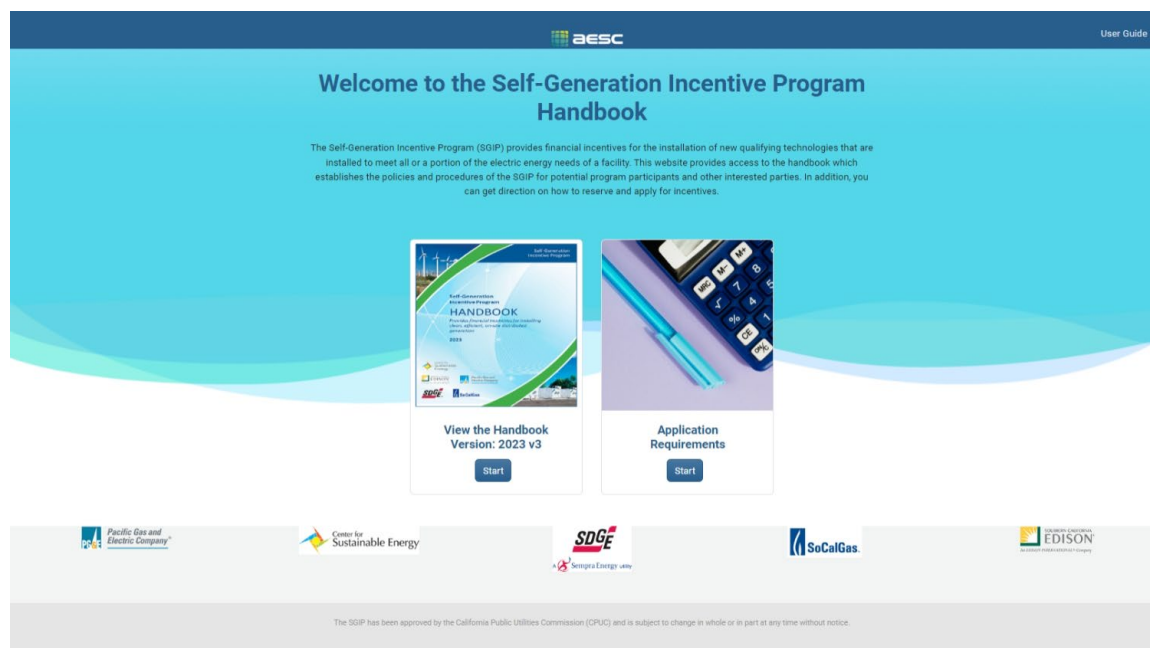# User Guide: SGIP Handbook Website

About this User Guide

The Self-Generation Incentive Program (SGIP) provides financial incentives for the installation of new qualifying technologies that are installed to meet all or a portion of the electric energy needs of a facility. This website (https://sgiphandbook.com/) provides access to the handbook which establishes the policies and procedures of the SGIP for potential program participants and other interested parties. In addition, you can get direction on how to reserve and apply for incentives.

This handbook website outlines establishes the policies and procedures of the SGIP for potential program participants and other interested parties. The SGIP has been approved by the California Public Utilities Commission (CPUC) and is subject to change in whole or in part at any time without prior notice. Changes to the program shall be published in revisions to this Handbook and/or posted at each Program Administrator's (PA's) website. The Program Administrators (PAs) are Pacific Gas and Electric (PG&E), Southern California Edison (SCE), the Southern California Gas Company (SoCalGas) and Center for Sustainable Energy® (CSE).1
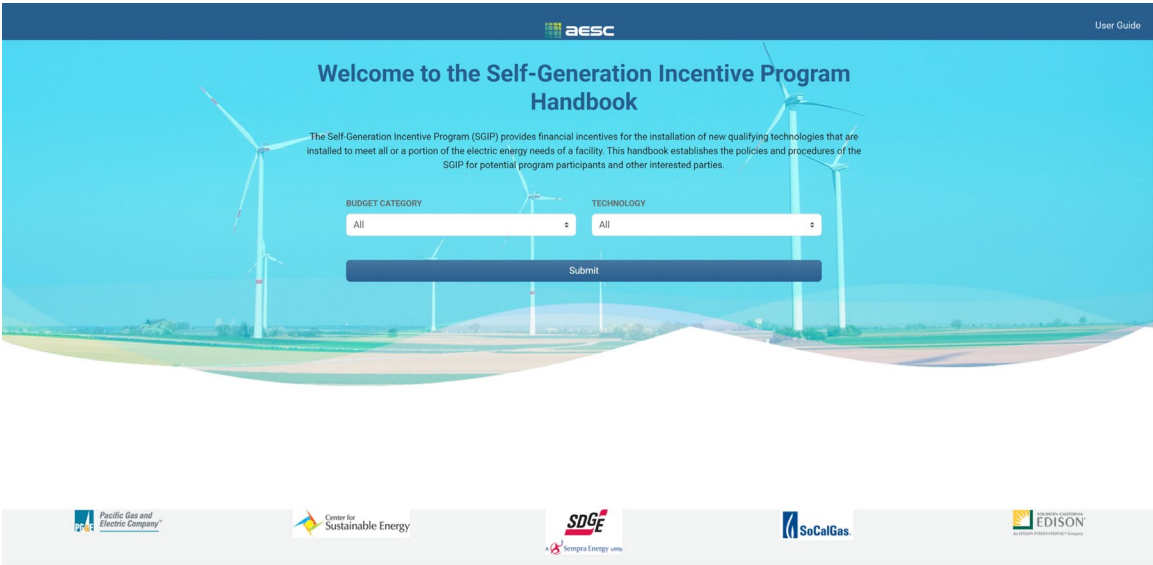
How to Use the SGIP Handbook Website

The Welcome page enables the user to select either "View the Handbook" or "Application Requirements".

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1 CSE is the Program Administrator for SDG&E customers.

The View the Handbook page via the "START" button enables the user to select the "Budget Category" and "Technology".

Budget Category
Equity Resiliency
Generation
Large Scale Storage
Residential Storage Equity
Non-Residential Storage Equity
San Joaquin Valley Residential
San Joaquin Valley Non-Residential
Small Residential Storage

Technology
Electrochemical Energy Storage
Fuel Cells
Gas Turbines
Internal Combustion Engines
Linear Generators
MIcroturbines
Pressure Reduction Turbines
Steam Turbines
Thermal Energy Storage
Waste Heat to Power
Wind Turbines

When the user selects the Budget Category and Technology and the selects "Submit", they are presented with the related information from the handbook. Here they can again select Budget Category and Technology in addition to a Search function.

When the Application Requirements START" button is selected it takes the user to Step 1. The "Step 1 Tell us a little about your site" page enables the user to enter the Street Address, select the City, select the Zip Code and select the Administrator (if more than one) and then select "Save" or "Next".

The "Step 2 Tell us a little about your project" page enables the user to select the Application Type and then select "Save", "Previous" or "Next".

Application Type
Energy Storage
Generation

Based on the user's selection more details will be displayed for each option.

Energy Storage

Generation

Step 2
Tell us a little about your project

Project Type

PLEASE CHOOSE THE APPLICATION TYPE YOU ARE SEEKING AN INCENTIVE FOR.

Generation	⬦

Please enter your system characteristics

RATED CAPACITY OF YOUR SYSTEM IN KW.

Please enter a kW value.

ESTIMATED PROJECT COSTS.

Please enter a dollar value.

EQUIPMENT TYPE.

Please select a type of system	⬦

SECTOR.

Please select a sector	⬦

BUDGET PATHWAY.

Generation	⬦

OPT INTO RESILIENCY FOR GENERAL MARKET BUDGETS.

No	⬦

[Read the Handbook Section (opens in a new window)]

Home   Save   Previous   Next

When the "Please enter your characteristics" information has been completed then select "Save". "Previous" or "Next" to see the Results.

Results

Your Budget Pathway

Budget Category:	Technology:
Generation	**Generation**

Read the Handbook Section (opens in a new window)

More Info

Currently At Incentive Step:	Your Program Administrator:
3	**CSE ON BEHALF OF SDGE**

System Rated Capacity	Equipment Type:
185 KW	**Steam Turbines**

Estimated Project Cost:	Sector:
$125,000.00	**Non-Residential**

Opt Into Resiliency For General Market Budgets:

No

What You Need To Submit Application

To reserve your funds you will need to complete and provide the documents below. Click on the SGIP Handbook for a more detailed description of each item.

Reservation Request (All projects)

☐ Completed Reservation Request Form
☐ Application Fee
☐ Equipment Specifications
☐ Proof of Utility Service
☐ Load Documentation
☐ Preliminary Monitoring Plan
☐ Minimum Operating Efficiency Worksheet w/Backup Documentation
☐ Proof of Adequate Fuel or Waste Energy Resource
☐ Customer Resiliency Attestation
☐ Certification/Proof of Coordination with Local Government and California Office of Emergency Services

Proof of Project Milestone (3-step projects only)

☐ Completed Proof of Project Milestone Form
☐ Copy of Executed Contract or Agreement for Installation
☐ Proposed Monitoring Plan
☐ Proof of Fuel Contract and Documentation
    ☐ Renewable Fuel Contract (Directed Renewable Fuel and Delivered Hydrogen)
    ☐ Directed Renewable Fuel Attestation – System Owner & Fuel Supplier (Directed Renewable Fuel Only)
    ☐ Renewable Fuel Affidavit (On-site Renewable Fuel Only)
    ☐ Fuel Clean-up (On-site Renewable Fuel Only)

Incentive Claim (All projects)

☐ Completed Incentive Claim Form
☐ Proof of Authorization to Interconnect
☐ Building Permit Inspection Report
    ☐ Air Permit Documentation
☐ AHJ Approved Grid Island Capable Plans
☐ Substantiations:
    ☐ New Construction or Expanded Load
    ☐ Renewable Fuel or Waste Resource (On-site Renewable Fuel and Waste Energy Only)
    ☐ Fuel Cleanup Skid Cost (On-site Renewable Fuel Only)
    ☐ Renewable Fuel Documentation/Contract Commencement (Directed Renewable Fuel Only)
    ☐ Renewable Fuel Metering Specifications (Directed Renewable Fuel Only)
☐ Planned Maintenance Coordination Letter
☐ Final Monitoring Schematic
☐ PBI Setup Sheet

To submit your application, go to: www.selfgenca.com (opens in a new window)

To view current incentives, go to:
www.selfgenca.com/home/program_metrics (opens in a new window)

Application Process Timelines

- Reservation request: upon review and approval of applicant documentation, program issues conditional reservation letter
- Proof of project milestone: applicant to provide documents within 90 calendar days of conditional reservation date for non-public entities, 240 calendars for public entities
- Incentive claim: applicant to provide documents within 18 months of the conditional reservation date

Disclaimer

The result displayed is intended for general informational purposes only and is not a guarantee of accuracy, nor is it a guarantee of SGIP eligibility or incentive reservation. To receive a confirmed project reservation, program participants must submit an application on the selfgenca.com website in compliance with the SGIP Handbook.

Home   Previous   Download   Save