

# Energy Efficiency Retrofit Program - GAS

## Frequently Asked Questions

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### ▶ What's new about EERP?

Based on the success of the EERP launched in 2011 for electrical upgrades, BC Housing and BC Non-Profit Housing Association (BCNPHA) have extended the program to include natural gas saving retrofits. The Energy Efficiency Retrofit Program (EERP) – Gas, is for projects pursuing existing FortisBC incentive programs and provides additional funds to carry out small-scale energy saving retrofits of gas-fired items, such as boiler replacements.

### ▶ How does the program funding work?

BC Housing will provide a rebate to eligible projects to help fund energy efficiency retrofits. This funding is for non-profit buildings, with a housing component, that receive operating subsidy from BC Housing, where the utility costs are included as part of the approved operating budget.

### ▶ How is the rebate calculated?

The rebate is equal to the incremental project costs, up to a maximum of the net present value of the estimated energy savings expected over the lifetime of the equipment (typically 20 years for boilers). Incremental costs are over and above the costs for a like-for-like replacement. Through this program BC Housing is supporting energy efficiency retrofits by advancing the value of the estimated energy savings (in today's dollars) that the retrofits will accrue over their life up to a maximum of the incremental project costs.

### ▶ What is an eligible project?

To be eligible, the housing provider must have an operating agreement with BC Housing. Projects must also be registered with one or more FortisBC incentive programs and completed in accordance with their guidelines. As a condition to project funding, housing providers agree to maintain the project as affordable

long-term rental housing for low and moderate-income households for a minimum of ten (10) years to ensure funding is available to as many societies as possible, a restriction of one building per housing provider, per year may be applied.

### ▶ Why do we require the participation in a FortisBC incentive program?

Incentive program participation ensures that high efficiency equipment will be installed and that the project maximizes all incentive funding sources possible. FortisBC and their incentive programs are regulated by the BC Utilities Commission.

### ▶ Why require a Mini-Engineering Study or audit and competitive bids?

To ensure proper sizing and optimal performance of the retrofitted system, you must retain a consultant to complete a mini-engineering study (MES) and help secure competitive bids.

### ▶ How do I apply?

1. Contact BCNPHA or BC Housing to begin the boiler retrofit project scoping and to determine EERP program pre-eligibility.
2. Work with BCNPHA or BC Housing retain a consultant to complete an MES and request for proposal (RFP) to secure competitive bids. BCNPHA will provide the scope of work for the MES (including heat loss calculations and savings estimates) and the RFP package.
3. With the assistance of your engineering consultant, tender the RFP package to three mechanical contractors to obtain competitive bids on your project. Review the submitted bids with all parties to determine scope.
4. Once project scope is determined, complete the BC Housing EERP "Application and Consent Form" and return to BC Housing to secure your rebate.



*Continued...How do I apply?*

Have your engineering consultant fill in Section 2 project details to determine estimated EERP funding amount.

5. As the overall and upfront project costs (i.e. consultant and boiler replacement fees) will likely exceed combined utility provider and EERP funding, work with your BC Housing Non-Profit Property Manager (NPPM) to determine other sources of funding, i.e. accumulated surplus and/or replacement reserves.
6. Upon receipt of your Application and Consent form, BC Housing will finalize project approval and will provide the EERP Funding Approval Agreement (FAA) outlining the estimated rebate.
7. Upon receipt of the BC Housing EERP FAA, engage your contractor and complete your project in accordance with FortisBC requirements. For projects with a larger, more complicated scope, please contact BCNPHA to discuss other potential incentive programs.
8. Should project costs increase by 10%, an updated BC Housing Application and Consent form will be required and a new EERP Funding Approval Agreement will be provided.
9. BCNPHA will assist you in the submission of documentation to BC Housing and FortisBC once your project has been completed.

▶ **When does the project need to be completed by?**

The project must be completed by the date outlined in the FAA. If this is not possible, please advise BCNPHA or BC Housing as soon as possible so that funding can be reallocated.

▶ **What information must be submitted after the project is completed?**

The following must be submitted to receive funding through the EERP:

1. Copy of all invoices.
2. Copy of the BC Safety Authority gas permit number.
3. EERP – Validation Form (to be completed by your engineering consultant) confirming the GJ saved, costs associated with the retrofit, including a breakdown between base and incremental project costs, and validation that the system has been installed as per design.

▶ **How are project costs and the rebate reported on financial statements at year-end?**

Both project costs and rebate funds should be reported as separate line items on your financial statement framework and identified clearly as Energy Efficiency Retrofit Program items.

▶ **Will the FortisBC and EERP rebate funds cover the full cost of these projects?**

No, project costs will likely exceed the combined funding from BC Housing and FortisBC. In this case, applicants will be required to identify other sources of funding. Housing providers considering using accumulated surplus funds or replacement reserves should discuss with and obtain pre-approval from their BC Housing Non-Profit Portfolio Manager (NPPM) prior to completing their application.

▶ **Who can provide more information?**

General Questions	Contact your NPPM
For information about the program and funding application process	Misha Nordquist, BC Housing at 778-452-6489 or energy@bchousing.org
To get started and obtain additional information on the project process	BCNPHA at energy@bcnpha.ca or 604-291-2600 ext. 235

