

EXEED 2024 Grant Scheme

Application form Instructions

11th January 2024

Version 4.0

1 of 96

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Version	Date	Details
V1.0	28/01/2022	First published
V2.0	24/01/2023	Updated to reflect 2023 dates
V3.0	20/04/2023	Updated to include additional instructions on uploading multiple files at Stage 2.
V.4.0	11/01/2024	Updated to reflect 2024 dates

1 Introduction

This document is designed to assist EXEED applicants in completing their application form for grant support. It is recommended that applicants refer to these instructions while completing their application, to ensure that all questions are answered correctly.

Applications which are not completed correctly will not be accepted. The evaluation process will only begin when correctly completed applications are submitted and all required supporting documentation is provided.

The application process entails completing EITHER:

- a **Stage 1 application form**, collecting the information below:
 - Contact details and a high-level overview of the project
 - Company type and size
 - EXEED Asset, including size, location and energy demand
 - Grant amount requested, and breakdown of expected pre-investment costs
 - Project details, timelines and certification type being targeted
 - Supporting documentation upload and applicant declaration including acceptance of terms and conditions

OR

- a **Stage 2 application form**, collecting the information below:
 - Contact details and a high-level overview of the project
 - Company type and size
 - EXEED Asset, including size, location, energy demand and fossil fuel status
 - Eligibility for support, including timelines and grant incentive effect
 - Major renovation details
 - Project details, certification type and timelines
 - Opportunities to be implemented, including energy savings, technical details, costs, counterfactuals and grant amount requested
 - Permissions and licenses
 - Supporting documentation upload and applicant declaration including acceptance of terms and conditions

To jump to a specific application form or question, go to the table of contents on page 2 and click on the relevant item while holding down the CTRL key.

2 How to complete the application form

This application should be completed by the Applicant, with the assistance of the EED Expert.

Please click on the following link to begin your application:

<https://www.seai.ie/business-and-public-sector/business-grants-and-supports/exeed-certified-grant/grant-application-form/>

A blue rectangular button with the word "Save" in white text.

If you want to save your application and return to it, click on the Save button in the bottom of the page. The following window will then appear at the top of the page:

Are you okay to save partially?

A blue rectangular button with the text "OK" in white.A light grey rectangular button with the text "Cancel" in black.

You can navigate between completed pages of the Stage 1 and Stage 2 forms using the Back and Next buttons which will appear in the bottom of the page.

A grey rectangular button with the text "Back" in white.

*Any changes
made will not be
saved*

A blue rectangular button with the text "Next" in white.

On the last page of each form (Stage 1, Stage 2) a Submit button will be located in the bottom right hand corner of the page. Once an application is submitted it will not be possible to make any changes, so please review the information provided before clicking Submit.

A blue rectangular button with the text "Submit" in white.

Upon successfully submitting an application, the below message will appear confirming the submission.

A rectangular box with a grey border containing a confirmation message.

EXEED Application form

Thank you for filling out the form. Your response has been recorded.

3 EXEED Application Form: General

EXEED Application - Form A - General

This section provides guidance on completing the first page of the application form, whether it is for Stage 1 or Stage 2 application. Once this page is completed, you will proceed to page 2 of the relevant application form. Each section and question on this form is considered below in sequence.

3.1 Applicant Details

A1. Applicant Details

Application Type *	Applicant Organisation Name *
<input type="text"/>	<input type="text"/>
Principal Business Activity *	VAT No. *
<input type="text"/>	<input type="text"/>
Project Title (Name) *	VAT No. must contain only A-Z/0-9 and 8-9 characters (sample format 1234567T, 1234567TH, 8A12345T)
<input type="text"/>	<input type="text"/>
Company Number *	Can VAT be reclaimed? * ⓘ
<input type="text"/>	<input type="text"/>
Applicant Tax Reference Number *	Tax Clearance Access Number (TCAN) *
<input type="text"/>	<input type="text"/>

Please enter the applicant's organisation's details in these fields.

3.1.1 Application Type

Application type *

- Please select
- Stage 1
- Stage 2

Click on the arrow to show the list of options available and click the relevant option to select it. Select Stage 1 or Stage 2 to show which stage this specific application is for. Stage 1 support is for pre-investment support with professional fees; Stage 2 is for support at the capital investment stage.

3.1.2 Did you apply for Stage 1 funding for this asset?

Did you apply for Stage 1 funding for this asset? *

- Yes
- No

This pane will appear if Stage 2 application type is selected. Click on the arrow to show the list of options available and click on the relevant option to select it. Select yes if you have applied for Stage 1 funding for this asset previously.

3.1.3 Stage 1 Reference

Stage 1 Reference: *

If you select yes in 3.1.2, this pane will appear. Please enter the Stage 1 reference number, this can be found at the top of your EXEED Stage 1 letter of offer.

3.1.4 Applicant Organisation Name

Applicant Organisation Name *

Please type in the name of the applicant's organisation. This is the organisation that will achieve the EXEED certification of an asset.

3.1.5 Principal Business Activity

Principal Business Activity *

Please type in the applicant's organisation's principal business activity (e.g., Pharmaceuticals, Food & drink, Hospitality, Local authority, Retail etc).

3.1.6 Project Title (Name)

Project Title (Name) *

Please type in the name of the project.

3.1.7 Company No.

Company No. *

Please type in the applicant's organisation's company number. Note that it must be in the correct format.

3.1.8 VAT No.

VAT No. *

Please type in the applicant's organisation's VAT number or Tax Reference Number (PPSN) if not registered for VAT. Note that it must be in the correct format.

3.1.9 Can VAT be reclaimed?

Can VAT be reclaimed? *

Click on the arrow to show the list of options available and select the most relevant option. If the applicant is looking for a VAT inclusive grant from SEAI, a letter from the Revenue Commission dated within 12 months of

the date of application, which confirms the VAT status of the applicant, must be uploaded in the Attachments page later on in this form. The letter must state that the beneficiary is not registered for VAT and/or does not have VAT recovery status on the specific expenditure being claimed and cannot reclaim any VAT incurred on the project costs.

3.1.10 Applicant Tax Reference No.

Applicant Tax Reference Number *

Please enter the applicant's organisation's tax reference number. Note that it must be in the correct format.

3.1.11 Tax Clearance Access No.

Tax Clearance Access Number (TCAN) *

Please type in the applicant's organisation's tax clearance access number (TCAN). Note that it must be in the correct format)

3.2 Contact Details - Beneficiary

Contact Details - Beneficiary

Title *

First Name *

Surname *

Address line 1 *

Address line 2

City/Town *

County *

Eircode *

<https://finder.eircode.ie/#/>

Telephone *

Mobile *

Email *

Website

Financial Controller's Name *

Financial Controller's Email *

Please enter the contact details of the beneficiary of the grant. Each step is listed below in sequence.

3.2.1 Name

Title *

First Name *

Surname *

Please enter the beneficiary's name in these fields. This person will be the Lead Applicant from the organisation seeking the grant. SEAI will contact them with any questions regarding the project from the application stage to final payment.

3.2.2 Address

Address line 1 *

Address line 2

City/Town *

County *

Eircode *

<https://finder.eircode.ie/#/>

Please enter the beneficiary's address in these fields. This would be the company or business registered address.

3.2.3 Mobile

Mobile *

Please enter the mobile phone number of the beneficiary.

3.2.4 Telephone

Telephone *

Please enter the landline telephone number of the beneficiary.

3.2.5 Email

Email *

Please enter the email address of the beneficiary.

3.2.6 Website

Website

Please enter the website address of the beneficiary.

3.2.7 Financial Controllers Name

Financial Controller's Name *

Please enter the beneficiary organisation's financial controller's name. If the beneficiary's organisation does not have a designated financial controller, please enter the beneficiary's name here again.

3.2.8 Financial Controllers Email

Financial Controller's Email *

Please enter the beneficiary organisation's financial controller's email address. If the beneficiary's organisation does not have a designated financial controller, please enter the beneficiary's email address here again.

3.3 Project Summary

3.3.1 Executive Summary - Brief Overview of the Project

A2. Project Summary

A2.1. Executive Summary - Brief Overview of the Project *

Please provide a high-level summary encapsulating all aspects of the project

Please provide a high-level summary encapsulating all aspects of the project. (min. 150 characters)

For a Stage 1 application, this would be a summary description of the asset, sub-asset, process, or value stream to be certified under EXEED, as well as a summary description of the objectives and the work involved in producing the stage 2 documentation.

For a Stage 2 application, this would be a summary description of the asset, sub-asset, process, or value stream to be certified under EXEED, as well as a summary description of the objectives and the individual sub-projects to be implemented which were identified during Stage 1.

Next

Please click the NEXT button to continue to the following page when complete.

4.0 EXEED Application Form: Stage 1 – Step 1 Contact Details

Step 1: Contact Details	Step 2: EXEED Asset Description	Step 3: Project Details	Step 4: Attachments
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EXEED Stage 1 - Form B - Project Proposal

A purpose of the Stage – 1 is to obtain support for EXEED studies, to produce the documents necessary to begin the EXEED certified journey and, in doing so, to identify the opportunities for improved energy efficiency at the asset.

Please complete all the fields that are applicable to your project and/or are marked with *. Failing to complete the form correctly will result in delays processing your application.

4.1 EXEED Stage 1 - Form B - Project Proposal

No input required.

4.2 Contact Details

Contact Details

Project Contacts

EED Owner

First Name *

Surname *

Email *

Mobile *

Job Title *

Company Name *

Top Management Representative

First Name *

Surname *

Email *

Mobile *

Job Title *

Company Name *

EED Expert

First Name *

Surname *

Email *

Mobile *

Job Title *

Company Name *

Add Secondary EED Expert Contact

SEAI will not provide information regarding this project to the EED Expert(s) named above without permission from the Applicant.

By selecting "Yes" below, you give permission for SEAI to exchange correspondence with the EED Expert on your behalf in relation to this project.

Do you give SEAI Permission to contact your EED Expert(s) Directly? *

Please enter the relevant contact details in these fields. Each step will be listed in sequence below.

4.2.1 EED Owner

EED Owner

First Name *

Surname *

Email *

Mobile *

Job Title *

Company Name *

Please enter the EED Owner's contact details in this section. The EED Owner is the person from the beneficiary organisation that is assigned responsibility for ensuring that the energy efficient design is implemented in the project; reports directly to top management. This is normally the Lead Applicant ("beneficiary") identified in the General section of the application form.

4.2.1.1 Name

First Name *

Surname *

Please enter the EED Owner's name in these fields.

4.2.1.2 Email

Email *

Please enter the EED Owner's email address in this field.

4.2.1.3 Mobile

Mobile *

Please enter the EED Owner's telephone number in this field.

4.2.1.4 Job Title

Job Title *

Please enter the EED Owner's job title in this field.

4.2.1.5 Company Name

Company Name *

Please enter the EED Owner's company name in this field. It should be the same company as the applicant's one indicated in the previous page.

4.2.2 Top Management Representative

Top Management Representative

First Name *

Surname *

Email *

Mobile *

Job Title *

Company Name *

Please enter the Top Management Representative's contact details in this section. A critical requirement is the engagement and sponsorship of EXEED by top management, who are accountable for the project design outcome.

4.2.2.1 Name

First Name *

Surname *

Please enter the Top Management Representative's name in these fields.

4.2.2.2 Email

Email *

Please enter the Top Management Representative's email address in this field.

4.2.2.3 Mobile

Mobile *

Please enter the Top Management Representative's telephone number in this field.

4.2.2.4 Job Title

Job Title *

Please enter the Top Management Representative's job title in this field.

4.2.2.5 Company Name

Company Name *

Please enter the Top Management Representative's company name in this field.

4.2.3 EED Expert

EED Expert

First Name *

Surname *

Email *

Mobile *

Job Title *

Company Name *

Please enter the EED Expert's contact details in this section. Energy Efficiency Design Expert (EED): An energy efficiency design expert appointed by the EED Owner and is a mandatory role for each project. The EED expert shall report directly to the EED owner and shall operate independently of the project design team.

4.2.3.1 Name

First Name *

Surname *

Please enter the EED Expert's name in these fields.

4.2.3.2 Email

Email *

Please enter the EED Expert's email address in this field.

4.2.3.3 Mobile

Mobile *

Please enter the EED Expert's telephone number in this field.

4.2.3.4 Job Title

Job Title *

Please enter the EED Expert's job title in this field.

4.2.3.5 Company Name

Company Name *

Please enter the EED Expert's company name in this field.

4.2.4 Add Secondary EED Expert Contact?

Add Secondary EED Expert Contact



A screenshot of a web form element. At the top is a grey header bar with a small downward-pointing triangle on the right. Below this is a white dropdown menu that is currently open, showing two options: 'Yes' and 'No'.

Please click the arrow to view the available options, if you need to appoint a secondary EED Expert contact, please select yes and a secondary entry pane with the same fields as “4.2.3 EED Expert” will appear.

4.2.5 Do you give SEAI permission to contact your EED Expert directly?

SEAI will not provide information regarding this project to the EED Expert(s) named above without permission from the Applicant.

By selecting "Yes" below, you give permission for SEAI to exchange correspondence with the EED Expert on your behalf in relation to this project.

Do you give SEAI Permission to contact your EED Expert(s) Directly? *



A screenshot of a web form element. At the top is a grey header bar with a small downward-pointing triangle on the right. Below this is a white dropdown menu that is currently open, showing two options: 'Yes' and 'No'.

Please click the arrow to view the available options and select the desired option.

4.3 Business Information

Business Information

***Note: Please ensure that you are selecting the right type of business. If you are not sure if you meet the definition of an SME, please refer to the following link*


https://ec.europa.eu/regional_policy/sources/conferences/state-aid/sme/smedefinitionguide_en.pdf

Entity Type *

Please specify which of the following describes your entity best: *

Sector *

Sub Sector *

Is your organisation a member of SEAI's LIEN? * 

Please complete the following based on the company type that you have selected above:

Annual Turnover *

Number of Employees *

Annual Balance Sheet *


Company Size

Maximum Grant % Available

Uploaded Files

File Name	Document Type	File Size	Created On	Download
No Data Available				

0 items per page

No items to display 

Please upload your Declaration of SME Qualification form:

[Download template here](#)

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx

Please upload a copy of your latest Audited Accounts *

Organisations which are not subject to a financial audit requirement should supply their latest unaudited accounts.

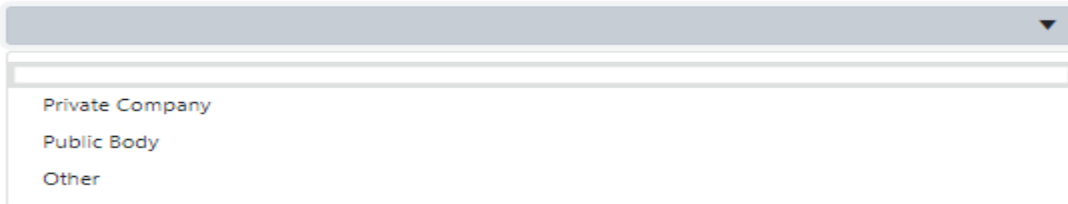
Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx

Please enter the business information of the beneficiary in this section. Each step will be listed in sequence below.

4.3.1 Entity Type

Entity Type *



A dropdown menu with a grey header bar containing a downward arrow. The menu is open, showing three options: "Private Company", "Public Body", and "Other".

Please click the arrow to view the available options and select the relevant entity type.

4.3.2 Please specify which of the following describes your entity best

Please specify which of the following describes your entity best: *



A dropdown menu with a grey header bar containing a downward arrow. The menu is open, showing three options: "Autonomous", "Linked Enterprise", and "Partnership".

Please click the arrow to view the available options and select the option which describes your entity best. The three categories are:

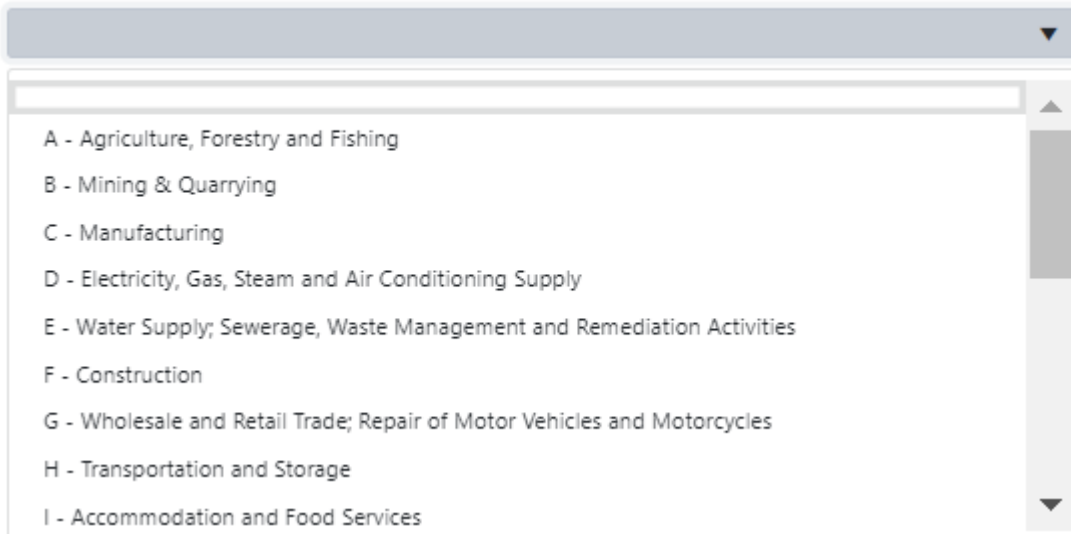
- Autonomous: if the enterprise is either completely independent or has one or more minority partnerships (each less than 25 %) with other enterprises.
- Linked Enterprise: if holdings with other enterprises exceed the 50 % threshold, these are considered linked enterprises.
- Partnership: if holdings with other enterprises rise to at least 25 % but no more than 50 %, the relationship is deemed to be between partner enterprises.

For further details please refer to the link provided underneath the Business Information heading (User guide to the SME Definition - European Commission¹).

¹ Available at:
https://single-market-economy.ec.europa.eu/smes/sme-definition_en

4.3.3 Sector

Sector *



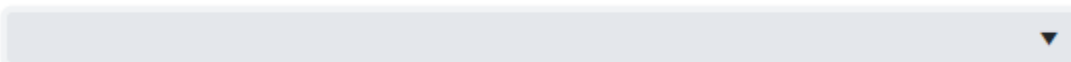
A dropdown menu with a grey header bar and a downward arrow. The menu is open, showing a list of sectors from A to I. A vertical scrollbar is on the right side of the list.

- A - Agriculture, Forestry and Fishing
- B - Mining & Quarrying
- C - Manufacturing
- D - Electricity, Gas, Steam and Air Conditioning Supply
- E - Water Supply; Sewerage, Waste Management and Remediation Activities
- F - Construction
- G - Wholesale and Retail Trade; Repair of Motor Vehicles and Motorcycles
- H - Transportation and Storage
- I - Accommodation and Food Services

Please click the arrow to view the available options and select the sector which describes your entity best.

4.3.4 Sub Sector

Sub Sector *



An empty dropdown menu with a grey header bar and a downward arrow.

This pane will appear depending on the selected sector. Please click the arrow to view the available options and select the sub-sector which describes your entity best. In case that there is only one sub sector available for the selected sector, this field will appear automatically filled in.

4.3.5 Is your organisation a member of SEAI's LIEN?

Is your organisation a member of SEAI's LIEN? * !



A dropdown menu with a grey header bar and a downward arrow. The menu is open, showing two options: 'Yes' and 'No'.

- Yes
- No

Please click the arrow to view the available options and select the relevant option. Details on SEAI's Large Industry Energy Network (LIEN) can be found at the following link: <https://www.seai.ie/business-and-public-sector/large-business/lien/>

4.3.6 Number of employees

Number of Employees *



A dropdown menu with a grey header and a white body. The header contains a downward-pointing arrow. The body lists three options: "Less than 50", "Between 50 and 249", and "250 or more".

Please click the arrow to view the available options and select the category which your entity falls into. Please note that the selection should be made based on the company type selected above. For instance, in case of a linked enterprise, the number of employees selected here should be the total **all linked businesses** are taken into account, not just the business seeking the Grant.

4.3.7 Annual Turnover

Annual Turnover *

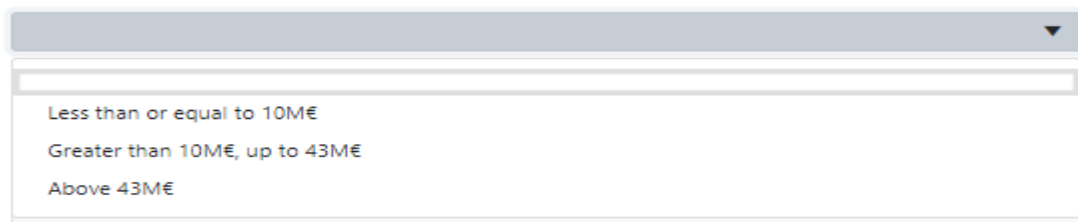


A dropdown menu with a grey header and a white body. The header contains a downward-pointing arrow. The body lists three options: "Less than or equal to 10M€", "Greater than 10M€, up to 50M€", and "Above 50M€".

Please click the arrow to view the available options and select the category which your entity falls into. Please note that the selection should be made based on the company type selected above. For instance, in case of a linked enterprise, the annual turnover selected here should be the total **all linked businesses** are taken into account, not just the business seeking the Grant.

4.3.8 Annual Balance Sheet

Annual Balance Sheet *



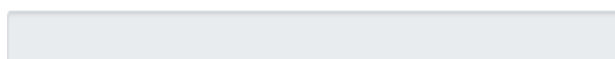
A dropdown menu with a grey header and a white body. The header contains a downward-pointing arrow. The body lists three options: "Less than or equal to 10M€", "Greater than 10M€, up to 43M€", and "Above 43M€".

Please click the arrow to view the available options and select the category which your entity falls into. Please note that the selection should be made based on the company type selected above. For instance, in case of a linked enterprise, the annual balance sheet selected here should be the total **all linked businesses** are taken into account, not just the business seeking the Grant.

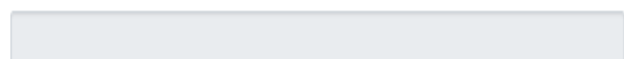
4.3.9 Company Size & Maximum Grant % Available

Company Size

Maximum Grant % Available



A light grey rectangular input field.



A light grey rectangular input field.

These outputs will auto-populate based on the previous selections. Your entity's SME status will impact the maximum EXEED grant % available.

4.3.10 Please upload your Declaration of SME Qualification form

Please upload your Declaration of SME Qualification form:

[Download template here](#)

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;

Please upload your Declaration of SME qualification form here if required. This attachment is only required for small & medium companies. A template can be found using the 'Download template' link.

4.3.11 Please upload a copy of your latest Audited Accounts

Please upload a copy of your latest Audited Accounts

Organisations which are not subject to a financial audit requirement should supply their latest unaudited accounts.

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;

Please upload a copy of your latest audited accounts here if required. This attachment is only required for small & medium companies. Organisations which are not subject to a financial audit requirement should supply their latest unaudited accounts.

For linked enterprises or partnerships, the accounts to be provided are those for the highest group that an organisation is consolidated into.

For public ownership structures, where an Applicant company is wholly owned by a public body, the Applicant may submit accounts for their company rather than the public body, provided that they do not apply for SME status.

Next

Please click the Next button to continue to the following page when complete.

5.0 EXEED Application Form: Stage 1 – Step 2 EXEED Asset Description

Step 1: Contact Details	Step 2: EXEED Asset Description	Step 3: Project Details	Step 4: Attachments
-----------------------------------	---	-----------------------------------	-------------------------------

The purpose of this section is to provide guidance on completing the Stage 1 EXEED asset description step 2 of the EXEED application form.

5.1 EXEED Asset Description

EXEED Asset Description

Asset Name *

No. of Buildings *

EXEED Asset Boundary *

Is the asset part of the scope & boundaries of an existing ISO 50001 Energy Management System? *

EXEED Asset Type *

Is the building a "Protected Structure" according to Planning and Development Act 200 (No. 30 of 2000)? *

Asset Address Line 1 *

Asset Address Line 2

Asset City/Town *

Asset County *

Asset Eircode *

<https://finder.eircode.ie/#/>

Project Category *

Year of Construction *

Asset Annual Energy Consumption (kWh/Yr) * ⓘ

Building Size (Sqm) *

Annual Energy Cost (€) *

Energy Sources *

Energy Users *

Standard hours of use of the asset per year *

Please provide details of the EXEED asset in this section, each step will be listed in sequence below. EXEED Asset: The tangible entity identified by the applicant to which the EED methodology is applied.

5.1.1 Asset Name

Asset Name *

Please enter the name of the asset.

5.1.2 EXEED Asset Boundary

EXEED Asset Boundary *



A dropdown menu with a grey header and a white body. The header contains a downward-pointing arrow. The body lists three options: "Individual building", "Group of buildings", and "Process/Value Stream".

Please click the arrow to view the available options and select the relevant EXEED asset boundary.

5.1.3 No. of Buildings

No. of Buildings *

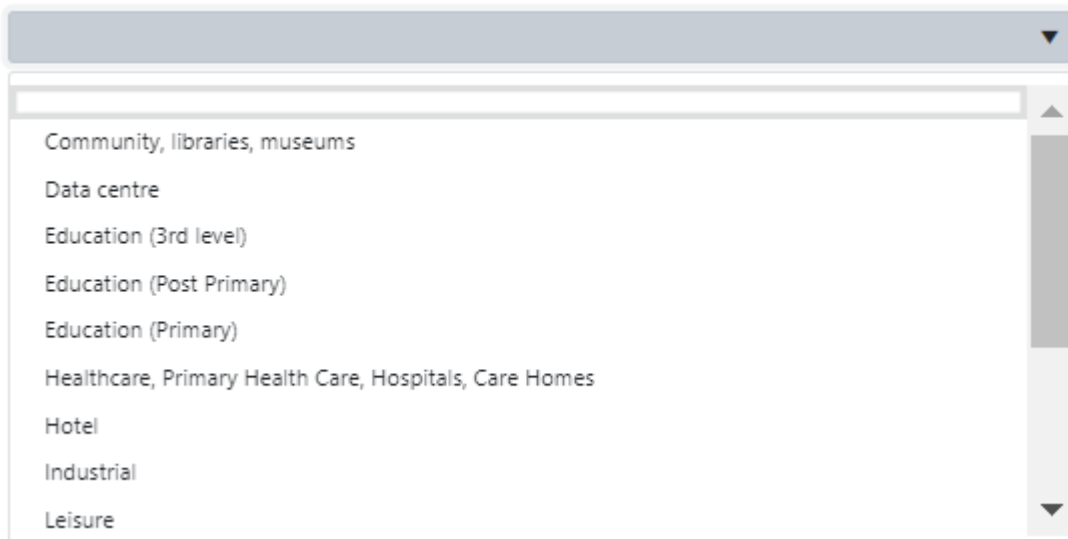


A simple rectangular text input field.

Please enter the number of buildings within the EXEED asset boundary.

5.1.4 EXEED Asset Type

EXEED Asset Type *



A dropdown menu with a grey header and a white body. The header contains a downward-pointing arrow. The body lists ten options: "Community, libraries, museums", "Data centre", "Education (3rd level)", "Education (Post Primary)", "Education (Primary)", "Healthcare, Primary Health Care, Hospitals, Care Homes", "Hotel", "Industrial", and "Leisure". A vertical scrollbar is visible on the right side of the list.

Please click the arrow to view the available options and select the relevant EXEED asset type.

5.1.5 Is the asset part of the scope & boundaries of an existing ISO 50001 Energy Management System?

Is the asset part of the scope & boundaries of an existing ISO 50001 Energy Management System? *



A dropdown menu with a grey header and a white body. The header contains a downward-pointing arrow. The body lists two options: "Yes" and "No".

Please click the arrow to view the available options and select the relevant option. More detail on ISO 50001 energy management systems is available on SEAI's website at the following link: <https://www.seai.ie/business-and-public-sector/standards/energy-management-systems-and-iso-50001/>

5.1.6 Is the building/s a "Protected Structure" according to Planning and Development Act 200 (No. 30 of 2000)?

Is the building a "Protected Structure" according to Planning and Development Act 200 (No. 30 of 2000)? *



A dropdown menu with a grey header bar and a downward arrow. The menu is open, showing two options: "Yes" and "No".

This pane will appear if the selected asset boundary is a building or group of buildings. Please click the arrow to view the available options and select the relevant option.

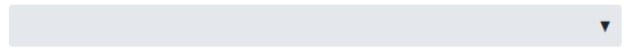
5.1.7 Asset Address

Asset Address Line 1 *

Asset Address Line 2

Asset City/Town *

Asset County *



A dropdown menu with a grey header bar and a downward arrow.

Asset Eircode *

<https://finder.eircode.ie/#/>

Please enter the address of the asset in these fields.

5.1.8 Project Category

Project Category *



A dropdown menu with a grey header bar and a downward arrow. The menu is open, showing four options: "Greenfield", "Brownfield", "Major renovation", and "Major energy upgrade".

Please click the arrow to view the available options and select the relevant project category.

5.1.9 Building Size (sq.m.)

Building Size (Sqm) *

This pane will appear if the selected asset boundary is a building or group of buildings. Please enter the total floor area of the building, or for a group of buildings the combined total floor area.

5.1.10 Year of Construction

Year of Construction *

Please enter the year of construction.

5.1.11 Standard hours of use of the asset per year

Standard hours of use of the asset per year *

Please enter the standard hours of use of the asset per year. Example, a factory running 3x shifts, 24hrs per day, 365 days per year, would have 8760hrs per year, an office running 12hrs per day, 251 days per year, would have 3012hrs per year.

5.1.12 Energy Sources

Energy Sources *

- Biodiesel
- Biogas
- Bio gasoline/Bioethanol
- CHP - Electricity Generated
- Coal
- Diesel/Gas Oil/Marked Gas Oil
- Electricity - grid
- Geothermal/Ambient heat
- Heat Recovery Systems

Please select all energy sources which apply to your EXEED asset. This is where asset energy is currently coming from.

5.1.13 Energy Users

Energy Users *

 Space heating
 Space cooling
 Ventilation - natural
 Ventilation - mechanical
 Lighting
 Energy used for heat production
 Energy used for cold production (refrigeration)
 Electrochemical use of energy
 Mechanical energy use (engines)

Please select all energy users which apply to your EXEED asset. This is where asset energy is currently being consumed.

5.1.14 Asset Annual Energy Consumption (kWh/yr) & Annual Energy Cost (€/yr)

Asset Annual Energy Consumption (kWh/Yr) * !

Annual Energy Cost (€) *

Please enter the asset annual energy consumption and annual energy cost in these fields. Note, the asset annual energy consumption should be stated in terms of delivered energy (final energy consumption), not primary energy etc. The annual energy cost should exclude any standing charges, and if VAT can be reclaimed should also exclude VAT.

5.1.15 If you have multiple buildings, please complete and upload the template for multiple buildings with details for all the buildings

If you have multiple buildings, please provide a spreadsheet with all the buildings: *

[Download template here](#)

Attach

Allowed Extensions: .xls;.xlsx

This button will appear if you have previously selected Group of Buildings. Please click the upload button to attach a spreadsheet with the details of all buildings. Please note that only .xls or .xlsx file types are allowed. The template is available if you follow the link below the Upload button.

<https://www.seai.ie/business-and-public-sector/business-grants-and-supports/exeed-certified-grant/EXEED-Stage-1-Multiple-Buildings-Spreadsheet.xlsx>

5.2 Project Costs

Project Costs

EXEED Funding Request

Please provide a list of planned and/or anticipated professional services for EXEED

(insert additional lines as necessary)

Add							
	Pre-investment Pro...	Scope of work	No. of Days	Daily Rate	Cost (€) Ex. VAT	Cost (€) Inc. VAT	
No Data Available							

Navigation: 0 items per page, No items to display

Total No. of days

0

Total Costs (€) Excluding VAT

€0.00

Stage 1 maximum grant % allowed for eligible costs

50%

Funding requested for Stage 1

Max Grant Amount Available Ex. VAT (€)

€0.00

Please enter the requested Stage 1 grant amount

Grant Requested Ex. VAT (€) *

The purpose of this section is to provide guidance on completing the Stage 1 project costs step of the EXEED application form.

5.2.1 Add Professional Services

(insert additional lines as necessary)

Add

You can add professional services by clicking the Add button.

Pre-Investment Professional Services *

Service Provider Name *

Scope of Work *

No. of Resources assigned to this task *

No. of Days / Quantity *

Daily Rate (€) (Ex. VAT) / Rate (€) (Ex. VAT) *

Total Cost (€) Ex. VAT *

Please enter the planned/anticipated professional services for EXEED Stage 1 in this section (i.e. additional pre-investment studies). Each step is listed in sequence below.

5.2.2 Pre-investment Professional Services

Pre-Investment Professional Services *

- Additional concept engineering design activities
- Benchmarking studies
- EED Expert
- Energy modelling
- Other
- Specialist consultancy for challenge and analyse process
- Technical feasibility studies
- Additional detailed engineering design activities
- Measurement & Verification (not EED Expert)

Please click the arrow to view the available options in the drop-down menu and select the relevant professional services category. For further details about the eligible activities for each category, please refer to the EXEED Grant Scheme Guidelines document.

5.2.3 If other, please describe

If other, please describe *

This pane will appear if other is selected from the drop-down menu. Please provide a description of this professional service.

5.2.4 Service Provider Name

Service Provider Name *

Please enter the name of the provider of this professional service.

5.2.5 No. of Resources assigned to this task

No. of Resources assigned to this task *

Please enter the number of resources assigned to this task by this service provider.

5.2.6 Scope of work

Scope of Work *

Please provide a summary of the scope of work to be carried out by this service provider.

5.2.7 No. of Days / Quantity

No. of Days / Quantity *

Please enter the total number of days this professional service requires. A fixed single price can be entered as 1.

5.2.8 Daily Rate / Rate (€) (Ex. VAT)

Daily Rate (€) (Ex. VAT) / Rate (€) (Ex. VAT) *

Please enter the daily rate for this professional service. For a fixed single price, enter the full amount.

5.2.9 Cost (€) Ex. VAT

Total Cost (€) Ex. VAT *

€0.00

The Ex. VAT cost will auto populate based on the previous entries.

5.2.10 VAT (where applicable) (€)

VAT (where applicable) (€): *

Please enter the applicable VAT for this professional service. This field will only appear if VAT cannot be reclaimed.

5.2.11 Total Cost (Incl. VAT) (€)

Total Cost (Incl. VAT) (€)

The Incl. VAT cost will auto populate based on the previous entries. This field will only appear if VAT cannot be reclaimed.

5.3 Add additional Professional Services

(insert additional lines as necessary)

If additional professional services are required, you can add them by clicking the Add button.

5.4 Funding Request

Total No. of days

Total Costs (€) Excluding VAT

Stage 1 maximum grant % allowed for eligible costs

50%

Funding requested for Stage 1

Max Grant Amount Available Ex. VAT (€)

The funding request outputs will auto-populate based on the previous details entered. Please note that *VAT inclusive* will only appear if VAT cannot be reclaimed.

5.5 Please enter the requested Stage 1 grant amount

Please enter the requested Stage 1 grant amount

Grant Requested Ex. VAT (€) *

Please enter the requested grant amount in these fields. Ex. VAT on the left, Incl. VAT on the right (in case VAT cannot be reclaimed). These amounts cannot exceed the Max Grant Available amounts above.

Next

Please click the Next button to continue to the following page when complete.

6.0 EXEED Application Form: Stage 1 – Step 3 Project Details

Step 1: Contact Details	Step 2: EXEED Asset Description	Step 3: Project Details	Step 4: Attachments
-----------------------------------	---	-----------------------------------	-------------------------------

The purpose of this section is to provide guidance on completing the Stage 1 - Project Details step 3 of the EXEED application form.

6.1 Please describe scope and boundary of the EXEED Asset and how it meets the EXEED Asset definition?

Please describe scope and boundary of the EXEED Asset and how it meets the EXEED Asset definition *

Min Length 150 characters and Maximum Length 2000 Characters

Please provide a summary response. The EXEED asset scope refers to the energy sources and the energy uses. The EXEED asset boundary refers to a physical boundary that fully incorporates the systems(s) fulfilling its purpose. This could be a full asset, a sub-asset, a process, or a value stream (the series of events that take a product or service from order or raw material through to customer delivery).

EXEED Asset: The tangible entity identified by the applicant to which the EED methodology is applied. This asset must meet the following qualifications.

- A physical boundary that fully incorporates the system(s) fulfilling its purpose.
- An energy balance study accounting for and including all energy sources, energy uses and energy demand.
- Encompasses energy services (i.e., desired outcomes that necessitate the consumption of energy) that are identified with application of the Energy Venn Diagram

Please refer to the [EXEED Grant Scheme Guidelines](#) document for more detail.

6.2 Attach relevant photos/drawings/maps as applicable to provide further clarity on the asset boundary definition

Attach relevant photos/drawings/maps as applicable to provide further clarity on the asset boundary definition *



Allowed Extensions: .pdf;.jpg;.jpeg;.png;.gif;.tiff;.doc;.docx

Click the attach button to attach any relevant photos/drawings/maps as applicable to provide further clarity on the asset boundary definition.

Note – if you attach one file and then return to attach a second file later in the application process, the system will only save the most recent upload.

If you wish to attach more than one document/file, please hold the CTRL key and select each file you wish to upload.

6.3 Please describe the baseline design of the EXEED Asset (the starting point for the EXEED process)

Please describe the baseline design of the EXEED Asset (the starting point for the EXEED process) *

Min Length 150 characters and Maximum Length 2000 Characters

Please provide a summary response. For a new build/major renovation/repurpose; the current design state is the baseline input into the EXEED process, the baseline can be defined by compliance with standards or building regulations, and baseline energy can be modelled or determined through engineering calculations based on the concept design.

For an existing asset; the baseline in most cases will be the performance of the existing asset, baseline energy can be determined from metering, bills, site survey, engineering calculations.

6.4 Please outline the expected schedule/timelines of EXEED project implementation

Please outline the expected schedule/timelines of EXEED project implementation *

Min Length 150 characters and Maximum Length 2000 Characters

Please provide a summary response. Please outline the expected schedule/timelines of the EXEED Stage 1 professional services to deliver the EXEED Stage 2 documentation.

6.5 Please outline the outputs of the professional services activities (must relate to EXEED Certified)

Please outline the outputs of the professional services activities (must relate to EXEED Certified) *

Min Length 150 characters and Maximum Length 2000 Characters

Please provide a summary response. E.g. The Energy Balance Study, The Challenge and Analyse, The Energy Savings Register, The Project Execution Plan, Measurement & Verification Plan, etc.

6.6 What are your expectations and hopes for the project as a result of EXEED Certified?

What are your expectations and hopes for the project as a result of EXEED Certified? *

Min Length 150 characters and Maximum Length 2000 Characters

Please provide a summary response. Are there any particular energy use or carbon emissions objectives the applicant's organisation intends on achieving through EXEED?

6.7 Please outline the business case for EXEED project investment and capital budget considerations

Please outline the business case for EXEED project investment and capital budget considerations *

Min Length 150 characters and Maximum Length 2000 Characters

Please provide a summary response. Why is it important for the applicant's organisation to invest in energy projects? Has a budget been allocated/committed to for EXEED energy upgrades?

6.8 Please outline any previous experience completing energy efficient design or energy saving projects

Please outline any previous experience completing energy efficient design or energy saving projects *

Min Length 150 characters and Maximum Length 2000 Characters

Please provide a summary response.

6.9 Please outline the expected EXEED project organisation structure, roles and responsibilities

Please outline the expected EXEED project organisation structure, roles and responsibilities *

Min Length 150 characters and Maximum Length 2000 Characters

Please provide a summary response. Include details of potential stakeholders/interested parties during project implementation.

6.10 What level of certification are you working towards?

What level of certification are you working towards? *

▼

EXEED Designed
EXEED Verified
EXEED Managed

Please click the arrow to view the available options in the drop-down menu and select the intended EXEED certification distinction. Please refer to the [EXEED Grant Scheme Guidelines](#) for detail regarding EXEED Certification.

Please see below links to documents outlining the requirements for EXEED certification:

- EXEED Designed; <https://www.seai.ie/publications/EXEED-Certified-Design-Distinction-Requirements-2017.pdf>
- EXEED Verified; <https://www.seai.ie/publications/EXEED-Certified-Verified-Distinction-Requirements-2017.pdf>

- EXEED Managed; <https://www.seai.ie/publications/EXEED-Certified-Managed-Distinction-Requirements-2017.pdf>

6.11 Why have you decided on this certification?

Why have you decided on this certification? *

Min Length 150 characters and Maximum Length 2000 Characters

Please provide a summary response.

6.12 Stage 1 Duration - Outline estimated duration for completion of pre-investment EXEED Studies from receipt of Letter of Offer (in months)

Stage 1 Duration Outline estimated duration for completion of pre-investment EXEED Studies from Receipt of Letter of offer (Months) *

Please indicate the expected time frame (in months) to complete the EXEED studies.

6.13 If longer than 3 months, please provide reasoning:

If longer than 3 months, please provide reasoning:

Min Length 50 characters and Maximum Length 500 Characters

Please provide an explanation of why it is expected that the EXEED studies will take longer than 3 months.

Next

Please click the NEXT button to continue to the following page when complete.

7.0 EXEED Application Form: Stage 1 – Step 4 Attachments

Step 1: Contact Details	Step 2: EXEED Asset Description	Step 3: Project Details	Step 4: Attachments
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The purpose of this section is to provide guidance on completing the Stage 1 - Attachments step 4 of the EXEED application form.

7.1 Attachments

Attachments

Declaration of Solvency*

[Download template here](#)

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.gif

Declaration of Finance*

[Download template here](#)

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.gif

VAT Letter from Revenue (If VAT cannot be reclaimed)

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.gif

Other

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.gif;.xls;.xlsx

In this section the required attachments will need to be uploaded. Each step is listed below in sequence.

Note – if you attach one file and then return to attach a second file later in the application process, the system will only save the most recent upload.

If you wish to attach more than one document/file per requirement, please hold the CTRL key and select each file you wish to upload.

7.1.1 Declaration of Solvency

Declaration of Solvency*

[Download template here](#)

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.gif

Please click the Attach button to attach the Declaration of Solvency document. A template can be found by following the Download template link.

7.1.2 Declaration of Finance

Declaration of Finance *

[Download template here](#)

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.gif

Please click the Attach button to attach the Declaration of Finance document. A template can be found by following the Download template link.

7.1.3 VAT Letter from Revenue (If VAT cannot be reclaimed)

VAT Letter from Revenue (If VAT cannot be reclaimed)

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.gif

Please click the Attach button to attach the VAT letter from Revenue. Please note that this attachment will only be requested if VAT cannot be reclaimed.

7.1.4 Other

Other

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.gif;.xls;.xlsx

Any other relevant document can be uploaded here. Please click the Attach button to attach any other relevant document. Please note that a maximum of 5 files can be uploaded.

7.2 Applicant Declaration

Applicant Declaration

Commitment to EXEED Certification is a condition of grant support.

Please enter your details:

Name *

Position *

I confirm that the professional services related to this application have not started *

I agree with [Terms and Conditions \(View\)](#) *

I accept the [Privacy Policy \(View\)](#) *

Cancel

*Any changes
made will not be
saved*

Back

*Any changes
made will not be
saved*

Save

Submit

In this section the Applicant is required to provide a signed declaration. Note, the term "Applicant" refers to the EED Owner, this should not be signed by the EED Expert. Please follow the steps below in sequence.

7.2.1 Name

Name *

Please type your name in the above field.

7.2.2 Position

Position *

Please type your position in the above field.

7.2.3 Applicant Declaration

I confirm that the professional services related to this application have not started *

I agree with [Terms and Conditions](#) (View) *

I accept the [Privacy Policy](#) (View) *

Please provide a declaration by ticking the relevant boxes. Note, the [Terms and Conditions](#), and the [Privacy Policy](#) can be read by clicking on (View).

Cancel

*Any changes
made will not be
saved*

Back

*Any changes
made will not be
saved*

Save

Submit

Please review all pages of the form using the Save and Back buttons to ensure you are happy with the correctness/completeness of the information provided before clicking the Submit button. Once an application is submitted it will not be possible to make any changes.

8.0 EXEED Application Form: EXEED Stage 2 – Step 1 Form B - Project Proposal

Step 1: Contact Details	Step 2: EXEED Asset Description	Step 3: State Aid/Other questions	Step 4: Major Renovation & Project Progress	Step 5: Project Costs	Step 6: Other Supporting Documents	Step 7: Technical Documents
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EXEED Stage 2 - Form B - Project Proposal

The purpose of this section is to provide guidance on completing the EXEED Stage 2 - Form B - Project Proposal step 1 of the EXEED application form.

8.1 Contact Details

Please complete all the fields that are applicable to your project and/or are marked with *. Failing to complete the form correctly will result in delays processing your application.

Contact Details

Project Contacts

EED Owner

First Name *

Surname *

Email *

Mobile *

Job Title *

Company Name *

Top Management Representative

First Name *

Surname *

Email *

Mobile *

Job Title *

Company Name *

EED Expert

First Name *

Surname *

Email *

Mobile *

Job Title *

Company Name *

Add Secondary EED Expert Contact

SEAI will not provide information regarding this project to the EED Expert(s) named above without permission from the Applicant.

By selecting "Yes" below, you give permission for SEAI to exchange correspondence with the EED Expert on your behalf in relation to this project.

Do you give SEAI Permission to contact your EED Expert(s) Directly? *

Please enter the relevant contact details in these fields. Each step will be listed below in sequence.

8.1.1 EED Owner

EED Owner

First Name *

Surname *

Email *

Mobile *

Job Title *

Company Name *

Please enter the EED Owner's contact details in this section. The EED Owner is the person from the beneficiary organisation that is assigned responsibility for ensuring that the energy efficient design is implemented in the project; reports directly to top management. This is normally the Lead Applicant ("beneficiary") identified in the General section of the application form.

8.1.1.1 Name

First Name *

Surname *

Please enter the EED Owner's first name and surname in these fields.

8.1.1.2 Email

Email *

Please enter the EED Owner's email address in this field.

8.1.1.3 Mobile

Mobile *

Please enter the EED Owner's mobile number in this field.

8.1.1.4 Job Title

Job Title *

Please enter the EED Owner's job title in this field.

8.1.1.5 Company Name

Company Name *

Please enter the EED Owner's company name in this field. It should be the same company as the applicant's one indicated in the previous page.

8.1.2 Top Management Representative

Top Management Representative

First Name *

Surname *

Email *

Mobile *

Job Title *

Company Name *

Please enter the Top Management Representative's contact details in this section. A critical requirement is the engagement and sponsorship of top management who are accountable for the project design outcome.

8.1.2.1 Name

First Name *

Surname *

Please enter the Top Management Representative's first name and surname in these fields.

8.1.2.2 Email

Email *

Please enter the Top Management Representative's email address in this field.

8.1.2.3 Mobile

Mobile *

Please enter the Top Management Representative's mobile number in this field.

8.1.2.4 Job Title

Job Title *

Please enter the Top Management Representative's job title in this field.

8.1.2.5 Company Name

Company Name *

Please enter the Top Management Representative's company name in this field.

8.1.3 EED Expert

EED Expert

First Name *

Surname *

Email *

Mobile *

Job Title *

Company Name *

Please enter the EED Expert's contact details in this section. Energy Efficiency Design Expert (EED): An energy efficiency design expert appointed by the EED Owner and is a mandatory role for each project. The EED expert shall report directly to the EED owner and shall operate independently of the project design team.

8.1.3.1 Name

First Name *

Surname *

Please enter the EED Expert's first name and surname in these fields.

8.1.3.2 Email

Email *

Please enter the EED Expert's email address in this field.

8.1.3.3 Mobile

Mobile *

Please enter the EED Expert's telephone number in this field.

8.1.3.4 Job Title

Job Title *

Please enter the EED Expert's job title in this field.

8.1.3.5 Company Name

Company Name *

Please enter the EED Expert's company name in this field.

8.1.4 Add Secondary EED Expert Contact?

Add Secondary EED Expert Contact

Please click the arrow to view the available options, if you need to appoint a secondary EED Expert contact, please select yes and a secondary entry pane with the same fields as "9.1.3 EED Expert" will appear.

8.1.5 Do you give SEAI permission to contact your EED Expert(s) directly?

SEAI will not provide information regarding this project to the EED Expert(s) named above without permission from the Applicant.

By selecting "Yes" below, you give permission for SEAI to exchange correspondence with the EED Expert on your behalf in relation to this project.

Do you give SEAI Permission to contact your EED Expert(s) Directly? *

Please click the arrow to view the available options and select the desired option.

8.2 Business Information

Business Information

****Note:** Please ensure that you are selecting the right type of business. If you are not sure if you meet the definition of an SME, please refer to the following link

https://ec.europa.eu/regional_policy/sources/conferences/state-aid/sme/smedefinitionguide_en.pdf

Entity Type *	Please specify which of the following describes your entity best: *
<input type="text"/>	<input type="text"/>
Sector *	Sub Sector *
<input type="text"/>	<input type="text"/>
Is your organisation a member of SEAI's LIEN? * ⁽ⁱ⁾	
<input type="text"/>	
Please complete the following based on the company type that you have selected above:	
Annual Turnover *	
<input type="text"/>	
Number of Employees *	
<input type="text"/>	
Annual Balance Sheet *	
<input type="text"/>	
Company Size	Maximum Grant % Available
<input type="text"/>	<input type="text"/>

Uploaded Files

File Name	Document Type	File Size	Created On	Download
No Data Available				

0 items per page No items to display

Please upload your Declaration of SME Qualification form:

[Download template here](#)

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx

Please upload a copy of your latest Audited Accounts *

Organisations which are not subject to a financial audit requirement should supply their latest unaudited accounts.

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx

Please enter the business information of the beneficiary in this section. Each step will be listed below in sequence.

8.2.1 Entity type

Entity Type *




Private Company
Public Body
Other

Please click the arrow to view the available options and select the relevant entity type.

8.2.2 Please specify which of the following describes your entity best

Please specify which of the following describes your entity best: *



Autonomous
Linked Enterprise
Partnership

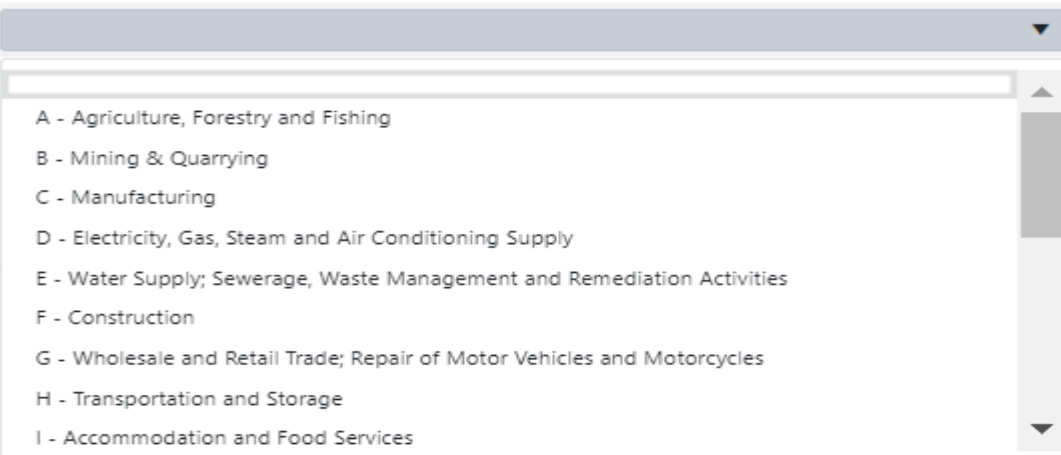
Please click the arrow to view the available options and select the option which describes your entity best. The three categories are:

- Autonomous: if the enterprise is either completely independent or has one or more minority partnerships (each less than 25 %) with other enterprises
- Partnership: if holdings with other enterprises rise to at least 25 % but no more than 50 %, the relationship is deemed to be between partner enterprises
- Linked Enterprise: if holdings with other enterprises exceed the 50 % threshold, these are considered linked enterprises

For further details please refer to the link provided underneath the Business Information heading (User guide to the SME Definition - European Commission²).

8.2.3 Sector

Sector *



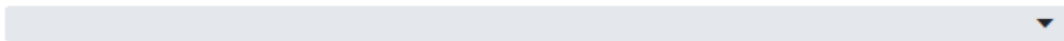
A - Agriculture, Forestry and Fishing
B - Mining & Quarrying
C - Manufacturing
D - Electricity, Gas, Steam and Air Conditioning Supply
E - Water Supply; Sewerage, Waste Management and Remediation Activities
F - Construction
G - Wholesale and Retail Trade; Repair of Motor Vehicles and Motorcycles
H - Transportation and Storage
I - Accommodation and Food Services

Please click the arrow to view the available options and select the sector which describes your entity best.

² Available at:
https://single-market-economy.ec.europa.eu/smes/sme-definition_en


8.2.4 Sub Sector

Sub Sector *



This pane will appear depending on the selected sector. Please click the arrow to view the available options and select the sub-sector which describes your entity best. In case that there is only one sub sector available for the selected sector, this field will appear automatically filled in.

8.2.5 Is your organisation a member of SEAI's LIEN?

Is your organisation a member of SEAI's LIEN? * 



Please click the arrow to view the available options and select the relevant option. Details on SEAI's Large Industry Energy Network (LIEN) can be found at the following link: <https://www.seai.ie/business-and-public-sector/large-business/lien/>

8.2.6 Annual Turnover

Annual Turnover *



Please click the arrow to view the available options and select the category which your entity falls into. Please note that the selection should be made based on the company type selected above. For instance, in case of a linked enterprise, the annual turnover selected here should be the total **all linked businesses** are taken into account, not just the business seeking the Grant.

8.2.7 Number of employees

Number of Employees *



Please click the arrow to view the available options and select the category which your entity falls into. Please note that the selection should be made based on the company type selected above. For instance, in case of a linked enterprise, the number of employees selected here should be the total **all linked businesses** are taken into account, not just the business seeking the Grant.

8.2.8 Annual Balance Sheet

Annual Balance Sheet *

▼

- Less than or equal to 10M€
- Greater than 10M€, up to 43M€
- Above 43M€

Please click the arrow to view the available options and select the category which your entity falls into. Please note that the selection should be made based on the company type selected above. For instance, in case of a linked enterprise, the annual balance sheet selected here should be the total **all linked businesses** are taken into account, not just the business seeking the Grant.

8.2.9 Company Size and Maximum Grant % Available

Company Size	Maximum Grant % Available
Small	50%

These outputs will auto-populate based on the previous selections. Your entity's SME status will impact the maximum EXEED grant % available.

8.2.10 Please upload your Declaration of SME Qualification form

Please upload your Declaration of SME Qualification form:

[Download template here](#)

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx

Please upload your Declaration of SME qualification form here if required. This attachment is only required for small & medium companies. A template can be found using the 'Download template' link.

8.2.11 Please upload a copy of your latest Audited Accounts

Please upload a copy of your latest Audited Accounts

Organisations which are not subject to a financial audit requirement should supply their latest unaudited accounts.

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx

Please upload a copy of your latest audited accounts here if required. This attachment is only required for small & medium companies. Organisations which are not subject to a financial audit requirement should supply their latest unaudited accounts.

For linked enterprises or partnerships, the accounts to be provided are those for the highest group that an organisation is consolidated into.

For public ownership structures, where an Applicant company is wholly owned by a public body, the Applicant may submit accounts for their company rather than the public body, provided that they do not apply for SME status.

Next

Please click the NEXT button to continue to the following page when complete.

9.0 EXEED Application Form: Stage 2 – Step 2 Asset Description

Step 1: Contact Details	Step 2: EXEED Asset Description	Step 3: State Aid/Other questions	Step 4: Major Renovation & Project Progress	Step 5: Project Costs	Step 6: Other Supporting Documents	Step 7: Technical Documents
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EXEED Asset Description

The purpose of this section is to provide guidance on completing the Stage 2 - Asset Description step 2 of the EXEED application form.

9.1 EXEED Asset Description

EXEED Asset Description

Asset Name *

EXEED Asset Boundary *

No. of Buildings *

Project Category *

Is the asset part of the scope & boundaries of an existing ISO 50001 Energy Management System? *

EXEED Asset Type *

MPRN *

MPRN Not Available *

Asset Address Line 1 *

Asset Address Line 2

Asset City/Town *

Asset County *

Asset Eircode *

<https://finder.eircode.ie/#/>

Year of Construction *

Is the building a "Protected Structure" according to Planning and Development Act 2000 (No 30 of 2000)? *

Building Size (Sqm) *

Energy Sources

Please select fuel sources

Add			
	Fuel Type	Unit Price (£/kWh)	Annual kWh
No Data Available			

0 100 items per page No items to display

Energy Users *

Standard hours of use of the asset per year *

Does this site fall under EU ETS? *

What will this asset's fossil fuel status be following the EXEED project? *

Please provide details of the EXEED asset in this section. Each step will be listed in sequence below. EXEED Asset: The tangible entity identified by the applicant to which the EED methodology is applied.

9.1.1 Asset Name

Asset Name *

Please enter the name of the asset.

9.1.2 EXEED Asset Boundary

EXEED Asset Boundary *

- Individual building
- Group of buildings
- Process/Value Stream

Please click the arrow to view the available options and select the relevant EXEED asset boundary.

9.1.3 No. of Buildings

No. of Buildings *

Please enter the number of buildings within the EXEED asset boundary.

9.1.4 Project Category

Project Category *



A dropdown menu with a grey header and a white body. The header contains a downward-pointing arrow. The body lists four options: Greenfield, Brownfield, Major renovation, and Major energy upgrade.

Please click the arrow to view the available options and select the relevant project category.

9.1.5 Is the asset part of the scope & boundaries of an existing ISO 50001 Energy Management System?

Is the asset part of the scope & boundaries of an existing ISO 50001 Energy Management System? *

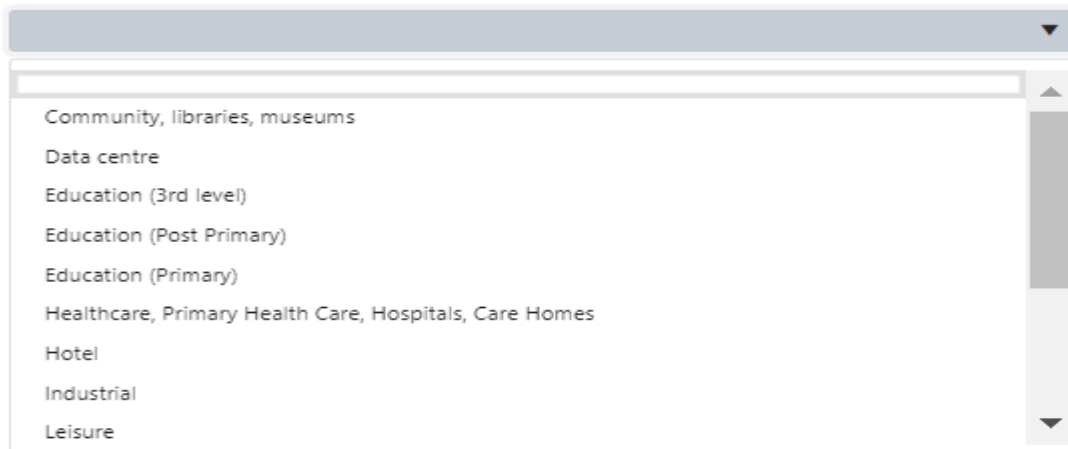


A dropdown menu with a grey header and a white body. The header contains a downward-pointing arrow. The body lists two options: Yes and No.

Please click the arrow to view the available options and select the relevant option. More detail on ISO 50001 energy management systems is available on SEAI's website at the following link: <https://www.seai.ie/business-and-public-sector/standards/energy-management-systems-and-iso-50001/>

9.1.6 EXEED Asset Type

EXEED Asset Type *



A dropdown menu with a grey header and a white body. The header contains a downward-pointing arrow. The body lists ten options: Community, libraries, museums; Data centre; Education (3rd level); Education (Post Primary); Education (Primary); Healthcare, Primary Health Care, Hospitals, Care Homes; Hotel; Industrial; and Leisure. A vertical scrollbar is visible on the right side of the list.

Please click the arrow to view the available options and select the relevant EXEED asset type.

9.1.7 MPRN (Meter Point Reference Number)

MPRN *



A simple white text input field with a thin grey border.

Please enter the MPRN number (Meter Point Reference Number) for the asset. The MPRN is the unique 11-digit number assigned to your electricity connection and meter. It starts with the digits 10 and is always shown on the bill from your electricity supplier.

If your asset boundary is a process/value stream and there are multiple MPRN numbers, please enter one and provide a list of all MPRN numbers with their locations marked on a drawing, map etc. as an attachment.

In case your asset boundary is a group of buildings, please enter one and include the rest of MPRN numbers in the multiple buildings spreadsheet.

9.1.8 MPRN availability

MPRN Not Available *



A dropdown menu with a grey header containing the text "MPRN Not Available *". The menu is open, showing two options: "Yes" and "No".

If an MPRN number (Meter Point Reference Number) is not available or applicable, please select "Yes"

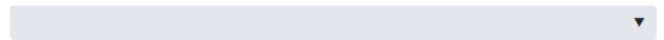
9.1.9 Asset Address

Asset Address Line 1 *

Asset Address Line 2

Asset City/Town *

Asset County *



A dropdown menu with a grey header containing the text "Asset County *". The menu is closed.

Asset Eircode *

<https://finder.eircode.ie/#/>

Please enter the address of the asset in these fields.

9.1.10 Year of Construction

Year of Construction *

Please enter the year of construction.

9.1.11 Is the building/s a "Protected Structure" according to Planning and Development Act 200 (No. 30 of 2000)?

Is the building a "Protected Structure" according to Planning and Development Act 2000 (No 30 of 2000)? *



A dropdown menu with a grey header containing the text "Is the building a 'Protected Structure' according to Planning and Development Act 2000 (No 30 of 2000)? *". The menu is open, showing two options: "Yes" and "No".

This pane will appear if the selected asset boundary is a building or group of buildings. Please click the arrow to view the available options and select the relevant option.

9.1.12 Building Size (sq.m.)

Building Size (Sqm) *

This pane will appear if the selected asset boundary is a building or group of buildings. Please enter the total floor area of the building, or for a group of buildings the combined total floor area.

9.1.12.1 Fuel type, Unit price (€/kWh) & Asset annual energy consumption (kWh/yr)

Energy Sources

Please select fuel sources

Add			
	Fuel Type	Unit Price (€/kWh)	Annual kWh
No Data Available			

Navigation: 0 items per page, No items to display


Energy Users *

Standard hours of use of the asset per year *

Does this site fall under EU ETS? *

What will this asset's fossil fuel status be following the EXEED project? *

In this section you will provide details of all energy sources which apply to your EXEED asset. This is where asset energy is currently coming from. Each step will be listed below in sequence.

Please click  then select the relevant fuel type from the dropdown menu.

Fuel Type***Unit Price(€/kWh)****Please ensure that this is the unit price Excluding standing charges***Asset Annual energy consumption (kWh)*** ⓘ*Final energy consumption*

Add

Biodiesel
 Biogas
 Bio gasoline/Bioethanol
 CHP - Electricity Generated
 Coal
 Diesel/Gas Oil/Marked Gas Oil
 Electricity - grid
 Geothermal/Ambient heat
 Heat Recovery Systems

Then enter the unit price (€/kWh) for this fuel type, and enter the asset annual energy consumption (kWh/yr) in the following panes.

Note, the Unit price should exclude any standing charges, and if VAT can be reclaimed should also exclude VAT. The asset annual energy consumption should be stated in terms of delivered/final energy, not primary energy etc.

9.1.12.2 Add Fuel type

Add

Additional energy sources can be added by clicking on the Add button.

9.1.13 Energy Users

Energy Users*

|

Space heating
 Space cooling
 Ventilation - natural
 Ventilation - mechanical
 Lighting
 Energy used for heat production
 Energy used for cold production (refrigeration)
 Electrochemical use of energy
 Mechanical energy use (engines)

Please select all energy users which apply to your EXEED asset. This is where asset energy is currently being consumed.

9.1.14 Standard hours of use of the asset per year

Standard hours of use of the asset per year *

Please enter the standard hours of use of the asset per year. Example, a factory running 3x shifts, 24hrs per day, 365 days per year, would have 8760hrs per year, an office running 12hrs per day, 251 days per year, would have 3012hrs per year.

9.1.15 If you have multiple buildings, please complete the template for multiple buildings with details for all the buildings

If you have multiple buildings, please complete the template for multiple buildings with details for all the buildings. Please upload this spreadsheet together with the EXEED Technical Workbook in the Project Costs section.

[Download template here](#)

This information will appear if you have previously selected Group of Buildings. Please complete the template provided. Note that this template is tab 2 of the EXEED Technical Workbook. They are to be uploaded as a single Excel file. (See section 12.5 below.)

9.1.16 Does this site fall under the EU Emissions Trading Scheme (ETS)?

Does this site fall under EU ETS? *

▼

Yes

No

Please click the arrow to view the available options and select the relevant answer for your site.

9.1.17 What will this asset's fossil fuel status be following the EXEED project?

What will this asset's fossil fuel status be following the EXEED project? *

▼

No fossil fuels on site

Some fossil fuels on site

Please click the arrow to view the available options and select the relevant fossil fuel status. As part of Ireland's commitment to climate action and achieving net zero emissions by 2050, EXEED grant support will not be made available for sites which will consume fossil fuels following project completion, except in exceptional circumstances. Further detail is available in section 7.2 of [EXEED Grant Scheme Guidelines](#).

9.1.17.1 Please select all of the following options which apply to fossil fuels on site*

Please select all of the following options which apply to fossil fuels on site*

The only fossil fuel use is grid electricity

No technically viable non-fossil alternative available

Renewables would have higher kWh or CO2

Fossil fuel use is <10% of annual heating energy

On credible phased pathway to net zero emissions

Other - none of the above options apply

Please select all the options which apply to your EXEED asset in terms of fossil fuels. Further detail about the eligibility of assets which consume fossil fuels is available in section 7.2 of [EXEED Grant Scheme Guidelines](#).

9.1.17.2 Please justify your selection made in the previous question

Please justify your selection made in the previous question *

Next

Please click the NEXT button to continue to the following page when complete.

10.0 EXEED Application Form: Stage 2 – Step 3 State Aid/Other questions

Step 1: Contact Details	Step 2: EXEED Asset Description	Step 3: State Aid/Other questions	Step 4: Major Renovation & Project Progress	Step 5: Project Costs	Step 6: Other Supporting Documents	Step 7: Technical Documents
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State Aid/Other Questions

The purpose of this section is to provide guidance on completing the Stage 2 - State Aid/Other Questions step 3 of the EXEED application form.

10.1 State Aid / Other questions

State Aid / Other questions

Each step will be listed below in sequence.

10.1.1 Have you already started the works related to the opportunities included in this application?

Have you already started the works related to the opportunities included in this application? *

▼

Yes

No

Please answer Yes or No by clicking on the relevant option.

10.1.2 Will this project involve an upgrade of any equipment that is currently at end of life?

Will this project involve an upgrade of any equipment that is currently at end of life? *(!)

▼

Yes

No

Please answer Yes or No by clicking on the relevant option. Please note that End of Life includes equipment that will need to be replaced within the next 2-3 years or will require significant repair or maintenance to maintain its useful life.

10.1.3 Apart from the EXEED grant, will this project be receiving any public funding?

Apart from the EXEED grant, will this project be receiving any public funding? *

▼

Yes

No

TBC

Please answer Yes or No by clicking on the relevant option.

10.1.4 Will the EXEED project offer any non-energy benefits to your organisation?

Will the EXEED project offer any non-energy benefits to your organisation? *

▼

Yes

No

Please answer Yes or No by clicking on the relevant option. Non-energy benefits could include increased output, new capability, new market, reduced labour requirements, reduced maintenance, reduced standing charges, improved reputation, improved comfort, and indoor air quality etc. etc.

10.1.5 If yes, please describe.

If yes, please describe. *

This pane will appear if you have selected Yes in the previous question. Please describe the non-energy benefits to your organisation.

10.1.6 Will the EXEED project enable you to process/produce additional products or improve your offering?

Will the EXEED project enable you to process/produce additional products or improve your offering? *

▼

Yes

No

Please answer Yes or No by clicking on the relevant option.

10.1.7 If yes, please describe.

If yes, please describe. *

This pane will appear if you have selected Yes in the previous question. Please describe the increase in commercial capability.

10.1.8 Will your volume of output increase as a result of EXEED programme?

Will your volume of output increase as a result of EXEED programme? *

▼

Yes

No

Please answer Yes or No by clicking on the relevant option.

10.1.9 Will this project receive funding from *other* SEAI programmes for opportunities in this application?

Will this project receive funding from other SEAI programmes for opportunities in this application? *

Form with a dropdown menu and two radio button options: Yes and No.

Please answer Yes or No by clicking on the relevant option.

10.1.10 If yes, please provide SEAI programme ID number and specify the related opportunities.

If yes, please provide SEAI programme ID number and specify the related opportunities *

Large empty text area for providing SEAI programme ID number and related opportunities.

This pane will appear if you have selected Yes in the previous question. Please provide SEAI programme ID number and specify the related energy saving opportunities.

10.1.11 Have you received Stage 2 EXEED grant assistance for this asset in the past?

Have you received Stage 2 EXEED grant assistance for this asset in the past? *

Form with a dropdown menu and two radio button options: Yes and No.

Please answer Yes or No by clicking on the relevant option.

10.1.12 If yes, please provide EXEED programme ID number and list which measures have already been implemented.

If yes, please provide EXEED programme ID number and list the measures already implemented *

Large empty text area for providing EXEED programme ID number and list of implemented measures.

This pane will appear if you have selected Yes in the previous question. Please provide EXEED programme ID number and list which measures have already been implemented under the EXEED programme.

10.1.13 Is there an energy supplier involved in financing of the project?

Is there an energy supplier involved in the financing of the project? *

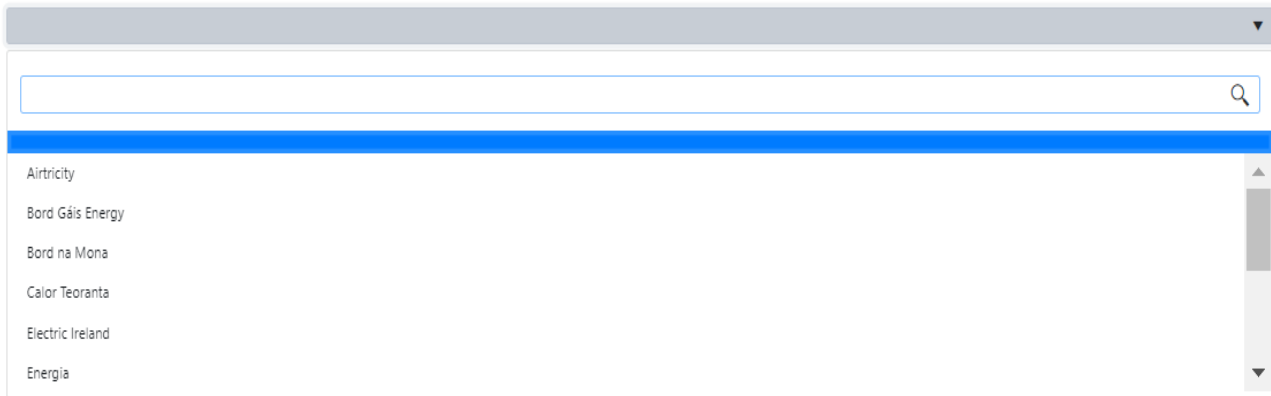


A screenshot of a web form showing a dropdown menu. The menu is open, displaying three options: 'Yes', 'No', and 'TBC'. The background is a light gray color.

Please answer Yes or No by clicking on the relevant option.

10.1.14 If yes, please indicate the company.

If yes, please indicate the company *



A screenshot of a web form showing a dropdown menu. The menu is open, displaying a search bar and a list of energy supplier companies: Airtricity, Bord Gáis Energy, Bord na Mona, Calor Teoranta, Electric Ireland, and Energia. The background is a light gray color.

This pane will appear if you have selected Yes in the previous question. Please click the arrow to view the available options and select the relevant energy supplier company which is involved in financing the project.

10.1.15 Is there an ESCO (Energy Service Company) involved in the delivery of this EXEED project?

Is there an ESCO (Energy Service Company) involved in the delivery of this EXEED project? *



A screenshot of a web form showing a dropdown menu. The menu is open, displaying three options: 'Yes', 'No', and 'TBC'. The background is a light gray color.

Please answer Yes or No by clicking on the relevant option.

10.1.16 Does the project include Energy Performance Contract (EPC), Energy Performance Related Payment (EPRP) or Local Energy Supply Contract (LESC)?

Does the project include EPC, EPRP, LES? *



A screenshot of a web form showing a dropdown menu. The menu is open, displaying five options: 'Yes - Energy Performance Contract (EPC)', 'Yes - Energy Performance Related Payment (EPRP)', 'Yes - Local Energy Supply Contract (LESC)', 'No', and 'TBC'. The background is a light gray color.

Please click the arrow to view the available options in the drop down menu and select the relevant option. More detail on types of energy contracts is available on SEAI’s website at the following link: <https://www.seai.ie/business-and-public-sector/business-grants-and-supports/energy-contracting/>

10.1.17 Please indicate the company and provide details of the relationship with this project

If yes, please indicate the company and provide details of the relationship with this project *

This pane will appear if you have selected Yes in the previous question. Please indicate the company and provide details of the relationship with this project.

Next

Please click the Next button to continue to the following page when complete.

11.0 EXEED Application Form: Stage 2 – Step 4 Major Renovation & Project Progress

Step 1: Contact Details	Step 2: EXEED Asset Description	Step 3: State Aid/Other questions	Step 4: Major Renovation & Project Progress	Step 5: Project Costs	Step 6: Other Supporting Documents	Step 7: Technical Documents
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Major Renovation

The purpose of this section is to provide guidance on completing the Stage 2 - Major Renovation & Project Progress step 4 of the EXEED application form. Please refer to Technical Guidance Document Part L 2021 – Buildings other than dwellings Section 2.3 for more information regarding Major Renovations. Please be aware that any measures required to achieve the minimum requirements will not be eligible for support, EXEED can only support improvements over and above the minimum requirements.

11.1 Major Renovation

Major Renovation

11.1.1 Does the project (EXEED or otherwise) involve renovation of Building Envelope?

Does the project (EXEED or otherwise) involve renovation of Building Envelope *

▼

Yes

No

Please click the arrow to view the available options in the drop-down menu and select the relevant option. Building Envelope refers to the exposed; walls, floors, ceilings/roofs, windows, doors etc.

If the EXEED asset is a group of buildings, please provide the below information only for the building(s) that will have a renovation of the envelope.

11.1.2 Area of surface where external cladding/insulation will be applied (sq.m) (including walls, roof and floor).

Surface area where external cladding/insulation will be applied (sq.m) (incl. walls, roof and floor) *

Please enter the total surface area where insulation and/or cladding systems will be applied externally. Please include all exposed walls, ceilings/roofs, and floors.

11.1.3 Area of surface where internal surface will be drylined (sq.m) (including walls, roof and floor).

Area of surface where internal surface will be drylined (sq.m) (including walls, roof and floor) *

Please enter the total surface area where insulation and/or dry-lining systems will be applied internally. Please include all exposed walls, ceilings/roofs, and floors.

11.1.4 Area of windows to be replaced (sq.m).

Area of windows to be replaced (sq.m) *

Please enter the total surface area of all windows, doors, roof windows, and roof lights etc. to be replaced.

11.1.5 Area of surface where basic structural component is exposed (sq.m).

Area of surface where basic structural component is exposed (sq.m) *

Please enter the total surface area where basic structural components will be exposed. i.e. where works involve the stripping down of an element to expose the basic structural components (brickwork/blockwork, timber frame, steel frame, joists, rafters, purlins etc.) and then rebuilding to achieve all the necessary performance requirements.

11.1.6 Total area renovated (sq.m).

Total area renovated (sq.m) *

This output will auto-populate based on the previous entries.

11.1.7 Total area of external elements (sq.m).

Total area of external elements (sq.m) *

Please enter the total surface area of all exposed walls, ceilings/roofs, floors, windows, doors, roof windows, and roof lights etc.

11.1.8 % of renovation calculated.

% of Renovation calculated *

The % surface area of the building undergoing renovation will be automatically calculated here.

11.2 How are you meeting Building Regulations?

How are you meeting regulations? * (!)



The image shows a screenshot of a web form. At the top, there is a grey header bar with a small downward-pointing triangle on the right. Below this is a white input field with a thin border. The text 'Section 2.3.4 - Cost optimal improvements' is visible in the input field. Below the input field, there is a list of options, with 'Section 2.3.5 - Whole building performance' being the first visible option.

This drop-down menu will appear if the % of renovation calculated of the building is greater than 25%, indicating that the Major Renovation clause of Technical Guidance Document Part L – Buildings other than Dwellings will be triggered.

If you do not consider that this project will trigger the Major renovation clause of building regulations, then please review the information provided at 11.1 carefully and update any incorrect values. Section 11.2 will only appear in the form where the information provided in section 11.1 indicates that your project will trigger the major renovation clause.

Please click the arrow to view the available options and select the option you intend on using to meet these requirements.

11.2.1 Cost optimal improvements

How are you meeting regulations? * 

Section 2.3.4 - Cost optimal improvements

Please select the systems that are included in this application*

Oil, Gas, Biomass Heating System Controls for Direct Electric Space Heating Systems Cooling and Ventilation Systems General Lighting Systems Other

Current Heating System *

Total Heating System Output (kW) (single or multiple) *

Heating System Age *

Heating System seasonal efficiency (%) *

Cooling System Age *

Cooling System Seasonal Energy Efficiency Ratio *

Ventilation System Age *

Ventilation System efficiency *

Lighting System Age *

Lighting System Average lamp efficacy (lamp-lumens per circuit-watt) *

Lighting System Area served (sq,m) *

If you choose "Cost optimal improvements" in 12.2, then the above entry fields will appear depending on the selected systems included in this application. Each question is considered below in sequence.

11.2.1.1 Please select the systems that are included in this application

Please select the systems that are included in this application*

Oil, Gas, Biomass Heating System

Controls for Direct Electric Space Heating Systems

Cooling and Ventilation Systems


General Lighting Systems

Other

Please select the relevant systems that are included in this application. For EXEED scheme purposes, only systems which are seeking grant aid as part of this application should be selected here.

11.2.1.2 Current heating system

Current Heating System *



Please click the arrow to view the available options from the drop-down menu to select your current heating system. For EXEED scheme purposes, this would be the current heating system which you intend on upgrading as part of this application.

11.2.1.3 Total heating system output (kW) (single or multiple)

Total heating system output (kW) (single or multiple) *

Please type in this entry pane the total kW output of your current heating system.

11.2.1.4 Heating system age

Heating system age *

Please type in this entry pane the age of your current heating system.

11.2.1.5 Heating system seasonal efficiency (%)

Heating system seasonal efficiency (%) *

Please type in this entry pane the seasonal efficiency of your current heating system.

11.2.1.6 Cooling system age

Cooling system age *

Please type in this entry pane the age of your current cooling system.

11.2.1.7 Cooling system seasonal energy efficiency ratio

Cooling system seasonal energy efficiency ratio *

Please type in this entry pane the seasonal energy efficiency ratio (SEER) of your current cooling system.

11.2.1.8 Ventilation system age

Ventilation system age *

Please type in this entry pane the age of your current ventilation system.

11.2.1.9 Ventilation system efficiency

Ventilation system efficiency *

Please type in this entry pane the system efficiency of your current ventilation system.

11.2.1.10 Lighting system age

Lighting system age *

Please type in this entry pane the age of your current lighting system.

11.2.1.11 Lighting system average lamp efficacy (lamp-lumens per circuit-watt)

Lighting system average lamp efficacy (lamp-lumens per circuit-watt) *


Please type in this entry pane the average lamp efficacy of your current lighting system. lamp-lumens per circuit-watt (lm/W)

11.2.1.12 Lighting system area served (sq.m)

Lighting system area served (sq.m) *

Please type in this entry pane the floor area served by your current lighting system.

11.2.2 Whole building performance

How are you meeting regulations? * 

Section 2.3.5 - Whole building performance ▼

Building type (Table 13 in TGD Part L 2017) *

▼

Cost optimal performance kWh/m²/yr primary energy *

Current kWh/m²/yr primary energy as calculated in NEAP *

Proposed kWh/m²/yr primary energy as calculated in NEAP *

Percentage improvement threshold *

Please outline which Measures & Costs will achieve the minimum cost optimal kWh/m²/yr:*

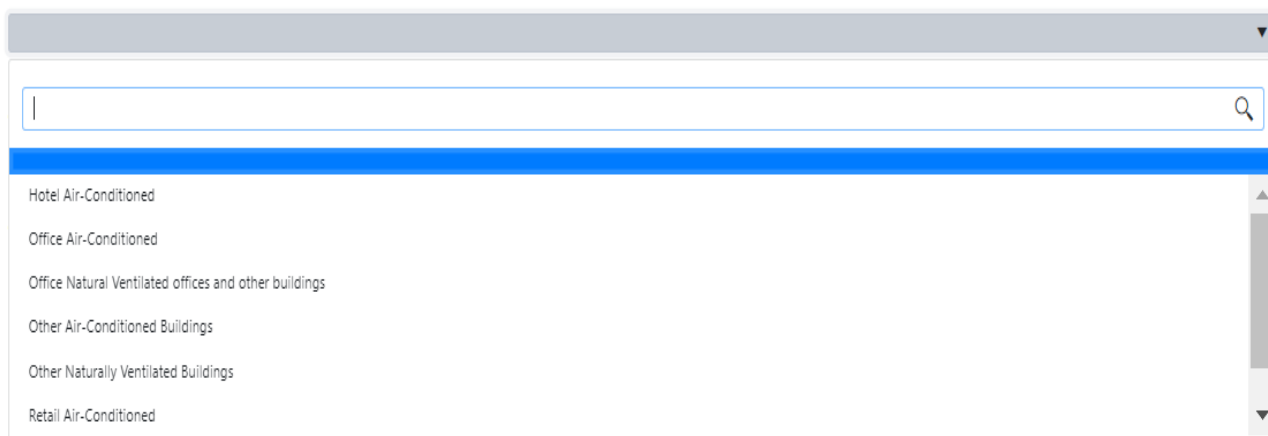
Please outline which measures & costs are only related to exceeding the cost optimal thresholds *

If you choose "Whole building performance" in 12.2, then the above entry fields will appear. Each question is considered below in sequence. If the EXEED asset is a group of buildings, please provide the below information for the main building that will have a renovation of the envelope and include the others in the text box at the end.

11.2.2.1 Building type (Table 13 in TGD Part L 2021)

Note: The Technical Guidance Part L -Buildings other than Dwellings 2017 has now been updated to 2021 revision since the development of the application portal.

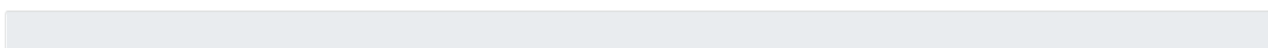
Building type (Table 13 in TGD Part L 2017) *

A screenshot of a web form showing a dropdown menu for 'Building type'. The menu is open, displaying a list of building types: 'Hotel Air-Conditioned', 'Office Air-Conditioned', 'Office Natural Ventilated offices and other buildings', 'Other Air-Conditioned Buildings', 'Other Naturally Ventilated Buildings', and 'Retail Air-Conditioned'. A search bar is visible at the top of the dropdown list.

Please click the arrow to view the available options from the drop-down menu and select the appropriate building type.

11.2.2.2 Cost optimal performance kWh/m2/yr primary energy

Cost optimal performance kWh/m2/yr primary energy *

An empty, light gray rectangular input field for entering the cost optimal performance value.

This field will auto-populate depending on the selected building type in 12.2.2.1

11.2.2.3 Current kWh/m2/yr primary energy as calculated in NEAP

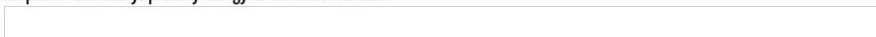
Current kWh/m2/yr primary energy as calculated in NEAP *

An empty white rectangular input field for entering the current kWh/m2/yr primary energy value.

Please type in this entry pane the current kWh/m2/yr primary energy value as calculated in the Non-dwelling Energy Assessment Procedure (NEAP)
(Existing Non-dwelling Energy Assessment required)

11.2.2.4 Proposed kWh/m2/yr primary energy as calculated in NEAP

Proposed kWh/m2/yr primary energy as calculated in NEAP *

An empty white rectangular input field for entering the proposed kWh/m2/yr primary energy value.

Please type in this entry pane the proposed (post works) kWh/m2/yr primary energy value as calculated in the Non-dwelling Energy Assessment Procedure (NEAP)
(Proposed Non-dwelling Energy Assessment required)

11.2.2.5 Percentage improvement threshold

Percentage improvement threshold

This field will auto-populate the % improvement above the cost optimal performance kWh/m2/yr primary energy as calculated in NEAP for your selected building type. Note, the Percentage improvement threshold will be calculated automatically. If it's below 0, the following error message appears: "Not compliant and not eligible for grant assistance" and the applicant will not be able to submit the application.

11.2.2.6 Please outline which measures & costs will achieve the minimum cost optimal kWh/m2/yr

Please outline which measures & costs will achieve the minimum cost optimal kWh/m2/yr *

If your building does not already meet minimum cost optimal performance kWh/m2/yr primary energy as calculated in NEAP, please type in this field a summary outline of the measures and costs involved in meeting this minimum requirement.

11.2.2.7 Please outline which measures & costs are only related to exceeding the cost optimal thresholds

Please outline which measures & costs are only related to exceeding the cost optimal thresholds *

Please type in this field a summary outline of the measures and costs only related to exceeding the minimum cost optimal performance kWh/m2/yr primary energy as calculated in NEAP.

11.3 Certification Timelines.

Certification Timelines

Which level of certification are you working towards? *

Why have you decided on this certification? *

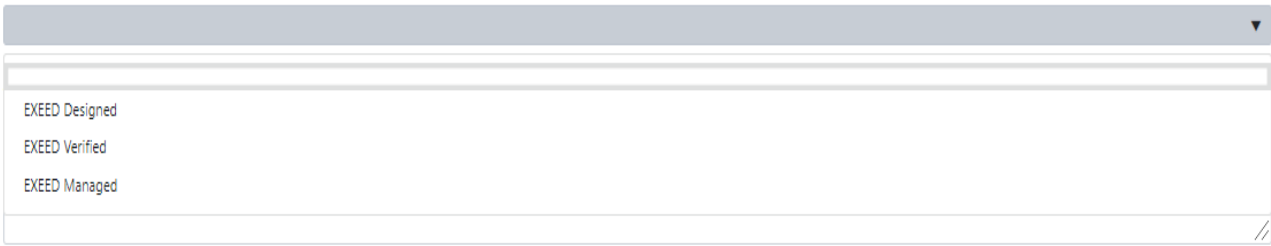
Describe your engagement to date with the relevant Certification Body *

Expected time for achieving certification (approximately) *

Please provide details regarding EXEED certification in this section. Each step is listed below in sequence.

11.3.1 Which level of certification are you working towards?

Which level of certification are you working towards? *




Please click the arrow to view the available options in the drop down menu and select the level of certification you are working towards. Please refer to the [EXEED Grant Scheme Guidelines](#) for detail regarding EXEED Certification.

Please see below links to documents outlining the requirements for EXEED certification.

- EXEED Designed; <https://www.seai.ie/publications/EXEED-Certified-Design-Distinction-Requirements-2017.pdf>
- EXEED Verified; <https://www.seai.ie/publications/EXEED-Certified-Verified-Distinction-Requirements-2017.pdf>
- EXEED Managed; <https://www.seai.ie/publications/EXEED-Certified-Managed-Distinction-Requirements-2017.pdf>

11.3.2 Why have you decided on this certification?

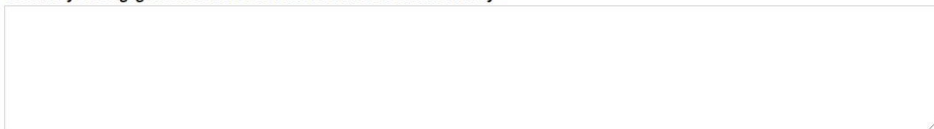
Why have you decided on this certification? *



Please type a brief summary in this field outlining why you have decided on this certification.

11.3.3 Describe your engagement to date with the relevant Certification Body

Describe your engagement to date with the relevant Certification Body *



Please type a brief summary in this field describing your engagement to date with the relevant certification body.

11.3.4 Expected time for achieving certification

Expected time for achieving certification (approximately) *

24/10/2022

October 2022						
SU	MO	TU	WE	TH	FR	SA
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Please click on the calendar button to enter an expected date for achieving certification. You can navigate through the months and years by clicking the month/year located at the top centre of the calendar.

11.4 EXEED Project development - Project Progress

EXEED Project development - Project Progress

11.4.1 Please confirm the EXEED Asset definition (if any changes since Stage 1 application, include them)

Please provide a summary of EXEED project

Please confirm the EXEED Asset definition (if any changes since Stage 1 application, include them?) *

Max. 3000 characters

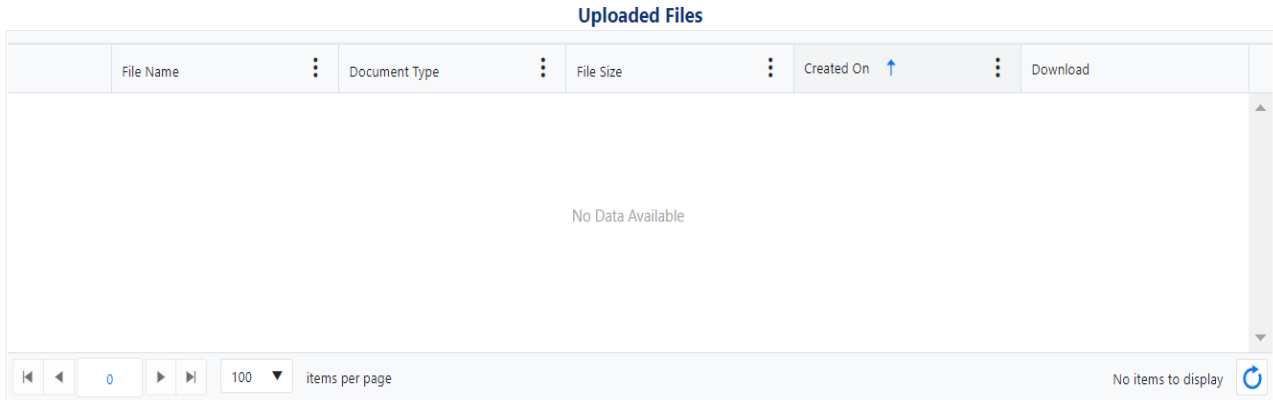
Please type a brief summary in this field confirming the EXEED asset definition. Have there been any changes to the scope/boundary of the asset since the Stage 1 letter of offer? The EXEED asset scope refers to the energy sources and the energy uses. The EXEED asset boundary refers to a physical boundary that fully incorporates the systems(s) fulfilling its purpose. This could be a full asset, a sub-asset, a process, or a value stream (the series of events that take a product or service from order or raw material through to customer delivery).

EXEED Asset: The tangible entity identified by the applicant to which the EED methodology is applied. This asset must meet the following qualifications:

- A physical boundary that fully incorporates the system(s) fulfilling its purpose.
- An energy balance study accounting for and including all energy sources, energy uses and energy demand.
- Encompasses energy services (i.e. desired outcomes that necessitate the consumption of energy) that are identified with application of the Energy Venn Diagram

Please refer to the [EXEED Grant Scheme Guidelines](#) document for more detail.

11.4.2 Please include photos/drawings/maps as attachments to provide clarity



Please Include photos/drawings/maps as attachments to provide clarity *

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt

Click the attach button to attach any relevant photos/drawings/maps as applicable to provide further clarity on the asset boundary definition.

If you wish to attach more than one document/file per requirement, please hold the CTRL key and select each file you wish to upload.

11.4.3 Please outline the expected schedule of EXEED project implementation within the EXEED grant window

Please outline the expected schedule of EXEED project implementation within the EXEED grant window *

Max. 3000 characters

Please type a brief summary in this field outlining the expected schedule for carrying out the EXEED project works within the current grant window. Note, all works applied for in this Stage 2 application must be completed within the current grant window. If particular sub-projects cannot commence early enough to be completed within the current grant window, then a multi phased approach may be more appropriate with follow on Stage 2 applications for these sub-projects.

11.4.4 Please outline the EXEED project delivery strategy, e.g. one-off grant application or multi-phased??

Please outline the EXEED project delivery strategy, e.g. one-off grant application or multi-phased? *

Max. 3000 characters

Please type a brief summary in this field outlining the investment decisions/strategy for the EXEED project implementation. Will this be a one-off application where all sub-projects identified through the EXEED methodology are completed within the current grant window? Or will this Stage 2 application be part of a multi-phased approach where the sub-projects are implemented over a number of years/grant windows with additional follow-on Stage 2 applications?

11.4.5 List any constraints that may affect project completion milestones and grant drawdown timelines

List any constraints that may affect project completion milestones and grant drawdown timelines *

Max. 3000 characters

Please type a brief summary in this field. Does the capital budget allocation within your company have any strict constraints/timelines that will have an effect on grant drawdown timelines and project completion milestones? (e.g. must be spent in a specific calendar year, etc.)

11.4.6 Approaches to measurement and verification of opportunities identified.

Approaches to measurement and verification of opportunities identified *

Max. 3000 characters

Please type a brief summary in this field outlining the approaches to Measurement & Verification of the energy performance improvement opportunities identified through the EXEED methodology.

11.4.7 Please outline the current project status and progress to date on EXEED-related activities

Please outline the current project status and progress to date on EXEED-related activities *

Max. 3000 characters

Please type a brief summary in this field outlining the current state of project development and progress. Provide a summary of the EXEED related activities completed since stage 1 letter of offer in preparation for this Stage 2 application.

Next

Please click the NEXT button to continue to the following page when complete.

12.0 EXEED Application Form: Stage 2 – Step 5 Project Costs

Step 1: Contact Details	Step 2: EXEED Asset Description	Step 3: State Aid/Other questions	Step 4: Major Renovation & Project Progress	Step 5: Project Costs	Step 6: Other Supporting Documents	Step 7: Technical Documents
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Project costs

Opportunities falling within grant window

The purpose of this section is to provide guidance on completing the Stage 2 - Project Costs step 5 of the EXEED application form.

12.1 Please select all measure types that you are applying for

Please select all measure types that you are applying for *

- Behaviour change
- Controls
- Fabric
- Heating
- Lighting
- Process
- Renewables
- Refrigeration
- Transport

12.2 Please add below the details for each opportunity

Project Costs

Opportunities falling within grant window

Please submit the details of each opportunity in the following table !

Add							
	Opportunity	Electric Energy Savi...	Thermal Energy Sav...	Incremental Cost Ex...	VAT (€) (where appl...	Total (€) (Incl. VAT)	
No Data Available							

◀ ▶ 0 ▶ ▶ 100 items per page No items to display ↻

Opportunity description *

Basis of additionality or rationale for incremental cost *

Which layer of the Energy Venn Diagram is this measure associated with? * 

Measure Sub Category *

Electricity savings (kWh, final energy) *

Thermal savings (kWh, final energy) *

Is the existing equipment currently operational and not near end of life? *

Quote cost (Ex. VAT) (€) *

Counterfactual Cost (Ex. VAT) (€) *

Please provide explanation for the value you have entered for the counterfactual *

Incremental Cost Ex. VAT(€) *

Total (Inc. VAT)(€) *

Please enter the required information relating to the opportunities falling within the current grant window in this section. Each step will be listed below in sequence.

12.2.1 Opportunity description

Opportunity description *

Please type a description of the opportunity in this pane.

12.2.2 Basis of additionality or rationale for incremental cost

Basis of additionality or rationale for incremental cost *

Please type in an explanation for the basis of additionality or rationale for incremental cost in this entry field. It is important to note that the only eligible capital expenditure is that which is incremental over a baseline design, i.e. additional to the counterfactual investment for the specific project. It will be required to provide an explanation of the incremental nature and the Incentive Effect of requested investment-aid support. The counterfactual design is expected to be a detailed costed alternative exercise. SEAI will assess costings provided for the counterfactual and only the incremental expenditure will be eligible for funding.

In the case of an existing asset;

- Grant aid is not applicable to essential works, i.e. maintenance / repairs, or end of life equipment.
- Eligible costs are those above a counterfactual.
- The counterfactual will be defined by the business case or basis of the investment decision.

In the case of a new build;

- Eligible capital is incremental over the baseline design
- Grant aid is not applicable to works required by standards or regulations.

Further detail is available in the [EXEED Grant Scheme Guidelines](#).

12.2.3 Which layer of the Energy Venn Diagram is this measure associated with?

Which layer of the Energy Venn Diagram is this measure associated with? *



Energy Service
Process
Equipment
Control
O&M
Management

Please click the arrow to view the available options in the drop-down menu and select the layer of the Energy Venn diagram this measure/opportunity is associated with. The Energy Venn diagram is available in I.S.399: 2014 Energy Efficient Design Management.

12.2.4 Measure Sub Category

Measure Sub Category *



A screenshot of a web form showing a dropdown menu. The dropdown is open, displaying a list of options: Aeration, AHU - Air Handling Unit, Biomass Boiler, Building Management System (BMS), CHP, Cooling, Cooling Controls, Energy Meters, and Gas/ Oil Boiler. The dropdown has a grey header bar with a downward arrow on the right. The list items are in a standard font, and there is a scrollbar on the right side of the list.

This pane will appear depending on the previous selection. Please click the arrow to view the available options in the drop down menu and select the Sub-category this measure is associated with.

12.2.5 Electrical savings (kWh)

Electricity savings (kWh, final energy) *

Please enter the electrical energy savings this measure will achieve in this pane. Note, this should be stated in terms of delivered energy.

12.2.6 Thermal savings (kWh)

Thermal savings (kWh, final energy) *

Please enter the thermal energy savings this measure will achieve in this pane. Note, this should be stated in terms of delivered energy.

12.2.7 What type of thermal energy will be saved/reduced?

What type of Thermal Energy will be saved/reduced? *



A screenshot of a web form showing a dropdown menu. The dropdown is open, displaying a list of options: Fuel Oil, Gasoil / Diesel, LPG, Natural Gas, Other Liquid Fuel, Solid Fuel, and Wood / Biomass. The dropdown has a grey header bar with a downward arrow on the right. The list items are in a standard font, and there is a scrollbar on the right side of the list.

Please click the arrow to view the available options in the drop down menu and select the type of thermal energy that will be saved/reduced with this measure.

12.2.13 Counterfactual cost (€) (Ex. VAT)

Counterfactual Cost (Ex. VAT) (€) *

Please enter the counterfactual cost (€ Ex. VAT) for the proposed measure. For further details about the counterfactual cost, please refer to the [EXEED Grant Scheme Guidelines](#) document.

12.2.14 Please provide an explanation for the value you have entered for the counterfactual

Please provide explanation for the value you have entered for the counterfactual *

Please type into this field a summary explanation for the value you have entered for the counterfactual.

12.2.15 Incremental cost (€) (Ex. VAT)

Incremental Cost Ex. VAT(€) *

The incremental cost (€ Ex. VAT) will auto populate based on the previous entries.

12.2.16 VAT (€)

VAT (€) *

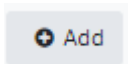
Please enter the applicable VAT for this measure. This field will only appear if VAT cannot be reclaimed.

12.2.17 Total cost (€) (Inc. VAT)

Total (Inc. VAT)(€) *

The total cost (€ Incl. VAT) will auto populate based on the previous entries. This field will only appear if VAT cannot be reclaimed.

12.3 Add opportunity



Please click the Add button to add additional measures/opportunities.

12.4 Summary of opportunities

Total Electric Energy Savings / kWh *

Total Thermal Energy Savings / kWh *

Total Incremental Cost Ex. VAT(€) *

Total Cost (€)(Inc. VAT) *

The summary of opportunities outputs will auto-populate based on the previous details entered. Please note that the fourth column (VAT inclusive) will only appear if VAT cannot be reclaimed.

12.5 Please submit a copy of your Technical Excel workbook here

Please submit a copy of your Technical Excel workbook here *

[Download template here](#)

Attach

Allowed Extensions: .xls;.xlsx

Please click the Attach button to attach a copy of your Technical Excel workbook here. The template can be found by following the Download template link.

12.6 Please add below all the investment professional services for EXEED

Add Service

X

Professional Service Requirement *

Service Provider Name *

Scope of Work *

No. of Resources assigned to this task *

No. of Days / Quantity *

Daily Rate / Rate (Ex. VAT) (€) *

Total Cost (Ex. VAT) (€) *

Save

Please enter the Stage 2 professional services requirements in this section. Each step will be listed in sequence below.

12.6.1 Professional Service Requirement

Professional Service Requirement *

▼

Additional detailed engineering design activities

EED Expert

EXEED Certification audit costs

Measurement & Verification (not EED Expert)

Other

Project management/coordination

Specialist commissioning & performance services

Please click the arrow to view the available options in the drop-down menu and select the relevant professional service requirement. For further details about the eligible activities for each category, please refer to the [EXEED Grant Scheme Guidelines](#) document.

12.6.2 If other, please describe

If other, please describe *

This pane will appear if other is selected from the drop-down menu. Please provide a description.

12.6.3 Service Provider Name

Service Provider Name *

Please enter the name of the provider of this professional service.

12.6.4 Scope of Work

Scope of Work *

Please provide a summary of the scope of work to be carried out by this service provider.

12.6.5 No. of Resources assigned to this task

No. of Resources assigned to this task *

Please enter the number of resources assigned to this task by this service provider.

12.6.6 No. of Days / Quantity

No. of Days / Quantity *

Please enter the total number of days this professional service requires. A fixed single price can be entered as 1.

12.6.7 Daily Rate / Rate (€) (Ex. VAT)

Daily Rate / Rate (Ex. VAT) (€) *

Please enter the daily rate for this professional service. For a fixed single price enter the full amount.

12.6.8 Cost (€) (Ex. VAT)

Total Cost (Ex. VAT) (€) *

The Ex. VAT cost will auto populate based on the previous entries.

12.6.9 VAT (€)

VAT (€)

Please enter the applicable VAT for this professional service. This field will only appear if VAT cannot be reclaimed.

12.6.10 Cost (€) (Inc. VAT)

Cost (€) (Inc. VAT)

The Incl. VAT cost will auto populate based on the previous entries. This field will only appear if VAT cannot be reclaimed.

12.7 Add Professional Service

If additional professional services are required, you can add them by clicking the Add button.

12.8 Summary of investment professional services

Total Project Costs - Incremental (Ex. VAT) (€) *

Total Project Costs - VAT (where applicable) (€) *

Total Project Costs - Totals *

The summary of investment professional services outputs will auto-populate based on the previous details entered. Please note that VAT inclusive will only appear if VAT cannot be reclaimed.

12.9 Breakdown of costs and grant request

Breakdown of costs and grant request

Project expenditure by category	Incremental Project Costs Excl. VAT (€)	Incremental Project Costs Incl. VAT (€)
Itemised Expenditure (from Add Opportunity tab)	€0.00	€0.00
Investment Professional Services (from Add Service tab)	€0.00	€0.00
Total Project Costs	€0.00	€0.00
<i>Stage 2 maximum grant % allowed for eligible costs</i>	30%	
<i>Funding requested for Stage 2</i> Max Grant Available:	€0.00	€0.00

The Breakdown of costs and grant request outputs will auto-populate based on the previous details entered. Please note that the third column (VAT inclusive) will only appear if VAT cannot be reclaimed.

12.10 Please enter here the requested Stage 2 grant amount

(Please enter the requested Stage 2 grant amount)

Grant requested:

Please enter the requested grant amount in these fields. Ex. VAT on the left, Incl. VAT on the right (in case VAT cannot be reclaimed). Note, these amounts cannot exceed the Max Grant Available amounts above.

12.11 Summary of final proposed funding

Summary of Final Proposed Funding

SEAI - Grant support requested	SEAI Grant Support Requested - Contribution of Funding (Ex. VAT)	SEAI Grant Support Requested - Contribution of Funding (incl. VAT where applicable)	SEAI Grant Support Requested - Contribution of Funding (% of Total)
	<input type="text"/>	<input type="text"/>	<input type="text"/>

Other Funding Sources

Own Resources Funding Secured *	Own Resources - Contribution of Funding (Ex. VAT) *	Own Resources - Contribution of Funding (incl. VAT where applicable)	Own Resources - Contribution of Funding (% of Total)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Public Bodies Funding Secured *	Other public bodies - Contribution of Funding (Ex. VAT) *	Other public bodies - Contribution of Funding (incl. VAT where applicable)	Other public bodies - Contribution of Funding (% of Total)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
EU Commission Funding Secured *	EU Commission - Contribution of Funding (Ex. VAT) *	EU Commission - Contribution of Funding (incl. VAT where applicable)	EU Commission - Contribution of Funding (% of Total)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Obligated Party (EEOS) Funding Secured *	Obligated Party (EEOS) Contribution of Funding Ex VAT *	Obligated Party (EEOS) Contribution of Funding incl VAT	Obligated Party (EEOS) Contribution of Funding (% of Total)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Funding Secured *	Other Contribution of Funding Ex VAT *	Other Contribution of Funding incl VAT	Other Contribution of Funding (% of Total)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Total Project Funding

Total	Total Project Funding - Euro (excl. VAT)	Total Project Funding - Euro (incl. VAT)	Total Project Funding %
	<input type="text"/>	<input type="text"/>	<input type="text"/>
Funding Secured / kWh Savings - EEOS Funding / (Material Opp kWh Savings)	<input type="text"/>		
Funding Secured / kWh Savings - SEAI Funding/ (Material Opp kWh Savings)	<input type="text"/>		
Project Duration			
'Outline estimated duration for project completion from receipt of letter of offer (Months) :	<input type="text"/>		

In this section the final proposed funding will be summarised and the estimated time to complete the Stage 2 project will be stated. Each step is listed below in sequence.

12.11.1 SEAI - Grant support requested

SEAI - Grant support requested	SEAI Grant Support Requested - Contribution of Funding (Ex. VAT)	SEAI Grant Support Requested - Contribution of Funding (incl. VAT where applicable)	SEAI Grant Support Requested - Contribution of Funding (% of Total)
	<input type="text"/>	<input type="text"/>	<input type="text"/>

The grant support request outputs will auto-populate based on the previous details entered.

12.11.2 Other funding sources, Funding secured? Contribution of funding (Ex. VAT), Contribution of funding (Incl. VAT).

Other Funding Sources

Own Resources Funding Secured *	Own Resources - Contribution of Funding (Ex. VAT) *	Own Resources - Contribution of Funding (incl. VAT where applicable)	Own Resources - Contribution of Funding (% of Total)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Public Bodies Funding Secured *	Other public bodies - Contribution of Funding (Ex. VAT) *	Other public bodies - Contribution of Funding (incl. VAT where applicable)	Other public bodies - Contribution of Funding (% of Total)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
EU Commission Funding Secured *	EU Commission - Contribution of Funding (Ex. VAT) *	EU Commission - Contribution of Funding (incl. VAT where applicable)	EU Commission - Contribution of Funding (% of Total)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Obligated Party (EEOS) Funding Secured *	Obligated Party (EEOS) Contribution of Funding Ex VAT *	Obligated Party (EEOS) Contribution of Funding incl VAT	Obligated Party (EEOS) Contribution of Funding (% of Total)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other Funding Secured *	Other Contribution of Funding Ex VAT *	Other Contribution of Funding incl VAT	Other Contribution of Funding (% of Total)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

In these fields the details regarding the other sources of funding must be entered. Please click on the dropdown menu, and select the relevant funding source:

Please click on the relevant option to confirm if this source of funding is secured or not.

Own Resources Funding Secured *

- Yes
- No

If Other is selected, please specify the funding source.

Other Funding Secured *

- Yes
- No

Other Funding Source *

Please enter the contribution of funding provided by this source into the following two panes, Ex. VAT & Incl. VAT (only available if VAT cannot be reclaimed) amounts must be stated.

Own Resources - Contribution of Funding (Ex. VAT) *

Other public bodies - Contribution of Funding (Ex. VAT) *

EU Commission - Contribution of Funding (Ex. VAT) *

Obligated Party (EEOS) Contribution of Funding Ex VAT *

Other Contribution of Funding Ex VAT *

12.11.3 Total Project Funding

Total Project Funding

	Total Project Funding - Euro (excl. VAT)	Total Project Funding - Euro (incl. VAT)	Total Project Funding %
Total	<input type="text"/>	<input type="text"/>	<input type="text"/>
Funding Secured / kWh Savings - EEOS Funding / (Material Opp kWh Savings)		<input type="text"/>	
Funding Secured / kWh Savings - SEAI Funding/ (Material Opp kWh Savings)		<input type="text"/>	

The total project output will auto-populate based on the details entered in this table. Please note that this figure shall match the *Total project costs*. Otherwise, the following message will appear:

Please review the contribution of funding for the sources other than SEAI as the total doesn't match the project cost

If this message appears, please amend the amounts stated in the other funding sources table.

12.11.4 Stage 2 Duration - Outline estimated duration for project completion from receipt of Letter of Offer (in months)

Project Duration

*Outline estimated duration for project completion from receipt of letter of offer (Months) :

Please enter the outline estimated duration for project completion from receipt of Letter of Offer (in months) in this pane.

Next

Please click the NEXT button to continue to the following page when complete.

13.0 EXEED Application Form: Stage 2 – Step 6 Other Supporting Documents

Step 1: Contact Details	Step 2: EXEED Asset Description	Step 3: State Aid/Other questions	Step 4: Major Renovation & Project Progress	Step 5: Project Costs	Step 6: Other Supporting Documents	Step 7: Technical Documents
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Other Supporting Documents

The purpose of this section is to provide guidance on completing the Stage 2 - Other Supporting Documents step 6 of the EXEED application form.

13.1 Other supporting documents; Permissions / Permits / Licences / Consents / Authorisations

Other supporting documents

Permissions / Permits / Licences / Consents / Authorisations

List any permission, permits, licences or other authorisations necessary for the project. Identify those which have been attained and provide an estimated approval date for those which are still outstanding. Note the cost of obtaining these are not eligible costs.

Each step will be listed below in sequence.

13.1.1 Planning Permission

Planning permission *

The image shows a web form element for 'Planning permission'. It features a grey drop-down menu with a downward arrow. Below the menu, a list of options is displayed: 'Applicable' and 'Not applicable'.

Please click the arrow to view the available options in the drop-down menu and select the relevant option.

13.1.1.1 Granted date

Planning permission applicable date

The image shows a calendar interface for January 2022. The days of the week are listed at the top: SU, MO, TU, WE, TH, FR, SA. The dates are arranged in a grid. The date '14' is highlighted with a blue border, indicating it is the selected date for the planning permission applicable date.

Please click on the calendar button to enter either the date the permission was granted or an estimated approval date if not yet granted. You can navigate through the months and years by clicking the month/year located at the top centre of the calendar.

13.1.1.2 Comments

Planning permission comments

Please type any relevant comments in this pane.

13.1.2 EPA License

EPA License *

▼

- Applicable
- Not applicable
- No

Please click the arrow to view the available options in the drop-down menu and select the relevant option.

13.1.2.1 Granted date

EPA license applicable date

14/02/2022

February 2022

SU	MO	TU	WE	TH	FR	SA
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	1	2	3	4	5
6	7	8	9	10	11	12

Please click on the calendar button to enter either the date the license was granted or an estimated approval date if not yet granted. You can navigate through the months and years by clicking the month/year located at the top centre of the calendar.

13.1.2.2 Comments

EPA licence comments

Please type any relevant comments in this pane.

13.1.3 Waste License

Waste license *

▼

- Applicable
- Not applicable

Please click the arrow to view the available options in the drop-down menu and select the relevant option.

13.1.3.1 Granted date

Waste license applicable date

14/02/2022

February 2022

SU	MO	TU	WE	TH	FR	SA
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	1	2	3	4	5
6	7	8	9	10	11	12

Please click on the calendar button to enter either the date the license was granted or an estimated approval date if not yet granted. You can navigate through the months and years by clicking the month/year located at the top centre of the calendar.

13.1.3.2 Comments

Waste license comments

Please type any relevant comments in this pane.

13.1.4 BCAR

BCAR *

▼

- Applicable
- Not applicable
- No
- Yes

Please click the arrow to view the available options in the drop-down menu and select the relevant option.

13.1.4.1 Granted date

BCAR applicable date

14/02/2022

February 2022

SU	MO	TU	WE	TH	FR	SA
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	1	2	3	4	5

Please click on the calendar button to enter either the date it was granted or an estimated approval date if not yet granted. You can navigate through the months and years by clicking the month/year located at the top centre of the calendar.

13.1.4.2 Comments

BCAR comments

Please type any relevant comments in this pane.

13.1.5 Other

Other *

▼

Applicable

Not applicable

Details regarding any other type of required permission/license can be entered in this pane.

13.1.5.1 Granted date

Other applicable date

14/02/2022

February 2022

SU	MO	TU	WE	TH	FR	SA
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	1	2	3	4	5

Please click on the calendar button to enter either the date it was granted or an estimated approval date if not yet granted. You can navigate through the months and years by clicking the month/year located at the top centre of the calendar.

13.1.5.2 Comments

Other comments

Please type any relevant comments in this pane.

13.1.6 Planning Permission

Planning Permission



Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt

Please click the Attach button to attach any relevant Planning Permission documents. Multiple files may be uploaded.

If you wish to attach more than one document/file per requirement, please hold the CTRL key and select each file you wish to upload.

13.1.7 EPA License

EPA License



Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt

Please click the Attach button to attach any relevant EPA Licence documents. Multiple files may be uploaded.
If you wish to attach more than one document/file per requirement, please hold the CTRL key and select each file you wish to upload.

13.1.8 Waste License

Waste License



Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt

Please click the Attach button to attach any relevant Waste License documents. Multiple files may be uploaded.
If you wish to attach more than one document/file per requirement, please hold the CTRL key and select each file you wish to upload.

13.1.9 BCAR

BCAR



Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt

Please click the Attach button to attach any relevant BCAR documents. Multiple files may be uploaded.
If you wish to attach more than one document/file per requirement, please hold the CTRL key and select each file you wish to upload.

13.1.10 Other permission / license

Other



Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt

Please click the Attach button to attach any other relevant permission / license documents. Multiple files may be uploaded.
If you wish to attach more than one document/file per requirement, please hold the CTRL key and select each file you wish to upload.

14.0 EXEED Application Form: Stage 2 - Attachments

Attachments

Attachments / Supporting Documentation

Please attach all the following that applies to you:

The purpose of this section is to provide guidance on completing the Stage 2 - Attachments step of the EXEED application form.

14.1 Attachments

Attachments

In this section the required Attachments will need to be uploaded. Each step is listed in sequence below.

14.1.1 Declaration of Solvency

Declaration of Solvency *

[Download template here](#)

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt

Please click the Attach button to attach the Declaration of Solvency document. A template can be found by following the Download template link.

14.1.2 Declaration of Finance

Declaration of Finance *

[Download template here](#)

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt

Please click the Attach button to attach the Declaration of Finance document. A template can be found by following the Download template link.

14.1.3 VAT Letter from Revenue (If VAT cannot be reclaimed)

VAT Declaration Letter

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt;.ptx

Please click the Attach button to attach the VAT letter from Revenue. Please note that this attachment will only be requested if VAT cannot be reclaimed). An example can be found by following the Download template link.

14.1.4 Declaration of Incentive Effect

Declaration of Incentive Effect *

[Download template here](#)

Attach

Allowed Extensions: .doc;.docx;.pdf;.png;.jpg;.jpeg;.ppt;.tiff

Please click the Attach button to attach the Declaration of Incentive Effect document. A template can be found by following the Download template link.

15.0 EXEED Application Form: Stage 2 – Step 7 Technical Documentation

Step 1: Contact Details	Step 2: EXEED Asset Description	Step 3: State Aid/Other questions	Step 4: Major Renovation & Project Progress	Step 5: Project Costs	Step 6: Other Supporting Documents	Step 7: Technical Documents
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The purpose of this section is to provide guidance on completing the Stage 2 - Technical Documentation step 7 of the EXEED application form.

15.1 Technical Documentation

Technical Documentation

In this section the required Technical Documentation will need to be uploaded. Each step is listed in sequence below.

If you wish to attach more than one document/file per requirement, please hold the CTRL key and select each file you wish to upload.

15.1.1 Project Execution Plan

Project Execution Plan *

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt;.xls;.xlsx

Please click the Attach button to attach the Project Execution Plan (PEP).

15.1.2 Energy Balance Study

Energy Balance Study *

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt;.xls;.xlsx

Please click the Attach button to attach the Energy Balance Study (EBS).

15.1.3 Energy Saving Register

Energy Saving Register *

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt;.xls;.xlsx

Please click the Attach button to attach the Energy Saving Register (ESR).

15.1.4 Evidence of Challenge and Analyse

Evidence of Challenge and Analyse *

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt;.xls;.xlsx

Please click the Attach button to attach the Challenge and Analyse (C&A).

15.1.5 Calculations/Evidence of energy saving calculations

Calculations/Evidence of energy saving calculations *

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt;.xls;.xlsx;.xlsb

Please click the Attach button to attach the calculations/evidence of energy saving calculations. Note, these must be provided in a format that can be checked/verified.

15.1.6 Evidence of Design for Energy Management

Evidence of Design for Energy Management

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt;.xls;.xlsx;

Please click the Attach button to attach evidence of Design for Energy Management.

15.1.7 Quotations

Quotation *

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt;.xls;.xlsx;

Please click the Attach button to attach the quotations for the measures/opportunities to be implemented.

15.1.8 Measurement and Verification Plan

Measurement and Verification Plan

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt;.xls;.xlsx;

Please click the Attach button to attach the Measurement & Verification plan.

15.1.9 Other

Other

Attach

Allowed Extensions: .pdf;.jpg;.jpeg;.png;.tiff;.doc;.docx;.ppt;.xls;.xlsx;.xlsb

Please click the Attach button to attach any Other relevant documents.

15.2 Applicant Declaration

Applicant Declaration

Commitment to EXEED Certification is a condition of grant support.

Please enter your details:

Name*

Position*

I confirm that EXEED capital investment works and investment professional services have not started*

I agree with Terms and Conditions (View)*

I accept the Privacy Policy (View)*

Cancel

*Any changes
made will not be
saved*

Back

*Any changes
made will not be
saved*

Save

Submit

In this section the Applicant is required to provide a signed declaration. Note, the term "Applicant" refers to the EED Owner, this should not be signed by the EED Expert. Please follow the steps below in sequence.

15.2.1 Name

Name*

Please type your name in the above field.

15.2.2 Position

Position*

Please type your position in the above field.

15.2.3 Applicant declaration

I confirm that EXEED capital investment works and investment professional services have not started*

I agree with [Terms and Conditions](#) (View)*

I accept the [Privacy Policy](#) (View)*

Please provide a declaration by ticking the relevant boxes. Note, the Terms and Conditions, and the [Privacy Policy](#) can be read by following the "View" link.

Cancel

*Any changes
made will not be
saved*

Back

*Any changes
made will not be
saved*

Save

Submit

Please review all pages of the form using the Back and Next buttons to ensure you are happy with the correctness/completeness of the information provided before clicking the Submit button. Once an application is submitted it will not be possible to make any changes.

w: www.seai.ie

e: info@seai.ie

t: 01 8082100



Rialtas na hÉireann
Government of Ireland