

Standing Offer Program Application Form

General Instructions

- Unless otherwise stated in the Application Form, all capitalized terms have the meaning given in the Glossary which is available with the Standing Offer Program Rules.
- To complete the Application Form, fill out each field that is represented by a grey box. Use drop down menus (↓) to make selections, where provided. Save as [aan](#) MS Word document.
- Where provided, use the “Comments” box and/or “Additional information is provided in Exhibit” sections to provide further details relevant to the section above the box.
- In submitting the Application Form, as specified in Section 9 of the Program Rules, provide the following:

Two (2) hard copies of the Developer’s completed and signed Standing Offer Program Application Form with appropriate Exhibits;

- Each copy of the Application should be presented in a 3-ring binder (not coil or other binding) on 8½” X 11” paper, double-sided text, except for drawings, photographs and other similar documents.
- The Application should be organized to follow the numbering system and the headings set out in the Standing Offer Application Form. If a particular heading is inapplicable, retain the number and heading and insert “Not applicable”.
- The Application should include a Table of Contents with page numbering references, following the numbering system and headings in these Instructions, and include a list of Exhibits. All Exhibits should be numbered according to the list on the following page; and

One (1) electronic copy (on compact disc) of the completed Standing Offer Program Application Form in MS Word format.

List of Exhibits to include

(Please insert "N/A" for Exhibits not applicable to your Project):

1. Project description
2. Common Generation Facility information
3. Minister's Letter of Confirmation
4. EcoLogo^M Letter of Opinion
5. Greenhouse gas plan for the Project ~~location~~
6. Geographical map of the Project location
7. Expected layout of the key facilities comprising the Project
8. Additional information about Project location
9. Generation Technology details (fuel conversion process)
10. Copy of ESA for a Project Behind a Customer Load
11. Copy of EPA with BC Hydro
12. Copy of sales commitment to a party other than BC Hydro
13. Load Displacement or Demand Side Management agreements
14. Permits, site control, zoning approvals and supplementary consultation information
15. Additional Interconnection information and Consent to Disclosure of Information
16. Information about limited partnership, general partnership, joint venture or other entity
17. Project organization chart
18. List of Project development team members
19. ~~Draft~~ Project schedule
20. Additional information about the total Project energy
21. Proposed Project-specific changes to the Standard Form EPA (with rationale)
22. Proposed changes to the Network Upgrade Security Form (with rationale)
23. Disclosure under the BC Hydro Code of Conduct Guidelines

Table of Contents

List of Exhibits to include	2
Table of Contents	3
1. General Information.....	4
2. Project Information	5
3. Eligibility Requirements	6
4. Supplementary Project Information	13 <u>14</u>
5. Proposed Project-Specific Changes to Standard Form EPA	15 <u>16</u>
6. Proposed Changes to Network Upgrade Security Form	15 <u>16</u>
7. Representations and Warranties	16 <u>17</u>
8. Signatures	18 <u>19</u>

1. General Information

Project Name ____

Developer Name ____

Developer Address ____

Contact Person:

- First Name ____
- Last Name ____
- Title ____
- Phone ____
- Fax ____
- Email Address ____

2. Project Information

[Note to Developers: “Project” has the meaning given in the Glossary of the Program Rules]

2.1. Project Description

Provide a short, general description of the Project in Exhibit 1.

2.2. Fuel

The Project uses the following fuel to generate energy:

	Fuel Generated	% of Annual Energy
1. Primary fuel	(blank) ↓	___%
2. Secondary fuel	(blank) ↓	___%
3. Tertiary fuel	(blank) ↓	___%
4. Quaternary fuel	(blank) ↓	___%
5. Other (please describe) _____		___%

[Note to Developers: The percentages listed above should total to 100%.]

2.3. Project Capacity

Not Part of a Common Generation Facility:

A. New generator _____ MW

Part of a Common Generation Facility (check all that apply):

B1. Capacity available from Existing Generation Facility _____ MW

B2. Increase in Nameplate Capacity of an Existing Generation Facility _____ MW

B3. New generator added to an Existing Generation Facility _____ MW

For B1, provide a description of the Common Generation Facility and explain why capacity is available for sale to BC Hydro. Present information in Exhibit 2.

For B2 or B3, provide a description (including capacity in MW) of the Common Generation Facility before and after the modification that will enable electricity sales under the Project EPA. Present information in Exhibit 2.

For B1, B2 and/or B3, describe the proposed metering arrangements for the Project and all existing generation located at, or in the vicinity of, the Project site. Present a line diagram clearly showing Revenue Meter location for the generation to be sold to BC Hydro under the Program. Describe all other generators (including the technology type, size and ownership) at, or in the vicinity of, the Project. Present information in Exhibit 2.

3. Eligibility Requirements

The Developer and/or the Project must meet the following requirements:

3.1 Clean

The energy acquired under the Project EPA will be Clean, Renewable or High Efficiency Co-generation and meets the following requirements (check all that apply):

- Biogas energy
- Biomass energy (Provide Minister's Letter of Confirmation in Exhibit 3)
- Energy from recovery generator
- Geothermal energy (Provide Minister's Letter of Confirmation in Exhibit 3)
- Hydrocarbon energy (Provide Minister's Letter of Confirmation in Exhibit 3)
- Hydro energy
- Hydrogen energy
- Municipal solid waste energy (Provide Minister's Letter of Confirmation in Exhibit 3)
- Solar energy
- Tidal energy
- Wave energy
- Wind energy
- EcoLogo^M Letter of Opinion (Provide letter from TerraChoice in Exhibit 4)
- High Efficiency Co-generation (Provide evidence of High Efficiency Co-generation and a Minister's Letter of Confirmation in Exhibit 3)
- Other ____ (Provide Minister's Letter of Confirmation in Exhibit 3)

Documents to Provide:

For EcoLogo^M Letter of Opinion: In Exhibit 4, attach a letter from TerraChoice Environmental Marketing Inc. in the form posted on the Standing Offer Website confirming that the electricity generated by the Project for sale under the Project EPA will likely qualify for EcoLogo^M Certification. Certification requirements are available at www.environmentalchoice.com.

For Co-generation: In Exhibit 3, provide evidence the Project meets the BC Energy Plan requirement of High Efficiency Co-generation with an overall efficiency (heat and electricity production) in excess of 80%.

Minister's Letter of Confirmation: In Exhibit 3, attach a letter from the Minister of Energy, Mines and Petroleum Resources confirming qualification of the energy to be acquired under the Project EPA as Clean or Renewable or High Efficiency Co-generation.

Greenhouse Gas

For Projects that emit any greenhouse gas, Developers are required to provide BC Hydro with a plan (Exhibit 5), which demonstrates that the Project meets, or will meet, the requirements of Policy Action No. 18, 19 and/or 20, as applicable, of the BC Energy Plan with respect to fuel used to generate the electricity delivered to BC Hydro under a Project EPA.

"Greenhouse gas" means carbon dioxide, methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons, sulphur hexafluoride and any other substance prescribed as a greenhouse gas under British Columbia or federal legislation or regulations.

3.2 Location

The Project must be located in British Columbia.

- Project region (choose one from the list) **(blank)** ↓
- Nearest community ____
- Is the Project located on an Indian Reserve? **(blank)** ↓ If "Yes", which one ____
- Powerhouse is located on the property legally described as ____
- The approximate latitude and longitude of the Project site is ____ (latitude) and ____ (longitude)
- Geographical map of the Project location is provided in Exhibit 6.
- Expected layout of the key facilities comprising the Project is provided in Exhibit 7.
- Additional location information is provided in Exhibit 8.

3.3 Eligible Generation

Generation Technology

All Proven Generation Technologies are eligible to participate in the Program, except nuclear.

- Describe the complete process that converts the raw fuel into electricity including all intermediate fuel conversion processes. It is only necessary to describe intermediate fuel conversion processes if those processes are part of a continuous process to generate electricity. If fuel conversion occurs at an off-site facility, it is not necessary to describe the fuel conversion process. Please provide details in Exhibit 9.

[Note to Developers: BC Hydro reserves the right to request additional information confirming that the generation technology chosen by the Developer meets the definition of Proven Generation Technology, as defined in the Glossary.]

Generation Type

This Project:

- Is part of a Common Generation Facility **(blank)** ↓
- ~~Is Behind~~ [Has an Indirect Interconnection through a Customer Load facility that is a BC Hydro customer](#) **(blank)** ↓ If your answer is “Yes”, please complete the following information:

Facility Name ____
 Customer Name _____
 Customer Account Number _____

Provide Electricity or Energy Service Agreement in Exhibit 10.

If the Project is part of a Common Generation Facility provide historical monthly generation (in MWh) of the Common Generation Facility for the past three years by completing the following table.

Historical Monthly Generation

(To add a row at the end of this table, click on last cell of the last row, and then press the “Tab” or “Enter” key)

Year	Month	Number of Hours	Energy Generated - MWh

3.4 Existing and Previous Electricity Purchase Agreements

(a) With BC Hydro (If you answer “Yes” to any of the questions in this section, provide a copy of the contract in Exhibit 11)

- Is the Project currently subject to an EPA with BC Hydro (blank) ↓
- Has the Project ever previously been subject to an EPA with BC Hydro (blank) ↓ If you answer “Yes”, provide the effective date of termination of the EPA ____
- If the Project is part of a Common Generation Facility, is any part of the Common Generation Facility currently subject to an EPA with BC Hydro (blank) ↓
- If the Project is part of a Common Generation Facility, has any part of the Common Generation Facility ever previously been subject to an EPA with BC Hydro (blank) ↓ If you answer “Yes”, provide the effective date of termination of the EPA ____
- Has the Project ever been known, permitted, or commonly referred to under another name (blank) ↓ If you answer “Yes”, provide the previous project name ____

(b) With a party other than BC Hydro (If you answer “Yes” to any of the questions in this section, provide a copy of the contract in Exhibit 12. You may keep pricing information confidential)

- Is the Project currently subject to an EPA with a party other than BC Hydro (blank) ↓
- If the Project is part of a Common Generation Facility, is any part of the Common Generation Facility subject to an EPA with a party other than BC Hydro (blank) ↓

3.5 BC Hydro Incentives

- Has the Project (or any Common Generation Facility that includes the Project) received, or will it receive, funding through a Load Displacement or Demand Side Management (“DSM”) program with BC Hydro (blank) ↓

If your answer is “Yes”, attach information relating to the funding, including any relevant agreements in Exhibit 13.

3.6 Target COD

Target COD must be within three years (36 months) of signing the EPA.

- Target COD for the Project is ____ (months) following the date of signing the EPA.

3.7 Permits, Site Control and Zoning

The Developer must comply with all laws, statutes and regulations relating to the Project whether federal, provincial and/or municipal and must obtain all permits, licenses and approvals required for the development, construction and operation of the Project. The following list is not a complete list of all permits, licenses and approvals required for any Project.

Any decision by BC Hydro to offer a Project EPA to a Developer may not be relied on by the Developer in any manner whatsoever as confirmation by BC Hydro or any other person or government authority of the completeness or accuracy of the statements and other information in the Application concerning the permitting or other legal requirements for the Project.

Developers are solely responsible for determining the permitting and other legal requirements for their Projects and must obtain legal and other advice as necessary to determine those requirements. BC Hydro accepts no responsibility or liability of any kind whatsoever with respect to the permitting and other legal requirements for any Project.

Include the following information in the Application as required for the Project. The information should address all parts of the Project site (including all areas where the generating facility and related access roads, transmission lines and other Project facilities will be built).

Copies of these permits, site control document(s) and zoning approval(s) should be separated by coloured sheets in Exhibit 14, with a summary list included at the beginning of Exhibit 14. For each item listed below, provide either:

- a copy of the appropriate document; or
- if you believe an item does not apply to the Project:
 - (1) a statement of the reason why you believe the requirement does not apply to the Project; and
 - (2) any supporting studies or other information you are relying on to conclude that the requirement does not apply to the Project.

BC Hydro may request the Developer to provide confirmation from the relevant regulatory authority that a permit or approval is not required for a Project.

Federal Permits

- a) Approval or exemption under section 5 of the Navigable Waters Protection Act;
- b) Approvals under the Fisheries Act (including authorizations under section 35(2) of the Fisheries Act and/or letters of advice);
- c) Approvals under the Aeronautics Act and Canadian Aviation Regulations (e.g. lighting schemes, aeronautical safety for structures over 90 meters);
- d) Permit(s) or exemption(s) under the Migratory Birds Convention Act and Migratory Birds Regulations;
- e) Permit(s) or exemption(s) under the Species at Risk Act;
- f) Evidence of completion of assessment under the Canadian Environmental Assessment Act, if applicable;

Provincial Permits

- g) Approval under section 9 of the Water Act;
- h) Licence under section 12 of the Water Act;
- i) Permits under section 14 of the Environmental Management Act (air, effluent and refuse, as required for the Project);
- j) [Permit under section 12 of the Heritage Conservation Act](#);
- k) ~~j)~~ Lease under section 8 of the Geothermal ~~Resource~~Resources Act;
- l) ~~k)~~ Permission under section 25 of the Agricultural Land Commission Act;
- m) ~~l)~~ Certificate issued under section 10 of the Pipeline Act;
- n) ~~m)~~ Wildlife Management Area Permit (Wildlife Act, section 4) and/or permit under section 3 of the Permit Regulation (Wildlife Act) and/or Park Use Permit and/or Resource Use Permit (Park Act, section 20);
- o) [Evidence of completion of assessment under the British Columbia Environmental Assessment Act, if applicable](#);

Site Control

Include the following in Exhibit 14 as applicable to the Project:

- p) ~~n)~~ Lease, licence, right of way, easement and/or permit under the Land Act (B.C.), Forest Act (B.C.), Transportation Act (B.C.), Federal Real Property and Federal Immovables Act, Canada Marine Act, Indian Act or other provincial or federal legislation requiring land tenure for any aspect of the Project;
- q) ~~o)~~ Copy of fee simple title, option to purchase, lease, licence, joint venture agreement or other contract granting occupancy rights for private land;

r) ~~q)~~ Powerline sharing agreement if sharing powerline access with another entity;

Zoning / Local Government

Except for those public utilities that meet the conditions in section 2 of the *Public Utility Regulation* (BC Reg. 174/2006) other than the condition in subsection 2(a) of that Regulation, include the following in Exhibit 14:

s) ~~q)~~ Letter from applicable local government confirming that those lands on which Project facilities are located and that are subject to local government land use requirements are appropriately zoned for those facilities;

t) ~~r)~~ Development Permit issued by municipality or local government;

Supplementary Information

1. Are any of the permits, licenses and approvals for the Project under appeal or judicial review (blank) ↓ If "Yes", describe: ____
2. Is there any outstanding order, judgment, litigation or other proceeding with respect to the Project (blank) ↓ If "Yes", describe: ____
3. Is there any significant opposition to the Project (blank) ↓ If "Yes", describe: ____
4. Describe all First Nation consultations and engagement conducted relative to the Project and describe the material terms, or include in Exhibit 14 a copy of, any executed impact benefits agreement or similar agreement with First Nations with respect to the Project.

3.8 Interconnection

- Point of Interconnection (e.g. nearest substation), if known: ____
- Interconnection voltage level: ____ kV.

Interconnection to the Integrated System:

- Transmission System , or Distribution System (check one);
- Directly , or Indirectly (check one). If "Indirectly", describe ____
- If Project has an Indirect Interconnection through a public utility transmission/distribution system owned and operated by a third party, other than BCTC, such as the FortisBC system, describe the proposed point of delivery of energy to BC Hydro on the Distribution System or the Transmission System ____

[If the Project has an Indirect Interconnection through a private transmission or distribution line owned by a third party or through a public](#)

utility transmission/distribution system owned by a third party, other than BCTC:

- (a) provide a copy of the agreement that authorizes the Developer to transmit energy from the Project to the proposed point of delivery on the Distribution System or the Transmission System. Include that agreement in Exhibit 15; and
- (b) Describe in Exhibit 15 the proposed method of calculating the quantity of energy delivered to BC Hydro at the point of delivery described in response to (a) above.

- A completed and signed Consent to Disclosure of Information is provided in Exhibit 15.

4. Supplementary Project Information

Term of the EPA: The Term of the EPA for the Project is (blank) ↓ years.

Developer Identity

- Form of organization (corporation, general partnership, limited partnership, joint venture, etc.) ____
- Jurisdiction in which the Developer is incorporated or formed ____ and date of incorporation or formation ____
- Incorporation (or similar) number ____
- Date of registration in British Columbia ____, and registration number ____

For a limited partnership, general partnership, joint venture or other entity (~~except limited partnership~~), provide the information described above with respect to the entity and each member of the entity ~~is provided~~ in Exhibit 16.

Project Ownership Structure

- All direct and indirect owners to the ultimate controlling owner(s) are shown in the organization chart provided in Exhibit 17.

Developer's Bank

Name of financial institution ____

Address of headquarters ____

Is this a Canadian financial institution (blank) ↓

Is this a rated financial institution (blank) ↓ If "Yes", provide rating ____ and rating agency ____

Name and address of Vancouver branch of financial institution from which the Network Upgrade Security will be issued or advised from ____

Project Team

- List of Project development team members including key outside contractors and consultants is provided in Exhibit 18.

~~Draft~~ Project Schedule

- Provided in Exhibit 19.

Total Project Energy

Month	Average Monthly Energy Output (MWh)
January	
February	
March	
April	
May	
June	
July	
August	
September	
October	
November	
December	

Additional information: Provided in Exhibit 20.

EPA Notice Contact Information

- First Name ____
- Last Name ____
- Mailing Address ____
- Title ____
- Phone ____
- Fax ____
- Email Address ____

5. Proposed Project-Specific Changes to Standard Form EPA

Proposed changes to the Standard Form EPA are as follows:

Section	Proposed Wording Change	Rationale

or provided (together with rationale) in Exhibit 21.

6. Proposed Changes to Network Upgrade Security Form

Proposed changes to the Network Upgrade Security Form are as follows:

Section	Proposed Wording Change	Rationale

or provided (together with rationale) in Exhibit 22.

7. Representations and Warranties

The Developer represents and warrants to BC Hydro as follows and understands that BC Hydro is relying on these representations and warranties in deciding whether to offer a Project EPA to the Developer:

7.1. The Developer has reviewed carefully and fully understands the Program Rules, the Standard Form EPA and all related documents posted to the Standing Offer Website and has taken legal, accounting, engineering and other professional advice as the Developer considers necessary for it to understand its rights and obligations under the Project EPA if a Project EPA is offered to the Developer.

7.2. In preparing and submitting this Application, the Developer has not relied on any information given to it by BC Hydro, whether orally, in writing, electronically or in any other form whatsoever, except information disclosed in the Program Rules, the Standing Offer Website or advised in writing by the Program Coordinator.

7.3. In consideration for BC Hydro reviewing the Developer's Application, the Developer agrees to the terms, conditions [and exclusions](#) and limitations of liability set out in the Program Rules in effect at the time the Application was submitted, regardless of whether the Application is accepted, rejected or otherwise returned to the Developer.

7.4. The information contained in the Application is true and correct in all material respects and there is no material information omitted from the Application that makes the information in the Application misleading or inaccurate in any material respect.

7.5. The Developer is duly incorporated, organized, validly existing and in good standing under the laws of the jurisdiction of its incorporation, is registered or otherwise lawfully authorized to carry on business in British Columbia, and has full power, capacity and authority to own its assets and to carry on its business as now conducted and to enter into and to perform its obligations under the Project EPA if a Project EPA is offered to the Developer. If the Developer is a joint venture or partnership, this representation is true and correct for each of the participants in the joint venture or partnership.

7.6. No actions have been taken or authorized by the Developer or any other person to initiate proceedings for, or in respect of, the bankruptcy, insolvency, liquidation, dissolution or winding-up of the Developer or to appoint a receiver, liquidator, trustee or assignee in bankruptcy in respect of the Developer.

7.7. No appropriation, expropriation or seizure of all or any portion of the Project, or the assets required to construct, operate or maintain the Project, is pending or threatened.

7.8. Neither the signing of the Project EPA, nor the carrying out of the Developer's obligations under the Project EPA will: (i) constitute or cause a breach of, default under, or violation of, the constating documents or bylaws of the Developer, any permit, franchise, lease, license, approval or agreement to which the Developer is a party, or any other covenant or obligation binding on the Developer or affecting any of its properties, (ii) cause a lien or encumbrance to attach to any of the assets included in the Project (as defined in the Standard Form EPA), other than a security interest granted in respect of financing the design, construction or operation of the Project, or (iii) result in the acceleration, or the right to accelerate, any obligation under, or the termination of, or the right to terminate, any permit, franchise, lease, license, approval or agreement related to the Project.

7.9. The Developer is exempt from regulation as a "public utility", as defined in the *Utilities Commission Act* (British Columbia), with respect to the Project, the sale of energy to BC Hydro under the Project EPA and the performance by the Developer of its obligations under the Project EPA.

7.10. The Developer has read carefully, and it is in compliance with, the BC Hydro Code of Conduct Guidelines which is current at the time of the Application. The BC Hydro Code of Conduct Guidelines is available on BC Hydro's website at <http://www.bchydro.com/policies/openness/openness18156.html/> .

7.11. The Developer confirms that no disclosures are required by it under the BC Hydro Code of Conduct Guidelines, or if such disclosures are required, they are provided in Exhibit 23.

8. Signatures

[If Developer is a corporation, use the following signature block]

The corporate seal of [Full legal name of Developer] was hereunto affixed in the presence of the person identified below on the date set out below:

_____ [Affix Corporate Seal]
Signature

Name: ____

Title: ____

Date: ____

[If Developer is a limited partnership, use the following signature block]

[Full legal name of Developer], a limited partnership, by its General Partner, [Full legal name of General Partner], which has hereunto affixed its corporate seal in the presence of the person identified below on the date set out below:

_____ [Affix Corporate Seal]
Signature

Name: ____

Title: ____

Date: ____

[If Developer is a general partnership, use the following signature block]

[Full legal name of Developer], a general partnership,
by its partners:

Partner #1 - The corporate seal of [Full legal name of Partner #1] was hereunto
affixed in the presence of the person identified below on the date set out below:

_____ [Affix Corporate Seal]
Signature

Name: ____

Title: ____

Date: ____

Partner #2 The corporate seal of [Full legal name of Partner #2] was hereunto
affixed in the presence of the person identified below on the date set out below:

_____ [Affix Corporate Seal]
Signature

Name: ____

Title: ____

Date: ____

*[Note to Developers: Add additional pages and signature blocks for additional
general partners.]*

[If Developer is a joint venture, use the following signature block]

[Full legal name of Developer], a joint venture,
by its members:

JV Member #1 - The corporate seal of [Full legal name of JV Member #1] was
hereunto affixed in the presence of the person identified below on the date set
out below:

_____ [Affix Corporate Seal]
Signature

Name: ____

Title: ____

Date: ____

JV Member #2 - The corporate seal of [Full legal name of JV Member #2] was
hereunto affixed in the presence of the person identified below on the date set
out below:

_____ [Affix Corporate Seal]
Signature

Name: ____

Title: ____

Date: ____

*[Note to Developers: Add additional pages and signature blocks for additional
joint venturers.]*

Form of Consent to Disclosure of Project Information between BC Hydro and BCTC

Project Name ____

Developer Name ____

Date of Application ____

The undersigned consents to: (i) the disclosure by BCTC to BC Hydro of all information submitted by the undersigned to BCTC relating, directly or indirectly, to the Interconnection of the Project to the Transmission System and the transmission of electricity from the Project through the Transmission System and/or the impact of the Project on the Transmission System and any and all study reports, calculations and other information of any kind whatsoever with respect thereto whether submitted by the undersigned to BCTC or prepared by BCTC and (ii) the disclosure by BC Hydro to BCTC of information submitted by the undersigned to BC Hydro relating, directly or indirectly, to the Interconnection of the Project and the transmission of electricity from the Project and any and all study reports, calculations and other information of any kind whatsoever with respect thereto whether submitted by the undersigned to BC Hydro or prepared by BC Hydro.

[Note to Developers:

Where the Project has an Indirect Interconnection through a private line or a BC Hydro customer facility, ensure that a similar consent is signed by the owner(s) of the facilities through which energy will be transmitted from the Project to the point of Interconnection with the Transmission System or Distribution System.

Where the Project has an Indirect Interconnection through a public utility transmission/distribution system owned and operated by a third party, other than BCTC, such as the FortisBC system, modify this Form to provide the Developer's consent to disclosure by the third party to BCTC/BC Hydro and vice versa and provide a consent from FortisBC to disclosure to BC Hydro of information in relation to injection of energy from the Project into the system.]

By: _____
Signature

Name: ____

Title: ____

Date: ____