Documentation requirements for Small Systems (≤ 25 kW AC)	Required with Incentive Application Submission	Required with Incentive Claim Validation Request
Copy of executed contract between installer and customer	✓	
If applicable, copy of executed Power Purchase Agreement / Lease if the system is third-party owned	✓	
Customer Disclosure Form	✓	
Copy of customer electric utility bill no older than 12 months of application submittal date • If new construction with no existing bill, provide documentation of customer's annual load estimate (and alternative documentation for minimum savings requirement if third-party owned)	✓	
If applicable, documentation of low-income eligibility • Utility discount rate • Low Income Eligible Area • Enrollment in needs-based program • Solar for All participant • Self-attestation form	✓	
Certification form regarding terms & conditions (this will be electronically signed online)	✓	
Application fee (payable online via credit card)	✓	
Evidence of no construction prior to June 20, 2025 (only required until 12/31/26)	✓	
Evidence of utility authorization to interconnect and permission to operate (ATI email from electric provider)		✓
If applicable, projects that submitted an application without a bill must provide a bill showing account number, address and utility rate code at time of claim submittal		✓
If applicable (Ngrid BTM or Unitil BTM/Standalone systems), Evidence of Production Meter having been installed (Ngrid/Unitil Generation Meter Install email)		✓
If applicable (Ngrid Standalone systems), Evidence of asset registration (Asset Registration email)		✓
Renewable Energy Certificate Assignment and Aggregation Form (BTM systems only)		✓
Signed W-9		✓
ACH electronic payment authorization form (Ngrid only)		✓

Payment Credit Form, including, if applicable, Payment Credit Transfer Form list of desired allocatees (Ngrid and Unitil only)		✓
If applicable, Schedule Z (Net Metering Service Form)		✓
If applicable, AOBC form		✓
Documentation requirements for Large Systems (> 25 kW AC but ≤ 5,000 kW AC)	Required with Incentive Application Submission	Required with Incentive Claim Validation Request
Copy of valid, executed, in-force Interconnection Services Agreement (optional for Public Entity, Brownfield, and Landfill projects) • If applicable, proof of agreement with EDC for phased interconnection	✓	
BTM projects must submit a copy of customer electric utility bill no older than 12 months of application submittal date *If applicable, Eversource BTM projects requesting new service may submit applications without a bill	✓	
Evidence of site control	✓	
All non-ministerial permits that may be applicable. These may include but are not limited to the following: • ZBA rulings, Conservation Commission votes, etc. • Landfill or Brownfield permits or certifications • MA Dept. of Environmental Protection, MA Fish & Game, MA Dept. of Agricultural Resources, etc.	✓	
Any Solar Tariff Generation Unit (STGU) seeking an Adder will be required to provide supporting documentation: • **Canopy, Building Mount, Raised Racking Adder**: Plans and/or specifications • **Energy Storage**: An executed ISA inclusive of storage, energy storage specification data sheet, inverter efficiency factor if DC-coupled • **Pollinator**: Minimum of Silver Certification from University of Massachusetts Clean Energy Extension Pollinator-Friendly Certification Program • **Solar Tracker**: Plans & specifications • **Public Entity**: Evidence that a Municipality or Other Governmental Entity has awarded a contract to develop an STGU	✓	

• **Low Income Property**: Executed agreement with eligible property, Pre-determination letter (optional) • **Brownfield, ASTGU, Floating:** DOER Pre-determination letter • **CSS through Municipal Aggregation**: DOER Pre-determination letter, MassDPU approval letter • **Landfill**: MassDEP Post-closure Use Permit		
If applicable (for 1 MW and larger), PURPA Requirements indicating FERC QF filing	✓	
Siting documentation: • Not in Wetland Resource Area (unless authorization from regulatory body) • Not on property in State Register (unless authorization from regulatory body) • Not on Article 97 land (unless qualifying for Locational Adder)	✓	
Land use documentation for all ground mounted projects >250 kW AC: • Evidence supporting Previously Developed, if applicable • No Core Habitat overlap • No more than 10% overlap with highest forest carbon areas	✓	
If applicable, documentation for Mitigation Fee calculation: • Carbon storage • Ecological integrity • Agricultural potential • Critical landscape • Geographical distribution	✓	
If applicable, report from first Environmental Monitor site visit	✓	
Professional Engineer stamped One-Line Diagram	✓	
Certification form regarding terms & conditions (this will be electronically signed online)	✓	
Evidence of no construction prior to June 20, 2025 (only required until 12/31/26) No construction prior to July 1, 2024 for Low Income Properties (only required until 12/31/26)	✓	

Documentation requirements for Large Systems (> 25 kW AC but ≤ 5,000 kW AC), Continued	Required with Incentive Application Submission	Required with Incentive Claim Validation Request
Evidence of utility authorization to interconnect and permission to operate (ATI email from electric provider)		✓
If applicable, fully executed ISA for Public Entity, Brownfield, or Landfill projects		✓
If applicable, fully executed Right to Construct for Public Entity projects		✓
If applicable, most recent agricultural plan for ASTGUs		✓
If applicable, Eversource BTM and SA projects that have not received a bill at the time of claim filing can submit their claim with documentation showing account number		✓
If applicable, Ngrid BTM or Unitil BTM/Standalone systems, Evidence of Production Meter having been installed (Ngrid/Unitil Generation Meter Install email)		✓
If applicable, Ngrid Standalone systems, Evidence of asset registration (Asset Registration email)		✓
If applicable, report from final Environmental Monitor site visit		✓
Either Renewable Energy Certificate Assignment and Aggregation Form (if applicable) or evidence of LMP authorization or Forward Certificate transfer to appropriate EDC		✓
If applicable, AOBC/Schedule Z form for CSS off-takers		✓
Traditional CSS: completed disclosures for off-takers, proof of low-income eligibility for at least 40% of off-takers, completed AOBC form or Schedule Z, customer contracts		✓
CSS through Municipal Aggregation: Off-taker list (100% low-income), attestation of customer notification		✓
CSS through EDC program: notification of selection from EDC		✓
If applicable, Public Entity projects must provide proof of assignment of output to Municipalities or Other Governmental Entities		✓
If applicable, Low-Income Property projects must provide proof of assignment of output to approved low-income property, 20 year PPA between owner and low-income property (3rd party owned)		✓
Signed W-9		✓

If applicable, ACH electronic payment authorization form (Ngrid only)		✓
If applicable, copy of voided check (Ngrid only)		✓
If applicable, Payment Credit Form, including, if applicable, Payment Credit Transfer Form list of desired allocatees (Ngrid and Unitil only)		✓
If applicable, Schedule Z (Net Metering Service Form)		✓
If applicable, proof of ATI for added storage provided by electric provider		✓