



# Athlii Gwaii Legacy (AGL) - Renewables: Application Funding Guide

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## Introduction

The purpose of this document is to provide guidelines for the Renewables grant application on Haida Gwaii.

## Program Overview

Athlii Gwaii Legacy supports Swiilawiid’s **“The People’s Clean Energy Declaration for Haida Gwaii”** transformation of our Island’s electrical systems to clean and renewable energy. We are partnering with Haida Gwaii Governments and Advisory Boards through a highly collaborative application process, reflecting the belief that sustainable change is achieved through partnership and empowerment, not prescriptive solutions.

## Over-arching Goals for Sustainability, Security and Sovereignty

- Job creation.
- Local business opportunities.
- All-island benefits.
- Increase self-sufficiency of Haida Gwaii.
- Leverage external funding.
- Collaboration with other development groups to maximize funding.
- Community consultation.

## Goals for Renewables Grant Program

- **Support the transitioning of Haida Gwaii’s fossil fuel-dependent electrical grids to renewable energy sources.**
- **Support the productive and sustainable use of Haida Gwaii’s natural resources (land, air and water) in perpetuity.**



### Stream 1: Community Energy Planning (CEP)

ACTIVITIES	FUNDING CAP	% OF TOTAL PROJECT
<p><b>NEW CEP</b></p> <p>Activities relating to the creation of a new community energy document that includes community engagement</p>	\$75,000	Up to 100%
<p><b>UPDATE TO EXISTING CEP</b></p> <p>Activities relating to updating individual sections of an existing community energy plan that is older than five years, or adding additional sections</p>	\$40,000	Up to 100%

### Stream 2: Small Projects

ACTIVITIES	FUNDING CAP	% OF TOTAL PROJECT
<p><b>CLEAN ENERGY (SELF-GENERATION)</b></p> <p>Installation of small-scale energy projects or small-scale community-owned energy generation to power to Haida Gwaii in whole or in part. These are non-utility scale projects that do not require an energy purchase agreement (EPA). This would include projects to provide power for residential or community buildings that are 100kW or less.</p>	\$300,000	Up to 100%
<p><b>DEMAND SIDE MANAGEMENT</b></p> <p>Conservation and efficiency activities designed to manage demand for energy. Examples of such activities include: energy performance modeling to establish a path for compliance with environmental building codes or standards, studies related to the design of energy efficient building systems or models, home and building assessments, etc.</p> <p>Energy efficiency activities including residential and community building retrofits, renovations, and implementation of other measures arising from assessments.</p> <p>Eligible activities include but are not limited to: envelope measures, heat pumps and retrofit enabling activities.</p>		



### Stream 3: Major Projects

ACTIVITIES	FUNDING CAP	% OF TOTAL PROJECT
<p><b>MAJOR PROJECTS</b></p> <p>Projects that have an existing <b>electricity purchase agreement (EPA)</b>, or <b>impact benefit agreement (IBA)</b>, that are expected to generate significant revenue and jobs for Haida Gwaii. Both capital and non-capital costs that will assist the execution of the agreement are considered eligible.</p> <p>Eligible construction activities include final project engineering, contract labour, equipment for project construction, technology procurement, and associated materials.</p>	n/a	Up to 100%

### Eligible Applicants

Funding is available for organizations based in Haida Gwaii that meet the Gwaii Trust Society residency requirement: operating in the community for at least five consecutive years.

- **Not-for-profits**
- **Local government**
- **Sole Proprietorships**
- **Incorporated companies**

The Gwaii Trust Society will not fund projects that relieve the provincial and/or federal government of its obligations.

### Application Process

- Initial funding to be a callout for Request for Proposals.
- **Applications must be for capital projects that use proven commercialized technologies** to displace some or all of the diesel used by the islands to generate electricity via the North grid, South grid or off-grid. Certain activities may not be eligible for funding. Appendix A provides a list of eligible project types and ineligible activities.
- Completed applications must include all feasibility studies, design and implementation details and a business plan to demonstrate that the project is ready for tender. All required permits or approvals must be either in place or identified, including action plans to submit and receive approvals.
- Applications must detail other capital funding contributions. Capital funding may include own-source revenue, in-kind contributions, debt financing, or grants and contributions from other agencies.



## Key Criteria in Determining Funding Decisions

All applications to the Renewables grant program will undergo a thorough review process, which could include a feasibility assessment, to ensure that the proposed projects are practical, sustainable, and deliver meaningful benefits to the people of Haida Gwaii. This review process helps us ensure that funding decisions are fair, accountable, and aligned with the long-term well-being of our communities.

APPLICATION REVIEW PROCESS	SCORE	CRITERIA
<b>GREEN HOUSE GAS (GHG) REDUCTION</b> a. Project GHG Displacement b. Project Cost measured by Funding Request c. Aggregate estimates Robustness Factor (RF; 1, 0.75, 0.5) d. Funding request per Tonne	/30	What CO <sub>2</sub> reductions will the project achieve? What is the cost of the project? How strong is the GHG estimate?
<b>ISLAND WELL-BEING</b> e. Economic Outcomes f. Environmental Outcomes g. Merit & Need	/20	Will the project directly result in social, economic and environmental outcomes that strengthen island well-being?
<b>TECHNICAL</b> h. Technical feasibility i. Risk Mitigation	/15	How technically sound is the project as detailed in the implementation design? How well are technical risks identified and mitigated?
<b>FINANCIAL</b> j. Project Finance k. Project Viability	/15	How strong is the capital planning? How viable is the project in the long-term? How many years will funding be required? Is there a contingency plan?
<b>PROJECT MANAGEMENT</b> l. Project Plan and Timetable m. Project Team n. Operations & Maintenance	/10	How reasonable is the project plan and timetable? How strong is the project team, including community resources and consultants? How robust is the operations and maintenance plan?
<b>COMMUNITY ENGAGEMENT</b> o. Community Engagement p. Partnership Creation q. Social Outcomes	/10	How supportive is the community of the project? Include all letters of community support. If applicable, how supportive are other communities on the same grid (North or South or both)?
<b>Total:</b>	<b>/100</b>	



## Developing Project Applications

The AGL Project Specialist will work closely with applicants during Part 1 of the application process. Staff will confirm that a project concept meets the eligibility criteria to proceed to a full application. **To determine a project's eligibility, applicants are encouraged to submit Part 1 of the Renewables Grant Application form as early as possible.**

### Project Application

All funding applications must include:

#### **Part 1**

1. Name of Applicant and organization type: Not-for-profit, for profit (sole proprietor, incorporated company, etc), or local government).
2. Funding amount requested.
3. A brief description of the nature of the project, and an explanation of how it aligns with the goals of Athlii Gwaii Legacy.
4. Brief explanation of the scope of work and activities to be funded, along with specific deliverables for which funding is being requested, and the project time-period with start and end dates. Please include any Haida Gwaii Government and/or Advisory board letters of support.

#### **Part 2** - to be done after AGL Project Specialist has reviewed Part 1

5. A detailed capital expenditure budget for the project investment, including valid quotations for materials and construction.
6. A project plan and schedule that details the project activities and deliverables.
7. A business plan to demonstrate the economic viability of the project.
8. An operations and maintenance plan to demonstrate how the proposed project will run in the future.
9. Team biographies and/or resumes to demonstrate the management team's experience and qualifications in managing the proposed project.
10. Completed studies to demonstrate the feasibility of the proposed project.
11. It cannot be overstated that you must have a council or board resolution supporting the proposed application and funding request.
12. Engineering design and implementation details to demonstrate that the project is ready for tender (if applicable).
13. All required permits or approvals must be either in place or identified, including action plans to submit and receive approvals.



## Review and Approval

The AGL Project Specialist will collaborate with every applicant throughout the review and approval process to address any questions regarding project eligibility and viability. Once the due diligence with our collaborative partners has been completed, all eligible projects will be sent to the Athlii Gwaii Legacy Committee for discussion. The AGL Committee will send select applications to the Gwaii Trust Society Board of Directors for final approval. GTS can decline a funding application recommended by the joint committees, and/or recommend the application be returned for review at a future date.

In the event the value of the applications received by the AGL committee is more than the available funding, the AGL committee may recommend lower-ranked projects, or a combination of projects, to maximize the investment based on the funding available.

The AGL committee will recommend projects for approval based on the following considerations:

- **Preference will be given to projects that plan to leverage other capital funding contributions.**
- **Meets all minimum requirements, and**
- **The scores achieved in the application review process.**

The AGL committee will discuss:

- Key issues and considerations.
- Conditions and estimated time line for disbursement of funds; and
- Interim and final reporting requirements.

## Monitoring, Reporting and Project Evaluation

A funding agreement must be signed by Gwaii Trust Society and the applicant before disbursement of any funds. The funding agreement will address:

- Disbursement conditions.
- Estimated time line and project milestones, and
- Reporting requirements.

**As required by Gwaii Trust Society, up to 40% of the funding contribution may be disbursed once a funding agreement has been signed and all subsequent disbursements will be based on achieving project milestones as outlined in the signed funding agreement.**

The applicant will be required to submit periodic progress reports, followed by a final report. Progress reports should demonstrate effective monitoring and evaluation of the project. The final report must detail the extent to which the stated objectives, as outlined in the approved funding application, have been achieved.

Gwaii Trust Society staff will be responsible for monitoring compliance with the terms of the funding agreement and evaluating the outcomes of all funded projects.



## APPENDIX A

### Definitions:

“Sustainable” means an activity that can be continued over many years, without any significant adverse impacts on the environment, and without diminishing the ability of other people, other species or future generations to survive and prosper.

### Examples of Eligible and Ineligible Project Types, Eligible and Ineligible Costs, and Activities not eligible for funding:

#### Project types which are eligible for funding:

- Micro-hydro.
- Wind.
- Tidal.
- Solar photo-voltaic (not solar thermal).
- Co-generation biomass projects, i.e. combined heat and power.
- Subsystems (batteries, inverters, and micro-grid controls) that enable GHG emissions reductions through a renewable electricity generation project.
- Transmission systems that enable GHG emissions reductions through a renewable electricity generation project; or
- Some combination of the above, provided the combination of technologies has been proved elsewhere.

#### Project types which are ineligible for funding:

- Heating systems other than co-generation.
- Geothermal (while this is a proven technology, it is not one we are focusing on).
- Non-commercial technologies.



## Eligible Costs:

Eligible costs are all direct costs properly and reasonably incurred and paid specifically to the project. Eligible costs include:

- Professional and technical services (i.e. engineering).
- Contract labour and equipment for project construction, including site preparation.
- Training costs directly related to the construction and/or the operations and maintenance of the project.
- Overhead costs (i.e. administrative costs, consulting costs, office supplies, printing) **this cannot exceed 10% of the requested funding amount.**
- The incremental costs of employees who are directly involved in the construction of the project.
- Travel (transportation, accommodation, meals and allowances) following CRA guidelines.
- Technology procurement; and
- Associated materials.

## Ineligible Costs:

The following are deemed ineligible costs:

- Preliminary planning and design work.
- Costs related to developing a funding application and application-supporting documentation.
- Costs incurred for cancelled projects.
- Land acquisition.
- Real estate and other fees related to purchasing land and buildings.
- Financing charges, legal fees, and interest payments on loans, including those related to easements (i.e. associated surveys).
- Salaries and other employment benefits for costs associated with operating expenses and regularly scheduled maintenance work, and any costs related to the activities normally carried out by existing staff, except those indicated in Eligible Costs.
- Costs associated with operating expenses and regularly scheduled maintenance work.
- Leasing land, buildings and other facilities.
- Leasing of equipment other than equipment directly related to the construction of the project.
- Costs related to the furnishing and non-fixed assets which are not essential for the operation of the asset/project.
- Any goods and services costs which are received through donations or in-kind; and
- Taxes for which the ultimate recipient is eligible for a tax rebate and all other costs eligible for rebates.



**Funding will not be approved for any of the following activities:**

- Any activity inconsistent with any ecosystem-based management (EBM) land and resource management objectives;
- Costs associated with meeting statutory obligations of the Council of the Haida Nation, provincial or federal governments or other regulatory bodies.
- Political activities as defined by the Income Tax Act; and
- Any activity or expenditure for initiatives not consistent with Haida laws, federal or provincial laws, permits or authorization conditions, regulations, established policies, orders, and/or approvals.
- [Any activity inconsistent with Gwaii Trust Society bylaws, constitution and/or policies.](#)
- Any activity that is not Sustainable, as defined herein and determined at the sole discretion of the Fund; and
- No funding will be provided for expenditures incurred before the date the funding agreement is signed.