



**CleanBC Communities Fund
Intake 3
Application Form Questions**

Contents



Investing in Canada Infrastructure Program

CleanBC Communities Fund Stream Intake 3 Application Form Questions

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Investing in Canada Infrastructure Program

CleanBC Communities Fund Stream Intake 3**Application Form Questions**

ALL APPLICANTS MUST APPLY AND SUBMIT APPLICATIONS ONLINE

Visit the [Local Government Information System \(LGIS\)](#) for the online application portal.

Section 1: Applicant Information

Applicants will access the application through their client record in the Local Government Information System (LGIS). Please see [Accessing the Online Application Instructions](#) for setting up access to LGIS if your organization does not already have this.

1. Applicant's Primary Contact for the project (from the applicant organization)
 - a) Full Name
 - b) Title of Primary Contact
 - c) Phone Number
 - d) Email Address
2. Applicant's Secondary Contact for the project (optional)
 - a) Full Name
 - b) Title of Secondary Contact
 - c) Phone Number
 - d) Email Address
3. Head of Applicant Organization (used for formal correspondence regarding funding decisions)
Example: Chief, President, Board Chair.
 - a) Full Name
 - b) Title of Secondary Contact
 - c) Phone Number
 - d) Email Address

Section 2: Project Information

4. Project Title: Provide a short, concise, and descriptive plain-language title. (*Character Limit: 90*)

5. Project Description:

- a) Provide a brief description of the project and include mention of infrastructure within the grant scope and related infrastructure outside the scope. (*Character Limit: 1475*)
- b) Provide a detailed list of project works included in the grant scope using the bulleted format provided in the example below. (*Character Limit: 1475*)

Example: *Construction of a new biomass-fired steam plant:*

- *Approximately 5-MW biomass boiler;*
- *Biomass fuel pellet delivery, storage and conveyance facilities;*
- *Ash management system, controls system and economizer;*
- *Utility connections for water and power;*
- *Steam tie-ins with existing district energy system distribution network; and*
- *All related works.*

6. Project Rationale: Describe why the project is needed for the community and how this need was determined. (*Character Limit: 3750*)

Example: *increased demand for clean energy source using locally sourced wood, rather than natural gas-fired boilers with associated fossil fuel emissions. The need for this project was based on a desire to transition a current system towards low-carbon fuels from a current large emitter (building) of greenhouse gas emissions.*

7. What is the population that will be directly served by this project?

8. What is the name and population of the community where the project is located?

9. Does the project benefit a wider geographic area than the applicant community? (Yes/No)

- a) If Yes, list only those communities that will use the infrastructure, their corresponding populations, and how they will benefit. (*Character Limit: 3750*)

10. Will the project support Indigenous populations? (Yes/No)

- a) If Yes, please estimate the Indigenous population that the project will directly serve.
(Number box)
- b) If Yes, please estimate the Indigenous population that the project will indirectly support.
(Number box)

Federal Outcomes

11. Identify which Outcome the project will primarily support:

- Increased capacity to manage renewable energy
(*Project Type: Green Energy)
- Increased access to clean energy transportation
(*Project Type: Green Energy)
- Increased energy efficiency of buildings
(*Project Type: Energy Efficiency)
- Increased generation of clean energy
(*Project Type: Green Energy)

Project Type

*Project Type values will populate after you identify Federal Outcome above.

Project Location

12. Project physical address (and/or start and end points). Projects are limited to one project site or adjacent sites, with the exception of electric vehicle charging networks across multiple communities.
(Character Limit: 1000)

Project Submission History

13. Has this project (or related components or phases) been the subject of another infrastructure grant application? (Yes/No)

- a) If Yes, provide the following: (Character Limit: 4000)
- I. Program name
 - II. Project number and title
 - III. Status of application: successful/unsuccessful/under evaluation

Project Works

14. Nature of project works (Indicate % for each relevant type)

Nature of the Project	Indicate % for relevant type
New	<i>If null, enter 0</i>
Rehabilitation	<i>If null, enter 0</i>
Expansion	<i>If null, enter 0</i>
Other	<i>If null, enter 0</i>
Total	<i>The total must equal 100%</i>

15. Will the completed works be used by the general public or members of the community (is it public facing)? * (Yes/No)

- a) If Yes, Will the project meet or exceed the highest published accessibility standards in a jurisdiction, in addition to applicable provincial building codes and relevant local government bylaws? (Please see the ICIP CCF Program Guide for examples of standards) (Yes/No)
 - I. If Yes, please describe how accessibility standards will be met or exceeded through the design and construction phases of the project. Please include which standard you are meeting/exceeding. *(Character Limit: 1000)*
 - II. If No, explain reasons why accessibility standards can't be met. *(Character Limit: 1000)*
Example: renovating an older structure that can't house an elevator to access the upper floors.

**Projects that are used by the general public must meet or exceed the requirement of the highest published accessibility standard in a jurisdiction, in addition to applicable provincial codes and local government bylaws. Accessibility Standards are as defined in the Canadian Standards Association Technical Standard Accessible Design for the Built Environment CAN/CSA B651-12) (Please see the ICIP CCF Program Guide).*

16. Will the highest published applicable energy efficiency standards in the jurisdiction be met or exceeded? (Please see the ICIP CCF Program Guide) (Yes/No)

- a) If Yes, please list the energy efficiency features that will be included in the project. *(Character Limit: 2000)*
- b) If No, please note projects must meet or exceed any applicable energy efficiency standards for buildings outlined in the [Pan-Canadian Framework on Clean Growth and Climate Change](#) and the ICIP CCF Program Guide.

17. Does the project advance Reconciliation with Indigenous communities? (Yes/No)

- a) If Yes, please describe how. *(Character Limit: 3750)*

18. What regulatory authorities must be engaged to complete the project and what permits will be required for the project? *(Character Limit: 3750)*

If available, please upload permits, licenses, or letters of regulatory engagement that have been obtained prior to application (document upload box)

19. Does the project include land acquisition? (Yes/No)

Section 3: Is the Project Eligible

Projects that are eligible under the CleanBC Communities Fund must build tangible physical infrastructure (i.e., capital assets, not just planning and design) owned by a Local Government, Indigenous Ultimate Recipient (including Indigenous-owned development corporation), Not-For-Profit or For-Profit* organization.

**See restrictions in the CCF Program Guide for For-Profit projects.*

20. Do you have a Council/Board/Band Council/other appropriate governing body resolution authorizing the project to proceed and committing your share of project funding? ** Your resolution must include the project name, the CleanBC Communities Fund program name and the total cost of the project. Commitment to overages and commitment to the applicant share should also be included in the resolution. Please refer to the Resolution template on the CCF website for guidance. (Yes/No)

a) If Yes, please submit copy of resolution.

b) If No, when do you expect to submit the Council/Board/Band Council resolution?
(YYYY-MM-DD)

***The Council/Board/Band Council resolution is required to be received within one month of the application intake closing date. Please see the ICIP CCF Program Website for an example of the council resolution.*

21. Has the construction phase of the project started? *** (Yes/No)

****Projects that have started (construction tender awarded) are ineligible.*

22. What is the percentage of project design that has been completed as of application submission date? (This should match the class of your estimate.)

23. Estimated Project Start Date (including design work). (YYYY-MM-DD)

24. Estimated Project Completion Date (including reporting after construction). (YYYY-MM-DD)

The program requires that all projects be completed by 2026-03-31.

25. Estimated Project Construction Start Date (YYYY-MM-DD)

This date should be **at least 1 year from the intake close date** to allow time for provincial and federal review.

IMPORTANT: The entire project will become ineligible if any project tenders are awarded (aside from Climate Lens, consultations, and detailed design and engineering) prior to final approval of the grant.

26. Estimated Project Construction Completion Date (YYYY-MM-DD)

27. Will the applicant own and operate the entire completed project in the scope of this grant application? */**(Yes/No)

- a) If No, provide additional information regarding asset ownership and operation, including the entities involved, share of their involvement, and a brief description of the arrangement over the expected lifetime of the assets. (*Character Limit: 3750*)

**For-Profit entities please refer to section 9.1.2 REVENUE FROM ASSETS in the CCF Program Guide*

***Please refer to Section 9.1.1 DISPOSAL OF ASSETS in the CCF Program Guide*

28. Does this project include ANY of the following? (Yes/No)

- Partnership or ownership with a For-Profit entity
- Dedicated spaces for government/Band/organization administration (e.g., Municipal/Band/Not-for-Profit offices), healthcare, childcare, education, emergency services, active transportation, highways and trade corridor infrastructure, rolling stock (e.g., transit or fleet vehicles, material transport vehicles, etc.), or resource development? (These dedicated spaces are ineligible, except for education and health facilities that benefit mainly Indigenous peoples)
- Housing of any kind (Some residential projects may be eligible if they fall under CMHC's National Housing Strategy.)
 - a) If Yes, please contact Ministry staff to discuss eligibility of the dedicated spaces and overall project.
 - b) If Yes, please describe the related infrastructure and the proportion of the overall facility footprint they occupy. (*Character Limit: 3750*)

Local Governments only:

29. Are you a signatory to the BC Climate Action Charter***? (Yes/No)

***Note: Only signatories to the BC Climate Action Charter are eligible for funding.

Section 4: Mandatory Documents

In all cases, relevant information must be included with the completed application, as this will form the basis of the assessment. When attaching documents, **please ensure your answers in the application form make reference to (point to) specific relevant sections in your attachments.** Attachments should be clearly labelled, organized, and succinct. Mandatory documents may vary by applicant type and must be submitted with the application for the project to be eligible for review and potential funding.

Please see the ICIP-CCF Program Guide for explanation of requirements for each mandatory document.

Local Governments

30. Please attach each of these mandatory documents (15 MB limit per document). **Zip files will not be accepted:**

- Project location .KML file with placemarks for discrete facilities and polygons for projects with multiple buildings and rights-of-way (see instructions on the [ICIP CCF website](#))
- Detailed Cost Estimate with separate descriptive line items, appropriate contingency for the cost uncertainty, and ineligible costs noted (Must use the template found on the [ICIP CCF website](#))
- Confirmation of Funds Form with clear indication of the funding formally secured, pending, and being sought (Must use the template found on the [ICIP CCF website](#))
- Site Plan/Map (see the ICIP CCF Program Guide for details)
- Project Study or Plan (see the ICIP CCF Program Guide for details)
- For Indigenous Education and/or Health facilities (specific to the Truth and Reconciliation Commission of Canada: Calls to Action)
 - a letter of support for the project from the Indigenous Community where the project is located
- Partnership/Memorandum of Understanding (MOU) agreement (if needed)
- Greenhouse Gas (GHG) Preliminary Assessment

31. Additional Documentation

Additional documentation is optional and may be uploaded here to support your application.

Examples: Cost Benefit Analysis or Other Study; Design Drawings; Letters of Support; Community Energy Plan; Options Assessment; or, Asset Management Plan. (Please refer to the ICIP CCF Program Guide for more information).

You may upload up to five Additional Documents. **(15 MB limit per document. Zip files will not be accepted.)**

Indigenous Ultimate Recipients

32. Please attach each of these mandatory documents (15 MB limit per document). Zip files will not be accepted:

- Project location .KML file with placemarks for discrete facilities and polygons for projects with multiple buildings and rights-of-way (see instructions on the [ICIP CCF website](#))
- Detailed Cost Estimate with separate descriptive line items, appropriate contingency for the cost uncertainty, and ineligible costs noted (Must use the template found on the [ICIP CCF website](#))

- Confirmation of Funds Form with clear indication of the funding formally secured, pending, and being sought (Must use the template found on the [ICIP CCF website](#))
- Site Plan/Map (see the ICIP CCF Program Guide for details)
- Project Study or Plan (see the ICIP CCF Program Guide for details)
- For all Indigenous Ultimate Recipient Applicants that are a Not-for-Profit that has an Indigenous focused central mandate:
 - a letter of support for the Not-for-Profit from the benefitting Indigenous community/nation
- Partnership/Memorandum of Understanding (MOU) agreement (if needed)
- Greenhouse Gas (GHG) Preliminary Assessment

33. Additional Documentation

Additional documentation is optional and may be uploaded to support your application. Examples: Cost Benefit Analysis or Other Study; Design Drawings; Letters of Support; Community Energy Plan; Options Assessment; or, Asset Management Plan. (Please refer to the ICIP CCF Program Guide for more information.)

You may upload up to five Additional Documents. **(15 MB limit per document. Zip files will not be accepted.)**

Not-for-profit

34. Please attach each of these mandatory documents (15 MB limit per document). Zip files will not be accepted:

- Project location .KML file with placemarks for discrete facilities and polygons for projects with multiple buildings and rights-of-way (see instructions on the [ICIP CCF website](#))
- Detailed Cost Estimate with separate descriptive line items, appropriate contingency for the cost uncertainty, and ineligible costs noted (Must use the template found on the [ICIP CCF website](#))
- Confirmation of Funds Form with clear indication of the funding formally secured, pending, and being sought (Must use the template found on the [ICIP CCF website](#))
- Site Plan/Map (see the ICIP CCF Program Guide for details)
- Project Study or Plan (see the ICIP CCF Program Guide for details)
- Business Financial Plan (including working capital and income sources)
- Partnership/Memorandum of Understanding (MOU) agreement (if needed)
- Greenhouse Gas (GHG) Preliminary Assessment

35. Additional Documentation

Additional documentation is optional and may be uploaded here to support your application. Examples: Cost Benefit Analysis or Other Study; Design Drawings; Letters of Support; Options

Assessment; or, Asset Management Plan. (Please refer to the ICIP CCF Program Guide for more information.)

You may upload up to five Additional Documents. **(15 MB limit per document. Zip files will not be accepted.)**

For-Profit

36. Please attach each of these mandatory documents (15 MB limits per document). Zip files will not be accepted:

- Project location .KML file with placemarks for discrete facilities and polygons for projects with multiple buildings and rights-of-way (see instructions on the [ICIP CCF website](#))
- Detailed Cost Estimate with separate descriptive line items, appropriate contingency for the cost uncertainty, and ineligible costs noted (Must use the template found on the [ICIP CCF website](#))
- Confirmation of Funds Form with clear indication of the funding formally secured, pending, and being sought (Must use the template found on the [ICIP CCF website](#))
- Site Plan/Map (see the ICIP CCF Program Guide for details)
- Project Study or Plan (see the ICIP CCF Program Guide for details)
- Business Financial Plan (including working capital and income sources)
- Partnership/Memorandum of Understanding (MOU) agreement with a Local Government or Indigenous Ultimate Recipient
- Greenhouse Gas (GHG) Preliminary Assessment

37. Additional Documentation

Additional documentation is optional and may be uploaded here to support your application. Examples: Cost Benefit Analysis or Other Study; Design Drawings; Letters of Support; Options Assessment; or, Asset Management Plan. (Please refer to the ICIP CCF Program Guide for more information.)

You may upload up to five Additional Documents. **(15 MB limit per document. Zip files will not be accepted.)**

Section 5: Project Costs and Project Delivery

38. Total Gross Project Costs (for the entire project in this phase, not just the project works included in the scope of this grant application)

39. Total Ineligible Project Costs (including design to occur before final approval and any project works outside the scope of this grant, such as ineligible buildings, ineligible dedicated spaces, project works unrelated to emission reductions and sustainability)

40. Total Eligible Project Costs [calculated as Total Gross Project Costs less Total Ineligible Project Costs]

41. Approved funding from other Federal programs*

42. Approved funding from other Provincial programs*

43. Other approved funding not from a Provincial or Federal program (Do not include organization's own funds / internal sources)

44. Other Approved Funding Total [calculated as the sum of the above three]

**Please note: Other federal and/or provincial grants may affect the total grant requested as per stacking rules. See the ICIP CCF Program Guide for information on stacking rules.*

45. Net Eligible Costs [calculated as Total Eligible Project Costs less Total Other Funding Sources]

46. Maximum Grant Amount (Estimated)** *Grant amount may be adjusted after Ministry review.*

47. Are you requesting less than the maximum grant amount? (Yes/No)

- a) If Yes, what is the requested amount and please provide a brief explanation why the request is less than the maximum grant amount? For a better chance at funding, your requested grant is suggested to be a maximum of 10% of the funding available this round.
(Character Limit: 2000)

48. If your detailed cost estimate does not directly correspond with these amounts, clarify the variance between the costs. (Character Limit: 1000)

Fiscal Year Breakdown

49. Please fill in the costs below to represent how much money you expect to spend on eligible costs for the project each year. The third intake is designed to target projects that start in 2023.

Fiscal Year*	Forecasted Eligible Project Costs (April 1 to March 31)
2022 – 2023	<i>If null, enter \$0</i>
2023 – 2024	<i>If null, enter \$0</i>
2024 – 2025	<i>If null, enter \$0</i>
2025 - 2026	<i>If null, enter \$0</i>
2026 - 2027	<i>If null, enter \$0</i>
Total	

**Fiscal Year Breakdown Totals must equal Net Eligible Costs OR Eligible Costs based on Requested Grant Amount.*

Funding Details

50. Is this project a phase or component of a larger project? (Yes/No)

- a) If Yes, please provide additional details on all project phases and timelines, including the phases immediately before and after the proposed phase in this grant application, as well as any phase running concurrently to this grant project. Please also describe how the phase and scope proposed in this grant application will specifically meet the required greenhouse gas emission reductions and selected program outcome. *(Character Limit: 4000)*

51. Can the project, as submitted, be broken into smaller phases if your requested funding is not available? (Yes/No)

- a) If Yes, please describe how it can be phased. *(Character Limit: 4000)*
b) If No, please explain why it can't be phased. *(Character Limit: 4000)*

52. Do you intend to request the use of 'own-force' labour and equipment for this project? (Yes/No)

- a) If yes, please provide details of the estimated incremental cost of employees/equipment and why it is not economically feasible to tender a contract for these works.
(Character Limit: 1000)

*Please note: Requests for the use of own-force labour and equipment will be subject to provincial and federal approval and will only be allowed in certain circumstances. Approval must be sought **prior** to own-forces work being carried out, otherwise they will be considered ineligible.*

53. Do you intend to directly award sole-source contracts during procurement for any aspect of the project? (Yes/No)

- a) If Yes, the strong expectation is that project contracts are to be publicly tendered. Projects that intend to award sole-sourced goods/construction contracts of \$40,000 or more or service contracts of \$100,000 or more will require Federal Treasury Board review with a significantly longer review timeline (i.e., 3-12 months in addition to the BC-INFC review time of 12 months) and the risk of sole-sourcing not being federally approved. Rather than sole-sourcing above the limits mentioned, it is highly recommended to use an open, fair, public

tender using 'best value' rather than 'lowest cost' for decision making.

Before considering sole-sourcing, please contact Program staff to discuss before applying for your grant, so we can help de-risk your project. For each potential sole-source contract, please state the estimated contract amount, target firm/contractor, nature of the work (e.g., Project Management, Design and Engineering, Construction, etc.), and rationale for why sole-sourcing is necessary and financially beneficial. (*Character Limit: 3750*)

54. Is the employment of apprentices; Indigenous peoples; women; persons with disabilities; veterans; youth; recent immigrants; and small-sized, medium-sized and social enterprises to be considered during project procurement/construction? (Yes/No)

a) If Yes, please describe. (*Character Limit: 4000*)

Section 6: Funding / Planning

Applicants should have their share of the costs secured prior to application to the program. In addition to answering the questions below, details of the secured/borrowed costs must be entered in the Confirmation of Funds Form found on the [ICIP CCF website](#). This information is a requirement of the program and will be utilized to assess financial risk and project readiness.

Local Governments:

55. Will the Local Government portion of the project come from borrowing? (Yes/No)

- a) If Yes, what portion of the Local Government share of project funding is expected to be from borrowing? (*Character Limit: 1000*)
- b) If Yes, please specify the source(s) of the borrowing. (*Character Limit: 1000*)
- c) If Yes, was (is) public approval required to approve borrowing? (Yes/No)
 - I. If Yes, please attach a scan of a signed and certified loan authorization bylaw that is at 3rd reading or adopted.
 - II. If Yes, please attach a completed Liability Servicing Limit Certificate that includes the anticipated borrowing costs necessary to finance the project.
 - III. If No, describe why approval is not required in order to borrow.
(*Character Limit: 1000*)
- d) If No, are all the funds readily accessible? (Yes/No)
 - I. If Yes, please describe where the funds will be coming from.
Example: Bank statements, staff reports or resolutions of board/council directing the use of reserve funds. (Character Limit: 4000)
 - II. If Yes, please attach evidence of secured funds.
 - III. If No, what is the anticipated source of funds?

Example: collected through specific rates or fees, development cost contributions. (Character Limit: 4000)

56. Is the project included in the 5-year financial plan bylaw? (Yes/No)

- a) If Yes, please upload document.
- b) If No, indicate when the project will be included in the 5-year financial plan bylaw and why it has not yet been included. *(Character Limit: 4000)*

57. How does your organization intend to carry the project costs until reimbursements occur? Note that, for funded projects, all eligible costs must be paid and claimed by the applicant. *Example: Line of Credit, Reserve Funds. (Character Limit: 4000)*

58. What plans are in place and where will funds be sourced from if project costs escalate beyond budgeted contingencies (cost overruns)? *Example: Line of Credit. (Character Limit: 4000)*

Please Note: ICIP does not provide additional funds to cover cost overruns. Also note stacking rules in the ICIP CCF Program Guide.

Indigenous Ultimate Recipients (on-reserve)

Approved projects for on-reserve Indigenous Recipients will receive up to 75% federal funding from the CleanBC Communities Fund Program. For the remaining 25%, financial information will be required.

59. How does your organization intend to carry the project costs until reimbursements occur? Note that, for funded projects, all eligible costs must be paid and claimed by the applicant. *Example: Line of Credit, Reserve Funds. (Character Limit: 4000)*

60. Will you be using other sources of Federal funding to make up the additional 25% of project costs? (Yes/No)

- a) If Yes, please provide the federal funding source/program; contact name & number; and, amount of additional funding. *(Character Limit: 4000)*
- b) If No, is borrowing required to fund the remaining 25% and is the borrowing secured?
Example: Line of Credit, Reserve Funds (Yes/No)
 - I. If Yes, please attach evidence that borrowing has been secured.
 - II. If Yes, please describe how borrowing has been secured.
(Character Limit: 4000)
 - III. If No, please describe how you will fund the remaining 25% of project costs.
(Character Limit: 4000)

61. What plans are in place and where will funds be sourced from if project costs escalate beyond budgeted contingencies (cost overruns)? *Example: Line of Credit. (Character Limit: 4000)*

Please Note: ICIP does not provide additional funds to cover cost overruns. Also note stacking rules in the ICIP CCF Program Guide.

Indigenous Ultimate Recipients (off-reserve)

Approved projects for off-reserve Indigenous Ultimate Recipients will be funded up to 90% of eligible costs established by the conditions of the signed contract (75% Federal and 15% Provincial).

62. How does your organization intend to carry the project costs until reimbursements occur? Note that, for funded projects, all eligible costs must be paid and claimed by the applicant. *Example: Line of Credit, Reserve Funds. (Character Limit: 4000)*

63. Will you be using other sources of Federal funding to make up the additional project costs outside of the grant amount? (Yes/No)

a) If Yes, please provide the federal funding source/program; contact name & number; and, amount of additional funding. Note that Indigenous applicants can stack provincial and federal funding up to 100% of the total project cost. *(Character Limit: 1000)*

b) If No, is borrowing required to fund the remaining 15% and is the borrowing secured?

Example: Line of Credit, Reserve Funds (Yes/No)

I. If Yes, please attach evidence that borrowing has been secured.

II. If Yes, please describe how borrowing has been secured.

(Character Limit: 4000)

III. If No, please describe how you will fund the remaining 15% of project costs.

(Character Limit: 4000)

64. What plans are in place and where will funds be sourced from if project costs escalate beyond budgeted contingencies (cost overruns)? *(Example: Line of Credit) (Character Limit: 4000)*

Please Note: ICIP does not provide additional funds to cover cost overruns. Also note stacking rules in the ICIP CCF Program Guide.

Not-for-Profit

Please fill out the Confirmation of Funds Form to support the answers below.

65. How does your organization intend to carry the project costs until reimbursements occur? Note that, for funded projects, all eligible costs must be paid and claimed by the applicant. *Example: Line of Credit, Reserve Funds. (Character Limit: 4000)*

66. What plans are in place and where will funds be sourced from if project costs escalate beyond budgeted contingencies (cost overruns)? *Example: Line of Credit, Funds on Hand, Financial Donations, Surplus and Other) (Character Limit: 4000)*

Please Note: ICIP does not provide additional funds to cover cost overruns. Also note stacking rules in the ICIP CCF Program Guide.

67. How will you pay for your portion of the project costs?

Example: Line of Credit, Funds on Hand, Financial Donations

- a) Please attach evidence that borrowing or other funds have been secured.

68. A financial statement will be required for Not-for-Profit organizations and must be specific to the applicant organization.

Please upload:

- An internally prepared financial statement for projects with eligible costs up to \$500,000 or,
- A statement reviewed by an independent public accountant for projects with eligible costs \$500,001 and above

For-Profit

Please fill out the Confirmation of Funds form to support the answers below.

69. How does your organization intend to carry the project costs until reimbursements occur? Note that, for funded projects, all eligible costs must be paid and claimed by the applicant. *Example: Line of Credit, Reserve Funds. (Character Limit: 4000)*

70. What plans are in place and where will funds be sourced from if project costs escalate beyond budgeted contingencies (cost overruns)? *Example: Line of Credit, Funds on Hand, Surplus and Other. (Character Limit: 4000)*

Please Note: ICIP does not provide additional funds to cover cost overruns. Also note stacking rules in the ICIP CCF Program Guide.

71. How will you pay for your portion of the project costs?

Example: Line of Credit, Funds on Hand

- a) Please attach evidence that borrowing or other funds have been secured.

(Example: line of credit letter, bank statement showing available funds)

72. A financial statement will be required for For-Profit organizations and must be specific to the applicant organization.

Please upload:

- An internally prepared financial statement for projects with eligible costs up to \$500,000 or,
- A statement reviewed by an independent public accountant for projects with eligible costs \$500,001 and above

Project Consultation Considerations

73. Does the project help meet your organization's long-term goals and does it benefit the public and the wider community? (Yes/No)

- a) If Yes, how does it align with your long-term plans? *(Character Limit: 4000)*
 b) If Yes, how does it benefit the public and the wider community? *(Character Limit: 4000)*
 c) If No, why doesn't it align with your long-term plans? *(Character Limit: 4000)*

74. What affected or interested groups or stakeholders have been consulted or will be consulted regarding the project? Please list. *(Character Limit: 4000)*

- a) What were the results of these discussions? *(Character Limit: 4000)*

75. What stage of consultation has occurred with surrounding Indigenous Groups? Please identify the Indigenous groups that have been consulted and what steps have been taken.
(Character Limit: 4000)

76. Are there any unsettled land claims or culturally sensitive issues related to land on which the project works will occur? (Yes/No)

- a) If Yes, please explain. *(Character Limit: 4000)*

77. Is any part of the project located on federal lands? (Yes/No)

78. Is the project subject to an impact assessment as per the [Impact Assessment Act \(2019\)](#)? (Yes/No)

Federal Checklist

79. The following elements are of interest to the Government of Canada (Infrastructure Canada).

- Select "Yes" for risks that are applicable to your project, and provide a brief description of the risk and mitigation strategies undertaken or planned. *(Character Limit: 1000)*

- Select "No" for risks that are not relevant to your project.

Example: Describe risk and its probability (low/medium/high), impact, and mitigation response (will risk be avoided, mitigated, transferred, or accepted). Describe the planned actions and what the residual risk will be.

a. Project Complexity

- I. Remote geographic location (Yes/No)
- II. Unpredictable weather (Yes/No)
- III. Untested or unproven technologies (Yes/No)
- IV. Highly technical or complex project (Yes/No)
- V. Interdependencies between phases (Yes/No)
- VI. Other (please describe) (Yes/No)

b. Project Readiness

- I. Project site hasn't been finalized (Yes/No)
- II. Land hasn't been acquired (Yes/No)
- III. Potential issues with permits or authorizations (federal, provincial, territorial and municipal) (Yes/No)
- IV. Industry supply may not be able to meet demand (Yes/No)
- V. Funding sources are not secured for the entire project cost (assuming a grant is received through this program) (Yes/No)
- VI. Other (please describe) (Yes/No)

c. Project Sensitivity

- I. The project has received positive media attention (Yes/No)
- II. The project has received negative and/or national media attention (Yes/No)
- III. Certain stakeholders have been vocal about the project (Yes/No)
- IV. Other (please describe) (Yes/No)

80. Identify any broader project risks (excluding those already identified in the federal risk checklist) such as those related to project feasibility, scope, public support, social and environmental impacts, technology, and long-term management of the project. Please list all that are known, and include your evaluation and proposed mitigation for each risk. (*Character Limit: 1750*)

Example: Seasonal limitations to construction, potential timing risks or delays, referendum required, unconfirmed grants (other than ICIP), siting not confirmed, environmental assessment/impacts, archaeological sites, cost overruns, etc.

Section 7: Management / Planning

ALL APPLICANTS

Asset Management - Additional resources on infrastructure asset management can be found on the Asset Management BC website: www.assetmanagementbc.ca

The following questions should be answered by the proposed owner and operator of the project works.

81. How do you manage your infrastructure assets? Do you have an asset management plan linked with a long-term financial plan, asset management policy, strategy, framework, and/or governance structure? (Character Limit: 4000)

Example 1: We have documented long-term asset and financial plans in place for managing assets that are updated annually; maintenance schedule; levels of service are measured and tracked. We have a database of all our assets with information such as ID number, size, install date, expected life and condition. We track maintenance within this database and performance and use this to assist with replacement decisions. We complete a condition assessment of critical assets once a year and enter the results in the database.

Example 2: We developed a policy that applies to the lifecycle management activities of physical assets that are owned or operated by our organization. It provided principles and a framework to staff for asset management practices that enables a coordinated, cost effective and organizationally sustainable approach across all departments. This Policy aligns with our town's strategic plan objectives to continue to deliver and sustain infrastructure and manage the municipality's finances.

82. How does your organization communicate and engage the community regarding your infrastructure plans? This includes the current levels of service provided and associated costs to the community to continue to provide (or increase/decrease) the expected services. (Character Limit: 4000)

Example 1: We have developed a one-page communications document that outlines the key elements of our long-term planning for the organization's new and end of life assets including anticipated levels of service and associated funding requirements. The document is available on our organization's website.

Example 2: We have had several open houses, and information sessions to discuss long-term planning and gather feedback on service level expectations and the community's ability and willingness to pay for planned levels of service.

83. What aspect of the project design and what infrastructure features will help minimize operation and maintenance costs over the lifecycle of the project assets? (Character Limit: 4000)

Example: use of quality materials that require less maintenance, site selection requiring less maintenance, etc. The response should address the full lifecycle.

84. How does your organization conduct long-term planning, budgeting, and income allocation to ensure you save sufficient funds for replacing the proposed project infrastructure at the end of its life? (Character Limit: 4000)

Example: set aside funds annually to allow for renewal, replacement or rehabilitation in 20 years, funding through financial reserves, implementing a rate structure or user charges which include depreciation/replacement costs, etc.

This might include schedules or timelines that identify when items need to be replaced, maintenance plans/strategies, risk management plans, condition assessment plans that set out when inspections will occur, long-term financial plans (must be beyond 5 years to be considered long-term).

85. What are your ongoing revenue sources and how will you fund your proposed project's ongoing operating and maintenance costs? (Character Limit: 4000)

Example: We have a plan that outlines the anticipated costs of operations, maintenance and renewals over the next 10 years, and a long-term financial plan that identifies secured and anticipated sources of funding over the next 10 years to levels that will enable these costs to be funded.

Please Note: Proponents are expected to manage the completed project in a financially sustainable manner, including planning for the eventual renewal of the infrastructure without grant support.

86. Describe how you review and improve your asset management practices (plan, activities, policies) once they are completed. Please include historical and planned improvements. (Character Limit: 4000)

Example: Every two years, we have a formal review of asset management practices that aligns with our strategic planning cycle. This allows us to ensure that our priorities, objectives, decision making criteria and planning processes remain aligned with strategic objectives and remain effective in delivering value for the community.

Section 8: Climate Change Resiliency Considerations

87. Is the project in a location that is at risk or vulnerable to climate-influenced natural hazards such as flooding, wildfire risk, sea level rise or coastal erosion? Has the project been evaluated to consider risks from future climate projections? (Yes/No)

a) If Yes, provide a brief description of all of the current and future climate risks facing the project over its entire lifespan. What risks have been identified? If applicable, list any methodology that was used to assess future climate risks such as ISO 31000 and Public Infrastructure Engineering Vulnerability Committee (PIEVC). (Character Limit: 4000)

Example 1: Wildfires will present a risk to a Community Center Project due to its location near a forested area that is experiencing increased occurrence of drought and increasing temperatures. The project used available data to determine design of project, preparedness for future weather patterns (temperature, precipitation, extreme weather events) This aided us in the selection of materials used for the construction. For example, we used concrete board for siding instead of wood siding or sited the building footprint with a greater setback from forested area.

Example 2: Projected increases in rainfall will present a high risk to EV charging stations as it can lead to flash flooding that can cause damage to the physical infrastructure, obstruct access for users, cause disruptions to maintenance work, and result in delays of services. We employed a risk management approach to anticipate, prevent, withstand, respond to, and recover from a climate change related impact by ensuring that the location of the project is above the 100-year flood zone.

88. Is the project protective infrastructure (e.g., a levee) or are you employing measures that increase the resiliency of your public infrastructure and/or your community to climate impacts? Describe how the project increases resilience, including project-specific resilience measures, against medium or high climate risks. These should include any resilience measures taken to address or reduce climate risks that were identified in the previous question. This can include considering nature-based solutions. List any resilience standards, guidance, or tools that were consulted. (Yes/No)

a) If Yes, describe or provide examples of project elements that improve your project and increase the resiliency of your community and/or your project.
(Character Limit: 4000)

Examples: building a seawall or restoring wetlands to address flooding; providing firebreaks to decrease severity of wildfires; installing flooding sensors in elevators; or elevating electrical and HVAC systems to minimize flood risk.

b) If no, why not? (Character Limit: 4000)

89. Has your organization completed work on a long-term plan or strategy to ensure resiliency against natural hazards such as flood, earthquake and fire, etc.? (Yes/No)

a) If Yes, describe what work has been completed. (Character Limit: 4000)

Example: Hazard Risk Vulnerability Assessment

90. Have you consulted, or will you consult, climate change data and tools, such as future climate projections? (Yes/No)

a) If Yes, list the climate data and tools that were consulted to assess any current and future climate risks to your project. (*Character Limit: 4000*)

Examples:

- a. ClimateData.ca: <https://climatedata.ca/>
- b. Canadian Centre for Climate Services: <https://www.canada.ca/en/environment-climate-change/services/climate-change/canadian-centre-climate-services.html>
- c. Climate Atlas of Canada: <https://climateatlas.ca/home-page>
- d. Platform for the Analysis and Visualization of Climate Science: <https://pavics.ouranos.ca/>
- e. Pacific Climate Impacts Consortium: <https://www.pacificclimate.org/>
- f. ReTooling for Climate Change: <https://retooling.ca/>

Section 9: Outcome Specific Questions

Depending upon the Federal Outcome selected in Question 11, the applicant will be asked to answer **ONE** of the corresponding sets of Outcome Specific Questions on the following pages.

Outcome 1: Increased capacity to manage renewable energy

Outcome 2: Increased access to clean energy transportation

Outcome 3: Increased energy efficiency of buildings

Outcome 4: Increased generation of clean energy

Outcome 1: Increased capacity to manage renewable energy

Projects eligible under the CleanBC Communities Fund must invest in public infrastructure (capital assets) owned by a Local Government, Indigenous communities, a Not-For-Profit entity or For-Profit entity. The desired outcome is to increase the types and capacity of infrastructure that manage, distribute and control the use of renewable energy as defined in the *Clean Energy Act* (biomass, biogas, geothermal heat, hydro, solar, ocean, wind). The outcome refers to the ability to transmit and make better use of renewable energy. For example, investment in infrastructure that uses and manages cleaner, renewable energy (heat recovery technologies, battery storage, devices, systems).

Program Targets & Benefits

1. Does the project lead to an increase or reduction in greenhouse gas (GHG) emissions that are measured using best practices or standards? [See CCF Program website for resources on methodology to complete questions below] (Yes/No)

Please see the [ICIP CCF website](#) for methodology guidance.

Note: A full Climate Lens Assessment conducted by someone with appropriate qualifications and knowledge of the project, as determined by the applicant will be required following Provincial approval in principle and prior to federal approval. See the CCF Program Guide for further details.

a) If No, Message – “Projects must result in a measurable decrease in greenhouse gas emissions, and those projects that cannot quantify emissions will not be considered for funding. Please contact Program Staff if you have further questions.”

b) If Yes, please fill out this chart:

GHG Mitigation Assessment (measured in tonnes CO ₂ e)					
Expected lifespan of the asset in years*			Indicate the year in which the expected lifespan of the asset begins		
Annual GHG Results in 2030**			Lifetime Cumulative Overall GHG Results		
Baseline scenario emissions in 2030 (annual)			Baseline scenario emissions, Lifetime (cumulative)		
Estimated project emissions in 2030 (annual)			Estimated project emissions, Lifetime (cumulative)		
Net emissions	REDUCTION or INCREASE		Net emissions	REDUCTION or INCREASE	

*The timescale of the assessment should match the intended lifespan of the asset. If the project involves multiple assets, please indicate the total lifespan for all assets assessed.

** We are seeking the typical annual GHG emissions reductions expected from the project. If you are aware of changes to the project activities which may significantly impact the expected annual GHG emissions reductions in 2030, please note them in your Preliminary GHG Assessment.

2. Is the community served by the project grid-connected (electricity or natural gas)? (Yes/No)

a) If No, please describe what type of fuel or other energy sources are used for energy production that supplies the community. (Character Limit: 4000)

b) If No, will the project use an alternative source of energy production and what type of energy production does it replace? (Example: a diesel generated power plant will be replaced by a solar array and storage.) (Character Limit: 4000)

c) If No, does the project increase the efficiency of electricity/gas being generated in an existing system? (Project should increase the energy produced per unit of fuel or feedstock used.) (Yes/No)

I. If Yes, what is the estimated increase in energy generation [kWh or GJ] per unit of fuel or feedstock used?

3. Describe how the project increases capacity to manage renewable energy. (*Character Limit: 4000*)

4. What is the type of renewable energy system that will be improved or have its capacity increased through the project? Select all that apply.

- ☐ Solar
- ☐ Wind
- ☐ Ocean
- ☐ Hydropower
- ☐ Biomass
- ☐ Biofuels
- ☐ Geothermal Resources
- ☐ Hydrogen derived from renewable sources
- ☐ Heat Recovery
- ☐ Other (Please specify) (*Character Limit: 400*)

5. Estimate the % of the province/territory's energy supply generated from this clean energy source before investment/at project conclusion.

		Before investment*	After Investment**
Type and quantity of renewable energy (%)	Solar		
	Wind		
	Ocean		
	Hydropower		
	Biomass		
	Biofuels		
	Geothermal Resources		
	Hydrogen Derived from Renewable Sources		
	Heat Recovery		
	Other (<i>specify</i>)		

*Average annual energy that can be produced

**Use forecasted annual assumption

6. Have you considered the effect of this project on future carbon and energy costs? (Yes/No)

a) If Yes, what will be the increase or decrease in the cost of energy (\$/kWh) as a result of implementing the project? (*Character Limit: 4000*)

Managing Demand

7. Does the community have an energy Demand Side Management (DSM) plan? DSM includes both energy conservation (behavioural) and energy efficiency (technology) measures. For the purpose of this question, demand side management initiatives could be included and are defined as reducing citizens' demand for energy by setting policies and regulations, providing incentives, education, etc. (Yes/No)

a) If Yes, identify and explain how this project fits into the plan. Reference any attached sections here. *(Character Limit: 4000)*

b) If Yes, please upload any relevant sections.

c) If Yes, have you implemented demand side management initiatives identified in the plan? (Yes/No)

8. Have you implemented initiatives in your Community Energy Emissions Plan, Community Energy Plan or Climate Action Plan*? (Yes/No)

a) If Yes, indicate which type of plan the community has. *(Character Limit: 4000)*

b) If Yes, explain how this project fits into the plan and/or advances the long-term goals and vision of the community, as identified in community plan(s). How will the project move these plans forward? Describe the project's alignment with and linkages to other plans. Along with your response, please reference the relevant sections/pages in the planning documents you attached. Plans may include: Comprehensive Community Plan, Community Energy Plan, Climate Action Plan or Official Community Plans, Integrated Community Sustainability Plan, other plans (e.g., transportation, capital, regional growth, etc.) *(Character Limit: 4000)*

c) If Yes, please upload any relevant sections.

d) If No, describe your intent for future implementation of your community energy or climate plans. *(Character Limit: 4000)*

*Please see <https://toolkit.bc.ca/resource/community-energy-emissions-planning-guide> for an example of a Community Energy and Emissions Plan.

9. How are you measuring your community's greenhouse gas (GHG) emissions? Describe methodology. *(Character Limit: 4000)*

Example: Using Community Energy Emissions Inventory (CEEI) produced by the BC government

Innovation

10. Will the project incorporate innovative or emerging technologies/methods (Yes/No)

a) If Yes, describe the innovative technology/methods, equipment or products that will be used in the project. *(Character Limit: 4000)*

- b) If Yes, describe any risk(s) specific to the use of new or innovative technologies and explain how they will be mitigated. (*Character Limit: 4000*)
- c) If Yes, is the technology used in the project proven through tests to work in its final form and under expected operating conditions (considered to be at Technology Readiness Level 8)? For further information, see the Program Guide. (Yes/No)
- l. If No, please explain why you are not adopting a technology at Technology Readiness Level 8, and what other Technology Readiness Level best describes the project. (*Character Limit: 4000*)
- d) If Yes, is the project replicable or transferrable to other jurisdictions/entities in BC? (Yes/No)
- e) If Yes, is this technology BC-based (manufactured in BC and installed by a BC-based company)? (Yes/No)
- l. If Yes, identify how the technology will be created or manufactured within BC and how the project will result in an increase in local capacity in technology. (*Character Limit: 4000*)

Environmental Benefits

11. Describe how any of the following are applied during the construction, design or operation of the project.

(Example: reduced energy usage, use of low-carbon materials such as mass timber or engineered wood in place of steel or concrete, reduction in use of materials, use of locally produced materials, selection of brownfield site for construction to reduce ecological impacts when compared to a greenfield site, inclusion of on-site rainwater harvesting/treatment/management system, waste diversion of building construction/renovation materials, building envelope constructed with re-used shipping containers, water conservation, anti-idling on-site during construction or use of electric tools and equipment instead of diesel/gas generators.)

Please select all boxes that apply and describe. (*Character Limit: 4000*)

- ☐ A reduction in the use of natural resources
- ☐ A reduction of impacts upon or protection, enhancement or restoration of the natural environment or wildlife habitat
- ☐ Recovery or the reuse of resources
- ☐ The use of natural assets to deliver a service normally provided by built infrastructure
- ☐ A reduction in the greenhouse gas emissions during construction

Outcome 2: Increased access to clean energy transportation

Projects eligible under the CleanBC Communities Fund must be public infrastructure (capital assets) owned by a Local Government, Indigenous Communities, a Not-For-Profit entity or For-Profit entity. The desired outcome is to increase access to clean energy transportation. For example, charging infrastructure that is owned by a public body and is for public use.

Program Targets & Benefits

1. Does the project lead to an increase or reduction in greenhouse gas (GHG) emissions that are measured using best practices or standards? [See CCF Program website for resources on methodology to complete questions below] (Yes/No)

Please see the [ICIP CCF website](#) for methodology guidance.

Note: A full Climate Lens Assessment conducted by someone with appropriate qualifications and knowledge of the project, as determined by the applicant, will be required following Provincial Approval in Principle and prior to federal final approval. See the CCF Program Guide for further details.

a) If No, Message – “Projects must result in a measurable decrease in greenhouse gas emissions, and those projects that cannot quantify emissions will not be considered for funding. Please contact Program Staff if you have further questions.”

b) If Yes, please fill out this chart:

GHG Mitigation Assessment (measured in tonnes CO ₂ e)					
Expected lifespan of the asset in years*			Indicate the year in which the expected lifespan of the asset begins		
GHG Results in 2030 **			Lifetime Overall GHG Results		
Baseline scenario emissions in 2030 (annual)			Baseline scenario emissions, Lifetime (cumulative)		
Estimated project emissions in 2030 (annual)			Estimated project emissions, Lifetime (cumulative)		
Net emissions	REDUCTION or INCREASE		Net emissions	REDUCTION or INCREASE	

**The timescale of the assessment should match the intended lifespan of the asset. If the project involves multiple assets, please indicate the total lifespan for all assets assessed.*

*** We are seeking the typical annual GHG emissions reductions expected from the project. If you are aware of changes to the project activities which may significantly impact the expected annual GHG emissions reductions in 2030, please note them in your Preliminary GHG Assessment.*

2. How will the project increase access to clean energy transportation? (*Character Limit: 4000*)

3. What type of recharging or refueling station(s) will be constructed by the project? Indicate the number of stations that will be constructed in the table below:

Type of recharging or refueling station(s):

a) If you choose - Alternative fuel station (for public use)*

Specify alternative fuel type (choose one):	Number of assets receiving investment
Compressed Natural Gas	
Hydrogen	
Other	
Description of the other type of alternative fuel: (Character limit: 2000)	

b) If you choose - Electric Vehicle (EV) charging station (for public use)**

Specify alternative fuel type (choose one):	Number of assets receiving investment
Electric L1	
Electric L2	
Electric L3	

Note:

*Alternative fuel types:

- Biodiesel/Hydration-derived Renewable Diesel (HDRD)
- Bioalcohol (methanol, ethanol, butanol), renewable natural gas (refuse-derived fuel, biomass), chemically stored electricity (batteries and fuel cells), hydrogen and vegetable oil.

**Recharging and refueling station types:

- Level 1 (L1) is typically installed in homes (one hour of charge provides approximately 8km of range). Level 1 (L1) is not eligible under CCF.
- Level 2 (L2) is the most common level of charging and can be installed in homes and businesses (one hour of charge provides approximately 30km of range).
- Level 3 (L3) or DCFC (Direct-Current Fast-Charging) refers to 400 volt, 50+ kW charging that takes approximately 20 min to charge an electric vehicle to 80%. Additional planning and consultation with BC Hydro is suggested for L3 infrastructure.

4. If the project supports the use of an alternative fuel, what type of fuel is supported?
(Character Limit: 4000)
5. Does the project lead to an increased access to either public level 2 or 3 charging infrastructure or hydrogen fuelling infrastructure? (Yes/No)
6. How does this project support the market transformation to Zero Emissions Vehicles (ZEVs) in BC?
(Character Limit: 4000)
7. Describe how the project supports local government or Indigenous community adoption of Zero Emissions Vehicles (ZEVs). (Character Limit: 4000)
8. How was the appropriate location for the placement of this infrastructure determined? Please include charging station output power and proposed connector types (e.g., CHAdeMO or CCS for DCFC) for these stations. (Character Limit: 4000)
9. Does this project incorporate energy storage or load management technology? (Yes/No)
 - a) If Yes, please identify the technology and how it is incorporated in your project.
(Character Limit: 4000)
10. Does this project support other clean energy transportation infrastructure (other than recharging and refueling stations)? (Yes/No)
 - a) If Yes, describe how the other clean energy infrastructure supports increased access to clean energy transportation. (Character Limit: 4000)
11. What is the expected level of use that the new infrastructure will support? (Character Limit: 4000)
Example: estimated number of vehicles expected to use the infrastructure daily, number of local government alternative fuel vehicles purchased as a result of the infrastructure, etc.
12. Will the project affect the cost of powering clean energy transportation within the community? (Yes/No)
 - a) If Yes, describe how costs will be increased or decreased (\$/km/vehicle occupant).
(Character Limit: 4000)
13. Is the project aligned with a land-use or transportation plan or strategy, or consistent with approved plans of regional transportation bodies? (Yes/No)
 - a) If Yes, please explain how. (Character Limit: 4000)

Managing Demand

14. Does the community have an energy demand side management plan? Demand side management is both energy conservation (behavioural) and energy efficiency (technology) measures. For the purpose of this question, demand side management initiatives could be included and are defined as reducing

citizens' demand for electricity energy by setting policies and regulations, providing incentives, education, etc. (Yes/No)

- a) If Yes, identify and explain how this project fits into the plan. Reference any attached sections here. *(Character Limit: 4000)*
- b) If Yes, please upload any relevant sections.
- c) If Yes, have you implemented demand side management initiatives identified in the plan? (Yes/No)

15. Have you implemented initiatives in your Community Energy Emissions Plan, Community Energy Plan or Climate Action Plan*? (Yes/No)

- a) If Yes, indicate which type of plan the community has. *(Character Limit: 4000)*
- b) If Yes, explain how this project fits into the plan and/or advances the long-term goals and vision of the community, as identified in community plan(s)? How will the project move these plans forward? Describe the project's alignment with and linkages to other plans. Reference any attached sections here. Plans may include: Comprehensive Community Plan, Community Energy Plan, Climate Action Plan, Integrated Community Sustainability Plan, or Official Community Plans. *(Character Limit: 4000)*
- c) If Yes, please upload any relevant sections.

*Please see <https://toolkit.bc.ca/resource/community-energy-emissions-planning-guide> for an example of a Community Energy and Emissions Plan.

Innovation

16. Will the project incorporate innovative or emerging technologies/methods? (Yes/No)

- a) If Yes, describe the innovative technology/methods, equipment or products that will be used in the project. *(Character Limit: 4000)*
- b) If Yes, describe any risk(s) specific to the use of new or innovative technologies and explain how they will be mitigated. *(Character Limit: 4000)*
- c) If Yes, is the technology used in the project proven through tests to work in its final form and under expected operating conditions (considered to be at Technology Readiness Level 8)? For further information, see the Program Guide. (Yes/No)
 - I. If No, please explain why you are not adopting a technology at Technology Readiness Level 8, and what other Technology Readiness Level best describes the project. *(Character Limit: 4000)*
- d) If Yes, is the project replicable or transferrable to other jurisdictions/entities in BC? (Yes/No)
- e) If Yes, is this technology BC-based (manufactured in BC and installed by a BC-based company)? (Yes/No)

- I. If Yes, identify how the technology will be created or manufactured within BC and how the project will result in an increase in local capacity in technology.
 (Character Limit: 4000)

Environmental Benefits

17. Describe how any of the following are applied during the construction, design or operation of the project.

(Example: use of low-carbon materials such as mass timber or engineered wood in place of steel or concrete, reduction in use of materials, use of locally produced materials, selection of brownfield site for construction to reduce ecological impacts when compared to a greenfield site, inclusion of on-site rainwater harvesting/treatment/management system, waste diversion of building construction/renovation materials, building envelope constructed with re-used shipping containers, water conservation, anti-idling on-site during construction or use of electric tools and equipment instead of diesel/gas generators.)

Please select all boxes that apply and describe. (Character Limit: 4000)

- ☐ A reduction in the use of natural resources
- ☐ A reduction of impacts upon or protection, enhancement or restoration of the natural environment or wildlife habitat
- ☐ Recovery or the reuse of resources
- ☐ A reduction in the greenhouse gas emissions during construction
- ☐ The use of natural assets to deliver a service normally provided by built infrastructure

Outcome 3: Increased energy efficiency of buildings

Eligible public infrastructure (capital assets) must be owned by a Local Government, Indigenous Communities, a Not-For-Profit entity or For-Profit entity. Examples include community buildings, recreation centres, libraries, museums, art galleries, and First Nations buildings for public use.

Please confirm your existing or replacement building's eligibility with Program staff before applying.

Program Targets & Benefits

1. Does the project lead to an increase or reduction in greenhouse gas (GHG) emissions that are measured using best practices or standards? [See CCF Program website for resources on methodology to complete questions below] (Yes/No)

Please see the [ICIP CCF website](#) for methodology guidance.

Note: A full Climate Lens Assessment conducted by someone with appropriate qualifications and knowledge of the project, as determined by the applicant, will be required following Provincial approval in principle and prior to federal approval. See the CCF Program Guide for further details.

a) If No, Message – “Projects must result in a measurable decrease in greenhouse gas emissions, and those projects that cannot quantify emissions will not be considered for funding. Please contact Program Staff if you have further questions.”

b) If Yes, please fill out this chart:

GHG Mitigation Assessment (measured in tonnes CO ₂ e)			
Expected lifespan of the asset in years*		Indicate the year in which the expected lifespan of the asset begins	
GHG Results in 2030 **		Lifetime Overall GHG Results	
Baseline scenario emissions in 2030 (annual)		Baseline scenario emissions, Lifetime (cumulative)	
Estimated project emissions in 2030 (annual)		Estimated project emissions, Lifetime (cumulative)	

Net emissions	REDUCTION or INCREASE		Net emissions	REDUCTION or INCREASE	
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**The timescale of the assessment should match the intended lifespan of the asset. If the project involves multiple assets, please indicate the total lifespan for all assets assessed.*

*** We are seeking the typical annual GHG emissions reductions expected from the project. If you are aware of changes to the project activities which may significantly impact the expected annual GHG emissions reductions in 2030, please note them in your Preliminary GHG Assessment.*

2. Will the project reduce the amount of energy consumed in an existing community building? (Yes/No)
- a) If Yes, describe how the energy efficiency will be increased and the how energy used by the building will be reduced by the project. (*Character Limit: 4000*)

3. What change in energy intensity is anticipated? Please complete chart. (Investment refers to project completion.)

Energy Intensity = total annual energy use by proposed buildings divided by total floor space of proposed buildings (GJ/m ²)	Before investment	After Investment

4. Does the project include the use of renewable energy generation to reduce the energy needed in a building? (*Example: solar photovoltaics (PV) for electricity or solar thermal for hot water*) (Yes/No)

- a) If Yes, describe the renewable energy used. (*Character Limit: 4000*)
- b) If Yes, what is the estimated annual energy contribution of the renewable portion of the project?
- c) If Yes, if a renewable energy installation is proposed, is the community pursuing a net metering agreement?

5. Please identify the energy efficiency certification type(s) the project achieves.

- ☐ BOMA BEST
- ☐ LEED
- ☐ Other (Please describe.)

6. Have you considered the effect of this project on future carbon and energy costs? (Yes/No)
- a) If Yes, what will be the increase or decrease in the cost of energy (\$/kWh) as a result of implementing the project? (*Character Limit: 4000*)

7. Please provide the name or description of the building. (*Character Limit: 1750*)

Managing Demand

8. Does the community have an energy demand side management plan? Demand side management is both energy conservation (behavioural) and energy efficiency (technology) measures. For the purpose of this question, demand side management initiatives could be included and are defined as reducing citizens' demand for electricity energy by setting policies and regulations, providing incentives, education, etc. (Yes/No)

- a) If Yes, identify and explain how this project fits into the plan. Reference any attached sections here. *(Character Limit: 4000)*
- b) If Yes, please upload any relevant sections.
- c) If Yes, have you implemented demand side management initiatives identified in the plan? (Yes/No)

9. Have you implemented initiatives in your Community Energy Emissions Plan, Community Energy Plan or Climate Action Plan*? (Yes/No)

- a) If Yes, indicate which type of plan the community has. *(Character Limit: 4000)*
- b) If Yes, explain how this project fits into the plan and/or advances the long-term goals and vision of the community, as identified in community plan(s)? How will the project move these plans forward? Describe the project's alignment with and linkages to other plans. Reference any attached sections here. Plans may include: Comprehensive Community Plan Community Energy Plan, Climate Action Plan, Integrated Community Sustainability Plan, Official Community Plan, or other plans (e.g., transportation, capital, regional growth, etc.) *(Character Limit: 4000)*
- c) If Yes, please upload any relevant sections.
- d) If No, describe your intent for future implementation of your community energy or climate plans. *(Character Limit: 4000)*

*Please see <https://toolkit.bc.ca/resource/community-energy-emissions-planning-guide> for an example of a Community Energy and Emissions Plan.

10. How are you measuring your community's greenhouse gas (GHG) emissions? Describe methodology. *(Character Limit: 4000)*

Example: Using Community Energy Emissions Inventory (CEEI) produced by the BC government

Innovation

11. Will the project incorporate innovative or emerging technologies/methods? (Yes/No)

- a) If Yes, describe the innovative technology/methods, equipment or products that will be used in the project. *(Character Limit: 4000)*
- b) If Yes, describe any risk(s) specific to the use of new or innovative technologies and explain how they will be mitigated. *(Character Limit: 4000)*

c) If Yes, is the technology used in the project proven through tests to work in its final form and under expected operating conditions (considered to be at Technology Readiness Level 8)? For further information, see the Program Guide. (Yes/No)

- I. If No, please explain why you are not adopting a technology at Technology Readiness Level 8, and what other Technology Readiness Level best describes the project. *(Character Limit: 4000)*

d) If Yes, is the project replicable or transferrable to other jurisdictions/entities in BC? (Yes/No)

e) If Yes, is this technology BC-based (manufactured in BC and installed by a BC-based company)? (Yes/No)

- I. If Yes, identify how the technology will be created or manufactured within BC and how the project will result in an increase in local capacity in technology. *(Character Limit: 4000)*

Environmental Benefits

12. Describe how any of the following are applied during the construction, design or operation of the project.

(Example: use of low-carbon materials such as mass timber or engineered wood in place of steel or concrete, reduction in use of materials, use of locally produced materials, selection of brownfield site for construction to reduce ecological impacts when compared to a greenfield site, inclusion of on-site rainwater harvesting/treatment/management system, waste diversion of building construction/renovation materials, building envelope constructed with re-used shipping containers, water conservation, anti-idling on-site during construction or use of electric tools and equipment instead of diesel/gas generators.)

Please select all boxes that apply and describe. *(Character Limit: 4000)*

- ☐ A reduction in the use of natural resources
- ☐ A reduction of impacts upon or protection, enhancement or restoration of the natural environment or wildlife habitat
- ☐ Recovery or the reuse of resources
- ☐ A reduction in the greenhouse gas emissions during construction
- ☐ The use of natural assets to deliver a service normally provided by built infrastructure.

Outcome 4: Increased generation of clean energy

Projects eligible under the CleanBC Communities Fund must be public infrastructure (capital assets) owned by a Local Government, Indigenous Communities, a Not-For-Profit entity or For-Profit entity. The desired outcome of the clean energy category is to increase the generation of clean energy at the community level. For example, investments that produce clean energy (such as anaerobic digestion, hydrogen, solar, wind, hydro). Please note that the primary intent of the funding is to support projects that provide a high level of greenhouse gas reductions, and not to fund projects that primarily provide cost savings or a revenue source for the applicant through an Energy Purchase Agreement (EPA) with BC Hydro.

Program Targets & Benefits

1. Does the project lead to an increase or reduction in greenhouse gas (GHG) emissions that are measured using best practices or standards? [See CCF Program website for resources on methodology to complete questions below] (Yes/No)

Please see the [ICIP CCF website](#) for methodology guidance.

Note: A full Climate Lens Assessment conducted by someone with appropriate qualifications and knowledge of the project, as determined by the applicant, will be required following Provincial approval in principle and prior to federal approval. See the CCF Program Guide for further details.

a) If No, Message – “Projects must result in a measurable decrease in greenhouse gas emissions, and those projects that cannot quantify emissions will not be considered for funding. Please contact Program Staff if you have further questions.”

b) If Yes, please fill out this chart:

GHG Mitigation Assessment (measured in tonnes CO ₂ e)			
Expected lifespan of the asset in years*		Indicate the year in which the expected lifespan of the asset begins	
GHG Results in 2030 **		Lifetime Overall GHG Results	
Baseline scenario emissions in 2030 (annual)		Baseline scenario emissions, Lifetime (cumulative)	

Estimated project emissions in 2030 (annual)			Estimated project emissions, Lifetime (cumulative)		
Net emissions	REDUCTION or INCREASE		Net emissions	REDUCTION or INCREASE	

**The timescale of the assessment should match the intended lifespan of the asset. If the project involves multiple assets, please indicate the total lifespan for all assets assessed.*

*** We are seeking the typical annual GHG emissions reductions expected from the project. If you are aware of changes to the project activities which may significantly impact the expected annual GHG emissions reductions in 2030, please note them in your Preliminary GHG Assessment.*

2. Is the community served by the project grid-connected (electricity or natural gas)? (Yes/No)

a) If No, please describe what type of fuel or other energy sources are used for energy production that supplies the community. *(Character Limit: 4000)*

b) If No, will the project use an alternative source of energy production and what type of energy production does it replace? *(Example: a diesel generated power plant will be replaced by a solar array and storage.) (Character Limit: 4000)*

c) If No, does the project increase the efficiency of electricity being generated in an existing system? (Project should increase the kilowatts of electricity produced per litre of fuel used.) (Yes/No)

i. If Yes, what is the estimated amount of improvement in kilowatts/litre of fuel used? *(Character Limit: 4000)*

3. Describe how the project creates or increases the generation of clean energy that will be supplied to the community. *(Character Limit: 4000)*

4. What is the type of renewable energy system that will be improved or have its capacity increased through the project? Select all that apply. *(Character Limit: 4000)*

- ☐ Solar
- ☐ Wind
- ☐ Ocean
- ☐ Hydropower
- ☐ Biomass
- ☐ Biofuels
- ☐ Geothermal Resources

- ☐ Hydrogen derived from renewable sources
- ☐ Heat Recovery
- ☐ Other (Please specify)

5. Explain why the clean energy source was selected, based on site suitability or community energy use patterns. (Character Limit: 4000)

Example: ready availability of clean energy source (wind power in a windy location) or the energy generation timeframes will meet the demand for energy (wind power is an efficient power source because higher winds occur in winter when there is higher demand for energy from the community for heating).

6. Estimate the annual amount of clean energy currently produced by each energy source (capacity before investment) and what annual amount of clean energy will be able to be produced following project completion (capacity after investment).

Type and quantity of clean energy (MWs)	Before Investment*		After Investment**
	Solar		
	Wind		
	Ocean		
	Hydropower		
	Biomass		
	Biofuels		
	Geothermal Resources		
	Hydrogen Derived from Renewable Sources		
	Heat Recovery		
	Other (applicant to specify)		

*Average annual energy that can be produced

**Use forecasted annual assumption

7. Have you considered the effect of this project on future carbon and energy costs? (Yes/No)

a) If Yes, what will be the increase or decrease in the cost of energy (\$/kWh) as a result of implementing the project? (Character Limit: 4000)

Managing Demand

8. Does the community have an energy demand side management plan? Demand side management is both energy conservation (behavioural) and energy efficiency (technology) measures. For the purpose of this question, demand side management initiatives could be included and are defined as reducing citizens' demand for electricity energy by setting policies and regulations, providing incentives, education, etc. (Yes/No)

- a) If Yes, identify and explain how this project fits into the plan. Reference any attached sections here. *(Character Limit: 4000)*
- b) If Yes, please upload any relevant sections.
- c) If Yes, have you implemented demand side management initiatives identified in the plan? (Yes/No)

9. Have you implemented initiatives in your Community Energy Emissions Plan, Community Energy Plan or Climate Action Plan*? (Yes/No)

- a) If Yes, indicate which type of plan the community has. *(Character Limit: 4000)*
- b) If Yes, explain how this project fits into the plan and/or advances the long-term goals and vision of the community, as identified in community plan(s)? How will the project move these plans forward? Describe the project's alignment with and linkages to other plans. Reference any attached sections here. Plans may include: Comprehensive Community Plan, Community Energy Plan, Climate Action Plan, Integrated Community Sustainability Plan, Official Community Plans, or other plans (e.g., transportation, capital, regional growth, etc.). *(Character Limit: 4000)*
- c) If Yes, please upload any relevant sections.
- d) If No, describe your intent for future implementation of your community energy or climate plans. *(Character Limit: 4000)*

*Please see <https://toolkit.bc.ca/resource/community-energy-emissions-planning-guide> for an example of a Community Energy and Emissions Plan.

10. How are you measuring your community's greenhouse gas (GHG) emissions? Describe methodology. *(Character Limit: 4000)*

Example: Using Community Energy Emissions Inventory (CEEI) produced by the BC government

Innovation

11. Will the project incorporate innovative or emerging technologies/methods? (Yes/No)

- a) If Yes, describe the innovative technology/methods, equipment or products that will be used in the project. *(Character Limit: 4000)*
- b) If Yes, describe any risk(s) specific to the use of new or innovative technologies and explain how they will be mitigated. *(Character Limit: 4000)*

c) If Yes, is the technology used in the project proven through tests to work in its final form and under expected operating conditions (considered to be at Technology Readiness Level 8)? For further information, see the Program Guide. (Yes/No)

- I. If No, please explain why you are not adopting a technology at Technology Readiness Level 8, and what other Technology Readiness Level best describes the project. *(Character Limit: 4000)*

d) If Yes, is the project replicable or transferrable to other jurisdictions/entities in BC? (Yes/No)

e) If Yes, is this technology BC-based (manufactured in BC and installed by a BC-based company)? (Yes/No)

- I. If Yes, identify how the technology will be created or manufactured within BC and how the project will result in an increase in local capacity in technology. *(Character Limit: 4000)*

Environmental Benefits

12. Describe how any of the following are applied during the construction, design or operation of the project.

(Example: use of low-carbon materials such as mass timber or engineered wood in place of steel or concrete, reduction in use of materials, use of locally produced materials, selection of brownfield site for construction to reduce ecological impacts when compared to a greenfield site, inclusion of on-site rainwater harvesting/treatment/management system, waste diversion of building construction/renovation materials, building envelope constructed with re-used shipping containers, water conservation, anti-idling on-site during construction or use of electric tools and equipment instead of diesel/gas generators.)

Please select all boxes that apply and describe. *(Character Limit: 4000)*

- ☐ A reduction in the use of natural resources
- ☐ A reduction of impacts upon or protection, enhancement or restoration of the natural environment or wildlife habitat
- ☐ Recovery or the reuse of resources
- ☐ A reduction in the greenhouse gas emissions during construction
- ☐ The use of natural assets to deliver a service normally provided by built infrastructure.