

# NET METERING PROGRAM GUIDELINES



The information in this document is subject to change without notice.

November 2018

# TABLE OF CONTENTS

|  |    |
|--|----|
| 1. Program Overview .....                        | 3  |
| 2. Eligibility.....                              | 3  |
| 3. Payment Rates.....                            | 4  |
| 4. Contract Term.....                            | 4  |
| 5. Summary of Costs .....                        | 4  |
| 6. SaskPower Rebate .....                        | 4  |
| 7. Application and Interconnection Process.....  | 5  |
| 8. Further Information.....                      | 7  |
| 9. Contact Us.....                               | 8  |
| 10. Reference Documents .....                    | 8  |
| 11. Appendix A: Initial Rebate Application ..... | 9  |
| 12. Appendix B: Rebate Application .....         | 11 |

# 1. PROGRAM OVERVIEW

SaskPower's Net Metering program provides SaskPower customers with the opportunity to generate up to 100 kW (DC) of power, using an eligible energy resource, to offset their own power use.

Power you generate is used by your building first. Any extra power credits are carried forward to the next month and applied to that month's power use. The credits are carried forward, month by month, over a three-year period. At the end of the three-year period, any remaining credits are reset to zero and a new three-year period begins. For example, for a Net Metering project that was connected in April 2019, the credits would be reset in April 2022, 2025, 2028, etc.

A bi-directional meter will be installed by SaskPower to track the power coming from and going to the SaskPower grid.

## 2. ELIGIBILITY

### 2.1. ELIGIBLE APPLICANT

The program is open to all SaskPower customers, including residents, farms and businesses.

If **you're not a SaskPower customer**, check with your power provider for program details. However, you are still eligible to receive the SaskPower Net Metering Rebate. Please ensure you submit the *Initial Application for SaskPower Net Metering Rebate* (Appendix A) before your system is installed.

### 2.2. ELIGIBLE ENERGY RESOURCES

Power must be generated using one of the following qualified resources:

- I. **Solar:** power generated by capturing sunlight and converting it through panels.
- II. **Low-impact Hydro:** power generated by sending water from a river through turbines, which spin and generate power.
- III. **Biomass/Biogas:** power generated by burning organic materials to create heat and steam to spin turbines which generate power.
- IV. **Flare Gas:** power generated through the combustion of solution flare gas.
- V. **Waste Heat Recovery:** power generated through the recovery of usable energy from a source of waste heat, such as a manufacturing process, that does not use any other source of fossil fuel to generate the power.

All generation equipment used must be certified for use in Canada. For more information on Canadian Electrical Codes, the Electrical Inspection Act, and Saskatchewan interpretations, visit [saskpower.com](http://saskpower.com).

### 2.3. PROJECT SIZE

The program allows for projects up to 100 kW dc nameplate generating capacity. Customers are eligible for a maximum of 500 kW per year.

### 3. PAYMENT RATES

SaskPower will bank and credit the extra power you generate at the same rate that you buy power from SaskPower. For example, if you buy power at \$0.14228/kWh (2018), then your extra power will be credited at that rate. Credits are not paid out; they are carried forward and applied to your next month's power use.

### 4. CONTRACT TERM

The Net Metering Interconnection Agreement is for an initial term of ten years and includes an option to renew for an additional ten years. The additional 10-year term is subject to the terms and conditions of the program at the time of renewal. You may terminate the agreement by giving thirty (30) days written notice to SaskPower. The agreement will automatically terminate if you terminate your SaskPower account at the location of your Net Metering system.

### 5. SUMMARY OF COSTS

- I. **Application Fee:** A \$315 (GST included) non-refundable fee must be paid within 30 calendar days of the invoice issue date.
- II. **Electrical Permits:** You are required to obtain an electrical permit before beginning any construction of your project. For more information, including prices, visit the electrical inspections page on [saskpower.com](http://saskpower.com)
- III. **Interconnection Costs:** You are responsible for all costs associated with connecting your project to the SaskPower grid, including system and facility upgrades as required, including the cost of a bi-directional meter. In rare circumstances, these costs can be substantial, we recommend you wait for the results of your quote letter before you make your purchase. All costs will be included in your Quote Letter.
- IV. **Project Costs:** You are responsible for all costs associated with the purchase and installation of your project, including equipment and contractor costs.

### 6. SASKPOWER REBATE

SaskPower's Net Metering rebate provides a one-time rebate equivalent to 20% of your system's equipment and installation costs to a maximum of \$20,000. The rebate amount is calculated at \$0.65 per watt. For example, if you install an 8.5 kW system, your rebate would be \$5,525. The dollar per watt rebate amount may be revised from time to time by SaskPower to ensure it remains the equivalent of 20% of system equipment and installation costs.

This rebate is also available to Saskatoon Light & Power and Swift Current Light & Power customers. If you are a customer of one of those utilities, please ensure you submit the *Initial Application for SaskPower Net Metering Rebate* (Appendix A) before your system is installed.

In return for the net metering rebate payment, participants in the program agree to allow SaskPower to request on an annual basis, for the next 10 years their utility and generation records of electricity production data to assist SaskPower, its agents, suppliers and contractor in the administration, operation and delivery of the SaskPower Net

Metering Program, assisting its impact, and reporting publicly only data in aggregate form. Your energy production data and utility billing records are critical in measuring the positive environmental impacts of the Net Metering Program, and will help to make improvements or refinements in the future.

## 6.1. GOVERNMENT FUNDING

If other government funding is used to purchase and/or install equipment, this must be identified the Rebate Application form. SaskPower will cap funding at the point where 100% of the costs have been paid by government sources.

## 7. APPLICATION AND INTERCONNECTION PROCESS

SaskPower customers can apply to the Net Metering program at any time during the year. To apply, follow the steps below.

### 7.1. APPLICATION FORM

- I. Complete the online Net Metering application form on [saskpower.com](http://saskpower.com) and include all required exhibits listed below. You are also responsible to obtain any permits and approvals required by your local municipal bylaws.
  - Site location map, including location of generating system and meter location
  - Specification sheets for all equipment to be installed (i.e. inverters, modules, generators, etc.)
  - Electrical single line diagram, drawn by an electrician or engineer, from the generating system to the main AC breaker and to the grid.
- II. After you submit your application, SaskPower will issue an invoice for the \$315 (GST included) non-refundable application fee. The invoice must be paid within 30 calendar days of the issue date.
- III. Once your invoice is paid, your application will be send to SaskPower's engineering department to conduct an interconnection study.

### 7.2. ELECTRICAL REVIEW

This step should be completed at the same time as the application form. Electrical Inspections requires 6-8 weeks to review your project.

- I. Complete the Renewables Information Check Sheet on [saskpower.com](http://saskpower.com) and send it to Electrical Permits at [electricalplansreview@saskpower.com](mailto:electricalplansreview@saskpower.com). Make sure to also include all required exhibits listed below.
  - Site location map, including location of generating system and meter location
  - Specification sheets for all equipment to be installed (i.e. inverters, modules, generators, etc.)
  - Electrical single line diagram, drawn by an electrician or engineer, from the generating system to the main AC breaker and to the grid.

### 7.3. ELECTRICAL PERMIT

- I. Your contractor must obtain an electrical permit before beginning any work on your system. An electrical permit is required before an electrical inspection of your system and installation of a bi-directional meter can be completed

### 7.4. QUOTE LETTER AND INTERCONNECTION AGREEMENT

- I. Once we have received your completed application form, required exhibits and payment, we will email you a Quote Letter and an Interconnection Agreement. The Quote Letter will include the estimated total costs of your project's interconnection to SaskPower's grid, including the cost of a bi-directional meter.

If you have any questions about the costs included, the business office listed on the Quote Letter is available to assist you.

- II. Sign and return the Quote Letter and Interconnection Agreement, as well as payment for the costs identified in the Quote Letter. SaskPower will advance your project only once full payment is received.

### 7.5. SYSTEM INSTALLATION

- I. Once you have received your electrical permit, finalize your project with your supplier and arrange for the system to be installed.

If you change the equipment used or generation size from what you originally submitted, you will have to submit a new application form and fee.

### 7.6. ELECTRICAL INSPECTION

- I. Once your system is installed and working correctly, you must contact Electrical Inspections to arrange a final on-site inspection. This can be done a week in advance to minimize any delays. The electrician/contractor must be present during the inspection.

You can contact Electrical Inspections at 1-888-757-6937 (option5) or at [geis@saskpower.com](mailto:geis@saskpower.com).

### 7.7. BI-DIRECTIONAL METER INSTALLATION

- I. Once your project has passed inspection, a bi-directional meter will be scheduled for installation by SaskPower. Your meter will be read monthly by SaskPower meter readers.

The power you generate is used by your building first. Your SaskPower bill will show the power you received from the SaskPower grid and the extra power you generate and sent to the SaskPower grid. If you generate more power than you use, you will receive a credit; if you use more than you generate, you will be billed for the difference.

## 7.8. REBATE APPLICATION

- I. Once your system is installed, has passed electrical inspection and SaskPower has installed the bi-direction meter, apply for the rebate using the forms found in Appendix A. Make sure to also include all required exhibits listed below (receipts will not be returned):
  - Copies of invoices and paid receipts for generation equipment and installation costs;
  - For non-SaskPower customers, a copy of your Net Metering interconnection contract signed by your power provider.
- II. After you submit your application, SaskPower will review your documents and calculated your rebate amount. Your rebate cheque will then be mailed to you.

## 8. FURTHER INFORMATION

### 8.1. ANNIVERSARY DATE

To help maximize the use of credits built up in a 36-month period, we set the anniversary date for Net Metering customers based on the type of energy resource used. If you prefer a different anniversary date than what's indicated below, please contact us to adjust your date.

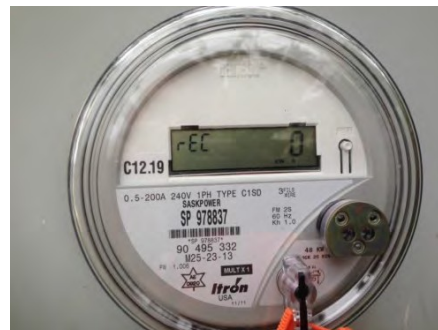
- I. **Solar:** March or April - credits built up over the spring and summer seasons are banked for use during the autumn and winter seasons.
- II. **Other Energy Resources:** since generation is not as dependent on hours of sunlight, the anniversary date will be in the month the bi- directional meter was installed.

### 8.2. BI-DIRECTIONAL METER

The bi-directional meter displays the power delivered (dEL) by SaskPower to you and the power received (rEC) by SaskPower from you. The power generated by your system is first used by your building. This power will not be recorded on the bi-directional meter, because it is used before it reaches the SaskPower grid.

- If, at any time, your system generates more power than you are using, the power will be sent to the SaskPower grid and recorded on your bi-directional meter as received (rEC) by SaskPower.
- If, at any time, your system generates less power than you are using, power will be taken from the SaskPower grid and recorded on your bi-directional meter as delivered (dEL) by SaskPower.

Each month, the amount of power you sent to the SaskPower grid is subtracted from the amount of power you took from the SaskPower grid.



### 8.3. SELF GENERATION AND POWER OUTAGES

Supplying your own power during a power outage while you are connected to the grid is a concept known as islanding. The Canada Standard Association (CSA) and Underwriter Laboratories Inc (cUL) current CSA Standard 22.2 – 107.1/UL 1741 states that during a power outage all systems that are tied to the electrical power grid must be shut down due to safety. For this reason, we require generation facilities connected into the SaskPower distribution system not be permitted to operate during a power outage and that all generation facilities shall be equipped with protection systems, which detect a power island condition and cause the generator to cease to deliver power to the SaskPower distribution system.

## 9. CONTACT US

Any questions about the Net Metering program can be sent to [customergeneration@saskpower.com](mailto:customergeneration@saskpower.com).

## 10. REFERENCE DOCUMENTS

- a) Electric Service Requirements
- b) Generation Interconnection Requirements at Voltage 34.5 kV and Below
- c) Terms & Conditions of Service
- d) Non-utility Generation Policy



# 11. APPENDIX A

## INITIAL NET METERING REBATE APPLICATION (Saskatoon Light & Power and Swift Current Light & Power Customers **ONLY**)

**Mail to:**  
SaskPower  
Customer Strategy & Programs, Net Metering Rebate  
2025 Victoria Avenue, Regina, SK, S4P 0S1

All fields are mandatory unless otherwise indicated. **Only complete applications will be processed.**

| APPLICANT INFORMATION  |  |  |  |
|--|--|--|--|
| Name:  |  |  |  |
| Company Name (If Applicable):  |  |  |  |
| Please select identity the application will be under:    Name <input type="checkbox"/> Company Name <input type="checkbox"/> |  |  |  |
| Mailing Address  | Street:  | P.O. Box:  | City:  |
|  | Postal/Zip Code:   | Province / State:  | Country:   |
| Telephone Number:  |  | Email:   |  |
| SUPPLIER INFORMATION   |  |  |  |
| Contact Name:  |  |  |  |
| Company Name:  |  |  |  |
| Telephone Number:  |  | Email:   |  |
| Permission to Contact Supplier Directly: Yes <input type="checkbox"/> No <input type="checkbox"/>                            |  |  |  |
| SECONDARY CONTACT (If Applicable)  |  |  |  |
| Name/Organization & Title:   |  |  |  |
| Mailing Address  | Street:  | P.O. Box:  | City:  |
|  | Postal/Zip Code:   | Province / State:  | Country:   |
| Telephone Number:  |  | Email:   |  |
| EXISTING SERVICE INFORMATION   |  |  |  |
| Existing Electrical Service  | Voltage:   | Main Size:   | (amps)   |
| Electrical Utility   | Saskatoon Light & Power <input type="checkbox"/>   |  | Swift Current Light & Power <input type="checkbox"/> |
| Electrical Utility Account Number  |  |  |  |
| SITE LOCATION AND IN-SERVICE DATE  |  |  |  |
| Civic Address or Legal Land Description:   |  |  |  |
| Proposed In-Service Date:  |  |  |  |
| Will you be applying for the Net Metering Rebate?  |  | Yes <input type="checkbox"/> No <input type="checkbox"/>                   |  |
| GENERATION DATA (Nameplate Capacity)   |  |  |  |
| Generation Type:   | Solar <input type="checkbox"/> Flare Gas <input type="checkbox"/> Biomass/Biogas <input type="checkbox"/> Hydro <input type="checkbox"/> Waste Heat <input type="checkbox"/> |  |  |
| Generation Information   | Size:            kW (DC)   | Single phase <input type="checkbox"/> Three Phase <input type="checkbox"/> | Voltage:   |
| Inverter: Yes <input type="checkbox"/> No <input type="checkbox"/>   | If no Inverter, type of Generator: Synchronous <input type="checkbox"/> Induction <input type="checkbox"/> Other <input type="checkbox"/> (Specify:            )             |  |  |
| Module Ratings:  |  | Number of Modules:   | kW per Module:                                       |

|  |               |                |
|--|---------------|----------------|
| Generator Ratings:<br>(kVA or kW - list each size)   |               |                |
| Power Factor at Rated Output (%):  |               |                |
| Production Capacity Range:   | Maximum (kW): |                |
|  | Minimum (kW): |                |
| <b>REQUIRED ATTACHMENTS/ INCLUSIONS</b>  |               |                |
| <input type="checkbox"/> Site location map, including location of generating system and meter location   |               |                |
| <input type="checkbox"/> Specification sheets for all equipment to be installed (i.e. inverter(s), generators, etc.)   |               |                |
| <input type="checkbox"/> Electrical single line diagram, drawn by an electrician or engineer, from the generating system to the main AC breaker and to the grid.   |               |                |
| <b>INFORMATION SHARING</b>   |               |                |
| <p>The confidentiality of applications (and any information provided to SaskPower in an application) will be maintained by SaskPower, except: (i) as may be otherwise required by law or by order of a court, tribunal, or by regulatory order or direction of the Government of Saskatchewan, including by not limited to, the Crown Investment Corporation or Saskatchewan and other agencies or ministries of government including their boards, commissions or panels; and/or (ii) as otherwise set out in this Application Form. Applicants are particularly advised that SaskPower is subject to legal requirements that may require disclosure of application information including, without limitation, under The Freedom or Information and Protection of Privacy Act (Saskatchewan). In addition to the foregoing, by submitting an application the Applicant consents to SaskPower sharing the Applicant's application, and any information provided to SaskPower in an application, to SaskPower agents, suppliers, contractors, consultants and/or advisors to assist in the administration, operation and delivery of Net Metering Program.</p> <p>Any personal information included in this Application is collected to administer SaskPower's Net Metering Program and to report program results. This personal information is protected by the Protection of Privacy provisions of the <i>Freedom of Information and Protection of Privacy Act (Saskatchewan)</i>. By signing this application, the Applicant consents to SaskPower sharing the Applicant's personal information, including, but not limited to, their electrical utility records, to SaskPower agents, suppliers, contractors, consultants and/or advisors to assist in the administration, operation and delivery of the Net Metering Program.</p> <p>If you have any questions about the collection of this information, contact us at <a href="mailto:customergeneration@saskpower.com">customergeneration@saskpower.com</a>.</p> |               |                |
| <b>SIGNATURE</b>   |               |                |
| Name of Applicant (Printed):   |               |                |
| Signature of Applicant:  |               | Date:          |
| <b>FOR SASKPOWER USE ONLY</b>  |               |                |
| Received By:   |               | Date Received: |

**Upon receipt of the application, SaskPower will issue an invoice for the \$315 non-refundable application fee. The invoice must be paid within 15 days of the issue date.**

## 12. APPENDIX B

### NET METERING REBATE APPLICATION

**Mail to:**

SaskPower  
 Customer Strategy & Programs, Net Metering Rebate  
 2025 Victoria Avenue, Regina, SK, S4P 0S1

All fields are mandatory unless otherwise indicated. **Only complete applications will be processed.**

| APPLICANT INFORMATION  |                        |  |  |
|--|------------------------|--|--|
| Name:  |                        |  |  |
| Company Name (If Applicable):  |                        |  |  |
| Please select identity the application will be under:    Name <input type="checkbox"/> Company Name <input type="checkbox"/>   |                        |  |  |
| Mailing Address  | Street:                | P.O. Box:  | City:  |
|  | Postal/Zip Code:       | Province / State:  | Country:   |
| Telephone Number:  |                        | Email:   |  |
| ADDITIONAL GOVERNMENT FUNDING  |                        |  |  |
| Name of Funding Program:   |                        | Funding Amount:  |  |
| REQUIRED ATTACHMENTS/ INCLUSIONS   |                        |  |  |
| <input type="checkbox"/> Copies of invoices and paid receipts for generation equipment and installation costs (will not be returned);  |                        |  |  |
| <input type="checkbox"/> For non-SaskPower customers, a copy of your Net Metering interconnection contract   |                        |  |  |
| INITIAL ELECTRICITY PRODUCTION READINGS (for each system)  |                        |  |  |
| System 1   | Generation Type:       | Solar <input type="checkbox"/> Flare Gas <input type="checkbox"/> Biomass/Biogas <input type="checkbox"/> Hydro <input type="checkbox"/> Waste Heat <input type="checkbox"/> |  |
|  | Generation Size:       | kW (DC)  | System Installed:    Ground Mount <input type="checkbox"/> Roof Mount <input type="checkbox"/> |
|  | Production Start Date: | Production Reading: (kWh)  |  |
| INFORMATION SHARING  |                        |  |  |
| <p>The confidentiality of applications (and any information provided to SaskPower in an application) will be maintained by SaskPower, except: (i) as may be otherwise required by law or by order of a court, tribunal, or by regulatory order or direction of the Government of Saskatchewan, including by not limited to, the Crown Investment Corporation or Saskatchewan and other agencies or ministries of government including their boards, commissions or panels; and/or (ii) as otherwise set out in this Application Form. Applicants are particularly advised that SaskPower is subject to legal requirements that may require disclosure of application information including, without limitation, under The Freedom or Information and Protection of Privacy Act (Saskatchewan). In addition to the foregoing, by submitting an application the Applicant consents to SaskPower sharing the Applicant's application, and any information provided to SaskPower in an application, to SaskPower agents, suppliers, contractors, consultants and/or advisors to assist in the administration, operation and delivery of Net Metering Program.</p> <p>Any personal information included in this Application is collected to administer SaskPower's Net Metering Program and to report program results. This personal information is protected by the Protection of Privacy provisions of the <i>Freedom of Information and Protection of Privacy Act (Saskatchewan)</i>. By signing this application the Applicant consents to SaskPower sharing the Applicant's personal information, including, but not limited to, their electrical utility records, to SaskPower agents, suppliers, contractors, consultants and/or advisors to assist in the administration, operation and delivery of the Net Metering Program.</p> <p>You may be asked to submit to SaskPower on an annual basis, for the next 10 years, your electricity production readings in kilowatt-hours and the date the reading was taken.</p> <p>If you have any questions about the collection of this information, contact us at <a href="mailto:customergeneration@saskpower.com">customergeneration@saskpower.com</a>.</p> |                        |  |  |
| SIGNATURE  |                        |  |  |
| Name of Applicant (Printed):   |                        |  |  |
| Signature of Applicant:  |                        | Date:  |  |

**FOR SASKPOWER USE ONLY**

Received By:

Date Received:

Notification Number: