

## Option 2 Project Plan Form – City of Richmond

<b>Project Proponent Information</b>	
Name of Local Government Project Proponent(s)	City of Richmond
Project Designate appointed to sign off on Project Plan	Name Andrew Nazareth Title General Manager, Finance and Corporate Services Phone 604-276-4095 Email anazareth@richmond.ca
Project Contact	Name Mr. Levi Higgs, B.Sc., EMIT Title Energy Manager, Sustainability Unit Phone Direct: (604) 244-1239 Email lhiggs@richmond.ca
<b>Project Information</b>	
Project title	<i>Alexandra District Energy Utility Operations</i> <input checked="" type="checkbox"/> Copy of Preliminary Review Template attached ( <i>optional</i> )
Project description and objectives	The City of Richmond seeks to maintain its carbon neutral operations status, as committed to in the BC Climate Action Charter. As a part of the City of Richmond's action plan to achieve this goal, the City will be using this Carbon Reduction Project as an "Option 2 Emission Reduction Project".
Project measurement	Describe the approach to measuring the GHG reductions from the project. The following documentation must be attached: <input checked="" type="checkbox"/> detailed formulas <input checked="" type="checkbox"/> methodologies and assumptions <input checked="" type="checkbox"/> anticipated GHG reductions from the project
Third party validation of formulas and methodologies	Name: David Trigg, P.Eng., CEM Title: Lead Verifier Phone: 604-689-3410 Email: dtrigg@fvbenergy.com
Beyond Business as Usual	1) Proposed project start date 2013 2) Is the project required to meet a legislative or regulatory requirement? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 3) Indicate how the Project meets one of the following tests (see Appendix 1):  This project provides a service that is outside of the traditionally provided municipal services, as municipalities do not typically manage and operate community district energy systems.
Project co-benefits (Optional)	
<b>Project Transparency: Accountability and Reporting</b>	
Scope	This project is outside the City of Richmond's corporate emissions boundary.
Counted Once	The emission reductions for this project have been counted only once, and have not been previously committed, sold, or included in any alternate offset scheme.
Ownership	The City of Richmond alone is responsible for the Alexander District Energy Utility operation, and clearly defined data on the total energy provided and displaced was reviewed during the project development phase. The City of Richmond has clear ownership of the emission reduction credits and has exclusive rights to the credits listed in this form.
Verification	Third party verification of all Option 2 projects is required

Reports

GHG reductions from Option 2 projects will be subject to public reporting requirements. After January 1, 2012, the public reporting requirements under the Climate Action Revenue Incentive Program (CARIP) will be revised to include information on total annual corporate emissions, the reductions being claimed from GHG projects undertaken under the Carbon Neutral Framework (Option 1 and 2), and purchased offsets (Option 3) in order demonstrate carbon neutrality for any given year, as per the Project Eligibility Requirements outlined in Appendix 1 of the *Becoming Carbon Neutral* guidebook.

**Project Plan Template: Authorization and Sign Off**

Project Designate

*The information provided in this Project Plan Template is to the best of my knowledge correct and complete.*



Designate Signature

Andrew Nazareth - General Manager, Finance and Corporate Services

Title

Date *May 30, 2018*