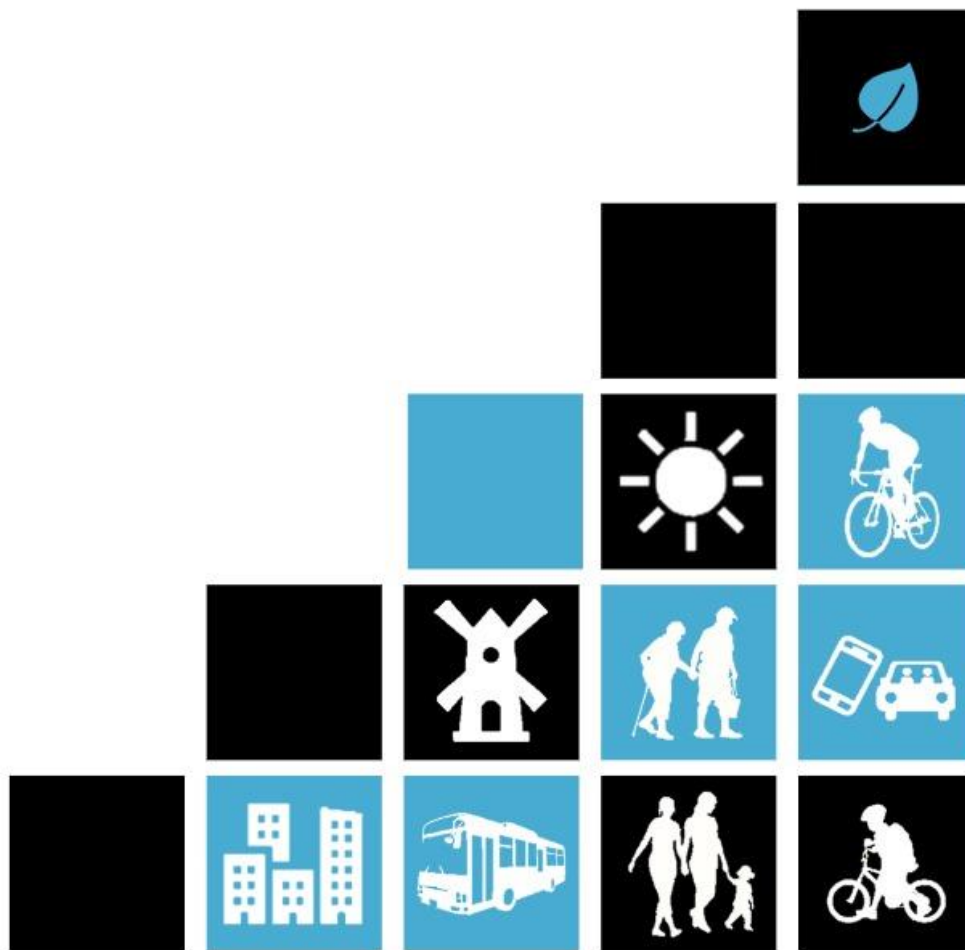


LowCarbonCommunities



Supporting Low Carbon Community Initiatives in Nova Scotia

Program Guide
2023- 2024

Program Overview

Low Carbon Communities (LCC) is a Provincial program delivered through the Nova Scotia Department of Natural Resources and Renewables. LCC provides funding for community projects in Nova Scotia that support low-carbon solutions in the buildings, electricity, and transportation sectors. Funded projects can involve testing new ideas, applying best practices, increasing knowledge, and enhancing equity and accessibility.

LCC aims to:

- Help communities complete the preparatory work required to develop their projects (an essential step to access implementation funding opportunities)
- Advance community led, innovative solutions
- Support learning by doing and knowledge transfer
- Contribute to social and equitable investments in Nova Scotian communities

The program is open **to, municipalities, First Nations Bands and organizations, post-secondary institutions, businesses, and registered non-profit organizations which have projects that benefit Nova Scotian communities.**

Eligible project activities include:

- Feasibility studies, designs, strategies and/or planning
- Engagement and education activities
- Initiatives that demonstrate positive and innovative low carbon solutions

Applicants can apply for **up to 75%** of their total eligible project costs and **are due to be completed by August 1, 2024.**

Key Dates:

- **June 22, 2023** by 11:59 PM ADT – Deadline to submit Expression of Interest
- **June 29, 2023** by 11:59 PM ADT – Deadline to submit application
- **August 1, 2024** by 11:59 PM ADT – Deadline to complete project and submit final report

Contact:

Staff are available year-round to discuss potential projects, partnerships and supporting your application.

Email us at Lowcarboncommunities@novascotia.ca

Or contact

Haruka Aoyama at 902-717-7026

Gabrielle Riley Gallagher at 902-219-0264

Program Categories

We welcome project ideas outside those listed, provided they align with a category. The program staff will confirm the category your project best fits within.

Clean Buildings

- Energy audits, design, and deep retrofit plans for:
 - New or existing community buildings,
 - Affordable housing, or
 - Non-profit buildings.
- Benchmarking and data analysis that informs energy efficiency upgrades and planning.
- Learning by doing: Testing an innovative solution in the Building Efficiency sector (requires evaluation and knowledge transfer built into project)

Low Carbon Communities will provide grants of up to **\$75,000** per project in this category.

Clean Electricity

- Plans and feasibility studies for:
 - District energy,
 - Net-metered solar,
 - Community solar,
 - Energy storage,
 - Electricity resiliency for communities (ex. Solutions for communities during electricity challenges).
- Community or neighbourhood energy planning.
- Learning by doing: Testing an innovative solution in the Electricity sector (requires evaluation and knowledge transfer built into project).

Low Carbon Communities will provide grants of up to **\$75,000** per project in this category.

Clean Transportation

- Studies, Strategies and Planning for:
 - Zero emission vehicle fleet
 - Charging infrastructure
 - New zero-emission transit system
- Innovation in Clean Transportation: Marine, EVs and E-Bikes, local delivery services and micro-mobility planning
- Learning by doing: Testing an innovative solution in the Clean Transportation sector (requires evaluation and knowledge transfer built into project)

Low Carbon Communities will provide grants of up to **\$75,000** per project in this category.

Education

- Staff training, capacity building, public engagement, and group learning.
- Clean energy education or promotion.

Low Carbon Communities will provide grants of up to **\$50,000** per project in this category.

Eligibility

Eligible Applicants

- Nova Scotia municipalities
- Post-secondary institutions
- First Nations Bands and organizations
- Businesses
- Registered non-profit organizations*

*Non-profits must be registered (e.g. *Nova Scotia Registry of Joint Stock Companies*)

Program Specific Eligibility Criteria

Eligibility Criteria
<ul style="list-style-type: none"> • The primary project partner must be based in Nova Scotia and ideally will be based in the community or region the project will serve; • Project should be identified as a community priority, or identified in a community plan/municipal document, or should have a letter of support from Council; • Nova Scotia (NS) businesses are eligible to receive funding through this program if the project outcomes are directly linked to positive impacts/access/services for NS residents. • Applicant must be able to clearly demonstrate the project’s ability to reduce GHGs; • Applicant must confirm all necessary permits are in place at the time of project implementation; • Applicant must provide proof of matching funds and/or in-kind contributions; and • Multiple submissions from an applicant are allowed; however, the priority level of each submission should be identified.
Ineligible Projects and Expenses
<ul style="list-style-type: none"> • Operational costs for charging infrastructure, fleets, transit and shared-mobility services; • Organizational administration, existing staff salaries, start up costs, and restructuring; • Projects that are substantially large capital expense (example: purchase of solar panels); • Energy audits and design plans solely focused on upgrading existing electric systems; • Projects that have not demonstrated strong community support; • Redistributing the funding as grants/rebates to other organizations; • Project does not materially advance the objectives of the federal and provincial climate plans: A Healthy Environment and a Healthy Economy (2020), 2030 Emissions Reduction Plan (2022), Our Climate, Our Future (2022)

2023-2024 Project Submission Process**Step 1: Review Program**

Read the Program Guide for program categories and eligibility requirements to determine if your project fits the LCC program. Contact [us](#) if you have any ideas you want to discuss.

Step 2: Express your Interest

Submit a brief project overview through our [online Expression of Interest form](#) (EOI) **by June 22, 2023 at 11:59 PM ADT**. Staff will review the EOI submissions to verify eligibility and alignment with the LCC program. Applicants will receive an email confirmation of receipt, and review within 4 business days. Staff may contact you for clarification or questions.

Step 3: Receive an Application Form

All applicants will be notified of the outcome of their EOI by email. Only eligible projects will be sent an application form inviting them to apply to the program.

Step 4: Submit your Application Package

Applicants must submit their completed application form and any other supplementary documentation (examples listed below) to Lowcarboncommunities@novascotia.ca **by June 29, 2023 at 11:59PM ADT**. Staff will confirm receipt of your submission via email.

In addition to the application form, you will also need to include the following documentation:

- ✓ Confirmation of matching funds or in-kind contributions (**required**)
- ✓ Strategic/community plans that name or prioritize the outcomes of your project (**if existing**)
- ✓ Letters of support from council, community or partners
- ✓ Visual materials (i.e. map of location)
- ✓ Any additional relevant information (quotes on costs)

NOTE: Applicants are responsible to ensure all forms are completed and that supporting documents are provided at the time of submission.

Questions? Staff are available year-round to discuss potential projects, partnerships and supporting your application. Please contact our Program Staff:

lowcarboncommunities@novascotia.ca

Haruka Aoyama at 902-717-7026,

Gabrielle Riley Gallagher at 902-219-0264

Funding Guidelines

Low Carbon Communities grant will cover up to **75% of total project eligible costs**, up to:

- a maximum of **\$75,000** for Clean Buildings, Clean Electricity, and Clean Transportation projects,
- a maximum of **\$50,000** for Education projects,

Funds are disbursed **90% at project start, and 10% upon project completion** and reporting.

All reasonable and direct project costs are eligible for funding under this program. NS Department of Natural Resources and Renewables staff reserve the right to question/decline funding for costs that are deemed unreasonable.

Applicants must provide a matching fund and/or in-kind contribution that meets the following criteria:

- **In-kind contribution:** (An 'in-kind' reporting form will be provided)
 - Qualified in-kind contributions include donated material, equipment, and labour incremental costs incurred by the applicant or partners must be in association with the proposed project. To be eligible, incremental costs must be new costs incurred because of the initiative, including new space provided for the project or labour associated with the project.
- **Remaining funding:**
 - Funding can include other sources of municipal, federal, provincial or community government contributions and/or other sources of funding, including resources from community organizations, non-profits or businesses.
 - However, no more than 75% of the total project cost can be funded through the provincial government.

NOTE: Upon application applicants are required to identify if they have applied for funding for this project under other funding programs, and the application status.

For more information and resources please visit the “Additional Resources” section of our website or contact one of our Program Staff.

lowcarboncommunities@novascotia.ca

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