

CleanBC Building Innovation Fund – Program Guide

1. Program Overview

Reducing emissions from buildings requires cost-effective, energy efficient and low-carbon solutions that are readily available in the market, including advanced building designs, new construction methods and ultra-efficient building components.

The CleanBC Building Innovation Fund (CBBI) will support B.C. projects that accelerate the availability, acceptance and affordability of these solutions, and in doing so support broad market transformation in the B.C. building industry.

Along with stimulating the development of new approaches, the program will increase the capacity of B.C.-based industries, generate consumer confidence, and help to lower the costs of new technologies and building approaches over time.

The CBBI is funded through CleanBC, with \$1.8 million for fiscal year 2019/2020. This document serves as the Program Guide for the 2019 intake of the CBBI fund. It provides prospective applicants with information on eligibility, funding streams, and directions on how to apply. **The application intake will begin on May 9, 2019, and close at 11:59 PM on July 31, 2019.**

2. Funding Streams

The CBBI provides funding to promote building sector innovation in three separate streams:

Funding Stream	Maximum Funding	Details
Research	\$30,000 (up to 60% of total costs)	Funding for research leading to the development and commercialization of promising energy efficient and low-carbon building solutions.
Commercialization	\$250,000 (up to 60% of total costs)	Funding for energy efficient and low-carbon building solutions that have been tested and are ready to be scaled up for wider application.
Demonstration (Projects or Programs)	\$500,000 (up to 60% of total costs)	Funding for energy efficient and low-carbon building solutions currently available in the marketplace that require demonstration to build industry capacity and public acceptance.

3. Eligibility Criteria

3.1 Eligible Applicants

Eligible applicants include:

- For-profit building sector organizations registered in British Columbia (e.g. builders, developers and manufacturers).
- Not-for-profit organizations that have offices and are active in British Columbia (e.g. universities and societies).
- British Columbia local governments, including municipalities and regional districts.

- First Nations governments and organizations.

3.2 Project and Program Eligibility

Eligible Projects and Programs:

Eligible projects and programs are those that advance innovative, energy efficient and low-carbon building design, construction practices or technologies in retrofit or new construction applications, including all building types, and that exceed current BC Building Code, federal *Energy Efficiency Act* and provincial *Energy Efficiency Act* requirements. Projects must be based in B.C. Examples include: bench, field and market studies; development of net-zero energy ready building components, innovative heat pump and building envelope technologies; and net-zero energy ready and/or Passive House standard demonstration projects and programs.

Ineligible Projects and Programs:

Ineligible projects and programs are those that are focused on routine building maintenance or repair, those in which construction has already begun on a given building, or those that otherwise do not meet the mandatory criteria as outlined in the Program Guide.

3.3 Eligible Costs

Eligible costs are defined as all direct costs properly and reasonably incurred and paid solely and specifically in relation to the project or program. Eligible cost categories are outlined in the table below. Only those costs itemized in the Budget Template, and subsequently approved by the Province will be funded.

Eligible Costs	Ineligible Costs
<ul style="list-style-type: none"> ➤ Energy performance modelling, design, and engineering services; ➤ Development of high-performance building components and technologies; ➤ Consulting services related to project management; ➤ Professional and technical costs required to plan and conduct project activities ➤ Capital costs associated with net-zero energy ready and/or Passive House standard demonstration projects; ➤ Program incentive disbursements for the above noted eligible costs; and ➤ Program administration costs (maximum 10%) 	<ul style="list-style-type: none"> ➤ PST and GST; ➤ Organizational overhead and administration costs (un-related to program delivery); ➤ Costs incurred prior to the signing of a Shared Cost Arrangement (SCA); ➤ Existing staff costs within the applicant’s organization, unrelated to project implementation; ➤ Land and building acquisition; and ➤ Legal costs.

4. Application Process

IMPORTANT

Applications for the first intake of the CBBI will be accepted starting May 9, 2019 with a deadline of 11:59PM PDT on July 31, 2019.

Each applicant is allowed to submit only one application per intake.

4.1 How to Apply

Applicants must complete and submit a completed CCBI application form and budget, along with supporting documentation to building.innovation@gov.bc.ca before the identified deadline. The CCBI application form and budget template are available at:

<https://www2.gov.bc.ca/gov/content/industry/electricity-alternative-energy/energy-efficiency-conservation/programs/cleanbc-building-innovation-fund>

- The Application Form is a fillable PDF form and must be completed electronically. Please note that the response areas beside each question will accommodate additional space.
- The Budget Form is a protected Excel Worksheet and must be completed electronically. The Worksheet provides space for applicants to itemize all costs and funding sources.
- Once complete, please save the Application and Budget Form with the following file name format: Applicant Name, Funding Stream, CBBI1 (e.g. *ApplicantName_Demonstration_CBBI1*)
- It is the applicant's responsibility to ensure their application is submitted with full and accurate information. Applications with incomplete fields will not be considered for funding.

4.2 Supporting Documents

In addition to the CBBI application form and budget, it is also recommended that applicants submit supporting documents to provide further context and information about the project. Suggestions include:

- Quotes received from project contractors or vendors; and
- Other project-related materials to better explain project outcomes and goals (e.g. Strategic Plans, Research Reports).

4.3 Application Evaluation

Applications will be evaluated and ranked by a selection committee. Eligible applicants may be contacted by program staff during the evaluation process to provide more information or clarify certain aspects of their application. Successful applicants will be notified within three months from the application deadline. While all funding decisions are final, the Province may, subject to availability, offer a debriefing to unsuccessful applicants, upon request and at a mutually agreed upon time.

This call for applications must not be construed as an agreement to purchase goods or services or as an approval of any activity or developed contemplated in any application that requires any approval, permit or license pursuant to any federal, provincial, regional district or municipal statute. The Province is not bound to enter into an agreement with any applicant.

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The selection committee will evaluate, and rank applications based on the following criteria and scoring system:

Research Stream		
Potential for Market Transformation	<ul style="list-style-type: none"> • Applications will be evaluated on how the project outcomes will advance the availability, acceptance and affordability of energy efficient and low-carbon building solutions. 	20 possible points
Potential Greenhouse Gas (GHG) Emissions Reduction	<ul style="list-style-type: none"> • Applications will be evaluated on their broader potential for GHG reduction impact. 	10 possible points
Organizational Capacity	<ul style="list-style-type: none"> • Applications will be evaluated based the applicant’s ability to complete the proposed work, including: <ul style="list-style-type: none"> ○ The project team’s relevant expertise and experience; ○ The project’s identified timelines and milestones; and ○ The proposed budget and other committed funding. 	5 possible points
Commercialization Stream		
Market Transformation	<ul style="list-style-type: none"> • Applications will be evaluated on how the project outcomes will improve the availability, acceptance and affordability of energy efficient and low-carbon building solutions, including: <ul style="list-style-type: none"> ○ The incremental improvement over baseline technologies and/or standards; ○ The competitiveness of the proposed solution with existing processes and technologies; ○ The market size and market value associated with the technology and/or product; and ○ The value proposition to end users. 	20 possible points
GHG Emissions Reduction	<ul style="list-style-type: none"> • Applications will be evaluated on their broader potential for GHG reduction impact. 	10 possible points
Organizational Capacity	<ul style="list-style-type: none"> • Applications will be evaluated based on the applicant’s (and their partner’s, if applicable) ability to complete the proposed work, including: <ul style="list-style-type: none"> ○ The project team’s relevant expertise and experience; ○ The project’s identified timelines and milestones; and 	5 possible points

	<ul style="list-style-type: none"> ○ The proposed budget and other committed funding. 	
Demonstration Programs Stream		
Market Transformation	<ul style="list-style-type: none"> • Applications will be evaluated on how the project or program outcomes will improve the availability, acceptance and affordability of energy efficient and low-carbon building solutions, including: <ul style="list-style-type: none"> ○ The incremental improvement over baseline technologies and/or standards; ○ The competitiveness of the proposed solution(s) with existing processes and technologies; ○ The potential for replicability within the market (e.g. does the project or program advance currently available building technologies, materials, and processes in novel ways); and ○ The proposed information sharing and dissemination strategy. 	20 possible points
GHG Emissions Reduction	<ul style="list-style-type: none"> • Applications will be evaluated on their broader potential for GHG reduction impact. 	10 possible points
Organizational Capacity	<ul style="list-style-type: none"> • Applications will be evaluated based on the applicant’s ability to complete the proposed work, including: <ul style="list-style-type: none"> ○ The project or program team’s relevant expertise and experience; ○ The project’s or program’s identified timelines and milestones; and ○ The proposed budget and other committed funding. 	5 possible points

4.4 Ownership of Responses

All documents, including any application or information submitted to the Province become the property of the Province. They will be received and held in confidence by the Province, subject to the provisions of the *Freedom of Information and Protection of Privacy Act*.

5. Funding Agreements

5.1 Shared Cost Arrangements

It is anticipated that successful applicants will be notified about approved project funding no later than Fall, 2019. Once notified, successful applicants will enter into a Shared Cost Arrangement (SCA) with Her Majesty the Queen in right of the Province of British Columbia, as represented by the Minister of

Energy, Mines and Petroleum Resources (the “Province”). The SCA will outline the terms and conditions of funding, including the maximum funding amount, required deliverables, and reporting requirements.

As per the terms and conditions of the SCA, funding will be disbursed in two installments, following the completion of the identified deliverables. Failure to meet the terms and conditions of the SCA may result in the repayment of funding to the program.

5.2 Communications

As per the conditions in the SCA, successful applicants will be required to:

- Inform the Province about promotional activities related to the project, and provide notice before any public materials are distributed, or events are held;
- Acknowledge the Government of British Columbia, through the Ministry of Energy, Mines and Petroleum Resources, if requested, in any project communications, events, or signage;
- Consent to the Province publishing project outcomes in the form of case studies.

6. Application Support

If you have any questions about your application that are not covered in the Program Guide, please contact program staff:

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Email: building.innovation@gov.bc.ca