

# **Decarbonization Incentive Program**

Output-Based Pricing  
System Proceeds Fund

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## **Annex B – Application Form Walkthrough**

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Environment and  
Climate Change Canada

Environnement et  
Changement climatique Canada

Canada 

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## Annex B – Application Form Walkthrough

The following instructions, which mirror the structure of the online form for the Decarbonization Incentive Program (hereafter “the Program”), will assist applicants in completing Sections that require more explanation. Applicants are able to edit applications prior to submission as Environment and Climate Change Canada (ECCC) will only see the formal application once it has been submitted. All questions must be answered completely and accurately for the application to be considered. Failure to follow these instructions carefully may result in the project being rejected.

Question	Action
Project Title (Mandatory)	Enter the title of the project for the application
<b>1 Applicant and Facility Information</b> The following questions are designed to capture critical applicant contact and facility information. Applicants are responsible for updating this information and providing additional details, if required. Applicants must operate or have a controlling ownership stake in the eligible facility where the project is occurring. For more information, please consult Section 3.1 to 3.4 of the <a href="#">Applicant Guide</a> .	
<b>1.1 Applicant Information</b>	
1.1.1 Applicant: Full legal name of organization (Mandatory)	Enter the full legal name of the organization. If the operational name is different than the legal name, please include the operational name in application question 1.4.1. If selected for funding, the applicant will be the recipient under the Program and the one to sign a contribution agreement with ECCC.
1.1.2 Applicant: Organization type (Mandatory)	Select the appropriate organization type from the drop-down list in accordance with the definitions below:  <b>Regional/local/municipal government with population of 99,999 or below or with population of 100,000 or above:</b> Regional entities delivering municipal type services, local or regional municipal governments established by or under provincial statute or territorial statute, or regional municipal organizations.  <b>Public sector body or board:</b> Public sector bodies or boards that are established by or under provincial or territorial statute or by regulation or are wholly owned by a province, territory or local or regional government in Canada.  <b>Not-for-profit:</b> Canadian not-for-profit organizations, such as provincial and territorial municipal associations, professional and industry associations, and educational institutions in partnership with a provincial or municipal government.  <b>Private sector for-profit small, medium or large business:</b> Canadian for-profit organizations with established businesses in Canada.
1.1.3 Organizational website (Optional)	If applicable – Enter the full website URL of the lead organization for the application process.
1.1.4 Language of choice for correspondence (Mandatory)	Choose if you would prefer to be contacted in English or French.
<b>1.2 Primary Contact Info</b>	
1.2 Primary Contact (Mandatory)	Provide the contact information of the primary person responsible for this application, who ECCC would contact for notifications and/or follow-up questions regarding this application.
<b>1.3 Secondary Contact Info</b>	
1.3 Secondary Contact (Mandatory)	Provide the contact information of the primary person responsible for this application, who ECCC would contact for notifications and/or follow-up questions regarding this application.
<b>1.4 Covered Facility Information</b>	
1.4.1 Covered Facility Name (Mandatory)	Enter the name of the covered facility that is registered and regulated under the federal Output-Based Pricing System (OBPS).
1.4.2 Covered Facility Address (Mandatory)	Enter the address of the covered facility.
1.4.3 Covered Facility Location (Mandatory)	Enter the GPS coordinates including longitude and latitude of the covered facility.
1.4.4 Covered Facility OBPS registration number (Mandatory)	Enter the OBPS registration number for the covered facility implicated under the OBPS.
1.4.5 Name of the person responsible for the facility under Section 171 of the <i>Greenhouse Gas Pollution Pricing Act</i> (Mandatory)	Enter the name of the person responsible for the covered facility. Under the OBPS Regulations, the person responsible for a covered facility is the person who owns or is otherwise responsible for the covered facility, including the person who has the charge, management or control of the covered facility, or who is the true decision maker with respect to the operations of the covered facility. There can be more than one responsible person. The name of the responsible person can be found in the facility's OBPS registration.
1.4.6 Covered Facility GHG Reporting Program – GHG ID (Mandatory)	Enter the alpha-numeric GHG reporting ID for the covered facility, provided under the <a href="#">Greenhouse Gas Reporting Program</a> .

1.4.7 In order to be eligible for funding, applicants must operate or have a controlling ownership stake in the facility where the project would occur. Please explain how the applicant meets this criterion. (Mandatory)	<p>In order to be eligible for funding, the applicant organization (entered under 1.1.1) must operate or have a controlling ownership stake (i.e. has control over the company's activities) in the facility where the project would occur. For example, the applicant has 60% controlling ownership stake in the covered facility where the project will be implemented or the applicant is responsible for operating the covered facility where the project will take place.</p> <p>In Section 9 of the application form, applicants will be asked to upload proof of ownership or a declaration of written authority showing that the applicant has permission from the owner to undertake the project.</p>
<b>1.5 Sector Specific Questions</b>	
1.5.1 Covered Facility NAICS code (primary) (Mandatory)	<p>Enter the 6-digit North American Industry Classification System (NAICS) code for the business.</p> <p>See the following link for a list of codes: <a href="#">NAICS Classification search tools</a></p>
<b>Questions 1.5.2 to 1.5.4 apply and are mandatory for goods-producing organizations (identified by NAICS code selected).</b>	
1.5.2 Does the covered facility, or any of its cross-owned affiliates, produce softwood lumber?	Please consider selecting 'yes' if the applicant organization that owns and/or operates the covered facility produces softwood lumber at that facility or a different facility in Canada, or if the applicant organization that owns and/or operates the covered facility also cross-owns a company that produces softwood lumber. Consider selecting 'no' if the applicant organization that owns and/or operates the covered facility has no connection to softwood lumber production.
1.5.3 Please provide a general description of the type of products that are being produced at the covered facility (Mandatory if applicable)	Please list the general categories of products that are being produced at the covered facility. For example, petroleum and coal products, non-metallic mineral, pharmaceutical and medicine products. Please clarify if and how the proposed project relates to the production of any of these products.
1.5.4 What is the expected annual revenue generation for these products from your Canadian operations next year (e.g. your organization's next fiscal year)?	Answer cannot be zero-value. Expected annual revenue generation can be based on total annual revenues from previous years (e.g. average of revenues in the last 5 years). Annual revenues can be a total of revenues generated from one or multiple types of goods produced at the covered facility.
<b>2 Project Information</b> The following questions are designed to gather detailed information related to your project, including key activities, type of technologies and/or processes, and expected project outcomes. For more information, please consult Section 3.5 of the <a href="#">Applicant Guide</a> .	
<b>2.1 Project Summary (Mandatory)</b>	Provide a concise summary of your proposed project. Briefly describe what technologies or processes are being changed and/or deployed and how they will reduce GHG emissions (e.g. equipment retrofits for efficient improvements, replacement equipment for fuel switching, or process changes to reduce energy consumption). Please ensure this overview contains only non-confidential information. (Maximum of 500 characters including spaces)
<b>2.2 Comprehensive description of the project. (Mandatory)</b>	Provide a detailed overview of the proposed project, focusing on the equipment, technologies, and processes that will change. Clearly state project objectives and the rationale for the project, how it aligns with the objectives of this program, and how it would contribute to GHG emissions reductions. The scope of your project should be clear in this description and only include activities for which you are seeking funding and that are necessary for the successful completion of the project. You may provide general context on how the project fits into your organization's overall activities, structure, or net-zero plan, but please ensure this is distinct from the description of the project itself. Please do not repeat your project work plan. (Maximum 4000 characters including spaces)
<b>2.3 Activity Types (Mandatory)</b>	<p>Select all the activity types that best describe the project from the checkbox list. See Annex A of the Applicant Guide for definitions of each activity type for additional information.</p> <ul style="list-style-type: none"> <li>• Stationary equipment retrofits for energy efficiency</li> <li>• Stationary equipment retrofits for fuel switching</li> <li>• Mobile equipment retrofits for energy efficiency</li> <li>• Mobile equipment retrofits for fuel switching</li> <li>• Building envelope upgrades (insulation, windows, doors)</li> <li>• Clean electricity production for own use</li> <li>• Low-carbon fuel production for own use</li> <li>• Cogeneration or combined heat &amp; power production</li> <li>• Heat Recovery</li> <li>• District energy and/or heating</li> <li>• Industrial process changes</li> </ul>

	<ul style="list-style-type: none"> <li>• Organics diversion</li> <li>• Industrial product use changes</li> <li>• Carbon capture &amp; storage</li> <li>• Carbon capture &amp; utilization</li> </ul> <p>If activity type is other – describe the activity type in question 2.3a.</p>
<b>2.4 Barriers to Project Implementation (Mandatory)</b>	Describe any barriers or challenges (e.g. financial, technological, or capacity challenges) that make it difficult to pursue this project without government funding or other support. Answers to this question will be used to verify that the project is incremental to routine projects at your covered facility. (Maximum of 2500 characters including spaces)
<b>3 Other Project Eligibility Criteria</b> The following questions are designed to help determine whether the proposed project meets the program's additional project eligibility criteria related to technology readiness level, GHG reductions, and project scope. Note that certain project activities are ineligible for funding under the Program. For more information, please consult Section 3.5.1 to 3.5.4 of the <a href="#">Applicant Guide</a> .	
<b>3.1 Technology Readiness Level (TRL):</b> Select the technology readiness level of the technology being implemented in the project.	<p>Select the TRL that corresponds to the technology being implemented in the project from the drop-down list, ranging from TRL 1 to TRL 9. If the technology is currently at one level but this project represents the next level (e.g. a demonstration project exists, and this will be the first full implementation of the system), please select the next level (i.e. what TRL this project will represent). (Mandatory)</p> <p>See the following link to assess Technology Readiness Level: <a href="#">Technology Readiness Level (TRL) Assessment Tool</a>.</p> <p>Please note that the Program will only fund projects using technologies at the TRL scale of level 8 or above. If TRL level is less than 8 – in question 3.1a, describe the technology that is not commercially available and why it is essential to the completion of the project. (Maximum of 3000 characters including spaces)</p>
<b>3.2 Research, Development &amp; Demonstration:</b> Are there any activities in the project that may be interpreted as research, development and/or demonstration? (Mandatory)	<p>Select “yes” or “no” to indicate whether there are any activities in the project that may be interpreted as research, development and/or demonstration elements. Please note that research, development and demonstration activities are ineligible for program funding.</p> <p>If yes – in question 3.2a, describe these activities and why they are necessary for the completion of the project and explain why they would not affect the project's eligibility. (Maximum of 3000 characters including spaces)</p>
<b>3.3 Capacity Building:</b> Does the project include any training, educational or capacity building activities? (Mandatory)	<p>Select “yes” or “no” to indicate whether this project will include training, educational, or capacity building elements. Please note that standalone educational or capacity building projects are ineligible for program funding.</p> <p>If yes – in question 3.3a, describe these activities and why they are necessary for the completion and/or operation of this project. (Maximum of 3000 characters including spaces)</p>
<b>3.4 Standalone Studies:</b> Does the project include any feasibility or prospective studies? (Mandatory)	<p>Select “yes” or “no” to indicate whether this project will include any feasibility study or other prospective studies. Please note that standalone feasibility or prospective studies are generally ineligible for program funding. However, some studies could be considered as eligible expenditures, as outlined in Section 4.3 of the Applicant Guide, such as those required for engineering and environmental review, or for scientific, technical and planning purposes.</p> <p>If yes – in question 3.4a, describe why the study is essential to complete the project, and potential implications for the application, including eligible expenditures and estimated time of completion. (Maximum of 3000 characters including spaces)</p>
<b>3.5 Regulatory Compliance:</b> Could this project be interpreted as satisfying existing standards or regulations for energy, GHG emissions, or air pollution performance requirements? Activities that reduce OBPS compliance obligations and/or generate surplus credits are expected and eligible. (Mandatory)	<p>Select “yes” or “no” to indicate whether this project could be interpreted as satisfying existing standards or regulations for energy, GHG emissions, or air pollution performance requirements. Please note that projects aiming to satisfy existing standards or regulations (with the exception of OBPS) are ineligible for program funding.</p> <p>If yes – in question 3.5a, describe the regulatory/industrial standards, why the project is not specifically required by these regulations or standards, and how the proposed project will meet or exceed those standards. (Maximum of 3000 characters including spaces)</p>
<b>3.6 New Buildings:</b> Will the project include the construction of new buildings? (Mandatory)	<p>Select “yes” or “no” to indicate whether this project will include the construction of new buildings. Please note that the construction of new buildings is ineligible for program funding.</p> <p>If yes – in question 3.6a, describe why the construction of new buildings is required as a part of a larger GHG emissions reduction initiative, and why it should not affect the project's eligibility. (Maximum of 3000 characters including spaces)</p>



<b>3.7 New Facility Production:</b> Will the project include activities that will be implemented together with a significant expansion of production at the facility? (Mandatory)	Select “yes” or “no” to indicate whether this project will coincide with an expansion of production at the facility.  If yes – in question 3.7a, describe the expansion of production that will be occurring and explain how the project is related to both existing and expanded production. In your answer, please describe how the expenditures associated with the expansion are separate from the expenditures of this project. Please also describe the status of the expansion and if the project depends on the expansion proceeding or not. (Maximum of 3000 characters including spaces). Please see Section 3.5.4 of the Applicant Guide for examples.
<b>3.8 Electricity or Fuel Production (Own-use):</b> Will the project involve the generation of electricity or production of low-carbon fuels? (Mandatory)	Select “yes” or “no” to indicate whether this project will include the generation of electricity or production of low-carbon fuels.  If yes – in question 3.8a, describe how the project satisfies the “own-use” requirement as well as details regarding estimated energy/fuel to be produced by the project and the percentage to be used within the applicant organization’s own operations. Answers should be separate for distinct assets (e.g. a solar PV system vs a natural gas turbine) but can be combined for sets of similar assets (e.g. three natural gas turbines). Describe the type of energy produced by each asset in the project. For each asset, provide the estimated percentage of electricity or fuel produced that will be used within the facility’s operations. If electricity is produced, describe the site of generation and consumption. If the project involves the construction or expansion of a cogeneration/combined heat and power plant, describe how the heat will be used by the facility instead of providing estimates of the percentage of electricity or steam used. (Maximum of 3000 characters including spaces). Please see Section 3.5.5 of the Applicant Guide for further information.
<b>4 Project GHG &amp; Energy Outcomes</b> The following questions are designed to capture GHG emissions reductions and energy savings of the proposed project. The values entered for questions 5.1 to 5.4 must align with the values in Section 4.2 of the Emissions Reductions Tab of the GHG Workbook for this project. For more information, please consult Section 7.2.1 of the <a href="#">Applicant Guide</a> and the GHG Estimation Guide for Projects: GHG accounting guidance for applicants to ECCC’s climate change mitigation programs (the “GHG Estimation Guide”) available for download along with the GHG Workbook in the Program Information Management System (PIMS).	
<b>4.1 2030 GHG Emissions Reductions:</b> Total estimated annual domestic GHG emission reductions in tonnes of carbon dioxide equivalent (t CO <sub>2</sub> e) in the year 2030. (Mandatory)	Enter the estimated annual GHG emissions reductions in the year 2030 based on calculation provided in Section 4.2 in the Emissions Reductions tab of the GHG Workbook. Please consult the GHG Estimation Guide for additional information on how to estimate the GHG emissions reductions.
<b>4.2 2030 Energy Savings:</b> Total estimated annual energy savings in the year 2030 in gigajoules (GJ). If energy use increases, enter a negative value. (Mandatory)	Enter the estimated annual energy savings in 2030 (in gigajoules) based on the calculation provided in Section 4.2 in the Emissions Reductions tab of the GHG Workbook. If your project has a net increase in energy, enter the value as a negative as it appears in Section 4.2. If your project does not have a net increase or decrease in energy, enter 0. Please consult the GHG Estimation Guide for additional information on how to estimate energy savings.
<b>4.3 Cumulative to 2050 GHG Emissions Reductions:</b> Total estimated cumulative domestic GHG emission reductions in tonnes of carbon dioxide equivalent (t CO <sub>2</sub> e) over the lifetime of the project (to 2050). (Mandatory)	Enter the estimated cumulative GHG emissions reductions up to the year 2050 based on calculation provided in Section 4.2 in the Emissions Reductions tab of the GHG Workbook. Please consult the GHG Estimation Guide for additional information on how to estimate the GHG emissions reductions.
<b>4.4 Cumulative to 2050 Energy Savings:</b> If applicable, total estimated cumulative energy savings in gigajoules (GJ) over the lifetime of the project. (Mandatory)	Enter the estimated cumulative energy savings up to the year 2050 (in gigajoules) based on the calculation provided in Section 4.2 in the Emissions Reductions tab of the GHG Workbook. If your project has a net increase in energy, enter the value as a negative as it appears in Section 4.2. If your project does not have a net increase or decrease in energy, enter 0. Please consult the GHG Estimation Guide for additional information on how to estimate energy savings.
<b>5 Other Project Benefits</b> Please check each co-benefit that applies and provide the requested explanation. You may attach supplementary documentation in Section 9 of the application form. However, please ensure the explanation provided in this form is comprehensive, as supplementary material may not be reviewed in detail. For more information, please consult Section 7.2.2 of the <a href="#">Applicant Guide</a> .	
<b>5.1 Priority Co-Benefits</b>	
5.1.1 Is the project part of a long-term decarbonization plan or a formalized net-zero strategy for your organization or facility? (Optional)	Select “yes” or “no” to indicate whether this project is part of a long-term decarbonization plan for the organization or facility to achieve net-zero emissions.  If yes – in question 5.1.1a, describe the organization/facility plan and the project’s role in achieving the planned goals. If applicable, provide a link or upload a supplementary document. Note that the existence of a net-zero plan, with or without mention of activities described in this project, will not be interpreted as a pre-existing commitment to this specific project. (Maximum of 3000 characters including spaces)
5.1.2 Does the project involve or create partnerships with clean growth firms, industry organizations or researchers? (Optional)	Select “yes” or “no” to indicate whether this project involves a partnership with clean growth firms, industry organizations or researchers.

	<p>If yes – in question 5.1.2a, describe how the organization will be involved in the project or how the project will create such partnerships. Describe any significant collaborations with external partners. Consider describing any collaborations with Canadian Post-Secondary institutions, industry organizations, research networks, etc. If applicable, include Letters of Intent (LOI), Memoranda of Understanding (MOU) etc. (Maximum of 3000 characters including spaces)</p>
5.1.3 Does the project involve or promote innovative and/or industry-leading practices or environmental practices? (Optional)	<p>Select “yes” or “no” to indicate whether this project promotes innovative and/or industry-leading technologies or environmental practices.</p> <p>If yes – in question 5.1.3a, describe what technologies or environmental practices involved in the project are considered innovative and/or industry-leading and how the project will promote them (e.g., the project will guide the sector towards a low carbon economy and influence similar projects to be undertaken in Canada in the future). Provide specific examples of potential for replication, improvement, or further learning and innovation that may arise at the organization’s operations, in Canada or globally, or in this or other industries, as a result of this project (e.g., the successful completion of the project could lead to it being repeated at other facilities operated by the applicant). If applicable, provide supplemental documentation. (Maximum of 3000 characters including spaces)</p>
5.1.4 Will the project result in benefits (e.g., jobs) for First Nations, Inuit, or Metis communities? (Optional)	<p>Select “yes” or “no” to indicate whether this project will be advantageous to First Nations, Inuit, or Metis communities.</p> <p>If yes – in question 5.1.4a, describe how the project will create employment, education, training, skills development or lead to the development of infrastructure in, or in service of First Nations, Inuit or Metis communities. If applicable, provide an engagement plan developed in collaboration with the Indigenous community and/or provide letters of support from the partnering First Nations, Inuit or Metis communities. If the project will contract services from Indigenous employees or Indigenous-led businesses (e.g., procurement, design, construction management, installation and maintenance), provide a description of the business and which services will be contracted to Indigenous employees or Indigenous-led businesses, as well as how many and the duration of the contracts that will be issued. (Maximum of 3000 characters including spaces)</p>
<b>5.2 Other Co-Benefits</b>	
5.2.1 Does the project have other clean growth benefits not described above in the Priority Co-benefit Section? (Optional)	<p>Select “yes” or “no” to indicate whether this project provides clean growth benefits not already previously described.</p> <p>If yes – in question 5.2.1a, describe the additional clean growth benefits and how the project would achieve these outcomes. (Maximum of 3000 characters including spaces)</p> <p>For example:</p> <ul style="list-style-type: none"> <li>Describe if the project will result in a significant decrease in upstream or downstream GHG emissions (e.g., project implementation will result in decreased use of materials which have significant production emissions or in increased production of zero-emission products for sale on the market). Describe these sources of emissions, which must be in addition to those included in the project’s submitted GHG emissions reductions estimate, and how the project will reduce them. If applicable, provide supplemental documentation.</li> </ul>
5.2.2 Does the project have other environmental benefits, not including GHG emissions reduction benefits? (Optional)	<p>Select “yes” or “no” to indicate whether this project provides environmental benefits not related to GHG emissions reductions.</p> <p>If yes – in question 5.2.2a, describe the environmental benefits and how the project would achieve these outcomes. Please note that GHG emissions reductions are <i>not</i> assessed under this co-benefit and should not be repeated here. (Maximum of 3000 characters including spaces)</p> <p>For example:</p> <ul style="list-style-type: none"> <li>The project will improve local air quality and/or lead to a reduction of air pollution (other than GHGs) by reducing pollutants classified as criteria air contaminants (e.g., nitrogen oxide, particulate matter). Describe the air pollutant(s) being reduced, how your project will reduce them, and provide estimates of both the level of reductions and the percentage reductions for your overall facility or operation’s emissions to illustrate significance. If possible, provide the National Pollutant Release Inventory ID for your facility for reference. If applicable, provide supplemental documentation.</li> <li>The project will result in a reduction in deforestation, land erosion and/or top soil loss. Describe how the project will improve impacted land. If applicable, describe the changes in land area such as a reduction in the size of land area</li> </ul>

	<p>impacted (e.g., through reduction in the quantity of raw materials used), or the change of location of land use to an area which has lower impact. If applicable, describe improvements to soil health and/or an increase in cover/biomass of plant species. If applicable, provide supplemental documentation.</p> <ul style="list-style-type: none"> <li>• The project will improve biodiversity, habitat protection, and/or restoration. Describe how the project positively impacts biodiversity, including species at risk, through improved habitat conditions, ecosystem health, and/or supporting ecosystem adaptation and resilience. If applicable, provide supplemental documentation.</li> <li>• The project will improve waste and/or resource management (e.g., the project results in less waste sent to landfills, reuse of any by-products that would otherwise be wasted, optimize/reduce use of water, reduced maintenance frequency or redundancy). Describe in detail which specific resources will be improved and/or reduced, as well as how they will be improved and/or reduced. If applicable, provide supplemental documentation (e.g. waste management plans, sustainability plans, etc.).</li> </ul>
5.2.3 Does your project have any diversity and inclusion benefits? (Optional)	<p>Select “yes” or “no” to indicate whether this project provides benefits for students/youth, minority groups and/or people with disabilities.</p> <p>If yes – describe the diversity and inclusion benefits the project would achieve these outcomes in question 5.2.3a. (Maximum of 3000 characters including spaces)</p> <p>For example:</p> <ul style="list-style-type: none"> <li>• The project will create employment, education, training, or other skills development for students/youth, minority groups and/or people with disabilities. Describe the specific opportunities or initiatives that the project will create, and which groups will be targeted. If applicable, provide supplemental documentation.</li> <li>• The project will align with the applicant’s social responsibility strategy (such as Corporate Social Responsibility). Describe the strategy, highlighting relevant Sections, and the project’s place within it. If applicable, provide the strategy via supplemental documentation or a link.</li> </ul>
5.2.4 Does the project have benefits to health and safety? (Optional)	<p>Select “yes” or “no” to indicate whether this project provides increased productivity or health and safety benefits.</p> <p>If yes – in question 5.2.4a, describe the health and safety benefits and how the project would achieve these outcomes. (Maximum of 3000 characters including spaces)</p> <p>For example:</p> <ul style="list-style-type: none"> <li>• The project will improve the health &amp; safety of the workplace environment by positively impacting indoor conditions, temperature, or odors (e.g. noise level, indoor air quality, repetitive motion). Describe which measures will improve the health and safety of the workplace environment, as well as how and to what degree the measures will positively impact indoor conditions. If applicable, provide the strategy via supplemental documentation.</li> </ul>
5.2.5 Does the project have any other notable benefits not listed above? (Optional)	<p>Select “yes” or “no” to indicate whether this project would provide benefits that have not previously been described.</p> <p>If yes – in question 5.2.5a, describe these additional benefits and how the project would achieve these outcomes. If the project will result in additional co-benefits that do not fall within the five overarching co-benefit categories, provide details in this Section of the application form. Include as many details as possible with examples. If applicable, provide supplemental documentation. (Maximum of 3000 characters including spaces)</p>
<b>6 Project Dates, Expenditures &amp; Funding</b> The following questions are designed to capture project timelines, associated expenditures and sources of funding. Applicants are responsible for updating this information and providing additional details, if required. Information provided must match what was entered in the WBS & Budget Workbook. For more information, please consult Section 4 of the <a href="#">Applicant Guide</a> .	
<b>6.1 Project Dates</b>	Enter the project start and end date (YYYY-MM-DD) to indicate the project’s implementation timeline. Please note that <b>ECCC will not reimburse expenditures incurred prior to signing of the funding agreement</b> , regardless of the proposed start date. <b>Project must be completed no later than March 31, 2026.</b>
<b>6.2 Project Expenditures Per Year</b>	
Eligible Expenditures	Using information from the completed WBS and Budget Workbook, enter total eligible expenditures by fiscal year.
Ineligible Expenditures	Using information from the completed WBS and Budget Workbook, enter the total ineligible expenditures by fiscal year.
Total Expenditures	No action required – pre-populated amount based on the total expenditures reported for the project.



<b>6.3 Define Sources of Funding</b>	Fill out the financial table in the form by identifying all sources of funding for this project, other than funding requested from this Program. Please indicate if the source of funding has been secured, including funding to be committed by the applicant, and provide any comments on this source of funding that may be relevant. If the funding is not secured, please describe the process and timeline for securing these funds, and alternative sources of funds that may replace this source of funding, if relevant.
The Applicant	Provide details regarding the amount and status of funding from the applicant. If funding has not been secured, describe the process and timeline for securing funding.
Other Sources (Optional)	Provide details regarding the amount and status of funding from other sources including project partners and federal, provincial/territorial, or municipal governments. If funding has not been secured, describe the process and timeline for securing funding.
<b>6.4 Sources of Funding for Project Expenditures</b>	For each identified source of funding, fill out the table in the form, specifying the amount of funding expected from each source, including the funding requested from ECCC in this application.  <b>Note:</b> the sum of all funding sources must match <b>Total Project Expenditures (eligible and ineligible expenditures)</b> as detailed in Section 6.2.
Requested Funding	Enter the amount of funding the organization is seeking in each fiscal year in order to complete the project.
The Applicant	Enter the amount of funding the applicant will provide to carry out the project.
Other Sources (Optional)	Enter the amount of funding and a brief description of the entity providing funding.
Total Funding	No action required – pre-populated amount based on the sum of funding sources provided in the table.
<b>6.5 Total Funding Requested</b>	
Total Requested Funding	No action required – pre-populated amount based on the total amount of federal funding requested in question 6.4.
Total Eligible Expenditures	No action required – pre-populated amount based on the sum of annual eligible expenditures in question 6.2.
Percentage Requested	No action required – pre-populated amount based on the ratio of total requested funding and total eligible expenditures.
<b>7 Project Risks</b>	
The following questions are designed to capture potential and known risks related to the implementation of the proposed project. For more information, please consult Section 7.2.3 of the <a href="#">Applicant Guide</a> .	
<b>7.1 Capacity, Financial, and Workplan Risks</b>	
7.1.1 What level of contingency is included in the expenditure estimate? List known risks to the project budget and the associated mitigation strategies. (Mandatory)	Describe any foreseeable risks associated with the budget (e.g., relating to project readiness, equipment, or labour) and the mitigation strategies that would be employed to address them. (Maximum of 2000 characters including spaces)
7.1.2 Describe the organization's internal management capacity and expertise to manage and execute a project of this type. Include details such as experience implementing similar projects. (Mandatory)	Describe any foreseeable risks associated with management capacity and the mitigation strategies that would be employed to address them. (Maximum of 2000 characters including spaces)
7.1.3 If the involvement of other organizations (excluding contractors) is required to support the execution of the project, what will their role be, and what type of agreements do you have or will you seek with them (e.g. Joint Venture, Memorandum of Understanding) (Optional)	Describe the relationships with the other organization(s) involved in supporting the execution of the project. (Maximum of 2000 characters including spaces)
7.1.4 If external expertise is required to support the execution of the project, what will their role be and how will you obtain the expertise? (Optional)	Describe the extent to which external expertise (e.g., consultants or contractors) is necessary to support implementation of the project. (Maximum of 2000 characters including spaces)
7.1.5 Describe any risks or issues that may cause delays in the delivery and completion of the project. (Mandatory)	Describe any foreseeable risks associated with delays or timeframes necessary to implement the project (e.g., are specific seasons needed to complete the project; is the project location in a challenging region that requires extensive travel time, has limited or restricted access, does not have readily accessible services, or are there potential equipment delivery delays?) and the mitigation strategies that would be employed to address them. (Maximum of 2000 characters including spaces)
7.1.6 Describe any other major financial, capacity or work plan risk(s) to the successful execution of the project that have not already been identified. (Optional)	Describe any foreseeable risks associated with any other financial, capacity or workplan related risks not identified above. (Maximum of 2000 characters including spaces)
7.1.7 Explain how the capacity, financial, or work plan risk(s) described in Sections 7.1.1 to 7.1.6 above will be mitigated. (Mandatory)	Describe the mitigation factors to reduce the foreseeable risks in financial, capacity or workplan related risks indicated in question 7.1. (Maximum of 2000 characters including spaces)
<b>7.2 Technical Risks</b>	
7.2.1 Have the proposed technologies been previously used, maintained, or supported in the same or in a similar context as this project? (Mandatory)	Describe any foreseeable risks associated with the technological aspects of the project (e.g., the proposed technologies used in Canada, adapted to the climate of the project location, and/or used in a different context or process than is typical of the industry). (Maximum of 2000 characters including spaces)
7.2.2 What is your organization's experience with this technology? If none, what external expertise will you be engaging? Have you (or another organization involved in the project) completed studies or other work? If yes,	Describe the organization's experience with the proposed technology, or what external expertise would be leveraged in order to implement the project, such as: 1) research, development and/or demonstration elements, 2) training or capacity building, 3)

please describe these activities. Supporting documentation may be attached. (Mandatory)	feasibility study or other prospective studies, 4) preliminary engineering design. If studies or other work have been completed, please describe these activities. (Maximum of 2000 characters including spaces)
7.2.3 Describe any other major technical risk(s) to the successful execution of the project that have not already been identified. (Optional)	Describe any foreseeable risks associated with any other technical risks not identified above. (Maximum of 2000 characters including spaces)
7.2.4 Explain how the technical risk(s) described in Sections 7.2.1, 7.2.2, and 7.2.3 above will be mitigated. (Mandatory)	Describe the mitigation factors planned to reduce the foreseeable technical risks indicated in question 7.2. (Maximum of 2000 characters including spaces)
<b>8 Project Considerations</b> The following questions are designed to capture any potential implications the proposed project may have on Indigenous rights and environmentally sensitive areas. For more information, please consult Section 5 of the <a href="#">Applicant Guide</a> .	
<b>8.1 Indigenous Considerations</b>	
8.1.1 Will this project have any implications on Indigenous or treaty rights? (Mandatory)	<p>The Government of Canada may have a legal duty to consult with, and if applicable, accommodate, Indigenous Peoples when it contemplates conduct that might adversely impact Indigenous or treaty rights. ECCC will assess potential impacts of projects on the constitutionally protected Indigenous and treaty rights to ensure that those affected are properly notified, consulted and, where required, accommodated.</p> <p>Select “yes” or “no” to indicate whether the proposed project might adversely impact Indigenous or treaty rights.</p> <p>If unsure, consult the Crown-Indigenous Relations and Northern Affairs Canada (CIRNAC) website below:  <a href="#">CIRNAC Treaties and Agreements</a>.</p>
8.1.1a Have Indigenous peoples, organizations, governments, or communities been advised, engaged, or consulted about the project? (If 8.1.1 is yes, Mandatory)	<p>Select “yes” or “no” to indicate whether Indigenous peoples, organizations, governments, or communities have been engaged or consulted about the proposed project.</p> <p>If yes – list all groups who have been engaged or consulted and how that engagement or consultation was undertaken.</p>
8.1.1b Have concerns been raised in engagement or consultation with Indigenous peoples, organizations, governments, or communities? (If 8.1.1 is yes, Mandatory)	<p>Select “yes” or “no” to indicate whether Indigenous peoples, organizations, governments, or communities have raised concerns about the proposed project.</p> <p>If yes – please explain any issues that have been raised and how you plan to address them.</p>
8.1.1c Have Indigenous peoples, organizations, governments, or communities provided written support for the project? (If 8.1.1 is yes, Mandatory)	<p>While written support has no impact on the assessment of the proposed project, confirmation of support from Indigenous peoples, organizations, governments, or communities may be used to verify the answers provided in this form.</p> <p>Select “yes” or “no” whether Indigenous peoples, organizations, governments, or communities have provided written support for the proposed project.</p> <p>If yes – applicants can provide copies of written support by uploading them in Section 9 of this form. If not yet obtained, please describe when and how written support will be provided.</p>
<b>8.2 Environmental Considerations</b>	
8.2.1 Does the project require a federal, provincial or territorial environmental impact assessment? (Mandatory)	<p>Depending on where a project is located, applicants may be required to complete an environmental impact assessment(s) prior to undertaking certain activities in order to comply with federal, provincial or territorial legislation.</p> <p>Select “yes” or “no” to indicate whether the project requires a federal, provincial, or territorial environmental assessment.</p> <p>If you are unsure of what your responsibilities are, please consult your provincial or territorial government and the <a href="#">Impact Assessment Agency of Canada</a>.</p> <p>If yes – in question 8.2.1a, indicate whether the assessment has been completed and if not, describe the estimated timelines for its completion.</p>
8.2.2 Does the project require permits or authorization from federal, provincial, or territorial governments, or from other bodies, such as electrical or natural gas utilities or municipalities? (Mandatory)	<p>Some projects may require specific permits and/or approvals to undertake certain activities.</p> <p>Select “yes” or “no” to indicate whether the project requires specific permits and/or approvals from local and/or provincial governments or other entities.</p> <p>If yes – in question 8.2.2a, provide details on the status and timeline to obtain these, the impact that any delays may have on the overall project execution, and any other risks associated with obtaining permission. Please upload any permits and approvals that you have obtained so far in section 9 that may further substantiate the validity of the project.</p>

8.2.3 Is the project located near an environmentally sensitive area (e.g., a body of water, a wildlife area, or a migratory bird sanctuary)? (Mandatory)	<p>Please consult these websites for more information on these types of sensitive areas:  National wildlife area: <a href="#">Current National Wildlife Areas</a>  Migratory bird sanctuary: <a href="#">Migratory Bird Sanctuaries Across Canada</a>  Fisheries: <a href="#">Fisheries Act</a>  Species at Risk: <a href="#">About the Species at Risk Act</a></p> <p>Select “yes” or “no” to indicate whether the project will be undertaken near an environmentally sensitive area.</p> <p>If yes – in question 8.2.3a, identify and describe the area as well as the impact(s) the project may have on it. Describe any mitigation measures that would minimize this impact.</p>
8.2.4 Could the project negatively affect other aspects of the environment (e.g., increased noise levels, waste production, water consumption)? (Mandatory)	<p>Select “yes” or “no” to indicate whether the project could negatively affect other aspects of the environment (e.g., increased noise levels)?</p> <p>If yes – in question 8.2.4a, identify and describe the impact(s) the project may have and any mitigation measures that would minimize them.</p>
<b>8.3 Social and Economic Considerations</b> The following questions are designed to gather information to help the Government of Canada report to Canadians on the socio-economic impacts of this program. This information will not be included in the assessment process, but is still needed for the completeness of this application form. For more information, please consult section 5.3 of the <a href="#">Applicant Guide</a> .	
8.3.1 To gain a better understanding of the state of diversity and inclusivity across organizations who own or operate an OBPS covered facility, we are asking applicants whether you have a diversity and inclusion plan or approach for your organization. (Mandatory)	<p>Select the option that best describes the organization’s approach to diversity and inclusion from the drop-down list.</p> <ul style="list-style-type: none"> <li>• Our organization has a diversity and inclusion plan</li> <li>• Our organization is developing a diversity and inclusion plan</li> <li>• Our organization does not have a diversity and inclusion but we have implemented measures to promote it</li> <li>• None of the above</li> <li>• Other</li> <li>• Not applicable</li> </ul>
8.3.2 If applicable, please describe the goals, commitments, actions, your organization is undertaking as part of your diversity and inclusion plan or approach. (Optional)	If applicable – Describe in detail the organization’s efforts and targets for Diversity and Inclusion, including target groups, actions being taken, or other public commitments.
8.3.3 Provide an estimate of the number of new direct jobs created as a result of project implementation (in full-time equivalent jobs). (Mandatory)	Enter the number of estimated new full-time equivalent direct jobs created as a result of project implementation. For more information on how to estimate jobs, please consult Section 5.3 of the Applicant Guide.
8.3.4 Provide an estimate of the <i>change in</i> the average annual jobs at the facility as a result of the project over the lifetime of the project (in full-time equivalent jobs). Note that this estimate may be a negative number. (Mandatory)	Enter estimated change in the number of annual full-time equivalent jobs at the facility as a result of the project.
8.3.5 Describe the methodology and assumptions used to estimate the job outcomes in the two questions above. (Mandatory)	Describe the methodology and base assumptions used to calculate the job estimates for question 8.3.3 and 8.3.4.
<b>9 Upload Documents</b> A GHG workbook, a WBS & Budget Workbook and proof of ownership must be uploaded. Please upload any supplementary material (MOUs or other agreements with third-parties, studies or assessments, proof of source of funds, etc.) in the upload field for supplementary material.	
9.1 GHG Workbook (Mandatory)	
9.2 WBS & Budget Workbook (Mandatory)	Provide detailed budgetary, expenditure, and work plan information for the proposed project.
9.3 Proof of Ownership or Declaration of Authority (Mandatory)	Upload proof of ownership or a declaration of written authority showing that the applicant has permission from the owner to undertake the project. Documentation must support the explanation provided in question 1.4.7.
9.4 Upload field for supplementary material (Optional)	
<b>10 Optional – Feedback</b> Feedback on this form and the application process is welcome. Answers to these questions will be recorded anonymously and will not be included in the assessment of the application.	
10.1 Approximately how much time was spent completing this application? (In hours)	

10.2 What answer best represents the level of agreement with the following statement: “This application form and its associated guide are clear, user-friendly and relevant to this application process”.	<b>Radio button options:</b> <ul style="list-style-type: none"><li>• Strongly agree</li><li>• Agree</li><li>• Neutral</li><li>• Disagree</li><li>• Strongly disagree</li></ul>
10.3 Please provide any suggestions or comments on how this form or this process can be improved.	This feedback will be used to improve and/or adjust future program intakes.
<b>11 Attestations and Permissions</b>	Please read the attestations and permissions page carefully before providing your response and submitting the application.