Wright-Hennepin Cooperative Electric Association
6800 Electric Drive ◆ P.O. Box 330 ◆ Rockford, MN 55373
Fax (763)477-3054 ◆ Phone (763)477-3000 ◆ 1-800-943-2667

Interconnection Process for Cogeneration and Small Power Production Facilities

1. Contact Wright-Hennepin (WH)

Any Member who would like to connect a cogeneration facility less than 40 kW must contact WH at 763-477-3150 or toll free at 1-800-943-2667 and ask for a New Service Representative, or via email at newservices@whe.org. The New Service Representative will provide a Net Metering Guide, Application for Interconnection, Engineering Data Submittal, and Interconnection Checklist. In addition, the New Service Representative will send a *Cooperative Agreement for Cogeneration and Small Power Production Facilities.*

2. Applications for Interconnection and Engineering Data Submittal

The Member or installation contractor then submits a completed **Application for Interconnection, Engineering Data Submittal** and **Application Fee (if applicable)** to *Wright Hennepin Cooperative Electric Association, Attn: New Service Representative, PO Box 330, Rockford, MN 55373* or via email at newservices@whe.org. The documents must list the specifications of the equipment to be installed and estimates on performance. Application and Interconnection fees will be according to WH's most recent Schedule of Charges according to the schedule below *.

	Application Fee (choose one)				
Inverter Size	Pre Certified (System)	Not Pre Certified (System)	Engineering Fee	Interconnection Fee	Upgrade Charges
20 kW and under	$0	$100	$0	$300	Actual Cost
Greater than 20 kW	$250	$500	Up to $500	$300	Actual Cost

*prices subject to change

3. Interconnection Estimates: Upgrade, Engineering, and Proposed Interconnection Fees

Upon receiving the Application, Wright-Hennepin's Engineering team will begin their review of the information and begin the interconnection design provided the proposed interconnection meets all utility distribution system impacts as outlined in WH's Engineering Process Guide. A Wright-Hennepin **Field Engineer** will be assigned to the project and determine if any Cooperative upgrades or service modifications are required to accommodate the cogeneration facilities. The Field Engineer will then review the interconnection design with the Member and prepare a **Special Charge Agreement** for signature based on the estimated **Upgrade Costs**, **Engineering Fee** and **Interconnection Fee**.

4. Engineering Approval

Final engineering design, upgrades and fees will be reviewed by the Engineering Supervisor.

5. Cooperative Agreement for Cogeneration and Small Power Production Facilities

Once the Member has reviewed the contracts and would like to move forward with final interconnection, the Member must sign and return the following documents to a New Service Representative at the address above:

- **Cooperative Agreement for Cogeneration and Small Power Production Facilities** which describes conditions of interconnection
- **Special Charge Agreement** – Actual final costs will be billed upon job completion
- **Certificate of Insurance -** Property owners with co-generating systems must provide WH a certificate or proof of insurance with a minimum coverage of $300,000.

6. Management Approval

The final contracts and design will be reviewed and approved by WH Management including any testing procedures required at the time of interconnection.

7. Homeowner Electrical Installation

All wiring of the cogeneration system must be completed by a licensed electrician; The National Electrical Code does not allow homeowners to do their own wiring for a co-generation interconnection.

Provide a copy of the approved **State of Minnesota Wiring Inspection affidavit** to the New Service Representative. Once a MN State Electrical inspector approves the homeowner wiring, all contracts are received by WH and all interconnection fees are paid, the system will be scheduled for interconnection and final interconnection testing.

8. Wright-Hennepin Installation and Testing

The New Service Representative will prepare the work order for final interconnection by a WH Line Crew and/or Electric Apparatus Technician. At that time, any final tests will be scheduled and completed. Upon successful testing, a fully executed Cooperative Agreement for Cogeneration and Small Power Production Facilities will be delivered to the Member.

9. Operation

Although the Member is required to maintain the cogeneration system, WH may become aware of a degradation of the installation over the course of time and notify the owner or inspection authority of deficiencies or concerns that would warrant disconnection from the utility. If this occurs, the owner will be required to correct the deficiencies and provide a new wiring certificate that affirms corrections have been made and the installation is safe for reconnection.