



Solar Installation Grant Application Business or Not-for-Profit Organization

This program has been specifically designed to give businesses (including residential landlords) and not-for-profit organizations access to grant funding to install solar panels on their property with the intent of lowering their power costs. **If you are a homeowner applying for an owner-occupied property, please use the Owner-Occupied Residential application form.**

Eligible applicants will receive **\$5,000** to install a **5kWh minimum** solar panel system on the subject property. Grant monies awarded may be used for both solar panel purchase and installation.

Applications may be emailed in PDF format to permits@wetaskiwin.ca or mailed or delivered to:

City of Wetaskiwin re: Solar Installation Grant Program
4705 50 Avenue, Box 6210
Wetaskiwin, Alberta T9A 2E9

Please read the following before submitting your application:

Pre-Approval

- Submit this application to assess your eligibility for the Solar Installation Grant Program.
- The City of Wetaskiwin requires a quote for a **minimum 5kWh** solar panel system to be submitted with this application for pre-approval to be granted. **Applicants are strongly encouraged to seek more than one quote and to be cautious of installers going door-to-door using high-pressure sales tactics.**

Grant Approval & Payment

- An individual or business is only eligible to receive the grant once over the life of the program, even if they own multiple properties in Wetaskiwin.
- Applicants must hold a valid City of Wetaskiwin business licence if required by *Business Licence Bylaw 1507-01* and amendments thereto.
- You or your installer must obtain a **development permit** (if applicable to your project), a **building permit**, and an **electrical permit** before proceeding with the installation of the solar panels. All permit applications must be submitted on or after Tuesday, **April 22, 2025**, for the project to be eligible for the grant. For more information on applying for and submitting permits, visit wetaskiwin.ca/developmentpermits.
- Before the grant is paid out, the City of Wetaskiwin will require **Permit Services Reports** (PSRs) documenting that the final building and electrical permit inspections have been completed and the permit files are closed. The City will also require **documentation of the size of the installed system** (in kWh) and may request a copy of the Interconnection and



Operating Agreement with Fortis if the installed size is not clear from the quote and permitting documents.

- The City reserves the right to request more details or send a City representative to view the system before payment is made.
- Payment will be made by cheque or EFT payable to the applicant as listed on the application form, or to the installer at the applicant's request. Payment to other parties will not be made.
- All fields in this application are required. Incomplete applications may not be considered.

Deadlines

- Solar panel installation and payment of the Solar Installation Grant must be done within eight (8) months of notification of pre-approval. In order to meet this deadline and ensure all available funding is allocated in a timely manner, applicants must submit all required permit applications within **four (4) months** of pre-approval.
- Extensions may be granted in cases in which the project has been initiated but will take longer than eight months to complete if proof is provided to the City of Wetaskiwin.
- If no proof is received that the project is underway, the grant monies may be awarded to another applicant.

Freedom of Information and Protection of Privacy (FOIP) Act Disclaimer

This personal information is being collected under the authority of Section 33(c) of the FOIP Act and will be used to administer funding under the Solar Installation Grant Program. All information gathered by the City of Wetaskiwin is protected by the provisions of the Act.

If you have any questions about the collection, use, or disclosure of your personal information contact the City of Wetaskiwin's FOIP Advisor at 780.361.4400 or foip@wetaskiwin.ca.

Section One: Property Owner Details

Applicant Name

Last Name

First Name

Contact Information

Phone Number

Email Address

Personal Address

Street Address

Municipality

Postal Code



Section Two: Property Location

Complete the following information for the property where the project will occur:

Property Address

Street Address

Municipality

Postal Code

Property Description

Your legal land description, or property description, should be available on your most recent tax assessment or tax bill from the City of Wetaskiwin. Please enter the numbers and letters, including commas or semicolons in the order listed (e.g., plan#, block#, lot#).

Property Tax Roll Account Number

Found on your Property Assessment Notice.

Section Three: Project Information

Project Description, including proposed system size in kWh

Total Estimated Cost

What is the approximate start and end date of the project?

Section Four: Acknowledgement

By signing this application, you hereby consent and acknowledge that:

1. All property owners on registered title for the property have consented to participate in the Program and I am authorized to sign and submit this form on behalf of all property owners on registered title.
2. By completing this form, I agree to release my personal information and all information contained in this form to the City of Wetaskiwin for the purposes of administering the Program only.



3. I acknowledge that notices and reminders from the City regarding the Program will be via the e-mail address provided on this form, and that failure to provide required information within the time requested in such notices may disqualify me from the Program.
4. I confirm all property owners on registered title have read and agree to the Program Terms and Conditions.
5. I affirm that I am in good standing with respect to property tax payments for the last five years on the property where the project will occur.
6. I affirm that I am not in bankruptcy or insolvency and the property is not in foreclosure.
7. If a mortgage is on the property, I am responsible for determining if my mortgage provider requires that they provide consent for me or my property to participate in the Program and I am responsible for obtaining consent. Failure to obtain consent from all mortgage lender(s) could result in the Participant breaching a mortgage obligation with the lender, and the City of Wetaskiwin and the donor are not responsible or liable for such an outcome.
8. If the property is in a building with shared facilities that the project will impact, I will obtain approval from the building owner or condominium board and provide it to the City of Wetaskiwin.
9. I affirm all information submitted as part of this form is true to the best of my knowledge.

Signature

Date