

Connection Impact Assessment Application (Form B) Customer Checklist



Important: The following checklist is based on common fields that applicants leave blank on their Connection Impact Assessment (Form B) Application. Blank fields can delay your application process. We highly recommend reviewing and completing this checklist prior to submitting your Connection Impact Assessment (CIA) Form B Application. Please note it does NOT cover all required application information, thus, it should be used for informational purposes only. Refer to the "CIA Application Form B Application Instructions" document for step-by-step instructions on completing an application.

Section A – Administrative Information

- 2** Provided your Ontario Power Authority (OPA) Feed-In Tariff (FIT) Contract Number
- 3** Provided your Ontario Corporate Number OR Business Identification Number

Section B – Project Information

- 10(b)** If you answered "Yes" to question 10(a), you have provided the 10 OR 12-digit Hydro One Account Number of the property

Section C – Project Connection Information

- 12** Provided your Distribution Operating Map (DOM) – *should be the DOM obtained from Hydro One with the generation facility and Point of Common Coupling (PCC) marked on the map*
- DOM** Distribution Operating Map – provided location using GPS Coordinates of the Point of Connection (POC), PCC and the generator facility
- 13(b)** Provided correct Hydro One station (if provided during your Pre-FIT Consultation with Hydro One)
- 13(c)** Provided correct Hydro One feeder (if provided during your Pre-FIT Consultation with Hydro One)
- 13(d)** Provided GPS coordinates for all three (3) locations listed.
GPS Format: Latitude, Longitude - Degree Decimal e.g. 49.392, -75.570
- 13(f)** Provided length of line distance from the POC to the PCC
- 13(g)** Provided length of line distance from PCC to the Generation Facility (refer to Appendix A) and Conductor type/size
- 14** Provided Single Line Diagram (SLD). Ensure the information contained in your CIA Form B Application is reflected correctly on the stamped SLD (applications are often deemed "incomplete" due to omissions/discrepancies)
- SLD** ALL SLD information is complete and SLD is signed and sealed by a Professional Engineer (P.Eng.), including Connecting Station and Feeder, Connecting Voltage, Interface Transformer (Primary and Secondary Voltages, Grounding Configuration/Connections), Intermediate Transformer, (Primary and Secondary Voltages, Grounding Configuration/Connections)

Section D – Generation Characteristics

ALL Section D "Generation Characteristics" information MUST be filled out in order for Hydro one to process your application. Failure to complete this section will result in delays to your application process.

- 15** Provided ALL Generation Characteristics, including, Connecting Station and Feeder and the Connecting Voltage of Hydro One's Distribution System
- 16** Provided ALL Interface Step-Up Transformer Characteristics, including Interface Transformer information (if applicable) and picture of transformer equipment
- 17** Provided ALL Intermediate Transformer Characteristics (if applicable)
- 18** Provided ALL High-Voltage Grounding Transformer Characteristics
- 19** Provided ALL Load Information (if applicable)

Required Documents & Payment

- Study Agreement** Provided the original signed copy of your Study Agreement *copies will not be accepted*.
- CIA Payment** Provided a cheque for the full amount of the CIA Study Agreement fee. The CIA Fees Schedule can be viewed at <http://www.hydroone.com/Generators/Pages/ConnectionImpactAssessment.aspx>. Please note Hydro One will not perform the CIA Study until the signed Study Agreement and payment in full have been received.