

Feasibility Study Checklist

To obtain approval, the following items are **required** to be included in the Feasibility Study:

- Summary of electrical energy and demand savings per measure, including:
 - Energy savings (kWh)
 - Demand savings (kW or kVA)
 - Power Factor
 - Peak Coincidence Factor
 - Measure Life

- Project timeline, including:
 - Expected implementation start date
 - Expected implementation end date

- Financial summary per measure, including:
 - Incremental implementation cost
 - Non-electrical costs or benefits
 - Simple payback (excluding any potential incentives from Efficiency Nova Scotia)

- Measurement and verification plan to verify the actual energy and demand savings, including:
 - Who will be responsible
 - IPMVP selected approach
 - Required time (pre and post)
 - Key variable(s) to be verified
 - How key variables will be verified
 - Required equipment from Efficiency Nova Scotia (if applicable)

- All necessary supporting documentation included as attachments or appendices, including:
 - Detailed calculations**, rationale, and any assumptions
 - Equipment specification sheets
 - Quotes for equipment and labour
 - Data-logging files (Microsoft Excel format)
 - Feasibility Study invoice (if a Feasibility Study incentive has been pre-approved)

Failure to provide all required information may result in the Feasibility Study being rejected, and incentives being withheld.

A comprehensive guide to help you complete your feasibility study report is available at www.energycyns.ca/custom-guide