## Hoboken Renewable Energy Program – Directions for Online Access to Program Enrollment

**Step 1:** Access the program's online savings tool, for the Green Option or Basic Option, by setting up and/or logging into your account on the program's web page at <u>hobokennj.gov/renewableenergy.</u>

**Step 2:** Find the word "Login" in the upper left corner of the web page, and a drop-down arrow. Click the drop-down arrow and select "Residential Log In". Select PSE&G from the list of utilities, enter your 20-digit POD ID number as your account number, and if this is your first time accessing your account through the web page, you will click on the link to "Set For First Time Login or Change Password". Note, if you have already set up a Password, you will need to enter it in the field labeled "Password".

**Step 3:** Once you've accessed your account, you will see information related to your account including the 20-digit POD ID number, the name and address associated with your PSE&G account, your current level of participation, be it the 100% Green Option or the Basic Option. Change your program option by clicking on the drop-down arrow next to the red "Change Rate" button.

**Step 4:** Click on the new program option in which you'd like to enroll. We will then notify Direct Energy and PSE&G that you'd like to enroll your account at a different program option. This change will be made within 1-2 billing cycles, depending on when your request is received, and the date of your next meter read cycle.

**Note:** Once you've accessed your account, you will also see information related to your savings through the Hoboken Renewable Energy Program. A chart provides usage information, PSE&G's BGS price, the program rate selected, and the difference between PSE&G's BGS price and the program rate in each month that you have participated in the program.

**Note:** Underneath your savings/cost comparison chart is a graph that tracks your monthly usage. This graph may be helpful in identifying patterns in your usage which may be useful when budgeting for your energy costs.