

Greener Neighbourhoods Pilot Program

Market Development Teams Call Project Proposal Form

** Indicates Mandatory Field*

PART 1: APPLICANT INFORMATION

Legal name of the organization *

Organization type *

This call is open to legal entities validly incorporated or registered in Canada, including:

- a. For-profit and not-for-profit organizations, such as think tanks, endowment-based municipal organizations, and consulting firms;
- b. Indigenous for-profit and not-for-profit organizations, and Indigenous governments, Tribal Councils, National and regional Indigenous councils or organizations. (The term "Indigenous" is understood to include Inuit, Métis, First Nation, Status Indian and non-Status Indian individuals, or any combination thereof.)

Business number

GST number

Legal name of parent organization

Province / territory of incorporation *



Natural Resources
Canada

Ressources naturelles
Canada

Canada 

Applicant Primary Contact

First name *

Last name *

Position / title *

Preferred language *

Email *

Telephone no. *

Extension

Mobile telephone no.

Applicant Secondary Contact

First Name

Last name

Position / title

Preferred language

Email

Telephone no.

Extension

Mobile telephone no.

Applicant Organization Mailing Address

Street no. *

Street name *

Street type *

Suite / unit no.

City *

Province / territory *

Postal code *

Main telephone no. *

Number of years the organization has been in operation, i.e. since it was incorporated or became a registered legal entity in Canada. *

Former name of the organization, if it was previously operating under a different name.

Any legal action currently underway or anticipated in the near future against the applicant, parent companies or any partner, including any potential related financial loss.

PART 2: PROJECT INFORMATION

Project title*

Primary location (province/territory of the project)*

Secondary location (province/territory of the project)

Expected start date*

(Must start on or after April 1, 2023, but no later than June 30, 2024)

Expected completion date*

(Must be no later than March 31, 2027)

Project summary*

Provide a one paragraph description of your project. This will be used for the public description of the project, if selected. **(500-character limit)**

Has NRCan previously funded work related to this project? *

If yes, provide the program name, year, and outcome and explain how it differs from or complements this proposal. This information helps us better understand how this work has progressed over time, as well as the connection between different projects or funding programs. (1,000-character limit)

Have you applied for the other federal and/or provincial funding for this or other components of the project? *

If yes, provide the organization name and scope and explain how it differs from or complements this proposal. (1,000-character limit)

PART 3: PROJECT PITCH (63%)

Project Description *

Refer to Section 4 and Appendix A of the Applicant's Guide and describe your market development project, including each of the following:

- What activities do you intend to conduct?
- How will these activities develop the regional market for aggregated deep energy housing retrofits at scale?
- What will be the scale and reach (region or community) of your market development efforts?
- In the region that you will focus on, what are the building archetypes that you will target? What is the post-retrofit performance target? Why target those archetypes and that level of performance?

If applicable, please describe how your project will achieve the following outcomes:

- Build the capacity of Indigenous organizations and organizations serving Indigenous communities to deliver aggregated deep energy retrofits at scale in Indigenous communities
- Develop the market for aggregated deep energy retrofits in Canada's Indigenous communities

(6,000-character limit)

Knowledge Dissemination Plan *

As mentioned in Section 4 of the Applicant's guide, the project must include knowledge dissemination activities as well as the development and publication of a roadmap that includes a path to scale up deep energy retrofits. Both the knowledge dissemination plan and the roadmap should include concepts outside of the formal project reporting requirements that are detailed in Section 7.5.4 of the guide.

- Describe how you will provide stakeholders with the knowledge, tools and recommendations to enable cost-effective deployment of aggregated deep energy housing retrofits
- Describe how you will develop a roadmap and make it publicly available. Your roadmap will define the short-, medium-, and long-term scope, scale, pace and sequencing of the deployment of Energiesprong-style aggregated deep energy retrofits in a given region. This information will be nuanced by housing archetype and targeted vintage. The roadmap will identify regionally appropriate technical, financial, economic, and regulatory barriers and potential solutions that could allow the Energiesprong approach to scale up and be deployed more broadly.

(4,000-character limit)

Stakeholder Engagement *

Describe how your project will engage and coordinate with relevant stakeholders, including:

- Who are the key stakeholders that you aim to engage with in your region?
- How will you convene key stakeholders to identify and resolve gaps and barriers?
- How will you coordinate efforts with other MDTs or other related retrofit accelerator initiatives?
- What is the uptake potential and market capacity for the adoption of the project results?

(4,000-character limit)

Technical Benefits *

Could the project influence regionally-relevant regulatory changes (i.e. local code, building inspection, or approval process changes) related to deep energy retrofits?

(1,000-character limit)

Environmental Benefits *

- Describe how the project supports Canada's efforts to achieve net-zero GHG emissions by 2050, including plans to address residual emissions
- Describe other environmental benefits this project is expected to generate for Canada and globally (e.g. water, land use, waste reduction, air emissions impacts), including the anticipated pathway and timeline for results to accrue

(3,000-character limit)

Economic and Social Benefits *

Describe the economic and/or social benefits this project is expected to generate for Canada and/or Canadians, as well as globally, including:

- Benefits to local and Indigenous communities by creating opportunities for community development, employment, contracts, training, etc.
- Contributions to Canadian prosperity, jobs, and competitiveness, including estimated numbers of jobs, with the details of the highly qualified and skilled personnel positions that will be created and supported
- Economic sectors that will be supported, including considerations for Canada's strengths and competitive advantages and Canada's natural resource sector profiles, technology, and market-related needs
- Contributions to the Canadian economy by developing IP, knowledge products, codes and standards, etc.

For each of these stated benefits, specify whether expected results are direct or indirect, as well as the anticipated pathway and timeline for results to accrue. **(3,000-character limit)**

PART 4: TEAM AND PARTNERS (10%)

Organization *

Describe your organization's background and relevant experience.

If applicable, please share if you:

- Are an Indigenous-owned and/or operated organization
- Have a demonstrated partnership with an Indigenous organization or community, which could include a letter of support

(3,000-character limit)

Project Team *

Enter information on the key project members from the applicant and partner organizations. Resumes or CVs can be attached to your submission. For each project member, please include their name, organization, role in the project and experience relevant to the project. **(5,000-character limit)**

Partner Organizations *

Enter information on all partner organizations. For each partner organization, include:

- Organization name
- Type (e.g. for-profit, not-for-profit, educational institution, Indigenous group, etc.)
- Role and contribution (Why are these other partners involved? What value do they bring to the project (capacity, expertise, etc.)? How might they be involved in further development or deployment of the project?)
- Status of the partnership (identified, early discussions, negotiating an agreement, or confirmed)
- Is this partner receiving funding from other government agencies for this project?
- If applicable, how much is the partner contributing to the project (cash and in-kind)?

Attach letters of support from all partners specifying the details of their contribution to the project (cash and in-kind) in your submission. **(5,000-character limit)**

PART 5: IMPLEMENTATION & RISK (27%)

Note: the application package includes a Statement of Work and Budget spreadsheet to be completed and attached to your submission. Begin by completing it, then complete this section, which is complementary.

Performance Metrics *

How will you define and measure project success? Describe the key metrics or performance indicators that you will track during the project and at project completion to assess success. **(1,000 character limit)**

Financial Plan *

- Explain why NRCan funding is required and, if applicable, how it would help to secure other funding for the project (e.g. by de-risking the project for investors, satisfying funding requirements from other granting agencies)
- Explain how the project would be affected if NRCan funds only a portion of the requested amount, including whether it would still be possible to proceed with the project and how the project scope would change if NRCan were to fund at a reduced amount
- For unconfirmed sources, explain what actions need to be taken to obtain confirmation and indicate when confirmation is expected
- Provide evidence that senior management within the applicant organization has approved committing financial resources to the project (e.g. letter signed by the applicant's chief financial officer). Alternatively, describe the overall stage-gating process for full approval of the project, explain any internal steps that need to be taken for final confirmation (e.g. executive approval, board approval), and indicate when these steps will be completed.
- Describe any alternate financing plans in the event that one or more of the financial contributions listed in the partner organization section above is not successfully secured or is significantly delayed
- Discuss how potential cost overruns, cost underruns, and/or currency exchange fluctuations will be managed

(4,000-character limit)

Risk Assessment: Provide a comprehensive list of risks associated with the project and subsequent development or scaling efforts and how these risks will be mitigated

Financial Risk

Likelihood *

Description (1,000-character limit) *

Mitigation measures (1,000-character limit) *

If not applicable, state why (500-character limit)

Organizational Risk

Likelihood *

Description (1,000-character limit) *

Mitigation measures (1,000-character limit) *

If not applicable, state why (500-character limit)

Public Sensitivity Risk

Likelihood *

Description (1,000-character limit) *

Mitigation measures (1,000-character limit) *

If not applicable, state why (500-character limit)

Project Timelines Risk

Likelihood *

Description (1,000-character limit) *

Mitigation measures (1,000-character limit) *

If not applicable, state why (500-character limit)

Other Risk

Likelihood

Description (1,000-character limit)

Mitigation measures (1,000-character limit)

If not applicable, state why (500-character limit)

PART 6: IMPACT ASSESSMENT ACT

Under the *Impact Assessment Act (IAA)* 2019, NRCan is required to assess whether projects carried out, in whole or in part, on federal lands or outside Canada that it may fund are likely to cause significant adverse environmental effects.

Will this project be carried out in whole or in part on federal lands or outside Canada (sections 82 and 83 of the IAA)? *

Confirm the status of ownership of the project site(s) and justify the selection. * (3,000-character limit)

If this project will be carried out in whole or in part on federal lands or outside Canada, an impact assessment may be required. Identify and briefly describe which specific project activities including, but not limited to, site preparation, construction, installation, modification, operation, decommissioning, or abandonment (if any) will be carried out on federal lands or outside Canada.

Will project activities meet the definition of a "project" as per section 81 of the IAA, i.e. a physical activity in relation to a physical work? *

Justify the selection. * (5,000-character limit)

PART 7: DUTY TO CONSULT

NRCan has a duty to consult with Indigenous groups when a contemplated Crown conduct, such as the provision of funding or the issuance of permits, may have an adverse impact on existing or potential Aboriginal or Treaty rights.

In order to assess consultation requirements, and using the Aboriginal and Treaty Rights Information System Aboriginal and Treaty Rights Information System (https://sidait-atris.aadnc-aandc.gc.ca/atris_online/home-accueil.aspx?lang=en), identify the Indigenous groups that may be affected by your project. Also identify any Indigenous groups you have interacted with on your project and describe the type and frequency of the interactions. If you have not interacted with any Indigenous groups, explain why. (5,000-character limit) *

PART 8: ATTACHMENTS

Attach in your submission:

- Statement of Work and Budget template (mandatory)
- Resumes or CVs from team members and partners (not mandatory but could be considered)
- Letters of support from partners (as applicable)
- Evidence that senior management within the applicant organization has approved committing financial resources to the project (as applicable)
- Copies of funding agreements with other government agencies contributing to the project (for confirmed government funding sources, as applicable)

PART 9: DECLARATIONS & SUBMISSION CHECKLIST

Declarations (mandatory)

The applicant hereby:

1. Attests that it is legally registered or incorporated in Canada* .
2. Attests that the information provided is true and accurate to the best of their knowledge.*
3. Attests that it is the owner of all information – proprietary, confidential or otherwise – provided as the part of the submission, or if the information belongs to another party, that it has obtained written consent to disclose the information to NRCan.*
4. Understands that any costs incurred for the submission of the application are at the applicants’ own risk.*
5. Understands that NRCan reserves the right to alter the currently envisaged process, funding amounts, and deadlines, or to cancel the entire application process at its sole discretion.*
6. Understands that project funding decisions will only be made following receipt, review, and selection of full project proposals.*
7. Understands and acknowledges that no liability and no commitment or obligation exists on the part of NRCan to make a financial contribution to the project until a written contribution agreement is signed by both parties.*
8. Understands that reviewers are bound by the requirements of the Access to Information Act and the Privacy Act regarding the treatment of confidential information.*
9. Do you agree for NRCan to share this application, and any other submitted supplemental material, with other funding entities of:

The Government of Canada*	Yes	No
The provincial, territorial, or municipal government*	Yes	No
The not-for-profit sector such as Sustainable Development Technology Canada and the Green Municipal Fund*	Yes	No

10. I acknowledge, that by submitting an application to the Program I am consenting for NRCan to share this proposal and any other information provided as supplemental material as part of this proposal with the Government of Canada’s Clean Growth Hub. The Clean Growth Hub is a whole-of-government focal point for clean technology focused on supporting companies and projects*.
11. My organization does not conduct business dealings in any country against which Canada has imposed economic sanctions under the *United Nations Act*, *Special Economic Measures Act* or the Justice for Victims of Foreign Corrupt Officials (Sergei Magnitsky Law).* (See https://www.international.gc.ca/world-monde/international_relations-relations_internationales/sanctions/current-actuelles.aspx?lang=eng)

12. My organization does not conduct business dealings with any persons that are listed in Canada's sanctions legislation under the *United Nations Act*, *Special Economic Measures Act* or the Justice for Victims of Foreign Corrupt Officials (Sergei Magnitsky Law).*
13. My organization is not owned, or directly or indirectly held or controlled by a person (individual or corporate entity) that is listed in Canada's sanctions legislation under the *United Nations Act*, *Special Economic Measures Act* or the Justice for Victims of Foreign Corrupt Officials (Sergei Magnitsky Law).* For greater certainty, this would include shareholders or corporate entities anywhere in your corporate structure that are sanctioned under the aforementioned legislation.
14. My organization acknowledges and agrees that there will be legally binding obligations in the Contribution Agreement to prohibit both any business dealings with, and to having any entity in the corporate structure owned, held or controlled by, any persons that are listed in Canada's sanctions legislation (currently or in the future) under the *United Nations Act*, *Special Economic Measures Act* or the Justice for Victims of Foreign Corrupt Officials (Sergei Magnitsky Law).*

Submission Checklist

All fully completed and submitted as attachments in an email to the GNPP mailbox, gnpp-ppqv@nrca-rncan.gc.ca, by **11:59 p.m (PT) on April 5, 2023**.

- ✓ Project Proposal form
- ✓ Statement of Work and Budget template
- ✓ Letters of support from all partners (as applicable)
- ✓ Evidence that senior management within the applicant organization has approved committing financial resources to the project (as applicable)
- ✓ Copies of funding agreements with other government agencies contributing to the project (for confirmed government funding sources, as applicable)

PART 10: Inclusion, Diversity, Equity and Accessibility (IDEA) (voluntary)

NRCan recognizes the importance of a diverse and inclusive workforce for the resilience of Canada's economy and the benefit of Canadian society. To better understand applicants' approach to creating more equitable and inclusive workplaces and policies, NRCan is collecting voluntary and anonymous information that will be aggregated and anonymous. This information will be used to inform future outreach, program development, and efforts to promote equity, diversity and inclusion in the clean energy sector.

The following questions are voluntary and responses will not be evaluated or scored as part of your application.

Public commitments and plans tell employees, investors, and customers that diversity and inclusion are important parts of an organization's values and activities. They position organizations as leaders in this area, improve internal culture, and attract and retain better and more diverse talents that can lead to more innovation and creative thinking.

Has your organization made a public commitment to inclusion, equity, diversity and accessibility?

Yes

If Yes, Please select all that apply

1. Equal by 30
2. 50-30 Challenge
3. Leadership Accord on Equity, Diversity and Inclusion
4. Other (please specify):

Our organization is in the process of signing onto a public commitment

If yes, Please select all that apply

1. Equal by 30
2. 50-30 Challenge
3. Leadership Accord on Equity, Diversity and Inclusion
4. Other (please specify):

No

Does your organization have an official plan to integrate inclusion, diversity, equity and accessibility in your workplace?