



**Community Solar Energy Pilot Program  
Extension Request Form: Start of Construction**

Pursuant to the New Jersey Board of Public Utilities' ("Board") Rules at N.J.A.C. 14:8-9.3(c)7, community solar projects are required to begin construction within six months of their approval by the Board. Board staff may approve one or more two-month extensions if substantial progress is shown towards beginning construction within the initial six-month period, as determined upon review by Board staff and depending on the specific circumstances of the project.

In order to request an extension of the deadline to start construction, please complete this form in full and submit it via email to BOTH of the following email addresses: [board.secretary@bpu.nj.gov](mailto:board.secretary@bpu.nj.gov) and [communitysolar@njcleanenergy.com](mailto:communitysolar@njcleanenergy.com).

**A. Community Solar Project Information**

Project BPU Docket Number: \_\_\_\_\_  
SRP Acceptance Number (*complete if known*): \_\_\_\_\_  
Current Deadline (*including all prior extensions*): \_\_\_\_\_

System Size: \_\_\_\_\_  
System Installation Address: \_\_\_\_\_  
(City) \_\_\_\_\_ (Zip Code) \_\_\_\_\_

**B. Contact Information**

Primary Contact First and Last Name: \_\_\_\_\_  
Primary Contact Company/Entity Name: \_\_\_\_\_  
Primary Contact Email: \_\_\_\_\_  
Primary Contact Phone Number: \_\_\_\_\_

Project Owner Company/Entity Name: \_\_\_\_\_  
Project Owner Contact First and Last Name: \_\_\_\_\_

Developer Company/Entity Name: \_\_\_\_\_  
Developer Contact First and Last Name: \_\_\_\_\_



**Notes/Comments:** *(please indicate any change in contact information, ownership, etc.)*

**C. Prior Extension Request Information**

Is this the first extension request for the start of construction deadline?  Yes  No

Date First Extension Request Submitted: \_\_\_\_\_

First Extension Expiration Date: \_\_\_\_\_

Date Second Extension Request Submitted: \_\_\_\_\_

Second Extension Expiration Date: \_\_\_\_\_

**D. Progress Toward Start of Construction**

Please provide justification for the extension request, i.e. project updates and description of substantial progress toward start of construction. Use additional sheets if necessary.

Examples: permit acquisition, interconnection, panel and equipment purchasing, partnerships, etc.



**E. Project Milestones – Progress toward Completion**

Milestone	Achieved (Y/N)	Date Achieved	Date Expected to Achieve
1. Submitted interconnection application to EDC			
2. All required federal, state, and local permits obtained; including NJDEP permits			
3. Received interconnection application approval from EDC			
4. Construction has begun. Pursuant to N.J.A.C 14:8-9.3(c)7, projects must begin construction within six months unless granted an extension			
5. Mounting system installed			
6. Greater than 50% of solar panels installed			
7. All equipment installed, system testing complete and request sent to EDC to test and authorize operation of system			
8. All site preservation and/or land enhancement has been completed			
9. EDC Authorization to Operate approval received			

**F. Signature**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature

\_\_\_\_\_

Name

\_\_\_\_\_

Title



G. To Be Completed by New Jersey Board of Public Utilities Staff

Staff Granted Extension Request:  Yes  No

Date Extension Granted: \_\_\_\_\_

Notes/Comments: