

# REGISTERING WITH FERC AND BECOMING AN INTERVENOR

## Williams/Transco Northeast Supply Enhancement Project (NESE)

### Docket Number: CP17-101

#### ***Who should file to be an intervenor?***

- individuals who live near proposed sites or who have concerns about the project's impact on them, their business, their community &/or the environment
- non-governmental grassroots groups
- local or state environmental groups
- municipal agencies/departments

#### ***When should one file to be an intervenor?***

There are two opportunities:

1. after the Application is filed (3/27/17)
2. after the Draft Environmental Statement (DEIS) is published

Once an Application is filed with FERC by Williams/Transco, FERC will then issue a "Notice of Application". You will have 21 calendar days (or another designated time period) to file a motion to be an intervenor after FERC posts their Notice of Application. NOTE: However, you can file a motion to be an intervenor after the CP docket number is issued (3/27/17). A second opportunity to file to be an Intervenor occurs after the issuance of the Draft Environmental Impact Statement (DEIS). The DEIS should appear approximately 90 days after the Notice of Application.

#### ***What is an intervenor?***

An intervenor is someone who has decided to be a formal participant in the application phase of the FERC proceedings. Filing for intervenor status does not force you to ever intervene. It just allows you the opportunity to do so if the need arises. Any individual or group who feels they are impacted by the project can be an intervenor. As an intervenor, you will receive Williams/Transco's filings and other Commission (FERC) documents related to this project as well as materials filed by other intervening parties. Intervenors have the right to:

- participate in hearings before FERC's Administrative Law Judges
- file briefs
- file for rehearing of FERC decisions
- have legal standing in a Court of Appeals if you challenge FERC's final decision
- be placed on a Service List to receive copies of case-related FERC documents & filings by other intervenors

As an intervenor, you also have responsibilities including that you are required to submit whatever comments or documents you submit to FERC to the "service list" which is the list of all other parties who have signed up at the time of your submission. This is explained later.

**NOTE: The more Intervenors there are, the better.** FERC reports the number of Intervenors, and this could be an influence that shows the level of opposition to the project. Intervening is a declaration that you are an interested party & want legal standing. People in neighboring communities should file to be intervenors since the planned project can shift for a multitude of reasons, and they might become more closely impacted with changed plans.

#### ***Why is it important to register as an Intervenor?***

FERC & Williams/Transco do not need to respond to comments by individuals who are not Intervenors after the filing of the Application. They are only obliged to consider the comments.

FERC & Williams/Transco do need to respond to postings by Intervenors.

Municipal authorities as well as concerned individuals and groups will have no legal rights in this process if they are not registered as Intervenors.

Note: Comments that have been posted to Docket No. PF16-5 are not carried over once the Application is filed (3/27/17). They need to be re-submitted under the CP17-101 docket number once this is issued for NESE by FERC.

# HOW TO FILE A MOTION TO INTERVENE WITH FERC

## STEP 1: REGISTER

Enter in your browser: <http://www.ferc.gov/docs-filing/efiling.asp> or just go to [www.ferc.gov](http://www.ferc.gov) and, in the bar at the top, hover over **Documents & Filing** tab, and select **eRegister** from the drop-down menu.

Click the orange button that says **eRegister – Register to gain access to FERC online applications. Click here to proceed!** to create a FERC Online Account.

On the page, [Create FERC Online Account](#), fill in all the information in the spaces with a required \* and the test code. There are 2 pages for your profile:

- First page = name, email address, password for this (create a new one for this) and the characters in the box (the Capcta).
- Click **Next**. (*Note: Do not click Done or your registration will be incomplete.*)
- Second page = address & phone number > click **Next** (Proceed to full registration allowing eFiling & Query Service List)

*Note: Some people recommend that you setup a separate email account for this so that your personal email doesn't fill up with the FERC documents you will receive.*

When it asks you to identify your employer & an alternate contact (for an organization), you do not need to fill in that portion if you are filing as an individual. Leave the spaces blank, and click **Done**.

*Note: If you get an error message claiming that this field is required, just enter your information again.*

Your screen should inform you: "A verification eMail has been sent to the eMail address you specified. Please click on the link to validate your eMail address and complete the FERC Online registration process." **Check your email.**

### Go to your email:

- (1) In your email from FERC (eRegistrationProd), you should get a **FERC user ID number**. Write this down.
- (2) On this email page, you need to: **confirm your email** to complete the registration by **clicking on:** *Click here (the link) to confirm your email address and complete your registration.*

Clicking on the link to confirm your email address should take you back to the FERC website. Click "FERC Online Home" on the side panel. Clicking the [FERC Online Home](#) box will take you back to the [eFiling](#) page.

## IMPORTANT:

**Write down the email that you registered with and the password.**

**Write down the FERC ID Number sent to you in an email.**

On the FERC Online Home Page (<http://ferconline.ferc.gov/FERCOOnline.aspx>), you can then log-in with your FERC ID# or email and password. Choose [eFiling](#) & follow directions below to now file a motion to intervene.

## STEP 2: APPLY TO BE AN INTERVENOR

Enter in your browser: <http://www.ferc.gov/docs-filing/efiling.asp> or just go to [www.ferc.gov](http://www.ferc.gov) and, in the bar at the top, hover over **Documents & Filing** tab, and select **eRegister** from the drop-down menu.

Click the **orange button** that says “**Login FERC online account – Click here to proceed!**”

- Choose **Log In** from the left column, and **enter the email (or FERC ID #) & password** you registered with.
- Choose **e-Filing** from the left column.

**At the Filing Type** screen, there will be a table with 3 columns.

Select **General > Intervention > (doc-less) Motion to Intervene** in the 3 columns:

*How is your filing to be directed?* **General →**

*What kind of filing are you making?* **Intervention →**

*Filing type (fee)* – choose **(doc-less) Motion to Intervene**, and then click **Next**.

**Enter Docket Number: CP17-101**

- Enter the **Docket Number** for the project in the box. For the Northeast Supply Enhancement Project, it will be CP17-101. Click **Search**.

*You should see the description & name of the project in the text box under “search”.*

- Click the **blue plus sign** in the right column under “Select”. Click **Next** to proceed. **\*\*\* Never click the red X. \*\*\***

You will now see the **Document-less Intervention Description** page.

- In the text box under Basis for Intervening, key-in or cut & paste **your position on the project & explain why you will be materially impacted by FERC’s decision**. You have a limit of 6,000 characters here. **{See samples at the end of this document.}** Check it, click **Next**, and then -

Under **Specific Filing Parties**, select the button - **As an individual**. Click **Next**.

- In the “Contact Email” box, **enter your email** (the one you used to register).
- Click **“Add as signer”** and then click **Next** after you see your email address in the box at the bottom.

You’ll then see a screen: **Submission Description**. It should look like *(doc-less) Motion to Intervene of [your name] under [project number]*. Just click **Next**.

You’ll see a Confirmation page called **Summary**. If everything looks correct, click **Submit**. *(If not, use the Back button.)*

**At the confirmation screen, you are done (until you get confirmation of approval from FERC).**

You can click Submission Status. You should see that you are currently “waitlisted” (Current Status: Waitlist). **You will then receive two emails –**

- 1) Receipt of Filing, and
- 2) Acceptance for Filing

Note: Motion to Intervene is automatically granted after 15 days if no Answer has been submitted by FERC [18 CFR §385.214(c)(2)].

### IMPORTANT:

Once you receive your confirmation email from FERC that they approved your motion to intervene (or you heard nothing from them in 15 days and are automatically approved), you need to **email the text of your motion to intervene, together with your contact information**, to Williams/Transco. Make sure to include your full name & address.

For Williams/Transco, the contact is:

William Hammons  
Team Leader Rates & Regulatory  
Transcontinental Gas Pipeline Company, LLC  
PO Box 1369

### STEP 3: INFORMING THE SERVICE LIST WHEN YOU FILE A COMMENT

The next step is to contact all parties on the Service List, **which is required of all intervenors**. The Service List includes the emails of the filer(s) and all parties who have thus far signed up as intervenors. Anytime you file a comment or document, you **must** download the latest list and email copies to every party on the list.

- Return to the [FERC Online Home Page](#), and click **Query Service List** from the choices on the left.
- **Enter the Docket Number** CP17-101 and click “search”.  
(You may have to Log In if you have not already, entering your FERC ID and password and then click Log In.)
- Click on the **blue cross** under “select” on the right.
  - “type of address” should read “email”
  - “format” should read “delimited with semicolon”
- Click “**download list**” at the bottom of the page, and **save to your computer**. It will read as a txt.document.
- **Copy & paste** this list to the address of your email, and click “**enter**”. It should populate your email address field with all of the email addresses on the Service List.
- Type “*Docket #CP17-101 - Motion to Intervene*” into the subject heading.
- Compose the following **message**: *Please be advised that (your name) has filed a Motion to Intervene with FERC on Docket #CP17-101* Close with your name and address as you have registered with FERC.
- Click “**Send**”.

**You are done registering as an Intervenor.**

## BASIS FOR INTERVENING AS AN INDIVIDUAL

### Possible Reasons for Stakeholder Status

- directly impacted landowner
- eminent domain threat
- abutter / taxpaying resident whose health, safety, property value, drinking water &/or home may be affected
- proximity to any infrastructure within the blast radius ("potential impact radius")
- proximity to the compressor station &/or blowdown valve (toxic emissions)
- impacted by socio-economic consequences (business, organic farm, etc.)
- visitor to or user of protected land or impacted canal, river, trails

### SAMPLE TEXT TO COMPOSE AS THE BASIS FOR INTERVENING:

#### ***Beginning:***

In accordance with the requirements of the Commission's Rules of Practice and Procedures (18 CFR §385.214 or 385.211) and the Regulations under the Natural Gas Act (18 CFR 157.10), I hereby move to intervene in the proceeding for Docket No. CP17-101. I seek to intervene in opposition to the Northeast Supply Enhancement Project proposed by Transcontinental Gas Pipeline Company, LLC (Transco), a wholly owned subsidiary of Williams Partners L.P. I have stakeholder interest as a contributing taxpayer in (list your town) and the State of New Jersey, and my personal and public interests, which may be directly affected by the outcome of the proceedings, are also as follows:

***Add what applies to you. See samples below; cut and paste, and add other pertinent details to document that you could be directly impacted by this project.***

I am a resident of (list your town) and have concerns about the proposed project's impact to my quality of life as well as my community's health and safety, drinking water, air quality, and property values. These are threatened by the potential for an explosion, due to human error or equipment malfunction, along with constant noise and emissions of toxic chemicals (that increase during blowdowns), and the impact from construction and operation of a compressor station on wildlife, environmental resource and vegetation in my area.

I am a member of one of the identified Environmental Justice groups in close proximity to the site for the proposed compressor station. In addition to my significant concerns that stem from the impact of noise, toxic emissions and potential dangers from fires or explosions, my quality of life and that of the surrounding environment would be significantly impacted by this project if constructed. Along with me, my family and my community would not benefit from the construction of this proposed compressor station, and my community will bear a disproportionate amount of the burden in terms of air quality, noise, potential danger and the reliance on emergency responders in case of an emergency.

I am a directly impacted landowner, and my property abuts the proposed site for the compressor station. My home is vulnerable to structural damage during construction as well as the ongoing and potential hazards if the project is completed. My health and safety, along with that of my family, is vulnerable to the noise during construction and constant noise during operations, toxic emissions, and potential for fire or explosions at the compressor station.

I am directly impacted by the proposed project since my residence is \*\* mile from the site of the proposed compressor station. It is vulnerable to structural damage during construction as well as the ongoing and potential hazards if the project is completed. My health and safety, along with that of my family, is vulnerable to the noise during construction and constant noise during operations, toxic emissions, and potential for fire or explosions at the compressor station.

I am a business owner in the area of the proposed compressor station, and with interest in future business opportunities and community safety, my public and personal interests are at stake in this project.

I enjoy the out-of-doors and do not want any State or town public parks, open space acreage, forests or trails, which have been set aside for the people and wildlife at the expense of local taxpayers, to be impacted by any activities of this commercial proposed project. The noise, toxic emissions, potential catastrophic explosions or fires during construction as well as during operation would impact the health and safety of people, wildlife and vegetation in the area surrounding the proposed compressor station.

#### ***Ending:***

I respectfully request to be permitted to intervene in and be treated as a party to his proceeding with all rights appropriate to that status.