



Frequently Asked Questions

**How School Districts
Can Register
Renewable Energy
Assets in Tracking
Systems and
Generate Renewable
Energy Certificates
(RECs)**

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Frequently Asked Questions

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Who is this Guide For?

Over the last decade, the number of public school districts in California and nationally that have installed renewable energy generators on their campuses have increased dramatically. Many of these school districts have benefited financially from the lower cost of electricity that renewable energy can provide. For school districts that own their renewable energy assets or have power purchase agreements in which all environmental attributes are assigned to the school district, they have a choice. They can choose to keep those environmental attributes and claim to be “using renewable energy” or they can potentially monetize them by selling the attributes to a third party. This guide is intended to support school districts in California for the registration of these attributes using the Western Regional Energy Generation Information System (WREGIS).

What is a Renewable Energy Certificate?

[Renewable Energy Certificates](#) (typically referred to as “RECs,” and also known as “green tags” and “energy attribute certificates”) are the key to accounting and claiming of sales or usage of renewable electricity. A REC represents the environmental attributes of 1 MWh of renewable energy generation on the electricity grid. They are used to track when and where renewable energy is generated, who it is sold to, and who can claim usage of it. When electricity is generated, the electrons are all mixed together on the grid, and there is no way to know the sources from which they were generated. RECs make it possible for consumers and businesses to choose clean energy and not have it be claimed by anyone else

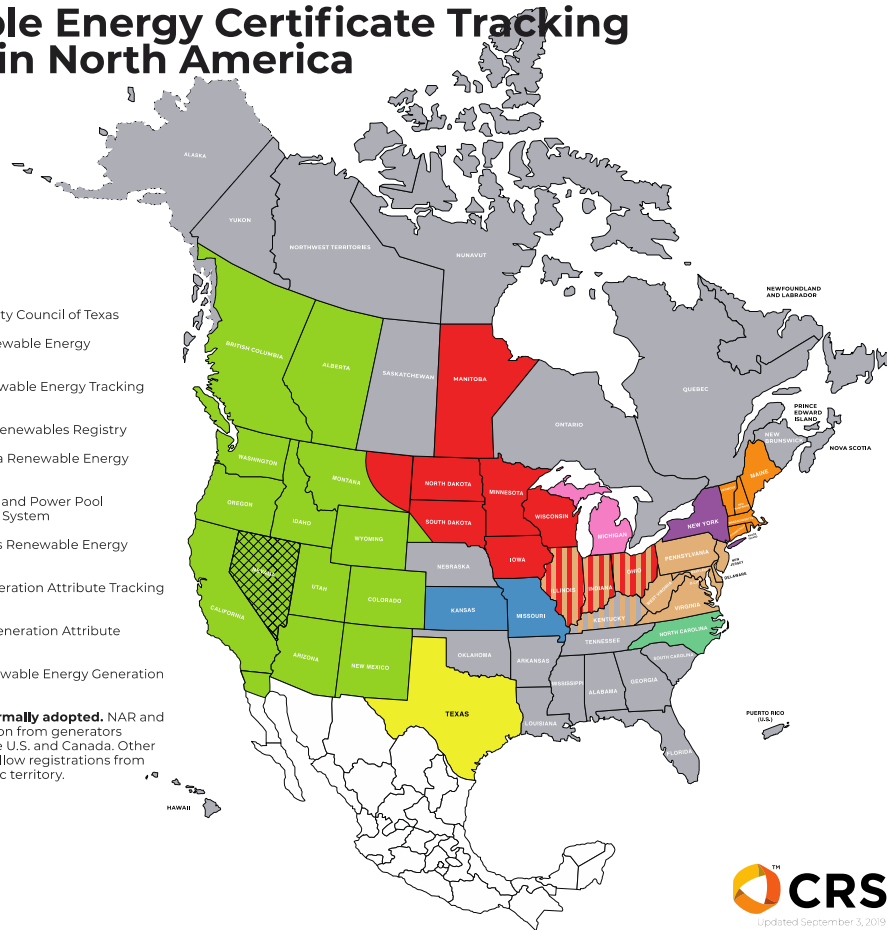
What is a Tracking System?

Tracking systems are databases, usually electronic, with basic information about each megawatt hour (MWh) generated from generation facilities registered in the database. Electronic tracking systems allow RECs to be transferred among account holders much as in online banking. The database tracks certain information for each megawatt hour, including facility location, generation technology, facility owner, fuel type, capacity, the year the facility began operating, and the month/year the MWh was generated. Each MWh is issued a unique serial ID number and can only be held in one account at a time. That is the primary benefit of tracking systems — ownership of the attributes can be tracked and displayed in a clear-cut way.

Renewable Energy Certificate Tracking Systems in North America

KEY

- ERCOT:** Electric Reliability Council of Texas
- MIRECS:** Michigan Renewable Energy Certification System
- M-RETS:** Midwest Renewable Energy Tracking System
- NAR:** North American Renewables Registry
- NC-RETS:** North Carolina Renewable Energy Tracking System
- NEPOOL-GIS:** New England Power Pool Generation Information System
- NVTREC:** Nevada Tracks Renewable Energy Credits
- NYGATS:** New York Generation Attribute Tracking System
- PJM-GATS:** PJM EIS's Generation Attribute Tracking System
- WREGIS:** Western Renewable Energy Generation Information System
- No tracking system formally adopted.** NAR and M-RETS allow registration from generators located anywhere in the U.S. and Canada. Other tracking systems may allow registrations from outside their geographic territory.



How Can School Districts Use a Tracking System?

WREGIS is the REC tracking system for California and the Western U.S. that California schools would use to register their RECs. While the [WREGIS FAQ](#), [Account Holder Training](#) and [Registration Guide](#) offer a wealth of useful information, the following section shows an overview of the registration process from the perspective of school districts.

Pathways to Registering RECs in the WREGIS Tracking System

Option One: The school district creates and manages the account.

In this option, the school creates an account. Multiple logins can be created to allow the district to assign different tasks to different staff.

1. School district **creates** the account.
2. School district **registers** the generators in the account.
3. School district **uploads** the monthly/quarterly MWh into WREGIS.
4. School district retires the RECs for their own use, or **transfers** the RECs to the purchaser's account

Pros: The district has full control/insight into the process

The district doesn't pay anyone for management services

Cons: Initial time commitment to register the generators, and ongoing maintenance of account to upload monthly generation data and retire/transfer the RECs to a purchaser

Option Two: The school district creates the account and assigns a third party to manage it.

1. School district **creates** the account.
2. School district completes a WREGIS Notice of Assignment of Registration Rights form
3. 3rd party **registers** the generators in the account.
4. 3rd party **uploads** the monthly/quarterly MWh into WREGIS.
5. 3rd party retires RECs and/or **transfers** the RECs to the purchaser's account.

Pros: Less time required to register the generators and upload/transfer the RECs

Cons: The district does not have full control/insight into the process

The district pays for management services

How Can a School District Register Generators/RECs in WREGIS?

Creating an Account: WREGIS registration begins with creating an account at: <https://www.wecc.org/WREGIS/Pages/Default.aspx> Key information you will need to complete this process is contact information for the organization, billing, and the account manager.




WREGIS Login

Login Name:

Password:

☐ Remember My Login Name
[Trouble logging in?](#)

[Not a Member? Register Here](#)

 **User Type:**

Next, select “Generator Unit Owner/Representative” and fill in the information below.

You will receive a confirmation email after creating the account and WREGIS will review the account info and notify you when the account is approved.

New Account Application

(Check all that apply)

☐ Generating Unit Owner/Representative

☐ Community Choice Aggregator

☐ Municipal Utility

☐ Irrigation District

☐ Joint Power Authority

☐ Broker

☐ Wholesale Marketer

☐ Public Interest Organization

☐ Generating Unit Aggregator

☐ Investor-Owned Utility

☐ Rural Electric Cooperative

☐ Electric Service Provider

☐ Retail Marketer

☐ Federal Marketer/Power Administrator

☐ Tribal Organization

☐ Utility Aggregator

Account Type: *

Company Information

Company Name: *

Company Address1: *

Company Address2: *

Company City: *

Company Country: * US

Company State/Province: ** Select One

Registering a Generator:

Once WREGIS has approved your account, you can register the generator. Below are important documents and information you’ll need for each generator.

Cost: Small generators (30 KW – 1 MW) are \$75.00 annually

Documents:

- Permission to Operate (PTO) letter or Commercial Operation Date (COD) from Utility
- Manufacturer’s Specifications (engineer’s one-line diagram)
- Revenue Meter ID used for WREGIS purposes (e.g., photo of meter, screenshot of the meter read system)
- Utility Interconnection Agreement.

You will receive a confirmation email once you have submitted the generator information to be reviewed by WREGIS. WREGIS will review the submitted information and approve the generator typically within 10 days.

Uploading the Megawatt Hours (MWh):

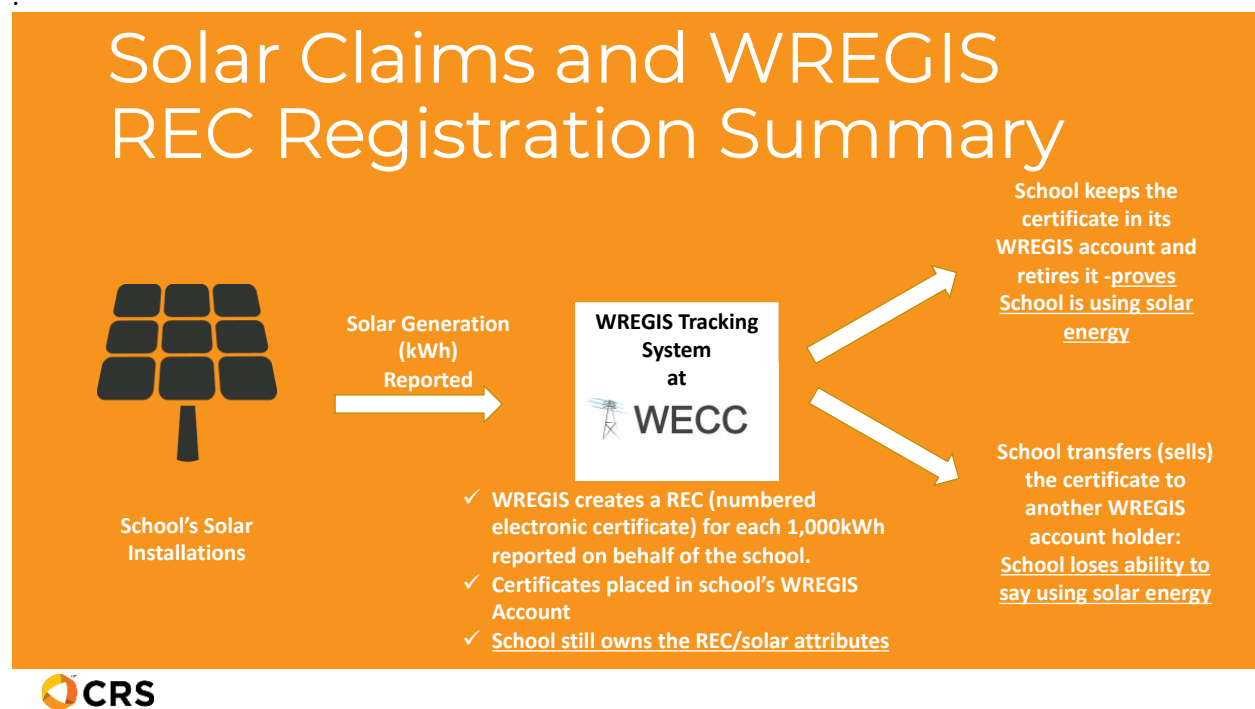
After WREGIS confirms the generator has been approved, you can assign an account manager (someone within district operations). This person will be responsible for uploading the monthly/quarterly MWh and transferring RECs, or the account manager can do this themselves.

Transferring/Invoicing RECs in WREGIS

1. Account manager transfers RECs into purchaser's account.
2. If selling RECs directly to buyer, school district issues invoice to the purchaser.

What are Environmental Claims?

Organizations that voluntarily buy or generate green power generally do so in order to make a claim of using renewable energy. Owning and retiring RECs substantiates the claim that you are using a specific number of megawatt-hours of renewable electricity from a renewable resource. <https://resource-solutions.org/wp-content/uploads/2016/12/Solar-Energy-on-Campus-IV.pdf>



Who can make claims?

The **owner** of a Renewable Energy Certificate (REC) is the **only** party that can claim the environmental benefits of that REC and claim to be using renewable energy because of that REC.

Registering RECs in a tracking system does **not** forfeit your ability to make environmental claims

What claims can be made?

If you **own** the RECs:

- “We use solar power.”
- “We use x% solar power.”
- “We match 100% of our electricity use with solar RECs.”

If you sell or do **not** own the RECs:

- “We generate renewable energy, but sell our Renewable Energy Certificates to others.”
- “We installed solar panels, but sell the Renewable Energy Certificates to others.”



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