

NYGATS Training: NYGATS Project Registration

Introduction:

This training document will walk the user through the steps needed to register a project in the New York Generation Attribute Tracking System (NYGATS). Please refer to the NYGATS Operating Rules for additional information on all rules governing project registration and use of your NYGATS Account. Any questions about the registration of a project or the use of NYGATS can be directed to:

NYGATS Administrator

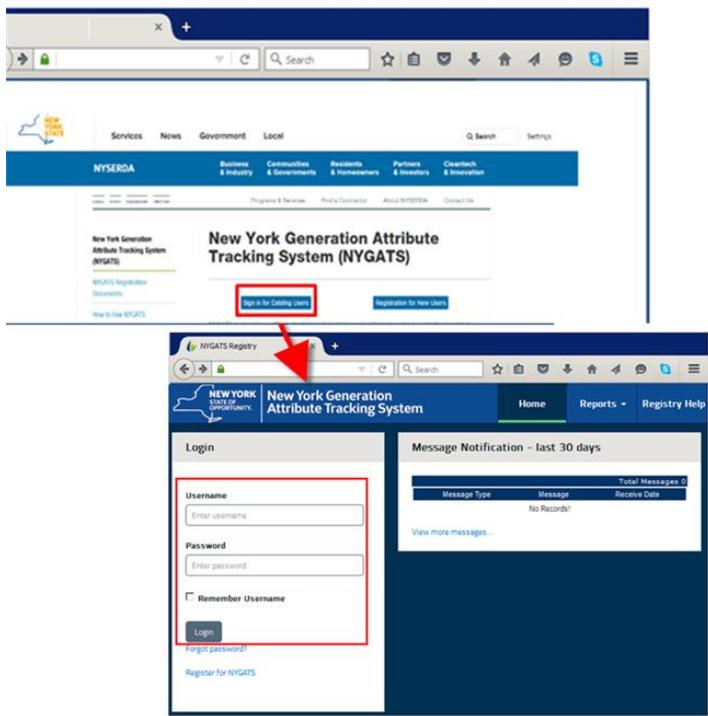
NYGATS@apx.com

408-643-0167

Training:

Step 1: Log into NYGATS by navigating to the NYGATS Informational Site:

<http://www.nyserda.ny.gov/nygats> and select the 'Sign in for Existing Users' button located on the right hand side of the screen. Selecting the 'Sign in for Existing Users' button will redirect the user to the NYGATS Account Login Screen where the user can enter their Username and Password to access their account.



Step 2: (NYISO Accounts Only) If NYISO Projects are associated with a NYISO Account, the project will be automatically listed in the Project Management module in 'Approved' status to allow Certificates to be created from all NYISO projects. All NYISO project registrations must be reviewed and completed to issue certificates with program eligibility attributes (New York, Green-E and LIHI Eligibility). Once a project has been reviewed and submitted, the NYGATS Administrator will review and approve the registration. Project registrations approved by the NYGATS Administrator will be assigned an Annual Review Date that will notify the Account Holder when the Project needs to be reviewed and updated each year.

Project Management

NYGATS ID	Project	NYGATS Meter ID	Status	QIP	QIP ID	Project Type	Review Data /Self-Report	Annual Review Date	Copy	Documents/ Attestation
GEN33629	test - test		Pending	NYSERDA QIP	100	GEN	No Data		Copy	View/Update
GEN1219	NYISO Gen 1	3152590074	Approved	NYISO	242	GEN	APR2016	06/24/2017	Copy	View/Update
GEN1281	NYISO Gen 2		Approved	NYISO	323	GEN	APR2016		Copy	View/Update
GEN1285	NYISO Gen 3		Approved	NYISO	323	GEN	APR2016		Copy	View/Update
GEN1299	NYISO Gen 4		Approved	NYISO	323	GEN	APR2016		Copy	View/Update
GEN1312	NYISO Gen 5		Approved	NYISO	323	GEN	APR2016		Copy	View/Update
GEN1342	NYISO Gen 6		Approved	NYISO	237	GEN	APR2016		Copy	View/Update

Register New Project

NYISO Project Registration with Annual Review Date has been completed

All NYISO Project Registrations without Annual Review Dates have not been completed

To review a project registration, select the name of the project in the Project Management Module and complete all required fields.

Project Management

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GEN1281	NYISO Gen 2		Approved	NYISO	323	GEN	APR2016		Copy	View/Update
GEN1285	NYISO Gen 3		Approved	NYISO	323	GEN	APR2016		Copy	View/Update
GEN1299	NYISO Gen 4		Approved	NYISO	323	GEN	APR2016		Copy	View/Update
GEN1312	NYISO Gen 5		Approved	NYISO	323	GEN	APR2016		Copy	View/Update
GEN1342	NYISO Gen 6		Approved	NYISO	237	GEN	APR2016		Copy	View/Update

Register New Project

Step 3: Non-NYISO projects can be registered by selecting the ‘Register New Project’ link located at the bottom of the Project Management module.

Project Management										
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GEN1299	NYISO Gen 4		Approved	NYISO	323	GEN	APR2016		Copy	View/Update
GEN1312	NYISO Gen 5		Approved	NYISO	323	GEN	APR2016		Copy	View/Update
GEN1342	NYISO Gen 6		Approved	NYISO	237	GEN	APR2016		Copy	View/Update

Total Projects 7

[Register New Project](#)

Step 4: Generating Units can be registered individually based on the revenue meter (Operating Rule 5.3) by selecting ‘Generating Unit Project’ Project Type or as multiple generators aggregated together that meet the Small Project Aggregation requirements (Operating Rule 4.3) under one project registration by selecting the ‘Aggregated Project’ Project Type. After selecting the ‘Register New Project’ link located in the Project Management module, select the Project Type:

- Generating Unit Project
- Aggregated Project

Selecting the ‘Aggregated Project’ radio button will deactivate certain fields that will be entered into the ‘Aggregated Generators Registration Information’ screen on the second page of the registration.

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Project Information

Project Type

Project Type: *+ Generating Unit Project Aggregated Project

Active Sub-Account Selection: *

ID, Name and Location Information

Aggregated Project registrations will allow the user to enter each Generating Unit represented by the Aggregated Project registration one at a time on the second page of the registration or using a CSV file. A CSV template is available on the website located with the other NYGATS documentation. Please contact the NYGATS Administrator if you need assistance finding the NYGATS documentation

New Generator/Project Registration

Aggregated Generators registration Information

Aggregated Units Count: * Refresh

Aggregated Units: *

Add Delete Upload File

GU Name	GU Owner	Nameplate Capacity (MW)	COD (mm/dd /yyyy)	Address	City	State	Zip Code	Meter ID	Meter Manufacturer	Meter Type/Protocol	Select
Total Nameplate Capacity (MW): * <input type="text" value="0"/>											

We strongly recommend saving entered Aggregated Units often during the registration process.

*/** Fields marked with an asterisk are required + Fields marked with a plus sign are copyable

Note: The Nameplate Capacity of each Generating Unit can be no more than 0.200 MW (See Operating Rule 4.3)

Back Save Next Cancel

Step 5: Each project will be required to designate a Qualified Independent Party (QIP) from the Reporting Entity Access section of the Project registration. NYISO Projects will use NYISO as the QIP which will be pre-selected. All Other Projects will designate a QIP and enter a Reporting Entity ID. A Reporting Entity ID is a unique ID assigned for the project by the QIP which will link the project to the QIP Account.

Projects that qualify as Self Reporting (Operating Rule 5.8) will select Self Reporting as the QIP.

Step 6: After all required fields have been completed, press the 'Submit for Approval' button on the last page of the registration. The 'Pending' project registration will be posted in the Project Management module and the NYGATS Administrator will review and approve the project registration.

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New Generator/Project Registration

Fuel/Project Type Selected: **Wind**

RECState/Provincial/Voluntary Eligibilities:

New York: Yes No

Green-e Energy Eligible: Yes No

Verification/Certification #:

LIHI Certified: Yes No

Verification/Certification #:

* Required Field

Back Save **Submit for Approval** Cancel

Step 7: After a submitted project has been approved by the NYGATS Administrator, the Annual Review date will be displayed for the project. This date will trigger an annual notification to the account holder to update the registration for any changes.

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[Register New Project](#)