

TOWN OF ITHACA

LOCAL DISTRIBUTED ENERGY RESOURCE PLAN FOR COMMUNITY CHOICE AGGREGATION

Introduction

The Town of Ithaca approved a Local Law establishing a Community Choice Aggregation (CCA) program in 2022, to achieve town-wide decarbonization through Distributed Energy Resources (DERs), which are locally sited renewable energy and energy efficiency measures, as well as inviting the participation of other Tompkins County municipalities. The purpose of this document is to present to the Ithaca Town Board the next “step” in the process for the formation of the CCA, the approval of the Town of Ithaca Local DER Plan for CCA (“Local DER Plan”). This document refers to sections of the approved 2022 Local Law (codified as Town Code Chapter 135 (Community Choice Aggregation (Energy) Program), italicized and with the “§” symbol for citation. Definitions of terms appear at the bottom of this document.

The Local DER Plan reflects recognition of the limitations of town-wide decarbonization through Renewable Energy Certificates (RECS) that are referred to as “green” or “renewable” centralized grid power and “net metering.” Instead, the Plan follows a self-consumption of energy strategy for DER design that seeks to provide (1) savings to DER users and (2) a return on investment to DER owners, which result from the avoided cost of natural gas, electric grid power and vehicle fuel purchasing, relative to the cost of DER installation, operation, and administration.

The Local DER Plan recognizes that the Town’s climate goals depend upon the effective engagement of energy consumers that live and work here. The Plan recognizes obstacles to engagement and seeks collaboration between the Town and the City of Ithaca to simplify and standardize participation so that all residents and businesses are eligible and have the opportunity to participate. To be inclusive, the Plan employs both individual investment and cooperative investment. The Plan’s references to “Cooperatives,” “Shares” and “investments” are descriptive; details about the precise legal forms are being explored.

The Local DER Plan is built upon the CCA policy that organizes a form of cooperation through aggregation of energy demand, and the collective purchasing of electricity and gas supply through the passive mechanism of opt-out enrollment. The Local DER Plan will result in a program that offers each CCA Supply-enrolled customer an entirely

voluntary option to become Share owners and/or Users of DERs: a deliberate facilitation to physically reduce the amount of grid power and natural gas supplied to CCA customers. Use of DER-connected electric vehicles (EVs) will also physically reduce gasoline and diesel use.

By uniting these functions under the Local DER Plan, the Town enables an organized and deliberate transition from electricity supply to DERs for all "addressable" sources of carbon: power, heat, transportation, and waste.

In 2023, the New York Public Service Commission (PSC) issued changes to existing rules and created new rules for CCA programs. One of the changes places voluntary DER Provider processes under the control of local municipalities, rather than under the jurisdiction of the PSC, with which businesses must register in order to serve as DER Providers in New York. The Town of Ithaca defined its CCA program through a Local Law (codified as Town Code Chapter 135 (Community Choice Aggregation (Energy) Program), which included a detailed approach by the CCA Administrator to plan DER activities. The Town entered into a Memorandum of Understanding (MOU) with Local Power LLC in 2022 to prepare an implementation plan for the Town to adopt.

Inclusive of new changes to PSC rules for CCA in New York, the Town's steps following the (1) passage of the Local Law in 2022, will be (2) adoption of this Local DER Plan, (3) selection of a CCA Administrator and its Master Implementation Plan, (4) participation in communication and outreach for the Local DER Plan, and (5) selection of electricity and gas supply following RFPs submitted by the CCA Administrator.

Distributed Energy Resources (DER) as Authorized by the Local Law

In 2022, the Town of Ithaca and City of Ithaca adopted similar CCA Local Laws to create a CCA program, define its purpose, articulate a structure, and authorize activities of the City, Town and a CCA Administrator to implement the program. DER as introduced in the Local Law is as follows.

§ 135-1. Legislative findings; intent and purpose; statutory authority.

A. The Town of Ithaca has long demonstrated its commitment to sustainability and community-wide greenhouse gas reduction from energy use, transportation, land use and waste management. The primary goal of the Green New Deal resolution, passed unanimously by the Town Board in March of 2020, is to achieve an equitable transition to carbon neutrality Town-wide by 2030. The resolution calls for meeting the electricity needs of Town government operations with 100% regionally sourced renewable electricity and reducing emissions by

50% from the Town fleet of vehicles by 2025.

B. To meet reduction targets for greenhouse gas emissions, the Town will seek reductions for all addressable carbon emissions associated with the community, including electricity use in buildings, heating of buildings, energy for transportation, and solid and sewer waste exports.

C. To achieve the Town's 2030 goal, it may choose to accelerate the deployment of distributed energy resources (DER) such as photovoltaic panels and energy storage systems, as well as to examine the retail energy markets and increase participation of eligible consumers in those markets.

D. Community choice aggregation has the potential to enable greenhouse gas reductions from electricity use in existing buildings while at the same time guaranteeing affordability and minimizing risk associated with price volatility to eligible consumers.

E. Among the foremost policies and models to increase access to affordable community-wide energy transition in the state of New York is community choice aggregation (CCA), which allows local governments to determine the supplier(s) of electricity on behalf of eligible consumers, and provide a significant opportunity to diversify electricity supply based on DER.

This Local DER Plan is a voluntary act of the Town of Ithaca to further define, support, and promote the program implemented by the CCA Administrator, and to cooperate with the CCA Administrator in DER ownership opportunities within the Town. This Local DER Plan creates a process for municipal support and oversight of DER activities by the CCA Administrator. This plan also defines the method of compensation for a CCA Administrator for DER implementation, the specific figures for which will be determined by negotiation with a CCA Administrator that is selected to run the program.

Based upon the Town of Ithaca's adopted CCA Local Law, the Local DER Plan specifies how those DER components not under the standard PSC 2023 template procedure updated under the new PSC rules changes for selecting the CCA Master Implementation Plan will be implemented by the CCA Administrator. The Local CCA Plan further specifies how the Town will provide support for CCA and DER programs to launch and maintain continuing DER development for the duration of the program.

As the Local Law specifies, this program is authorized in part by the PSC and in part by the Town of Ithaca, under both its Local Law (codified as Town Code Chapter 135) and New York State PSC CCA and DER rules and procedures.

§ 135-1.I. The Town of Ithaca is authorized to implement this CCA program pursuant to § 10(1)(ii)(a)(12) of the New York Municipal Home Rule Law; and State of New York Public Service Commission Case No. 14-M-0224, Proceeding on Motion of the Commission to Enable Community Choice Aggregation Programs (issued April 21, 2016), as may be amended, including subsequent orders of the Public Service Commission (PSC) issued in connection with or related to Case No. 14-M-0224, to the extent that orders related to Case No. 14-M-0224 135:1 enable actions by the Town of Ithaca.

The Local DER Plan reflects the Local Law in using a CCA Administrator to manage the CCA and DER activities on behalf of the Town.

§ 135-3.C. The Town of Ithaca may select a third party as CCA administrator for such purpose to the full extent permitted by the order, as set forth more fully herein, and shall include a process for other municipalities in Tompkins County to join the CCA program.

The CCA Administrator will implement a town-wide DER voluntary investment program.

§135-1. G. The purpose of the Town of Ithaca's CCA program is to administer the energy service in a manner that expands access to solar and other local renewables and energy efficiency technologies by offering optional enrollment of eligible consumers in voluntary investments in DER, with access to financial mechanisms, including the financial mechanism developed under the City of Ithaca's Energy Efficiency Retrofitting and Thermal Load Electrification program, approved by that City's Common Council.

H. This chapter establishes a program (CCA program) that will allow the Town of Ithaca, in conjunction with the City of Ithaca, as well as any other local governments in Tompkins County, which may elect to join the CCA program at a later date, to work together using a shared purchasing model to put out for bid the total amount of electricity and natural gas being purchased by eligible consumers within the jurisdictional boundaries of participating municipalities. The CCA program will offer service to every eligible consumer in its service territory, including municipal accounts, and will investigate opportunities to divert municipal sewage and solid waste exports as potential feedstock sources of hydrogen for use by DERs.

This program will employ standard agreement templates that the CCA Administrator will draft for co-investment by different kinds of customers for different kinds of DERs. The

CCA Administrator will submit proposed templates to a designated Town representative for a sign-off before they are made available to prospective DER voluntary investors. Proposed templates will be adapted to customer and DER types to provide a voluntary investment opportunity for any type of electricity or gas customer who has been enrolled in CCA Supply and elects to invest in Shares of DERs.

This program does not seek to form a utility and will not seek to build conventional transmission lines. Transmission/delivery will continue to be the responsibility of New York State Electric & Gas (NYSEG).

§ 135-3.M. The operation and ownership of the utility service shall remain with the distribution utility. The Town of Ithaca's participation in a CCA program constitutes neither the purchase of a public utility system, nor the furnishing of utility service. The CCA program shall not take over any part of the electric or gas transmission or distribution system and will not furnish any type of utility service but will instead negotiate with suppliers on behalf of eligible consumers.

The core decarbonization mission as stated in the Local Law, and implementable through the Local DER Plan, is to decarbonize buildings with interoperable DERs designed for self-consumption, including appliance automation, demand dispatch, nanogrids, microgrids, thermal loops and minidistricts, on and where desired and feasible within properties, and between adjoining properties throughout the Town. (Interoperability is a characteristic of an energy product or system, such as a photovoltaic array, to work with other energy products or systems, such as appliances or an electric vehicle. Self-consumption means producing and consuming electricity in a building or group of buildings, as opposed to net metering or exporting power onto the grid.) It is the purpose of this program to design and install DERs in a manner that significantly reduces DER Users' demand of greenhouse gas-producing heating and transportation fuels, by providing a majority of Users' energy needs with onsite DERs. It is also the intention of this plan to install EV chargers at or near DER sites on sidewalks, public properties, and municipal rights of way, as well as on municipal properties and municipal meters, where desired and feasible. Where necessary, the Town will obtain easements for EV charger installations. This program establishes a planning process between the CCA Administrator and Town of Ithaca to accomplish this mission.

This program is town-wide, extending eligibility for DER share ownership to all community members, encompassing power, heat, transportation, and waste. A robust and cooperative relationship between the CCA Administrator and the Town is a critical component for a successful local energy transition. Most people cannot do this alone. Engagement must be actively supported and coordinated in a sustained manner to provide public awareness of the CCA DER program and effectively engage residents and

businesses over time.

The CCA Administrator will provide similar assistance to other municipalities that join the Town and City of Ithaca, or with a group formed by Intermunicipal Agreement (IMA) if one is created. Details on a potential IMA follow in subsequent sections.

§135-3.D. The Town of Ithaca may enter into an intermunicipal agreement with the City of Ithaca and other municipalities in Tompkins County, and potentially municipalities in adjoining counties who join the CCA program, for the purpose of sharing administrative resources to support eligible consumers' access to the City's solar access, building electrification and decarbonization program resources, and shall include a process for other municipalities in Tompkins County to offer their eligible CCA customers such resources to join the CCA program.

Description of Town of Ithaca Local DER Plan for CCA

I. Approach

The Local DER Plan will offer universal eligibility for sharing of Distributed Energy Resources in order to localize investment and economic benefits for energy Users and co-investors in their neighborhood and Town. In addition to administering a conventional CCA electricity and gas supply program under PSC oversight, the CCA Administrator will administer a local DER program under municipal oversight, consistent with the 2023 PSC order.

The program offers a broad range of technologies configured for maximum physical decarbonization across all four sectors of “addressable carbon.” A broad sector of options in electricity, heating and cooling, transportation, and waste provides people with more choices and flexible ways to participate, and higher levels of participation to reach climate goals.

The program is focused on community and online engagement and robust use of municipal communication platforms to provide ongoing education and outreach, in order to both inform and simplify participation for all community members.

The program is focused on physical sharing by neighbors and collocation of DERs in order to achieve economies of scale to increase the affordability of DER technologies for more people, which can also increase participation.

The program is focused on DER systems designed for onsite consumption in order to 1) avoid imposing costs on distribution utility system customers, and 2) minimize grid upgrade delays by utilities which allows for higher levels of DER installation on a more accelerated timeline than is

otherwise feasible for DERs dependent upon energy exports to the grid. This is appropriate for the town-wide approach to building decarbonization that the Town has adopted to meet their greenhouse gas emissions reductions targets.

Finally, the program's inclusiveness enables a multi-site acquisition approach to DER development in order to achieve a desired scale of climate impact in a timely way.

II. Decarbonize All Addressable Carbon through DER

Paths to decarbonizing electricity are blocked by the legacy energy system. The grid has reached its limits as a business model and is itself a cause of carbon emissions as a result of losses during energy transmission and the need for spinning reserves. (Spinning reserves are the extra generating capacity that is available by increasing the power output of generators that are connected to the power system, for a variety of purposes including the provision of balancing capacity for intermittent renewable generators such as a solar farm or wind farm.) Much of a building's energy requirements can be generated on-block, making strictly centralized business models of renewables, like net metering, increasingly economically obsolete. REC trading regimes dilute carbon benefits, cause new environmental justice issues, confuse consumers and undermine public trust in renewables as a climate pathway. Energy from renewable technologies is already competitive with market power, and much more stable in price. Sharing technologies like electric vehicle sharing and renewable nanogrids, microgrids, thermal loops, micro-districts, and mini-districts are widely demonstrated niche markets. An effective program for engaging voluntary investors and helping them design and solicit DERs can reduce engineering costs to make DER even more competitive in price, in order to increase participation levels. The CCA Administrator is charged with this physical transition of building decarbonization as defined in the Local Law.

§135-3.G. The CCA administrator may directly administer opt-out notification communications to eligible consumers, and may offer two additional options:
(1) To opt-up for a loan to purchase shares in a neighborhood DER project; and
(2) An option to opt-with neighbors in a cooperative to own and operate on-site DERs.

The CCA Administrator will engage DER Lenders to provide loans for DERs, establishing a process to track performance of a customer's DER investment including a list and analysis of DER costs, avoided energy costs, and net savings.

A. Aggregating Local DER Demand

Third party DER Providers are siloed by technology, dependent on utility tariffs, and are often either not advanced enough in their technology applications (e.g., stand-alone solar PV), or are

prohibitively expensive for many consumers (e.g., solar PV plus a wall battery). Disorganized customers generally lack information to choose or evaluate advanced local renewable energy systems. Disintegrated energy choices in current markets separate decision-making about electricity, heat, transportation, and waste into isolated acts. Disaggregated customers lack market power to achieve project economies of scale, and often cannot afford additional engineering costs associated with more advanced DERs.

The CCA program approach to these decarbonization challenges is to engage Users in replacing multiple fossil fuel uses with DERs onsite or in the neighborhood. Renewable electricity sharing systems require cooperation in a building. Power and heat sharing systems require aggregation and facilitation. Sharing in a neighborhood requires an agreement between DER Users and interested neighbors. Changes in waste management practices and public sector energy projects require ongoing coordination between a municipality, local and regional agencies, and service providers. The CCA Administrator will prioritize the support of local agencies and services in order to facilitate coordination of DER investment.

B. Serving “All Energy”

The CCA DER program will decarbonize town-wide through diversified local DER investment to decarbonize power, heating and vehicles through electrification bundled with onsite renewables and efficiency measures. On a parallel track, the program will seek to help local waste managers decarbonize waste management through waste separation and conversion practices. DER measures by carbon source include:

- Onsite renewable electric plug loads
 - Energy efficiency measures
 - Appliance integration
 - EV integration
 - Onsite renewable microgrid
 - Onsite renewable nanogrid
- Onsite solar electric powered, geothermal, and solar heat
 - Heat pumps
 - Thermal loops, micro-districts, and minidistricts
- Switch to onsite EVs

- Onsite renewable energy chargers for self-consumption, or “Vehicle to Building” (V2B)
- EV sharing and renting
- Engagement of CCA municipalities to reduce solid waste and sewer waste dumping and incineration
 - Separation
 - Re-use (e.g., composting)
 - Conversion to hydrogen for DERs
 - Detoxification and/or sequestration of toxic residues

C. DER Design

DERs will be designed to avoid distribution system obstacles to town-wide decarbonization (e.g., upgrade costs). Self-consumption, rather than net metering and export of electricity, will incorporate electrification to onsite renewable heat, and use of DER-connected electric vehicles. A DER will significantly reduce but is unlikely to eliminate grid use, although it may entirely eliminate a User’s natural gas consumption. The program will facilitate sharing by neighbors and collocation of shared heat, power, and EV facilities, by designing DER technology to fit Users’ onsite energy needs in order to facilitate neighbor sharing and ensure interoperability of DER components to facilitate self-consumption. DER systems will be designed under a non-exporting electricity specification, and where feasible, will incorporate an “islanding capability” for onsite grid autonomy.

DER sharing platforms will consist of singular and combined stakeholder microgrids, nanogrids, and/or thermal loops using multi-stakeholder cooperative ownership for membership use and sharing of DER. Sharing will employ a multi-benefit microgrid ledger in which ownership is split between DER Users and Owners, with DER energy savings resulting from DER use shared between them. Owners, partners, and stakeholders may include citizens, small businesses, tech services providers, and government entities. DER systems will range from installations in single- and two- family homes or small to medium sized businesses, to larger DERs on multi-residential buildings, mixed use buildings, large commercial buildings, and/or government facilities.

III. Individual Voluntary Investment

Individual consumers may also voluntarily invest singularly in DER products that provide onsite renewables packaged with interoperable electrified heating and/or transportation.

Renewable energy technologies adapted to DER site conditions and User group energy needs will be combined with electrification and efficiency measures to deliver significant onsite energy self-consumption.

All DERs, including DER designed for individual voluntary investment participants, will be designed for self-consumption.

Using an electric vehicle and switching heating systems, as well as energy efficiency measures, will be bundled together in packages to deliver self-consumption to the DER user.

Depending on an individual investor type and size, a DER package may include a nanogrid, microgrid, thermal loop, microdistrict, or mini-district.

For purposes of this document, individual investment is for a sole-financed and owned project where the participant is the DER User, 100% Share owner, and exercises site control where the DER is installed.

IV. DER Cooperation and Sharing: Users, Sharers, Site Owners

While the Town of Ithaca has less urban density than the City of Ithaca, cooperation between neighbors will be possible both between adjacent properties and between neighbors. Cooperation between fewer parties will involve simpler formation procedures and approvals.

DER Cooperatives will facilitate universal access to DERs by enabling greater stakeholder diversity, and enhancing community education, inclusion and sharing for the program. Cooperative Agreements will be entered into through mutual negotiation between Members, in compliance with the required legal instruments, and will be signed by authorized representatives of the parties. There are three different types of Members, some using the electricity, some acquiring ownership shares, and others who are site owners at locations where DERs are installed:

- Users
- Sharers
- Site Owner(s)

The approach will be flexible and sensitive to site control options. Site Owners may own, use, and share DER at their discretion. A User's options to own, use, and share DER will be based in part on the Voluntary Investment option chosen by a Site Owner. Sharers who, for example, do not own or hold a long-term lease for their dwelling/enterprise, or own or lease a building ill-

suitable to DERs, may purchase Shares without being Users, or may in the future become Users if conditions permit. User(s) and Site Owner(s) will work with the CCA Administrator to determine how many Share applicants are allowable for individual DER projects, or may self-organize their own Sharer group.

Users will function as off-takers of energy from a DER system and will compensate Sharers.

EVs are an important part of cooperation because they may be used by participants whether or not they occupy a building with DERs.

Every share, whether owned by a User, Sharer, or Site Owner, will receive a monthly percentage of overall Co-op net savings. Apart from DER loan repayment, savings from avoided electric, natural gas and vehicle fuels will be shared monthly income divided between the Shares. The CCA Administrator will prepare and submit Standard Cooperative Agreement template(s) for review and sign-off by designated Town staff, for use by DER Cooperative groups to define the terms between Users, Sharers, and Site Owners of a DER project. Individual Agreements are those entered into by individual Site Owners who wish to invest in DER individually.

The process of creating Cooperative Agreements will be as follows:

- Cooperative Agreement Standard Template sign-off by a representative of the municipality
- Cooperative Agreement signed by Users and Site Owners
- Sharers enrolled
- DER Loan processed

Under the Shares approach, prospective Users will form a Cooperative, with agreement of the Site Owner(s), which will establish the terms of usage. Sharers must agree to the terms of the Cooperative Agreement, become Members of the Co-op as Sharers, and purchase Shares that are defined within the terms and limitations of the Co-op's adopted Cooperative Agreement.

A Cooperative group will contract with prequalified DER Vendor(s) and DER Lender(s) solicited by the CCA Administrator, who will employ an RFI/RFP or RFQ and "Job Order" procurement approach.

The CCA Administrator manages procurement on behalf of residents, businesses and institutions that sign up to voluntarily invest in local and onsite DERs.

V. Roles of the CCA Administrator

The CCA Administrator will manage electric, gas and DER supplier procurement as described in the PSC-filed Master Implementation Plan and the Town of Ithaca's CCA Local Law, and will prioritize inclusivity in the energy transition.

The CCA Administrator will be responsible for regulatory compliance with state agencies for CCA and DER activities, CCA electricity, gas and DER procurement, RFP drafting, management, analysis, DER Vendor and Lender prequalification and cooperation.

The CCA Administrator will be responsible for managing DER site acquisition and will provide a supporting role in DER site planning and permitting activities for multi-site acquisition of Site Owners and building occupants (DER off-takers).

The CCA Administrator will be responsible for representing the program to the Town's staff and governance boards, managing communication processes and participating in public hearings, and providing support to Town staff for coordinating municipal agency cooperation and partnership activities, including Tompkins County agency, state agency and university cooperation and partnerships, and applications for state, federal and non-profit funding.

The CCA Administrator will manage data, data collection, analysis and reporting with the Town, CCA Customers, DER Voluntary Investors, Suppliers, DER Providers and the PSC, including the following:

- Data analysis including Geographic Information System (GIS) content, Profits and Losses Modeling, CCA customer-specific confidential data collection, management, and use for DER facility siting, design, tracking and reporting to customers
- Data sharing with DER Vendors and Lenders for billing, updating Voluntary Investor web portals and reporting purposes
 - CCA program performance reporting to the Town and PSC
 - DER project performance reporting to customer
 - Summary of DER projects and program performance to the municipality, analyzing performance and recommending program improvements, needed changes and new procedures to improve program performance for municipal sign-off or Town Board action
 - Contractor performance evaluation, database of warranties and agreements
- Direct communication to diverse customer groups

The CCA Administrator will utilize the following steps for DER development:

- Data, survey, site analysis
- User enrollment
- Site acquisition
- Planning
- Cooperative Agreement or individual customer commitment to consider DER Provider proposal(s)
- RFP bid acceptance
- Permits
- Shares enrollment by neighbors
- Finance/loan
- Finalize contract with DER Provider(s)
- Track DER installation
- DER data tracking/reporting

A. CCA Administrator Enrollment of Participants in DER Voluntary Investment

The CCA Administrator will manage enrollment of CCA customers as Voluntary Investors and administer dedicated billing and reporting for Sharers and Users of a DER.

CCA “Eligible Consumers” will become eligible for DER Voluntary Investment as described in the Local Law:

§135-3.F. The CCA administrator may act as energy loan account administrator to engage, prequalify, list, and track the performance of the loan accounts of eligible consumers who elect to voluntarily invest in DERs.

G. The CCA Administrator may directly administer opt-out notification communications to Eligible Consumers, or and may offer in addition to the option of opting out, two additional options; (i) to “opt-up” for a loan to purchase Shares in a neighborhood DER project, and (ii) an option to “opt-with” neighbors in a Cooperative to own and operate onsite DERs.

H. The CCA administrator may offer a premium product to any eligible consumer to purchase shares in DERs or to join with neighbors to form a cooperative to directly own and operate DERs.

The CCA Administrator will manage a DER Sharer/User ledger for the Members of each Cooperative, according to the terms of its Cooperative Agreement. Payments between Users and Sharers will be administered by the CCA Administrator.

§135-3.I. The CCA administrator may create a system of credits or direct payments to compensate each participant for such equity and may transfer collected premium payments into the customer's energy loan account to facilitate funding, including through the City of Ithaca's Energy Efficiency Retrofitting and Thermal Load Electrification Program or other sources.

The CCA Administrator will separately prequalify and engage DER Lenders to provide loans to Voluntary Investors. The CCA Administrator will also prequalify partners to offer building decarbonization financing products to CCA Customers, such as the City of Ithaca's Energy Efficiency Retrofitting and Thermal Load Electrification Program or other sources.

As per PSC rules, the CCA Administrator may choose to engage with one or more Program Organizers to educate and engage both Customers in the Town of Ithaca and the municipal governments in and around Tompkins County to join the CCA/DER program.

§135-3J. The CCA administrator may designate one or more program organizers to assist in the education and engagement of eligible consumers and municipalities in Tompkins County to participate in the CCA program.

The CCA Administrator will offer Basic Service and voluntary investment options to every customer, including Assistance Program Participants (APP) customers, enrolled in the CCA program. The CCA Administrator will engage the Tompkins County Department of Social Services to seek permission to enroll APP customers in the program.

§ 135-4. Eligibility.

A. All consumers within the Town of Ithaca, including residential and nonresidential, regardless of size, shall be eligible to participate in the CCA program's basic service, provided that different methods of enrollment are required to be used for different NYSEG customer classifications.

B. All participating consumers that are members of New York State Electric and Gas (NYSEG) SC 1 Residential Service, SC 6 General Service and Gas SC 1 Residential Service, SC 2 General Service shall be enrolled on an opt-out basis, except for consumers: i) that are already taking service from an ESCO; ii) that have placed a freeze or block on their account; or iii) for whom inclusion in the CCA program will interfere with a choice the customer has already made to take service pursuant to a special rate. Those consumers may be enrolled on an opt-in basis, alongside all other NYSEG service classifications, including: i) for electricity service, SC2 General Service with Demand Metering, SC3 Primary Service 25 KW or more, SC5 Outdoor Lighting Service, SC7

Large General Service with Time-of-Use Metering, SC8 Residential - Day Night Service, SC9 General Service - Day Night Service, SC10 Cogeneration or Small Power Production/Sale of Energy to the Corporation, SC11 Standby Service, SC12 Residential Service with Time-of-Use Metering, SC13 Competitive Alternative Industrial Service and SC14 Large Economic Development Service; and ii) for gas service, SC3 Interruptible Sales Service, SC4 Natural Gas Motor Vehicles, SC5 Seasonal Gas Cooling Service, SC6 Standby Sales Service, SC10 Non-Residential Distributed Generation Firm Sales Service, SC11 Residential Distributed Generation Firm Sales Service. The Town of Ithaca may include all of its electricity and natural gas accounts to participate as an opt-in customer in the CCA program at the earliest possible date, or for any smaller accounts eligible for opt-out enrollment, may participate through the opt-out process.

C. New consumers whose electric and/or gas NYSEG meters are eligible for opt-out enrollment, including SC1 Residential Service 1 and SC6 General Services 6, shall be enrolled in basic service on an opt-out basis. New consumers whose meters are eligible for opt-in service shall be offered service and enrolled on an opt-in basis.

D. The Town of Ithaca, through its CCA administrator, will actively seek to offer service, on an opt-out basis, to low-to-moderate-income (LMI) residents who are assistance program participants (APPs) and are enrolled in products that comply with requirements for ESCO service to APPs at the time of enrollment. The CCA administrator will consult with local and state social services program administrators in considering whether and how to include APPs, specifically where social services organizations receive and pay the resident's energy bill.

Because the PSC's 2023 Order and Rules preclude utility billing support for voluntary DER products organized by CCA Administrators as a "value-added service," the CCA Administrator will provide a separate billing platform for Users and Sharers of DERs.

§ 135-4.F. The CCA administrator, on behalf of the Town of Ithaca, shall issue one or more requests for proposals to suppliers to provide energy and related services to participants and may then award a contract, in accordance with the CCA program, and after consultation with and authorization by the involved municipalities as per an intermunicipal agreement.

Enrollment Process - Opt-Out Process and inclusion of Opt-Up and Opt-With information in Opt-Out notification per PSC rules:

§ 135-5. Opt-out process.

A. An opt-out letter, printed on municipal letterhead, shall be mailed to eligible consumers at least 30 days prior to eligible consumer enrollment. The opt-out letter shall include information both on the CCA program and the contracts signed with the selected ESCO and/or DER provider(s), including specific details on rates, fees, services, contract terms, cancellation fee, and methods for opting out of the CCA program. The letter shall explain that eligible consumers that do not opt out will be enrolled in the CCA program under the contract terms and that information on those eligible consumers, including energy usage data and assistance program participant (APP) status, will be provided to the ESCO and/or the DER providers. The opt-out letter shall also explain that the CCA administrator will be authorized to enroll customers in DER projects through an opt-up and opt-with process as defined in this chapter, communicate such enrollment to the distribution utility under relevant PSC-approved rules and tariffs so that customers signing up to participate in investment may receive applicable billing and credits from the distribution utility, and communicate opt-up and opt-with enrollment information to the CCA administrator for energy loan account processing and management.

B. All eligible consumers shall have the option to opt out of the CCA program. Per the Public Service Commission's CCA Framework Order, customers will be permitted to cancel CCA program service any time before the end of the third billing cycle of a new contract period without penalty or other charges.

C. Termination fees shall not be charged to customers that cancel their CCA program service as a result of moving out of the service territory of the CCA program.

§ 135-6. Opt-in process.

Eligible consumers with electric and/or gas accounts that are eligible for opt-in Supply enrollment may be offered service on an opt-in basis, based on capacity and opportunity, according to the supply contract renewal schedule of the CCA program.

Per PSC rules that allow municipalities to define voluntary “Opt-in” or “value added services” for DER, the CCA Administrator will organize Share customers as Users through an “Opt-With” enrollment. Opt-With customers will voluntarily invest in a local DER project through a Cooperative. For Customers unable to be Users but wishing to invest in Shares, the CCA Administrator will enroll Sharers as an “Opt-Up” enrollment. Opt-Up and Opt-With customers will make payment either as part of an Energy Loan Account or directly if no energy loan is required, in order to voluntarily invest in a local DER project in the form of Shares.

The CCA Administrator will assist participants relative to Cooperative, Vendor and Lender engagement processes.

§135-4.E. All customers of the CCA program shall be eligible to participate in shares and cooperatives, provided that ability to participate shall depend upon the availability of DER projects and financing.

As per PSC rules, the CCA Administrator will coordinate data collection with Suppliers, and assist the Town in its Data Security Agreement with NYSEG. The CCA Administrator will make all collected data available to the Town at its request.

§135-8. Data Protection Requirements.

A. Town of Ithaca departments and other CCA program member municipalities involved in supporting the CCA program and energy loan shares service and cooperative service will share energy data and other data with its CCA administrator to tailor DER products to eligible customers, facilitate customer engagement, program administration, operation, billing and collection.

B. The Town of Ithaca may request aggregated data and customer-specific data from the distribution utility; provided, however, that this request for customer-specific data is limited to only those eligible consumers who did not opt out once the initial opt-out period has closed.

C. Customer-specific data shall be protected in a manner compliant with, collectively:

- (1) All national, state and local laws, regulations or other government standards relating to the protection of information that identifies or can be used to identify an individual with respect to the CCA administrator's and Town of Ithaca's processing of confidential utility information;*
- (2) The utility's internal requirements and procedures relating to the protection of information that identifies or can be used to identify an individual with respect to the Town of Ithaca or its representative's processing of confidential utility information; and*
- (3) The PSC CCA Order and PSC rules, regulations and guidelines relating to confidential data.*

D. The Town of Ithaca will enter into a data security agreement with the distribution utility for the purpose of protecting customer data.

The CCA Administrator will establish and manage a customer call center and a customer-specific online account system. Customer service will include direct mail and be referenced in Town of Ithaca CCA and DER Outreach and Education activities.

§ 135-7. Customer service.

Customers shall be provided customer service by the CCA administrator, including a toll-free telephone number available during normal business hours (9:00 a.m. to 5:00 p.m. Eastern time, Monday through Friday) to resolve concerns, answer questions, and transact business with respect to the service received from the supplier, as well as a secure customer-specific online account, scheduled direct mail, and messages inserted into Town of Ithaca scheduled direct mail and public notices.

The CCA Administrator's DER Outreach and Education activities - via municipal communications, web communications and direct mail - will include the following:

- Prospective Cooperatives engaged by group based on building occupancy and Site Owner authorization
- Shares participants engaged individually based on sign-up and enrollment authorization
- Monthly educational messages about program using municipal channels
- Cooperative group facilitation and data sharing between participants
- Performing requested data analysis for any customer
- Enterprise web site management with customer specific accounts
- Free media, direct mail, monthly live public webinars
- Recorded webinar series

The CCA Administrator's Voluntary Investor engagement activities will include the following:

- Assist in public community meetings
- Create and manage DER RFPs with DER Providers
- Engage Town Board/Common Council/ Intermunicipal Agreement participants and an advisory group(s) in developing community DERs on municipal properties, equipment, and fleets
- Solicit DER Users
- Solicit DER Shares
- Engage social service agencies and community organizations to solicit APP and LMI shares investors to participate
- Engage neighbors to sign Cooperative Agreements including occupants and owners, residential, commercial and institutions
- Engage individuals to participate in local DER voluntary investment
- Engage (non-APP) Low- to Moderate Income residents
- Engage large commercial customers in Basic Service and DER voluntary investment
- Provide the municipality, on a monthly basis, all materials and messaging for its municipal public distribution, web site, notices, and communications platforms

The CCA Administrator's primary customer engagement method will be as follows:

- User - web, mail, email
- Sharer - web, phone, email
- Site Owner - phone, mail, email

The CCA Administrator will maintain a website and online customer relationship management, and/or customer engagement system to augment customer service.

The CCA Administrator's DER User engagement, including Outreach and Education, Site Owner consent and contracts, will be as follows:

- Site acquisition, lease writing, support for planning, permitting
- Co-op education, outreach, engagement, and implementation
- Cooperative Agreement writing including Shares, Users and Site Owners
- Shares customer education, outreach, engagement, and enrollment
- Shares term sheet based on Cooperative Agreement

The CCA Administrator's Sharer engagement, including waitlisting, enrollment, and Sharer Agreement, will be as follows:

- Opt-out notification information and links to DER web page and Customer Service number
- Customer-specific web account
- Explanation of Co-op terms
- Web and phone support for contract signing

The CCA Administrator's Individual DER Voluntary Investment engagement will provide DER procurement for individual Owner/Users.

The CCA Administrator will use data only for procuring and maintaining records for customers with respect to CCA Suppliers and DER providers, as specified in the Local Law:

§135-4.G. The CCA administrator will request individual customer data for the accounts of eligible consumers located within the jurisdictional boundaries of the Town of Ithaca from the distribution utility in accordance with the CCA program.

I. In accordance with and for purposes of the order, the existing distribution utility, New York State Electric and Gas Corporation, will provide to the CCA administrator aggregate and customer-specific data (including usage data, capacity tag obligations,

account numbers, and service addresses) of all eligible customers in the Town of Ithaca not currently enrolled with an ESCO.

J. The CCA administrator and the Town of Ithaca will protect customer information as required by law, subject to the order and the limitations of the New York State Freedom of Information Law.

The CCA Administrator will facilitate communication in collaboration with the Town to engage with Voluntary Investors. Approved communications will reflect recognition of the program as community-driven and as facilitating communitywide decarbonization, in which all residents, businesses and institutions are eligible to own and and/or use neighborhood-sited DERs. A municipally designated representative of the Town may review and sign-off on these messages ahead of release.

B. CCA Administrator Engagement of DER Vendors, Lenders and Site Owners

The CCA Administrator's engagement of DER Vendors, Lenders, and Site Owners will include:

- Define Vendor program
- Prequalify DER Vendors
- Issue RFPs
- Negotiate contracts negotiation
- Confirm Data Sharing Agreement
- Define Lender program
- Solicit bank participation
- Prequalify DER Lenders
- Secure DER leases
- Solicit additional (off-site non-user) owner participation in DER voluntary investment
- Negotiate building owner provisions in Cooperative Agreement

C. CCA Administrator DER Reporting

The CCA Administrator will separately provide annual Local DER Reports to an individual customer, the Town, and the Public Service Commission.

§ 135-11. Reporting.

A. Annual reports shall be prepared by the CCA administrator and filed with the Town Board of the Town of Ithaca by March 31 of each year and cover the previous calendar year.

B. Annual reports shall include, at a minimum: number of customers served; number of customers canceling during the year; number of complaints received; commodity prices paid; value-added services provided during the year (e.g., installation of DER or other clean energy services); and administrative costs collected. Information shall be broken down by municipality, where applicable. The first report shall also include the number of customers who opted out in response to the initial opt-out letter or letters.

C. If a CCA program energy supply agreement will expire less than one year following the filing of the annual report, the report must identify current plans for soliciting a new contract, negotiating an extension, or ending the CCA program.

D. CCA Administrator Compensation

The funding source of the CCA Administrator's compensation for work performed on behalf of the DER Voluntary Investment program, is described in the Local Law as follows:

§ 135-10. Loan account management fee.

The Town of Ithaca may collect, or cause to be collected, funds from customer payments to pay for administrative costs associated with running a DER loan account service.

The contract with a CCA Administrator will involve a two-year term with an option by the Town to renew. The CCA Administrator will charge a DER procurement fee that is a fixed percentage of project value, to be negotiated between the Town and CCA Administrator in a CCA Administrator Agreement, which will be paid to the CCA Administrator irrespective of which DER Vendor or DER Lender is selected. Compensation likely shall be paid either upon commissioning of DER as an upfront payment by the DER Provider or included in a DER Lender loan and paid on an ongoing basis as a percentage of monthly loan repayment for the full maturity, as is required by the Town and accepted by the CCA Administrator. Customers who self-finance DERs and do not require an energy loan likely will pay the DER procurement fee as part of the installed system cost up-front or in installments.

VI. Roles of the Municipality

A. Engagement with CCA Administrator and CCA Member Municipalities

The CCA Administrator will report to the Town's designated CCA Advisory Group as well as individually to a designated Town representative. The CCA Administrator will continue to have regularly scheduled Zoom meetings every two weeks with the Advisory Group and once a week with the designated Town representative. A CCA Advisory Group was established by the City of Ithaca's Local CCA Law to develop and review CCA related proposals, to act as the City of Ithaca's agent in approving proposals, and where appropriate to forward information regarding such approvals to the Common Council for ratification. The Town of Ithaca will authorize participation in this Advisory Group, and the Town Board will consider the Advisory Group's information and any requests for ratification. Membership in the CCA Advisory Group should include Town Staff and Ithaca Town Board members. The CCA Advisory Group will host the meetings on the City's and/or Town's Zoom account or in person, as its members deem appropriate.

An Intermunicipal Agreement for the City and Town of Ithaca will be signed to coordinate their DER programs in addition to procuring CCA Supply through the CCA Administrator. The Intermunicipal Agreement will be developed following the approval of this Local DER Implementation Plan and selection of a CCA Administrator.

The CCA Administrator will engage interested municipalities within or near Tompkins County to join the City and Town of Ithaca by adopting the CCA Administrator's Master Implementation Plan and seeking participation to be included in future RFPs to CCA electricity and gas Suppliers and DER Providers.

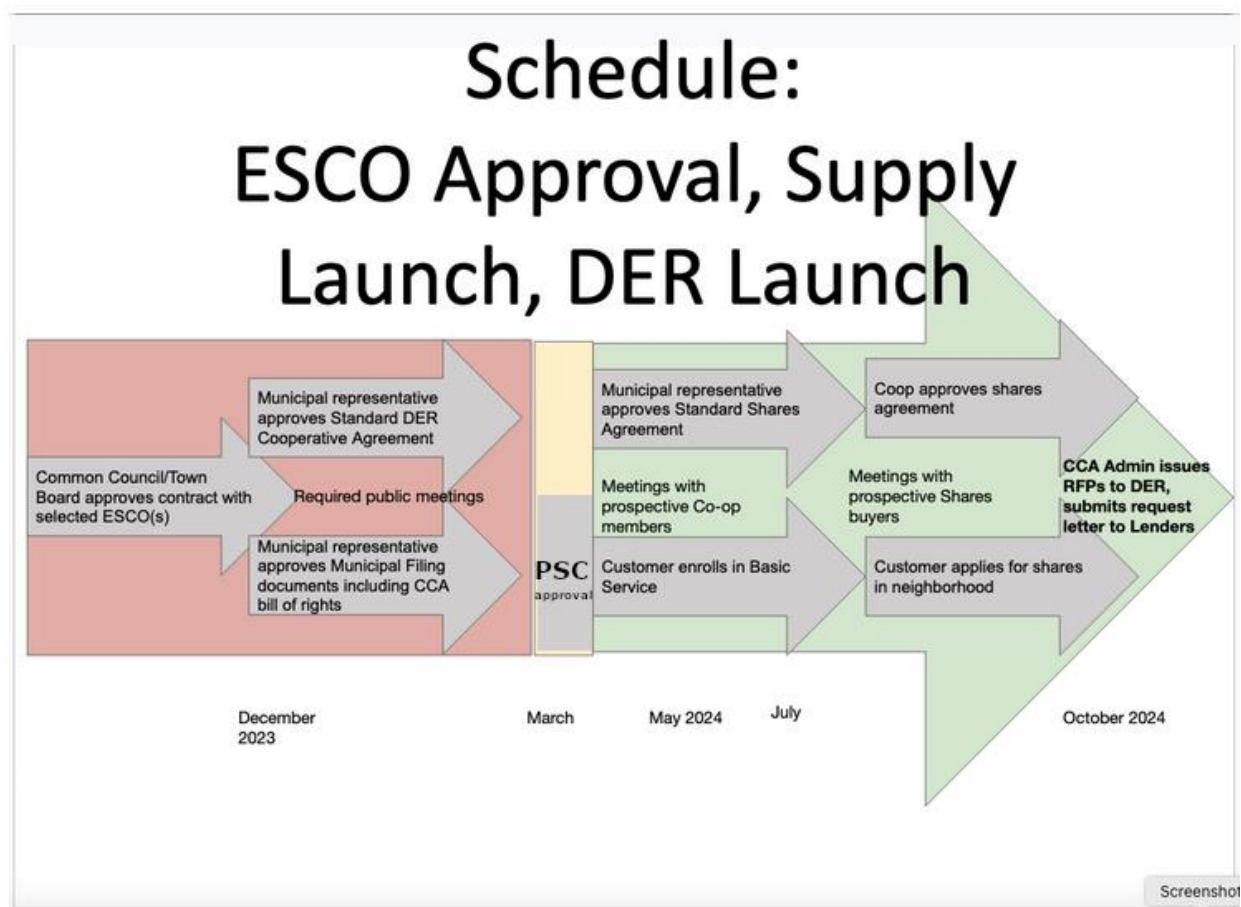
As referenced in the Local Law, engagement with the Town of Ithaca and other potential municipal members of the CCA is as follows:

§135-3.D. The Town of Ithaca may enter into an intermunicipal agreement with the City of Ithaca and other municipalities in Tompkins County, and potentially municipalities in adjoining counties who join the CCA program, for the purpose of sharing administrative resources to support eligible consumers' access to the City of Ithaca's solar access, building electrification and decarbonization program resources, and shall include a process for other municipalities in Tompkins County to offer their eligible CCA customers such resources to join the CCA program.

B. Governance, Outreach, Education

1. Two-Year Governance Schedule

A Two-Year Governance Schedule includes continuing biweekly meetings of the CCA Advisory Group, Committee meetings or Town Board Meetings by request of the Advisory Group or designated entity, and if created, monthly meetings of an intermunicipal group.



2. Public Outreach and Education Schedule (coordinated with City of Ithaca Schedule)

The PSC requires public meetings within a specific time frame. This schedule exceeds those requirements. “The Tompkins Green Energy Network” or “T-GEN” is the name of the program chosen by the CCA Working Group, including the City of Ithaca CCA Advisory Group. The Public Meetings and Tabling Schedule for the Town of Ithaca from August, 2023 to May, 2024, is as follows:

Date	Format*	Focus	Lead
Aug	Joint Webinar	Intro to T-GEN	T-GEN core team
Aug	General & Planning O&E City	Public meeting	LP
Aug	General & Planning O&E Town	Public meeting	LP
14-Aug	Town of Ithaca Board Mtg	Info	Town/LP
23-Aug	Joint Webinar for City Council and Town Board members	Info	T-GEN core team
Sept	Mailing out to City/Town residents		City/Town/LP
Sept	T-GEN Video Roll Out		T-GEN core team
Sept	T-GEN website updated		
Sept	Media release	Info	CCE
Sept	FAQ on website	Info	CCE
6-Sept	City Council	DER Plan Adoption	City
11-Sept	Town Board	DER Plan Adoption	Town
22-Sept	Tabling at Ithaca Farmers Market	Info	CCE
29-Sept	Tabling at Apple Festival	Info	CCE
29-Sept	TCPPI	Info	T-GEN core team
2-Oct	Joint webinar	T-GEN what you need to know	T-GEN core team
2-Oct	DER Industry Mtg City/Town	Info	LP
3-Oct	Residential meeting #2 City/Town	Info	
30-Oct	Commercial/Business Mtg #2 City/Town	Info	T-GEN core team
31-Oct	Municipal and Public Institutions Mtg	Info	T-GEN core team
Oct	Webinar for opt-ins	Info	CCE
Oct	Webinar	DERs	T-GEN core team

**This schedule is a working draft, dates and meetings are subject to change.*

Town representatives will participate in the PSC's required CCA Outreach and Education meetings as follows:

- City and Town meetings may be on the same day at separate times and locations
- All are physical meetings with webinars
- All meetings are open to the public, with a focus on different kinds of local energy users and local market participants
- A Town representative will sit on a panel at each meeting in its jurisdiction
- The CCA Administrator will facilitate the meetings, in person or remote
- After launch, a shift to web-, direct mail-, email- and phone-based engagement

3. Why Municipal Governance of Local DER Plan is Important

While the Town is not required to submit a DER implementation plan to the PSC, successful implementation will require municipal involvement, particularly the use of municipal communications channels to conduct outreach, education and marketing of the CCA Administrator's DER program to local residents and businesses. The CCA Administrator will engage the Town, Cooperatives, and individuals/businesses/institutions in an ongoing energy transition planning process to navigate the several elements of a town-wide energy transition, year to year, until the Town's climate goals are met.

A successful energy transition will involve many ongoing activities and be iterative in nature, evolving and learning based on experience to be more climate impactful and increase participation levels. DERs use public space, like EV charging sites. Town departments may choose to own and share DERs based upon ongoing collaboration with the CCA Administrator. Coordination of these activities will involve important local procurement, permitting, planning coordination and cooperation.

4. Municipal Roles in Local DER Program

Roles by the municipality in the Local DER program include the following.

- Town Board/Common Council: ongoing oversight, staff reports, agenda items, action items
- Advisory Group: focused on CCA development of DERs across member jurisdictions and will approve standard DER voluntary investment agreements
- Scheduled meeting management
- Sign-off CCA Administrator's proposed DER Voluntary Investment agreement templates
 - DER Cooperative Agreement

- Other agreements with Users, Sharers and Building Site Owners that are requested by the CCA Administrator on an ongoing as-needed basis, as different kinds of customers and projects present new approaches that require the signature of a designated Town representative
 - Process for CCA Administrator to share data and explore development of DER proposals to municipality on Municipal Buildings and Fleets
 - Reports to Town Board/Common Council
 - Intermunicipal Agreement (if formed) will add a layer of meetings
5. The DER Governance Process

The DER voluntary investment process will be solely focused on DER development as defined, across “addressable carbon” sectors: power, heat, vehicles, waste. Periodic public hearings will be held. The CCA Administrator will attend meetings, in person or by internet, of the Advisory Group / Intermunicipal Agreement group created by the CCA Local Law to focus on increasing DER adoption, cooperation and oversight. Ongoing web public meetings with evolving educational content will be provided by the CCA Administrator based on local experiences and project development, to maintain current and engagement-oriented content. The CCA Administrator will be provided with a Town representative to request sign-offs as required by this Local Plan. The Advisory Board may vote to recommend actions to member municipalities. Municipally initiated changes or CCA Administrator-requested changes by a representative of the municipality will be overseen by the Advisory Group, Intermunicipal Agreement (if and when created), or where deemed appropriate, Town Board.

C. Municipal Staff Roles

The Town of Ithaca Sustainability Planner will facilitate communication and coordination processes for internal communications and decision making. When questions or potential changes arise within municipal departments, the CCA Administrator and lead staff will communicate to resolve questions in a timely manner.

D. Municipal Account Opt-in

The Town of Ithaca will include, starting on June 1, 2024, all of its own electricity and gas accounts in CCA service. The CCA Administrator may also include other large opt-in eligible customers in its electricity and gas supply RFP(s), based on the timing of the Town and City (or other member) RFPs.

§135-3.K. The Town of Ithaca may designate all Town-owned properties and rights-of-way available, where allowed by law, for accommodation and connection of DERs,

including microgrids, electric vehicle chargers, and geothermal microdistricts, and authorizes the Department of Public Works to develop protocols for DER access.

L. The Town of Ithaca may make up to 49% of equity in any municipally sited DERs available for voluntary share investments by eligible consumers.

E. Municipal Communication Roles

The Town of Ithaca will provide communications support to the CCA Administrator in DER program outreach, education, and promotion to the public.

- Municipal Insert Process
 - CCA Administrator will provide a municipal representative with updated short announcements to distribute interdepartmentally for distribution and/or verbal announcements at public meetings
 - Municipality will place announcements, where appropriate and as space allows, in its public meeting agendas on a continuing basis for the duration of the CCA program, to announce CCA and DER program updates and explain people's eligibility to participate in a local DER project, announce upcoming meetings, and provide contacts
 - Municipality will insert a CCA Administrator message on the front page of its web site for the duration of the program, linked to a dedicated municipality web page that features links to CCA Administrator's designated CCA outreach and education web page
- Scheduled Municipal Mail Inserts
 - Where feasible and appropriate, the municipality will insert announcements into any regularly scheduled mail to local residents and businesses.
 - Announcements will include information about the CCA Administrator's name and location, its CCA and DER roles designated by the municipality, and where technically feasible, a QR code linking to the CCA Administrator Outreach and Education web page for their municipality
 - May also include opportunities, news, announcements, information, events, contacts, regarding DER Shares and Co-ops

Designated Town staff will work with appropriate Town Departments, Committees, and Boards to share information through approved CCA Administrator outreach and education insertions in their materials.

- Town Forms to be Considered for CCA Administrator Insertions
 - Tax bills
 - Building permits
 - Electrical permits

- Town Departments Materials / Postings
 - Planning
 - Public Works
 - Sustainability
 - Town Administration
 - Town Clerk
 - Code Enforcement and Zoning

- Town Boards and Committees, Agendas, Meeting Announcements
 - Town Board
 - Budget Committee
 - Planning Committee
 - Public Works Committee
 -
 -
 - Economic Development Committee
 - Agricultural Committee
 - Conservation Board
 - Tompkins County Council of Governments

VII. Schedule Inclusive of City of Ithaca, and Other Participating Municipalities

- May 19 - NY DPS CCA Education and Outreach and other rules released
- Jul 26 - CCA Local DER Plan submitted by Local Power LLC to CCA Group for formal submission to City
- Jul 26 - CCA Local DER Plan submitted by Local Power LLC to CCA Group for formal submission to Town
- Aug 14 – Sept 11 Town Board votes on Local DER Plan and CCA Master Implementation Plan and selection of CCA Administrator

- Aug 16 - Sep 6 - City of Ithaca Planning and Economic Development Committee and Common Council votes CCA Master Implementation Plan, and selection of CCA Administrator
- Sep- Dec (PSC required) 90 days of public engagement (subject to change)
- Sep 15 - March 2024 CCA Administrator engagement of PSC DER process
- Sep 15 - Dec 15 RFPs for electricity and gas supply
- Dec 15 - Selection of electricity and gas supplier(s) by Common Council and Town Board
- Dec 30 - CCA Administrator submits Municipality Filing to DPS
- Mar 2024 - PSC approval of Municipality Filing
- May 1 2024 - Opt-out notification
- May 15 2024 - Post-award community meeting announced in opt-out notification
- June 1 2024 - Enrollment of customers

Definitions

ADDRESSABLE CARBON — Greenhouse gas emissions from electricity, heating, cooling, hot water, transportation vehicles, sewer waste and solid waste.

ADVISORY GROUP — Group established by the City of Ithaca’s CCA Local Law to support the Common Council and Town Board with CCA governance.

AGGREGATED DATA — Aggregated and anonymized information, including the number of eligible consumers by service class, the aggregated peak demand (kW) (for electricity) by month for the past 12 months, by service class to the extent possible, and the aggregated energy (kWh) for electricity or volumetric consumption for gas by month for the past 12 months by service class.

ASSISTANCE PROGRAM PARTICIPANTS (APPs) — Low- and medium-income residents designated by the Tompkins County Department of Social Services.

BASIC SERVICE — The default retail electricity and/or natural gas product received by all customers who do not opt out of the CCA program.

COMMUNITY CHOICE AGGREGATION PROGRAM (CCA) — The program approved by Local Law, implementing the Master Implementation Plan of the Town’s chosen CCA Administrator once approved by the PSC, and the Town’s approved Local DER Plan.

CCA ADMINISTRATOR — A third party designated by the Town of Ithaca which shall be duly authorized to put out for bid the total amount of electricity and natural gas being purchased by eligible consumers and the DERs that will be incorporated into the CCA program. The CCA administrator shall be responsible for CCA program organization, public outreach, data, administration, procurement, and communications.

COOPERATIVE (“CO-OP”) — A group formed by building owners and residents who are eligible consumers to invest mutually in onsite DERs.

COOPERATIVE AGREEMENT — Agreements between DER Users, DER Sharers, and Site Owners.

CUSTOMER-SPECIFIC DATA — Energy account-specific information, personal data and utility data for all eligible consumers in the municipality eligible for opt-out enrollment based on the terms of the PSC CCA Order, and the CCA program design, including the customer of record’s name, mailing address, telephone number, account number, and primary language, if available, and any customer-specific alternate billing name, address, and phone number.

DATA SECURITY AGREEMENT — An agreement between the distribution utility and the Town of Ithaca that obligates each party to meet, collectively:

A. All national, state, and local laws, regulations or other government standards relating to the protection of information that identifies or can be used to identify an individual eligible consumer with respect to the CCA administrator’s or its representative’s processing of confidential utility information.

B. The distribution utility’s internal requirements and procedures relating to the protection of

information that identifies or can be used to identify individual eligible consumer with respect to the CCA administrator's or its representative's processing of confidential utility information; and

C. The PSC CCA Order and PSC rules, regulations and guidelines relating to confidential data.

DEFAULT SERVICE — Supply service provided by the distribution utility to eligible consumers who are not currently receiving service from an energy service company (ESCO). Eligible consumers eligible for opt-out enrollment within the Town of Ithaca that receive default service, and have not opted out, will be enrolled in the program. Eligible consumers eligible for opt-in enrollment will be enrolled in the program according to its scheduled energy supply contract renewals.

DEPARTMENT OF PUBLIC SERVICE (DPS) — The New York State Department of Public Service which has a broad mandate to ensure access to safe, reliable utility service at just and reasonable rates. The Department is the staff arm of the Public Service Commission (PSC).

DISTRIBUTED ENERGY RESOURCES (DER) — Local renewable energy projects and energy efficiency measures, shared renewables like community solar and shares and cooperatives, renewable heat and hot water systems, energy management, energy storage, microgrid projects, geothermal heat loop projects, electric vehicles and charging systems, local renewable hydrogen fuel cells, and other innovative Reforming the Energy Vision (REV) initiatives that optimize system benefits, target and address load pockets/profile within the CCA program's zone, and reduce cost of service for customers.

DER LENDER — A local lending institution that is prequalified by the CCA Administrator to provide loans to Voluntary Investors.

DER VENDOR (DER PROVIDER) — A DER Provider(s), developers, and consortia.

DISTRIBUTION UTILITY — New York State Electric and Gas Corporation (NYSEG), or any successor thereto.

ELIGIBLE CONSUMERS (CUSTOMERS) — Consumers of electricity and/or natural gas who receive default service from the distribution utility as of the effective date, or new consumers that subsequently become eligible to participate in the CCA program, at one or more locations within the geographic boundaries of the CCA program, except those consumers currently receiving default service that have requested not to have their account information shared by the distribution utility. All eligible consumers must reside or be otherwise located within the geographic boundaries of the CCA program, as such boundaries exist on the effective date of the energy supply agreement, where they will be offered basic service through several enrollment mechanisms based on Public Service Commission rules, including opt-out and opt-in depending on account size and type, and also be offered additional services requiring an affirmative choice to invest in a local DER project.

ENERGY EFFICIENCY RETROFITTING AND THERMAL LOAD ELECTRIFICATION PROGRAM — The City of Ithaca's program along with financial partners to determine potential energy efficiency improvements on residential and commercial buildings and provide financing for voluntary loans and leasing programs available to eligible consumers in the City of Ithaca, as well as in the Town of Ithaca, to pay for efficiency and electrification projects, with an emphasis on serving disadvantaged communities.

ENERGY LOAN ACCOUNT — A Shares or Cooperative loan repayment account voluntarily subscribed to by a CCA customer and administered and/or supervised by the CCA administrator.

ENERGY SERVICES COMPANY (ESCO) — An entity duly authorized by the NYS Department of Public Service to conduct business as a retail energy supplier in the State of New York.

ENERGY SUPPLY AGREEMENT — An agreement between an energy consumer and an energy services company (ESCO) to provide electricity or gas service to the customer for a fixed or variable price. For purposes of this chapter, the CCA administrator would conduct a competitive procurement on behalf of all eligible consumers and would enter into such agreement(s) with an ESCO to provide power to all such eligible consumers in the community that elect to receive service.

EQUITY — Ownership benefits, financial and/or physical, from participating in voluntary investments in local DER.

INTERMUNICIPAL AGREEMENT (IMA) — An agreement between New York municipalities.

INDIVIDUAL AGREEMENTS — Agreements by individual consumers to invest in DERs.

MASTER IMPLEMENTATION PLAN — A document submitted to the New York Public Service Commission as part of the approval of a CCA Administrator.

MEMBER or COOPERATIVE MEMBER — A member of a DER Cooperative who owns Share(s), or uses DERs, or both, and may include the Site Owner.

MUNICIPAL ACCOUNTS — Electricity and gas accounts that serve municipal government-related operations.

NEW CONSUMERS — Consumers of electricity that become eligible consumers after the effective date of the energy supply agreement, including those that opt in or move into the Town of Ithaca.

OPT-UP — An affirmative decision of an eligible consumer, in addition to not opting out of the CCA program as per Public Service Commission rules, to voluntarily select a charge or fee in order to voluntarily invest in a local DER project in the form of shares.

OPT-WITH — An affirmative decision of an eligible consumer, in addition to not opting out of the CCA program as per Public Service Commission rules, to voluntarily select a charge or fee in order to voluntarily invest in a local DER project in the form of cooperatives.

PARTICIPATING CONSUMERS — Eligible consumers enrolled in the CCA program, either because they are consumers who receive default service from the distribution utility as of the effective date and have not opted out or are new consumers.

PROGRAM ORGANIZER — A designated local nonprofit organization responsible for educating energy users about participation in the CCA program, and about participation in the program's voluntary investment opportunities, as well as supporting the organization of cooperatives by neighbors. This group will typically secure participation from local governments and engage in preliminary outreach and education around CCA.

PSC CCA ORDER — The PSC's Order Authorizing Framework for Community Choice Aggregation Opt-Out Program, issued on April 21, 2016, in Case 14-M-0224, "Proceeding on Motion of the Commission to Enable Community Choice Aggregation Programs," and subsequent "Order Modifying Community Choice Aggregation Programs and Establishing Further Process," issued on January 19, 2023.

PUBLIC SERVICE COMMISSION (PSC) — New York State Public Service Commission.

SHARES — Units of ownership by a customer in local DERs, whether in a nearby building through individual enrollment in a designated CCA shares premium rate and energy loan, or on site through a cooperative enrollment in a designated CCA cooperative premium rate and Energy Loan Account.

SHARER — An owner of DER Share(s).

SITE OWNER — The owner of a building or property who consents to participate in the DERs either alone or by joining a DER Cooperative.

SUPPLY (SUPPLIER, CCA SUPPLIER) CCA SUPPLY or CCA SUPPLIERS — Grid- and pipeline-based electricity and natural gas supply/suppliers selling system energy, renewable energy, and renewable energy attributes to retail end users of electricity and natural gas who have enrolled in a CCA, as allowed by New York CCA rules, such as (1) an ESCO that procures electric power and natural gas for Eligible Consumers, (2) developers and operators of DERS, or other entities, who procure and resell electricity or natural gas, or who are involved in aspects of DERs.

T-GEN — Tompkins Green Energy Network.

USER — A Share owner who is the off-taker of energy from a DER or a customer who operates DER in his/her home or business.

VOLUNTARY INVESTOR — A Customer who purchases Shares in a DER.