

Resource Interconnection Services – User Guide

Version 0.6

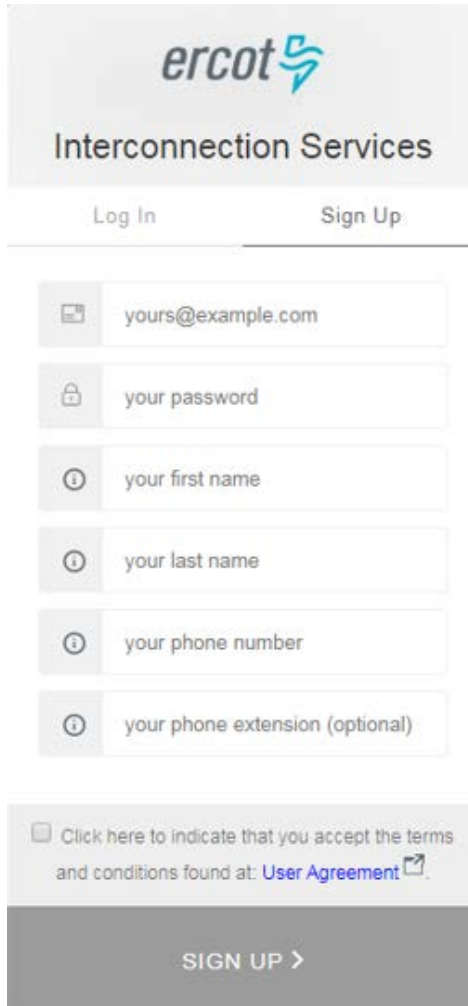
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Access

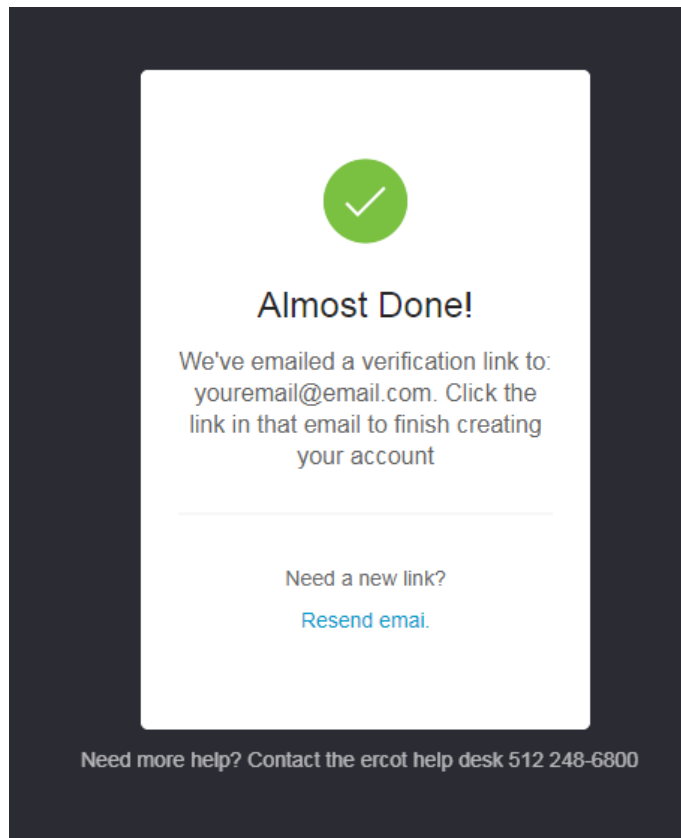
Sign Up



The screenshot shows the ERCOT Interconnection Services Sign Up page. At the top, the ERCOT logo is displayed above the text "Interconnection Services". Below this, there are two tabs: "Log In" and "Sign Up", with "Sign Up" being the active tab. The form consists of several input fields: an email field with the placeholder "yours@example.com", a password field with the placeholder "your password", a first name field with the placeholder "your first name", a last name field with the placeholder "your last name", a phone number field with the placeholder "your phone number", and a phone extension (optional) field with the placeholder "your phone extension (optional)". Each field has an information icon (i) to its left. Below the input fields, there is a checkbox labeled "Click here to indicate that you accept the terms and conditions found at: [User Agreement](#)". At the bottom of the form is a large grey button labeled "SIGN UP >".

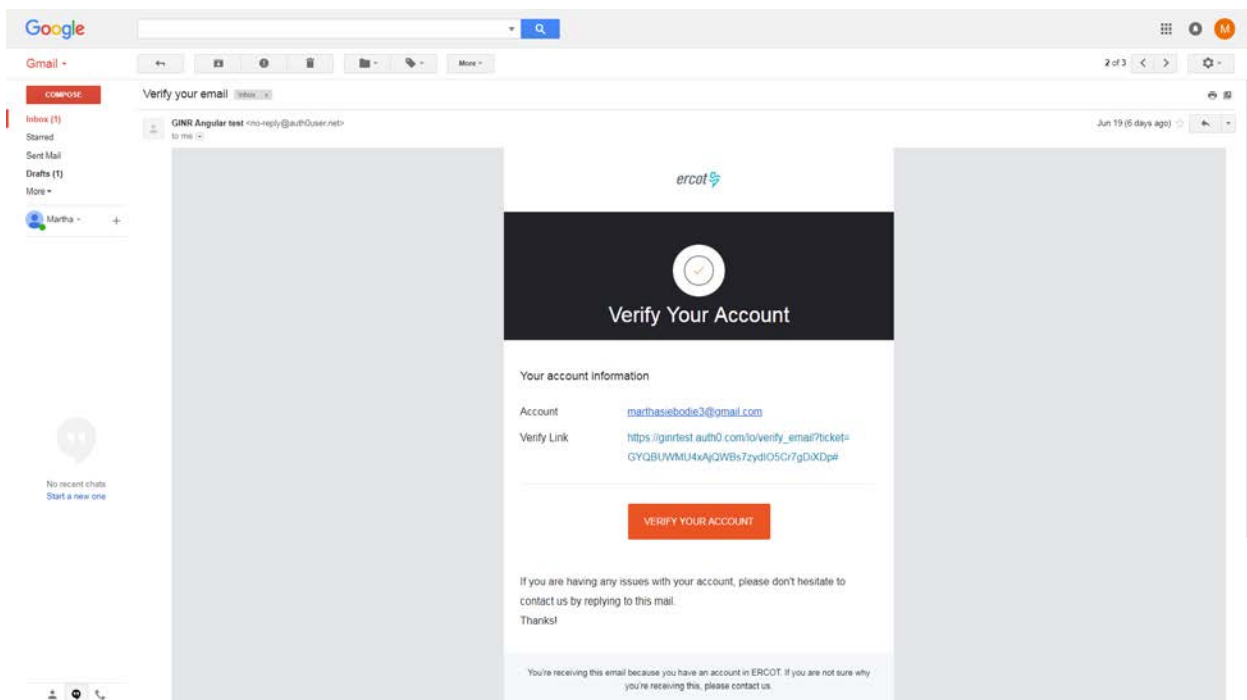
1. Hover over the **Sign Up** tab and click.
2. Enter your email. You will need to put in a real email address to be able to verify your account.
1. Enter a password. The password rules will display above the field as you type.
2. Enter your first name.
3. Enter your last name.
4. Enter your phone number.
5. Enter your phone extension if one exists.
6. Click on the User Agreement. It will open in a new window or tab and read the agreement.
7. Return to the **Sign Up** and click on the User Agreement checkbox.
8. Click **SIGN UP**.

Almost Done



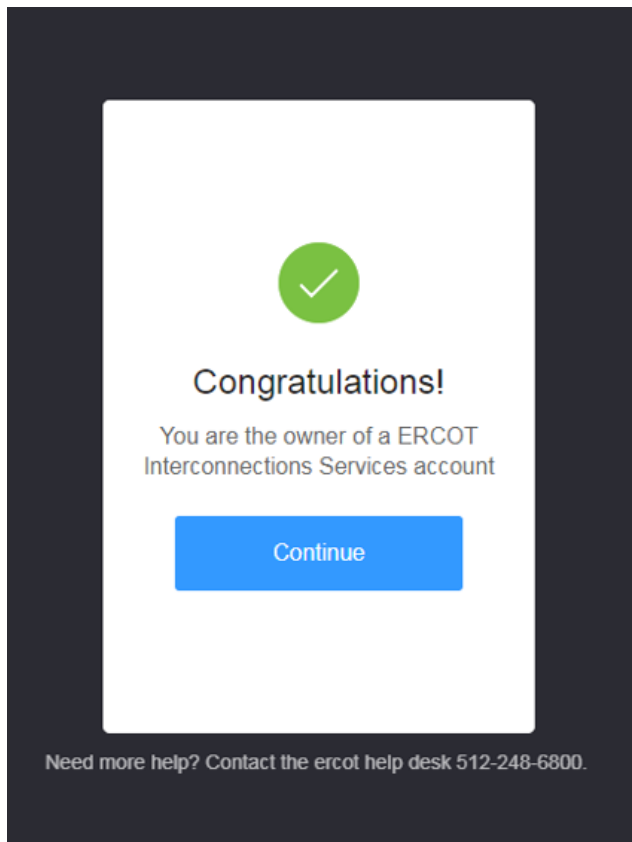
11. In the dialog box that appears, is the email account where your verification email was sent.
12. If you do not receive an email, click the Resend email link to send the email again.

Verification Email



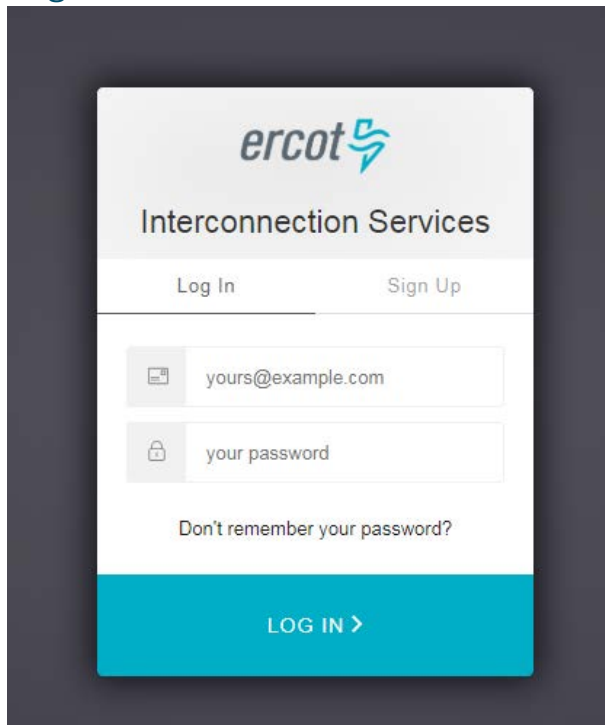
13. On the email, click **VERIFY YOUR ACCOUNT**. A new browser window will appear and you will be able to verify your account. Alternately, if you have issues you can copy paste the Verify Link to a new browse window or tab and click enter.

Congratulations



14. In the dialog box that appears, is confirmation your account creation was successful.
15. Click the Continue button to proceed to Log In.

Log In

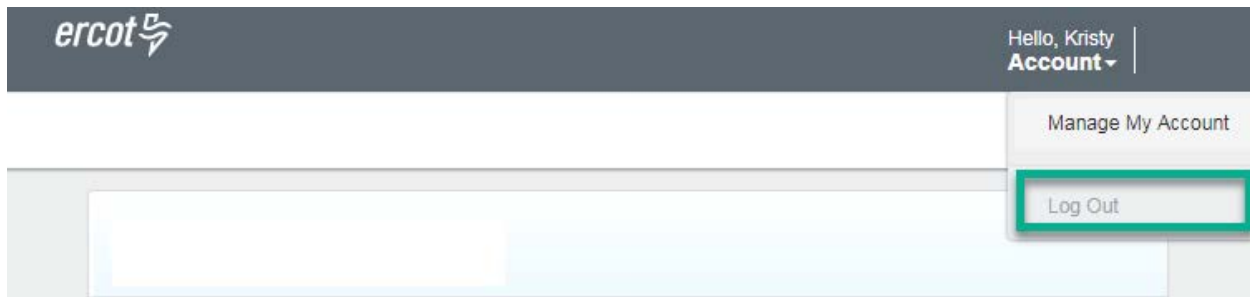


The screenshot shows the ERCOT Interconnection Services login interface. At the top is the ERCOT logo and the text "Interconnection Services". Below this are two tabs: "Log In" (which is selected) and "Sign Up". The "Log In" tab contains two input fields: the first is for an email address, with the placeholder text "yours@example.com", and the second is for a password, with the placeholder text "your password". Below the password field is a link that says "Don't remember your password?". At the bottom of the form is a large blue button with the text "LOG IN >".

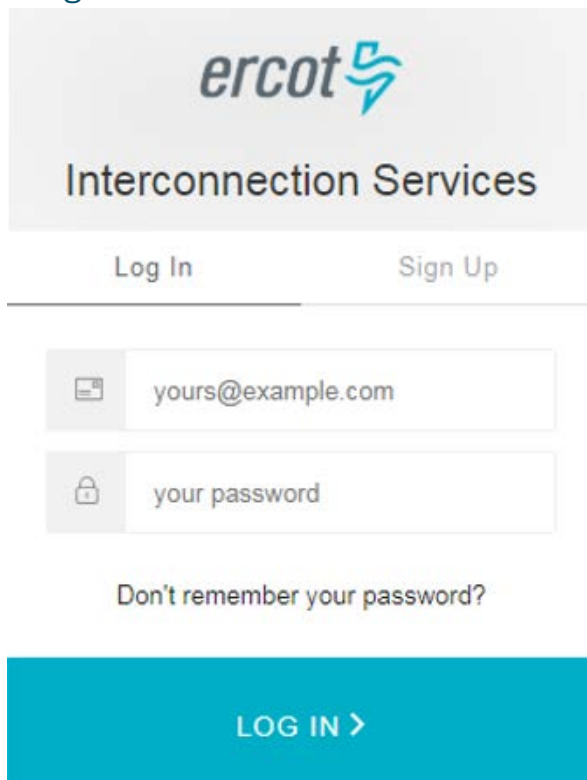
1. Hover over the **Log In** tab and click.
2. Enter your email you used when you created your account.
3. Enter your password.
4. Click **LOG IN**.

Log Out

Navigate to your Account in the top right corner. Click the Account dropdown menu and select **Log Out**.

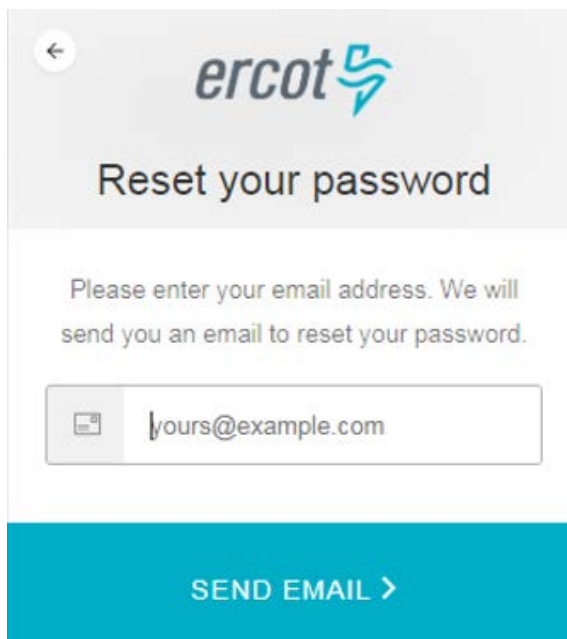


Forgotten Password



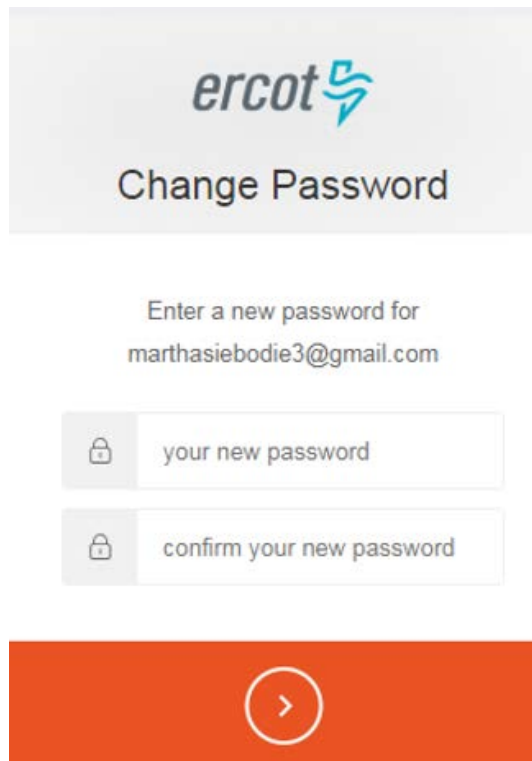
1. Click the Don't remember your password? link.

Reset your password



2. Enter your email address and click **SEND EMAIL**.
3. You will receive an email with **not net announced** in the subject line. Open this email and click **CONFIRM**.

Change Password



The image shows a web form for changing a password. At the top is the ERCOT logo and the title "Change Password". Below this, it says "Enter a new password for marthasiebodie3@gmail.com". There are two input fields, each with a lock icon on the left: "your new password" and "confirm your new password". At the bottom is a large orange button with a white right-pointing arrow inside a circle.

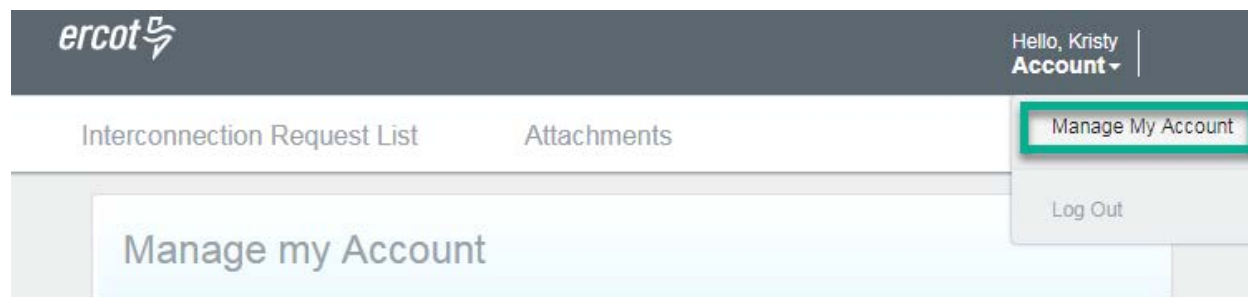
4. Enter your new password.
5. Retype your new password to confirm.
6. Click the arrow at the bottom.
7. In the dialog box that appears, is confirmation your password is reset.
8. Navigate to www.notyetannounced.com and click **Sign In** on the left.



Your password has been reset
successfully.

Manage My Account

Navigate to your Account in the top right corner. Click the Account dropdown menu and select **Manage My Account**.



Your Personal Information

Change your Full Name

 **Full Name** [Edit](#)
Jane Jetson

 **First Name (Required)**

Last Name (Required)

[Cancel](#) [Save](#)

1. Click the [Edit](#) next to Full Name.
2. Edit the **First Name** and **Last Name** fields as needed.
3. Click **Save**.

Change your Email Address

 **Email Address** [Edit](#)
jj010101@rocketmail.com

 **Email Address (Required)**

[Cancel](#) [Save](#)

1. Click the Edit next to **Email Address**.
2. Edit the **Email Address** field as needed.
3. Click **Save**.

Change your Phone Number or Extension

	Phone Number	Ext.	Edit
	555-555-5555	1111	



Phone *(Required)*

Extension

Cancel
Save

1. Click the [Edit](#) next to **Phone Number and Ext.**
2. Edit the **Phone** and **Extension** fields as needed.
3. Click **Save**.

Your Password

Reset your Password


Change my Password

1. Confirm your email address in personal information, and then click **Change My Password**.
2. You will receive an email with a Reset your ERCOT Resource Interconnection Services Password subject line. Open this email and click **Reset Your Password**.

Change Password



Change Password

Enter a new password for
marthasiebodie3@gmail.com

your new password

confirm your new password



4. Enter your new **password**.
5. Retype your new **password** to confirm.
6. Click the arrow at the bottom.
7. Navigate to www.not yet announced.com and click Sign In on the left.

Your Interconnection Requests

Interconnection Request List

What is In the Interconnection Request List?

Interconnection Request List

Showing 1 to 3 of 3 entries

Alert	INR Number	Project Name	Primary Name	Company	% In Process	Status	Last Updated	Action
	21INR0231	User Guide	Martha Siebold	Rancho		INR Submitted to ERCOT	05-30-2015	View Request
	21INR0232	Big Wind Solar B	Martha Siebold	Wind Solar		In Progress	05-31-2015	View Request Add Change Request
	22INR0022	Windy Wind	Martha Siebold	Baylor		INR Submitted to ERCOT	06-14-2015	View Request

First Previous 1 Next Last

Interconnection Request List

Alert

Alerts tell you when ERCOT is waiting for you to respond to an Interconnection Request or change request.

- **UD** – ERCOT needs more information on your Interconnection Request (INR).
- – ERCOT has made a suggestion on your change request.

INR Number

Submitting your interconnection request (INR), will assign an INR number. The INR number displays the year your project is projected to be operational, the label INR, and a sequential number: YYINR0001.

Project Name

The name of your interconnection project.

Primary Name

This is who created and submitted the Interconnection Request.

Company

The name of the company you provided on the Interconnection Request.

% in Process

This is a rough estimate of how much of the interconnection process you have completed.

Status

The status of the Interconnection Request or change request.

Last Updated

The last time you or ERCOT updated the request

Actions

The tasks available for you to take on your request.

How do I work with the Interconnection Request List?

Search

Type in some **keywords** on which you would like to search. The search finds them as you type.

Search:

Click on the button to clear and reset search.

Sort Ascending and Descending

Click on the up and down arrows  in the column header to sort the column ascending. Click on the arrows a second time to reverse the order. You can only sort one column at a time.

Show Cancelled INRs

Click on the check box to show canceled interconnection requests. You can also uncheck the box to remove them from the list.

☐ Show Cancelled INR's

Show More Rows

Select the number of rows you want to see from the show list.

Show entries

When are my unfinished requests saved

Your request is automatically save as soon as you begin the request.

Interconnection Requests (INR)

% In Process	Status	Last Updated	Action
	Saved	07-19-2018	Finish INR

To continue working on your saved Interconnection Request from the Interconnection Request List, click on the **Finish INR** button

Changes Requests

% In Process	Status	Last Updated	Action
	Saved Change Request	07-19-2018	View Finish Change Request

To continue working on your saved change request from the Interconnection Request List, click on the **Finish Change Request** button

How do I view requests and contacts?

Last Updated	Action
Jul 14, 2013	View Add Change Request
Jul 14, 2013	View Interconnection Request
Jul 14, 2013	View Change Request
Jul 14, 2013	View Contacts

View Interconnection Requests

From the Action column on the Interconnection Request List, select **View Interconnection Request**.

View Change Requests

From the Action column on the Interconnection Request List, select **View Change Request**.

Note: If you do not see a View Change Request, in the list, then this Interconnection Request (INR) does not currently have a change in progress.

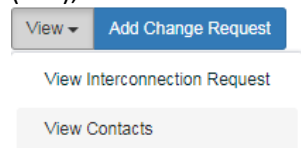
View Contacts

From the Action column on the Interconnection Request List, select **View Contacts**.

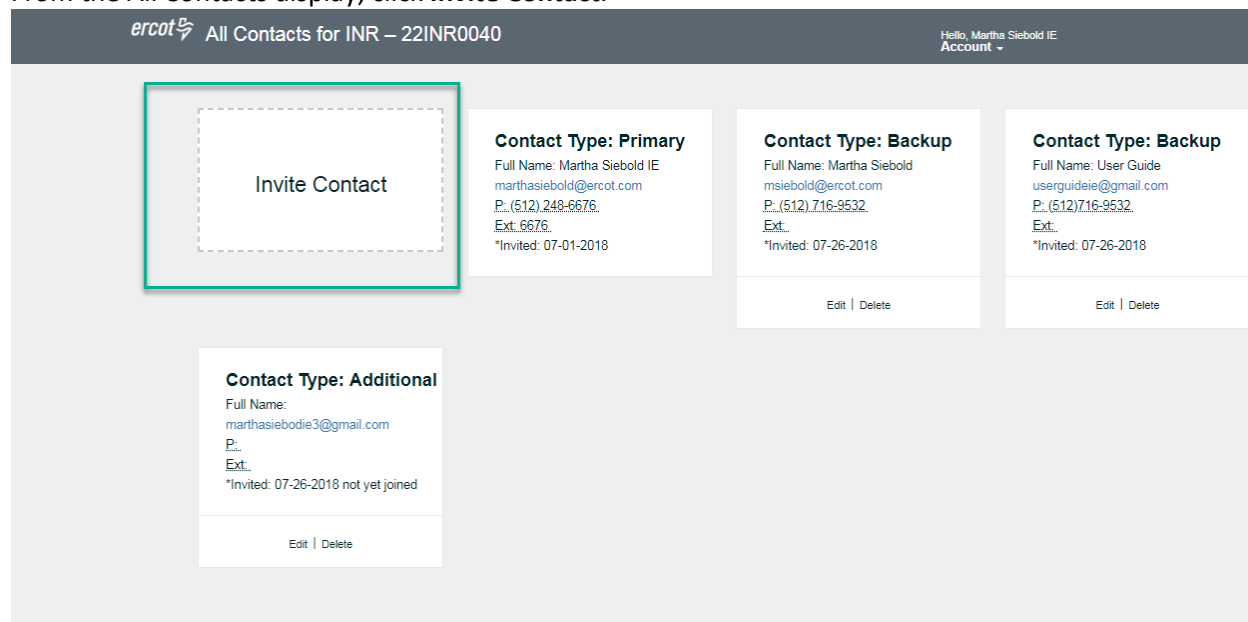
How do I manage the people on my Interconnection Request?

Invite a new contact

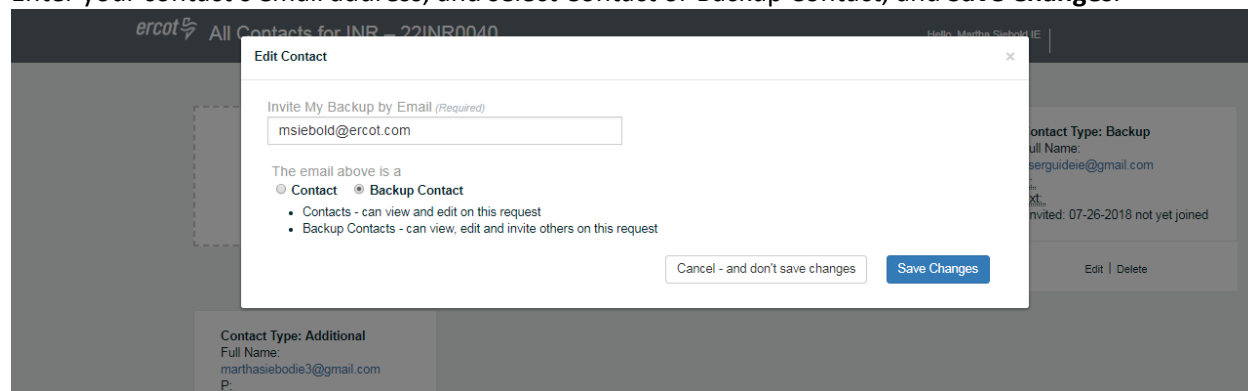
Navigate to the Interconnection Request List. From the action column on any Interconnection Request (INR), from the view menu select **View Contact**.



From the All Contacts display, click **Invite Contact**.



Enter your contact's email address, and select Contact or Backup Contact, and **Save Changes**.



New contacts will receive an email with instructions on how to register and sign in to see the Interconnection Request. Existing contacts also receive an email informing them of the new Interconnection Request.

Edit an existing contact's email

You may only edit the email of contacts who have not yet joined the Resource Interconnection Services application. To edit the contact card, click on **Edit**.

Contact Type: Additional

Full Name:
marthasiebody3@gmail.com

P:.....

Ext:.....

*Invited: 07-26-2018 not yet joined

Edit | Delete

Enter your contact's email address, and select Contact or Backup Contact, and **Save Changes**.

ercot All Contacts for INR - 22INR0040

Invite My Backup by Email (Required)

msiebold@ercot.com

The email above is a

☐ Contact ☒ Backup Contact

- Contacts - can view and edit on this request
- Backup Contacts - can view, edit and invite others on this request

Cancel - and don't save changes Save Changes

Contact Type: Additional
Full Name:
marthasiebody3@gmail.com
P:.....
Ext:.....
*Invited: 07-26-2018 not yet joined

Edit | Delete

Remove someone from my project

Navigate to the Interconnection Request List. From the action column on any Interconnection Request (INR), from the view menu select **View Contact**.

View Add Change Request

View Interconnection Request

View Contacts

If you are the primary or backup contact, from the contact card select **Delete**.

Contact Type: Additional

Full Name:
marthasiebody3@gmail.com

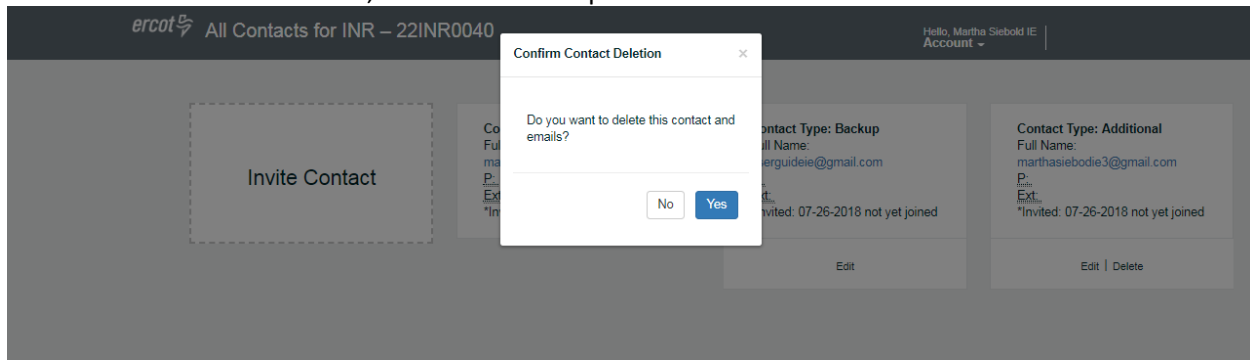
P:.....

Ext:.....

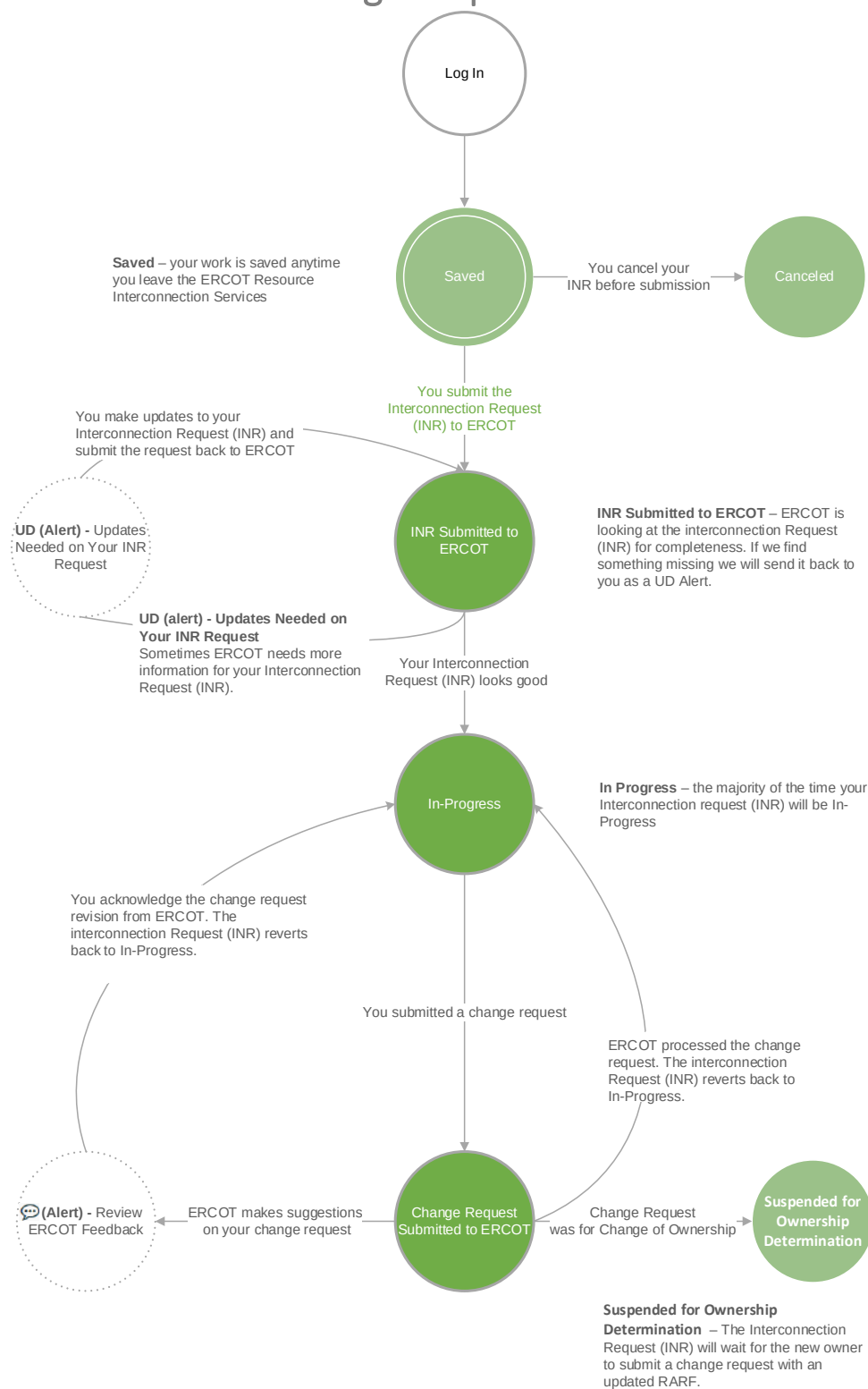
*Invited: 07-26-2018 not yet joined

Edit | Delete

Click **Yes** to delete the contact, or click **No** to keep the contact.



Interconnection and Change Request Flow



Creating

Creating an Interconnection Request (INR)

To create an Interconnection Request (INR) from the Interconnection Request List page, click the

Start New INR Request

button and we will show you the welcome screen.

There are six sections to fill out for an Interconnection Request:

1. **Welcome** – choose between requesting just a Screening Study (SS) or requesting both a Screening Study (SS) and Full Interconnection Study (FIS)
2. **Project General** – basic information about your site
3. **Location** – where you plan to locate your project
4. **Company and Invites**– who are you and who will be working with us on your project
5. **Review** – review all the information you put in your Interconnection Request (INR)
6. **E-sign** – electronically sign– documents you used to sign and send to ERCOT in email

Welcome

We want to know if you are going to request both studies today, or just the Screening Study. (Most people are only ready to do the Screening Study.)

Today I plan to do the following studies:

- ☒ SS-Screening Study
- ☐ SS - Screening Study and FIS - Full Interconnection Study

When you are ready, choose from the radio buttons. Based on what you select we know what panels to give you for your request.

Then click the Let's Get Started button and you can fill out your first panel.

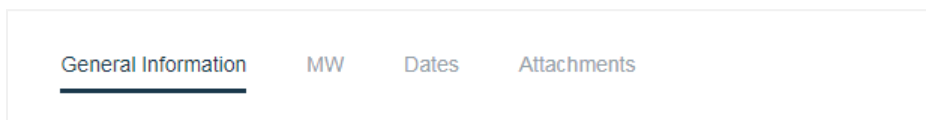
Let's Get Started

 *Don't worry you can always start this form and finish later*

Project General

Project General has four panels to fill out

1. **General Information**
2. **MW**
3. **Dates**
4. **Attachments**



General Information - Panel

General Project Type

Select either New Generation Site or Additional generation at an existing site.

Generation Project Type *(Required)*

- ☒ New generation site
- ☐ Additional generation at an existing site

If you select Additional generation at an existing site, there is additional information we need you to fill out, go to [Additional generation at an existing site](#), for detailed steps. (To be written)

Project Name

Name the project, as you want it to appear in all your documentation.

Project Name *(Required)*

For Project Name you might encounter the following errors:

- That name is already taken!
- You can't leave this empty

This field also has a possible warning:

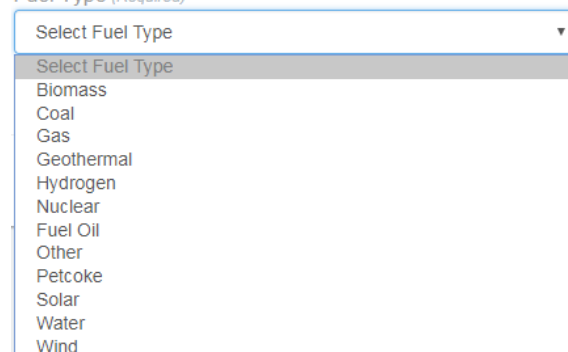
- Your name is very similar to another project we recommend you choose something unique.

Tip! ERCOT reviews the names. Project names need to be unique and unique sounding across our ISO grid to prevent errors in the control room.

Fuel Type

Select the Fuel Type.

Fuel Type *(Required)*

A screenshot of a web form showing a dropdown menu for 'Fuel Type'. The menu is open, displaying a list of options: Biomass, Coal, Gas, Geothermal, Hydrogen, Nuclear, Fuel Oil, Other, Petcoke, Solar, Water, and Wind. The top of the menu shows 'Select Fuel Type' with a downward arrow.

Select Fuel Type
Biomass
Coal
Gas
Geothermal
Hydrogen
Nuclear
Fuel Oil
Other
Petcoke
Solar
Water
Wind

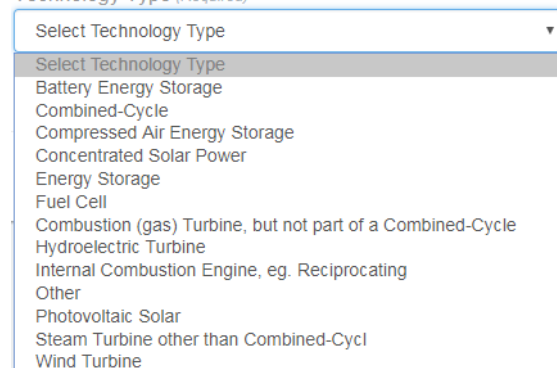
For Fuel Type, you might encounter the following error:

- You can't leave this empty.

Technology Type

Select the Technology Type.

Technology Type *(Required)*

A screenshot of a web form showing a dropdown menu for 'Technology Type'. The menu is open, displaying a list of options: Battery Energy Storage, Combined-Cycle, Compressed Air Energy Storage, Concentrated Solar Power, Energy Storage, Fuel Cell, Combustion (gas) Turbine, but not part of a Combined-Cycle, Hydroelectric Turbine, Internal Combustion Engine, eg. Reciprocating, Other, Photovoltaic Solar, Steam Turbine other than Combined-Cycl, and Wind Turbine. The top of the menu shows 'Select Technology Type' with a downward arrow.

Select Technology Type
Battery Energy Storage
Combined-Cycle
Compressed Air Energy Storage
Concentrated Solar Power
Energy Storage
Fuel Cell
Combustion (gas) Turbine, but not part of a Combined-Cycle
Hydroelectric Turbine
Internal Combustion Engine, eg. Reciprocating
Other
Photovoltaic Solar
Steam Turbine other than Combined-Cycl
Wind Turbine

For Technology Type, you might encounter the following error:

- You can't leave this empty.

When you have finished filling out the general information panel, click the  button to begin adding MWs.

MW - Panel

MWs

Enter the MWs for Maximum Generator MW, then adjust summer and winter MWs as necessary.

Now let's work on the MWs for your site

Maximum Generator MW *(Required)*

Maximum Summer Generator MW

Maximum Winter Generator MW

For MWs, you might encounter the following errors:

- You can't leave this empty
- MW must be less than 10,000
- Summer MWs cannot exceed overall MWs
- Winter MWs cannot exceed overall MWs

When you have finished filling out the MWs, click the  button to begin adding dates.

Dates - Panel

Commercial Operations Date

Enter or select the **Commercial Operations Date**. The date field allows any date, but your project, dependent on technology type, will need a minimum of 15 months to complete from its starting point.

Commercial Operation Date *(Required)*

06-29-2018

For Commercial Operations Date, you might encounter the following errors:

- You can't leave this empty
- We couldn't figure out that date our format is mm-dd-yyyy

This field also has a possible warning:

- Hey, that's kinda soon. Most projects take at least 2 years, so you might want to adjust your date.

Other Dates

You can enter or select Synchronization Dates or Energization Dates, if you know them. You do not have to enter these dates until your Full Interconnection Study request (FIS).

Synchronization Date

Click to select Synchronization Date

Energization Date

Click to select Energization Date

For Synchronization Date or Energization Date, you might encounter the following errors:

- You can't leave this empty.
- We couldn't figure out that date our format is mm-dd-yyyy.

This field also has these possible warnings:

- Make your Synchronization at least 120 days before the COD date.
- Make your Energization at least 10 days before the Synchronization date.
- Make your Energization at least 130 days before the COD date.

Tip! You can update your dates after submission though a change request, for detailed instructions go to [Change Request Dates Panel](#)

When you have finished filling out the Dates, click [Continue](#) to begin adding attachments.

Attachments – Panel

The top of the panel will tell you what files are required for your Interconnection Request.

Your Screening Study will need the following required attachments

- A one-line

The Attachments table will be empty until you upload your first file.

Attachments ⌵ ⌴				
File	↕ Type	↕ User	↕ Date Attached	↕

To upload a file:

Select the file type you want to upload.

One line ▼

Select file type

Air Permit

GHG Permit

Water Permit

RARF

One line

General Information

Other

Site Control

After selecting a file type, the allowable file extensions appear.

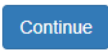
One line ▼

Accepted extensions: .pdf

Now you can click  to browse and select a file from your computer to upload. Then the Attachment table will display with your uploaded file.

Attachments 				
File	 Type	 User	 Date Attached	
macatawaparkwindonline.pdf	OLN	msiebold_ie	06-29-2018	 Delete

Uploaded the wrong file? Use the  button to remove it.

Upload the files listed at the top of the panel, and any other files you want, and then click  to start on location.

Location

Location has one panel to fill out Project Location.

Project location - Panel

County

Select a **County**.

Select one. You can list any additional counties in the text area below.

County (Required)

Select County

- Anderson
- Andrews
- Angelina
- Aransas
- Archer
- Armstrong
- Atascosa
- Austin
- Bailey
- Bandera
- Bastrop
- Baylor
- Bee
- Bell**
- Bexar
- Blanco
- Borden
- Bosque
- Bowie

For county, you might encounter the following error:

- You can't leave this empty.

After selecting a county, the map displays. Click on the map to drop a pin for your location.

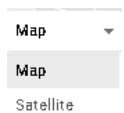
Map - please click on the map where you plan to locate your station: (Required)



Dropping your map pin, you might encounter the following error:

- You can't leave this empty.

How to use the Google Map



You can use the Map list to switch between **Map** and **Satellite** views.



The icon expands the map to full screen.



The icon collapses the map.



The icons zoom in and out.



The icon provides street view, if available

Latitude and Longitude

Latitude and longitude are automatically set from your map pin and they are display only.

Latitude

33.5955996

Longitude

-98.769392

Point of Interconnection (POI)

Enter the POI. As you type, the character counter decreases to communicate the remaining character limit allowed.

Enter all the relevant data regarding your site location and POI and any additional counties, etc.

POI - Point of Interconnection (Required)

MY POI

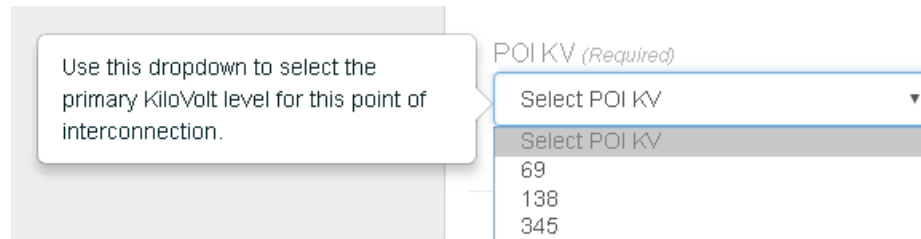
Characters remaining 244

For POI, you might encounter the following error:

- You can't leave this empty.

POI KV

Select the **POI KV**



Use this dropdown to select the primary KiloVolt level for this point of interconnection.

POI KV *(Required)*

Select POI KV ▼

Select POI KV

69

138

345

For POI KV, you might encounter the following error:

- You can't leave this empty.

Alternate POI KV

Select the **Alternate POI KV** from the list. If you listed a second POI, in the POI text box, this is where you indicate the KiloVolt for the second POI interconnection.



Alternate POI KV

Select Alternate POI KV ▼

Select Alternate POI KV

69

138

345

Use this dropdown to select the secondary KiloVolt rating (if any) for this point of interconnection.

For Alternate POI KV, you might encounter the following error:

- You can't leave this empty.

When you have finished entering the location details, click [Continue](#) to start on Company and Invite panels.

Company and Invite

Company and Invite have two panels to fill out.

1. **Company** – who will be working with us on your project
2. **Invite Others** – who will help you document your project

Company

Invite Others

Company - Panel

Type of Company

Select the Type of Company.

Type of Company *(Required)*

Select Company Type ▼

Select Company Type

LLC

Other

If you select **LLC**, then we will need you to enter a **Parent Holding Company** later.

For Type of Company, you might encounter the following error:

- You can't leave this empty.

Interconnecting Entity Name

Enter the name of your LLC, or if you selected **Other**, then enter your chosen interconnecting entity name.

Interconnecting Entity Name *(Required)*

For Interconnecting Entity Name, you might encounter the following error:

- You can't leave this empty.

Parent or Holding Company name

If you selected a company type of LLC, then enter the name of the parent company of your LLC. If you selected **Other**, then enter your parent name if one exists.

Parent or Holding Company Name *(Required)*

For Parent or Holding Company Name, you might encounter the following error:

- You can't leave this empty.

When you have finished entering the company details, click [Continue](#) to begin invites.

Invite Others - Panel

Invite by Email My Backup

Enter the email of a person in your company who can be your Backup. As a Backup, they will be able to edit your Interconnection Request and invite others to help with your request. The Backup will receive an email with instructions on how to register and sign.

Invite by Email My Backup *(Required)*

[+ Invite more people by email](#)

For Invite by Email My Backup, you might encounter the following error:

- You can't leave this empty.

Tip! We find that having more than one contact on a multiple year project helps ERCOT keep in contact with you.

Invite more people by email link

Click [+ Invite more people by email](#) to reveal a section to add additional people to the project.

The new section contains **Invite another by Email**

Enter the email of the person you wish to invite, and then select if they will be a Backup Contact or a Contact.

- A Contact can view and edit the Interconnection Request (INR)
- A Backup Contact can view, edit and invite other people

Invite another by Email

[×](#)

The email above is a

☒ **Contact** ☐ **Backup Contact**

You can use the [X](#) to remove the section if needed.

You can invite as many people as you would like. Just continue clicking the link again.

[+ Invite more people by email](#)

When you have finished inviting people, click [Continue](#) to begin your review.

Review Your Interconnection Request

The review panel shows you all the information you filled out on each panel.

You can revisit any section you want by clicking the  button.

You need to go back to any panel with a red  button. When you go back to each panel, we will show you what is wrong so you know what to fix.

Review Your Interconnection Request

INR Number:
Interconnection Entity: User Guide
Parent Company: User Guide Parent
Resource Integration Eng.:
Client Services Rep.:
Transmission Svc. Provider:

Project Information - what you told us about your general Project and MW's

General Information

Project Type: New Generation
Project Name: User Guide
Fuel Type: Solar
Technology Type: Photovoltaic Solar



MW's

Project has a Load Increase No
Maximum Generator MW :
Maximum Summer Generator MW : 250
Maximum Winter Generator MW : 250



When you have finished the review, click  to begin the e-sign of any necessary documents.

E-sign

E-sign has either one or two panels to fill out.

1. **Generation Entity Information**
2. **Declaration of Department of Defense** – (if doing both SS and FIS)

Generation Entity Information

Declaration of Department of Defense

E-sign example:

Generation Entity Information Sheet

Transmission Customer (Generating Entity):	User Guide
Contact Person:	User Guide
Company:	User Guide Parent
Company Internal Mail Codes(s):	marthasiebold@ercot.com
Phone Number:	+1 5127169532
Extension:	
Requested Transmission Energization Date	06-30-2021

User Guide is, or will be upon commencement of service, an eligible customer. An eligible customer is any of the following: the transmission provider (for all uses of its transmission system) and any electric utility, federal power marketing agency, exempt wholesale generator, qualifying facility, or power marketer. An eligible customer may designate an agent to represent it in arranging for interconnection.

Accurate/appropriate information and test data about generator step-up transformers, all generator data including data for stability studies (transient, voltage, etc.) and sub-synchronous resonance data will be provided to ERCOT and interconnected TSP before the generation goes into commercial operation. I understand that all of this data will become public and added to the ERCOT databases (including power flow base cases, stability, system protection, Capacity, Demand, and Reserve Report, etc) when an interconnection agreement is signed. This data shall be reviewed and updated when the plant goes into commercial operation. In addition, any updates to this information will be provided within 60 days to ERCOT and the TSP as changes or upgrades are made during the life of the plant. This requirement also applies to all future owners of this project/plant.

The generating entity and any future owners of the plant agree to comply with these data requirements along with all applicable ERCOT and NERC requirements, including, without limitation, those contained in the ERCOT Protocols and ERCOT Operating Guides. It is understood and agreed that such requirements are subject to change from time to time, and such changes shall automatically become applicable based upon the effective date of the approved change.

By typing your full name and date below you are digitally signing and agree to the information presented in this document

Name (Required)	Signature Date
Type Authorized Signature	06-30-2018

Name

On each E-sign, enter your authorized signature name.

By typing your full name and date below you are digitally signing and agree to the information presented in this document

Name (Required)	Signature Date
Type Authorized Signature	06-30-2018

For Name, you might encounter the following error:

- You can't leave that empty.

When you have finished with the E-sign-ing all documents, click the  button to submit your Interconnection Request.

Your Submit Confirmation

You will now see a confirmation message, which displays your Interconnection Request (INR) number and you can return to the Interconnection Request List dashboard.

Review Your Interconnection Request

You successfully submitted your Interconnection Request [Return to dashboard](#)

INR Number: 21INR0233
Interconnection Entity: User Guide
Parent Company: User Guide Parent
Resource Integration Eng.:
Client Services Rep.:
Transmission Svc. Provider:

Project Information - what you told us about your general Project and MW's

General Information

Project Type:	New Generation
Project Name:	User Guide
Fuel Type:	Solar
Technology Type:	Photovoltaic Solar

MW's

Project has a Load Increase	No
Maximum Generator MW :	250
Maximum Summer Generator MW :	250
Maximum Winter Generator MW :	250

Dates

Commercial Operation Date:	06-30-2021
Energization Date:	06-30-2022
Synchronization Date:	06-30-2022

Payment

Automated payment is coming in a future release. For now, we will continue to have you pay through the following options.

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 on memo line

ACH

Bank Name: JPMorgan Chase

ABA #: 111000614

Account Name: Electric Reliability Council of Texas Inc. Fees Account

Account #: 754360246

Changing

Interconnection Change Requests Overview

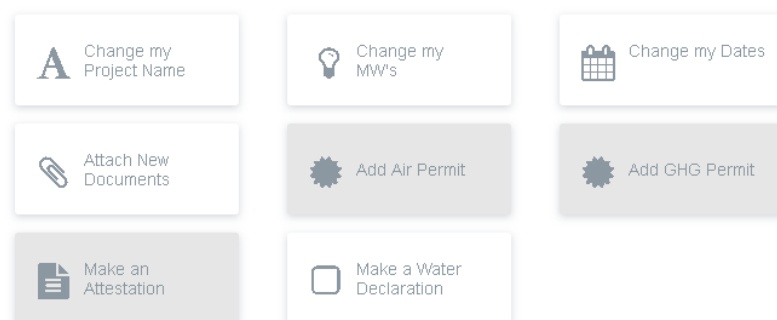
There are three main options in a change request

1. **Update my INR**
2. **Add Confirmations**
3. **Other Changes**



Update my INR

The update my INR option covers the following panels.



- **Change my Project Name** - you can change your project name using this panel.
- **Change my MWs** - you can update your MWs using this panel. You can only increase your MWs by 20 percent from your original Interconnection Request.
- **Change my Dates** - you can update your Commercial Operations, Energization and Synchronization dates using this panel
- **Attach New Documents** - you can attach updated or new documents to your Interconnection Request at any time using this panel.
- **Add Air Permit** – you can add your air permit using this panel
- **Add GHG Permit** – you can add your greenhouse gas permit using this panel
- **Make an Attestation** – ERCOT requires an attestation twice a year. Use this panel to do your attestation.
- **Make a Water Declaration** – You can declare your water rights using this panel

Tip! Any disabled grayed out options are panels you have already done, or are a future step in the interconnection request process that is not yet due.

Add Confirmations

The Add Confirmations covers the following panels.



Example Confirmation Panel

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

Signature Date

07-02-2018

All of the confirmation panels look similar with confirmation language and an E-sign field.

Tip! Confirmations aid ERCOT in confirming new Resources will not cause stability or SSR problems on the grid.

Other Changes

The Other Changes option covers the following panels.



- **Request an FIS Study** - you can request your Full Interconnection Study (FIS) using this panel.
- **I've sold this Project** - you can transfer your project to a new owner using this panel.

Starting a Change Request

To create an Interconnection Change Request from the Interconnection Request List page, click any Interconnection Request with a  button. You are then lead to the change request selector page.

Add a Change Request

We call this page the selector because you can select what you want to be in your change request.

Using the Change Request Selector

Select one option:

 Update my INR

 Add Confirmations

 Other Changes

We are here to help!

You can read all of the details on the process in the [Resource Interconnection Handbook](#)

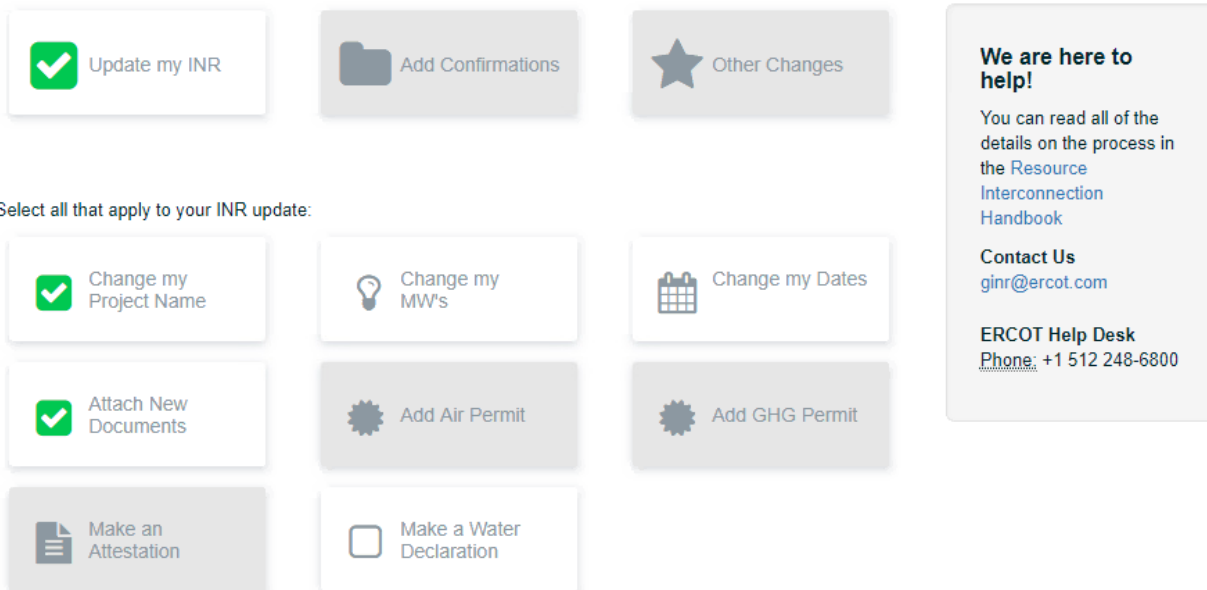
Contact Us
ginr@ercot.com

ERCOT Help Desk
Phone: +1 512 248-6800

Click on one of the main options  Update my INR to display the possible panels for that option. The option will activate with a green highlight  Update my INR to confirm your selection.

After selection the main option  Update my INR, select as many panels as you need for your change request. Each selected panel will highlight with green check  Change my MW's to indicate its selection.

Select one option:

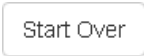


We are here to help!

You can read all of the details on the process in the [Resource Interconnection Handbook](#)

Contact Us
ginr@ercot.com

ERCOT Help Desk
Phone: +1 512 248-6800

If you decide, you want to change your main option, or just want to start your selections over click the  button to clear all selections.

Tip! You can only submit a change request from one the three main options:

1. Update My INR
2. Add Confirmations
3. Other Changes

Change Request Navigation – a word about getting around

The change request navigation guides you through all your selected panels. You can step through each panel and then at the end of the panels, in a review, you can look over your answers before submission.

Select all of the panels need for your change request, and then click the  button to start the change request.

Update My INR Options

Change My Project Name - Panel

Update Project Name

The top of the panel displays the existing information. Enter **Update Project Name** in the text field.

Project Information - what you told us about your project

Project Type:	New generation site
Project Name:	User Guide
Fuel Type:	Solar
Technology Type:	Photovoltaic Solar

Update Project Name *(Required)*

User Guide

For Update Project Name, you might encounter the following errors:

- That name is already taken!
- You can't leave this empty.

This field also has a possible warning:

- Your project name is very similar to another project we recommend you choose something unique.

Tip! ERCOT will review your project name. Names need to be unique and unique sounding across our ISO grid to prevent errors in the control room.

When you have finished entering the updated project name, click [Continue](#) to begin entering the next panel.

Change My MWs – Panel

Update MWs

The top of the panel displays the existing information. **Enter** the update for **Maximum Generator MW**, then adjust summer and winter MWs as necessary.

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

	Original	Current
Maximum Generator MW	250	250
Maximum Summer Generator MW :	250	250
Maximum Winter Generator MW :	250	250

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

Maximum Generator MW <i>(Required)</i>	Maximum Summer Generator MW	Maximum Winter Generator MW
250	250	250

For MWs, you might encounter the following errors:

- This value can't be greater than (20% more than original is calculated and displayed here).
- You can't leave this empty.
- MW must be less than 10,000.
- Summer MWs cannot exceed overall MWs.
- Winter MWs cannot exceed overall MWs.

Tip! Original MWs are the MWs you entered on your first Interconnection Request (INR) submission.

When you have finished entering the updated MWs, click the [Continue](#) button to begin entering the next panel.

Change My Dates – Panel

Update Dates

The top of the panel displays the existing information. Enter or select the **Commercial Operations Date**. The date field allows any date, but your project dependent on technology type, will need a minimum of 15 months to complete from its starting point.

Enter or select **Synchronization Dates or Energization Date**, they are optional until you submit your Full Interconnection Study (FIS).

Current Dates - your current dates

Commercial Operation Date	06-30-2021
Synchronization Date	06-30-2022
Energization Date	06-30-2022

Project Dates - update the dates for your project

Commercial Operation Date

06-30-2021

Synchronization Date

Click to select Synchronization Date

Energization Date

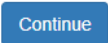
Click to select Energization Date

For all date fields, you might encounter the following error messages:

- You can't leave this empty.
- We couldn't figure out that date our format is mm-dd-yyyy.

The date fields also have possible warnings:

- Hey, that's kinda soon. Most projects take at least 2 years, so you might want to adjust your date.
- You should select a Synchronization date that is 120 days before the COD Date.
- You should select an Energization date that is at least 10 days before the Synchronization date.
- You should select an Energization date that is 130 days before the COD Date.

When you have finished entering the updated Dates, click the  button to begin entering the next panel.

Attach New Documents – Panel

Upload Attachments

Any time you want to provide a new or updated documents to ERCOT or the TSPs you can use this panel.

The Attachments table displays all of the files you have uploaded to date.

Attachments					
File	Type	User	Date Attached		
macatawawparkwindonline.pdf	One line	msiebold_ie	04-27-2018		
ElectronicSignature.pdf	Electronic Signature	msiebold_ie	04-27-2018		

Select file type

+ Choose file

To upload a file:

Select the file type you want to upload.

One line

Select file type

Air Permit

GHG Permit

Water Permit

RARF

One line

General Information

Other

Site Control

After selecting a file type, the allowable file extensions appear.

One line

Accepted extensions: .pdf

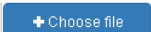
Now you can click  to browse and select a file from your computer to upload.

The Attachment table will now display with your uploaded file.

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

Attachments						
File	Type	User	Date Attached			
macatawaparkwindonline.pdf	OLN	userguideie	07-03-2018			
ElectronicSignature.pdf	SIG	userguideie	07-03-2018			
raifdemoexample.xlsx	RRF	userguideie	07-03-2018			

RRF



Note: You can view and download previously submitted documents but you cannot delete them. Need to delete a submitted document? You can contact ERCOT at ginr@ercot.com.

Uploaded the wrong file? Use the  button to remove it.

When you have finished entering the updated or new attachments, click  to begin entering the next panel.

Add Air Permit - Panel

When you are ready, choose from the radio buttons **No** or **Yes**,

- If you select **No**, your site does not require an air permit.
- If you select **Yes**, you will be given extra fields to provide additional information for your Air Permit.

- **No:** Select **No** and click **Continue**.

Air Permit

Is an Air Permit required for your site?

☒ No ☐ Yes

- **Yes:** Select **Yes**

1. Enter or select the **Air Permit Date**.

For Air Permit Date, you might encounter the following error messages:

- You can't leave this empty.
- We couldn't figure out that date our format is mm-dd-yyyy.

2. Enter Air Permit Number.

3. Click the  to browse and select your air permit from your computer to upload. Your completed upload will display in the Attachments table.

4. Uploaded the wrong file? Use the  button to remove it.

Air Permit

Is an Air Permit required for your site?

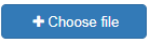
☐ No ☒ Yes

Air Permit Date *(Required)*

Air Permit Number

You can also optionally provide the permit number and file:

File	User	Date Attached
AIR20OP_100219468-O19_20170412_Agency20Review_3403564_.pdf	Martha Siebold	11-05-2017 



Accepted extensions: .pdf, .doc, .docx




When you have finished entering air permit details, click  to begin entering the next panel.

Add GHG Permit - Panel

When you are ready, choose from the radio buttons **No** or **Yes**,

- If you select **No**, your site does not require an greenhouse gas permit.
- If you select **Yes**, you will be given extra fields to provide additional information for your greenhouse Permit.

- **No:** Select **No** and click **Continue**.

Greenhouse Gas Permit

Is an Greenhouse Gas Permit required for your site?

☒ No ☐ Yes

- **Yes:** Select **Yes**

1. Enter or select the **Greenhouse Permit Date**.

For Greenhouse Permit Date, you might encounter the following error messages:

- You can't leave this empty.
- We couldn't figure out that date our format is mm-dd-yyyy.

2. Enter Air Permit Number.

3. Click the **+ Choose file** to browse and select your air permit from your computer to upload. Your completed upload will display in the Attachments table.

4. Uploaded the wrong file? Use the **Delete** button to remove it.

Greenhouse Gas Permit

Is an Greenhouse Gas Permit required for your site?

☒ No ☐ Yes

GHG Permit Issue Date *(Required)*

GHG Permit Number

You can also optionally provide the permit number and file:

File	User	Date Attached
No file uploaded		

Greenhouse Gas Permit ▼

+ Choose file

Accepted extensions: .pdf, .doc, .docx

< Back

Continue

When you have finished entering your greenhouse gas permit details, click **Continue** to begin entering the next panel.

Make an Attestation - Panel

Add RARF Attestation

Declaration of Resource Data Accuracy

Name of Interconnecting Entity: NewGen Co.
Project Name: MyElectric
INR Number: 123456789

Declaration Submission Period:

September 2018

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.

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

03-22-2018

◀ Back

Submit

Name

Enter your authorized signature name.

Name (Required)

Type Authorized Signature

For Name, you might encounter the following error message:

- You can't leave this empty.

When you have finished your Attestation click [Continue](#) to begin entering the next panel.

Make a Water Declaration - Panel

When you are ready, choose from the radio buttons:

- If you select no water rights, you can just enter your authorized signature name at the bottom of the panel.
- If you choose your project has secured water rights, then additional fields display for you to provide the extra information.

You Chose: No Water Rights (the first radio)

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):

Name *(Required)*

Type Authorized Signature

Signature Date

07-03-2018

Name

Enter your authorized signature name.

For Name, you might encounter the following error message:

- You can't leave this empty.

When you have finished your water declaration, click [Continue](#) to begin entering the next panel.

You Chose: Secured Water Rights (the second radio)

- ☐ 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				
File	Type	User	Date Attached	
Water Permit + Choose file Accepted extensions: .pdf, .doc, .docx				

Water Permit Attachment

Click the [+ Choose file](#) to browse and select your water permit from your computer to upload. Your completed upload will display in the Attachments table.

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

For your water permit upload, you might encounter the following Error Message

- You have missing attachments, you need to attach your water permit.

Name

Enter your authorized signature name.

For Name, you might encounter the following error message:

- You can't leave this empty.

When you have finished your water declaration, click [Continue](#) to begin entering the next panel.

Review and Finish your Change Request

After your final panel, the review shows you all the information you filled out on each panel.

You can revisit any section you want by clicking the  button.

You need to go back to any panel with a red  button. When you go back to each panel, we will show you what is wrong so you know what to fix.

Review and Finish your changes

INR Number:	22INR0038
Interconnection Entity:	abc
Parent Company:	
Resource Integration Eng.:	Justin Salinas
Client Services Rep.:	Dale Tomlin
Transmission Svc. Provider:	

Water Declaration

Signed by:	Water Rights
Signed Date	7-24-2018

Update

Water Permit Attachment

File:	Type:	Date Attached:
sitecontrol.pdf	Water Permit	07-24-2018

Comments

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

Back

Cancel Change Request

Submit Change Request

Before you submit this change request, you can add or delete panels, click the **view change options**, and remove and add panels on your change request.

When you have finished the review, click  to submit your change request.

Your submit change request confirmation

The green box confirms we sent your change request to ERCOT, now you can return to the dashboard of interconnections via the dashboard link.

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:	22INR0038
Interconnection Entity:	abc
Parent Company:	
Resource Integration Eng.:	Justin Salinas
Client Services Rep.:	Dale Tomlin
Transmission Svc. Provider:	

Water Declaration

Signed by:	Water Rights
Signed Date	7-24-2018

Water Permit Attachment

File:	Type:	Date Attached:
sitecontrol.pdf	Water Permit	07-24-2018

Update

Comments

Add Confirmations Options

Mitigation Plans are Complete - Panel

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

Signature Date

07-04-2018

Name

Enter your authorized signature name.

Name *(Required)*

Type Authorized Signature

For Name, you might encounter the following error message:

- You can't leave this empty.

When you have finished with the E-sign-ing, click [Continue](#) to begin entering the next panel.

Dynamic Voltage Regulation & AVR - Panel

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)*

Type authorized signature

Signature Date

07-04-2018

Name

Enter your authorized signature name

Name *(Required)*

Type Authorized Signature

For Name, you might encounter the following error message:

- You can't leave this empty.

When you have finished with the E-sign-ing, click [Continue](#) to begin entering the next panel

Primary Frequency Response - Panel

Primary Frequency Response

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

Name *(Required)*

Type authorized signature

Signature Date

07-04-2018

Name

Enter your authorized signature name.

Name *(Required)*

Type Authorized Signature

For Name, you might encounter the following error message:

- You can't leave this empty.

When you have finished with the E-sign-ing, click [Continue](#) to begin entering the next panel

Power System Stabilizer - Panel

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

07-04-2018

Name

Enter your authorized signature name.

Name *(Required)*

Type Authorized Signature

For Name, you might encounter the following error message:

- You can't leave this empty.

When you have finished with the E-sign-ing, click [Continue](#) to begin entering the next panel

Breaker Interruption Capability - Panel

Breaker Interruption Capability

I digitally sign and confirm that the Resource is informing ERCOT of the interrupting capability of the main breaker on the high side of the generator step up unit transformer.

Breaker Interruption Capability

Select your kA

Name *(Required)*

Type authorized signature

Signature Date

07-04-2018

Breaker Interruption Capability

Select the **Breaker Interruption Capability** from the list

Please provide the high-side symmetrical breaker interruption capability in kA.

Breaker Interruption Capability

Select your kA

Select your kA

40 kA

50 kA

63 kA

Other

If you select Other, you will be given an additional fields to enter **Other Breaker Interruption Capability in kA**.

Other Breaker Interruption Capability in kA *(Required)*

For Other Breaker Interruption Capability in kA, you might encounter the following error:

- You can't leave this empty.

Name

Enter your authorized signature name.

Name *(Required)*

Type Authorized Signature

For Name, you might encounter the following error message:

- You can't leave this empty.

When you have finished with the E-sign-ing, click [Continue](#) to begin entering the next panel

SSR Attestation – Panel

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

07-04-2018

Name

Enter your authorized signature name.

Name *(Required)*

For Name, you might encounter the following error message:

- You can't leave this empty.

When you have finished with the E-sign-ing, click [Continue](#) to begin entering the next panel.

Phase Measurement Unit (PMU) Installation – Panel

Phase Measurement Unit Installation

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

Name *(Required)*

Type authorized signature

Signature Date

07-04-2018

Name

Enter your authorized signature name.

Name *(Required)*

Type Authorized Signature

For Name, you might encounter the following error message:

- You can't leave this empty.

When you have finished with the E-sign-ing, click [Continue](#) to begin entering the next panel

Review and Finish your Change Request

After your final panel, the review shows you all the information you filled out on each panel. You can revisit any section you want by clicking the  button.

You need to go back to any panel with a red  button. When you go back to each panel, we will show you what is wrong so you know what to fix

Review and Finish your changes

INR Number:	22INR0024
Interconnection Entity:	User Guide
Parent Company:	User Guide Parent
Resource Integration Eng.:	Zach Reich
Client Services Rep.:	Dale Tomlin
Transmission Svc. Provider:	

Confirmation

Mitigation Plans

Signed By:	User Guide
Signed Date:	07-04-2018



Dynamic & Automatic Voltage Regulators

Signed By:	User Guide
Signed Date:	07-04-2018



Primary Frequency Response

Signed By:	User Guide
Signed Date:	07-04-2018



Power System Stabilizer

Signed By:	User Guide
Signed Date:	07-04-2018



Breaker Interruption Capability

Breaker Interruption Capability:	40 kA
----------------------------------	-------



When you have finished the review, click  to submit your change request.

Your submit change request confirmation

The green box confirms we sent your change request to ERCOT, now you can return to the dashboard of interconnections via the dashboard link.

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: 22INR0024
Interconnection Entity: User Guide
Parent Company: User Guide Parent
Resource Integration Eng.: Zach Reich
Client Services Rep.: Dale Tomlin
Transmission Svc. Provider:

Confirmation

Mitigation Plans

Signed By: User Guide
Signed Date: 07-04-2018

[Update](#)

Dynamic & Automatic Voltage Regulators

Signed By: User Guide
Signed Date: 07-04-2018

[Update](#)

Primary Frequency Response

Signed By: User Guide
Signed Date: 07-04-2018

[Update](#)

Power System Stabilizer

Signed By: User Guide
Signed Date: 07-04-2018

[Update](#)

Breaker Interruption Capability

Breaker Interruption Capability: 40 kA

[Update](#)

Other Changes Options

Other Changes - Request an FIS Study

Request a Full Interconnection Study (FIS) consists of three panels and a review

1. **Dates**
2. **Attachments**
3. **Review**
4. **E-sign – DoD - Declaration of Department of Defense Notification**

Dates – Panel

The dates default to what you have previously entered.

Commercial Operations Date

Enter or select the **Commercial Operations Date**. The date field allows any date.

Commercial Operation Date *(Required)*

06-29-2018

For Commercial Operations Date, you might encounter the following error messages:

- You can't leave this empty.
- We couldn't figure out that date our format is mm-dd-yyyy.

Synchronization Date

Enter or select the **Synchronization Date**. The date field allows any date.

Synchronization Date *(Required)*

Click to select Synchronization Date

For Synchronization Date, you might encounter the following error messages:

- You can't leave this empty.
- We couldn't figure out that date our format is mm-dd-yyyy.

This field also has a possible warning:

- You should select a Synchronization date that is 120 days before the COD Date.

Energization Date

Enter or select the **Energization Date**. The date field allows any date.

Energization Date *(Required)*

Click to select Energization Date

For Energization Date, you might encounter the following error messages:

- You can't leave this empty.
- We couldn't figure out that date our format is mm-dd-yyyy.

This field also has a possible warning:

- You should select an Energization date that is at least 10 days before the Synchronization date.
- You should select an Energization date that is 130 days before the COD Date.

Attach FIS Documents – Panel**Upload Attachments**

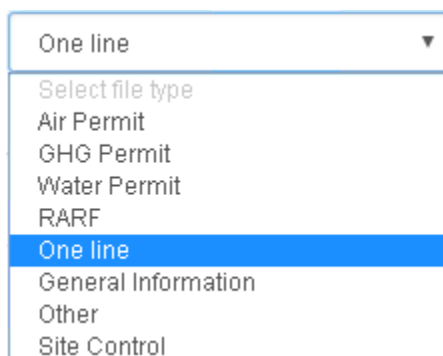
The top of the panel will tell you what files are required for your Full interconnection Study (FIS) change request. If you have previously uploaded a RARF and one-line, please submit updated files for your FIS.

Your FIS will need the following required attachments

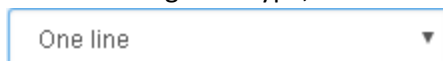
- An update RARF with FIS related fields completed
- A one-line
- Site Control documents

To upload a file:

Select the file type you want to upload.

A dropdown menu with a light blue border. The top bar shows 'One line' with a downward arrow. The menu is open, showing a list of options: 'Select file type' (disabled), 'Air Permit', 'GHG Permit', 'Water Permit', 'RARF', 'One line' (highlighted in blue), 'General Information', 'Other', and 'Site Control'.

After selecting a file type, the allowable file extensions appear.

A dropdown menu with a light blue border. The top bar shows 'One line' with a downward arrow. The menu is closed.

Accepted extensions: .pdf

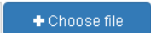
Now you can click  to browse and select a file from your computer to upload.

Then, the Attachment table will display with your uploaded file

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

Attachments					
File	Type	User	Date Attached		
macatawaparkwindonline.pdf	OLN	userguideie	07-03-2018		
ElectronicSignature.pdf	SIG	userguideie	07-03-2018		
rarfdemoexample.xlsx	RRF	userguideie	07-03-2018		

RRF



Note: You can view and download previously submitted documents but you cannot delete them. Need to delete a submitted document? You can contact ERCOT at ginr@ercot.com.

Uploaded the wrong file? Use the  button to remove it.

Review and Finish your Changes – FIS Panel

The review panel shows you all the information you filled out on each panel.

You can revisit any section you want by clicking the  button.

You need to go back to any panel with a red  button. When you go back to each panel, we will show you what is wrong so you know what to fix.

Review and Finish your changes

INR Number: 22INR0024
 Interconnection Entity: User Guide
 Parent Company: User Guide Parent
 Resource Integration Eng.: Zach Reich
 Client Services Rep.: Dale Tomlin
 Transmission Svc. Provider:

Existing

New

Dates

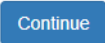
	Existing	New
Commercial Operation Date:	07-03-2022	07-04-2022
Synchronization Date:		07-04-2021
Energization Date:		06-03-2021



Attachments



	File:	Type:	Date Attached:	
Existing:	macatawgaparkwindonline.pdf	OLN	07-03-2018	▲
	ElectronicSignature.pdf	SIG	07-03-2018	▼
New:	rarfdemoexample.xlsx	RRF	07-04-2018	▲
	macatawgaparkwindonline.pdf	OLN	07-04-2018	

When you have finished with your review, click  to go to E-sign for the DoD.

E-sign – DoD - Declaration of Department of Defense Notification - Panel

The top of the panel displays your Interconnection name and number. When you are ready, choose from one of the three radio buttons.

Declaration of Department of Defense Notification

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

Interconnecting Entity (IE):

MY IE Name

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

INR123456789

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)

Signature Date

Type Authorized Signature

07-04-2018

For the radio options you might encounter the following error message

You need to select one option from the list.

Name

Enter your authorized signature name

Name (Required)

Type Authorized Signature

For Name, you might encounter the following error message:

- You can't leave this empty.

When you have finished with the E-sign-ing your DoD, click

Submit Change Request

to submit your change request.

Your Submit change request Confirmation - FIS

The green box confirms we sent your change request to ERCOT, now you can return to the dashboard of interconnections via the dashboard link.

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

**Declaration of Department of Defense Notification****Please Review Carefully - you must digitally sign and submit with your change request**

Interconnecting Entity (IE):

MY IE Name

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

INR123456789

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)*

Signature Date

Other Changes - I've sold this Project

Change Project Ownership has two panels.

1. **Contacts**
2. **Attachments**

Contacts – Panel

To transfer ownership of an Interconnection Request, use this panel.

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: User Guide
Email: userguideie@gmail.com
P: +1 5127169532
Ext:

*Will remove all current contacts

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)*

Select Company Type ▼

Interconnecting Entity Name *(Required)*

Parent or Holding Company Name

Email

In the new owner section, provide the new owner's main email. The new owner will receive an email with instructions on how to register and log in.

Email *(Required)*

For email, you might encounter the following error:

- You can't leave this empty.

Type of Company

Select the **Type of Company** for the new owner. If you select **LLC**, then we will need you to enter a **Parent Holding Company** later.

Type of Company *(Required)*

Select Company Type ▼

Select Company Type
 LLC
 Other

For Type of Company, you might encounter the following error:

- You can't leave this empty.

Interconnecting Entity Name

Enter the name of new owner's LLC, or if you selected **Other** then enter the new owners interconnecting entity name.

Interconnecting Entity Name *(Required)*

For Interconnecting Entity Name, you might encounter the following error:

- You can't leave this empty.
-

Parent or Holding Company Name

If you select a company type of LLC, then we need you to enter the name of the new owner's LLC. If you entered **Other**, then enter the new owner's company name, if one exists.

Parent or Holding Company Name *(Required)*

For Parent or Holding Company Name, you might encounter the following error:

- You can't leave this empty.

When you have finished entering the new owner details, click [Continue](#) to begin attachments.

Attachments – Panel

Upload Attachments

You can review existing documents and upload any documents that provide information on the sale of the project or information you want to pass along to the new owner.

The Attachments table displays all of the files you have uploaded to date.

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

Attachments ^ v				
File	Type	User	Date Attached	
macatawapaafewindonline.pdf	DLN	userguideie	07-03-2018	
ElectronicSignature.pdf	SIG	userguideie	07-03-2018	

To upload a file:

Select the file type you want to upload.

One line ▼

Select file type

Air Permit

GHG Permit

Water Permit

RARF

One line

General Information

Other

Site Control

After selecting a file type, the allowable file extensions appear.

One line ▼

Accepted extensions: .pdf

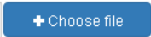
Now you can click  to browse and select a file from your computer to upload.

Then, the Attachment table will display with your uploaded file

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

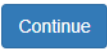
Attachments					
File	Type	User	Date Attached		
macatawaparkwindonline.pdf	OLN	userguideie	07-03-2018		
ElectronicSignature.pdf	SIG	userguideie	07-03-2018		
rarfdemoexample.xlsx	RRF	userguideie	07-03-2018		

RRF



Note: You can view and download previously submitted documents but you cannot delete them. Need to delete a submitted document? You can contact ERCOT at ginr@ercot.com.

Uploaded the wrong file? Use the  button to remove it.

When you have finished entering the updated attachments, click  to begin your review.

Review and Finish your Changes – I’ve Sold my Project

The review panel shows you all the information you filled out on each panel.

You can revisit any section you want by clicking the  button.

You need to go back to any panel with a red  button. When you go back to each panel, we will show you what is wrong so you know what to fix.

Review and Finish your changes

INR Number: 22INR0024
 Interconnection Entity: New user guide
 Parent Company: New user guide parent
 Resource Integration Eng.: Zach Reich
 Client Services Rep.: Dale Tomlin
 Transmission Svc. Provider:

	Existing	New
Primary Contact		
Primary Email:	userguideie@gmail.com	newowner@gmail.com
Company		
Company Type:	LLC	LLC
Interconnecting Entity Name:	User Guide	New user guide
Parent or Holding Company Name:	User Guide Parent	New user guide parent

Attachments			Update
	File:	Type:	Date Attached:
Existing:	macatawaparkwindonline.pdf	OLN	07-03-2018
	ElectronicSignature.pdf	SIG	07-03-2018
New:	rarfdemoexample.xlsx	RRF	07-04-2018

Comments

Enter any comments you have for ERCOT or the new owner, as you type, the character counter decreases to communicate the remaining character limit allowed.

Comments

I added an update RARF today

Characters remaining 222

When you have finished the review, click  to submit your change request.

Your Submit change request Confirmation-I've sold my project

You will now see a confirmation message, and you can return to the Interconnection Request List dashboard.

Once ERCOT processes the change request, you will no longer see this Interconnection Request (INR) in your Interconnection Request List.

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: 22INR0024
Interconnection Entity: New Owner
Parent Company: New Owner Parent
Resource Integration Eng.: Zach Reich
Client Services Rep.: Dale Tomlin
Transmission Svc. Provider:

Existing**New****Primary Contact**

Primary Email:

userguideie@gmail.comnewOwnder@gmail.com

Update

Company

Company Type:

LLC

LLC

Interconnecting Entity Name:

User Guide

New Owner

Parent or Holding Company Name:

User Guide Parent

New Owner Parent

Attachments

Cancel a Change Request

Cancel Change Request

You can cancel your change request from any panel by using the **Cancel Change Request** button.

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

	Original	Current
Maximum Generator MW	250	250
Maximum Summer Generator MW :	250	250
Maximum Winter Generator MW :	250	250

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

Maximum Generator MW <i>(Required)</i>	Maximum Summer Generator MW	Maximum Winter Generator MW
250	250	250

Cancel Change Request **Continue**

Click on the **Cancel Change Request** button from any panel to cancel a change request. Don't worry, you will have a chance to change your mind.

MW

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

	Original	Current
Maximum Generator MW	5000	5004
Maximum Summer Generator MW :	5000	5002
Maximum Winter Generator MW :		5000

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

Maximum Generator MW	Maximum Summer Generator MW	Maximum Winter Generator MW
5004	5000	5000

Cancel Change Request **Continue**

Cancel this change request?

You won't be able to revert this!

Yes, Cancel the Request **No, Nevermind**

Cancel this change request?

Yes, Cancel the Request

Cancels and deletes the change request as if it never happened.

No, Nevermind

Keeps your change request.

Cancel an Interconnection Request (INR)

You cannot cancel your own Interconnection Request. Look for Cancel My INR in future releases, meanwhile contact ERCOT at ginr@ercot.com to cancel your Interconnection Request.

ERCOT Returned Requests

Interconnection Request

I need to update my Interconnection Request (INR) returned by ERCOT

Navigate to the Interconnection Request List. Click on a row with a **UD** in the alert column. Click on **Update INR**.

Interconnection Request List

Start New INR Request

Show 10 entries

Show Cancelled INR's

Showing 1 to 3 of 3 entries

Search: Enter term to find... Reset All

Alert	INR Number	Project Name	Primary Name	Company	% In Process	Status	Last Updated	Action
UD	18INR0215	Return to IE	martha Siebold	Return to IE		Updates needed on your INR request	07-25-2018	<button>Update INR</button>

First Previous 1 Next Last

Read the note from ERCOT. The note will inform you of the updates you need to make on your Interconnection Request. When you are ready click the **Update Now** and make the requested updates.


Update Interconnection Request

Hello, Martha Siebold IE
Account

Update Interconnection Request - Welcome

ERCOT has returned your Interconnection Request form to you for the following reason:

Dear IE, I have looked over your files and I don't think your one-line is in Texas. The location appears to be in Michigan near a lighthouse. Can you update your one-line to be in the ERCOT ISO boundaries? Thanks, Your ERCOT RI ENG and Coordinator

Questions?

Please contact ERCOT at ginr@ercot.com

For Technical Issues:

ERCOT Help Desk
Phone: +1 512 248-6800
helpdesk@ercot.com

Update Now >

Change Request

I need to respond to my Change Request returned by ERCOT

Update My INR Options

From the Update My INR Options change request. The following may receive a revision from ERCOT:

- **Project Name**
- **MWs**
- **Dates**

Navigate to the Interconnection Request List. Click on a row with a  in the alert column. Click on **Respond to ERCOT Feedback**.

Alert	INR Number	Project Name	Primary Name	Company	% In Process	Status	Last Updated	Action
	18INR0215	saved	Martha Siebold IE	Martha		Saved Change Request	07-25-2018	View Finish Change Request
	22INR0038	INR	Martha Siebold IE	abc		Review ERCOT Feedback	07-23-2018	View Respond to ERCOT Feedback

ERCOT has revised your change request!

ERCOT has reviewed your change request and revised following items:

1. You can Agree with the revisions from ERCOT
2. Or you can Cancel the changes displayed below and they will not be applied to your INR

*If you had other changes, on this INR, they have been reviewed and accepted and they will be automatically applied to your INR when you accept or cancel this INR

INR Current	Your Changes Requested	ERCOT Revisions
Project General		
Project Name INR	Project Name Better Project Name	Project Name Gas R US Plant
		Reason for Revision Mr. Gas Plant As much as we would like to have you name your plant Better Project Name, we already have several resources on the grid that have similar sounding names. We have provide what would be an acceptable name on the change request. If you like, our suggested name accept this change request. If you do not like this name. Then Cancel the request and create a new change request with an alternate name. Thanks, Resource Integration Coordinator
Cancel above changes I agree with the above changes		

1. Click **I agree with the above changes** to accept and agree to ERCOT's Revisions
2. Or click **Cancel above changes** to keep INR Current column information.

You have to choose between **I agree with the above changes above changes** or **Cancel above changes** buttons. If you do not want either answer click **Cancel above changes**. Then navigate to the Interconnection Request List and begin a new change request.

Note: If you have, other changes on this change request, for the other changes to process you need to respond to this change request with either Cancel or I agree.

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