

EXAMPLE

**INTEGRATED RESOURCE PLAN (IRP)
5-Year Plan**

Report Date

(10 CFR Part 905.11 (b)(2)(i))

Calendar Year: [year]

Fiscal Year: [year] from [mm/dd/yyyy] to [mm/dd/yyyy]

CUSTOMER INFORMATION

(10 CFR Part 905.11 (6)(c)(2)(i) & (ii))

Customer Contact Information:

Provide contact information for your organization.

The contact person should be able to answer questions concerning the IRP.

(required field*)

Customer Name*:	
Address*:	
City*, State*, Zip*:	.
Contact Person*:	
Title*:	
Phone Number*	
E-Mail Address*:	
Website:	

Type of Customer:

Municipal Utility

Federal

State

Tribal

Irrigation District

Water District

Other (Specify):

EXAMPLE

Staff Information: (optional) If an individual is the same as "Contact Person" listed above, then enter "Same".		
Individual responsible for producing final IRP:		
Name*		
Title*:		
Phone Number*:		
E-Mail Address*:		
Secondary Contact:		
Name		
Title:		
Phone Number:		
E-Mail Address:		
Individual responsible for signing final IRP:		
Name*:		
Title*:		
Phone Number*:		
E-Mail Address*:		
Staff size:		
IRP Contributors: (Department, and if available, Name and title)		
Department	Name	Title

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Customer Service Overview:

Describe your service territory and the services provided. Include items such as service area, geographic characteristics, significant loads, peak demand drivers, competitive situation, customer mix, key customer(s), and other significant or unique aspects of your customers and/or service territory. Provide a brief summary of the key trends and challenges impacting future resource needs including items such as population changes, customer growth/losses, and industrial developments, as appropriate. *(10 CFR Part 905.11 11(1))*

EXAMPLE

SECTION 2	LOAD FORECASTING AND FUTURE POWER USE
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Load Forecasting:

Did you perform load forecasting (10 CFR § 905.11 (b)(5)): **Yes No**

Historical Energy Use:

Enter the peak system demand and total annual energy use for the preceding five (5) reporting years. For total energy, include retail sales, energy consumed or provided without charge, energy generated or purchased which was sold, and system losses.

Reporting Year	Peak Demand (kW)	Total Energy (kWh)
2014		
2013		
2012		
2011		
2010		

Future Energy Use:

Enter the forecasted peak system demand and total annual energy use for the next five (5) reporting years. For total energy, include forecasted retail sales, energy consumed or provided without charge, and system losses.

Reporting Year	Peak Demand (kW)	Total Energy (kWh)
2015		
2016		
2017		
2018		
2019		

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Load forecasting detail:

Load forecasting detail is optional on this report, but must be provided to Western upon request: Load forecasting should include data that reflects the size, type, resource conditions, and demographic nature of the customer using an accepted load forecasting method, including but not limited to the time series, end-use, and econometric methods.

EXAMPLE

SECTION 3

**IDENTIFICATION AND EVALUATION
OF RESOURCES**

Identification and Evaluation of Resources:

Identification and evaluation of resource options is an assessment and comparison of existing and future supply-side and demand-side resources available to a customer. The options identified and evaluated should reflect the resource situation unique to each Western customer as determined by data such as geographical characteristics, customer profile, historical loads, projected growth, existing system data, rates, financial information, regulatory directives and constraints, and load forecast.

(See 10 CFR § 905.11 (b)(1))

Considerations that may be used to develop potential resource options include cost, market potential, consumer preferences, environmental impacts, demand or energy impacts, implementation issues, revenue impacts, and commercial availability.

(See 10 CFR § 905.11 (b (1)(iii))

Following the resource and demand side management tables, you will be asked to provide a narrative statement that summarizes the resources that were considered and selected. This summary must contain discussions on both supply side options, and demand-side management options.

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Supply-side Resources:

For existing supply-side resources, complete columns B-F. If the resource is considered and/or selected for future use, complete columns G - H. For additional supply-side resources considered and/or selected for future use, complete columns B-E and G-H.

List the supply-side resources, including current resources, that were considered and evaluated, including, but not limited to conventional generation, renewable generation, and power purchase contracts. Include a brief discussion on the applicability of each option for further consideration or implementation based on your system requirements and capabilities. If new resources are not required during the 5-year resource planning period, please indicate that below. Insert additional rows as needed.

(See 10 CFR § 905.11 (b)(1)).

Section 1: Generation Resources

Western Power Resources:

(A) Region	(B) Description <small>(Base load, intermediate, or peaking)</small>	(C) Rated Capacity <small>(MW)</small>	(D) In- Service Date <small>(Year)</small>	(E) Estimated Expiration/ Retirement Date <small>(Year)</small>	(F) Current Resource <small>(Y/N)</small>	(G) Considered for Future Use <small>(Y/N)</small>	(H) Selected for Future Use <small>(Y/N)</small>

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Renewable Power Resources:

(A)	(B) Description <small>(Base load, intermediate, or peaking)</small>	(C) Rated Capacity (MW)	(D) In- Service Date <small>(Year)</small>	(E) Estimated Expiration/ Retirement Date <small>(Year)</small>	(F) Current Resource <small>(Y/N)</small>	(G) Considered for Future Use <small>(Y/N)</small>	(H) Selected for Future Use <small>(Y/N)</small>
Biomass							
Solar							
Wind							
(Add additional lines as needed)							

EXAMPLE

Conventional Power Resources: .

(A)	(B) Description <small>(Base load, intermediate, or peaking)</small>	(C) Rated Capacity (MW)	(D) In- Service Date <small>(Year)</small>	(E) Estimated Expiration/ Retirement Date <small>(Year)</small>	(F) Current Resource <small>(Y/N)</small>	(G) Considered for Future Use <small>(Y/N)</small>	(H) Selected for Future Use <small>(Y/N)</small>
Coal							
Natural Gas							
PPA							
(Add additional lines as needed)							

EXAMPLE

Demand-side Resources: : *Add field for each line to indicate if activity is for residential, commercial, industrial, etc..*

List the demand-side resource options that were considered and evaluated. Demand-side programs alter a customer's use pattern and include energy conservation, energy efficiency, load control/management, education, and distribution system upgrades that result in an improved combination of energy services to the customer and the ultimate consumer. Insert additional rows as needed. (See 10 CFR § 905.11 (b (2)))

For existing demand-side resources, complete columns B-F. If the existing resource is considered and/or selected for future use, complete columns G-H and update columns C-E with future values. For additional demand -side resources considered and/or selected for future use, complete columns B-E and G-H. For examples of demand-side programs, including low cost and no-cost programs, please click on the following:

(A) Demand-Side Programs	(B) Start Year	(C) Length of Program	(D) Capacity savings per year (kW)	(E) Energy savings per year (kWh)	(F) Existing Program	(G) Considered for Future Use	(H) Selected for Future Use
Commercial Lighting							
HVAC							
Residential Air Conditioning							
Load Management							
(Add additional lines as needed)							

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Supply-side and Demand-side Resources Summary

Resources Considered:

Based on your system requirements and capabilities, please:

- Provide a narrative statement that summarizes the supply side and demand side resources that were **considered** to meet future energy needs.
- Include a brief discussion on the applicability of each resource considered for future use.
- If load growth is not anticipated during the 5-year resource planning period, please note it and explain why, such as: irrigation customers being replaced by customers served by local utility; downturn in economic conditions; population remaining static or decreasing, etc.
- Describe your current procedure to periodically evaluate the possible future need for new resources.

This summary must contain discussions on both supply side and demand-side resources
(See 10 CFR § 905.11 (b)(1))

Resources Selected:

Describe the resource options selected for implementation. The resources selected must:

- Be based on a reasonable analysis of the options.
- Provide the public with adequate electric energy services that are safe, reliable and efficient, at just and reasonable rates, and in a manner that serves the public interests during the 5-year resource planning period.
- Identify any federal or state regulations that may impact your future resource requirements..

The resources selected may:

- strike a balance among applicable evaluation factors such as
 - cost
 - market potential
 - customer preferences
 - environmental impacts
 - demand or energy impacts
 - implementation issues or constraints
 - revenue impacts
 - commercial availability

(See 10 CFR § 905.11 (b) (1) (iv))

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SECTION 4

ENVIRONMENTAL EFFECTS

Environmental Effects:

To the extent practical, Western customers must minimize environmental effects of new resource acquisitions and document these efforts.

- IRPs must include a qualitative analysis of environmental impacts in summary format.
- Describe the efforts taken to minimize adverse environmental effects of new resource acquisitions.
- Describe how your planning process accounts for environmental effects.
- Include a discussion of policies you conform with or adhere to, and resource decisions that have minimized or will minimize environmental impacts by you and/or your wholesale electricity supplier(s).

Western customers are neither precluded from nor required to include a qualitative analysis of environmental externalities as part of the IRP process. If you choose to include a quantitative analysis, in addition to the summary below, please attach separately. (See 10 CFR § 905.11 (b) (3)).

OPTIONAL: Qualitative analysis of environmental externalities.

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SECTION 5

PUBLIC PARTICIPATION

Public Participation:

Customers must provide ample opportunity for full public participation in preparing and developing an IRP. Describe the public involvement activities, including how:

- Information was gathered from the public
- Public concerns were identified
- Information was shared with the public
- Your organization responded to the public's comments

(See 10 CFR § 905.11 (b) (4)).

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SECTION 6

**ACTION PLAN and
MEASUREMENT STRATEGIES**

Action Plan Summary:

List and describe the high-level, energy-related goals and objectives for the 5-year resource planning period. Then present specific action items that will accomplish or further these objectives. Lastly, describe how the action items will be measured and evaluated, and include a baseline by which action item accomplishments will be measured. (See 10 CFR § 905.11 (b) (2)) and (10 CFR § 905.11 (b) (6)).

Objectives might include:

- Job creation
- Increased electric reliability
- Lower energy prices or Price stability
- Increased renewable energy resources

Action items might include:

- Implementing demand side management programs
- Encouraging local renewable energy installations
- Increase public education on energy and/or energy efficiency
- Shutter old, local energy plants or build new local, distributed power plants

Measurement and Evaluation activities might include:

- Track and report customer outages on an annual basis
- Collect and track contractor invoices and receipts for energy efficiency or renewable energy installations on residential and commercial facilities
- Hire a consultant to measure and verify energy savings from DSM programs

For additional examples and explanations of potential objectives, action items, and measurement and evaluation strategies, link [\[here\]](#).

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Proposed Actions:

List proposed actions for the 5-year planning horizon, objectives that will be met or forwarded by implementing such actions, and how the actions will be measured and evaluated.

Proposed Actions	Objectives met or forwarded by Proposed Actions	Milestones to measure and evaluate progress and/or accomplishments

