



# **ZERO EMISSION TRANSIT FUND**

Applicant Guide



Infrastructure  
Canada

Canada

This publication is available upon request in accessible formats.

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## Zero Emission Transit Fund at a glance

Innovation continues to foster new and creative solutions in transportation that supports a cleaner environment, while increasing the mobility of Canadians. Helping communities invest in zero emission transit and school transportation options ensures cleaner air for our children, creates jobs, and supports Canadian manufacturing.

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# 1. The Zero Emission Transit Fund

## What is the objective of the Zero Emission Transit Fund?

The objective of the \$2.75 billion Zero Emission Transit Fund (ZETF) is to advance the Government of Canada's commitment to help procure 5,000 zero emission public transit and school buses, in close partnership with the Canada Infrastructure Bank (CIB). This funding will help communities to electrify their school and transit bus fleets, while reducing emissions and operational costs over the long-term.

The ZETF targets investments across Canada that support clean transportation by investing in the vehicles, infrastructure and organizational readiness that make fleet electrification possible. The transportation sector accounts for 25% of Canada's greenhouse gas emissions (GHG), and with Canada generating approximately 82% of its electricity from zero emission power sources, shifting vehicles away from fossil fuel powertrains towards zero emission powertrains presents an opportunity for GHG emissions reductions.

These investments are closely coordinated with the CIB's commitment to invest \$1.5 billion in Zero Emission Buses (ZEB) as part of its three-year Growth Plan.

## How will Infrastructure Canada and the CIB programs work together?

Through the ZETF, Infrastructure Canada provides contributions to support planning and capital projects that will reduce the barriers to procuring zero emission transit and school buses in Canada. Through its \$1.5 billion ZEB initiative, the CIB provides innovative and flexible financing solutions by leveraging forecasted lifecycle operational cost savings to help offset the higher upfront costs of ZEBs.

Project applications submitted as part of the application process will be submitted to both Infrastructure Canada and the CIB.. Both organizations will review applications based on their respective mandate, objectives and criteria. The CIB will review applications to identify potential opportunities for financing based on a project's anticipated operational cost savings, and will work directly with select applicants to ensure the viability of projects and successful deployment of ZEBs. Concurrently, Infrastructure Canada will review applications as described in the Application Process section below, and will base its selection of projects for funding on the project satisfying eligibility and merit criteria established for the ZETF.

Infrastructure Canada and the CIB will make funding and financing decisions independently in the context of their own authorities. Financing available from the CIB is additional to any contributions available from Infrastructure Canada under the ZETF. Separate contribution and financing agreements will be signed by Infrastructure Canada and the CIB with the applicant.

A process map is available in Section 4 – Application Process below.

## 2. Projects eligible for funding

There are two project components eligible for funding under the ZETF: Planning Projects and Capital Projects – Zero Emission Buses.

### Planning Projects

Eligible projects include studies, modelling and feasibility analysis that will support the development of larger scale capital ZEB projects. Planning projects will ensure that transit and school bus operators have established a comprehensive electrification plan and are prepared to submit applications for capital projects under the ZETF. The maximum contribution towards planning projects is up to eighty percent (80%) of the total eligible costs.

Planning projects may be administered differently depending on whether the applicant is a transit or school bus operator in order to best support their needs. More details are available in Section 4 – Application Process below.

### Capital Projects – Zero Emission Buses

Eligible capital projects support ZEB deployment and include the procurement of buses, charging and refueling infrastructure, and other ancillary infrastructure needs. ZEBs are vehicles that have the potential to produce no tailpipe emissions such as battery-electric and hydrogen fuel cell powered vehicles. They may still have a conventional internal combustion engine, but must be able to operate without using it. Retrofits of conventional fuel buses to ZEBs are also eligible. The maximum non-repayable contribution is up to fifty percent (50%) of the total eligible costs. Infrastructure Canada will ensure that total combined Infrastructure Canada funding and CIB financing do not exceed 100% of eligible costs.

## 3. Eligible Recipients

### Who can apply to the ZETF?

An applicant must be a legal entity capable of entering into legally binding agreements. To be considered eligible recipients, applicants must confirm that they fit within one of the following categories:

- Municipalities, local and regional governments established under provincial or territorial statute, including service districts
- Provinces or Territories
- Public sector bodies that are established by or under provincial or territorial statute or by regulation or are wholly-owned by a province, territory, municipal or regional government (including transit agencies and school boards).
- Indigenous governing bodies including but not limited to:
  - A band council within the meaning of section 2 of the Indian Act.
  - A First Nation, Inuit or Métis government or authority established pursuant to a Self-Government Agreement or a Comprehensive Land Claim Agreement between Her Majesty the Queen in right of Canada and an Indigenous people of Canada, that has been approved, given effect and declared valid by federal legislation;

- A First Nation, Inuit or Métis government that are established by or under legislation whether federal or provincial that incorporates a governance structure.
- Federally or Provincially incorporated not-for-profit organization whose mandate is to improve Indigenous outcomes, organizations serving Indigenous communities living in urban centers and First Nations living off reserve
- Indigenous development corporations
- Private sector school bus operators, in partnership with a public school board, or municipal, regional or provincial/territorial government;
  - Written confirmation must be submitted including the details of the relationship.
- Private sector accessible transit bus operators, in partnership with a transit agency, or municipal, regional or provincial/territorial government;
  - Written confirmation must be submitted including the details of the relationship.
- Federally or Provincially incorporated not-for-profit organizations, such as professional and industry associations, non-governmental organizations (NGOs), and academic institutions in partnership with an eligible recipient described above.
  - Written confirmation must be submitted including the details of the relationship.

## Group application(s)

An eligible recipient can apply on behalf of multiple other eligible recipients, and would be considered the lead applicant. During the application process, it is the lead applicant's responsibility to provide all of the necessary project information required for each of the eligible recipients they are representing. Following the project review process, a single contribution agreement would signed with the lead applicant.

## 4. Application Process

### How do I apply?

Applications will be accepted online through Infrastructure Canada's online and accessible [application portal](#). Applicants who are unable to apply through the portal are asked to reach out to the ZETF team at [ZETF-FTCZE@infcc.gc.ca](mailto:ZETF-FTCZE@infcc.gc.ca).

Applications will be received on a rolling, ongoing basis. Applicants may submit multiple applications over the course of the program; however, Infrastructure Canada will only engage with one application at a time.

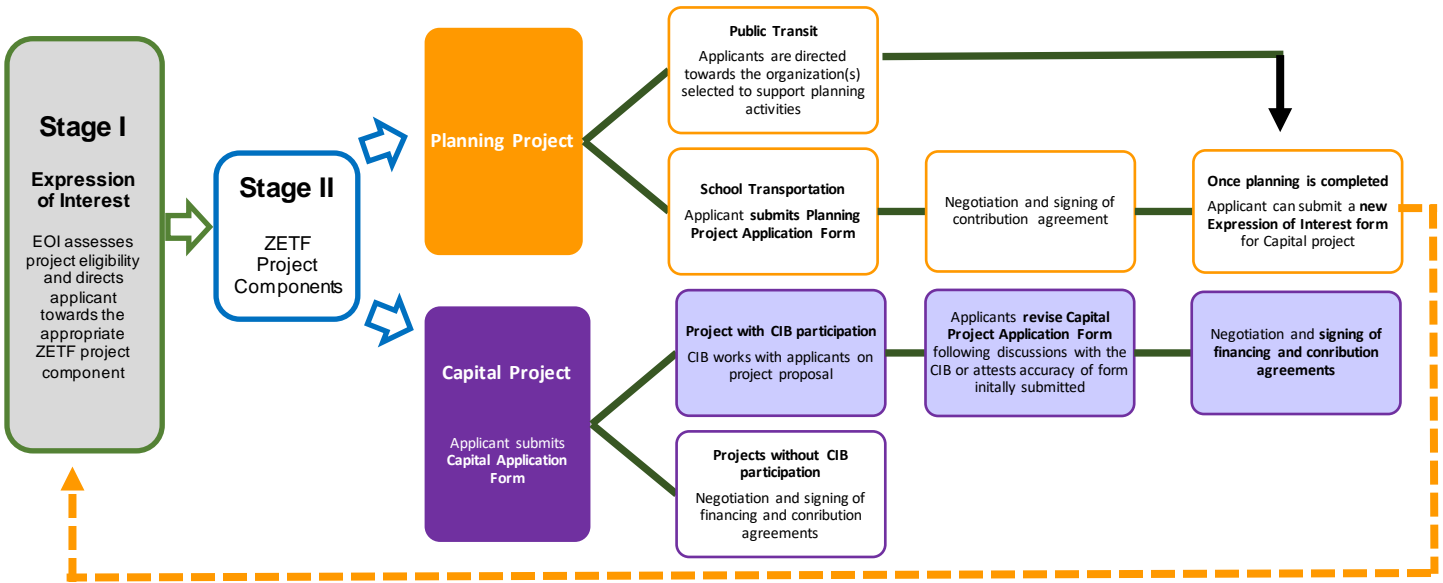
Eligible expenses must be claimed before March 31, 2026, the program end date. Applications for the continuous intake will be accepted until funding available has been fully allocated. Selection of projects for funding will be based on the project satisfying eligibility criteria and the achievement of a minimum merit threshold. For more details on eligibility and merit criteria, please see the respective detailed sections below.

### 4.1 Stage I: Expression of Interest

The Expression of Interest (EOI) is the mandatory first stage in the application process. It allows the applicant to submit the required information for review by Infrastructure Canada and the CIB to determine the applicant's eligibility, assess the current level of project planning, identify support for

project planning to increase the readiness of the project(s), and determine if funding can meet the applicants near-term and long-term needs.

## Two Stage Application Process:



During the review of the EOI, Infrastructure Canada and/or the CIB may follow up with the applicant to verify and/or request additional information applicable to each respective funding stream. Applicants with no project planning completed will be directed towards options available under the ZETF for planning support. Applicants with some level project planning completed will be able to self-assess the need for supplementary planning.

Applicants that self-assess as having a sufficient level of planning completed will be required to fill out further information relating to their project including: an overview of the project, preliminary cost estimates, timelines, and potential operating cost savings.

## 4.2 Stage II: Project Application

Once the first stage of the process is completed, applicants will be directed by Infrastructure Canada to the Stage II component, either Planning Projects or Capital Projects, as appropriate.

### Planning Projects

To account for the importance of robust planning, two sub-components (Transit Bus Deployment Planning and School Bus Deployment Planning) will provide support for planning studies necessary to ensure the successful deployment of future ZEB capital projects. Route modeling and bus simulations with careful consideration of the expected operating conditions are required to quantify the benefits of fleet electrification and how ZEBs can support Canada in achieving its climate targets. Adequate planning also plays an important role in optimizing investments made in ZEB technology, and in



quantifying the lifecycle operating costs of ZEB fleets and the potential costs savings which could be realized.

### *Transit Bus Deployment Planning*

Infrastructure Canada plans to enter into a funding agreement with one or more not-for-profit (NFP) organization(s) or academic institution(s) that will work with transit bus operators (including municipalities and transit agencies) on planning activities required for the adoption of ZEB technology.

This approach to planning activities will allow for consistent, comparable, thorough and technically sound analysis required to enable successful fleet electrification. Infrastructure Canada will cover up to 80% of the costs incurred by the selected organization(s) for planning projects while transit bus operators will be expected to cover the remaining 20% of the costs. Alternative delivery approaches for planning projects may be considered on a case-by-case basis by Infrastructure Canada.

More detailed information will be provided following the selection of the organization(s). For transit operators with some level of planning completed, early engagement with the CIB may help identify and address any information gaps that will allow them to proceed to a capital project application without the need for further planning studies.

### *School Bus Deployment Planning*

Infrastructure Canada will administer the sub-component dedicated to supporting school bus deployment planning. Application forms will be submitted through Infrastructure Canada's [online portal](#) and proposals will be individually assessed against the mandatory criteria established by Infrastructure Canada as outlined in **Annex A** and described below. The criteria will help evaluate whether an applicant's planning project is expected to respond to the key barriers school bus electrification. Infrastructure Canada will cover up to 80% of the costs of the proposed planning projects.

Applications will also undergo a due diligence assessment, which could include a follow up and/or confirmation of the information provided in the planning project proposal. Decisions on the final selection of planning projects to receive funding under the ZETF remain at the sole discretion of the Minister of Infrastructure and Communities.

## **System-level Planning**

The application should provide details on how the proposed study will support long-term, system-wide solutions and strengthen the information base for technology selection and system design. This includes a system-wide analysis of the proposed ZEB technology which looks at the feasibility and performance of ZEBs with respect to specific operating conditions, and identifies charging/refueling infrastructure needs, facility and electrical/utility requirements and upgrades, as well as potential barriers or challenges to system-wide electrification which may be unique to the project.

## **Operational Planning and Deployment Strategy**

The application should provide details on how the proposed study will support innovative and effective ZEB deployments and future operations, and specifically inform ZEB route selection and service design, the fleet roll-out implementation plan, procurement needs and the development of a strategy to measure the impacts and performance of the project.

## Financial Planning

The application should provide details on how the proposed study will measure the benefits of the project including the estimated lifecycle cost savings relative to the baseline scenario. The planning project would also include the preparation of a preliminary cost estimate for a future capital ZEB deployment project.

## Capacity to Implement the Technology

The application should provide details on how the proposed study will identify organizational capacity needs, short and long term business planning requirements, potential risks, operational changes involved in the transition, and the resources, skills and training required for the deployment and operation of a new ZEB fleet.

## Environmental Benefits

The application should provide details on how the proposed study will quantify the environmental benefits of the project, in particular the reductions of GHG emissions and air pollutants, considering carbon impacts of the technology choice, as well as manufacturing and operating practices.

## **Capital Projects – Zero Emission Buses (transit and school buses)**

Application forms will be submitted through Infrastructure Canada's [online portal](#) and proposals will be individually assessed against the mandatory criteria established by Infrastructure Canada as outlined in **Annex B** and described below. The criteria will help Infrastructure Canada assess whether an applicant has undertaken sufficient planning, preparation and due diligence to successfully deploy zero emission technology.

The applicant must include supporting documentation (studies, analysis etc.) for all assertions and any information deemed necessary by Infrastructure Canada to assess the eligibility and merit of projects. Projects that do not meet all of the mandatory merit criteria (system-level planning, operational planning and deployment strategy) will not be given further consideration. Additional merit criteria (financial planning and capacity to implement the technology) and supplemental information about a project (environmental benefits, project risk, accessibility and community considerations) will be considered in the assessment to further inform project selection.

Applications will also undergo a due diligence review, which may include a follow up and confirmation of the information provided in the project proposal. Decisions on the final selection of projects to receive funding under the ZETF remain at the sole discretion of the Minister of Infrastructure and Communities.

To expedite the process for projects with CIB participation, applicants will be able to submit their application in two phases. At the onset of Stage II, applicants are invited to submit an application which includes all available supporting documentation (studies, analysis etc.) to the CIB. The CIB will work with applicants through an iterative process (which may require additional data/analysis requests) to satisfy the CIB's internal due diligence. This process is expected to inform the applicants ability to meet the ZETF's requirements. Following the iterative process with the CIB, the applicant will then be able to revise their application based on findings of the process. While INFC may review the application at an earlier stage, its decision will be made based on the revised application received following discussions with the CIB.

## **System-level Planning**

ZEB deployments require strategic system-level planning and a sound understanding of the technology and implications of bus fleet electrification. Applicants will be required to describe the system-level planning undertaken for the project and how it will contribute to the successful deployment of ZEBs. This involves providing a detailed description of the project objectives and technology choices which define the project, a description of the planned refueling/charging infrastructure, facility needs and utility upgrades required to ensure that critical operations will be supported. Applicants must provide all information (studies, assessments) which support the decisions and service design, and provide assurance that a sufficient level of system-planning was undertaken in the design of the project.

## **Operational Planning**

Due to the significant operational differences and requirements between ZEBs and traditional internal combustion engine (ICE) buses, operational considerations specific to a service profile must be identified and planned for in order to be considered for funding under the ZETF. Applicants will be required to provide information (analysis, route modeling, etc.) which support decisions and design choices such as the route selection for ZEB deployment, charging and vehicle storage strategies, provisions to ensure service reliability and changes to operational and maintenance practices required to accommodate the ZEB technology.

## **Deployment Strategy**

The introduction of a new ZEB fleet and the adoption of new technology and related implications, must be well understood in order to optimize investments and efficiently transition to ZEBs without service interruptions. A deployment strategy is critical whether the project involves the introduction of ZEBs, the expansion of an existing ZEB fleet or the replacement of an existing fleet. Detailed information supporting the proposed implementation, planned phasing/scheduling and anticipated procurement approach must be provided.

## **Financial Planning**

Applicants will be asked to provide detailed costs estimates for the project as well as the anticipated lifecycle cost savings associated with the project relative to the baseline scenario. Careful analysis in estimating these costs savings are central to the value proposition of ZEBs.

## **Capacity to implement the technology**

Applicants will need to demonstrate that they have the capacity and experience to implement the project, and the planned resources required for the operation of ZEBs. To demonstrate that capacity exists, applicants will need to provide a description of their experience with the zero emission technology and/or indicate that the appropriate resource capacity is dedicated to the electrification of their fleet.

## **Environmental Benefits**

Environmental and climate benefits will be captured through a program specific climate assessment, a horizontal requirement applicable to Infrastructure Canada's programs that has been integrated directly into the application process. It primarily explores GHG and other tailpipe emissions as well as climate resiliency measures that explore climate change related disruptions or impacts. Relevant emissions impacts and other air pollutant calculation instructions are provided in the *GHG + Plus Guidance Modules*

(to come), as well as guidance for other relevant environmental benefits questions relating to ZEB deployment in the submission form. The *GHG + Plus Guidance Modules* is to be submitted as part of a final application.

## **Project Risks and Mitigation**

Applicants will be asked to provide a comprehensive risk management plan. This would include identifying and categorizing known risks (e.g., related to project complexity, project readiness, public sensitivity) that have a reasonable likelihood of affecting the project. A description of each project risks, any mitigation strategy proposed, and the organizational capacity to manage these risk will be required.

## **Accessibility and Community Considerations**

Applicants will be asked how the project is expected to increase or improve the accessibility of bus operations, whether the project will benefit vulnerable population by providing accessible and safe access to clean transportation, and whether the project will employ target groups or support procurement to small, medium and social enterprises, if applicable.

All new construction projects must meet or exceed the requirement of the highest published accessibility standard in the jurisdiction, defined as the requirements in the Canadian Standards Association's Accessible Design for the Built Environment (CAN/CSA B651- 18), or the most recent standard, in addition to applicable provincial or territorial building codes, and relevant municipal by-laws.

# **5. Contribution Information**

## **Eligible Expenditures**

Eligible expenditures are those considered to be direct and necessary for the successful implementation of an eligible project(s) and excluding those explicitly identified as ineligible costs.

Eligible capital expenditures can include:

- Procurement of ZEBs
- Charging/Refueling equipment.
- Construction or improvements to new facilities.

Non-capital eligible expenditures can include:

- Costs associated with warranties of any of the above; and
- External training provided by manufacturers or infrastructure suppliers necessary to support the transition to and successful operation of ZEB technology
- Costs/expenditures incurred for consultation or engagement with Indigenous groups on the project.
- Incremental expenditures directly related to meeting specific program requirements, such as climate change and resiliency assessments, as well as creating community employment benefit plans.
- The incremental costs of the eligible recipients' employees, provided that the use of employees or equipment pertains solely to the implementation of the project, and:
  - There is a lack of private sector capacity to undertake the work; or
  - The work involves proprietary or specialized infrastructure or equipment that requires specific knowledge or skill of the recipient's employees; or

- A collective agreement requires the recipient to use their own unionized employees for certain project work.
- Costs associated with project monitors or independent certifiers

Project expenditures will only be eligible as of project funding approval, except for expenditures associated with the *GHG + Plus Guidance Modules* (environmental benefits) and Indigenous consultation which are eligible before project funding approval, but can only be reimbursed if and when project funding is approved and a contribution agreement has come into force.

Eligible expenditures can only be reimbursed by Infrastructure Canada subject to approval of the project funding, signing a contribution agreement, and meeting the conditions outlined in the contribution agreement.

## Ineligible Expenditures

Ineligible expenditures include:

- Expenditures incurred before project funding approval and any and all expenditures related to agreements signed prior to project funding approval, except those specified above.
- Expenditures related to purchasing land and buildings, and associated real estate and other fees
- Expenditures related to cost overruns or incurred for cancelled projects
- Taxes for which the eligible recipient is eligible for a tax rebate and all other costs eligible for rebates
- On-going operations, maintenance and/or electricity and fuel costs associated with the operations of capital assets
- Legal fees, except those explicitly eligible above
- Financing, interest, and taxes, including principal and interest payments to the CIB
- Leasing land, buildings, equipment and other facilities except for equipment other than equipment directly related to the construction of the project, real estate fees and related costs
- Purchase or maintenance of diesel buses
- Employee costs, with the exception of incremental costs which pertain solely to the implementation of the project, as stated above
- Maintenance expenditures incurred as part of regular operations
- Compressed natural gas rolling stock and infrastructure reliant on fossil fuels
- Renewable natural gas production, off site Hydrogen production and power generation facilities; and costs associated to the transportation of zero emission fuels
- Light- and medium-duty vehicles not oriented toward passenger transport (e.g., service trucks)
- Hybrid buses.

## Maximum amount payable and reimbursement

Contribution payments will be made as detailed in the contribution agreement, via regular payments based on reimbursement of eligible expenditures; or using a risk assessment to make milestone payments; or advance payments based on a cash flow forecast.

Requirements regarding advance payments will be detailed in the contribution agreement, in accordance with the Policy on Transfer Payments. Contribution agreements will specify that any ineligible expenditures or any unspent funds remaining at the end of the contribution agreement will be returned to Canada.

Final payments will follow receipt of the final accounting of eligible expenditures; and the total amount of the contribution will not exceed eligible expenditures incurred pursuant to the terms of the agreement, including in respect of stacking and contribution limits. All final payments must occur before May 30, 2026.

The maximum amount payable through the ZETF will be \$350M for a project, unless otherwise agreed to by the Government of Canada.

## **For-Profit Recipients**

Non-repayable contributions to for-profit entities will be considered when the benefits from the contribution to a for-profit recipient accrue broadly rather than to the for-profit recipient. This means that applicants will need to clearly demonstrate that the project benefits accrue more broadly, for example in terms of health and environmental benefits associated to the reductions in GHG and other toxic tailpipe emissions and in terms of accessibility to public transportation or other benefits to vulnerable populations. Infrastructure Canada will evaluate this information to verify if it meets these conditions.

# **6. Additional Information**

## **Environmental Assessment**

Depending on where the project is located, an environmental impact assessment may be required prior to undertaking certain activities. Applicants are responsible for providing information to determine whether their project may require an environmental impact assessment under the federal *Impact Assessment Act (IAA)*, Modern Treaties or Northern Regimes. If applicants are unsure of their legislative responsibilities, please consult the appropriate provincial or territorial government for environmental assessment requirements and the Impact Assessment Agency of Canada's (IAAC's) [website](#) for the basics of the federal IAA requirements. Under the IAA, projects may be designated (s. 8) or may be subject to requirements if they are on federal lands (s.82). Environmental assessment requirements must be met for the project to proceed.

## **Duty To Consult**

Infrastructure Canada has an obligation to determine whether or not the project requires consultation with Indigenous groups based on the information provided by the Applicant. Infrastructure Canada may have a legal duty to consult with, and if applicable, accommodate, Indigenous Peoples when it contemplates conduct that might adversely impact Aboriginal and/or Treaty rights. These rights include, but are not limited to, the right to hunt, fish, trap and harvest. Infrastructure Canada will assess potential impacts of projects on these constitutionally protected rights, and ensure that those affected Indigenous communities are notified, consulted and, where required, accommodated. Costs associated with engagement and consultation are eligible expenditures and applicants should plan to include these costs in their project estimates.

While the duty to consult with Indigenous Peoples is an obligation that rests with the Crown, Infrastructure Canada will expect applicants to carry out certain procedural aspects of consultation on a proposed project, where appropriate. These could include, but are not limited to providing notification letters and organizing consultation sessions with Indigenous communities that will be affected by the proposed project. More information on Infrastructure Canada's duty to consult requirements is available at [Infrastructure Canada Consultation with Indigenous Peoples](#).

## Sole-Source Contracting

Contribution Agreements established for projects receiving federal funding under the ZETF would contain a requirement that contracts be awarded in a way that is fair, transparent, competitive and consistent with value-for-money principles and if applicable, in accordance with the Canadian Free Trade Agreement and international trade agreements.

Exemptions from competitive awarding of contracts could be considered by Infrastructure Canada on a case-by-case basis and upon receipt from the applicant of a written request noting business case rationale, in advance of the contract being awarded.

## Reporting and Audit Requirements

All recipients of contribution funding must provide reports to Infrastructure Canada based on the terms outlined in the contribution agreement. These may include any of the following: annual and final reports, status and progress updates, financial reports and evaluation reports. Annual and final reports will include, at minimum, information regarding the implementation progress and details of project funding and their management.

Infrastructure Canada will monitor approved projects to ensure that funds are used in accordance with the terms and conditions of the contribution agreement. Recipients may be required to conduct and submit one audit over the course of the contribution agreement, carried out by an independent third party. Infrastructure Canada will reserve the right to review and audit recipients as deemed necessary.

## Disposal of assets

Recipients will be required to pay back in full contributions in the event of the sale of rolling-stock or supporting infrastructure within 10 years. The provisions of the Treasury Board Policy on Transfer Payments concerning the repayment of contributions will apply to contributions made under the ZETF. If repayments are required, they will be made in accordance with the procedures outlined in the Policy on Transfer Payment. The recipient of the federal contribution will be obliged in the contribution agreement to provide repayment of funds if necessary, with interest charged on those amounts owing to the Crown. The Contribution Agreement will set out the terms for repayment if required and the process for monitoring the agreement.

## Privacy and Third Party Notice Statement

The information you provide as part of the funding process is collected under the authority of the [Order in Council P.C. 2004-0325](#) for the purpose of administering the program. It may be used to evaluate, select and review applications under the program, monitor the progress of approved projects, and to coordinate administrative decisions with respective federal departments, provincial and or municipal counterparts/partners. Information may be shared with other federal government institutions, including the Canada Infrastructure Bank, for the purpose of assisting Infrastructure Canada with project review and evaluation, determining eligibility under other federal government institutions' programs, including programs administered by the Canada Infrastructure Bank, and confirming past federal funding sought by an applicant. Infrastructure Canada may also disclose the information to external experts (e.g., scientific, technical, financial, marketing or commercialization) hired by the Government of Canada under contract with confidentiality obligations, for the purpose of assisting Infrastructure Canada with project review and evaluation and/or determining eligibility under other federal government programs. General information about approved projects including the name of the successful applicant, date of approval, the funding amount, project description and the location is [proactively disclosed to the public](#)

once a funding agreement is signed. Other possible uses and sharing of personal information are described in the Grants and Contributions Initiatives personal information bank. Failure to provide this information, and to consent to the collection, use and disclosure of this information, may result in the application not being further considered, and a delay in assessing your application for funding. You have the right to the correction of, access to, and protection of your personal information under the *Privacy Act* and to file a complaint with the Privacy Commissioner of Canada over Infrastructure Canada's handling of your information as set out under the *Privacy Act*.

By submitting your application, you agree to the collection, use and disclosure of this information as outlined above.

### ***Any Questions?***

If you have any questions about the Zero Emission Transit Fund that were not answered by this guide or its annex, please contact the ZETF team at [ZETF-FTCZE@infcc.gc.ca](mailto:ZETF-FTCZE@infcc.gc.ca)

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# ANNEX A – Evaluation Matrix Planning Component

Planning project applications will be assessed by Infrastructure Canada and will consider the extent to which the proposed planning project satisfies the following criteria:

Criteria	Evaluation Details
<b>System-level Planning</b>	<p>The proposed planning project will:</p> <ul style="list-style-type: none"> <li>• involve a system-wide analysis of ZEB technologies and strengthen the information base to inform technology selection and support long-term system wide solutions.</li> <li>• identify charging/refueling infrastructure needs and strategies, exploring energy and costs efficiencies.</li> <li>• identify facility and electrical/utility infrastructure requirements and upgrades.</li> <li>• identify potential barriers to system-wide electrification as well as potential challenges which are unique to the project.</li> </ul>
<b>Operational Planning and Deployment Strategy</b>	<p>The proposed planning project will:</p> <ul style="list-style-type: none"> <li>• support innovative and effective ZEB deployments and future operations, and specifically inform optimal route selection and service design for ZEBs, the fleet roll-out implementation plan and procurement needs.</li> <li>• establish a strategy to measure the performance of the project</li> </ul>
<b>Financial Planning</b>	<p>The proposed planning project will:</p> <ul style="list-style-type: none"> <li>• estimate the anticipated lifecycle cost savings associated with the project (relative to the baseline scenario), including details on fuel and maintenance cost savings.</li> <li>• provide preliminary cost estimates (procurement and capital costs) for a ZEB deployment project.</li> </ul>
<b>Capacity to Implement the Technology</b>	<p>The proposed planning project will:</p> <ul style="list-style-type: none"> <li>• identify capacity needs to implement the project.</li> <li>• establish short and long term operational business plans identifying organizational needs (resources, skills and training) for the deployment and operation of ZEBs.</li> <li>• include a comprehensive analysis of technological, operational and system-wide risks associated with the deployment and operation of ZEBs and the development of a risk management plan.</li> </ul>
<b>Environmental Benefits</b>	<p>The proposed planning project will:</p> <ul style="list-style-type: none"> <li>• include a lifecycle assessment of the environmental benefits associated with the project, and estimate the reduction of GHG emissions, noise and non-GHG pollutant (improved air quality), considering carbon impacts of the chosen technology and manufacturing and operating practices.</li> <li>• assess climate risks and identify resiliency measures.</li> </ul> <p>Note: Evaluation of environmental benefits must be done in accordance with <i>The GHG + Plus Guidance Modules</i>.</p>

# ANNEX B – Evaluation Matrix Zero Emission Bus Capital Component

Capital project applications will be assessed by Infrastructure Canada and will consider the extent to which the project proposal addresses the following criteria:

Criteria	Evaluation Details
<p><b>System-level Planning</b></p>	<p>The project proposal includes a detailed description of:</p> <ul style="list-style-type: none"> <li>• the objective and scope of the project.</li> <li>• the options considered in the development of the project and the analysis which supports the selection of the proposed ZEB technology and the system design.</li> <li>• the planned charging/refueling infrastructure (including location and capacity) and the analysis which supports the design and selection of the infrastructure proposed in the project.</li> <li>• the existing and/or planned facilities which will be adapted or built to support and accommodate the new ZEB fleet.</li> <li>• the analysis undertaken to determine the power/energy requirements to charge the fleet to service the selected routes, and the assessment of energy supply, grid capacity, reliability, potential limitations and other relevant considerations specific to the location and network.</li> <li>• the level of involvement with utility companies and the planned work required to make the project viable (and confirmation by local utility provider of system capacity).</li> <li>• the provisions (i.e. backup power supply) included in the project to ensure service reliability or mitigate grid vulnerability.</li> <li>• considerations in the design/project that would facilitate the future expansion of the fleet (technology interoperability, scalable charging infrastructure etc.).</li> </ul> <p>*Supporting analysis for the design/decisions must be included in the application.</p>
<p><b>Operational Planning</b></p>	<p>The project proposal includes a detailed description of:</p> <ul style="list-style-type: none"> <li>• the routes selected for operating zero emission buses and the route planning studies undertaken to optimize and support these decisions, including the parameters considered in the modeling of ZEB operations (e.g. route characteristics, topography, climate, operating range, weight limitations, speeds, batteries etc.).</li> <li>• the planned maintenance and operational practices to support the deployment and operation of the ZEB fleet and how they will be adapted during and after project implementation (e.g. maintenance policies, staff training, vehicle reliability, reporting etc.)</li> <li>• the planned charging and storage strategies for the operation of ZEBs (e.g. charging schedules, indoor vs outdoor storage, contingency plans etc.) and their potential impact on operations.</li> </ul> <p>*Supporting analysis for the design/decisions must be included in the application.</p>
<p><b>Deployment Strategy</b></p>	<p>The project proposal includes a detailed description of:</p>

	<ul style="list-style-type: none"> <li>• the implementation plan for the project, including timelines, project milestones, details on the phasing and deployment of the ZEB fleet, charging/refueling infrastructure, facility and utility upgrades.</li> <li>• the planned procurement strategy for the project, outlining different project components and methods in which goods or services will be acquired.</li> <li>• the strategy developed to measure the performance of the project.</li> </ul>
<b>Financial Planning</b>	<p>The project proposal includes:</p> <ul style="list-style-type: none"> <li>• the forecasted lifecycle cost savings associated with the project (relative to the baseline scenario), including details on fuel and maintenance cost savings associated with the project (supporting analysis required)</li> <li>• the project cost estimate broken down by project component (e.g. ZEB procurement, charging/refueling infrastructure, facility upgrades etc.) indicating the class of estimate and contingency amount.</li> </ul>
<b>Capacity to Implement the Technology</b>	<p>The project proposal includes a detailed description of:</p> <ul style="list-style-type: none"> <li>• the proponent's previous experience with the zero emission technology selected and how this experience will support the successful implementation of the ZEB project.</li> <li>• successful resource planning undertaken for past projects of similar scope and/or level of complexity.</li> <li>• the planned resources (staff and skills) to support the short and long term success of the project.</li> </ul>