

Emissions Reduction Alberta Fuel Innovation Fund

Contributor Reinvestment Program

Program Guidelines

January 2026

Program inquiries should be sent to
info@fuelinnovationfund.ca

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Legal Notice

Emissions Reduction Alberta is a registered tradename of the Climate Change and Emissions Management (“CCEMC”) Corporation and is referred to as ERA throughout this document. “Emissions Reduction Alberta” and “ERA” are trademarks that belong to ERA. Fuel Innovation Fund Corporation (FIFC) is a subsidiary of ERA. “Fuel Innovation Fund” and “FIF” are also trademarks that belong to ERA. By submitting a proposal, you confirm that you have read, understand and accept the information contained in this Call for Proposals and, that each of you, as the applicant (the “Proponent”), and any project partners acknowledge and agree as follows:

- a) FIF may at any time, and from time to time, in its sole and absolute discretion suspend, terminate, cancel, withdraw, amend or alter all or any portion of this Evaluation Process, including but not limited to the proposal requirements, the proposal selection and review process, the proposal eligibility criteria.
- b) FIF reserves the unqualified right, in its sole and absolute discretion, to accept or reject any or all proposals for any reason. FIF is not required to accept the highest ranked proposal, nor is it required to accept any proposal recommended for advancement by the applicable FIF evaluators.
- c) The final decision with respect to the shortlisted proposals rests solely with the Fuel Innovation Fund Project Evaluation Committee (“FIF PEC” also referred to as “PEC”) in its sole and absolute discretion. The PEC evaluation of proposals may be based on, but is not in any way limited to, the criteria set out in this document. The PEC may consider any criteria determined by the PEC to be relevant to FIF’s mandate, regardless of whether such additional criteria have been previously disclosed. Members of the PEC will be appointed by ERA’s Board of Directors and will owe fiduciary duty to FIFC. Members of the PEC must comply with FIFC’s policies related to confidentiality and conflicts of interest, among others. PEC will retain a fairness monitor to observe and report on decisions made by PEC.
- d) Proposals that do not comply with the requirements described in this document may be rejected in whole or in part or not considered by FIF in its sole and absolute discretion. FIF reserves the unqualified right, in its sole and absolute discretion, to accept or reject a non-compliant proposal.
- e) Neither the proposal stage, nor the presentation stage, represent an offer and the submission of a proposal, presentation, or other materials under this Process does not create a contract or agreement of any kind between FIF and the Proponent nor any other entity.
- f) No conduct, act or omission of ERA or its subsidiaries, directors, officers, consultants, PEC, project advisors, agents, servants and their respective successors and assigns (collectively the “FIF Parties”), other than a written notice signed by an authorized person for FIF, will constitute an acceptance of a proposal that has advanced to the shortlist stage.
- g) Acceptance of a proposal does not create any binding contract between FIF and the Proponent nor any other entity. FIF shall not be obligated in any matter whatsoever to any entity until a written contribution agreement (“Contribution Agreement”) on FIF’s standard

form, between FIF and the Proponent has been duly executed relating to an approved proposal.

- h) As between the parties, the proposal, and all documents and materials submitted to FIF in connection with the proposal, the proposal stage and, as applicable, the presentation stage, and all intellectual property in and to the foregoing are the exclusive property of FIF immediately upon delivery to FIF. For clarity, this refers to the materials themselves, not to any technology or innovations disclosed or discussed in them. Intellectual property contributed to or developed during the course of the project will be addressed through the Contribution Agreement.
- i) All records provided to FIF may be subject to the Access to Information Act (Alberta). FIF is administered by ERA. As a designated public body, ERA is subject to the Access to Information Act, SA 2024, c.A-1.4 and the Protection of Privacy Act, SA, 2024, c.P-28.5. The Access to Information Act, SA 2024 includes safeguards to protect business interests of third parties, such as trade secrets and commercial, scientific or technical information of third parties supplied in confidence to ERA. ERA is obligated to refuse disclosure of such information if such disclosure could reasonably be expected to significantly harm the competitive position or significantly interfere with the negotiating position of a third party, as further set out in section 19 in the Access to Information Act, SA 2024.
- j) This Program Guideline, the Evaluation Process and any FIF trademarks or tradename are and shall remain the sole property of FIFC. The Proponent will, and will ensure that and any Proponent project partners (but for clarity not including FIFC or any ERA Parties), will keep this Program Guide and the Evaluation Process confidential and will not use, reproduce or distribute them, any portion of them, or any materials, data, information, drawings, or specifications included in or provided with them except as necessary to prepare any document as requested by FIF. The Proponent will not and will ensure that any Proponent project partners do not, without FIF's prior written consent, use or reproduce any ERA or FIF trademarks or tradenames in any promotional publicity, or marketing materials, or make any public statement or publication with respect to FIF or this Evaluation Process or the Proponent's participation in the Evaluation Process.
- k) Neither FIF nor any of the ERA Parties will have any liability whatsoever to any interested parties, including without limitation the Proponent or any Proponent project partners, or any of them, in connection with this Evaluation Process.
- l) The Proponent will not and will ensure that any Proponent project partners do not, make a claim against CCEMC, CCEMC operating as ERA, FIFC or any of the ERA or FIFC Parties for any reason whatsoever or howsoever relating to this Evaluation Process. The Proponent and any related entities are undertaking the expenditures required to prepare and submit the proposal and engaging in the Evaluation Process entirely at their own risk, and the Proponent waives any right and release FIFC and the ERA Parties from any demands, liability, claim or recovery for costs, expenses, or damages incurred whatsoever or howsoever arising out of or relating to this Evaluation Process, whether such right or claim arises in contract, negligence or otherwise. By submitting a proposal in connection with this Evaluation Process, the Proponent agrees to indemnify ERA, FIFC and all ERA and FIFC

Parties from any and all claims, damages, costs, and liabilities whatsoever related to or arising out of the proposal in connection with this Evaluation Process.

- m) FIFC takes no responsibility for the accuracy of the information supplied during this Evaluation Process by FIFC or the ERA Parties.

1 Introduction

1.1 About ERA and the Fuel Innovation Fund

Emissions Reduction Alberta (“ERA”) is a registered tradename of the Climate Change and Emissions Management (“CCEMC”) Corporation. Since its inception, ERA has invested revenues from the carbon price paid by large industrial emitters in Alberta to accelerate the development and adoption of innovative clean technology solutions.

The **Fuel Innovation Fund** (“FIF”), administered by ERA, is a federally registered Emission Reduction Funding Program (“ERFP”) under Canada’s Clean Fuel Regulations (“CFR”). Canada’s Clean Fuel Regulations (SOR/2022-140) represent a performance-based framework designed to reduce the lifecycle carbon intensity (“CI”) of transportation fuels used in the Canadian market. CI refers to the total GHG emissions associated with fuel production, distribution, and use, per unit of fuel. The CFR sets progressively stringent annual CI reduction targets for fuel suppliers, aiming to drive decarbonization across the transportation sector. Contributing to a federally regulated ERFP is one of the compliance pathways available to primary fuel suppliers, allowing them to meet up to 10% of their annual CI reduction obligations. Further details on the Clean Fuels Regulations, including details on the other compliance pathways, can be found at laws-lois.justice.gc.ca/eng/regulations/SOR-2022-140/.

The Fuel Innovation Fund will reinvest ERFP contributions into projects that contribute to the shared objectives of emissions reduction, economic development, and improved environmental outcomes. To achieve these objectives, the Fuel Innovation Fund will focus on supporting readily deployable solutions that can rapidly deliver verifiable emissions reductions within five years of contribution while also enabling the commercialization of new, near-commercial yet under-deployed solutions for low-emission fuels.

All project investments under FIF will be made following fair, transparent, and merit-based processes. At present, two funding streams are available:

- **Contributor Reinvestment Program:** Continuous intake for investments into projects led by regulated contributors to the Fuel Innovation Fund.
- **Future Fuels Challenge:** Annual competitive funding Call open to a broad range of applicants including obligated parties and non-obligated parties.

This document provides information for the Contributor Reinvestment Program only. For information on other Fuel Innovation Fund programming, please visit <https://www.fuelinnovationfund.ca/>

This document and all Program parameters may be updated from time to time at FIF’s sole discretion and without notice.

Note: Applicants who have questions about the Fuel Innovation Fund or who wish to discuss their project with FIF are invited to email

info@fuelinnovationfund.ca

Inquiries will be directed to appropriate personnel within FIF.

2 Program Scope

2.1 Program Focus and Technology Areas

The Contributor Reinvestment Program (the “Program”) enables funding consideration, on an ongoing basis, for high-potential opportunities that are led by regulated contributors and aligned with the CFR and the objectives of the Fuel Innovation Fund.

In general, this Program is not technology-prescriptive, meaning applicants may submit proposals for projects focused on any technology that: a) contributes to the Program objectives and b) that aligns with the CFR’s requirement for all ERFP-funded projects to achieve measurable reductions in GHG emissions and/or the lifecycle CI of transportation fuels in Canada. For clarity, under CFR the eligibility for ERFP-funded projects is not strictly limited to project eligibility for CFR credit generation. The following non-exhaustive list of examples represents opportunity areas that may be well aligned with the Program:

Example Technologies

- Energy efficiency (e.g. upgrades to lighting, insulation, motors, boilers, and other equipment; heat integration, upgrading, or recovery; and similar)
- Novel processes and chemistries (e.g. separation, processing, etc.)
- Fuel switching and electrification (e.g. meeting onsite energy needs with low-CI fossil fuels, biofuels, or electricity; converting processes to utilize electrical energy; thermal energy storage; and similar)
- On-site production and use of clean electricity and/or heat (e.g. wind, solar, geothermal, and similar)
- Carbon capture and storage (addressing emissions from fuel production activities; captured emissions may be converted to non-fuel products or sequestered)
- Advanced process control technologies and digital optimization
- Methane emissions reduction including reducing emissions from flaring, venting, and purging
- Co-processing biogenic feedstocks in refineries

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- Biofuels from biomass / waste feedstocks: e.g., renewable diesel, biodiesel, hydrotreated vegetable oil (HVO), biocrude upgrading
 - Ethanol (from eligible feedstocks) and advanced bio-ethanol (including cellulosic) that meet low CI thresholds
 - Sustainable Aviation Fuel (SAF) – low-CI jet/aviation fuels
 - Renewable natural gas (RNG) or biofuels produced from organic waste, landfill gas, agriculture residues
 - Synthetic fuels or e-fuels; e.g. using hydrogen + captured CO₂ (from atmospheric/biogenic sources) to make drop-in fuels
 - Low emissions hydrogen production (e.g. via electrolysis of water using clean electricity, biomass gasification, direct splitting of natural gas with solid carbon output, natural gas reforming with CCS, etc.)
 - Hydrogen vehicle fueling stations and hydrogen storage/transportation
 - Electric vehicle charging infrastructure, including integration of charging systems with the electricity grid
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Please note that these are provided as examples only; applicants are encouraged to contact FIF to discuss how their proposed project achieves the desired outcomes of this Program and meets the objectives of the Clean Fuel Regulation to reduce emissions.

Note: The size of opportunity and potential for meaningful GHG, environmental, and economic benefits will be taken into consideration during project selection. FIF reserves the right to consider optimal portfolio balance and strategic mandate alignment when selecting proposals for funding.

2.2 Project Structure and Stage of Development

Funding made available through the Program is provided for completion of projects with well-defined objectives, milestones, deliverables, and timelines. This Program is targeted at high-readiness projects where the technology is ready for commercial deployment and requires minimal technical de-risking. This stage of development generally corresponds to a Technology Readiness Level (“TRL”) of 9. Projects in this category involve design, construction, and operation of the technology in its final commercial form, with the intent to operate the technology for its full commercial life. Both capital and operating costs are eligible for reimbursement (see Section 3). Projects at TRL 6-8 may be considered on a case-by-case basis and only if technical risk is adequately mitigated (such that there remains high confidence that emissions reductions will be achieved); applicants are encouraged to discuss such situations with the FIF team.

Pre-construction work, such as feasibility studies, feedstock analysis, or front-end engineering design (“FEED”) studies, is eligible only if it forms part of a project that demonstrates a direct line to emissions reductions within a five-year timeframe (i.e. standalone studies are ineligible).

Applicants must clearly delineate the scope of the project for which FIF funding is being requested and the GHG reduction potential associated with that scope of work. Any related work completed concurrently or before the project term but outside the scope of the project may be discussed in the proposal but should be clearly indicated as such.

2.3 Project Location

All projects supported through the Program must demonstrate a clear and justified value proposition for reducing GHG emissions in Canada. Technology solutions can originate from anywhere globally but must be demonstrated or implemented in Canada during the project. Projects that involve demonstration or implementation of a technology at multiple Canadian sites are eligible for funding under the Program.

2.4 Eligible Applicants

The Contributor Reinvestment Program is only open to regulated entities under the CFR who have made contributions to the Fuel Innovation Fund. Subsidiaries, joint ventures, special purpose vehicles, and similar entities may also be eligible lead applicants under this program provided they can provide documentation demonstrating their relationship to an eligible FIF contributor, to FIF's sole satisfaction.

Lead applicants must be located or have operations in Canada, although project partners, such as technology vendors, may be located globally. All projects must demonstrate a clear value proposition for Canada. Collaboration between multiple organizations is eligible and encouraged. Collaboration between partners can often represent a strong value proposition by demonstrating opportunities for technology validation, commercialization, and sharing of results.

Applicants are encouraged to partner with Canada's post-secondary and research institutions, Indigenous communities, and municipalities where appropriate. These partnerships can offer significant benefits, including the attraction and training of highly skilled workers, increasing innovation capacity, engagement of local communities, and leveraging complementary resources.

There are no restrictions on the number of proposals that can be submitted by any applicant. However, applicants are encouraged to be selective and bring forward only the most promising and highest quality submissions.

2.5 Project Initiation and Term

Successful applicants will be required to commence work on the proposed project (engineering design, equipment procurement, construction, etc.) **within 120 days** of FIF funding approval. Applicants must clearly demonstrate in their proposal that the project is sufficiently advanced to initiate work within 120 days of funding approval. However, successful applicants may request a delayed start date of up to twelve (12) months after funding approval to allow for alignment with facility operations, scheduled facility turnarounds, and/or regulatory processes. Such requests will be at FIF's sole discretion to accept or decline.

The maximum length for projects funded under this Program is **five (5) years** from initiation. For clarity, all construction and commissioning activities must be completed within a five-year period, but up to one year of post-commissioning operational time must be incorporated in the project term where applicable to generate performance data and learnings for inclusion in final reporting and knowledge sharing activities.

In addition to FIF's overall project term requirements, projects must achieve realized GHG reductions by December 31, 2030 for compliance payments related to the 2024 and 2025 years and December 31 of the fifth year following the compliance year for which the funds allocated to the project were originally paid into the ERFP. To comply with this regulatory requirement, FIF will make best efforts to match allocations under the Program to contributions received on an annual basis. FIF will assess all projects on their potential to meet required outcomes, timelines and priority will be given to projects that can be initiated rapidly and be partially or fully operational within three years of approval. Required timelines for the start of emissions reductions will be specified in the Contribution Agreement, and approved projects that fail to advance in a timely manner or are deemed to be at high risk of failing to achieve reductions within the five-year time frame may have their funding withdrawn and may be subject to other measures at FIF's discretion.

3 Terms of Funding

3.1 Available Funding and Allocation of Contributions

Each regulated entity who has contributed to the ERFP is eligible to receive funding approvals for up to 75% of the amount they have contributed in a given compliance year under this Program ("Stream 1 Eligible Funding Limit"). This limit is applied at a Contributor level not at a facility level. For clarity, there are no restrictions on the number of proposals or cumulative total request that can be submitted by any applicant, but FIF reserves the right to triage submissions to manage review volumes and align with annual funding limits. In this context, applicants are encouraged to be selective and bring forward only the most promising, highest quality submissions with the highest states of readiness. Eligible contributors are strongly encouraged to maintain open dialogue with FIF regarding their set of potential proposals, their long term project pipeline, and their annual funding limit.

FIF may, in its sole discretion, make available for funding under the Future Fuels Challenge stream or other open funds initiatives, any or all portions of the Stream 1 Eligible Funding Limit that are not approved for funding within 12 months of the funds being contributed to the ERFP. For clarity:

1. (25% of contributions to the ERFP will automatically be made available for funding under the Future Fuels Challenge stream or other open funds initiatives, and
2. Each regulated entity that has contributed to the ERFP has a 12-month window to secure project approvals for up to 75% of the amount they have contributed in a given compliance year under the Contributor Reinvestment Program stream, failing which unutilized funds would be made available for funding under the Future Fuels Challenge stream or other open funds initiatives. FIF may in its sole discretion change the length of this 12 month

period or otherwise amend, add, or remove conditions respecting the transfer of available funds between the two funding streams.

3.2 Funding Per Project

The minimum funding request to FIF for any one project is **\$5 million CAD**, and the maximum is **\$100 million CAD**, subject to the discretion of FIF, the overall availability of funds, and the cap of 75% of annual contributions as discussed above.

Applicants may “bundle” multiple smaller projects into a single proposal for the sake of meeting the minimum project size requirement, provided there is adequate justification for shared project management and reporting. Examples include multiple deployments of a single technology across different locations, or deployment of a suite of complementary technologies at a single location.

Note: Applicants must justify the amount of funding requested. FIF may choose at its sole discretion to award project funding for less than the requested amount.

3.3 Fund Matching

FIF requires its funding to be matched on a minimum 1:1 basis with funding from the applicant and/or project partners toward eligible expenses. In other words, for every dollar that FIF provides to a project, there must be at least one dollar from the applicant and/or private funding partners. As such, the maximum FIF contribution to a single project will be no more than 50% of the project’s eligible expenses.

FIF will not match other federal, provincial, or international government funds provided directly for the proposed project. While FIF does not have a formal “stacking” limit alongside other government funds, it is the applicant’s responsibility to confirm and comply with other stacking limits that may apply under various funding programs for capital and operating cost support, including the maximum of 75% stacked funding under the Government of Canada. For clarity, any direct investments in the project made by proponents under other regulations will be considered eligible for matching.

The following examples are provided for illustrative purposes:

- **Example 1** – A project has a total cost of \$8 million in eligible expenses. If the applicant and private partners contribute \$4 million, FIF could contribute up to \$4 million (limiting factor: 50% of eligible expenses).
- **Example 2** – A project has a total cost of \$500 million in eligible expenses. If the applicant, private partners, and/or other government funders contribute \$400 million, FIF could contribute up to \$100 million (limiting factor: \$100M maximum allocation).

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- **Example 3** – A project has a total cost of \$20 million in eligible expenses. If the proponent and private partners contribute \$5 million and other public/government funders contribute \$10 million, FIF could contribute up to \$5 million (limiting factor: 1:1 private match).

Please note that FIF will not match future revenue associated with the outcomes of the project, including for example: offset/performance credits associated with the project such as TIER performance credits or Clean Fuel Regulation Compliance Credits; tax incentives associated with the project, such as Canadian SR&ED credits; and revenue from sale of the project's outputs or products. However, the presence of such revenue sources does not disqualify a project from eligibility and may be noted in the proposal to improve the risk profile of the proposed financing plan and project economics. Moreover, projects that receive funding from FIF are not precluded from applying for credits or incentives for the same scope.

As a result of factors including potential conflicts of interest, project additionality, and duplication of risk, funding from other ERA or FIF programs (whether funded by TIER, CFR, or otherwise) cannot be stacked with FIF funds on the same scope.

3.4 Contribution Agreement

Successful applicants will be required to enter into a contribution agreement ("Contribution Agreement") with FIF. The Contribution Agreement will address without limitation the terms of funding, maximum FIF funding for the project, project scope, work plan, milestones, deliverables, performance targets, payment schedule, and reporting requirements. FIF will provide a draft Contribution Agreement to shortlisted applicants for review. FIF will only entertain minor changes to Contribution Agreement terms and will not negotiate Contribution Agreement terms prior to making a funding decision.

3.5 Fund Disbursement

FIF funding will be disbursed on a milestone completion basis after eligible expenses have been incurred toward specified tasks over the course of the project term. The FIF contribution to each milestone will be at the same ratio of FIF funding toward the total project budget. For example, if FIF is contributing 25% of the total eligible project costs, FIF will pay 25% of the eligible expenses incurred at each milestone. The milestone completion and payment schedule will be outlined in the Contribution Agreement.

3.6 Eligible Expenses

FIF will only match unencumbered cash or cash-equivalent in-kind contributions toward eligible expenses incurred during the project term. **Eligible expenses may include capital costs as well as operating costs for eligible projects.** In addition, the eligibility date for expenses will align with the compliance year for which the funds are contributed. For example, contributions made in 2025 for the 2024 compliance year can be matched towards eligible expenses incurred starting January 1, 2024. For information about eligible expenses and costs, please refer to the *Eligible Expenses and Cost Instructions* document available at <http://eralberta.ca/apply-for-funding>. For clarity, the

presence of ineligible expenses does not disqualify a project or limit its ability to recover costs for eligible expenses. All costs (eligible and ineligible) should be included in the proposal to accurately reflect the extent to which the FIF contribution will be leveraged.

No disbursements will be made prior to execution of a contribution agreement with FIF, and any project costs incurred prior to execution of a contribution agreement will not be reimbursed by FIF in the event that an agreement is not executed.

3.7 Outcomes Reporting, Data Collection, and Knowledge Sharing

Funding recipients will be required to report on project outcomes, GHG reductions (actual and projected), lessons learned and achievements including job creation, and other environmental, economic, and social benefits. Reporting requirements will include, without limitation, confidential sharing of data with FIF and preparation of public reports.

As mandated under Schedule 10, Section 2 of the CFR, every funded project must provide the actual or anticipated reduction in the quantity of CO₂e from the project, the date on which the reduction was achieved or is estimated to be achieved, and a description of the methodology used to calculate the reduction that was achieved and any documentation that provides evidence for the inputs used in that calculation. Projects that are unable to comply with GHG data collection and reporting requirements will not be funded in this Program.

FIF is committed to encouraging widespread knowledge dissemination from funded projects to maximize the benefit of our participation. In addition to written reports, FIF may require recipients to commit to specific activities such as hosting knowledge-sharing workshops, participation in lessons-learned activities, or other knowledge sharing initiatives as determined by FIF on a case-by-case basis.

3.8 Trusted Partner Funding Leverage

FIF, through ERA, has the ability to refer projects to its network of Trusted Partners in Alberta and across Canada to convene complete solutions and to enable projects to access additional support. In some cases, there may be an opportunity for FIF to share applicants' proposals with Trusted Partners and explore possibilities to leverage funding available from these organizations.

During the submission process, applicants will have the opportunity to give FIF permission to share their submissions with trusted funding partners of ERA, where applicable. Please note that FIF will only share proposals for the purpose of exploring further funding and with partners where ERA has a non-disclosure agreement in place. An applicant's preference regarding whether to allow sharing of their proposal will not influence FIF's assessment of their proposal.

4 Intake Process Overview

4.1 Submission Deadlines

The FIF Contributor Reinvestment Program is a competitive process, with proposals received continuously and evaluated on a quarterly basis. Submission of a compliant proposal marks the start of the formal evaluation process; complete proposals submitted by the deadline for each quarter are eligible to begin the evaluation process in that quarter. Missing a quarterly deadline means that the earliest expected funding decision would shift to the following quarter. Proposals that encounter delays once in the evaluation process may request or be assigned deferred consideration. For 2026, the submission deadlines for FIF are as follows:

Active Quarter (Calendar Year)	Deadline for Proposal Submission (5:00pm MT)	Earliest Funding Decision
Q1 2026	March 26, 2026	June 30, 2026
Q2 2026	June 25, 2026	September 30, 2026
Q3 2026	September 24, 2026	December 31, 2026
Q4 2026	December 17, 2026	March 31, 2027

Note: Unless otherwise noted, deadlines are to be submitted by **5:00pm MT**

Expected funding decision timelines will depend on proposal readiness and other factors including submission volume. FIF will communicate the expected decision timeline to applications upon receipt of a compliant proposal. The FIF Contributor Reinvestment Program deadlines will be set at the beginning of each calendar year and updated on an as-needed basis subject to FIF discretion. In the event of a discrepancy between the deadlines in these guidelines and those communicated directly to an applicant by email, the latter shall apply.

FIF will not accept partial or incomplete submissions. All required content must be uploaded into ERA's Emissions Reduction Information Management System ("Grant Manager") at <https://grant-manager.com/erims/home> and the submission must be finalized by completing all necessary online steps in order for the proposal to be considered complete. Applicants will receive an automatically generated email confirming receipt of the proposal upon submission. If a confirmation email is not received, applicants should check their junk/spam folder and Grant Manager to ensure the submission was complete. If the problem persists, applicants may contact IMS@eralberta.ca for assistance.

4.2 Evaluation Process and Timelines

To expedite the proposal evaluation process, ERA has implemented a single-submission intake process:



The stages of the process are as follows:

- (A) On a continuous basis during the program, FIF will accept proposals from eligible applicants. Proposals will be grouped into cohorts based on the deadline by which they are submitted (see above).
- (B) FIF will review all proposals in a cohort in a transparent, fair, and merit-based process to establish a shortlist of strong opportunities.
- (C) Some applicants whose proposals are well aligned with the FIF mandate, the goals of the Program, and the evaluation criteria will be shortlisted and invited to present their proposal to the Project Evaluation Committee (PEC).
- (D) Prior to the presentation, shortlisted applicants will be able to submit additional supporting documentation and/or written addenda to their proposal. In parallel, shortlisted proposals may be subject to additional due diligence e.g. confirmation of financing, GHG validation, etc. at FIF's discretion.
- (E) Presentations will be followed by a final question-and-answer session with the PEC.
- (F) FIF will use information from both the proposal and presentation stage to inform a funding decision on all shortlisted proposals. The evaluation committee will provide a funding recommendation to the Project Approvals Committee (PAC). All final funding decisions will be made by the PAC in its sole discretion.
- (G) Following funding approval, successful applicants will negotiate a contribution agreement with FIF and will initiate their project in accordance with the timeline described in Section 2.

The following table outlines the Program timelines for the full funding process. For descriptions of each stage, reference the letters above. Note that FIF reserves the right to alter these timelines at its sole discretion.

Stage	Action	By Whom	Timing
(A)	Proposal Submission Deadline	Applicants	Quarterly (see above)
(B)	Initial Proposal Evaluations	FIF	Quarterly following submission
(C)	Shortlist Notification and Presentation Invitations	FIF	Typically 5-7 weeks after proposal submission
(D)	Presentation Preparation, Addenda to proposal	Shortlisted Applicants	2-4 week duration following shortlist invitation
(D)	Additional Due Diligence	FIF	2-4 week duration following shortlist invitation
(E)	Presentation and Question/Answer Sessions	Shortlisted Applicants	Typically 8-10 weeks after proposal submission
(F)	Final Funding Decision and Notification	FIF	Quarterly at the end of June, September, December and March.
(G)	Execution of Contribution Agreement	Successful Applicants	Within 60 business days of funding approval notification
(G)	Project Commencement	Successful Applicants	Upon funding approval – maximum 12 months from funding approval date
(G)	Deadline for operations to commence and emissions reductions to begin	Successful Applicants	Less than 5 years from time of ERFP contribution. Specific date will be provided by ERA and codified in Contribution Agreement

4.3 Submission Content

All proposals must be submitted using Grant Manager at <https://grant-manager.com/erims/home>. Users must create an account and complete all mandatory forms to submit an application. **Failure to submit the required documentation by the specified deadline will result in an incomplete application, which may lead to disqualification or deferred consideration.**

The following checklist summarizes the required content for a complete submission:

Item	Deliverables to be Submitted	Notes
Proposal Document	1. Proposal template (PDF) 2. Proposal template (.docx)	This document will form the basis of FIF PEC's evaluation and must fully address each of the sections in the template.
Appendix A – Readiness Assessment	3. State of Readiness Checklist (.docx)	This document outlines where the project stands in terms of execution and operational readiness, along with the ability to meet Clean Fuel Regulations outcomes. The Readiness assessment is to be completed with the most accurate and up-to-date information available on the project at time of submission. Brief supporting documentation may be appended.
Appendix B – GHG Quantification Report	4. GHG quantification report (PDF) 5. GHG quantification workbook (.xlsx) 6. <i>Supporting documents if required by ERA's GHG team (PDF or .xlsx)</i>	This document must be uploaded separately to Grant Manager. Excel files should not be converted to other file types. Supporting GHG documentation is Compliance Category-dependent and must accompany the application in addition to the GHG Quantification Report.
Appendix C – Detailed Project Budget	7. Detailed Budget Template (.xlsx)	This document must be uploaded separately to Grant Manager (see Appendix C). The excel file should not be converted to other file types.
Appendix D – Milestone Summary Table	8. Milestone Summary Table Template (.docx)	This document must be uploaded separately to Grant Manager (see Appendix D). Milestone definitions, timelines, and other details should align with Appendix C.
Appendix E – Letters of Support and Letters of Funding Commitment	9. Letters of Financial Commitment (PDF) 10. <i>[Optional] Letters of Support (PDF)</i>	Letters of commitment and/or support from partnering organizations, funding sources, site hosts, etc., may be uploaded as an appendix to the proposal document.
Project Information for Grant Manager Database	11. Grant Manager form inputs (online)	Certain project details must be entered directly into Grant Manager, including a project overview and financial information.

Note: Only the required documents described above will be reviewed. Any additional attachments, materials or information appended to the required documents will not be considered during the evaluation.

4.4 Submission Standards

Response templates will be provided on Grant Manager for the proposal and all required appendices. Applicants must use the response templates to ensure that all necessary information is provided in a consistent and practical manner. Proposals that fail to use the templates may be disqualified and required to resubmit.

For all documents, applicants are encouraged to use short filenames with no special characters to ensure their files are processed correctly. Each filename should include the proposal number assigned by Grant Manager and the name of the document as specified in the table above. Filenames for uploaded documents may be no longer than 30 characters.

The final proposal document may be no more than thirty (30) letter-sized (8.5" x 11") pages in length, including all text, graphics, and tables. **Any extra pages beyond the limit will be removed from the document and will not be considered by the evaluators.** The document must use Calibri (or Arial) 11-point font with a minimum of 1.0 line spacing. Margins must be no smaller than 2.54 cm (1"). Appendices and required attachments do not count against the page limit.

4.5 Applicant Support and Contact Information

Applicants are welcome to contact FIF at any time throughout the process for support and guidance on completing their application. Before contacting FIF, applicants are encouraged to read the FAQ document available on the Program website and to carefully consult the guidelines and templates. FIF provides all applicants with support from key points of contact to answer questions regarding the guidelines, templates, Grant Manager, evaluation criteria/process, and technology/project alignment with the Program. FIF will not provide pre-reviews or feedback on proposal content.

The points of contact for this Program are as follows:

- Assistance with guidelines and template: info@fuelinnovationfund.ca
- Assistance with Grant Manager online application system and submission: IMS@eralberta.ca
- Assistance with GHG Appendix B: GHG@eralberta.ca
- Assistance with Appendix A, C, D, and E and/or the eligible expense guidelines: info@fuelinnovationfund.ca [Subject: Attention Proposal]
- Other information and general inquiries: info@fuelinnovationfund.ca

A FIF proposal advisor will be assigned for each application advancing to the shortlist stage. The proposal advisor will be each applicant's primary point of contact with FIF for the remainder of the process, and is available to answer questions at any point during preparation of their presentation. Contact information for the assigned proposal advisor will be provided within the presentation invitation letter or shortly thereafter. When contacting any of the above resources, applicants are

requested to copy their proposal advisor to ensure effective communication. Please note that FIF is working with a suite of service providers, including Alberta Innovates and Foresight Canada, to offer proposal advising services to applicants. Wherever possible, proposal advisor assignments will reflect subject matter expertise and alignment with the specific needs of each applicant.

NOTE: The assigned FIF proposal advisor, FIF GHG team representative(s), FIF Finance team representative(s), and members of FIF's Applications team shall be the only points of contact for applicants during an active proposal evaluation. To maintain the integrity and fairness of the process, and to ensure efficient communication, contact with other individuals affiliated with the process (including the Project Evaluation Committee, ERA/FIF executives, ERA/FIF Board members, and Government of Alberta or Government of Canada officials) regarding any active FIF proposal is **strictly prohibited**. Inquiries submitted by applicants outside of appropriate channels will not be responded to, may be reported to the independent Fairness Monitor for the process, and **could lead to disqualification of a proposal**. For clarity, this restriction does not apply to official FIF proceedings such as applicant presentation sessions. The above is intended to restrict potential sources of bias, lobbying, or influence relating to the evaluation/approval of FIF *proposals*. It does not preclude applicants from carrying out other appropriate engagement activities on *projects* with stakeholders such as governments or regulators, provided such activities do not compromise the integrity of the FIF proposal evaluation and selection process.

Applicants are encouraged to reach out to the FIF team at info@fuelinnovationfund.ca at any time for assistance. The FIF team is happy to refer applicants to appropriate contacts. Similarly, applicants are encouraged to contact the Applications team directly and promptly with any fairness concerns that may arise at any point in the process.

Beyond individual active proposals, FIF is committed to active, open, and transparent discussions with eligible parties regarding *potential* projects and priorities at any time. Contributors to FIF are strongly encouraged to regularly communicate with FIF regarding upcoming or potential opportunities, funding needs, questions regarding program fit, and other matters.

4.6 Next Steps

All applicants who submit a proposal through the Program will be notified of the FIF decision when the proposal review process is complete. Applicants whose proposals are not accepted may arrange a short debrief phone call with FIF to receive feedback. Information about arranging a debrief phone call will be provided in the notification letter.

5 Evaluation Methodology

5.1 Evaluation Process Background

FIF's evaluation process leverages input from a panel of independent subject matter experts as well as technical, environmental, and financial due diligence to assess projects and provide recommendations to the Project Evaluation Committee. The PEC retains final authority for all funding approvals.

The full funding process is overseen by an independent fairness monitor reporting to the Board

For more information on FIF's funding process, please visit www.fuelinnovationfund.ca.

5.2 Eligibility Screening Criteria

As an initial screen, all submitted proposals will be subject to a Program eligibility check. Failure to comply with any of the following eligibility requirements will result in automatic rejection:

- Insufficient alignment with the CFR overall mandate and regulation.
- Proposed development is assessed to be business as usual (i.e. FIF investment will not materially change outcomes).
- Ineligible project scope, e.g. project is a standalone study or does not involve technology deployment.
- Risk of significant detrimental side effects (environmental, economic, social, etc.).
- High project risk and/or low state of readiness contributing to risk of not realizing GHG reductions within 5 years of funding.
- Project lacks sufficient relevance to the liquid fuels supply chain and/or transportation sector in Canada.
- Insufficient Canadian activities/sites in proposed project scope, including projects occurring outside of Canada.
- Insufficient potential for GHG benefits and/or potential for material negative environmental impacts.
- Failure to meet minimum submission standards:
 - Insufficient information provided.
 - Proposal not written in English.
 - Proposal not sufficiently readable or comprehensible.
 - Proposal does not conform to the submission requirements outlined in the guidelines.

It is important to note that compliance with the eligibility criteria does not guarantee a project will be shortlisted or funded in this process. All final funding decisions are based on both the eligibility criteria and the merit evaluation criteria detailed below.

5.3 Evaluation Criteria

All eligible proposals will be evaluated based on the following criteria. Each of the criteria below is assigned a relative weighting. Applicants are encouraged to consider these weightings when

developing proposals. The prompts and instructions found in the Proposal template provide additional detail on the specific considerations within each criterion.

Criterion	Description	Weight
Technology Strength	Proposals will be evaluated on the strength of the proposed solution, including the technology readiness level, its competitive advantages relative to existing and nascent options, and the plan to mitigate any technical risks. Proposals will also be evaluated on the strength of their strategic alignment with the CFR including alignment with the objectives of the Program and potential contribution to the long-term sustainability of Canada's transportation and fuels sectors.	10
Business Case and Market	Proposals will be evaluated on the business case for the proposed project, including a full assessment of the project's economic viability and its sensitivity to factors including fuels market dynamics and pricing, credit and offset values, and the impact of other incentives where applicable. Proposals will also be evaluated on the potential for replication of the solution across Canada, the size of the addressable market(s) across Canada, and the alignment of the proposed project with market trends and the needs of Canada's fuels and refining sectors.	10
Project Readiness	Proposals will be evaluated on the overall state of project readiness and the level of risk for successful project commencement and delivery, including confirmation of project resources (such as confirmed site, technology partner(s), feedstock/offtake agreements, and IP/licensing as applicable), the status of the financing plan, and the status of all regulatory approvals, permitting, and agreements needed to proceed with the project. Projects that do not meet the minimum threshold of project readiness will not be considered.	25
Project Implementation	Proposals will be evaluated on the quality of the workplan and budget, the extent to which the project design is conducive to successful project delivery, and the overall risk level for successful project execution. This includes the team's ability to execute the project and manage ongoing reporting requirements.	20

GHG Impacts	Proposals will be assessed on their ability to achieve measurable and sustainable reductions in life-cycle carbon intensity (CI) and greenhouse gas (GHG) emissions, in alignment with Canada's Clean Fuel Regulations. Evaluation will consider both absolute GHG reductions as well as the relative improvement in CI from project implementation, quantified using a comprehensive life-cycle approach that includes upstream and downstream emissions (e.g., feedstock, processing, distribution, and end-of-life). Projects must demonstrate that these reductions are verifiable and realized in the short term, within five years, to support CFR compliance fund timelines. Projects will also be assessed on the quality of their proposed Measurement, Monitoring, and Verification (MMV) approach.	25
Economic, Environmental, & Ancillary Benefits	Proposals will be evaluated on the economic benefits resulting from the project. This may include temporary and permanent job creation, attraction of investment capital, export opportunities for the technology and products, reduced operational costs, improved affordability/reliability/security for customers, and enhanced competitiveness for the project proponent and/or partners. Proposals will also be assessed on their potential to deliver additional environmental benefits to Canada, including the reduction of air pollutants, improved water management/quality, reduced land use/disturbance, waste reduction, soil/water remediation, resilience, and enhancement of biodiversity and ecosystem health. Additionally, proposals will be evaluated on the potential for any detrimental environmental impacts and the proposed mitigation measures.	10

Performance across all evaluation criteria, as well as notable strengths, weaknesses, and risks flagged in each criterion will be used to inform the funding decision on all projects. FIF reserves the right to establish minimum performance requirements for each criterion individually or in aggregate to ensure that program outcomes are achieved.

Note: FIF intends to fund a diverse portfolio representing a range of technology opportunities of various scales. The size of opportunity and potential for meaningful GHG reductions and economic benefits will be taken into consideration during project selection.

5.4 Note on Proposal Quality

The Program is designed to seek out exceptionally high-quality project opportunities. Success depends on the quality of the proposal submitted. Only the highest quality proposals will be invited to the shortlist and selected for funding. In this regard, “quality” means the strength of the proposed project relative to the evaluation criteria and Program goals, as well as the clarity and completeness of the written proposal, appendices, and presentation.

6 People and Culture

FIF recognizes that it takes more than funding to achieve our mandate of emissions reduction in Alberta and Canada. In addition to creating, supporting, and implementing innovative technologies and solutions, people are critical in delivering our desired future. A diverse workforce will assist in reaching shared outcomes and promoting innovation. To inform our engagement efforts and ensure we are accessible for all representative groups, FIF is continuing to gain an understanding of audiences reached through its suite of communication tools. This includes a set of voluntary identity questions asked of applicants at the funding intake phase. These questions are located in the Grant Manager proposal portal and are optional to complete. FIF requests that the questions be completed by the individual who will lead the project on behalf of the Lead Applicant. Responses will be kept confidential and will not be considered in proposal evaluation or adjudication processes.

7 Intellectual Property

Intellectual property will be addressed through a Contribution Agreement between FIF and each successful applicant and will be specific to the circumstances of each project. However, a few general principles apply:

- Background IP (patents, copyrights, software, etc.) and third-party technology remains with its original owner(s).
- FIF retains rights to project results, including without limitation the technical data, reports, analysis, and discussion.
- Project outcomes, results, and learnings will normally be made publicly available at the conclusion of the project.
- Project technology (based on patent disclosures) developed as a part of the co-funded activities will be owned by the successful applicant and its partners, in accordance with the IP arrangement between project partners. However, successful applicants will be expected to commercialize and/or make the technology available through reasonable commercial terms for the benefit of Canada.

8 Confidentiality

FIF is administered by ERA. As a designated public body, ERA must comply with and is subject to the Access to Information Act, SA 2024, c.A-1.4 and the Protection of Privacy Act, SA, 2024, c.P-28.5 in the course of performing duties and functions and exercising powers delegated to it by the Minister of Environment. The Access to Information Act, SA 2024 includes safeguards to protect business interests of third parties, such as trade secrets and commercial, scientific or technical information of third parties supplied in confidence to ERA. ERA is obligated to refuse disclosure of such information if such disclosure could reasonably be expected to significantly harm the competitive position or significantly interfere with the negotiating position of a third party, as further set out in section 19 in the Access to Information Act, SA 2024.

All Data and records in the custody of or under the control of ERA that are required in the performance of duties or functions or the exercise of powers delegated to ERA by the Minister of Environment are subject to the Records Management Regulation, Alta Reg. 244/2001.

Subject to the requirements described above, ERA is governed by a comprehensive Privacy, Data Security and Confidentiality Policy (the “Policy”). The Policy requires that any and all information concerning the business affairs of ERA and its directors, officers, employees and applicants is to be kept private, secure and confidential. Confidential information that is collected, used or disclosed by ERA will be handled in a manner that recognizes both the right of the individual to have his or her confidential information protected and the need of ERA to collect, use and disclose such information for purposes that are reasonable.

To read the entire Policy, visit <http://eralberta.ca/privacy>.