individual with authority to bind the IE.

ATTESTATION
Name of Interconnecting Entity: LynSolar Inc
Project Name: LynMSolarFarm
INR Number: 21INR6215

I am digitally certifying that I am knowledgeable about the above-named project, and hereby represent as follows (select one of the following):

- No water rights, contracts or groundwater supplies are needed for the above-named proposed Generation Resource to generate electricity.

- The IE, the owner of the proposed Generation Resource, or another similarly situated party has secured water rights, contracts or groundwater supplies sufficient for the generation of electricity at the above-named proposed Generation Resource. A copy of the relevant contract(s), permit(s) and/or groundwater adequacy studies is attached to this declaration. The right(s) or contract(s) allows the Generation Resource owner or operator access to water according to the following terms (describe basic terms, including quantity, duration, and conditions of access).

Please provide required attachments.

Attachments

<table>
<thead>
<tr>
<th>File Name</th>
<th>Type</th>
<th>User</th>
<th>Attached On</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water Permit</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Accepted extensions: .pdf, .doc, .docx

Name (Required) Type Authorized Signature
Signature Date 11-19-2019

4 Click the Yes option. The page will expand.
To attach files containing the permit, contracts, or ground water adequacy:

A. Click the **Select file type** dropdown and click the type of file.

B. Click the **Choose File** button, navigate to the file on your computer, and select it.

Click the **Continue** button.

Review and Finish your changes Page

<table>
<thead>
<tr>
<th>INR Number:</th>
<th>21INR0205</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interconnection Entity:</td>
<td>LynSolar Inc</td>
</tr>
<tr>
<td>Parent Company:</td>
<td>Energy Inc</td>
</tr>
<tr>
<td>Resource Integration Eng.:</td>
<td>Benjamin Picone</td>
</tr>
<tr>
<td>Account Manager:</td>
<td>CITY OF AUSTIN DBA AUSTIN ENERGY (TDSP) (LEAD)</td>
</tr>
<tr>
<td>Transmission Svc. Provider:</td>
<td>LONE STAR TRANSMISSION LLC (TSP)</td>
</tr>
</tbody>
</table>

**Water Declaration**

Signed by: Lyn Maloney
Signed Date: 11-13-2016

**Comments**

You can add or remove data topics from this change request view change options

Click the **Submit Change Request** button.

Change Request Successfully Sent Message

Your Change Request has been successfully sent to ERCOT. You can check your dashboard and email account for updates.

To close this page and return to the Interconnection Requests List, click the link in this message or the [ERCOT](https://ercot.com) logo at the top left of the page.
Attesting that Your RARF is Current

Twice a year (in February and August), you are required to attest to having the most current resource registration data RARF uploaded.

For assistance with accessing Interconnection Services and logging in, refer to page 7.

Before you sign the attestation, you can check that your current RARF is attached to your project file by logging into your account and clicking the View button for your INR. On the View Interconnection Request page, you can scroll to the Attachments section that displays your RARF file and when it was attached.

### View Interconnection Request

<table>
<thead>
<tr>
<th>INR Number</th>
<th>21INR0205</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interconnection Entity</td>
<td>LynSolar Inc</td>
</tr>
<tr>
<td>Parent Company</td>
<td>Energy Inc.</td>
</tr>
<tr>
<td>Resource Integration Eng</td>
<td>Benjamin Picone</td>
</tr>
<tr>
<td>Account Manager</td>
<td></td>
</tr>
<tr>
<td>Transmission Svc. Provider</td>
<td>CITY OF AUSTIN DBA AUSTIN ENERGY (TDSP) (LEAD) LONE STAR TRANSMISSION LLC (TSP)</td>
</tr>
</tbody>
</table>

### Project Information - what you told us about your general project and MWs

#### General Information

<table>
<thead>
<tr>
<th>Project Type</th>
<th>New Generation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Name</td>
<td>LynSolarFarm</td>
</tr>
<tr>
<td>Fuel Type</td>
<td>Solar</td>
</tr>
<tr>
<td>Technology Type</td>
<td>Concentrated Solar Power</td>
</tr>
</tbody>
</table>

#### MW's

<table>
<thead>
<tr>
<th>Project has a Load Increase</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum Generator MW</td>
<td>10</td>
</tr>
<tr>
<td>Maximum Summer Generator MW</td>
<td>10</td>
</tr>
<tr>
<td>Maximum Winter Generator MW</td>
<td>10</td>
</tr>
</tbody>
</table>

#### Dates

<table>
<thead>
<tr>
<th>Energization Date</th>
<th>09-30-2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Synchronization Date</td>
<td>10-31-2020</td>
</tr>
<tr>
<td>Commercial Operation Date</td>
<td>05-31-2021</td>
</tr>
</tbody>
</table>

### Attachments

<table>
<thead>
<tr>
<th>File Name</th>
<th>Type</th>
<th>Attached on</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site Control.pdf</td>
<td>Site Control</td>
<td>10-30-2018</td>
</tr>
<tr>
<td>Sample UploadRARF.xlsx</td>
<td>RARF</td>
<td>10-30-2018</td>
</tr>
<tr>
<td>Sample_oneLine.png</td>
<td>One-line</td>
<td>10-30-2018</td>
</tr>
<tr>
<td>ElectronicSignature.pdf</td>
<td>Electronic Signature</td>
<td>10-30-2018</td>
</tr>
<tr>
<td>FisElectronicSignature.pdf</td>
<td>Electronic Signature</td>
<td>10-30-2018</td>
</tr>
</tbody>
</table>
Interconnection Requests List Page

1. Click the Add Change Request button.

Add a Change Request Page

Add a Change Request to My INR 21INR0205

Select one option:

- [ ] Update my INR
- [ ] Add Confirmations
- [ ] Other Changes

2. Click the Update My INR button. The page expands with the appropriate options.
Add a Change Request Page With Options

Add a Change Request to My INR 21INR0205

Select one option:
- Update my INR
- Add Confirmations
- Other Changes

Select all that apply to your INR update:
- Change my Project Name
- Change my MWs
- Change my Dates
- Attach New Documents
- Add Air Permit
- Add GHG Permit
- Make an Attestation
- Make a Water Declaration

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ERCOT Help Desk
ERCOT, +1 512 248-6800

3 Click the **Make an Attestation** button and then click the **Let’s get Started** button.
Add RARF Attestation Page

Add RARF Attestation

Declaration of Resource Data Accuracy

Name of Interconnecting Entity: LynSolar Inc
Project Name: LynSolarFarm
INR Number: 21INR0205

By digitally signing below, I certify that I am knowledgeable about the design of the above-named project, and that the Resource registration form most recently submitted to ERCOT for the above-named project accurately reflects the anticipated characteristics of the proposed Resource and the project contact information in the online GINR system is correct.

I further certify that I am authorized to execute and submit this declaration on behalf of the Interconnecting Entity listed above, and that the statements contained herein are true and correct.

Name (Required) Type Authorized Signature

Signature Date 11-13-2018

After reading the page, type in your signature.

Click the Continue button.
Review and Finish your changes Page

6 Use the Comments section to type in any notes for ERCOT or your TSP.

7 Click the Submit Change Request button.

Change Request Successfully Sent Message

To close this page and return to the Interconnection Requests List, click the link in this message or the ERCOT logo at the top left of the page.
Adding Confirmations

By electronically signing the following web pages, you can confirm the following required Nodal Protocols have been met for your project:

- Mitigation plans for system improvements identified in the FIS and Reactive Power Study are complete (on this page)
- Dynamic voltage regulators and automatic voltage regulators (AVRs) will be installed as required (page 78)
- Primary Frequency Response capability is met (page 81)
- Power System Stabilizer (PSS) will be in service (page 84)
- Interrupting capability of the main breaker is on the high side of the generator step up unit transformer (page 87)
- Subsynchronous Resonance (SRS) mitigation equipment will be functional prior to initial Synchronization (page 91)
- Phase measurement unit (PMU) will be installed (page 94)

Confirming Study Mitigation Plans are Complete

By typing your full name and date on the Mitigation Plans page, you are digitally signing and confirming that the project will have system improvements or mitigation plans installed prior to synchronization as identified in the completed FIS Studies and an Reactive Power Study.

Your Interconnection Requests List

Click the Add Change Request button.
Add a Change Request Page

Add a Change Request to My INR 21INR0205

Select one option:
- Update my INR
- Add Confirmations
- Other Changes

2 Click the Add Confirmations button. The page expands with the appropriate options.

Add a Change Request Page With Options

Add a Change Request to My INR 21INR0205

Select one option:
- Update my INR
- Add Confirmations
- Other Changes

Select all confirmations that apply:
- Mitigation Plans are Complete
- Dynamic Voltage Regulation & AVR
- Primary Frequency Response
- Power System Stabilizer
- Breaker Interruption Capability
- SSR Attestation
- Phase Measurement Unit Installation

We are here to help!
You can read all of the details on the process in the Resource Interconnection Handbook.

Contact Us
ResourceIntegrationDepartment@ercot.com

ERCOT Help Desk
Phone: +1 512 246-6900

3 Click the Mitigation Plans are Complete button and then click the Let’s get Started button.
Mitigation Plans Page

Mitigation Plans

System improvements or mitigation plans identified in FIS Studies and Reactive Power Study are complete.

By typing your full name and date below you are digitally signing and confirming that the project will have system improvements or mitigation plans installed prior to synchronization.

Name (Required)
Type authorized signature
11-13-2018

4 After reading the page, type in your signature.

5 Click the Continue button.
Review and Finish your changes Page

![Review and Finish your changes](image)

6 Click the **Submit Change Request** button.

Change Request Successfully Sent Message

![Change Request Successfully Sent Message](image)

To close this page and return to the Interconnection Requests List, click the link in this message or the [ERCOT](http://www.ercot.com) logo at the top left of the page.
Confirming the Voltage Regulations Are Met

By typing your full name and date on the DVR and AVR page, you are digitally signing and confirming that the project will have the voltage regulations as required by Nodal Protocols,

Your Interconnection Requests List

1. Click the Add Change Request button.

Add a Change Request Page

Add a Change Request to My INR 21INR0205

Select one option:
- Update my INR
- Add Confirmations
- Other Changes

2. Click the Add Confirmations button. The page expands with the appropriate options.
Add a Change Request Page With Options

Add a Change Request to My INR 21INR0205

Select one option:
- Update my INR
- Add Confirmations
- Other Changes

Select all confirmations that apply:
- Mitigation Plans are Complete
- Dynamic Voltage Regulation & AVR
- Primary Frequency Response
- Power System Stabilizer
- Breaker Interruption Capability
- SSR Attestation
- Phase Measurement Unit Installation

We are here to help!
You can read all of the details on the process in the Resource Interconnection Handbook.

Contact Us
ResourceIntegrationDepartment@ercot.com

ERCOT Help Desk
Phone: +1 512 248-6800

3 Click the Dynamic Voltage Regulation & AVR button and then click the Let's get Started button.

DVR & AVR Page

Dynamic & Automatic Voltage Regulators

I digitally sign and confirm that dynamic voltage regulation and Automatic Voltage Regulators will be installed as required by Nodal Protocols.

Name (Required): Lyn Malone

Signature Date: 11-13-2018

Cancel Change Request

Continue
4 After reading the page, type in your signature.

5 Click the Continue button.

Review and Finish your changes Page

Review and Finish your changes

INR Number: 21INR0205
Interconnection Entity: LynSolar Inc
Parent Company: Energy Inc.
Resource Integration Eng.: Benjamin Picone
Account Manager:
Transmission SVC Provider: CITY OF AUSTIN DBA AUSTIN ENERGY (TDSP) (LEAD)
LONE STAR TRANSMISSION LLC (TSP)

Confirmation

Dynamic & Automatic Voltage Regulators
Signed By: Lyn Maloney
Signed Date: 11-13-2018

Comments

You can add or remove data topics from this change request view change options

Back Cancel Change Request Submit Change Request

6 Click the Submit Change Request button.

Change Request Successfully Sent Message

Your Change Request has been successfully sent to ERCOT. You can check your dashboard and email account for updates.

Review and Finish your changes

INR Number: 21INR0205

To close this page and return to the Interconnection Requests List, click the link in this message or the ERCOT logo at the top left of the page.
Confirming the Primary Frequency Response Capability

By typing your full name and date on the Frequency Response Page, you are digitally signing and confirming that the project will be capable of Primary Frequency Response as required by Nodal Protocols.

Your Interconnection Requests List

1. Click the Add Change Request button.

Add a Change Request Page

Add a Change Request to My INR 21INR0205

Select one option:

- Update my INR
- Add Confirmations
- Other Changes

2. Click the Add Confirmations button. The page expands with the appropriate options.
Add a Change Request Page With Options

Add a Change Request to My INR 21INR0205

Select one option:
- Update my INR
- Add Confirmations
- Other Changes

Select all confirmations that apply:
- Mitigation Plans are Complete
- Dynamic Voltage Regulation & AVR
- Primary Frequency Response
- Power System Stabilizer
- Breaker Interruption Capability
- SSR Attestation
- Phase Measurement Unit Installation

We are here to help!
You can read all of the details on the process in the Resource Interconnection Handbook

Contact Us
ResourceintegrationDepartment@ercot.com

ERCOT Help Desk
+1 512 248-6600

3. Click the **Primary Frequency Response** button and then click the **Let’s get Started** button.

Primary Frequency Response Page

I digitally sign and confirm that the Resource will be capable of Primary Frequency Response as required by Nodal Protocols.

Name (Requested): Lyn Maloney
Signature Date: 11-13-2018

4. After reading the page, type in your signature.
5 Click the **Continue** button.

**Review and Finish your changes Page**

```
Review and Finish your changes

INR Number: 21INR0205
Interconnection Entity: LynSolar Inc
Parent Company: Energy Inc.
Resource Integration Eng.: Benjamin Picone
Account Manager: 
Transmission Svc. Provider: CITY OF AUSTIN DBA AUSTIN ENERGY (TDSP) (LEAD)
LONE STAR TRANSMISSION LLC (TSP)

Confirmation

Primary Frequency Response
Signed By: Lyn Maloney
Signed Date: 11-13-2018

Comments

You can add or remove data topics from this change request view change options

Back Cancel Change Request Submit Change Request
```

6 Click the **Submit Change Request** button.

**Change Request Successfully Sent Message**

```
Your Change Request has been successfully sent to ERCOT.
You can check your dashboard and email account for updates.

Review and Finish your changes

INR Number: 21INR0205
```

To close this page and return to the Interconnection Requests List, click the link in this message or the **ercot** logo at the top left of the page.
Confirming that the Power System Stabilizer is In Service

By typing your full name and date on the PSS page, you are digitally signing and confirming that the resource will have a PSS in-service as required by Nodal Protocols.

Your Interconnection Requests List

1. Click the **Add Change Request** button.

Add a Change Request Page

Add a Change Request to My INR 21INR0205

Select one option:

- [ ] Update my INR
- [ ] Add Confirmations
- [ ] Other Changes

2. Click the **Add Confirmations** button. The page expands with the appropriate options.
Add a Change Request Page With Options

Add a Change Request to My INR 21INR0205

Select one option:
- Update my INR
- Add Confirmations
- Other Changes

Select all confirmations that apply:
- Mitigation Plans are Complete
- Dynamic Voltage Regulation & AvR
- Primary Frequency Response
- Power System Stabilizer
- Breaker Interruption Capability
- SSR Attestation
- Phase Measurement Unit Installation

We are here to help!
You can read all of the details on the process in the Resource Interconnection Handbook

Contact Us
ResourceIntegrationDepartment@ercot.com

ERCOT Help Desk
20001, +1 512 248-6000

3 Click the Primary Frequency Response button and then click the Let’s get Started button.

Power System Stabilizer Page

Power System Stabilizer

I digitally sign and confirm that the Resource will have a PSS in service as required by Nodal Operating Guides.

Name (Required)  
Type authorized signature

Signature Date  
11-13-2018

4 After reading the page, type in your signature.
5. Click the **Continue** button.

**Review and Finish your changes Page**

![Review and Finish your changes](image)

6. Click the **Submit Change Request** button.

**Change Request Successfully Sent Message**

![Change Request Successfully Sent Message](image)

To close this page and return to the Interconnection Requests List, click the link in this message or the ERCOT logo at the top left of the page.
Confirming Breaker Interruption Capability

By typing your full name and date on the Breaker page, you are digitally signing and confirming that the resource is capable of informing ERCOT of the interrupting capability of the main breaker on the high side of the generator step up unit transformer.

Your Interconnection Requests List

1. Click the Add Change Request button.

Add a Change Request Page

Add a Change Request to My INR 21INR0205

Select one option:

- Update my INR
- Add Confirmations
- Other Changes

2. Click the Add Confirmations button. The page expands with the appropriate options.
Add a Change Request Page With Options

Add a Change Request to My INR 21INR0205

Select one option:

- Update my INR
- Add Confirmations
- Other Changes

Select all confirmations that apply:

- Mitigation Plans are Complete
- Dynamic Voltage Regulation & AVR
- Primary Frequency Response
- Power System Stabilizer
- Breaker Interruption Capability
- SSR Attestation
- Phase Measurement Unit Installation

We are here to help!
You can read all of the details on the process in the Resource Interconnection Handbook.

Contact Us
ResourceIntegrationDepartment@ercot.com

ERCOT Help Desk
+1 512 248-6800

3 Click the Breaker Interruption Capability button and then click the Let’s get Started button.
From the Breaker Interruption Capability dropdown, click the appropriate option:

- 40 kA
- 50 kA
- 63 kA
- Other, which displays field to type in your kA

Type in your signature.

Click the Continue button.
Review and Finish your changes Page

7 Click the **Submit Change Request** button.

Change Request Successfully Sent Message

To close this page and return to the Interconnection Requests List, click the link in this message or the ERCOT logo at the top left of the page.
Confirming Subsynchronous Resonance Mitigation

By typing your full name and date on the SSR page, you are digitally signing and confirming that any required SSR mitigation equipment will be functional prior to Initial Synchronization of the Resource as required by Nodal Protocols.

Your Interconnection Requests List

1. Click the Add Change Request button.

Add a Change Request Page

Add a Change Request to My INR 21INR0205

Select one option:
- Update my INR
- Add Confirmations
- Other Changes

2. Click the Add Confirmations button. The page expands with the appropriate options.
Add a Change Request Page With Options

Add a Change Request to My INR 21INR0205

Select one option:
- Update my INR
- Add Confirmations
- Other Changes

Select all confirmations that apply:
- Mitigation Plans are Complete
- Dynamic Voltage Regulation & AVR
- Primary Frequency Response
- Power System Stabilizer
- Breaker Interruption Capability
- SSR Attestation
- Phase Measurement Unit Installation

We are here to help!
You can read all of the details on the process in the Resource Interconnection Handbook.

Contact Us
ResourceIntegrationDepartment@ercot.com

ERCOT Help Desk
Phone: +1 512 248-6800

3 Click the SSR Attestation button and then click the Let’s get Started button.

SSR Page

Subsynchronous Resonance Attestation

I digitally sign and confirm that any required SSR mitigation equipment will be functional prior to Initial Synchronization of the Resource as required by Nodal Protocols.

Name (required)  Signature Date
Type authorized signature  11-13-2018

4 After reading the page, type in your signature.
5 Click the **Continue** button.

**Review and Finish your changes Page**

![Review and Finish your changes Page](image)

**Confirmation**

**Subsynchronous Resonance Attestation**

- Signed By: Lyn Maloney
- Signed Date: 11-13-2016

**Comments**

You can add or remove data topics from this change request: [view change options](#)

[Back] [Cancel Change Request] [Submit Change Request]

6 Click the **Submit Change Request** button.

**Change Request Successfully Sent Message**

Your Change Request has been successfully sent to ERCOT. You can check your dashboard and email account for updates.

![Change Request Successfully Sent Message](image)

Review and Finish your changes

INR Number: 21NR0205

Parent Company: Energy Inc.

Resource Integration Eng: Benjamin Picone

Transmission Svcs Provider: CITY OF AUSTIN DBA AUSTIN ENERGY (TDSP) (LEAD) LONE STAR TRANSMISSION LLC (TSP)

To close this page and return to the Interconnection Requests List, click the link in this message or the [ercot] logo at the top left of the page.
Confirming the Phase Measurement Unit Installation

By typing your full name and date on the PMU page, you are digitally signing and confirming that the PMU will be installed as required by Nodal.

Your Interconnection Requests List

1. Click the Add Change Request button.

Add a Change Request Page

Add a Change Request to My INR 21INR0205

Select one option:

- Update my INR
- Add Confirmations
- Other Changes

2. Click the Add Confirmations button. The page expands with the appropriate options.
Add a Change Request Page With Options

Add a Change Request to My INR 21INR0205

Select one option:
- Update my INR
- Add Confirmations
- Other Changes

Select all confirmations that apply:
- Mitigation Plans are Complete
- Dynamic Voltage Regulation & AVR
- PRIMARY FREQUENCY RESPONSE
- Power System Stabilizer
- Breaker Interruption Capability
- SSR Attestation
- Phase Measurement Unit Installation

We are here to help!
You can read all of the details on the process in the Resource Interconnection Handbook

Contact Us
ResourceIntegrationDepartment@ercot.com

ERCOT Help Desk
800-752-6600; +1 512 248-6600

3 Click the **Primary Frequency Response** button and then click the **Let’s get Started** button.

Phase Measurement Unit (PMU) Installation Page

<table>
<thead>
<tr>
<th>PMU</th>
</tr>
</thead>
</table>

**Phase Measurement Unit Installation**

I digitally sign and confirm that a PMU will be installed as required by Nodal Operating Guides.

<table>
<thead>
<tr>
<th>Name (Required)</th>
<th>Signature Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type authorized signature</td>
<td>11-13-2018</td>
</tr>
</tbody>
</table>

[Cancel Change Request] [Continue]

4 After reading the page, type in your signature.
5 Click the **Continue** button.

**Review and Finish your changes Page**

![Review and Finish your changes page]

**Confirmation**

- **Phase Measurement Unit Installation**
  - Signed By: Lyn Maloney
  - Signed Date: 11-13-2018

**You can add or remove data topics from this change request** [view change options]

**Back**  **Cancel Change Request**  **Submit Change Request**

6 Click the **Submit Change Request** button.

**Change Request Successfully Sent Message**

- Your Change Request has been successfully sent to ERCOT.
- You can check your dashboard and email account for updates.

**Review and Finish your changes**

To close this page and return to the Interconnection Requests List, click the link in this message or the [ercot](#) logo at the top left of the page.
Requesting an FIS

You can request ERCOT to perform a full interconnection study (FIS) on your project through a Change Request. You can update the COD and add the Synchronization and Energization dates you provided earlier and attach required documents, such as an updated one line and RARF.

After you complete these tasks, you can review what you provided and then and electronically sign a Declaration of Department of Defense (DoD) Notification.

Interconnection Requests List Page

1. Click the Add Change Request button.

Add a Change Request Page

2. Click the Other Changes button. The page expands with the appropriate options.
Add a Change Request Page With Options

Add a Change Request to My INR 22INR0217

Select one option:
- Update my INR
- Add Confirmations
- Other Changes

Select one type of change:
- Request an FIS Study
- I've sold this Project

We are here to help!
You can read all of the details on the process in the Resource Interconnection Handbook.

Contact Us
ResourceIntegration3e
partment@ercot.com

ERCOT Help Desk
Phone: +1 512 248-6800

3 Click the Request an FIS Study button.
Project Dates Page

Type in the mm-dd-yyyy of the Energenization date. This date must be at least 10 days before the Synchronization date.

Type in the mm-dd-yyyy of the Synchronization date.

If you need to modify the Commercial Operation Date, type in your change.

Click the Continue button.
Attach FIS Documents

Your FIS will need the following required attachments:
- An update RARF with FIS related fields completed
- A one-line
- Site Control documents

For each document you need to upload and attach (RARF and one-line):

A. Click the Select file type dropdown and click the type of file you plan to upload.
B. Click the Choose File button and navigate to the file on your computer.
C. Repeat the steps above for each file you want to upload.

Click the Continue button.

Just uploaded the wrong file? Use the Delete button to remove it.

Need to delete a submitted document? You can contact ERCOT at ginn@ercot.com
Click the **Continue** button.
Declaration of Department of Defense Notification Page

Please Review Carefully - you must digitally sign and submit with your change request

Interconnecting Entity (IE): Lyn Maloney
This declaration applies to the following proposed Generation Resource and Interconnection Request 22INR0217

Check the below listed attestation(s) which apply to the Generation Resource.
I hereby attest that:

- This IE has notified the Department of Defense (DOD) Site Clearinghouse of the above listed proposed Generation Resource and requested that it perform an Informal Review and/or Formal Review as described in 32 C.F.R. § 211.1 (2013).
- This IE has notified the Department of Defense (DOD) Site Clearinghouse of the above listed proposed Generation Resource and requested that it perform an Informal Review and/or Formal Review as described in 32 C.F.R. § 211.1 (2013). This IE has completed the formal review process for the Generation Resource with the Department of Defense (DOD) Site Clearinghouse and Federal Aviation Administration (FAA), as described in 14 C.F.R. § 77.7 (2010) and 32 C.F.R. § 211.6 (2013); or
- The above listed proposed Generation Resource is exempt from the requirement to seek review from the Department of Defense (DOD) and the Federal Aviation Administration (FAA), as described in 14 C.F.R. § 77.7 (2010) and 32 C.F.R. § 211.6 (2013).

By signing below, I certify that I am an officer, executive, or authorized employee with authority to bind the IE listed above, that I am authorized to execute and submit this declaration on behalf of each IE listed above, and that, to the best of my knowledge, the statements contained herein are true and correct.

Name (Required) Type Authorized Signature

Signature Date 11-19-2018

11 Click one of the 3 options.

12 Type in your authorized signature name.

13 Click the **Continue** button.
Payment/Submit Page

Attachment instructions
To Send ERCOT Attachments, email ResourceIntegrationDepartment@ercot.com to request a secure file share link for uploading attachments associated with your project.

FIS Requires
- An updated one-line
- An update RARF with FIS-related fields completed
- Site Control documents

Payment Instructions

FIS studios are $15.00 per MW.

- Don’t Forget to put your INR number on your banking transaction

ERCOT Payment Options

Wire
Bank Name: JPMorgan Chase
ABA #: 021000021
Account Name: Electric Reliability Council of Texas Inc. Fees Account
Account #: 754360246
*please reference GINR in details

Check
ERCOT Treasury
7620 Metro Center Drive
Austin, Texas 78744
*please reference GINR in details

ACH
Bank Name: JPMorgan Chase
ABA #: 111000514
Account Name: Electric Reliability Council of Texas Inc. Fees Account
Account #: 754360246
*please reference GINR in details

Questions? Contact ResourceIntegrationDepartment@ercot.com

Click the Submit Change Request button.

Change Request Successfully Sent Message

To close this page and return to the Interconnection Requests List, click the link in this message or the ercot logo at the top left of the page.
Reporting a Change of Ownership

You can change the owner of the project through a Change Request where you assign the person you sold it to as the Primary Contact. You will add the email address and company information of the new primary owner or contact as well as attach required documents.

Interconnection Requests List Page

1. Click the Add Change Request button.

Add a Change Request Page

2. Click the Other Changes button. The page expands with the appropriate options.
Add a Change Request Page With Options

Add a Change Request to My INR 21INR0205

Select one option:

- Update my INR
- Add Confirmations
- Other Changes

Select one type of change:

- Request an FIS Study
- I've sold this Project

We are here to help!
You can read all of the details on the process in the Resource Interconnection Handbook.

Contact Us
ResourceIntegrationDepartment@ercot.com

ERCOT Help Desk
Phone: +1 512 248-6800

3. Click the I've sold this Project button and then click the Let’s get Started button.
**Contacts Page**

**Providing a new primary contact** - will remove your access for all current contacts for this INR and grant access to the new owner.

**Current Owner**
- **Remove me as primary contact**
  - **Contact Type:** Primary
  - **Full Name:** Lyn legoog
  - **Email:** lynlegoog@outlook.com
  - **Phone:** 5126997764
  - **Ext:**

**New Owner**
- **Provide the new primary contact for this project**
  - **Email (Required):**

**Company** - who will be working with us on your project
- **Type of Company (Required):**
  - **Other**
- **Interconnecting Entity Name (Required):**
- **Parent or Holding Company Name:**

- **Cancel Change Request**
- **Continue**

**4** Type in the email address of the new owner.

- ERCOT sends the new owner an email with instructions on how to register and log in.

**5** Fill in the **Company information**.

**6** Click the **Continue** button.
## Attachments Page

You can attach any documents providing information on sale of the project.

### Attachments

<table>
<thead>
<tr>
<th>File Name</th>
<th>Type</th>
<th>User</th>
<th>Attached On</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site Control.pdf</td>
<td>Site Control</td>
<td>Lyn legoog</td>
<td>10-30-2016</td>
</tr>
<tr>
<td>Sample UploadRARF.xls</td>
<td>RARF</td>
<td>Lyn legoog</td>
<td>10-30-2018</td>
</tr>
<tr>
<td>Sample_online.png</td>
<td>One-line</td>
<td>Lyn legoog</td>
<td>10-30-2018</td>
</tr>
<tr>
<td>ElectronicSignature.pdf</td>
<td>Electronic Signature</td>
<td>Lyn legoog</td>
<td>10-30-2016</td>
</tr>
<tr>
<td>FileElectronicSignature.pdf</td>
<td>Electronic Signature</td>
<td>Lyn legoog</td>
<td>10-30-2018</td>
</tr>
</tbody>
</table>

### Steps:

4. Click the **Select file type** dropdown and click the type of file you plan to upload.

5. Click the **Choose File** button, navigate to the file on your computer, and click the file.

6. Repeat the steps above for each file you want to upload.

7. When you are finished, click the **Continue** button.

Uploaded the wrong file? Use the **Delete** button to remove it.
Review and Finish your changes Page

**Review and Finish your changes**

<table>
<thead>
<tr>
<th>INR Number</th>
<th>21NR0205</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interconnection Entity:</td>
<td>Someone</td>
</tr>
<tr>
<td>Parent Company:</td>
<td>Benjamin Picone</td>
</tr>
<tr>
<td>Resource Integration Eng.:</td>
<td>CITY OF AUSTIN DBA AUSTIN ENERGY (TDSP) (LEAD)</td>
</tr>
<tr>
<td>Account Manager:</td>
<td>LONE STAR TRANSMISSION LLC (TSP)</td>
</tr>
<tr>
<td>Transmission Svc. Provider:</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Existing</strong></th>
<th><strong>New</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Primary Contact</strong></td>
<td></td>
</tr>
<tr>
<td>Primary Contact:</td>
<td><a href="mailto:lyniegog@outlook.com">lyniegog@outlook.com</a></td>
</tr>
<tr>
<td><strong>Company</strong></td>
<td></td>
</tr>
<tr>
<td>Company Type:</td>
<td>LLC</td>
</tr>
<tr>
<td>Interconnecting Entity Name:</td>
<td>LynSolar Inc</td>
</tr>
<tr>
<td>Parent or Holding Company Name:</td>
<td>Energy Inc.</td>
</tr>
</tbody>
</table>

**Attachments**

<table>
<thead>
<tr>
<th>File Name</th>
<th>Type</th>
<th>Attached On:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site Control.pdf</td>
<td>Site Control</td>
<td>10-30-2018</td>
</tr>
<tr>
<td>Sample UploadRARF.xlsx</td>
<td>RARF</td>
<td>10-30-2018</td>
</tr>
<tr>
<td>Sample oneline.png</td>
<td>One-line</td>
<td>10-30-2018</td>
</tr>
<tr>
<td>ElectronicsSignature.pdf</td>
<td>Electronic Signature</td>
<td>10-30-2018</td>
</tr>
</tbody>
</table>

**Comments**

8. Click the **Submit Change Request** button.
Change Request Successfully Sent Message

Your Change Request has been successfully sent to ERCOT.
You can check your dashboard and email account for updates.

Review and Finish your changes

To close this page and return to the Interconnection Requests List, click the link in this message or the ERCOT logo at the top left of the page.
Managing the Contacts On Your Project

The project owner is the Primary Contact. Backups and other contacts that you have invited to join the project are displayed on cards on the All Contacts page.

If you need to change a contact to a Backup contact, you must delete the contact (refer to page 117) and add the contact again specifying that the person is a Backup contact (refer to page 112).

Viewing Project Contacts

From the Interconnection Requests List, you can use the View menu button to display the contact cards of people you have added to your project. Viewing the cards can help you determine who has joined the project and who has yet to join.

Interconnection Requests List Page

1. Click the View dropdown and click View Contacts.
Inviting New Contacts or Backups

You can invite others to join the project and designate them as Backup Contacts who can view, edit, and invite others or Contacts who can view and edit the project request.

ERCOT sends the invited contact an email about your invitation to join with instructions on how to sign up and join the project. If contacts have already joined another INR project, ERCOT sends them an email informing them that they have been invited to join this project.
Interconnection Requests List Page

To manage the contacts on your project, follow these steps:

1. Click the **View** dropdown and click **View Contacts**.

### All Contacts Page

To have another person join this project, click **Invite Contact**.

---

### Table: Interconnection Request List

<table>
<thead>
<tr>
<th>Action</th>
<th>Alert</th>
<th>INR Number</th>
<th>Project Name</th>
<th>Primary Name</th>
<th>Company</th>
<th>% In Process</th>
<th>Status</th>
<th>Last Updated</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>View</strong></td>
<td></td>
<td></td>
<td>LynM SolarFarm</td>
<td>Lyn Lepog</td>
<td>LynSolar Inc</td>
<td></td>
<td>Saved</td>
<td>21/03/2018</td>
</tr>
<tr>
<td><strong>View</strong></td>
<td></td>
<td>21/NR0205</td>
<td>Lyn Solar Farm</td>
<td>Lyn Lepog</td>
<td>LynSolar Inc</td>
<td></td>
<td>Review ERCOT feedback</td>
<td>11/30/2018</td>
</tr>
<tr>
<td><strong>View</strong></td>
<td></td>
<td>21/NR0207</td>
<td>New Wind Farm</td>
<td>Lyn Lepog</td>
<td>Lyn Google</td>
<td></td>
<td>In progress</td>
<td>11/19/2018</td>
</tr>
</tbody>
</table>

---

**Invite Contact**

**Backup Contact**
- Full Name: Lyn Isauls
- lynisauls@isauls.com
- Phone: 512-598-7764
- Ext.
- Invited: 10/30/2018 Not yet joined

**Additional Contact**
- Full Name: Lyn Isauls
- lynisauls@isauls.com
- Phone: 512-598-7764
- Ext.
- Invited: 11/20/2018
Invite Contact Popup

3. Type in the new contact email.

4. If this is a backup, click the Backup Contact option.

5. Click the Save Changes button.

Change Request Successfully Sent Message

To close this page and return to the Interconnection Requests List, click the link in this message or the ERCOT logo at the top left of the page.
Editing Contact Information

You can edit only the email address of contacts who have not yet joined this project.

Interconnection Requests List Page

1. Click the View dropdown and click View Contacts.

All Contacts Page

2. Locate the contact and click Edit on their card.
Edit Contact Popup

3 Make your changes.

4 If this is a backup, click the **Backup Contact** option.

5 Click the **Save Changes** button.

Change Request Successfully Sent Message

Your Change Request has been successfully sent to ERCOT. You can check your dashboard and email account for updates.

**Review and Finish your changes**

To close this page and return to the Interconnection Requests List, click the link in this message or the **ercot** logo at the top left of the page.
Removing a Contact from the Project

You can remove a contact. From your contact, unless the contact is your only Backup Contact. You should invite a new Backup Contact and, when that contact joins, you can delete their contact card.

Interconnection Requests List Page

1. Click the View dropdown and click View Contacts.

All Contacts Page

2. Locate the contact and click Delete on their card.
Change Request Successfully Sent Message

Your Change Request has been successfully sent to ERCOT. You can check your dashboard and email account for updates.

Review and Finish your changes

To close this page and return to the Interconnection Requests List, click the link in this message or the logo at the top left of the page.
Canceling INRs and Change Requests

At this time, you cannot cancel an INR after it has been submitted. To cancel an INR, contact your RI Engineer.

However, you can cancel a Change Request to an INR until ERCOT has processes it. You can cancel a Change Request from a page where the button displays.

To cancel a change request made to an INR:

Interconnection Requests List Page

Click the View dropdown and click View Change Request.
**Review your changes Page**

<table>
<thead>
<tr>
<th></th>
<th>Existing</th>
<th>New</th>
</tr>
</thead>
<tbody>
<tr>
<td>INR Number</td>
<td>21INR0205</td>
<td></td>
</tr>
<tr>
<td>Interconnection Entity</td>
<td>LynSolar Inc</td>
<td></td>
</tr>
<tr>
<td>Parent Company</td>
<td>Energy Inc</td>
<td></td>
</tr>
<tr>
<td>Resource Integration Eng.</td>
<td>Benjamin Picone</td>
<td></td>
</tr>
<tr>
<td>Account Manager</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transmission Svc. Provider</td>
<td>CITY OF AUSTIN DBA AUSTIN ENERGY (TDSP) (LEAD)</td>
<td>LONE STAR TRANSMISSION LLC (TSP)</td>
</tr>
</tbody>
</table>

- **Dates**
  - Energization Date: 09-30-2020
  - Synchronization Date: 10-31-2020
  - Commercial Operation Date: 05-31-2021

  - Energization Date: 09-30-2020
  - Synchronization Date: 10-31-2020
  - Commercial Operation Date: 05-31-2021

**2** Click the **Cancel Change Request** button.
Cancel this change request Popup

Review your changes

INR Number: 21INR0205
Interconnection Entity: LynSolar Inc
Parent Company: Energy Inc
Resource Integration Eng.: Benjamin Picone
Account Manager:
Transmission Svc. Provider: CITY OF AUSTIN DBA AUSTIN ENERGY (TDSP) (LEAD)
LONE STAR TRANSMISSION LLC (TSP)

Cancel this change request?
You won't be able to revert this!

New
08-30-2020
10-31-2020
05-31-2021

3 Click the Yes button.

Cancelled Change Request Confirmation on the Review Page

This Change Request has been cancelled.
Click here to return to your dashboard

Review your changes
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