



Community Energy Partnerships Program

Education Grant Overview

Grant Overview

The following is an overview of the CEPP Education Grants. Please also read the CEPP **Education Grant Rules** for details about requirements, processes and other important matters and the CEPP **Education Grant Guidelines** for details about filling out the application forms.

What is Community Energy?

Community energy refers to the direct participation of Ontario residents in the development and ownership of renewable energy projects. With community energy projects, the economic returns associated with being a generator go to the residents of Ontario. Non-commercial Ontario entities, such as farmers, charities, faith groups, non-profits, co-ops and residents use solar, wind, water and bio-fuel to generate electricity for themselves and other Ontarians, and create economic growth in the Province.

CEPP Education Grants

CEPP Education Grants are a new grant category of the CEPP program. Education Grants are open to Co-operatives, Not-For-Profits and Charities. See the table below for the different grant types.

| Grant Type | Max Grant | Description |
|--------------------------|--|--|
| Local Grant | \$25,000 | Targets a local area, smaller projects generally involving a single venue or municipality |
| Regional Grant | \$75,000 | Targets a region or the entire province, larger projects generally involving multiple venues or municipalities |
| Joint Organization Grant | \$35,000 Local / \$125,000 Regional | Same as above where there are at least two applicant organizations. |

Eligible Applicants

Funding is available to communities in the province of Ontario that fall into any of the following categories:

- 1) a Registered Charity with its head office in Ontario (registered with the Canada Revenue Agency);
- 2) a Not-For-Profit organization with its head office in Ontario (incorporated under the *Corporations Act* (Ontario) or the *Canada Corporations Act*); or
- 3) a “co-operative corporation”, as defined in the *Co-operative Corporations Act* (Ontario), all of whose members are resident in Ontario (a “Co-op”).

Education Grant Objectives

The objectives of the program are:

- 1) To educate communities about the development of renewable energy generation facilities;
- 2) To encourage local community engagement, participation and investment in renewable energy projects by increasing awareness of renewable energy; and
- 3) To provide funding for education involving a diversity of technology types and geographic regions in Ontario.

Eligible Projects

Education projects for a CEPP Education Grant must include all of the following:

- 1) The project engages residents of Ontario;
- 2) The project does not benefit a specific renewable energy project or any commercial business. For example, a group who is trying to raise money for developing a renewable energy project may not use the funding to advocate or encourage investment in their particular development project or set this as a goal for their education project;
- 3) The applicant's mission and mandate and those of the project are not in conflict with the Education Grant Objectives;
- 4) The project educates about the benefits of community renewable energy; and
- 5) No other funding from the Ontario Power Authority has been received or sought for this project, or any portion of thereof.

Examples

Below are examples of how a project can educate and types of community education projects. These are just examples for illustrative purposes and not prescriptive categories.

Ways a Project Can Educate

- 1) Information about how to develop a community energy project
- 2) Tools used to develop community energy projects (e.g. financing tools, communal land leases, development models, etc.)
- 3) Advantages of developing community energy, including community acceptance, FIT community price adder, CEPP FIT grant, etc.
- 4) Case studies and sharing of experiences of developing community energy, e.g. best practices and lessons learned

Community Energy Education Projects

- 1) A community energy co-op, on its own or in partnership with a province-wide co-op, holds workshops and facilitates discussions with a goal to help established and new groups initiate new community renewable energy co-ops and/or projects
- 2) A faith-based group that has a FIT project, on its own or in partnership with a province-wide faith based organization, creates materials and holds workshops to educate faith-based and interested community groups on the benefits of renewable energy and encourages them to do renewable energy projects
- 3) A local community economic development organization invites a community energy group to teach local leaders about the benefits of community energy and demonstrates how to get members of their communities out to a meeting to consider developing renewable energy projects
- 4) A local non-profit group with renewable energy experience that is a member of a national green association plans to teach other members of the association in Ontario how to develop a community renewable energy project

Joint Applications

Applications submitted by more than one organization have to be signed by all applicant organizations on a joint and several basis but must include a single project budget that assigns tasks to each organization. Funds will be disbursed and official communication will take place with only one organization.

Evaluation Criteria

Applicants should have experience and expertise in community renewable energy and/or education and outreach. Two or more eligible organizations can submit a joint application in order to increase the strength of the application and project. These grants are offered on a competitive basis and projects will be evaluated based on the following criteria:

1. Mandatory Requirements:

- 1.1. The applicant is eligible as per the Education Grant Rules (Co-op, Charity, or Not-For-Profit)
- 1.2. The applicant's mission and mandate are not in conflict with the Education Grant Objectives as per the Education Grant Rules
- 1.3. The project engages residents of Ontario
- 1.4. The project educates about the benefits of community renewable energy
- 1.5. The project does not benefit a specific renewable energy project or any commercial business
- 1.6. No other funding from the Ontario Power Authority has been received or sought for this project, or any portion of thereof

2. Rated Criteria:

| Criteria |
|--|
| <ul style="list-style-type: none">2.1. Project Plan<ul style="list-style-type: none">2.1.1. Description of Project2.1.2. Methodology - work plan indicating key activities, timeline, resources and indicators of success2.1.3. Budget - provision of a detailed budget based on proposed work plan, timeline and resources2.1.4. Coherence of the project plan - alignment of the project description, methodology, and budget |
| <ul style="list-style-type: none">2.2. Experience & Qualifications<ul style="list-style-type: none">2.2.1. Experience in the renewable energy sector - specifically related to technical expertise; experience developing projects, programs and services; and experience with community energy2.2.2. Experience in developing and delivering education programs - related to developing and delivering educational programs supported by relevant illustrative material relating to past projects2.2.3. Qualification & capacity of organization - description of organization including capacity, mission, track record, community network, financial capacity; experience |

Application Process

Applications will be accepted in response to call(s). Questions during the application phase must be submitted in writing to education@communityenergyprogram.ca and all questions and answers will be posted on the CEPP website. See section 5 of the Education Grant Rules for details and see the website for relevant dates.

First, applications will be reviewed for eligibility and completeness. Then, applications will be evaluated based on the rated criteria and then rank the project relative to other projects that have applied in that round.

Applicants may be contacted for clarification on their application. Interviews will not be provided. The applications will be reviewed by an independent Review Committee, which is the decision making body of the CEPP, for the final decision. Review Committee meetings also include a fairness monitor.

Funded Activities

Activities that are appropriate for a project will be funded, including both external and internal resources. The following activities are excluded from funding under CEPP Education Grants:

- 1) Payments to any branch of government, government authorities or any entity or person acting under their authority, such as local hydro companies.
- 2) Travel, meals, hospitality or similar expenses.
- 3) Activities carried out prior to approval of the education grant application or activities for existing projects

Project Duration and Reports

Project duration may be up to one year. Check-in reports will be required either monthly or quarterly, and longer projects will have multiple milestones, each requiring submission of deliverables. A final written report will be required.

Funding Disbursements

CEPP will cover up to 90% of total project costs. The balance can be in-kind costs. Applicants will be required to provide supporting documentation of project costs. Before final payment is given, a final report that identifies achievements related to the proposal must be submitted by the applicant.

The CEPP Funding Agreement will clearly identify the disbursement schedule based on the project and the plan. CEPP funds will be disbursed after achieving milestones for each set of activities. 10% of total CEPP funds awarded will be held back until final deliverables have been submitted to the satisfaction of the CEPP Program Manager.

No Funding for Past Work

The Education Grant only provides funding for work carried out following approval of the grant application. Any work done prior to approval of the grant application will not be funded. If an activity is commenced before approval of the grant application, only the portion of work carried out after approval will be funded.

Submitting your Application

After reviewing the grant overview and rules, applicants may download the application form and guidelines and submit their application by email to: ceppeducationgrants@deloitte.ca. All applications must be submitted electronically and no printed copies are necessary or will be accepted. The deadline for submission of applications is posted on the website.

Submitting Questions

Questions can be submitted by email to: education@communityenergyprogram.ca and responses will be posted on the Community Energy Partnerships Program website. The deadline for submission of questions is posted on the website.