

EXEED Grant Scheme 2017

Frequently Asked Questions

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EXEED Grant Scheme 2017

1. Why are you running the EXEED grant scheme?

The main objective of the EXEED grant scheme is to incentivise the uptake of EXEED certified process and support the development of the EXEED certified program.

We are looking to stimulate and support a full range of different types of projects that the EXEED Certified Program is appropriate to.

We are looking to support projects of different scale, nature and complexity to test the EXEED process.

We are looking to support projects seeking different certification distinction i.e. Design, Verified or Managed.

2. What type of projects can be grant funded?

The EXEED Grant Scheme will support only those projects that are relevant to the EXEED Certified Program. This implies an asset that has an energy balance including both energy source and energy demand and in which a boundary can be applied - and/or to identify within a larger asset.

The owner has to commit to progressing to any distinction of EXEED Certified.

Discrete retrofit upgrade projects in isolation, e.g. a lighting upgrade project, a boiler upgrade, a compressor upgrade – where this is the stated scope of the project, are **not** applicable for grant funding. These opportunities can be supported providing they are derived through the EXEED process.

The project has to apply a holistic boundary where using the energy efficient design management framework, the project has an objective to optimise energy performance within this boundary and to put in place appropriate energy management and operational control capability. The scope of EXEED project has to include the high-level processes - Design for Energy Performance and Design for Energy Management processes in order to apply.

Where EXEED Certified is committed and operational, such retrofit upgrades can be expedited for the purpose of grant timing and 2017 work window. The applicant needs however to demonstrate that the EXEED Certified project will not be compromised.

The following ISO50001 definition applies as energy balance of the resulting EXEED Certified Asset.

energy balance

accounting of inputs and/or generation of energy supply versus energy outputs based on energy consumption by energy use

Note 1 to entry: Where present, energy storage can be considered within energy supply or energy use

3. Who is the Applicant?

Grant applications are required to be submitted by the organisation who is the investor/owner or operator of the asset. This organisation must be taking responsibility for getting EXEED Certification of the asset.

4. Can an ESCO make an application?

In theory – Yes, however is complicated depending on the type and structure of EPC. The organisation submitting the application must consider the following main conditions as grant beneficiary, particularly if an ESCO is the applicant:

1. It needs to be demonstrated that the grant is necessary for investment and viability of EPC, i.e., provide an explanation of the 'incentive effect' and demonstrate how it interacts within the EPC structure.
2. They must be the organisation who retains fixed assets on-balance sheet
3. They are the organisation that commits to the EXEED Certified outcome and takes the responsibility for the condition of offer that SEAI can reclaim grant payment if this does not occur in the future.

Note: This would need to be considered on a project by project basis.

5. What are the key requirements to apply and qualify for funding?

The Applicants Top Management commits to EXEED Certified in 2017 or later, appropriate to the project.

All requirements of EXEED Certified are to be implemented and subject to external certification audit consistent with EXEED Certified Program. The audit will be scheduled and implemented on a separate timeline to the EXEED grant scheme, i.e. not a condition of grant payment.

6. Do EXEED projects qualify for energy credits under the Energy Efficiency Obligation Scheme?

Yes. Where the applicant is partnering with an Energy Supplier that is adding demonstrably material and additionality to the EXEED Certified project – the EXEED Verified distinction is a requirement for the Energy Supplier to gain energy credits accruing.

7. What is the cut-off date for applications?

There is no cut-off date for applications. The EXEED grant scheme closure for application will be communicated on the SEAI website when the budget is fully committed.

It should be noted that the 28th July deadline for Stage-2 Application is a control for SEAI to ensure;

- evidence of the EXEED Certified process is active
- a control point for full commitment of the capital budget

It is likely therefore that the budget will be committed for significant capital requests by mid-August.

SEAI will accept Stage-2 Applications later than 28st July, however the ability to commit significant capital may be constrained.

SEAI may be able to accept EXEED Certified projects applications later in the year, which could support additional professional services out to 13th October.

8. What is cut-off date for grant payments?

Request for Payments forms with all required supporting documentation must be submitted to SEAI no later than 13th October.

Request for Payment Forms will be made available.

9. Does my project need to complete in 2017?

It is necessary to differentiate between the Investment Project, the EXEED Certified Process and the EXEED grant scheme.

The EXEED Certified process is integrated with the Investment Project as its Energy Efficient Design Management framework. The Investment project will follow its own timeline according to its own business case and project deliverables.

The Investment project(s) do not require completion during 2017; however only expenditure incurred between the Letter of Offer and the 13th October is eligible under the EXEED Grant scheme. It supports approved projects for additional expenditure implemented through EXEED during 2017 work window.

10. What level of funding is available?

The EXEED grant scheme can fund up to €250,000 of eligible expenditure – see EXEED grant guidelines document for details on grant intensities.

Where projects are anticipating significant capital investment, a broad outline of anticipated outcome should be included in the Stage 1 detail. This is particularly relevant for major energy upgrade projects or major renovation projects.

11. What costs are covered by the grant?

50% for additional professional services associated with implementation of EXEED processes.

30% for eligible expenditure associated with implementation including:

- Incremental capital costs compared to counterfactual investment (Baseline design).
- Professional services associated with implementation

NOTE: SEAI reserves the right to determine the level of grant funding that will be grant aided subject to criteria. Note: Qualifying Small and Medium sized enterprise can have support intensity increased by 20% and 10% respectively.

Capital expenditure has to be listed in the Energy Savings Register with all requirements of the EXEED process fulfilled.

For new design project (Greenfield/Brownfield)

Eligible capital expenditure is the incremental investment over the baseline design.

For major upgrades/re-engineering and re-commissioning project of existing assets

Eligible capital expenditure is most likely the full retrofit costs – these will have to be assessed on a case-by-case basis however.

It will be required to provide explanation of the incremental nature and the Incentive Effect of requested investment-aid support. This will be either capital expenditure that is tangible and uniquely identifiable – therefore wholly eligible, or the difference in expenditure with a less expensive counterfactual design, if not tangible or uniquely identifiable. The counterfactual design is not expected to be a detailed costed exercise - however rough order of magnitude that stands up to scrutiny.

For all projects, eligible expenditure will have to be determined against state-aid rules governed by the General Block Exemption Regulations.

12. What are Stage 1 & Stage 2 of the EXEED Grant scheme?

	Purpose	Eligible
Stage 1	<p>Stage-1 Application serves the purpose of selecting Investment projects to support and to provide initial grant commitment to cover anticipated additional costs to implement the EXEED management processes.</p> <p>EXEED Certified processes can commence so that it can be integrated into the Investment (design) project if already active.</p> <p>Stage-1 Application should include as much detail as is known on the potential project scope so that SEAI can evaluate the scale of commitment likely in the project.</p>	<p>Application is made for anticipated expenditure within the remaining 2017 working window of the grant scheme</p> <p>Stage-1 Application includes all anticipated additional professional service costs required to implement the EXEED – energy efficient design management processes.</p> <p>Some requirements of the EXEED Certified process may already be in place but the decision to commit to EXEED Certification is dependent on the grant in this case.</p> <p>Capital installations are not eligible for application at Stage-1. In theory, capital is only at idea stage or an input from energy audit.</p> <p>Final capital investment decisions must be an output of the Design for Energy</p>

	<p>It provides ability to commence the EXEED Certified project quickly – and is differentiated with other grant schemes in a number of ways including;</p> <ul style="list-style-type: none"> - capital proposals are derived using a supported energy efficient design management framework. Typically, these are developed piecemeal and costed in a discrete and isolated fashion that is not transparent. - The EXEED Management framework determines the actual investment decisions by developing ideas into opportunities. This process provides the means for SEAI to support the pre-investment activity. - The objective is to determine how to optimise energy performance within a defined boundary compared with the baseline. - Energy management requirements commence at the design stages - There are significant unknowns that the EXEED process has yet to determine. <p>Where significant capital is available for the project, this should be indicated in the Stage-1 application.</p> <p>Organisational setting requirements for EXEED are most likely not in place.</p>	<p>Performance and Design for Energy Management processes.</p>
<p>Stage-2</p>	<p>Stage-2 Application serves the purpose to apply for Increased Funding based on EXEED Certified process outcomes and when additional investment decisions are made.</p> <p>The EED Project execution plan, Energy Balance Study, and Challenge and Analyse steps are developed or in development with a current revision of the Energy Saving Register.</p> <p>Capital Investment decisions are based on the holistic design review and understanding of energy performance and energy management</p>	<p>Only those applicants with Stage-1 offer are applicable.</p> <p>Only capital projects derived using the required challenge and analyse methodology and recorded with appropriate detail in the Energy Saving Register.</p> <p>Measurement and Verification approaches, requirements and associated costs have to be integrated, as appropriate.</p> <p>Where the EXEED Certified process has not yet completed the Challenge and Analyse process, an update appropriate to the scale of the project is requested, a current</p>

	<p>requirements of the asset boundary defined.</p> <p>Measurement and Verification approaches and planning requirements to validate energy savings are integrated into the Energy Saving Register with each Opportunity being implemented.</p> <p>All EXEED Certified requirements can be demonstrated as compliant up to this stage of the project.</p> <p>SEAI can fully commit grant offers with more confidence in actual expenditure drawdown in December.</p>	<p>revision of the Energy Saving Register is required with known information to-date. It is not a requirement to have this completed – each project follows its own schedule.</p>
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13. Are there other supports beside grant supports?

There are no other direct financial supports from SEAI in 2017.

SEAI will provide advice and mentoring services through an appointed EED Mentor(s). There will be an EED Mentor/mentoring panel assigned that will provide mentoring support to all projects as appropriate. Mentoring and advice will be provided for correct implementation and application of the EXEED processes.

Where an Applicant is a member of the SEAI LIEN or Public Sector Partnership programmes, SEAI can provide additional support as requested through the appointed relationship manager.

14. How do I apply?

Applications are made using the Stage 1 Application form initially.

Applications are initially requested to be submitted by email to EXEED@seai.ie

SEAI is in the process of building the IT system to manage grant information. The IT application is called PEP (Project Evaluation Platform). All applications received by email will be processed by SEAI into this system.

When the PEP system is active, subsequent Stage 1 applications and all Stage 2 Applications must be submitted by the applicants directly into PEP.

15. How will applications be assessed?

The SEAI Grant guideline document provides the high-level evaluation criterion for project selection as follows.

Stage-1 Application: EXEED Project Selection and Approval.

The proposal will be evaluated against the following criterion.

1. Relevance (40%)
2. Top Management Sponsorship & Commitment to EXEED certified (30%)
3. EXEED Project Setting (30%)

SEAI will use additional sub-level criteria to assess the proposal. Some of these sub-criteria may have a minimum score threshold to qualify.

The process will not be competitive. Offers will be provided in consideration of the following factors.

- A minimum evaluation score using in the evaluation process.
- Range of Nature, scale and complexity of projects within the EXEED group
- First In First Out,
- Project timelines.

Stage-2 Application: EXEED Final Grant offer

This evaluation process is to determine the Final Grant offer. The project was already approved at Stage-1.

Stage-2 provides ability for increased grant. It is up to the applicant to ensure that sufficient supporting information is provided to qualify amount of increase grant requested, including capital.

The proposal will be evaluated against the following criterion:

1. EXEED project progress outline (50%)
2. Opportunity development outline (50%)

16. Will SEAI carry out inspections?

Yes, in advance of payment being made, the inspections unit in SEAI will arrange site visits to assess works completed.

17. How soon will I get notice of approval?

SEAI is developing evaluation processes to provide a TWO week cycle time from application to letter of offer.

18. Can grant cover costs before grant letter of offer?

No.

19. When is the grant paid out?

The applicant can indicate own preferred grant payment milestones.

The final grant will be paid out in mid - December at the latest

Grant drawdown is only possible once a stage 2 application has been submitted and approved.

20. What if my costs change from those identified in my application and grant offer?

Stage-1 to Stage-2 applications allows to some degree for this situation.

Where the project changes and is not representative of the original application, the grant is no longer applicable.

The Applicant should keep SEAI informed of all project scope changes.

21. What is the difference between EXEED Certified Milestones and EXEED Grant milestones?

EXEED Certified milestones are independent of the grant and are based on the EXEED Certified requirements and deliverables.

Although the EXEED Grant scheme is designed around deliverables of the EXEED process, they will not in most cases align. Stage-1 and Stage-2 Application processes are for the purpose of project approval, grant offer for additional professional services and then for additional funding requests at stage 2 later stage.

At final grant payment milestone, the EXEED Certified process will still be active and only serves to close the SEAI grant. It does not need to align with the EXEED Certification milestone.