

Investment Project Eligibility Application

Notice to the applicant

The information you provide on this form is gathered by the Ministère des Finances (MFO) and used to verify the eligibility of your investment projects for the Financial Assistance for Investment Program. The requested information is therefore mandatory, and failure to provide it may result in the rejection of your application.

The information is treated confidentially, and any release of information is made in accordance with the *Act respecting Access to documents held by public bodies and the Protection of personal information* (CQLR, chapter A-2.1).

The information may also be used by the MFO for research, evaluation, study, investigation, statistics or cost-projection purposes.

An electricity consumer billed at Rate L or a group, as defined for the purposes of the program, that files an application respecting the eligibility of investment projects must promptly notify the MFO in writing of any significant change in the information provided.

1. General information on the applicant

This section must contain information on the electricity consumer billed at Rate L or the group, as defined for the purposes of the program. In the case of a group, the application must include general information on each establishment billed at Rate L and on each establishment that will make investments.

Establishment 1

Name of corporation		Québec enterprise number (NEQ)	Establishment billed at Rate L	Investment project in the establishment
			<input type="checkbox"/>	<input type="checkbox"/>
Address				
City	Province	Country	Postal code	Website

Establishment 2

Name of corporation		Québec enterprise number (NEQ)	Establishment billed at Rate L	Investment project in the establishment
			<input type="checkbox"/>	<input type="checkbox"/>
Address				
City	Province	Country	Postal code	Website

Establishment 3					
Name of corporation		Québec enterprise number (NEQ)	Establishment billed at Rate L	Investment project in the establishment	
			<input type="checkbox"/>	<input type="checkbox"/>	
Address					
City	Province	Country	Postal code	Website	
Establishment 4					
Name of corporation		Québec enterprise number (NEQ)	Establishment billed at Rate L	Investment project in the establishment	
			<input type="checkbox"/>	<input type="checkbox"/>	
Address					
City	Province	Country	Postal code	Website	
Establishment 5					
Name of corporation		Québec enterprise number (NEQ)	Establishment billed at Rate L	Investment project in the establishment	
			<input type="checkbox"/>	<input type="checkbox"/>	
Address					
City	Province	Country	Postal code	Website	
Establishment 6					
Name of corporation		Québec enterprise number (NEQ)	Establishment billed at Rate L	Investment project in the establishment	
			<input type="checkbox"/>	<input type="checkbox"/>	
Address					
City	Province	Country	Postal code	Website	

2. Applicant's authorized representative¹

Mr.	<input type="checkbox"/>	Given name	Surname
Ms.	<input type="checkbox"/>		
Title			
Telephone	Fax	E-mail	
() -	() -		
Ext.:			
Address			

3. Eligibility of investment projects

An eligibility application may be for several projects that, together, reach the minimum investment threshold. Authorities at the MFQ analyze the information in this section to determine whether investment projects are eligible. To that end, carefully follow the three steps below for each projects covered by your application:

Step 1: Description of the investment projects

Step 2: Description of the nature of the investments

Step 3: Presentation of the time frame

Instructions pertaining to each of these steps are provided below.

Moreover, the applicant's authorized representative must be sure to attach all required documents to the application and complete the checklist in section 6.

STEP 1: Description of the investment projects

•For each project, provide the documents necessary (e.g. business plan, presentations) to meet the following requirements:

- A) Show the technical and financial feasibility of the projects.
- B) Provide a forecast of the electricity consumption over four years of your establishments billed at Rate L, as well as the bills of these establishments for the 12 months preceding the application.

Depending on the objective(s) of the project, present or demonstrate that the project meets these objectives (the link between the objective and the project must be clearly explained):

- C) Present the conversion of production processes carried out as part of the project to adapt existing products to market demand, if applicable.
- D) Show the improved productivity or energy efficiency of the project, if applicable.
- E) Provide a four-year production and production-value forecast. In the event of an increase in, or the modernization of, a business's production, provide production-increase forecasts.

¹ Proof that the representative is authorized to file the application, in accordance with the articles, the internal bylaws or a similar document of the corporation, must be attached to the application.

STEP 2: Description of the nature of the investments
• For each project, provide a document describing the various phases in the implementation, or the various components, of the project. For each project phase or component:
Describe the work to be carried out
Specify the nature of the investments to be made
Estimate the cost of the investments
Please note that it is important to indicate whether or not the investment cost include a contingency fund or non-capitalizable amounts. Tip: Validate the addition of the amounts, as any discrepancies will require explanation.

STEP 3: Presentation of the time frame
• For each project, indicate the dates (actual or projected) on which the steps relating to the investment project will be carried out
Decision by the board of directors or the members to authorize the investment projects (year, month, day)
Commencement of investments (year, month, day)
End of investments (year, month, day)
Please note that it is mandatory to provide these dates for each of the projects in order to assess their eligibility for the program.

4. Economic benefits of the application
For examination purposes, information is requested on the economic benefits of the projects presented. However, an eligibility certificate will not be issued on the basis of conditions that may be associated with the economic benefits of an application.
For each project, where applicable, the following elements must be specified:
A) increase in revenue;
B) increase in payroll (excluding fringe benefits and employer costs);
C) increase in the number of direct jobs.

5. Enhancement respecting the reduction in greenhouse gas emissions intensity	
Check the box opposite if you wish to apply for this enhancement.	<input type="checkbox"/>
Form to be completed	
For an application to be examined, the form relative to the enhancement respecting the reduction of greenhouse gas emissions (GHG) intensity must be completed. This form may be accessed via the hyperlink below or directly on the Ministère des Finances website.	
Link: Form relative to the enhancement respecting the reduction of GHG emissions intensity (available in French only)	

6. Checklist: Documents to be sent to the MFQ

Documents to be mailed or e-mailed to the following address:

Direction des entreprises du gouvernement
Ministère des Finances
390, boulevard Charest Est, 6^e étage
Québec (Québec) G1K 3H4
Telephone: 418 643-5704
E-mail: rabaiselectricite@finances.gouv.qc.ca

For MFQ Use Only

Please check the boxes corresponding to the documents sent.

To avoid delays in the processing of your application, please be sure to duly complete this checklist.

- Eligibility application form, duly completed and signed.
- Proof that the representative is authorized to file the application, in accordance with the articles, the internal bylaws or a similar document of the corporation.
- Proof that the project was authorized in accordance with the articles, the internal bylaws or a similar document of the corporation.
- Electricity bills of each of the group's establishments billed at Rate L for the 12 months preceding the application, and projections for these bills for the next four years.
- Form relative to the enhancement respecting the reduction of greenhouse gas emissions intensity, where applicable.

If you are unable to send us all these documents at the same time as the application, please indicate the reason and the date on which you plan to send them.

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7. Signature of authorized representative

I, the undersigned, certify that all of the information provided in support of this eligibility application for the Financial Assistance for Investment Program is accurate and complete.

I consent to Hydro-Québec transmitting the documents on the establishments at Rate L that are necessary to the administration of the program. I also authorize the MFQ to transmit the information provided in this application to authorized personnel of the Ministère de l'Économie, de l'Innovation et de l'Énergie, which administers the program jointly with the MFQ. In addition, where this application includes an enhancement respecting the reduction in greenhouse gas emissions intensity (section 5), I authorize the MFQ to transmit the information provided herein to authorized personnel of Ministère de l'Environnement, de la Lutte contre les changements climatiques, de la Faune et des Parcs.

On request, I will provide to the MFQ all information pertaining to this eligibility application or to any question concerning the carrying out of the investment projects.

I also understand that the Minister may revoke or change any eligibility certificate issued in respect of investment projects if information or documents brought to his attention so justify.

I undertake to promptly inform the MFQ in writing of any significant change in the information provided.²

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Signature of applicant's authorized representative

Date

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Name (please print)

Title

² The applicant's authorized representative must inform the MFQ of any significant change in matters pertaining to the investment projects, such as a change of address, restructuring, transfer, or an addition to or loss of activities or staff.