# Community Energy Diesel Reduction –

# Renewable Energy Generation 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**  |
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| Email | **Work Phone** | **Work Extension** | **Work Cell Phone** |
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| Mailing Address | **City** | **Province** | **Postal Code** |
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| 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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| Renewable Energy Generation CEDR Funding Stream |
| Please select the funding stream that you are applying to. |
|  [ ]  Pre-Feasibility | *To apply for Community Energy Planning or Demand Side Management Project funding, please refer to those application forms available on the NRT website.* |
|  [ ]  Feasibility |
|  [ ]  Engineering/Design/Pre-Construction |  |
|  [ ]  Construction |  |

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| Eligible Renewable Energy Type |
| Please indicate the type of renewable energy project you are proposing: |
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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 business 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: Renewable Energy Generation Project Details

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| Environmental, Economic and Social Benefits |
| Please outline the 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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| Community Energy Planning |
| Please provide an overview of previous Community Energy Planning work completed and describe how the proposed project aligns with the outcomes of the findings |
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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)** |  |
| Renewable Energy Generation Type |  |

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| Existing Diesel usage and anticipated change |
| Please describe your community’s current diesel usage for electrical generation. Please describe your community’s existing diesel generating stations (i.e. number of generators, capacity, age, type of diesel fuel [petroleum, biodiesel, renewable diesel, other], issues, and constraints).Please describe how many litres of diesel will be displaced annually by the project and how your project will change diesel consumption in your community (i.e. describe the seasonality of the diesel and when you anticipate having to run the diesel generators once the project is operational). |
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| Project Diesel Displacement Description |
| Please describe how you determined the project’s diesel displacement calculation by listing all assumptions used and referencing any supporting documents. Please provide a clear description of your calculation. This information will be used to assess the strength of your calculation. |
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| Permits or Regulatory Approvals |
| Please describe permits and/or regulatory approvals required to implement the project, if applicable. |
| Type | **Status** |
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| Electricity Purchase Agreement |
| Is an electricity purchase agreement required for this project? If so, please provide an update on the status of the negotiations with BC Hydro. |
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## Part 3: Budget, Economics, Risks, & Mitigation

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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. |  |  |  |  |  |  |
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| 6. |  |  |  |  |  |  |
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| 8. |  |  |  |  |  |  |
| 9. |  |  |  |  |  |  |
| 10. |  |  |  |  |  |  |
| Total Project Budget: |  |

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| New Employment (Job Creation) |  |  |
| Please provide an estimate of the new employment this project is anticipated to create in the community (if known). |
| Job types | **Total number of new jobs** | **Of total new jobs,****# held by the community** | **Job titles/roles** | **Hours of employment per week (average)** | **Total months worked per year** |
| Direct permanent full-time jobs: |  |  |  | 35+ hours/week | 12 months |
| Direct permanent part-time jobs: |  |  |  | hours/week | 12 months |
| Direct seasonal jobs: |  |  |  | hours/week | months |
| Direct temporary jobs (e.g. construction or consulting): |  |  |  | hours/week | months |
| Proposed permanent new full-time equivalent (FTE) employment: |  |

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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 five key risks associated with the project and how your organization will monitor and mitigate each risk as the project is implemented. Types of risks could include financial, technical, environmental and social /political risks. |
| Risk Factor | **Mitigation Strategy** |
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## Part 4: Required attachments for REG 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: |
| Project Budget and QuotesA project budget that outlines all project costs, including related Class A or B quotes |  |
| Community Energy PlanAn up-to-date Community Energy Plan (CEP) that meets CEDR requirements (see CEP checklist or confirm with program staff) |  |
| Project Plan and ScheduleA project plan to demonstrate project activities and how deliverables are outlined and managed |  |
| Operations and Maintenance PlanA project plan to demonstrate project activities and how deliverables are outlined and managed |  |
| Project Team InformationAny information to demonstrate the management team’s experience and qualifications in managing the proposed project. |  |
| Completed Feasibility StudiesAny feasibility studies or business plans completed to date. |  |
| 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. |  |

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| For the renewable energy generation project construction phase please ensure that each of these documents is also attached as part of your complete Funding Application: |
| Engineering and Implementation Design DocumentsEngineering and implementation design details to demonstrate that the project is ready for tender  |  |
| Permits and Regulatory ApprovalsPermits and/or regulatory approvals secured for the project |  |
| Completed Business PlanA complete business plan demonstrating the economic viability of the project, which should include a cash flow analysis. We encourage you to consult us as you develop the business plan so we can assist and advise you wherever possible. |  |

## 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:*

