Distribution Tri-State Capital Project Approval Process

JA-DE-2026-A, Rev. 0

Process Owner:

Jeffrey Richard, PMP

Jeffrey Richard, PMP

Director, Distribution Engineering

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EVERSOURCE

Distribution Tri-State Capital Project Approval Process

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410 Sheldon St • Hartford, CT 06106
Phone 800-286-5000

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1. Purpose

This process provides instructions and guidance on the process for initiating and then obtaining technical and financial approval for Distribution Line (Distribution Work conducted outside of the Substation) capital projects. This job aid will focus on project initiation, solution vetting by the Solution Design Committee (SDC), and approval of the Project Authorization Form (PAF) by each of the state Project Approval Committees (state PACs) for distribution line projects. The authorization forms and guides used for each funding level can be found in the appendix. This process document supports the guidance contained in Accounting Policy Statement 1 (APS01), Operations Project Authorization, which can be found in the appendix.

2. Affected Groups

This as described in Responsibilities and General Instructions, Distribution Engineering along with the SDC and state PAC committees will have primary responsibility for the project review and approval process. The following general groups will also be affected by this process as their participation is critical to the successful initiation, development, review, and approval of capital projects.

- Distribution Engineering, Transmission Line, Substation Design, Substation Technical, Protection and Controls, and Grid Modernization
    - Note: Substation T&D and Transmission follow JA-AM-2001-A Rev:7 for their Capital Project Approval Process.
- Construction
- Scheduling (IP&S)
- Licensing and Permitting
- Environmental
- Siting and Project Services
- Procurement
- Investment Planning (IP)
- Operations
- Engineering Project Controls

3. Responsibilities

3.1 Project Initiator

In general, for Distribution projects, the project initiator is responsible for establishing a project/program by securing initial funding. The initiator is responsible for development of the establishing document(s), typically an initial funding request (IFR). The project initiator will be responsible for securing funding from state PAC for Distribution line projects.

For applicable projects (See Section 3.4.1 below for details), the project initiator is responsible for the development of Partial PAF and presentation of the project's preferred and alternative solutions to SDC.

The project initiator will be responsible for; coordinating conceptual engineering activities and conceptual cost estimates (-25%/+50%) to support alternatives analysis; after detailed engineering activities and developing an updated +/-25% planning grade cost estimate. The project initiator will then be responsible for updating the PAF and securing full funding from the state PAC. Once a project is fully approved and funded, project ownership transfers to the field operations group for project execution and closeout phases.

3.2 Distribution Project Controls Group

The Distribution Project Control (DPC) group is responsible for all projects once added to the respective operating company's Engineering Project Management Portal; The DPC will be assigned based on which operating company is funding the project. The DPC will support the project lifecycle from inception through completion and is also responsible for all project tracking within the respective states' Engineering Project Management Portal. The DPC will ensure that the funding is reflected in the appropriate year, project members are appropriately listed, the correct Project Type is reflected and agrees with the project information that is inputted in PowerPlan. The DPC is responsible for overseeing the timely flow of capital projects from partial funding authorization through full funding as well as supplemental funding, as needed.

3.3 Project Sponsor

Typically, the Project Sponsor will be the director of the project initiator. The Project Sponsor will be responsible for review and approval of project documents before they are submitted to the committees for approval.

3.4 Solution Design Committee (SDC)

The SDC will serve as solution development gate keepers to ensure the best solution is selected, ensure guiding principles are followed, and drive standardization. SDC will review project alternatives, scope, and conceptual grade cost estimates during the solution vetting process. More information on solution vetting can be found in Section 4.4 and the full responsibilities of the SDC are contained in Attachment A, Solution Design Committee Charter.

3.4.1 Project Types

The SDC will review and approve solutions for the following Distribution project types:

- System Planning – Reliability, Resiliency, Regulatory and Capacity Projects
- Distribution Engineering – Programs (Pole Integrity, , etc.), Reliability, system performance (capacity, sectionalizing etc.) customer request, line relocations, asset health and aging infrastructure, Program releases with significant scope in addition to the program.
- Distribution Interconnection Projects – Projects on track to sign Interconnection Agreements may be reviewed by the SDC at the request of the sponsoring engineering director.

State PAC member directors will also have discretion to determine whether a specific project or program will require review and approval by the SDC. In cases where there is a quorum of PAC representatives present at the SDC, a partial funding request may be presented and voted on, in conjunction with the same project at SDC.

3.5 State Project Approval Committees (CT PAC, MPAC, and NH PAC)

The state PACs will be responsible for the review and approval of the technical and financial merits of Distribution projects. There will be three different project approval committees to review and approve the projects: one from each state (CT PAC, MPAC, and NH PAC).

The state PACs will review partial and full funding requests to develop detailed engineering and to support early establishment of projects in Eversource financial and scheduling systems. Regardless of cost, if partial funding requests is required it shall adhere to PAC approval processes and shall include a schedule by which engineering plans to complete detailed engineering, produce a planning grade cost estimate and present for full funding authorization. The state PAC committee chair will track projects that are given approval for

partial funding and ensure timely submission, review, and approval of PAFs for full funding authorization. Distribution projects looking to secure full funding authorization shall develop PAFs containing a planning grade (+/-25%) cost estimate.

The full responsibilities of the state PACs are contained in Attachment B, State Project Approval Committee (State PAC) Charter.

3.5.1 Project Types

The state PACs will review and approve the following project types:

- All distribution projects greater than $500,000.

Note that per APS01 and Operations executive management, all other underground, overhead, and underground-overhead mixed distribution projects under the dollar thresholds listed below but over $500,000 total cost require PAF documentation.

The approving director(s) for each state can use their discretion to require any projects to be reviewed at the state PAC.

- CT requires new service, CDOT, and DER projects that are >=$250k be required to have a PAF and be presented at CPAC. Depending on project type, projects that are $100K or greater but less than $500K may require PAF documentation at the discretion of the PAC committees, except for emergency projects, which will only require PAFs for projects $500K or greater in all cases. These PAFs will be reviewed, presented, uploaded into the project portal, and approved in PowerPlan.
- NH Requires all non-emergent work that are >=$250k be required to have a PAF and be presented at NHPAC. Emergency projects, which will only require PAFs for projects $500K or greater in all cases. These PAFs will be reviewed, presented, uploaded into the project portal, and approved in PowerPlan.
- MA follows APS-01. All projects >=$500k require projects. All WO's that exceed $500k will require PAFs. These PAFs will be reviewed, presented, uploaded into the project portal, and approved in PowerPlan.

3.6 Cost Estimating

For Distribution projects, partial funding will be estimated using high level estimation units. This estimate will be generated by the engineering team to generate a -25%/+50% grade estimate and it will be presented at SDC and state level PAC meetings. Construction grade estimates will utilize the estimation units from Maximo in conjunction with any additional contractor bids to generate a full funding estimate . A 10% contingency will be added, based on the line-item baseline budget (directs and indirect) to the full funded estimate and will be included in the financial tables within the full funded PAF. Once the estimates from Maximo and the bid results are analyzed the results will be presented at state level PAC meetings for approval.

4. General Instructions

The process to proceed with each successive phase of a capital project is designed to ensure that there is a valid need, the right solution alternatives are evaluated, the technical approach is sound, and resources are budgeted and prudently spent. The overall process flow for Distribution projects is depicted in Attachment J, Distribution Project Approval Process Flow Chart. The initiation and major engineering and approval phases of the process flow charts correspond to the sections below.

These general instructions are for the project types listed in Sections 3.5.1. Refer to Section 5 for instructions for planned distribution projects less than or equal to $500,000. Refer to Section 6 for instructions for securing approval of emergent work.

4.1 Project Initiation

Following the identification of a project need a project number will be assigned. Project initiators can reach out to their supervisor or manager for assistance securing a project number. Project initiators will then complete an Initial Funding Request (IFR) and submit it to the Lead and/or Manager for approval. Refer to appendix, Attachment C, Initial Funding Request Template and Attachment D, Initial Funding Request Form – Guide. The initiator will be required to state the project need and objectives and include an explanation of the funding request amount. The IFR should not include funding for detailed engineering. The regional manager may decide to approve the request directly or may request that the initiator present the request for input and feedback to the state SDC or PAC meeting.

Once an IFR is approved, the project initiator will upload the approved Initial Funding Request in the Engineering Project Management Portal and Investment Planning will be notified to submit it for delegation of authority (DOA) approvals in PowerPlan, the Eversource software tool for financial approval. The initial funding is obtained once delegation of authority has been performed through PowerPlan in accordance with APS01 (See Section 4.6.3 for more information on Delegation of Authority Policy). The DPC will be notified by the Engineering Project Management Portal when the DOA's are completed in PowerPlan.

4.2 Project Initiation for Programs

Initial funding can also be requested at the program level using the Partial/Full Project Authorization Form, found in the appendix. The funding can be used to advance specific project scope under an approved program. Sections 4.6.1 and 4.6.2 contain more information on full approval of programs and program level releases.

4.3 Conceptual Engineering

The project initiator should develop the preferred and alternates for the project during this stage.

- Incorporate designs from standards library and develop scope and major equipment lists for all alternatives under consideration.
- Conceptual engineering of all competitive alternatives including early field review and desktop analysis.
- Non-Wire Alternatives (NWA) solutions should be evaluated and estimated where applicable by state regulations.
- Identification of key project risks with the appropriate level of detail with respect to constructability, routing, outage planning, and applicable mitigation actions, siting and permitting, environmental impacts, community and external stakeholder impacts, site control, procurement, etc.
- Identification of any land right's needs.
- Develop project strategies to mitigate identified risks.
- Conceptual grade cost estimates (-25%/+50%) for all competitive alternatives (at least the preferred solution and leading alternative). Order of magnitude cost estimates (-50%/+200) should be provided for alternatives that are not competitive with the preferred solution.

The project initiator will then recommend a preferred solution and document the rationale for the choice of preferred solution and present at SDC and then at the state PAC meeting.

4.4 Solution Vetting (SDC)

Prior to proceeding with detailed engineering of the preferred solution, more comprehensive projects and asset condition projects at the program level will need to be reviewed and approved. The project initiator will present the preferred solution and the alternatives at SDC. The SDC will review the Partial PAF and confirm that the project initiator has selected the best solution. The Partial PAF will require a statement of the project need and objectives, documentation of the alternatives analysis, scope and major equipment list for the preferred solution, and a conceptual grade cost estimates for the preferred solution and any competitive alternatives. The form can be found in the appendix. The full responsibilities of the SDC are contained in Attachment A, Solution Design Committee Charter. Once reviewed and approved by the Solution Design Committee, the project initiator will proceed with updating the Partial PAF document and proceed to obtain State PAC committee solution approval.

4.5 PAC Design Approval

Once the project initiator has addressed all comments from SDC, the Lead and/or Manager will review and approve, then the project is ready to be presented at state PAC for PAC Design Approval. The Partial/Full Funding Template, Attachment E, will be updated based on the comments from SDC. Follow Attachment B, State Project Approval Committee (State PAC) Charter for formal approval process.

Once all voting members agree of the parameters of the project/program, PAC Design Approval is granted within the Engineering Project Management Portal.

If additional funds are required outside of what is being funded initially to procure land, Environmental permits (typically ROW work), Environmental studies, and order any additional special material not typically stocked than the PAF must be approved for Partial Funding and then routed in Powerplan for DOA approval. In most cases, Powerplan routing is not needed, however, if pre-construction costs are expected to exceed $500k and be charged to the project, Powerplan routing is required.

PAC Design Approval may be granted in a single meeting that combines the SDC and PAC Design Approval, or the two components may be addressed in separate meetings. This decision depends on several factors, including—but not limited to—the number of projects on the agenda and the availability of voting members.

Once the PAC Design Approval is approved, the project initiator will upload the approved Partial Funding Request in the Engineering Project Management Portal.

If timing is a concern, PAC Design Approval can be granted by the voting members via email, and the Engineering Management Project Poral can be updated, in lieu of waiting until the next state PAC meeting.

PAC Design Approval is needed before detailed design can start.

4.6 Detailed Design

Once the project team has chosen a preferred solution with scope definition, and has been approved by the state PAC committee, it can proceed with detailed design and development of an updated cost estimate of the preferred solution. This design is typically completed within Maximo and/or any other work management tool. At this stage, a pre-construction design review, also known as a rollout, should occur between Engineering and operations to ensure constructability.

To receive full funding approval, projects will require planning grade (+/-25%) cost estimates. The updated cost estimate shall be submitted using the Full Funding Request Document and Guide, which can be found in the appendix, Attachment E, Partial/Full Funding Request Template and Attachment F, Partial/Full Funding Request Form – Guide.

The project team will work with the affected groups listed in Section 2 to complete more in-depth investigations, develop a mitigation plan for project risks, and refine project strategies

For full funding, examples of full funding deliverables include, but are not limited to:

- Constructability Review
- Cost Variance Notes
- Vegetation Notes
- ROW Environmental Mapping
- Preliminary Three-Line
- UG Plan and Profile

After a minimum of preliminary engineering is completed, the PAF will be completed, and the project will be presented at state PAC for full approval and funding authorization. PAFs that will be reviewed at state PAC meetings should be submitted through the Engineering Project Management Portal for chain of command review at least three business days prior to the next scheduled state PAC meeting. For the project types listed in Section 3.4.1, the state PAC will only review full funding requests that have been reviewed and signed off by their manager in the Engineering Project Management Portal. The project checklist (Attachment I), a PAF document showing the current project schedule, a listing of required schedule milestones, and a detailed cost estimate are needed.

4.7 Full Project Authorization

4.7.1 Project Approval

State PAC's will review and approve Project using the Project Approval Forms. The project approval will be based on a Maximo/Work Management Estimate. The Tri Sate Partial-Full Funding Guide should be used to complete the Full funding PAF which includes but not limited to the following:

- Executive Summary

- Project Cost Summary
- Detailed capital breakdown and financial totals
- Technical Justification
- Alternatives Considerations
- Project Schedule
- Risk & Contingencies

If timing is a concern, Full Project Authorization can be granted by the voting members via email, and the Engineering Management Project Poral can be updated, in lieu of waiting until the next state PAC meeting.

4.7.2 Project Release Authorization

Work Orders under a specific project should have PRE196 or PRE197 Prerequisite attached, and once project is approved, then only the prerequisite can be completed, and the project can proceed forward to construction.

4.7.3 Program Approval

State PAC's will review and approve Asset Management programs using the Project Approval Forms. In addition to the information required on the PAF for a regular project (need, objectives, scope, background/justification, etc.) the Program Level PAF will also require a financial evaluation completed on a unit cost basis so that the capital cost of each application of the program can be fully understood. The unit cost is often based on a similar project that has been completed.

- A listing of proposed circuits by state that will be included in the scope of the program.
- An estimate of the program capital investment value by state.
- A proposed schedule for bringing forward and executing the program level releases.
- A description of the investigations that will be needed at each location to develop the scope and cost estimate at a specific site.

As described in Section 4.2 Program Level PAFs may also be combined with an initial funding request at the program level so that the initiator will have funds to develop the scope of the program at specific sites and bring forward full funding program release requests. Partial funding may be obtained for individual program release requests when initial funding is not sufficient to complete preliminary engineering and develop a planning grade cost estimate.

4.7.4 Program Release Authorization

Once the scope, site-specific cost estimate and constructability reviews are completed for a particular

location or circuit, a PAF will be submitted for full funding. Each PAF will summarize the scope and cost estimate at a specific location and discuss any variances between the scope or cost estimates from the expected unit costs and scope approved in the Program Level PAF. Once an individual program release is approved at state PAC, any initial funding costs that were originally charged at the program level will be journaled to the specific project, which will allow those costs to be capitalized along with the specific project and will make additional budget dollars available at the program level to develop additional projects, if needed. Once approved, the approval process will be the same as stated above for the full funding PAF.

4.7.5 Delegation of Authority

Once approved, the state PAC administrator will update the Engineering Project Management Portal with the PAC-approved PAF. Then Investment Planning will submit for approvals in PowerPlan in accordance with the company Delegation of Authority Policy (DOA). The DOA specifies the capital authorization level of various company positions (manager, director, vice president, senior vice president / subsidiary president, Executive vice president, etc.). There is a separate approval tree listed for transmission line and substation major projects and distribution substation and line projects. The full project funding is attained once delegation of authority has been performed through PowerPlan in accordance with APS01. PgMs should include up to thirty days in project schedules to complete approvals in PowerPlan and sixty days for projects that will require Delegation of Authority approval by the Eversource Subsidiary Board.

4.8 Construction and Construction Variance Monitoring

The operations team will manage the project's execution and construction while monitoring the project spend vs. its authorized budgeted amount. In cases where the project, totaling greater than $500K (state dependent) for planned work and emergent work, will exceed its APS-01 tolerances (+15% or greater), or there is a significant change to the project's technical design or a significant change to the project's scope, operations will submit the details needed so that a Supplemental Authorization Form (SAF) can be written and presented at state PAC by engineering. The supplement process can be found in the appendix, Attachment H, Distribution Tri-State Capital Project Supplement Process, JA-DE-2026-B, Rev. 0.

4.8.1 PAF Revision

A Revised PAF can be submitted under the listed conditions as the primary driver for the change:

1. Revised PAF - Pre-Construction [Applicable to projects yet to begin construction and forecasting 5% or less than their original total full funding authorization]
    - Market conditions cause awarded (or to be awarded) vendor contract amount(s) for labor or material to be higher than the amount(s) for the equivalent labor or material allocation(s) in the approved full funding estimate.
    - An agency, stakeholder, or impacted party external to Eversource to cause an

uncontrollable change to the project resulting in higher project costs.
- Indirect rate(s) increase from the full funding estimate.

For projects forecasting 5% or greater than their original total full funding authorizations prior to construction should consult with Engineering Project Controls to decide if a pre-construction revised authorization should be pursued. Projects that will exceed their APS-01 tolerances must seek reauthorization, either through the revised PAF or supplement funding depending on the circumstance.

Additional requests for a Revised-PAF can be evaluated on a case-by-case basis by the state PAC committee. The justification for all Revised-PAFs is subject to the review and approval of the state PAC committee.

4.8.2 Supplement Authorization Form

A SAF should be submitted under one or more of these conditions, given the listed condition(s) is(are) the primary driver for the change after construction work has started:

1. Scope Change [Applicable to all projects]
   - Capital investment for additional units of property that were not previously part of the project scope.
   - Significant change(s) in technical design (i.e. OH vs UG, aerial vs. multi-circuit, etc.).
   - Changes to system topology that impact design of the circuit, ratings, or operational changes shall require a SAF.
   - Indirect rate/Cost Increases.

2. Pre-Construction Update [Applicable to projects yet to begin construction forecasting 15% or greater than their original total full funding authorization]
   - Market conditions cause awarded (or to be awarded) vendor contract amount(s) for labor or material to be higher than the amount(s) for the equivalent labor or material allocation(s) in the approved full funding estimate.
   - An agency, stakeholder, or impacted party external to Eversource causes an uncontrollable change to the project resulting in higher project costs.
   - Indirect rate(s) increase from the full funding estimate.

Projects forecasting 15% or greater of their original total full funding authorization prior to construction can be re-estimated and represented at state PAC and resubmitted for DOA approval in PowerPlan. Projects that have started construction and will exceed their APS-01 tolerances must seek reauthorization, via supplemental funding.

A SAF shall be submitted where the project will exceed its APS-01 tolerances in all other cases than those allowing for revised funding. Supplemental authorization requests should be prepared as soon as it is likely that the project cost is expected to increase, and the updated project forecast exceeds the APS01 tolerance for the current authorization. Supplement requests should also be submitted once a scope change is identified. The SAF can be found in the appendix, Attachment G, Supplement Authorization Form. If a supplement is approved by state PAC, the project initiator will submit the approved SAF within the Engineering Project Management Portal, and Investment Planning can submit for Delegation of Authority approvals in PowerPlan. When determining when to submit a supplement, stakeholders should note that attaining full approval in PowerPlan may take up to thirty days and sixty days for projects that will require Delegation of Authority approval by the Eversource Subsidiary Board.

4.9 Project Closeout

All project documents will be closed and affected databases updated upon project closeout in accordance with applicable local project closeout processes.

5. Instructions for Planned Projects $499k or less (Annuals)

Each year annual distribution line budgets are approved and funded to support the many smaller planned projects that will be completed that year. Per section 3.5.1, planned distribution line, Distributed Generation, CDOT, and New Service projects less than or equal to the state parameters set in section 3.5.1 do not require their own PAFs.

6. Instructions for Work Orders (Wos) that exceed $500k

Each year annual distribution line budgets are approved in each region and funded to support the many small projects within that year. A small project, also knows as a work order (WO), has a limit of $499k.

In the case of these small projects exceeding $500k, project numbers and PAFs will need to be generated and updated in the Engineering Project Management Portal, presented at the state PAC meetings, and routed in Powerplan for DOA approval.

If these small projects are emergent in nature and construction is completed, actual costs are allowed to be used to generate the PAF document for state PAC presentations and DOA approvals.

If the work is identified under a category, other than emergent, stakeholder groups should be discussing these

smaller projects and working together to determine if a project number and PAF is needed prior to exceeding the $500k threshold. If a project number and a PAF is created for a WO, than it should be uploaded into the Engineering Project Management Portal, and the project process is followed.

The induvial states have the authority to generate PAFs for work under the $500k threshold as they see fit.

7. Definitions & Acronyms

Annuals	Annuals refers to the annual project budgets that are approved to support small projects and small emergent work projects.
APS	Eversource Accounting Policy Statement
Conceptual Engineering	The project design phase required to obtain a project cost estimate accurate to -25%/+50% and to generate an SSF
Conceptual Estimate	A cost estimate with target accuracy of -25% to +50%
Construction	The project phase for the implementation of an engineered project
DOA	Delegation of Authority
Detailed Engineering	The project phase following conceptual engineering.
Emergent Work	Refers to work to fix equipment that failed while in-service or is at high risk of imminent failure that needs to be addressed real-time
Engineering Estimate	A cost estimate with target accuracy of +/-10%
Full Funding	At this stage, all work orders are written in Maximo and estimated using Maximo estimating units. Technical, financial, and scheduling approval are granted. Therefore the project is considered construction ready and construction can begin, assuming all necessary permits are obtained, material is available, and there are no other hold ups.
Initial Funding	• Initial Funding provides exploratory early development dollars intended to facilitate refinement of the project concept, particularly the project need, justification, and objectives. • Project scope and alternatives as well as a resource loaded, project schedule shall be developed. • Initial funding can support funding up to Preliminary design if the requested dollars are <$250K (Some exceptions may be

	considered). • Initial Funding is not intended to support complete project design and engineering and should not fund the project beyond the Preliminary design phase. The core project team should be assembled using Initial Funding.
IFR	Initial Funding Request Form required to initiate a project with funding and setup a Work Order, the initiator will complete an IFR and submit it to the EPAC.
ISD	In-Service Date
PAF	Project Authorization Form required by Accounting Policy Statement 1 for the purpose of requesting authorization of capital funds for a particular project
Partial Funding	Partial Funding is intended to fund design/engineering for the project as well as project support including site evaluation/prep activities, siting and outreach plans, early procurement activities (in some cases Limited Notice to Proceed for Long-Lead equipment), site testing, outage planning activities, etc. Partial Funding should not be used to purchase material nor be used for construction activities. Follow Section 3.5.1 for state specific guidelines for what thresholds require a PAF. Section 6 describes when partial funding needs to be routed in Powerplan.
Planning Estimate	A cost estimate with target accuracy of +/-25%
PgM	Program Manager
Powerplan	Eversource financial approval tool
Program Level PAF	Authorization document for programs. A program is a distribution line need that will be addressed at numerous sites (i.e. Tripsavers, Pole Integrity, etc.) or a line need that will be addressed on numerous circuits (i.e. Structure Replacements, Fiber Optic Expansion, etc.)
Program Release Form	Authorization form for a specific site or circuit of an approved program.
SDC	Solution Design Committee is a three-state committee that reviews projects and programs to ensure that the best solution is selected, and standardization is implemented across the company
SAF	Supplement Authorization Form
State PAC	State Project Approval Committee. There will be three state project approval committees for distribution projects: MPAC, CT PAC, and NH PAC
WO	Work Order

8. Revision History

Revision 0 – xx/xx/xxxx

- Original Issue

Attachment A, Solution Design Committee Charter

Purpose

The Solution Design Committee (SDC) will serve as solution development approval committee to ensure the best solution is selected, ensure guiding principles are followed, and drive standardization. SDC will review project alternatives, scope, and conceptual grade cost estimates during the solution vetting process.

Applicability

The SDC is responsible for solution selection review of electrical Distribution projects in all three states of the following types:

- System Planning – Reliability & Capacity Projects
- Distribution Engineering - Programs (Pole Integrity, , etc.), Reliability, system performance (capacity, sectionalizing etc.) customer request, line relocations, asset health and aging infrastructure, Program releases with significant scope in addition to the program.
- Distribution Interconnection Projects – Projects on track to sign Interconnection Agreements may be reviewed by the SDC at the request of the sponsoring engineering director.

Like-for-like asset replacement projects and individual releases within defined programs with minimal scope variations will not need to be reviewed or approved by the SDC. PAC member directors will also have discretion to determine whether a specific project will require review and approval by the SDC.

Objectives

The objectives of the SDC are as follows:

1. Confirm that the right subject matter experts from affected departments were appropriately involved in the conceptual engineering, alternatives analysis, and solution selection.
2. Confirm project teams identified and considered a robust set of alternatives when selecting the best solution.
3. Ensure the development of project solutions and alternatives incorporate standardized design and equipment, where practical/possible.
4. Review initial conceptual engineering, scope, and cost estimates for all potential project alternatives. Cost estimates should be of conceptual grade (-25%/+50%) for the preferred solution and competitive alternatives.
5. Review and confirm that project teams identify project risks for the preferred solution and its alternatives with the appropriate level of detail with respect to constructability, routing, outage planning, siting and permitting, environmental impacts, community and external stakeholder impacts, land rights needs and site control, procurement, etc.

6. Review and confirm project team's alternatives analyses and choice for preferred solutions and ensure the rationale is appropriately documented.

Membership

SDC shall consist of an executive sponsor, a chairperson(s), voting members, an administrator, and non- voting attendees as shown on the below table. The chairperson may designate additional voting members, if required.

SDC Membership List

SDC Role	Company Position
Executive Sponsor	VP, Distribution Engineering
Co-Chairperson – Voting Member	Director(s), Distribution Engineering
Administrator(s)	As appointed by the Chairperson
Voting Member(s)	Manager(s), Distribution Engineering
Voting Member	Operations Representative
Voting Member	Investment Planning Representative
Voting Member	IP&S Representative
Voting Member	Engineering Leads
As-Required Voting Member	Distributed Generation Representative
Attendee	Distribution Engineers
Attendee	Standards Representative
Attendee	Operations Supervisor(s)

Roles and Responsibilities

Executive Sponsor

- Provide senior management vision, direction, and feedback to the SDC
- Appoint the Chairperson(s)

Chairperson(s)

- Preside and facilitate SDC meetings
- Designate a Voting Member as an alternate to preside at meetings in his/her absence
- Solicit Voting Member appointments
- Appoint a SDC administrator
- Determine the meeting schedule and location(s)
- Approve meeting agendas
- Review meeting materials on the agenda prior to the SDC meeting
- Hold votes as required
- Participate in discussions and votes to meet the SDC objectives
- Initiate the biennial review of the SDC process in coordination with EPAC
- Create subcommittees as required

Voting Member

- If required, designate a manager in the same organization as a voting alternate to participate in the SDC
- Review meeting materials on the agenda prior to the SDC meeting
- Participate in discussions and votes to meet the SDC objectives
- Participate in the biennial review of the SDC process as required

Administrator

- Schedule meetings
- Prepare draft meeting agendas
- Quality Screening of Project Documentation
- Distribute meeting materials to attendees five working days prior to a scheduled SDC meeting
- Record the result of any votes
- Prepare and distribute meeting notes
- Record Solution Select Forms presented and their attachments and meeting results

Project Lead/Initiator

- Complete a Partial PAF document (including statement of need, project objectives, alternatives analysis, and scope for preferred solution) for any proposed capital project that meets the applicability criteria described above
- Ensure that SDC objectives listed above are fully met, and that subject matter experts from affected departments were included in the alternatives analysis.
- Attend the SDC meeting and present the Solution Selection Form to SDC members
- Revise the Solution Selection Form and/or respond to comments from the SDC as required

Quorum

The Chairperson(s) (or alternate) plus a minimum of four Voting Members (or alternates) shall constitute a quorum for voting purposes if all appropriate disciplines are present to challenge the merits of the project(s).

Meeting Schedule and Location

The SDC shall schedule meetings twice monthly. The Chairperson(s) may cancel a meeting or require more frequent meetings from time to time as required.

Voting

The Voting Members and the Chairpersons, or their designated alternates, are eligible to vote. A vote is carried by a

simple majority. Each person has one vote.

Subcommittees

The Chairperson may establish standing or ad hoc subcommittees as required to meet the objectives of the SDC. Subcommittees shall be chaired by a voting member of the SDC or their designated alternate.

Attachment B, State Project Approval Committee (State PAC) Charter

Purpose

EVERSOURCE

Distribution Tri-State Capital Project Approval Process

The state Project Authorization Committee (PAC) reviews and approves the technical and financial merits of Distribution projects, including the selection of preferred solutions that are consistent with Eversource priorities (e.g. safety, reliability, cost efficiency). The state PAC authorizes, monitors, and adjusts capital expenditure and resources for projects; prioritizes projects for the capital program and defers projects based on budget and resource availability.

Applicability

The state PAC is responsible for the technical review and financial approval of electrical Distribution projects in all three states.

Objectives

The objectives of the state PAC are as follows:

1. Receive, review, and approve Partial and Full Funding Request Forms
    a. Review the need and confirm that a capital project is needed to address the need.
    b. Review and approve the project's objectives.
    c. Ensure the funding request amount, planned development activities, and schedule are appropriate.
2. Receive, review, and approve PAFs for all projects that meet the Accounting Policy Statement No. 1 threshold. A lower threshold may be imposed by the state PAC, if desired.
    a. Ensure that the PAF justification is valid.
    b. Review and approve the project's technical merits.
    c. Ensure that all reasonable alternatives were evaluated and appropriately rejected.
    d. Ensure the scope and cost estimates are reasonable to ± 25% for projects seeking full authorization.
    e. The committee has the ability to review engineering designs, ensuring the proposed work is in accordance with Eversource Standards, evaluate load implications, assess root cause / reliability and vet out all possible alternatives.
    f. Not all projects presented are requesting funding and require a vote – these projects will be noted "FOR DISCUSSION ONLY".
    g. Ensure the Project Authorization checklist is complete.
    h. Ensure the financial analysis is reasonable to the accuracy appropriate to the project phase.
    i. Ensure the project schedule is achievable and reasonable to the accuracy appropriate to the project phase
    j. Ensure risks and mitigation plans are identified.
3. Evaluate project funding and priorities relative to the five-year capital plan.
4. Ensure project approval statuses and DOA progress are reviewed at least monthly.
5. Prioritize projects for deferment or cancellation.
6. Review EPAC process performance and lessons learned and coordinate with the state PACs to initiate any needed changes on at least a biennial basis.

Membership

State PAC shall consist of an executive sponsor, a chairperson, voting member directors, an administrator, and non-voting attendees as shown on the below table. The chairperson may designate additional voting member directors, if required.

State PAC Membership List

State PAC Role	Company Position
Executive Sponsor	VP, Distribution Engineering
Co-Chairperson – Voting Member	Director(s), Distribution Engineering
Administrator	As appointed by the Chairperson
Voting Member	Manager(s), Distribution Engineering
Voting Member	Investment Planning Representative
Voting Member	IP&S Representative
Voting Member	Operations Representative
As-Required Voting Member	Distributed Generation Representative
Attendee	Distribution Engineering Leads
Attendee	Distribution Engineers
Attendee	Supervisor(s), Distribution Engineering - Projects
Attendee	Manager of Engineering Project Controls
Attendee	Program Managers, Engineering Project Controls
Attendee	Standards Representative

Roles and Responsibilities

Executive Sponsor

- Provide senior management vision, direction, and feedback to the state PAC
- Appoint the Chairperson(s)

Chairperson(s)

- Preside and facilitate state PAC meetings
- Designate an alternate to preside at meetings in his/her absence
- Solicit Member Director appointments from the leadership team
- Appoint an administrator
- Determine the meeting schedule and location(s)
- Approve meeting agendas
- Review meeting materials on the agenda prior to the EPAC meeting
- Hold votes as required
- Participate in discussions and votes to meet the EPAC objectives

- Create subcommittees as required

Administrator

- Schedule meetings
- Prepare draft meeting agendas
- Quality Screening and Quality Measurement of Project Documentation.
- Distribute meeting materials to attendees three working days prior to a scheduled EPAC meeting
- Record the result of any votes
- Prepare and distribute meeting notes
- Record PAFs and SAFs presented and meeting results

Project Lead/Initiator

- Complete a PAF (including financial and technical details, cost estimate, project checklist, and Constructability Review Form) for any proposed capital project or change, ensuring that EPAC objective one items are fully met, and obtain any necessary reviews and approvals prior to submittal to the EPAC
- Submit the PAF to the CT Engineering Project Management Power App at least three working days prior to the next scheduled state PAC meeting for engineering approval (ensures document screening and review by Leads and Managers)
- Attend the PAC meeting and present the PAF to PAC members
- Revise the PAF and/or respond to comments from the PAC as required
- Submit PAFs and SAFs approved to the CT Engineering Project Management Power App, so Investment Planning can submit for Delegation of Authority approvals in PowerPlan

Quorum

The Chairperson(s) (or alternate) plus a minimum of four Member Directors (or alternates) shall constitute a quorum for voting purposes if all appropriate disciplines are present to challenge the merits of the project(s).

Meeting Schedule and Location

The state PAC shall schedule meetings twice monthly. The Chairperson(s) may cancel a meeting or require more frequent meetings from time to time as required.

Voting

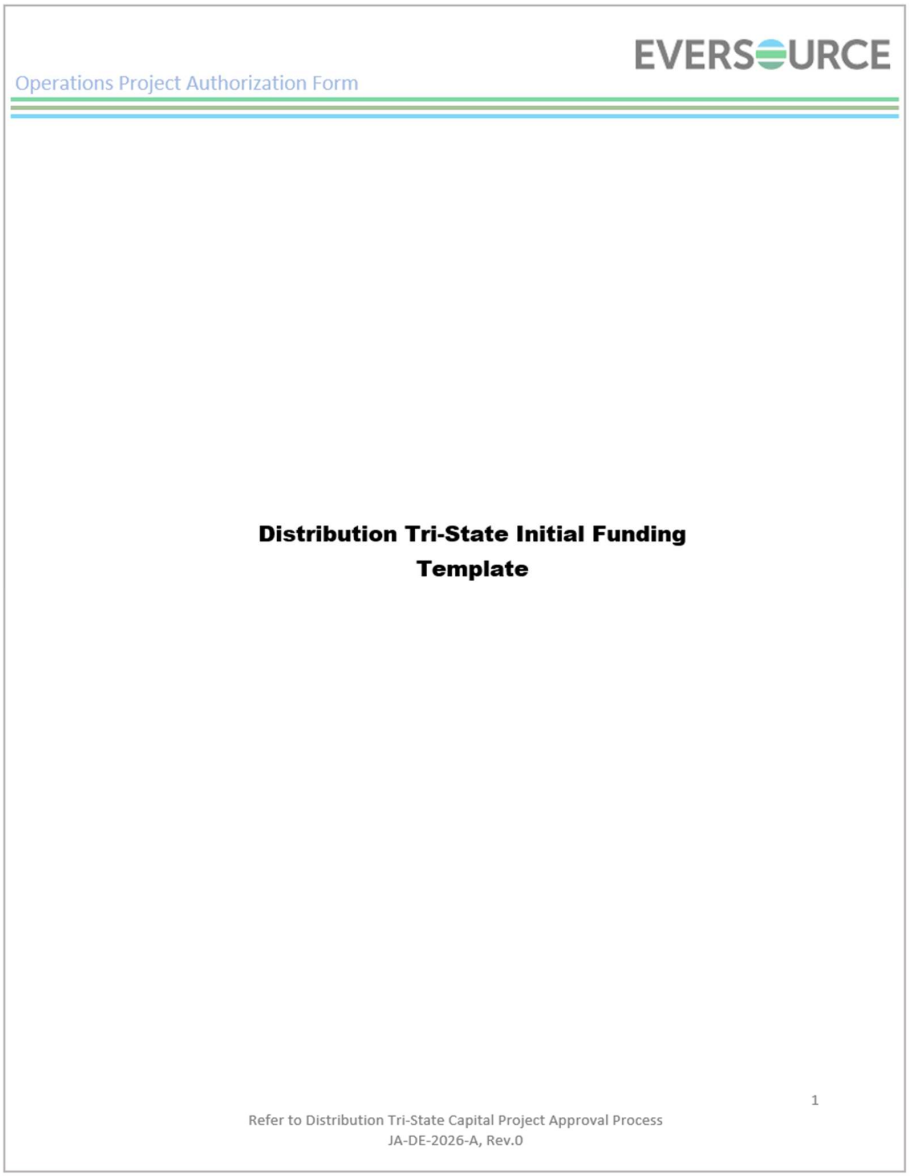
The Member Directors and the Chairpersons, or their designated alternates, are eligible to vote. A vote is carried by a

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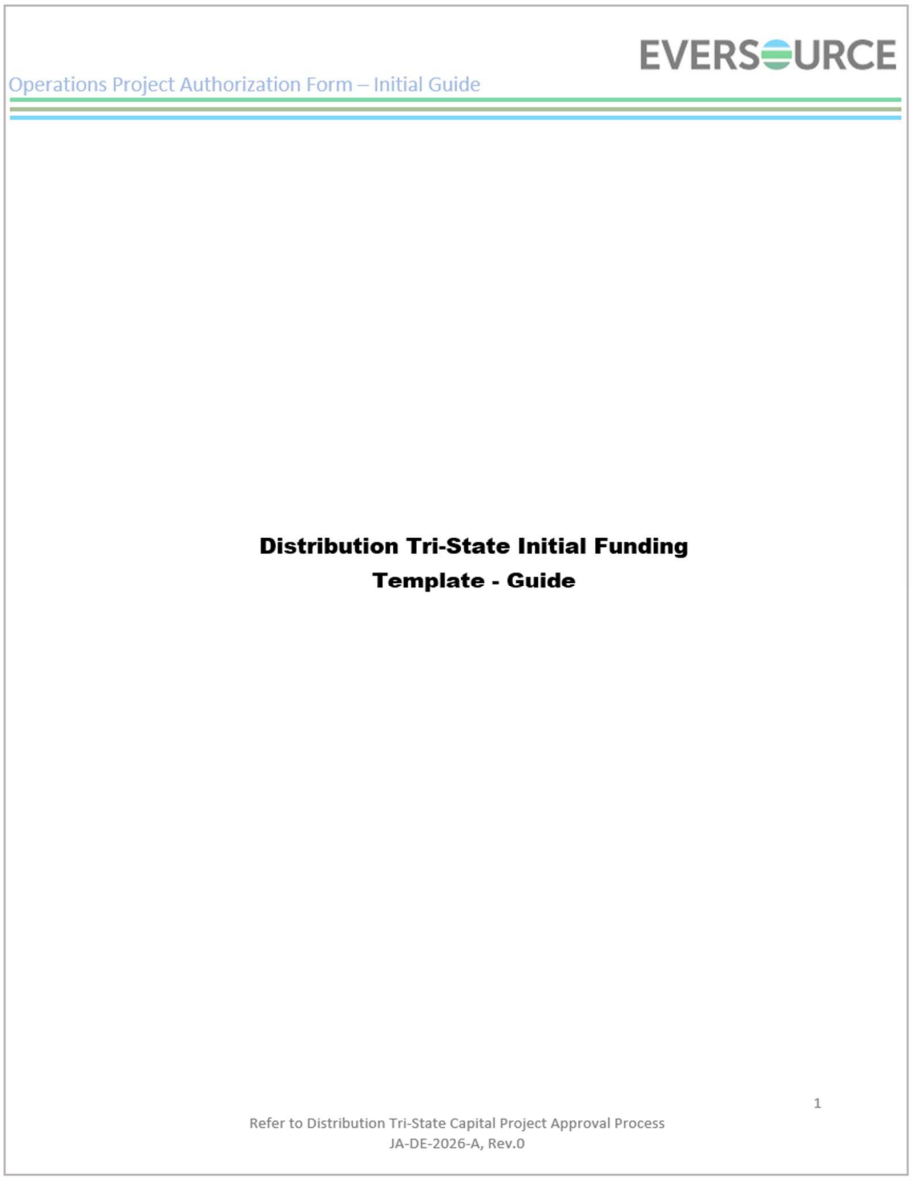
Subcommittees

The Chairperson may establish standing or ad hoc subcommittees as required to meet the objectives of the PAC. Subcommittees shall be chaired by a voting member of the PAC or their designated alternate.

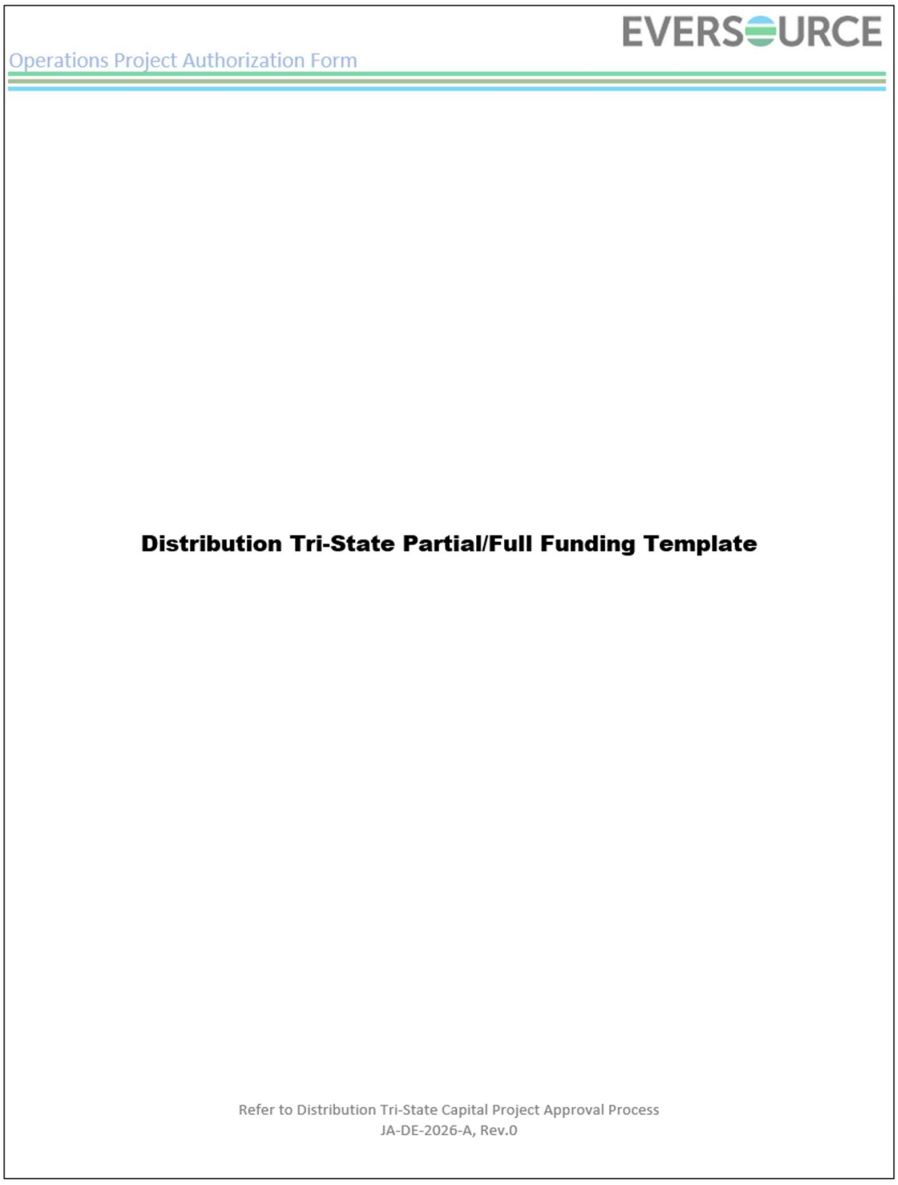
Attachment C, Distribution Tri-State Initial Funding Template



Attachment D, Distribution Tri-State Initial Funding Template - Guide



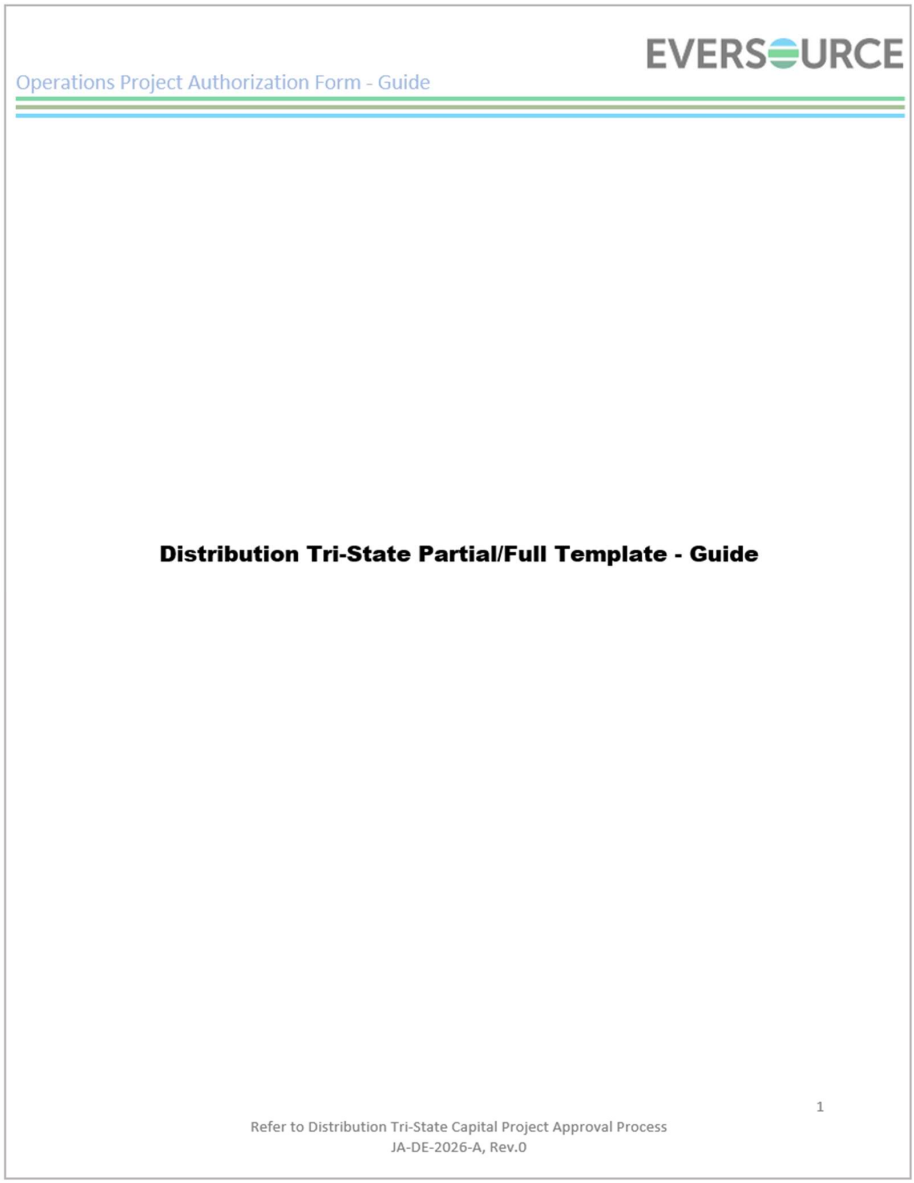
Attachment E, Distribution Tri-State Partial/Full Funding Template


Operations Project Authorization Form

Distribution Tri-State Partial/Full Funding Template

Refer to Distribution Tri-State Capital Project Approval Process
JA-DE-2026-A, Rev.0

Attachment F, Distribution Tri-State Partial/Full Funding Template - Guide



Attachment G, Distribution Tri-State Supplement Authorization Form Template

Distribution Tri-State Supplement Authorization Template

Refer to Distribution Tri-State Capital Project Approval Process
JA-DE-2026-A, Rev.0
Refer to Distribution Tri-State Capital Project Supplement Process
JA-DE-2026-B, Rev.0

Attachment H, Distribution Tri-State Capital Project Supplement Process

Distribution Tri-State Capital Project Supplement Process

JA-DE-2026-B, Rev. 0

Process Owner:

Jeffrey Richard, PMP

Jeffrey Richard, PMP

Director, Distribution Engineering

Effective Date: xx/xx/xxxx

1

Refer to Distribution Tri-State Capital Project Approval Process
JA-DE-2026-A, Rev.0

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Distribution Tri-State Capital Project Approval Process

Attachment I, Distribution Project Authorization Checklist

Project Authorization Checklist

Project Initiator:

Project #:

Project Title:

Funding Type:

☐ Partial PAF ☐ Full PAF

Project Alternatives:

☐ Options considered ☐ Explanation why alternatives were not selected

☐ NWA considered ☐ Explanation why preferred option was selected

Project Requirements (Review all, and check all that apply):

NR = Not Required R=Required C = Complete

NR	R	C		NR	R	C	
☒	☐	☐	Easement	☒	☐	☐	TD007
☐	☐	☐	Trimming Estimate Received	☐	☐	☐	ROW trimming Estimate Received
☐	☐	☐	Environmental Review Initiated	☐	☐	☐	Review with Operations
☐	☐	☐	Permits (state roads)	☐	☐	☐	Underground permits
☐	☐	☐	P&C Settings	☐	☐	☐	Material long lead
☐	☐	☐	Synergi load flow	☐	☐	☐	Verify if Out-Of-Phase Tie Condition
☐	☐	☐	Add to Step Load Tracker (New Service or Load Transfer)	☐	☐	☐	TD914 Network Procedure Updated
☐	☐	☐	Network Contingency Plan Updated				

PAF Documents Attached:

☐ One Lines ☐ Geographical Map ☐ Load Projections ☐ Estimates

☐ Other Documents (List):

PAF Review Complete:

☐ Lead Reviewed by: _____ Date: _____

☐ Manager Reviewed by: _____ Date: _____

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Distribution Tri-State Capital Project Approval Process

Attachment J, Distribution Tri-State Project Approval Process Flow Chart

