

# BC Indigenous Clean Energy Initiative (BCICEI)

## 2024-2025 Community Energy Plan (CEP) Stream Application Guidelines

### Contents

1. INTRODUCTION.....	2
2. OVERVIEW.....	2
3. PROGRAM PURPOSES AND GOALS.....	3
4. ELIGIBILITY.....	3
5. FUNDING CAPS.....	4
6. APPLICATION PROCESS.....	4
7. ELIGIBLE COSTS.....	4
8. FAQ.....	5
9. CONTACT INFORMATION.....	7

PLEASE EMAIL YOUR APPLICATIONS TO [bciceiapplications@nrtf.ca](mailto:bciceiapplications@nrtf.ca)

Deadline: **4:00 PM (PST) Monday, March 17, 2025**

For information about the CEP funding stream, the application process and tips for submitting a strong application, attend an application webinar:

- February 26, 2025 - 11:00 AM- 12:00 PM

Register for the webinar by sending an email to: [bciceiapplications@nrtf.ca](mailto:bciceiapplications@nrtf.ca)



**NEW RELATIONSHIP TRUST**  
Empowering First Nations in British Columbia



Pacific Economic  
Development Canada

Développement économique  
Canada pour le Pacifique

Canada



cleanBC  
our nature. our power. our future.

## 1. INTRODUCTION

The purpose of this document is to provide guidelines for the BC Indigenous Clean Energy Initiative (BCICEI) Community Energy Planning (CEP) funding stream.

The CEP stream will open for initial applications on February 3, 2025, and will remain open until March 17, 2025, 4:00 pm PST. For more information about the other BCICEI funding streams, please see the BC Indigenous Clean Energy Initiative (BCICEI) 2025 Application Guidelines document.

## 2. OVERVIEW

The BCICEI was established in 2016 through the Federal Government's Strategic Partnership Initiative (SPI). The BCICEI program receives funding from the Province of BC through the CleanBC plan and Pacific Economic Development Canada. This initiative supports both the federal and provincial governments' commitment to establishing a Nation-to-Nation relationship with Indigenous peoples, based on recognition of rights, respect, co-operation, and partnership.

The BCICEI provides support and capacity-building funds to First Nations, tribal councils, and Indigenous for profit and not-for-profit corporations, partnerships, and other legal entities which are majority owned and controlled by First Nation communities. Since 2016, the BCICEI has awarded \$30 million to over 130 projects proposed by more than 90 First Nations across the province. For more information on the other funding streams available through the BCICEI please visit the Program [website](#).

NRT is pleased to offer a new Community Energy Plan (CEP) funding stream for First Nations in BC to increase support for early project planning.

### What is a CEP?

A Community Energy Plan - sometimes also referred to as a Community Energy and Emissions Plan (CEEP) - is a tool to document the current landscape of energy use and Greenhouse Gas (GHG) emissions in the community, as well as to chart a path towards achieving the community's energy and emission reduction goals. A CEP is meant to be a living document

and should be updated regularly with input from key stakeholders, and as the energy landscape evolves. The scope of a CEP can vary from community to community, depending on how the community intends to use the plan. Ultimately, a CEP can be used as a blueprint for energy security and sovereignty.

For more information about the type of information that is usually included in a CEP, please refer to the BCICEI CEP Checklist.

### Summary of BCICEI CEP funding options for grid-connected Indigenous communities

NRT is pleased to offer three CEP funding options, designed to be flexible, and to meet communities wherever they are on their clean energy journey.

#### **1) New CEP**

- This CEP funding option is for communities that wish to pursue a new, community-led CEP. Given the rapidly changing energy landscape, a new CEP should be considered when the existing CEP is more than 5 years old.

#### **2) Update to existing CEP**

- This is for communities that have an older CEP that they wish to update. Communities may want to consider updating their CEP if they want to update data or add additional sections (such as demand side management or renewable energy generation).

#### **3) Turn-key CEP**

- The turn-key option is best suited for communities that want to focus on their demand side management and emission reduction opportunities, and that have less interest in undertaking an extended planning process. Under this option, communities would work with one of our preferred project partners to create their CEP and would receive a user-friendly and interactive online digital dashboard that would summarize the key CEP findings and recommended actions. This streamlined approach would provide an action plan for undertaking energy efficiency measures such as building retrofits, and communities would retain access to the online living dashboard for planning and implementation purposes. For more information, please contact NRT staff at [bciceapplications@nrtf.ca](mailto:bciceapplications@nrtf.ca).

### **3. PROGRAM PURPOSES AND GOALS**

This funding stream has been designed to streamline the CEP application process under the BCICEI. As CEPs are typically the first step in any community's clean energy journey, it is important that support be readily available for Nations that don't currently have CEPs, and for Nations that want to update their existing CEPs.

## 4. ELIGIBILITY

The BCICEI CEP initiative is open to all integrated grid connected First Nations in BC, Tribal Councils, Indigenous for profit and not-for-profit corporations, partnerships, and other legal entities which are majority owned and controlled by First Nations in BC. Remote communities should apply for CEP Funding through the CEDR Program. For CEDR program eligibility, please refer to the NRT [website](#).

## 5. FUNDING CAPS

Category	Funding Maximum	Funding Restrictions
New CEP	\$75,000	10% max for project management, administration, and/or contingencies. 10% max for community engagement.
CEP Update	\$40,000	10% max for project management, administration, and/or contingencies. 10% max for community engagement.
Turn-key CEP	NRT will bill preferred partners directly	N/A - all inclusive

## 6. APPLICATION PROCESS

- 1) After reading this guide, download the BCICEI CEP Application Form from our website at <http://newrelationshiptrust.ca/initiatives/bcicei>
- 2) Complete all fields in the Application Form (either electronically or manually)
- 3) If submitting electronically, save the completed BCICEI Application Form with the following Filename format: ApplicantName\_BCICEI\_ddmmyy.doc
- 4) Prepare supporting documentation to submit with the Application Form
- 5) Email the completed BCICEI Application Form to New Relationship Trust

**Email:** [bciceapplications@nrtf.ca](mailto:bciceapplications@nrtf.ca)

- 6) The application intake period will remain open until 4:00pm March 17, 2025.

## 7. ELIGIBLE COSTS

Eligible costs include services, professional, and technical costs required to plan and conduct project activities, including (but not limited to):

- The costs of engaging consultants and other qualified professionals
- Community engagement (maximum of 10% of total cost - \$7,500 for new CEP and \$4,000 for update)

- Administration and contingency (maximum of 10% of total cost - \$7,500 for new CEP and \$4,000 for update)
- Project management activities must be itemized (i.e. - please provide a high-level overview of the work to be undertaken. Otherwise, project management will be treated as administration fees and subject to the 10% cap)
- Any other costs deemed reasonable to complete the CEP

## 8. FAQ

QUESTION: What is a CEP?

ANSWER: A Community Energy Plan - sometimes also referred to as a Community Energy and Emissions Plan (CEEP) - is a tool to document the current landscape of energy use and Greenhouse Gas (GHG) emissions in the community, as well as chart a path towards achieving the community's energy and emissions goals. The CEP is meant to be a living document. It should be updated regularly with input from key stakeholders and as the energy landscape evolves.

QUESTION: We are a Tribal Council (TC); do we have to provide a Band Council Resolution (BCR) from the Nations we represent?

ANSWER: Yes. You must provide a BCR, or a Letter of Authorization (LOA) from someone in a senior position that can make binding decisions on behalf of the Nation.

QUESTION: What should the BCR or LOA say?

ANSWER: It should be dated recently and should show support for the CEP and BCICEI funding.

QUESTION: Do we have to provide quotes for consultants?

ANSWER: NRT requires a quote for any consultant cost over \$15,000. Getting a quote from a consultant doesn't mean that you must use them.

QUESTION: How are projects selected for funding?

ANSWER: Applications are screened for eligibility to ensure that all requirements have been met.

QUESTION: Can we reapply for BCICEI funding again during a later application intake?

ANSWER: Yes. Funding recipients are eligible for subsequent funding under BCICEI.

QUESTION: Where can I learn more about CEPs?

ANSWER: Please refer to the NRT BCICEI CEP Checklist as a starting point and as a guideline for the type of things that can go into a CEP. NRT Staff are also available to chat about all things CEP upon request.

QUESTION: How often should a CEP be updated?

ANSWER: Each community's CEP is unique, so there is no one-size-fits-all approach, however a CEP can be seen as a living document and should be updated regularly. Significant updates should be made at least every five years.

QUESTION: If my community's CEP was updated less than 5 years ago, can we still apply for funding?

ANSWER: Yes. The NRT BCICEI team is happy to discuss instances such as these on a case-by-case basis.

QUESTION: Should I apply before the application deadline?

ANSWER: Absolutely. The application intake period will remain open until March 17<sup>th</sup>. As such, applicants are encouraged to submit their application as soon as possible.

QUESTION: We would like to learn more about which CEP option is best for us. Would you be able to meet with us to discuss this?

ANSWER: Yes. NRT Staff are always available to meet with prospective applicants and to discuss CEP options (or the BCICEI in general). Please contact us if you wish to arrange a meeting.

## 9. CONTACT INFORMATION

If you require further information, please contact:

Telephone: 604-925-3338

Toll-Free: 1-877-922-3338

Email: [bciceiapplications@nrtf.ca](mailto:bciceiapplications@nrtf.ca)

**\*\*\* ALL APPLICATIONS MUST BE SENT TO [bciceiapplications@nrtf.ca](mailto:bciceiapplications@nrtf.ca) \*\*\***