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Three Empire State Plaza, Albany, NY 12223-1350
www.dps.ny.gov

June 26, 2017

Ms. Kathleen Burgess, Secretary
New York State Public Service Commission
Three Empire State Plaza
Albany, NY 12223-1350

Re: Matter 16-01010 – In the Matter of the CEAC’s Voluntary Investment & Other Market
Development Working Group.

Dear Secretary Burgess:

In its January 21, 2016 Order Authorizing the Clean Energy Fund Framework in Case 14-M-0094 (CEF Order), the Public Service Commission (Commission) established a Clean Energy Advisory Council (CEAC), to be co-chaired by Department of Public Service Staff (Staff) and the New York State Energy Research and Development Authority (NYSERDA). To comply with the Commission directives, the CEAC operates through a structure of a Steering Committee and Working Groups convened by the Steering Committee to address specific areas of focus.

On June 17, 2016, the Steering Committee filed the initial Voluntary Investment & Other Market Development Working Group Scope, which defined the key areas of focus, the expected deliverables and associated due dates, as well as a member roster. On June 6, 2017, the Voluntary Investment & Other Market Development Working Group sent an email requesting an extension for the Community Choice Aggregation Recommendations Report, which the Steering Committee granted. At the June 22, 2017 meeting, the CEAC Steering Committee Meeting approved the revised Working Group Scope reflecting the revised due dates for the draft and final Community Choice Aggregation Recommendations Report.

On behalf of the Steering Committee, please find the revised Scope of the Voluntary Investment & Other Market Development Working Group enclosed.

Sincerely,

/s/

Colleen Gerwitz
Office of Markets & Innovation
Director of Program Management &
Planning

Enc.

Voluntary Investment & Other Market Development Working Group Scope

Purpose:

The overall purpose of the Voluntary Investment & Other Market Development Working Group is to develop strategies to maximize energy efficiency, renewable energy and distributed energy resources (DER) deployment, identifying approaches for adoption in the non-residential sectors, which may also include approaches that encourage and recognize voluntary investments in clean energy technology and solutions that help accelerate and increase achievement of the Clean Energy Standard and State Energy Plan (SEP) goals more broadly.

Guiding Principles & Clean Energy Advisory Council (CEAC) Protocols:

Working Group activities in support of feasible and impactful findings are expected to include:

- Conducting and implementing Working Group activities with transparency and openness;
- Planning and implementing a work agenda and schedule of activities in support of the Working Group objectives;
- Compiling research;
- Directing analysis and studies;
- Soliciting expert advice;
- Developing options and proposals for consideration with particular focus and emphasis on implications and benefits to customers;
- Assessing options and proposals against objectives, and arriving at written feasible recommendations that provide the underlying rationale and, as needed, documents dissenting views along with associated rationale;
- Informing the development and implementation of programs among New York's clean energy program administrators;
- Providing regular written updates on the Working Group's activities and progress; and
- Sharing final work products and notable interim work products.

Protocols regarding CEAC Steering Committee and Working Group interactions include:

- Working Group scopes are authorized by the Steering Committee. Working Groups may at any time propose revisions and additions to the Working Group scopes for Steering Committee consideration but the initial objectives and deliverables of each group will focus on Commission assigned activities. The Steering Committee will guide and authorize Working Group scopes that lead to recommendations that help inform the future development of programs.
- Each Working Group will establish its own work plan and schedule and should incorporate opportunities for non-member input and feedback, as appropriate and feasible and shall provide routine updates to the Steering Committee on its progress. The Steering Committee will identify potential overlap and coordination between Working Group activities and will suggest opportunities for integration or sharing resources between and among Working Group activities.

- Working Group reports and other documents will typically be provided to the Steering Committee for review and comment two to three weeks prior to final deliverable due dates. The Steering Committee will review and assess Working Group products against the overall objectives and purpose of the Clean Energy Advisory Council and Working Groups. The Working Group shall consider Steering Committee comments and shall document whether it has incorporated or rejected each comment with associated rationale in a new section of the report or in an appendix to the report. The Working Group retains ownership of final work products and is under no obligation to revise its recommendations in response to Steering Committee feedback. The Working Group shall work with Staff to ensure all final work products are filed in DMM and posted to the DPS website.

Initial Objectives:

The Voluntary Investment & Other Market Development Working Group is initially tasked with:

- (1) Voluntary Investment Pilot Parameters – Develop parameters to guide potential Voluntary Investment Pilots, which at a minimum must identify a known barrier(s) that the pilot must be designed to address, elicit outcomes that demonstrate ‘additionality,’ ‘replicability,’ and ‘scalability,’ as supported through voluntary investment, identify possible ‘sectors,’ ‘categories,’ or ‘activities’ that will be considered appropriate for pilot projects and measurement and verification for how each pilot will prove its effectiveness in eliciting private, third-party investment.
- (2) Community Choice Aggregation Recommendations Report - In completion of the direction from the Commission to look at Community Choice Aggregation (See Order in Case 14-M-0224) regarding how CCA can accelerate the adoption of energy efficiency, renewable energy and distributed energy resources, a subgroup of the larger working group will develop a report to examine CCA models, the degree to which the model enables voluntary investment, and policy and program considerations that will advance effective CCA activity, which also advance the State’s clean energy goals.
- (3) Recommendation Regarding Continuation of Working Group Activities - Determination as to whether the Working Group has fulfilled its purpose upon the completion of the initial objectives or recommended additional objectives and tasks for the Working Group to pursue.

Tasks/Deliverables:

| Task/Deliverable | Expected Completion Date |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| Provide final Voluntary Investment and other Market Development Work Scope, including member list and member roles provided to Steering Committee <ul style="list-style-type: none"> • Provide to DPS Staff • Final Filed in DMM | 6/10/16 6/17/16 |
| Initial detailed Voluntary Investment and other Market Development Work Plan <ul style="list-style-type: none"> • Draft submitted to CEAC Steering Committee • Final filed in DMM | 7/1/16 8/1/16 |
| Voluntary Investment Pilot Parameters Report: <ul style="list-style-type: none"> • Draft Submitted to CEAC Steering Committee for Comment • Final Filed in DMM | 11/23/16 12/21/16 |
| Community Choice Aggregation Recommendations Report: <ul style="list-style-type: none"> • Outline Submitted to CEAC Steering Committee for Comment • Draft Submitted to CEAC Steering Committee for Comment • Final Filed in DMM | 4/20/17 8/25/17 10/6/17 |
| Provide a Recommendation to the Steering Committee as to whether the Working Group has completed its purpose and should be folded or provide a revised Working Group Scope with additional objectives, tasks and deliverables. | At any time, but no later than 90 days following the completion of previously assigned deliverables |

Members:

| Name | Role | Company/Organization | Email |
|------------------|--------------------|------------------------------|----------------------------------------------------------------------------------------------------|
| Tom Rienzo | Co-Chair | DPS | Thomas.Rienzo@dps.ny.gov |
| John Williams | Co-Chair | NYSERDA | John.Williams@nyserda.ny.gov |
| Mark Lorentzen | Designee | TRC | mlorentzen@trcsolutions.com |
| William Acker | Alternate Designee | NY-BEST Consortium | acker@ny-best.org |
| Anne Reynolds | Member | Alliance for Clean Energy NY | areynolds@aceny.org |
| Jennifer Metzger | Member | Citizens for Local Power | jentmetzger@gmail.com |
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CCA Subgroup:

| Name | Role | Company/Organization | Email |
|------------------------|-------------|-------------------------------------------------|--------------------------------------------------------------------------------|
| Jen Metzger | Member | Citizens for Local Power | jentmetzger@gmail.com |
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| Name | Role | Company/Organization | Email |
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| Juliana Griffiths | Member | National Grid | Juliana.Griffiths@nationalgrid.com |
| Maggie Downey | Member | Cape Light Compact | mdowney@capelightcompact.org |
| Irene Weiser | Member | Tompkins County Council of Governments | irene32340@gmail.com |