# Community Energy Diesel Reduction –

# Community Energy Plan Funding Application

## Part 1: Community Energy Plan Summary

Please complete this Application Form and submit to CEDR@nrtf.ca. CEDR Program staff are available to support in filling out the form.

|  |  |
| --- | --- |
| CEP Title | Date Submitted (DD MMM YYYY) |
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|  |  |
| --- | --- |
| Applicant Organization (Legal Name) | Eligible Remote Community |
|  |  |

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| --- |
| Primary Contact Information |
| Name | **Title**  |
|  |  |
| Email | **Work Phone** | **Work Extension** | **Work Cell Phone** |
|  |  |  |  |
| Mailing Address | **City** | **Province** | **Postal Code** |
|  |  |  |  |
| Please let us know if there are any considerations we should have while trying to contact you (e.g. working from home and only reachable by cell phone, alternative working hours, etc.) |
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**Use and disclosure of information:**

New Relationship Trust on behalf of the Ministry of Energy, Mines and Low Carbon Innovation (the “Ministry”) collects, uses, and discloses personal information for the purposes of delivering the Community Energy Diesel Reduction Program. By submitting an application, the Participant consents and agrees that the Administrators and their contractors and authorized agents may:

1. contact the Participant by phone, mail, email or other method to administer, implement, evaluate and research all elements of the Program, verify information, share information on additional rebate opportunities, and to conduct surveys
2. collect and use information (including personal information) contained in the application or acquired during participation in the Program (including during virtual assessments and site verification) and may disclose the information to affiliates and contractors, any Collaborating Party to administer, implement and evaluate the Program, to conduct research, to confirm eligibility, to verify compliance, for quality assurance, and to develop other programs

Administrators collect, use, and disclose personal information pursuant to section 15(b)-(e)of the Terms and Conditions, in accordance with the Freedom of Information and Protection of Privacy Act (FOIPPA), sections 26(c) and (e). For more information, contact: communitycleanenergy@gov.bc.ca or PO Box 9314 Stn Prov Govt, 4th floor, 1810 Blanshard St, Victoria, BC V8V 9N1, attention: Senior Energy Efficiency Coordinator – Communities.

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| Community Energy Planning CEDR Funding Stream |
| Please select the funding stream that you are applying to. |
|  Community Energy Plan  | *To apply for Community Energy Planning or Renewable Energy Generation Project funding, please refer to those application forms available on the NRT website.* |
|  [ ]  New |  |
|  [ ]  Update |  |

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| Community Energy Planning Motivation and Overview |
| Please provide a brief summary of the motivation for Community Energy Planning and the work that will be performed. |
|  |
| Expected Start Date(DD MMM YYYY) |  | **Expected End Date****(DD MMM YYYY)** |  |

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| Partnerships |
| Please list the key business partners including any consultants, as well as partnerships with universities, non-governmental organizations, and other First Nations. Please include the expected outcomes of the partnership(s) |
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## Part 2: Community Energy Plan Details

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| Turn-Key or Community-Led Approach |
| Please refer to the CEDR Program Guide for more information about the two approach options. Please indicate if your project will be community-led or if you are selecting the turn-key approach |
|  [ ]  Turn-key |
|  [ ]  Community-Led |
|  |  **Partner Consultant (if known):** |

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| Community Energy Planning to Date |
| Please outline any previous community energy planning activities completed to date including date and consultant where relevant. Please submit any previous plans along with your application. |
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| Intent, Outcomes, Activities & Deliverables |
| Please outline the outcomes, activities and deliverables anticipated for this project and any relevant work done to date.  |
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| Community Engagement |
| Please explain the role and engagement of community members in the development/update of the CEP (including support from any communities who share the same micro-grid). Please describe how you plan to continue community engagement during and after the completion of the CEP. |
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## Part 3: Budget

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| CEP Budget |
| Please outline the estimated CEP expenses and identify the source of funding for each expense, including the portion you are applying for funding from the CEDR Program including in-kind contributions. Please feel free to use an alternative template to provide this information. |
| CEP Activity | Responsible | Funding Source (CEDR or Other) | Funding Status | Total Amount |
| 1. |  |  |  |  |  |
| 2. |  |  |  |  |  |
| 3. |  |  |  |  |  |
| 4. |  |  |  |  |  |
| 5. |  |  |  |  |  |
| 6. |  |  |  |  |  |
| 7. |  |  |  |  |  |
| 8. |  |  |  |  |  |
| 9. |  |  |  |  |  |
| 10. |  |  |  |  |  |
| Total Project Budget: |  |

## Part 4: Required attachments for CEP Funding Application

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| Please ensure that each document is attached as part of your complete Project Funding Application. We ask that you label your files with the corresponding names in this list of attachments: |
| CEP Budget and QuotesCommunity-led CEPs must have a budget that breaks down the total cost of the CEP report  |  |
| CEP Plan and ScheduleA plan to demonstrate activities and how the CEP report will be managed |  |
| Community Support DocumentationA letter from an authorized signatory on an official letterhead is required to confirm community support to participate in the CEDR program. Contact Program staff on alternative support documentation |  |
| CEP Project Team InformationAny information to demonstrate the team’s experience and qualifications in managing the CEP Community-led CEPs should submit information on consultants and partners as well. |  |
| Previous Community Energy PlansAny previous CEPs, CEEPs or similar documents. |  |

## Part 5: Authorization

I (we) certify that the information in this application and associated attachments reflect an accurate description and estimate of the costs, job creation, and financial projections for the proposed project.

I (we) agree that information provided in this application may be shared with New Relationship Trust staff and consultants, as well as the Advisory Committee and the Province of British Columbia.

I (we) authorize New Relationship Trust to make enquiries of such persons or organizations operating in the project’s field of activities as New Relationship Trust deems necessary to reach a decision on this application.

I (we) understand that the application may not be approved, and agree to follow New Relationship Trust’s procedures for discussing the funding decisions.

By entering my name here electronically, I authorize all of the above for this application:

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| Name of an Organizational Signing Authority |  | Title |  | Date (dd mmm yyyy) |

## Optional Authorization

With your consent, New Relationship Trust may share this application and supporting materials with other entities to better support projects. Please indicate whether you consent to have your proposal shared with the following:

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| --- | --- | --- |
| A) Departments or Agencies across the Government of Canada | Yes | No |
| B) Departments or Agencies across the Government of British Columbia | Yes | No |

BC Hydro is a member of the CEDR Advisory Committee and will be reviewing all applications and supporting materials as part of the funding recommendation process. The data provided in these materials will only be used by BC Hydro for the purposes of the CEDR program evaluation, unless you consent otherwise.

For applicants served by BC Hydro in non-integrated areas (NIAs), do you consent to your application and supporting materials being made available to BC Hydro for use beyond the CEDR project evaluation?

 Yes No

I have received permission from the contractors/consultants who provided supporting documents for this application to provide their personal information to the CEDR for program use. Personal information is defined as recorded information about an identifiable individual other than contact information.

*In Partnership With:*

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