Natural Resources Canada | Ressources naturelles Canada

Please PRINT, SIGN, and SCAN this cover page and include as a pdf if applying by email submission.

NRCan's Green Construction through Wood (GCWood) Expression of Interest (EOI) Form

Applicant name:

Project title:

Date submitted (MM/DD/YY):

Attestations:
By submitting this EOI, the project applicant:

1. Is legally registered or incorporated in Canada.
2. Has read and understands all the terms and conditions of NRCan's Green Construction through Wood (GCWood) program set out in this EOI Form and the Applicant's Guide.
3. Understands that any proprietary or confidential information provided as part of the submission, by any party, is provided with the approval of that party. Federal, provincial and consultants reviewers are bound by the requirements of the *Access to Information Act* and the *Privacy Act* regarding the treatment of confidential information.
4. Understands and acknowledges that, should the project be accepted under NRCan's GCWood program, no liability and no commitment or obligation exists on the part of Natural Resources Canada (NRCan) to make a financial contribution to the project until a written contribution agreement is signed by both parties.
5. Understands that project costs presented in this application MUST BE supported by at least a class "D" cost analysis.
6. Understands that funding that may be obtained under NRCan's GCWood program will not be used to purchase wood-based materials for the proposed construction project.
7. Understands that the individual signing below attests that he/she has provided all necessary documentation to constitute a completed application as indicated in the NRCan's GCWood application checklist and has the necessary authority to apply to the NRCan's GCWood program in the name of his/her company.

Please sign below to confirm these attestations:

Signature:

Date:

Name of Duly Authorized Officer for Applicant:

Title:

APPLICATION PACKAGE CHECKLIST

Please complete the following checklist to confirm that your application package is complete.

All items below are required to complete the application package, except the Technical Supporting Documents.

Application package checklist:

1. **Completed all 3 sections of the EOI Form**

   Included Y/N

2. **Legal partnership documentation (e.g., partnership agreements)**

   Included Y/N

3. **Attached business plan**

   Included Y/N

4. **Class "D" cost analysis and incremental cost estimates**

   Included _ Y/N __

5. **Attached Technical Supporting Documents (preliminary engineering plans, feasibility studies, cost estimates, site layout, etc.)**

   Included Y/N

6. **Supporting letters from Authorities Having Jurisdictions (AHJ), consultants, partners, material suppliers, etc.**

   Included Y/N

NOTES

1. It is the responsibility of the applicant to ensure the word limits are respected for each question. The box sizes in this form do not reflect the word limit so please use the "Word Count" tool under the "Tools" menu.
2. Unless otherwise specified, the "proposed project" or the "project" or the "EOI" in this application form refers to the proposed project submitted to NRCan's GCWood program.
3. Completion and submission of this application to NRCan's GCWood program does not imply that the proposed project will be approved by NRCan.
4. Applicants must submit all information specified in this application form. Failure to provide the necessary information within the EOI Form itself may lead to rejection of the EOI. It is the responsibility of the applicant to ensure that the EOI Form clearly and thoroughly demonstrates how each mandatory and rated criteria is met. The attached technical information is required to substantiate and support the information in the EOI Form.
5. The applicant should provide information in the most concise format possible, while still providing sufficient details to ensure complete comprehension by reviewers.
6. This application form is confidential when completed, with the exception of the Executive Summary (Q1-Q4).
7. Many questions request Applicants to provide additional information in attachments (e.g., business plan, supporting letters, engineering plans, project schedule, etc.). These attachments should be named as follows: [COMPANY_PROJECT TITLE_DESCRIPTION.pdf]. The description should indicate the nature of the attachment. These attachments should be included in the email submission of the application form.
8. When you have completed the application form, name the document as follows: [COMPANY_PROJECT TITLE_NRCan_GCWood_APPLICATION.doc] and send to NRCan by email at nrcan.gcwood-cvbois.rncan@canada.ca

Please refer to Section 3 of the NRCan's GCWood Guide for project evaluation details.

SECTION 1: EXECUTIVE SUMMARY

(Information in the Executive Summary Q1-Q4 may be shared publicly)
This section, as a whole, should provide reviewers with a clear overview of the applicant, the project and the alignment of the project with the core objectives and requirements of NRCan's GCWood program (see Section 2.1 of the Applicant Guide). The manner in which the project constitutes an advancement of use of wood in low-rise non-residential construction in Canada must be demonstrated.

1. Project Applicant (legal name of company) :

2. Project Name:

3. Project Location:

City:
Province:

4. Briefly describe the objectives, outputs and outcomes of the proposed project and indicate how it constitutes an advancement of wood use in low-rise non-residential application in Canada (300 words maximum):

5. Indicate the building category – please select only one category:
__ Commercial/Industrial – e.g. retail, warehouse, box store, factory, storage units
__Office/Institutional – e.g. office building, school, health facilities

6. Expected project start date (YYYY/MM):

7. Expected project completion date (YYYY/MM):

Funding requested from GCWood:

Dollar amount: $_____
% of total project: ___%

Applicant's funding
Dollar amount: $_____
Committed: ___ Yes ___ No
% of total project: ___%

Funding from other sources (please add rows for each organization)
Dollar amount: $_____
Committed: ___ Yes ___ No
% of total project: ___%

Total project cost
Dollar amount: $_____
Committed: ___ Yes ___ No

% of total project: 100%

Comparison project cost (i.e. for an equivalent concrete or steel building)
Dollar amount: $_____

GENERAL INFORMATION

Contact information:

1. The applicant should list the full contact information for the key project contact. If there is more than one point of contact, the applicant should indicate each individual's roles and responsibilities as they relate to the project.

Name:
Title:
Company:
Address:
Telephone:
Fax:
Email:
Project responsibilities (if applicable):

Company information:

2. List the number and examples of wood or non-wood projects your company have built or engaged in building:

Indicate the number of years your company has been in operation:

Company website:

Previous collaboration with Natural Resources Canada:

3. Has your company (or your partner organization(s)) received funding from NRCan in the last 5 years?

Yes ___
No ____

If yes, specify the name of the NRCan program(s) :

If yes, specify the NRCan contact person who administered the past funding:

ALL MANDATORY CRITERIA MUST BE MET FOR PROJECTS TO BE EVALUATED

Please refer to Section 3.4.1 of the NRCan's GCWood Applicant Guide for mandatory criteria details.

SECTION 2: MANDATORY CRITERIA

1. Eligible Recipients
Eligible recipients are not for profit and for profit organizations validly incorporated or registered in Canada, as well as provincial, territorial, regional and municipal governments and their departments and agencies.

Do you meet the above criteria?

Yes ___
No ____

2. Building Advancement
The proposed project must constitute an advancement of low-rise non-residential wood construction in Canada. Once implemented, the building must be no more than 4 storeys in height and demonstrate the novel use of engineered wood-based products and/or systems and/or construction methodology.

Do you meet the above criteria?
Yes ___
No ___

Clearly describe how you meet the above criteria (200 words maximum):

3. Location
Project site is located in Canada and that ownership of, or long-term access to, the land is clearly demonstrated.

Do you meet the above criteria?

Yes ___
No ____

Clearly describe how you meet the above criteria. (100 words maximum)

Please refer to Section 3.4.2 of NRCan's GCWood Applicant Guide for rated criteria details.

SECTION 3: RATED CRITERIA

CRITERION 1: TECHNICAL FEASIBILITY

This section requires applicants to provide a clear and complete project description, sound building solution, and detailed work plan. Preference will be given to projects that can likewise provide a robust design and engineering package and a solid understanding of the research and testing that may be required to proceed to the detailed design, approval and construction stages, as well as an understanding of the technical risks involved with this project and mitigation efforts to assuage these.

a) Describe the project objectives, proposed advanced wood-based building solution and detailed work plan. (200 words maximum):

b) Clearly describe the proposed innovative wood-based products/systems and construction technology and the major activities involved in the project. For all proposed innovative solutions/technologies, applicants are strongly encouraged to reference and/or attach any appropriate technical reports or publications which provide information as to the likelihood of successful adoption. (800 words maximum):

You may wish to attach other documentation, including but not limited to a site plan, engineering/design plans, technical feasibility study, etc.

If you have attached non-mandatory documents, please specify:

Please indicate the file name(s) of the attached documents:

c) Briefly describe how you intend to measure the performance of your projects, including meeting your intended objectives and outputs. (200 words maximum):

CRITERION 2: BUILDING INNOVATION

a) Describe why the project should be considered a truly innovative proposition for low-rise non-residential wood buildings. (i.e., new advanced wood-based product or system, use of a new technology, hybrid approach, advanced construction methodology etc.). (400 words maximum):

b) Briefly indicate if the project is expected to generate any intellectual property (IP), including, but not limited to copyrights, trademarks, patents, industrial design rights and/or trade secrets. (200 words maximum):

Note: Applicants must acknowledge the "creative commons" aspect and clearly demonstrate their commitment to share the technical information developed under this program funding with NRCan and other stakeholders.

c) Describe any Canadian technology content (if any) of the innovative technology employed by the project 200 words maximum):

CRITERION 3: EXPERIENCE AND EXPERTISE

In this section, the Applicant should provide detailed information on the design teams' experience in wood construction and building development and commitment to the project. Access to, and/or support from, key stakeholders and partners (i.e. jurisdiction authorities, consultants, suppliers, etc.) should be noted.

a) Describe the design teams' experience and capability of delivering a wood solution for a low-rise non-residential building of this type. (250 words maximum):

b) List the project partners and the nature of the partnership (200 words maximum):

CRITERION 4: BUSINESS PLAN

Applicants must demonstrate a complete, viable, and credible business plan including financial budget, funding sources, permitting timelines, stage of the development permit for the proposed project, ability to mitigate risk, knowledge of construction conditions, clear performance measures and tracking, and the project team's experience in completing projects on budget and schedule. Likewise, the applicant must demonstrate unencumbered access to the proposed site; detail any specific conditions by lending authority to be met prior to start the construction project.

a) Describe the project business plan (500 words maximum):

Note: A full business plan should be included in the EOI package.

b) Are there any specific conditions by lending authority to be met prior to start the construction project (e.g., % sales or rental of units)? (300 words maximum):

CRITERION 5: COST EFFECTIVENESS & REPLICABILITY

Applicants must submit a class "D" cost estimate/analysis to support the cost effectiveness of the proposed wood-based system and demonstrate the speed of assembly and associated time savings.

a) Describe how cost-effective the overall project is and how the knowledge it generates may be replicated as a cost-effective design concept/solution for other projects in the future. (250 words maximum):

b) How were the incremental costs of using wood for the building construction quantified and how were the areas of design, approval, and construction activities identified? (200 words maximum):

c) How cost effective are the incremental costs given the complexity of the project and how realistic are they in relation to the funding request? (200 words maximum):

CRITERION 6: TIMING

a) Provide the timeline and milestones for the project including details of any required permitting processes, if applicable (250 word maximum):

CRITERION 7: VALUE FOR INVESTMENT

a) Is the requested GCWood's funding well-leveraged by other funding partners? (200 words maximum):

CRITERION 8: GHG MITIGATION

a) Describe how the building solution will reduce or mitigate GHG emissions compared to a similar building constructed with traditional materials and systems (150 words maximum):

b) What is the initial estimate of carbon dioxide equivalent (CO2e) and how was the GHG mitigation estimate calculated? The Canadian Wood Council carbon calculator (http://cwc.ca/carboncalculator) or equivalent calculator is recommended (100 words maximum):

BENEFITS TO CANADIANS

a) Describe any additional environmental, societal and economic benefits this project may generate (i.e. energy efficiency improvements, local investments, construction jobs, etc.). (200 words maximum):