

## **2018 EWEB GreenPower Grant Program Guidelines and Criteria**

### **Program goal:**

To fund projects or programs that help promote a commitment to the environment and the community by increasing awareness and use of renewable energy sources, adoption of emerging technologies, and/or reducing or offsetting our community's carbon footprint.

### **Eligibility requirements:**

EWEB will fund proposals that meet the grant program goal and benefit our customers and community.

Applicants must be one of the following:

- Tax-exempt organization under IRS Code Section 501(c)(3)
- Academic institution chartered by the State of Oregon
- Public institution referenced in ORS 174.109 through ORS 174/117

Funding is not provided for the following:

- Individuals
- Organizations that are in violation of state or federal laws
- Endowments
- For-profit businesses
- Programs with eligibility requirements contingent upon a stipulated religious or political affiliation.

**Applications must be submitted electronically no later than Friday, March 9, 2018, to be eligible.**

### **Evaluation Criteria:**

To be considered for funding, the project or program must have a renewable energy or carbon reduction focus and benefit EWEB customers and/or the broader community.

Projects or programs could include, but are not limited to, any of the following:

- Installation of renewable energy systems including solar hot water heating, photovoltaic arrays or wind electric systems.
- Installation of battery storage systems to promote emergency preparedness and resiliency.
- Renewable energy research and feasibility studies that develop and strengthen an understanding of the origin, development and use of renewable energy sources.
- Projects or programs that support renewable energy education including curriculum development, workshops, career academies, etc.
- Efforts focused on reducing or offsetting carbon emissions including projects that support conversion from fossil fuel to clean energy sources.

When evaluating proposals we will also take the following into consideration:

- The grant application clearly describes how the grant funds will be used and what available matching funds or support will be made available. Preference will be given to projects that have secured additional funding sources in advance of the application deadline.
- Projects or programs that support underserved populations are highly encouraged. This includes but is not limited to senior, disabled and limited-income customers, as well as individuals or families without secure housing.
- Grant applications that involve the installation of renewable energy systems and battery storage must include the system requirements.

### **Application process:**

Step 1: Be sure your project or program meets the eligibility requirements. If you have questions, please email either [Cheryl.Froehlich@eweb.org](mailto:Cheryl.Froehlich@eweb.org) or [Anna.Wade@eweb.org](mailto:Anna.Wade@eweb.org)

Step 2: Complete the grant application and provide all information requested using a maximum of ten pages not including attachments. The grant application and accompanying proposal are the primary documents the EWEB Greenpower Grant Evaluation Team will use to screen grant applications.

Step 3: Applicants will be informed of eligibility and selection results. If there are fewer than five eligible applications the Grant Team will select the winning proposals. If there are at least five eligible applications, current EWEB Greenpower customers will be invited to vote to determine the grant winners.

**Please note:** Applications may be made public during a voting process. Please specify if there is information you would like excluded prior to your application being made public.

### **Additional details:**

Grant fund distribution will be divided into three parts and will be contingent on process in achieving stated outcomes/milestones:

1. Project kick-off
2. Mid-term report or milestone
3. Final evaluation or inspection

Projects should be completed within 18 months of first funding of the grant distribution. EWEB will consider multi-year funding requests but reserves the right to review a grantee's progress on an annual or more frequent basis to determine whether subsequent grant is appropriate.

Please note: Acceptance of EWEB Greenpower Grant funding may impact eligibility for other EWEB incentives or programs.

# 2018 EWEB GREENPOWER GRANT APPLICATION

## Contact Information:

\_\_\_\_\_  
NAME OF ORGANIZATION

\_\_\_\_\_  
CONTACT NAME

\_\_\_\_\_  
CONTACT TITLE

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY/STATE/ZIP

\_\_\_\_\_  
TELEPHONE

\_\_\_\_\_  
FAX

\_\_\_\_\_  
E-MAIL

\_\_\_\_\_  
WEBSITE

\_\_\_\_\_  
PROPOSAL TITLE

\_\_\_\_\_  
GRANT AMOUNT REQUESTED

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

## Email completed application and proposal to:

Anna Wade

[Anna.Wade@eweb.org](mailto:Anna.Wade@eweb.org)

## Application deadline:

Must be submitted **no later than**  
**Friday, March 7, 2018**

## Questions?

[GreenPower@eweb.org](mailto:GreenPower@eweb.org)

Or call:

Anna Wade, 541-685-7401

## Proposal

### 1. Background:

- Mission of the organization
- The needs your organization addresses
- The population your organization serves
- A brief description of your current programs and operating budget

### 2. Project Description:

- Statement of the primary purpose of the project and its relationship to EWEB's mission
- The population you plan to serve and how they will benefit from the project
- Strategies you will employ to implement the project

### 3. Project Evaluation

- Your criteria for a successful project
- The results you hope to achieve by the end of the funding period
- The method by which you will measure effectiveness

### 4. Budget and Timeline

- A budget for the project for which funds are requested, **including any additional funding which has been secured at the time of application.**
- Timeline of the project

### 5. Attachments

- Proof of nonprofit status (copy of IRS letter)\*
- List of board of directors\*
- One-paragraph resumes of key staff working on the project
- Amount and source of any other funding support previously received from EWEB (if applicable)
- Proof of ownership or authority to install equipment at or otherwise modify building, if request for facility construction project

\*Optional or not needed for public and academic institutions