



Members: Please review the steps below for interconnecting a generating facility to Butler Electric Cooperative's system. If you have any questions at any point, please contact us. Our priority is a safe, reliable electric system for all members while accommodating additional generating capacity on our lines. We appreciate your membership!

MEMBER CHECKLIST FOR INTERCONNECTION OF GENERATING FACILITY

Contact Butler Electric Cooperative. Contact Butler to discuss proposed generating facility and confirm if additional generation capacity is available on your substation circuit.

Submit an Interconnection Application. If capacity is available, submit the appropriate **Interconnection Application** along with all required documentation and the applicable fee based on your system size. The size approved will be based on the formula provided by the Kansas Attorney General's office. Please download the Interconnection Application at www.butler.coop. We recommend downloading a new application each time to ensure that your customer completes the most recent version.

Submit Required Documentation. The following documents are required prior to application review:

- Interconnection Application – Physical or DocuSign Signature required
- Terms and Conditions – Physical or DocuSign Signature required
- Engineering/CAD Plan
- Permit from County of Installation
- Signed Residential Solar Energy Disclosure Statement

Submit Application Fee. A non-refundable processing fee of \$500 for a Distributed Energy System of 10kW and under, and \$1,000 for a Distributed Energy System larger than 10kW must accompany Interconnection Application.

Application Review by Butler Electric Cooperative. The Cooperative reviews your completed application and required documents and evaluates interconnection criteria based on your system specifications.

Receive Interconnection Approval from Cooperative. If the application is approved, Butler Electric Cooperative will provide notification of approval, and you may begin installation or physical interconnection.

Install the Generating Facility. After approval, install the generating facility in accordance with the approved application, terms and conditions, and all applicable codes.

Notify Butler Electric Cooperative when installation is complete and ready for inspection. Submit Small Generating Facility Certificate of Completion. Prior to inspection, Butler Electric Cooperative must receive the meter release from County and pictures of the solar disconnect and required placards.

Inspection and Testing. Butler Electric Cooperative performs an on-site inspection and verifies system installation per application. The system must remain non-operational/non-parallel until inspection is completed. If we make a trip to inspect the system and cannot install a meter, the electric member could be charged a \$100 trip charge.

Permission to Operate. After the system passes inspection, Butler Electric Cooperative will notify of Permission to Operate. The generating facility may operate parallel with the Cooperative's system only after PTO is issued.

Important Note: Any system changes to generating facility or design after Cooperative approval must be submitted for review and approval. Unapproved changes may invalidate prior approvals and could result in denial or discontinuance of electric service. An additional interconnection fee may apply.

This checklist is a summary only. Interconnection is governed by Cooperative's tariffs, Rules & Regulations, Interconnection Agreement, and Terms and Conditions.