This page sets out the instructions for completing the Prescribed Form: Proponent Information, Declarations, and Workbook.

All capitalized terms used in these instructions and the Prescribed Form: Proponent Information, Declarations, and Workbook, unless otherwise stated, have the meanings ascribed to them in the RFP.

INSTRUCTIONS APPLICABLE TO THIS PRESCRIBED FORM: PROPONENT INFORMATION, DECLARATIONS, AND WORKBOOK

a. This instruction page is not required to be submitted as part of the completed Proponent Information, Declarations, and Workbook.
b. The Prescribed Form: Proponent Information, Declarations, and Workbook is required to be submitted electronically via the File Transfer Site prior to the Proposal Submission Deadline in accordance with Section 3.9 of the RFP.
c. Pages of the Prescribed Form: Proponent Information, Declarations, and Workbook should be kept together in sequential order.
d. Apart from the completion of any blanks, drop down lists, check boxes or similar uncompleted information in the Prescribed Form: Proponent Information, Declarations, and Workbook, no amendments may be made to the wording of the Prescribed Form: Proponent Information, Declarations, and Workbook.
e. The Prescribed Form: Proponent Information, Declarations, and Workbook should be completed in its entirety. Fields marked <if applicable> should be completed if applicable to the Proposal. If not applicable, they should be marked "N/A".
f. The Prescribed Form: Proponent Information, Declarations, and Workbook must be signed by a person with authority to bind the Proponent. The Prescribed Form: Proponent Information, Declarations, and Workbook may be printed, signed and scanned, or may be signed digitally through Adobe (Digital ID, or Fill and Sign), Apple Preview or DocuSign.
g. With the exception of this instruction page, instructions within the Prescribed Form: Proponent Information, Declarations, and Workbook will be enclosed in brackets < >.

Section 1 – Proponent and Proposal Information

Unique Project ID:	
Legal name of the Proponent:	
Name of Renewable Low-Impact Electricity Project:	

Section 2 – Confirmation of Mandatory Requirements in RFP

<Note: Please check the box for confirmation>

The Proponent declares that:

☐ ☐	the Proponent satisfies the Team Member Experience requirements set out in Section 2.1 of the RFP and, as part of the Proposal: a. the required information has been submitted in the *Team Member Experience worksheet of the Proposal Workbook* attached as Exhibit A to this Prescribed Form: Proponent Information, Declarations, and Workbook; and b. curriculum vitae has been submitted for each Designated Team Member attached as Exhibit B to this Prescribed Form: Proponent Information, Declarations, and Workbook.
☐	the Proponent satisfies the Proponent structure requirements set out in Section 2.2 of the RFP and, as part of the Proposal, the required information has been submitted in the *Proponent Information worksheet of the Proposal Workbook* attached as Exhibit A to this Prescribed Form: Proponent Information, Declarations, and Workbook.
☐	each Project Configuration of the proposed Project meets the Renewable Low-Impact Electricity Generation Project requirements set out in Section 2.3b) of the RFP and, as part of the Proposal, the required information has been submitted in the *Project Information worksheet of the Proposal Workbook* attached as Exhibit A to this Prescribed Form: Proponent Information, Declarations, and Workbook.
☐	the Scheduled COD for each Project Configuration (which must be on or before December 31, 2030) has been submitted, as part of the Proposal, in the *Project Information worksheet of the Proposal Workbook* attached as Exhibit A to this Prescribed Form: Proponent Information, Declarations, and Workbook and is supported by a feasible plan and Project timeline that satisfies the requirements set out in Section 2.4 of the RFP which is attached as Exhibit C to this Prescribed Form: Proponent Information, Declarations, and Workbook.

☐	an Energy Rate and Energy Bid for each Project Configuration of the proposed Project as set out in Section 2.5 of the RFP has been submitted, as part of the Proposal, in the *Project Information worksheet of the Proposal Workbook* attached as Exhibit A to this Prescribed Form: Proponent Information, Declarations, and Workbook.
☐	a complete and detailed Approvals & Permits matrix which demonstrates a viable path to obtaining the required permits and approvals for the proposed Project as set out in Section 2.6a) of the RFP has been submitted, as part of the Proposal, in the *Approvals and Permits worksheet of the Proposal Workbook* attached as Exhibit A to this Prescribed Form: Proponent Information, Declarations, and Workbook.
☐	evidence that the requirements for engagement with the general public have been completed as set out in Section 2.7a) of the RFP and, as part of the Proposal, has been submitted in the Prescribed Form: Engagement.
☐	an Interconnection Feasibility Study has been completed by the System Operator in respect of the proposed Project and a copy of the completed Interconnection Feasibility Study report, issued by the System Operator no earlier than the RFP Effective Date, has been submitted as part of the Proposal attached as Exhibit F to this Prescribed Form: Proponent Information, Declarations, and Workbook.
☐	the Proponent is either the registered owner of the Generating Facility Properties or has submitted the requisite confirmation letter(s) from the registered owner(s) of such Properties included in the Project Site as set out in Section 2.9a) of the RFP and, as part of the Proposal, has been submitted in the Prescribed Form: Access Rights and Project Site.
☐	the Project will not have any portion of the Generation Facility located on Crown Land or Protected Land and will not have any portion of the Interconnection Facilities or new access roads located on Protected Land.
☐	the Proponent has submitted, as part of their Proposal, a resource assessment report as set out in Section 2.10a) of the RFP attached as Exhibit D to this Prescribed Form.
☐	a Financing Plan that satisfies the requirements set out in Section 2.11 of the RFP and, as part of the Proposal, has been submitted in the Prescribed Form: Financing Plan.
☐	the Proponent has submitted as part of their Proposal a completed Prescribed Form: Environmental Risk which includes: a. confirmation that the Primary Project Configuration of the proposed Project will meet human health criteria concerning shadow flicker and turbine noise based on modelling results; and

☐	b. a completed Environmental Risk Questionnaire with responses supported by evidence or have demonstrated they have an Environmental Assessment approval for the Primary Project Configuration.
☐	the Proponent has submitted, as part of their Proposal, their approach for transportation and logistics that satisfies the requirements set out in Section 2.13a) of this RFP attached as Exhibit E to this Prescribed Form: Proponent Information, Declarations, and Workbook.
☐	The Proponent has reviewed Nova Scotia's Wilderness Protection Act (see RFP: Appendix C – Proponent Resources) for potential impacts on transportation and logistics.
☐	a description of the Proponent's approach to cybersecurity as set out in Section 2.14a) of this RFP has been submitted, as part of the Proposal, in the *Project Information worksheet of the Proposal Workbook* attached as Exhibit A to this Prescribed Form: Proponent Information, Declarations, and Workbook.

Section 3 – Proponent Workbook

☐	Proponent has completed the Proposal Workbook, which is deemed to be attached as Exhibit A.

Section 4 – Additional Representations, Warranties and Acknowledgements

1. The Proponent confirms that the Proposal is accurate and complete in every respect and in compliance with the RFP.

2. The Proponent confirms that only one Proposal has been submitted in respect of the Renewable Low-Impact Electricity Generation Project described in this Prescribed Form.

3. The Proponent confirms that the Energy Rate was determined, as of the Proposal Submission Deadline, to include the cost of any customs duties, Tariffs or similar charges in effect on the Proposal Submission Deadline and applicable to the Total Project Costs.

4. The Proponent represents and warrants that the Prescribed Form: Access Rights and Project Site has been submitted for the same location described in the Proposal Workbook.

5. The Proponent acknowledges that any amendments made to the Prescribed Forms, whether on the face of such forms or contained elsewhere in its Proposal, may result in the rejection of its Proposal or otherwise may be taken into consideration in the evaluation of the Proposal.

6. The Proponent has only engaged in communications as permitted under Section 3.7 of the RFP.

7. The Proponent confirms the receipt of all of the Addenda issued by the PA (if any).

8. The Proponent confirms that neither it, nor any Persons involved in the preparation of its Proposal and/or required by the Proponent to successfully implement its Proposal and comply with the PPA, has engaged in any activity or communication that would constitute a Conflict of Interest or has engaged in any activity or communication that results in collusion or a violation of any of the civil or criminal code provisions of the Competition Act (Canada).

9. The Proponent acknowledges that if its Proposal does not comply with the requirements set out in the RFP, the PA may, without liability, cost or penalty, reject its Proposal and not give any further consideration to its Proposal.

10. The Proponent acknowledges that the PA has reserved unto itself all of the rights specified in Section 5.7 of the RFP and that these reserved rights are in addition to any other express rights or any of the other rights implied in the circumstances of Section 5.5 of the RFP.

I hereby confirm that I am an individual with the authority to bind the Proponent and that, if applicable, by signing this form using electronic signature, I agree to the content, terms and conditions set out in the document on behalf of the Proponent.

Proponent Name:	
Per:	
Print Name:	
Print Title:	
(I have authority to bind the Proponent)	
Date Signed:	

EXHIBIT A

PROPOSAL WORKBOOK

<Note: The completed Proposal Workbook in Microsoft Excel format will be deemed to be attached as this Exhibit A.

The Proposal Workbook consists of six (6) worksheets, entitled "Proponent Information", "Project Information", "Team Member Experience", "Scored Team Member Experience", "Approvals and Permits Matrix", and "Scored Criteria". Except for the "Scored Team Member Experience", all worksheets should be completed in full according to the instructions in the individual worksheets.

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EXHIBIT B

CURRICULUM VITAE FOR EACH DESIGNATED TEAM MEMBER

<The Team Member Experience claimed for each Designated Team Member submitted as a part of the Proposal Workbook must be supported by a curriculum vitae for each Designated Team Member attached in this Exhibit B>

EXHIBIT C

FEASIBLE PLAN TO MEET SCHEDULED COD

< Note: feasible plan must include a Project timeline (encouraged to be presented in GANTT charts or other user-friendly formats) that contains the following elements:

a. *a detailed timeline for the period between the submission of the Proposal until the Scheduled COD;*
b. *key development milestones and dates for phases which include the Project's design, procurement for Generation Equipment and key Major Equipment, major regulatory approval, permit milestones, construction, and commissioning; and*
c. *a description of the Project's timeline risks, including assumptions for timing, the Proponent's estimated likelihood of meeting the Scheduled COD, and mitigation measures for risks to on-time completion.>*

EXHIBIT D

RESOURCE ASSESSMENT REPORT

< Note: the resource assessment report must be prepared and signed by a Wind Energy Resource Assessment Professional using a minimum of one (1) year of Onsite Wind Data that validates the Energy Bid for each Project Configuration using a minimum probability of exceedance of 50% (P50) from the Nameplate Capacity to meet the mandatory requirement. Resource assessment reports that use two (2) or more years of Onsite Wind Data are eligible for Scored Criteria points.

The resource assessment report must include:

a. *a summary of the resource assessment;*
b. *a description of the methodology used to conduct the resource assessment;*
c. *a description of Onsite Wind Data used in the resource assessment; and*
d. *a resume or short biography of the report author that demonstrates they are qualified as a Wind Energy Resource Assessment Professional.*

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EXHIBIT E

TRANSPORTATION AND LOGISTICS

< Note: The description of the approach for transportation and logistics with respect to delivering Generation Equipment and Major Equipment to the proposed Project Site must include a discussion of:

a. *potential transportation routes (including port destination(s) and / or railway for equipment) with consideration for weight, height, and width limitations on Nova Scotia routes and structures (including Spring weight restrictions);*
b. *transportation and logistics expertise to be employed by the Proponent identifying what consideration will be given for Nova Scotia specific knowledge and experience in employing such expertise; and*
c. *plans for consultations with affected municipalities prior to transport.*

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EXHIBIT F

COMPLETED INTERCONNECTION FEASIBILITY STUDY

< Attach a copy of the completed Interconnection Feasibility Study.>