# Community Energy Diesel Reduction –

# Demand Side Management Funding Application

## Part 1: Project Summary

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

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| Project 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 (eg. 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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| Project Overview |
| Please provide a brief summary of the proposed project and the work that will be performed. |
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| Expected Project Start Date(DD MMM YYYY) |  | Expected Project End Date(DD MMM YYYY) |  |

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| Partnerships |
| Please list the Project’s key partners including consultants, supplier agreements, distributors, and joint ventures, 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: Demand Side Management Project Details

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| Turn-Key or Community-Led Approach |
| 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 |
| Please explain how the proposed project aligns with your community energy plans. If you do not have a Community Energy Plan, please describe the planning you have done instead and explain the long-term strategic rationale for your project as well as any intentions to complete a CEP and/or energy auditing required to complete DSM projects. |
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| Baseline Data |
| Please provide the annual energy and emissions baseline data for your community’s current electrical generation system. |
| Annual Peak Load (kW) |  | Annual Average Load (kW) |  |
| Annual Energy Consumption (kWh) |  | Annual Diesel generation (kWh) |  |
| Annual diesel consumption (L) |  | Annual renewable generation (kWh) |  |
| # of residential buildings |  | # of non-residential Buildings |  |

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| Existing Diesel usage and anticipated change |
| Please describe your community’s current diesel usage for electrical generation. Please describe how your project will change diesel consumption in your community  |
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| Project Plan and Activities  |
| Please provide details of proposed project activities including, where possible, details on buildings and eligible retrofit measures to be installed. Please refer to the [CEDR website](https://newrelationshiptrust.ca/apply-for-funding/clean-energy-grants/community-energy-diesel-reduction-cedr/) for eligible retrofits, incentive amounts and retrofit specifications.  |
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| Community Engagement |
| Please explain the role and engagement of community members in the development of this proposed project including with residents of homes receiving retrofits. Please describe how you plan to continue community engagement during this project’s duration and after project completion. |
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| Environmental, Economic & Social benefits |
| Please outline any direct economic, environmental and social benefits to the local and/or regional economy. For example:* For economic benefits, please note any small businesses that may be indirectly created, partnership opportunities, product/service exports, or direct financial benefits to the community.
* For environmental benefits, please note benefits beyond greenhouse gas emissions reduction. For example, note any potential reductions in diesel spills, reduction in noise pollution, air quality benefits, and increased resilience to the impacts of climate change.
* For social benefits, please note any social benefits for community members, skills training opportunities, family-supporting incomes, employment opportunities, and cultural outcomes.
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| Project Budget |
| Please outline the estimated project expenses and identify the source of funding for each expense, including the portion you are applying for funding from the Community Energy Diesel Reduction Program including in-kind contributions. *Please feel free to use an alternative template to provide this information.* |
| Workplan Activity | Responsible | Funding Source (CEDR or Other) | Funding Status | Total Amount | Timeline |
| 1. |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |
| 4. |  |  |  |  |  |  |
| 5. |  |  |  |  |  |  |
| 6. |  |  |  |  |  |  |
| 7. |  |  |  |  |  |  |
| 8. |  |  |  |  |  |  |
| 9. |  |  |  |  |  |  |
| 10. |  |  |  |  |  |  |
| Total Project Budget: |  |

## Part 3: Budget, Risks, & Mitigation

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| Anticipated Operating Plan and Costs |
| Please describe any plans for ongoing maintenance and upkeep and their associated costs.  |
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|  Capacity Building |
| Please describe any training or workforce development initiatives that are planned to build capacity. |
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|  Risk Factors and Mitigation Strategies |
| Please identify at least 3 key risks associated with the project and each risk will be mitigated as the project is implemented. Types of risks could include financial, technical, environmental and social. |
| Risk Factor | Mitigation Strategy |
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## Part 4: Required attachments for DSM Projects

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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: |
| Community Energy PlanProjects that have a CEP containing a DSM implementation plan and high-level assessment may be given priority |  |
| Detailed Project Budget and QuotesCommunity-led projects must have a project budget that outlines all project costs including an itemized list of audits and evaluations, eligible retrofit measures & activities, product details, installation costs, warranty and repair information etc. |  |
| Detailed Project Plan and ScheduleA project plan to demonstrate project activities and how deliverables are outlined and managed must be attached. |  |
| 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 to discuss alternative support documentation. |  |
| Project Team InformationAny information to demonstrate the team’s experience and qualifications in managing the proposed project. For community-led projects please provide information on contractors. |  |

## 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 having 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 |

[ ]  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.

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

*In Partnership with:*

