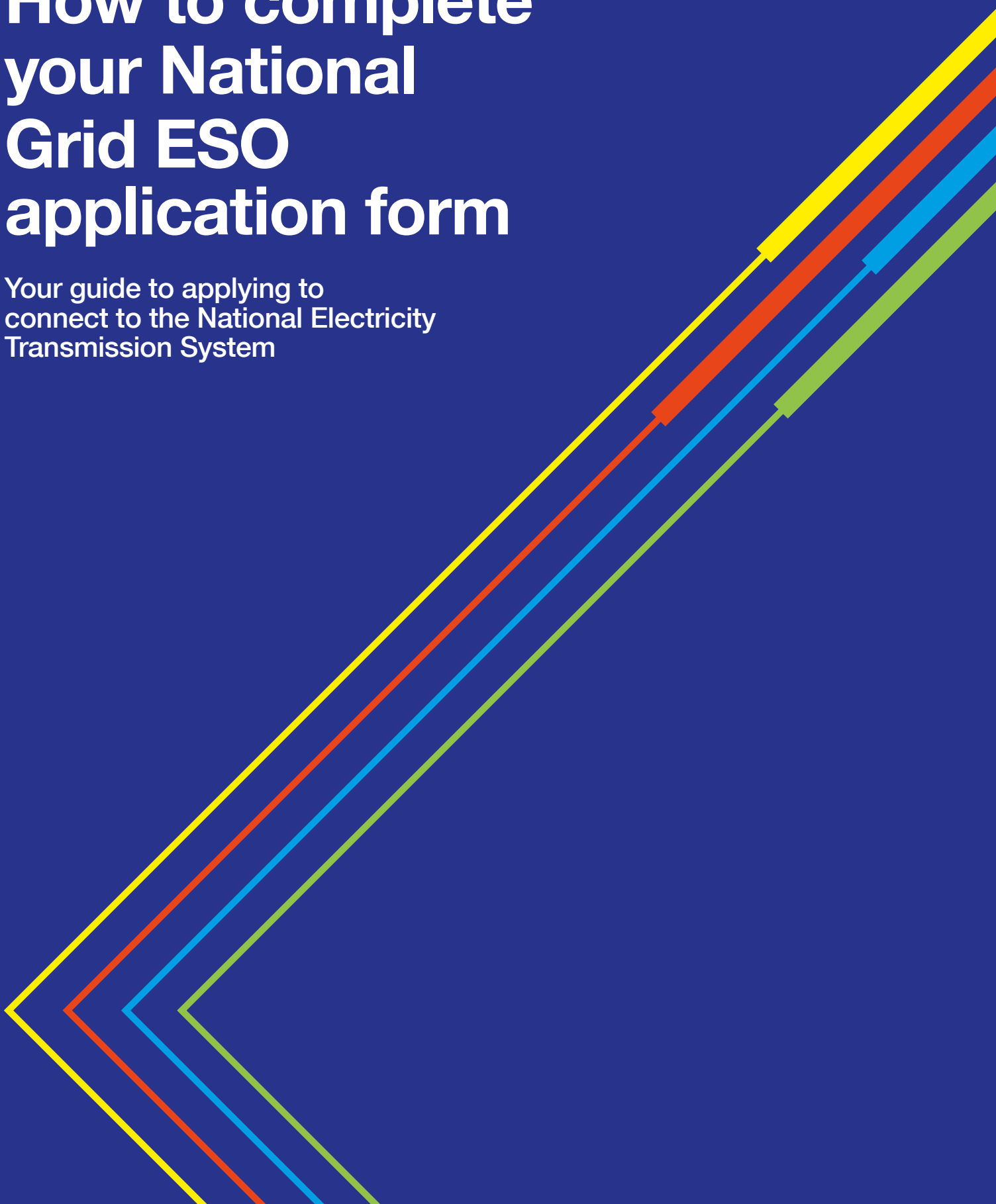
nationalgrid

How to complete your National Grid ESO application form

Your guide to applying to connect to the National Electricity Transmission System



So you've downloaded your application form. What next?

We know there's a lot to think about when applying to connect to the transmission network in England and Wales.

We've put together this guide to help you complete the form as quickly and easily as possible.

Here you'll find information on:

- different types of application
- how to fill in each section of your form
- what to include with your form
- what to do after you've completed your form
- the contact details you'll need.

Which type of application do you need to complete?

When you download the application form, you'll notice there are five different ones to choose from. You'll only need to complete one, and this depends on the type of connection you want to apply for.

Directly connected

This is for you if:

- you want to connect directly to the transmission network
- you do NOT have an existing agreement.

After you've submitted your DC application, you'll receive an offer that includes a Bilateral Connection Agreement (BCA) and a Construction Agreement.

Modification

This is for you if:

- you have an existing agreement
- you want to amend the agreement.

After you've submitted your M application, you'll receive an offer that includes an 'agreement to vary' the existing agreement.

BEGA

BEGA stands for 'Bilateral Embedded Generator Agreement'. It's for you if:

- you want to connect a generator to the distribution network
- you want transmission access rights.

After you've submitted your BEGA application, you'll receive an offer that includes a BEGA and a Construction Agreement.

Statement of works/ Project progression

This is for you if:

- you want to connect a generator to the distribution network
- You're classed as a small generator, which means:
  - less than 50 MW in England and Wales
  - less than 30 MW in Scottish Power's transmission area
  - less than 10 MW in Scottish and Southern Electricity transmission area
- you do NOT want transmission access rights.

With this type of connection, you'll first need to apply to the Distribution Network Operator (DNO). They will then submit your application to us on your behalf.

BELLA

This is for you if:

- you want to connect a generator to the distribution network in Scotland
- you're classed as a large generator, which means:
  - more than 10 MW in Scottish and Southern Electricity's transmission area
  - more than 30 MW in Scottish Power's transmission area
- you do NOT want transmission access rights.

BELLA application's are not applicable within England and Wales.

Your application form, section by section

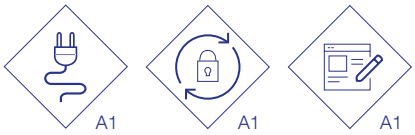
Now we'll go through each section of the form, explaining what information we need from you.

We've divided each section into the parts you'll see in your application form. And for each part, we've included symbols that show which type of application the part relates to. (You'll have seen these symbols on the preceding pages.) With each of these symbols, there's a letter and a number (A1, B2, etc). These are the question numbers on the application form – so you know exactly which bit of the form each piece of guidance deals with.

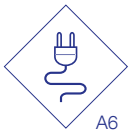
Section A
Details of applicant

This is where we ask about your company and key aspects of your application.

Section A
Details of applicant

Part	Guidance
Registered company 	Here we need the name, address and number of your company as it appears at Companies House, as we'll include this information in your offer. For your parent company name, include any parent companies relevant to your application. This will help us assign the right account manager and team to your project.
Contact information 	Provide contact details for the person in your company who should receive the offer and any further communications about it.
Delivery of offer 	If you'd prefer to receive your offer by email, rather than a paper version, you'll need to provide an email address for the person named in the contact information.
Application fee 	You have to pay a fee with your application, but if it's for a new connection, we'll refund it if your project connects. The amount you pay depends on the type of application you're making. It covers the costs of receiving, recording and processing your application. If you decide to withdraw your application before receiving your offer, you might get a refund – however, this may not be a full refund as we may have already started processing your application. You would need to discuss this with the electricity system operator. There are two types of application fee: fixed and variable. Unless you're applying for an offshore wind farm, you can choose between these. The amount you pay when you apply is the same for both options, however: • the fixed fee remains as it is, no matter how much work is involved in providing the offer • the variable fee depends on the amount of work completed – so, once you've signed an offer, or let it lapse, a refund or further fee will probably be due. If you're applying for an offshore wind farm, you have to pay the variable fee to make sure it covers the amount of work completed.

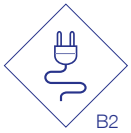
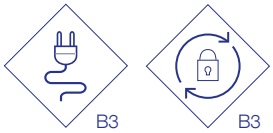
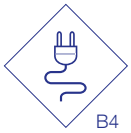
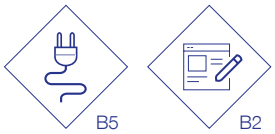
Section A
Details of applicant

Part	Guidance
Outstanding applications   	If you've submitted any other applications that are alternatives to this new application, you'll need to list them. An example would be if you have a battery plant and are considering locating it in two different areas, and have previously submitted an application. Listing applications like this ensures we don't contact you unnecessarily for information we already have, and helps keep our forecasting for connections accurate.
Offshore connections  	If your generator is an offshore wind farm, you can carry out some of the transmission works between the onshore substation and the generator yourself. We call these offshore transmission development user works. If you don't want to do them, you'll need to confirm this on your application form.

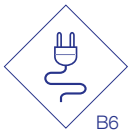
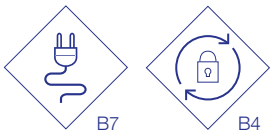
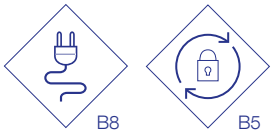
Section B
Proposed point of connection

This is where you give us information about the location of your project.

Section B
Proposed point of connection

Part	Guidance
Point of connection  	Here we need the name of your project. If it's a new connection, this will be the place where you want to connect – but the name shouldn't be the same as, or very similar to, any other substations or projects in the area. We want to avoid any confusion for our account team, and for the build teams and construction companies. You'll also need to include coordinates for your project's location, again to avoid confusion.
Agreement reference number  	Simply enter the agreement reference number for your Bilateral Connection Agreement (BCA). You'll find it on the front of your BCA.
Provision of plans  	We need to see the plans of your proposed project to help us decide the most economic connection.
Legal estate  	We need to know whether land is being leased or bought for your project. This tells us if any new land rights, beyond what we might already own, are likely to be needed at the connection site.
Land occupation  	It's useful for us to know if any other people or companies occupy the land where you're planning your project. We may need to liaise with them during site surveys and the build programme.
New substation required?  	If you think you'll need a new substation for your project, please include it in the plans you provide, showing what you believe is the best location for it. We'll find this very useful, as you're likely to know the area well, and to have considered this carefully.

Section B
Proposed point of connection

Part	Guidance
Land offering  	If you think you'll need a new substation, and you're willing to provide the land for it, please include details of this land.
Storage and accommodation areas  	If you think there's space available within the area of your project for storage and accommodation, please include this in your plans.
Physical land (onshore projects only)  	If your project is onshore, and you've had surveys or reports completed on the physical nature of the land where you intend it to be, please include these in your application.
Planning/consenting  	If your project has planning consents (statutory or otherwise), please list them. Also include any pending applications, making it clear they are pending.
Construction works  	If you want National Grid Electricity Transmission to carry out some of your construction works following your modification, list them here.
Accessibility  	Here we need details of any access restrictions to your project – so we can ensure they don't hinder the installation, maintenance or operation of our equipment.

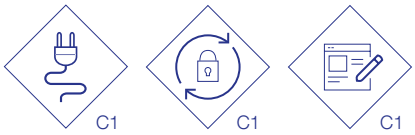
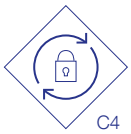
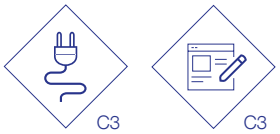
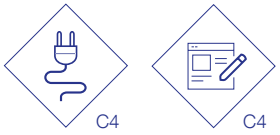
Section B
Proposed point of connection

Part	Guidance
Neighbouring land ownership  	If you know who owns or occupies the land adjoining your proposed project, please include their details. Where National Grid Electricity Transmission requires new land rights, this information will help us determine if landowners or occupiers might be affected.
Offshore tender process (offshore wind farm projects only)  	You'll need to enter the earliest date you'd like to join the offshore tender process. If you don't enter a date, we'll assume you want to join the first offshore tender process after you've signed your contract.

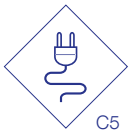
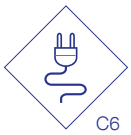
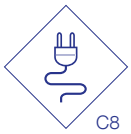
Section C
Technical information

This is where we cover all the technical details that affect your application.

Section C
Technical information

Part	Guidance
Summary of application 	In this part, please include a brief description of the plant you want to connect.
Standard planning data 	This is the general data National Grid Electricity Transmission needs to assess the impact of your connection on the transmission network. It's the part of the data registration code (DRC) you need to submit with your application. You can use this **online tool** to find out exactly what data you need to provide.
Agreement details 	Enter the agreement reference number for your Bilateral Embedded Generator Agreement (BEGA). You'll find it on the front of your BEGA. We also need the name of the project you want to modify the contract for.
Statement of works 	This part of the form is specifically for a Distribution Network Operator.
Safety rules 	To ensure we operate a safe and reliable transmission system, we need to know your safety rules. We'll also let you know ours. These will be used when your connection is being built – you can supply them later.
Provision of technical capability 	Here we're asking about optional commercial services you can provide to the electricity system operator, to help make the transmission system more flexible.

Section C
Technical information

Part	Guidance
Connection entry capacity (CEC)  C5	When we build a connection for your project, we base it on the CEC you identify. This ensures we install assets capable of handling the capacity you want to generate.
Transmission entry capacity (TEC)  C6  C5	Your TEC helps us assess your connection at the right level and ensures we give you an accurate connection offer. In most cases, the TEC entered in an application form determines the application fee. Also, when we have your correct TEC value, we can give you guidance on technical and licence requirements.
SQSS compliance  C7  C6  C8	The Security and Quality of Supply Standard (SQSS) is an industry standard we use to design connections to our transmission network. Those that meet the requirements of the standard are known as compliant connections. If your connection is less secure than the standard requires, you could be disconnected from the system if we have to maintain an asset you're connected to. You have the option of choosing a design with higher or lower security than the SQSS. This is known as a design variation. If you choose this, we can let you know how often your connection might be disconnected from the system, in a 'notification of restrictions on availability'.
Ownership boundary and ownership boundary at a gas insulated switchgear (GIS) substation  C9	Changes in ownership boundaries will change how much you pay in connection charges. You can find the standard ownership boundaries in the Connection and Use of System Code, under section 14. This can be found on the Electricity System Operator's **website**.

Section C
Technical information

Part	Guidance
Transmission connection assets  	This prompts us, with the electricity system operator, to discuss with you the security and design standards needed for a self-build connection. We would also need to discuss the commercial requirements for charging and asset transfer, as only transmission owners can own transmission connection assets.
Additional information (offshore projects only)  	This is where you enter additional information – such as feasibility studies and Crown Estate leases – that could affect your application. Giving us complete information helps speed up the process.
Reactive power (offshore projects only)  	If you're connecting to an offshore transmission network, you'll need to tell us the expected reactive power capability of the generating units. This will ensure the network complies with the industry code.

Section D
Programme

This is where you give us the key dates for your project.

Section D
Programme

Part

Programme

Guidance

To make sure the offer we give you meets your requirements, we need to know dates such as:

- any consents milestones
- your final investment decision date
- your back-feed date (only if your connection is directly connected); this is when you may need to take power from the transmission network to support your commissioning and build programme
- the date when you're available for commercial load (ACL).

Section E
Enabling works

This is where you can decide about the scale of the works needed to connect you.

Section E
Enabling works

Part

Parts 1 & 2: enabling works

Guidance

Enabling works are the minimum works needed to connect you to the transmission network. Beyond these, more transmission reinforcement works may be required – if so, your connection might be constrained at times, until these works are completed. You have the option for your enabling works to be greater in scope, this might mean you're constrained less once you're connected, but you may not be able to connect as quickly.

You can find out more on the electricity system operator's **website**.