

BC Indigenous Clean Energy Initiative (BCICEI)

2018-19 Application Form

APPLICATION STEPS

1. Read the BCICEI Application Guidelines, available at:
<http://www.newrelationshiptrust.ca/downloads/bc-icei-application-guidelines.pdf>
2. Complete the Application Form, available at:
<http://www.newrelationshiptrust.ca/initiatives/bcicei/>
3. Collect your supporting documents.
4. Submit complete BCICEI application package (includes completed application form and all supporting documents). To ensure your submission will be considered, do not submit individually or in pieces.

Deadline: **12:00 PM NOON (PST), FRIDAY, MARCH 23rd, 2018.**

SUBMISSION OF COMPLETED APPLICATION PACKAGES:

By Email:

csayers@nrta.ca

Email Subject (example):

'XYZ First Nation, email 1 of 4'

By Mail:

New Relationship Trust (NRT)

Attn: Cole Sayers

#1008 - 100 Park Royal South

West Vancouver, B.C.

V7T 1A2

Canada



NEW RELATIONSHIP TRUST

BC Indigenous Clean Energy Initiative (BCICEI)

2018-19 Application Form

Prior to completing this application form, thoroughly read the BCICEI 2018-19 Application Guidelines. This application must be **completed in full** and submitted with **all supporting documentation** in order to ensure eligibility for funding.

After reading the BCICEI 2018-19 Application Guidelines, if you require further assistance, please contact Cole Sayers by email: csayers@nrta.ca; telephone: 604-925-3338; or toll-free: 1-877-922-3338.

A. INITIAL SCREENING - MANDATORY CRITERIA

Please check to confirm that your application will meet **all** of the mandatory criteria below:

- The **completed** application form and **all** supporting documentation are submitted, as a **full package** to the New Relationship Trust (NRT) by **12:00 PM NOON (PST) MARCH 23rd, 2018**, including:
 - a Community Energy Plan (CEP), Comprehensive Community Plan (CCP), and/or equivalent demonstration of community engagement and support (see BCICEI Guidelines for other supporting documentation examples);
 - A Band Council Resolution (BCR), Tribal Council Resolution (TCR), or Directors' Resolution (DR), stating project and financial support, or it is clearly stated in this Application Form that the noted document will be submitted to NRT prior to a BCICEI Contribution Agreement is signed, if the project is approved.
 - A comprehensive numbered list of **all** supporting documentation submitted in your application package.
- The applicant, the project, and proposed costs are all eligible as defined in the BCICEI Application Guide (see Page 3, section 3: on 'Eligibility');
- The applicant confirms (within the BCR, TCR, DR, or similar) that the proponent community is covering a minimum 10% of total eligible costs requested under the BCICEI, through cash and/or an in-kind contribution; and
- The proposed project takes place in British Columbia.

******Please ensure to reference all qualitative and quantitative statements about the project, to respective supporting document(s) page numbers/sections throughout the application, where possible.***

B. GENERAL APPLICANT INFORMATION	
Name of Applicant (First Nation):	
Department:	Tribal Council Affiliation:
Mailing Address:	
Primary Contact Name:	Secondary Contact Name:
Title of Primary Contact:	Title of Secondary Contact:
Primary Phone Number:	Secondary Phone Number:
Primary Fax Number:	Secondary Fax Number:
Primary Email Address:	Secondary Email Address:
C. PROJECT OVERVIEW <i>(Examples of referenced supporting documentation could include: Project Plan, Business Case, Maps, etc.)</i>	
Project Name:	
Select the category (or categories) that best fit(s) the proposed project phase:	
<input type="checkbox"/> Feasibility and Site Selection <input type="checkbox"/> Environmental Review and Permitting <input type="checkbox"/> Project Design and Engineering <input type="checkbox"/> Demand Side Management	
Provide a brief project description, including project site location:	
Who will own the completed project?	
Is the project for an off-grid, remote, and/or diesel-dependent community? <input type="checkbox"/> Yes <input type="checkbox"/> No	

D. CAPACITY BUILDING, ECONOMIC AND ENVIRONMENTAL BENEFITS

(Examples of referenced supporting documentation could include: Business Case, Feasibility Study, Stakeholder Letters of Support, Project Plan, Energy Baseline Report, Impact Benefit Agreement, etc.)

How will the development and/or completion of this project contribute to community capacity building (e.g.: through collaboration, engagement, training and mentorship, ownerships, or other developments)?

Number of jobs created during project development (short term), and job types/descriptions:

Number of jobs created after project completion (long term)and job types/descriptions:

Number of individuals trained throughout project:

Describe the anticipated environmental benefits of the project (e.g. reductions to greenhouse gas emissions, diesel consumption, etc.):

E. OTHER COMMUNITY BENEFITS

(Examples of referenced supporting documentation could include: Project Plan, Feasibility Study, Business Case, Stakeholders Letter of Support, etc.)

Describe any other benefits to the community, not accounted for in the previous section:

F. VIABILITY AND TECHNICAL FEASIBILITY

(Examples of referenced supporting documentation could include: Feasibility Study, Business Case, Economic Development Plan, Electricity Purchase Agreement, Environmental Assessment Report, Land Use Plan, etc.)

List the major steps of the project, what each step is expected to achieve and the date(s) of such:

Provide a comprehensive list of all licenses, approvals, permits, etc., the status of such (i.e.: applied/pending /will apply/obtained/denied) and their respective date(s):

Provide a detailed list of the key project deliverables and outcomes, including respective dates:

Construction Start Date:

Construction End Date:

How will the success of the project be evaluated? Who will be responsible for the evaluation?

G. PROJECT RISKS

(Examples of referenced supporting documentation could include: Project Plan, Project Budget, System Impact Study, etc.)

Outline all foreseeable project risks to completion, and how these risks will be mitigated to ensure project success:

H. PARTNERSHIP CREATION

(Examples of referenced supporting documentation could include: Project Plan, Memorandum of Understanding, etc.)

Describe the anticipated, or existing partnerships, resulting from the project (e.g.: with other communities, organizations, funders, private sector stakeholders, etc.):

I. COMMUNITY ENGAGEMENT AND COMMITMENT

(Examples of referenced supporting documentation could include: Community Energy Plan, Community Energy and Emissions Plan, Comprehensive Community Plan, etc.)

Explain the importance of this project to your community, and how it is consistent with strategic, energy, or capital plans:

Describe activities taken to conduct community consultation on the project, and the community's level of support:

J. PROJECT MANAGEMENT

(Examples of referenced supporting documentation could include: Project Plan and Schedule/Timeline, Biographies, Resumes, CV's, etc.)

Identify each internal manager/personnel, their respective job titles, as well as all respective tasks/roles that they are responsible for in contributing to project completion/success:

Identify each external manager/personnel, their respective job titles, as well as all respective tasks/roles that they are responsible for in contributing to project completion/success:

K. FUNDING SOURCES AND PROJECT COST

(Examples of referenced supporting documentation could include: Project Budget, Project Plan, etc.)

Total estimated cost of the project to completion:

\$

Total estimated cost of this proposed project phase, for which BCICEI funds are being requested:

\$

Total financial contribution (at least 10% of the proposed BCICEI-funded project phase, through cash and/or an in-kind commitment) by the applicant (First Nation):

\$

Provide the legal name of all funding partners, the amount of funding, their role in the project, status of the funding and respective date(s) of such:

1) Legal Name:

Amount: \$

Role:

Funding Status:

Date of Status:

2) Legal Name:

Amount: \$

Role:

Funding Status:

Date of Status:

3) Legal Name:

Amount: \$

Role:

Funding Status:

Date of Status:

4) ...

Total funding requested from BCICEI (\$75,000 to \$150,000):

\$

L. BUDGET SUMMARY

- Provide a complete budget for the proposed project phase.
- Submit an additional supporting document of the overall project budget to completion (elaborated from the proposed project phase below), where possible.
- Detail the amount requested from BCICEI for each eligible expense.
- Include a minimum of 10% equity contribution of the proposed project phase, through cash and/or an in-kind commitment.
- Wherever possible, submit supporting financial documentation of all expenses and all internal or external contributions; provide rationale for any missing supporting documentation, where necessary (e.g.: Fee Proposals, Quotes, Overall Budgets, etc.).

EXPENSE ITEM	BCICEI	CASH	IN-KIND	OTHER FUNDERS	TOTAL
<i>Sub-Totals</i>					
TOTAL OF THE PROPOSED PROJECT PHASE:					

AUTHORIZATION OF APPLICATION

- On behalf of my community, I hereby confirm that the information provided within this application is true to the best of my knowledge.
- On behalf of my community, I have read the 2018-19 BCICEI Application Guide and meet all of the mandatory criteria in order to apply for this fiscal year's program funding (see Page 3 Section 3 on 'Eligibility' in the Application Guide).
- I understand that the information provided in this application will be shared between New Relationship Trust (NRT) and Western Economic Diversification Canada (WD).
- I consent that the applicants' email contact information may be included on the BCICEI mailing list in order to stay informed on affairs related to the BCICEI.

AUTHORIZED SIGNATURE
(for amounts up to \$150,000)

DATE

NAME (PRINTED)

TITLE / ROLE