



Imagine energy differently

As part of its Energy Efficiency Plan, Énergir offers several energy efficiency programs to its customers to help them reduce their consumption of natural gas.

This *Participant's Guide* is intended for customers who wish to get an Innovation Grant. It explains the steps to follow to make a request for financial assistance, as well as the eligibility criteria. It also includes the form required to make a request for financial assistance.

Énergir encourages applicants to submit their requests electronically, along with the supporting documentation.

The current conditions for participation came into effect on **May 1, 2018**. Énergir reserves the right to modify and to interpret the terms of the program, or to terminate it at any time without prior notice. However, all requests accepted by Énergir before the end of the program will be processed.

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For more information

For more information, consult:

- your commercial representative;
- our [website](#);
- the Énergir DATECH team of engineers.

You can write to us at programme_innovation@energir.com or leave us a message at 514 529-2244.

To submit requests or for any administrative information regarding an application:

By e-mail:

programme_innovation@energir.com

By mail:

Énergir
Energy Efficiency
1717 du Havre
Montréal, Québec H2K 2X3

By fax:

514 598-3700

By phone:

514 598-3840

Objective

The main objective of the Innovation Grant is to identify and develop energy innovations that make a more efficient use of natural gas, have good market potential, plus energy savings that could ultimately contribute to achieving GHG emission-reduction targets.

In encouraging demonstration and experimental initiatives, the grant helps validate one of the aspects of innovation, for example:

- efficiency, cost effectiveness, and commercial acceptability of new technologies or of new approaches to energy efficiency,
- innovative uses of existing technologies,
- the complementary integration of renewable energy.

Énergir's Innovation Grant is aimed at **confirming the applicability of new energy efficiency solutions** for its customers, offering grants to cover up to 75% of the costs incurred in carrying out a project, up to a maximum of \$25,000 for an experimental project, and up to \$250,000* for a demonstration project.

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Experimental project

Experimental projects have a tested innovation that is not yet ready to be implemented in the field. Such projects are usually carried out in a laboratory or in a controlled environment using a test bank to determine if the innovation is functional. This facilitates collecting preliminary data on the performance, efficiency and security of the innovation being tested, as well as validating the technical and energy efficiency parameters of the proposed technologies.

Carried out in situ, these projects often involve prototypes or small-scale technologies that are dismantled once the tests have been run.

Demonstration projects

Demonstration projects have a tested innovation that is ready to be implemented in the field. The demonstration stage normally follows the experimental stage.

Demonstration projects are usually carried out on site, either with a unique or with a limited number of voluntary customers. This facilitates collecting data on energy savings, on implementation and operation, as well as on the cost effectiveness of the innovation being tested in an actual situation. It also helps validate its potential to be copied by other customers (reproducibility).

The approaches or technologies implemented usually remain in place after the project and they continue, where applicable, to generate energy savings.

Eligibility criteria

The eligibility criteria for requests to the Innovation Grant are as follows:

- Only an organization established in Québec may present a project.
- The grant targets all markets. Projects for customers in the Residential, Commercial, Institutional, Industrial and Transportation markets are eligible for the grant, regardless of their Rate.
- The project must not be eligible for other Énergir Energy Efficiency Grants.
- The measure must be reproducible and have energy savings potential.
- One of the following aspects of the measure has not yet been proven in Québec:
 - Energy performance,
 - Cost effectiveness,
 - Applicability.
- The proposed project aims at evaluating one of the aspects of innovation, that is, efficiency, cost effectiveness, and commercial acceptability of the new energy efficiency solution.
- The applicant and his/her partners have the capacity to carry out the project. Énergir requires follow-up and control reports, as well as a final report once the project is completed.

Financial assistance

Experimental projects can receive financial assistance covering up to 75% of the project costs incurred, **up to a maximum of \$25,000 per project**.

Demonstration projects can receive financial assistance covering up to 75% of the project costs incurred, **up to a maximum de \$250,000* per project**.

Important

Any financial contribution is subject to the project's being accepted by Énergir and the amount is determined by Énergir, according to the terms of the Innovation Grant currently in effect.

Financial contribution from other organizations

Any participant who is benefiting from, or in the process of requesting financial assistance from any other innovation-support grant offered by an organization other than Énergir, for example, the TEQ** *Technoclimat* grant, agrees to inform Énergir of any sum received or to be received that is related to the same innovation project as the one submitted to Énergir.

In such cases, Énergir will pay the customer the financial assistance determined under this grant, reduced by the contribution(s) from any other organization for the same innovation project, so that the portion payable to the customer represents at least 25% of the project costs incurred.

Evaluation procedure for an innovation project

An energy innovation project that meets the eligibility criteria outlined above is not automatically admitted to the Innovation Grant.

In fact, once the applicant has met the eligibility criteria, completed and submitted the form requesting financial assistance, as well as responded to any possible requests from Énergir for additional information, the project is evaluated by a multidisciplinary team of Énergir employees:

- Energy Efficiency team,
- DATECH Engineers, and
- Market managers.

This committee reserves the right to refuse a project even if it respects the eligibility criteria outlined above. The committee also reserves the right to determine the amount of the final financial contribution granted the participant, as well as the conditions for granting the amount determined.

Once accepted, the projects chosen will be subject to a contract with Énergir that specifies Énergir's requirements and the applicant's deliverables. Any failure to meet those requirements or deliverables could result in the cancellation of the project or a revision of the amount of financial assistance granted.

Evaluation criteria for innovation projects

The energy innovation projects submitted are evaluated according to the following four categories:

- energy impact,
- market potential and cost effectiveness,
- degree of innovation,
- guarantee of realization.

The aspects evaluated in each category are detailed in the following table:

Project evaluation grid

Criteria	Aspects considered
Energy impact	<ul style="list-style-type: none"> • Energy savings linked directly to the project (expressed in units of energy) • Potential energy savings (expressed in units of energy) • Real gain in energy efficiency resulting from the project compared with a conventional technology or approach or with the current market benchmark
Market potential and cost effectiveness	<ul style="list-style-type: none"> • Payback period (ROI) • Potential reproducibility of the project in the same activity sector and in other sectors • Marketing potential (local or export market) • Willingness and ability of applicant to promote the results of the project within or outside his/her activity sector • Potential for integrating the technology/approach into the Énergir Energy Efficiency Plan • Target market reaches Énergir customers
Degree of innovation	<ul style="list-style-type: none"> • Level of technological and innovation progress in energy efficiency • Originality of project or concept • Technology/process or approach is rarely or never seen on the Québec market • Complements other research in developing new energy efficiency technologies
Guarantee of realization	<ul style="list-style-type: none"> • Quality and reliability of information submitted • Reliability and accuracy of project timeline • Training and experience of Project Manager and other team members • Applicant's previous experience • Interest of applicant and partners in the project's results • Level of financial contribution by project applicant • Financing from other sources

Requirements and deliverables

Énergir requires the applicant to submit the following documents in the request for admission:

1. The duly completed **Request Form** for the Innovation Grant.
2. A **financial plan detailing a breakdown of costs** over the project's time horizon, along with the various sources of financing confirmed and not confirmed at the time of the initial submission.
3. A **timeline** indicating the various steps in carrying out the project, their duration and the partners involved.
4. A **curriculum vitae** for each team member working on the project (optional);
5. A **document detailing the calculations or models used to estimate the potential energy savings** resulting from the innovation tested and, if applicable, the results of tests already conducted on the innovation before it was the subject of this request (optional).
6. **Innovation plans and specifications** in the case of a tested technology, including plans of the various sites where the innovation will be tested later (optional);

The projects chosen will be subject to a contract with Énergir that specifies Énergir's requirements and the applicant's deliverables. Here is a list of the deliverables usually requested by Énergir:

- A measurement and verification plan that respects the International Performance Measurement and Verification Protocol (IPMVP)
- Progress reports on key project dates, describing:
 - the preliminary results of measurements and data collection; and
 - a financial report detailing the expenses incurred at the date of the progress report;
 - etc.
- A final report containing the information needed to show that the objectives have been achieved.

Eligible and non-eligible expenses

Expenses related to the project are eligible if they are justifiable and attributable to the project; for example (non-exhaustive list):

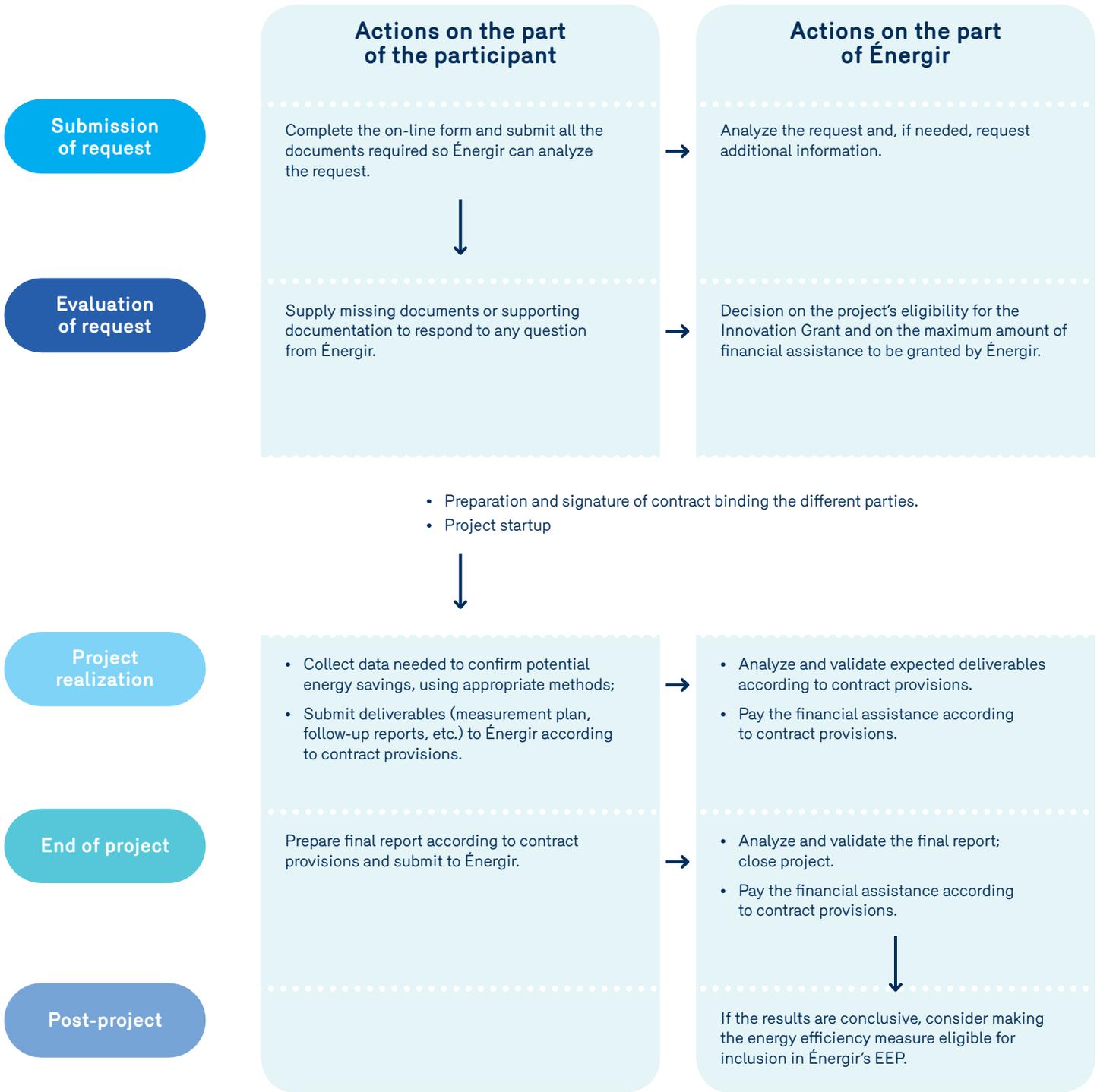
- The salary of the participant's in-house staff and partners working directly on the project;
- Fees related to the professional services required for the project;
- Costs, rental of equipment, supplies;
- Fees for professional services and costs associated with validation and verification.

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The following expenses are not eligible (non-exhaustive list):

- Production losses, rejects or other losses occasioned by activities related to carrying out the project;
- A land purchase;
- Unnecessary and unjustifiable expenses related to the project, such as salaries of managers or executives, or expenses that do not represent an additional cost to the participant;
- Any other expenses that are not directly linked to the project.

Steps to follow to get the Innovation Grant



Form

[Access to Web form to complete a request for financial assistance](#)