



2022 Electric Mobility Community Grant Guidelines

Overview

Eugene Water & Electric Board (EWEB) is pleased to offer grant funding to help promote our commitment to the environment and the community by increasing awareness, access, infrastructure, and adoption of electric mobility in EWEB service territory. We understand that our community agencies are experts on the populations they serve and their needs, and we want to put funds directly in their hands to maximize the benefits they can provide.

Five (5) grants will be provided. Funding awards will be up to \$25,000 each to cover up to 100% of costs for non-profits, academic institutions, or public organizations towards their electric mobility projects. Special consideration will be given to projects that advance electric mobility in underserved communities.

Grant recipients will serve as project leads, responsible for project design, implementation, project management, equipment purchase, installation, operations and maintenance, awareness building, and as applicable, data collection and data transfer to EWEB.

Projects must be completed within 12 months of the award notification.

Funding for these grants is in part made possible by the [Oregon Clean Fuels Program](#) (CFP) administered by the Oregon Department of Environmental Quality (ODEQ).

Eligibility and Requirements

Applicants must be one of the following:

- Tax-exempt organization under IRS Code Section 501(c)(3) and (4)
- An academic institution chartered by the State of Oregon
- Public institution referenced in ORS 174.109 through ORS 174/117

Funding is not provided for:

- 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

Eligible expenses can include costs of planning, promoting, or deploying electric transportation infrastructure, technology, awareness, vehicle purchase or lease. Projects must be executed and deployed in EWEB electric service territory.

Ineligible expenses include ongoing operations and maintenance costs, energy costs, or other software costs, private fleet costs that do not benefit the public, and costs that would occur without the project.

Timeline

Submittal of Application and Project Proposal	Opens April 22, 2022
	Due Sunday, July 31, 2022
Evaluation of Projects	July – August 2022
Award Decision and Notification	August 2022

Projects must be completed within 12 months of award notification. 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 payments are appropriate. If a timeline extension is needed, it should be included in the project proposal.

Funding Distribution

Grant funding distribution will be divided into three parts and will be contingent on the achievement of the stated outcomes/milestones below.

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

Projects may require different timelines for grant fund distribution. Information to support those allowances should be presented in the project proposal.

Evaluation Criteria

Projects will be reviewed, evaluated, and scored based on the criteria below.

Project Feasibility

- Readiness and implementation of project plan and timeline
- Implementation barriers and strategic response plan to address them

Use of Funds

- Outline supporting need and use of funding
- Itemized proposed budget and any potential budgetary risks and mitigation of such
- Alignment of project costs with industry standards

Innovation and Analysis

- Creative project design, partnerships, and utilization of resources, particularly in serving underserved populations
- Methods to help overcome awareness, engagement, and electric vehicle adoption barriers
- Plan for collecting, analyzing, and sharing available data and results
- Evaluation outline and methodology for reporting project progress and outcomes

Social Equity

- Special consideration will be given to projects that advance electric mobility in underserved communities, including areas without ample access to public charging
- Evaluations, studies, and input considerations and involvement from community members representing targeted populations

Educational, Environmental and Community Benefits

- Education and awareness strategy and opportunities
- Awareness and implementation of “smart electric vehicle charging” during off-peak times
- Reduction of greenhouse gas emissions
- Impact to areas with known air quality issues
- Benefit to EWEB customers and the broader community in EWEB service territory
- Community visibility
- Increased access to electric mobility

Project Proposal

Project proposal should address the various project criteria, be a maximum of ten pages and include the components below.

Organization Background:

- Mission of the organization
- The needs the organization addresses
- The population the organization serves
- Description of the current programs offered and operating budget

Project Description:

- Statement of the primary purpose of the project and its relationship to EWEB’s goals in increasing electric mobility in the community
- The population the project plans to serve and how it will benefit from the project
- Strategies that will be employed to implement the project

Project Evaluation

- Criteria for a successful project
- Expected project results at the end of the funding period
- Methodology for measuring project’s effectiveness

Project Budget and Timeline

- Budget, including any additional funding which has been secured at the time of application
- Timeline for the various facets of the project
- If applicable, request and supporting information for a different funding distribution, and/or

completion timeline.

Attachments

- Proof of nonprofit (copy of IRS letter) or academic status
- One-paragraph resumes of key staff working on the project
- Proof of ownership or authority to install equipment, or otherwise modify building if project involves construction

Application Process

- **Step 1:** Ensure project meets eligibility requirements. For questions, contact Cheryl Froehlich at Cheryl.Froehlich@eweb.org or 541-685-7676.
- **Step 2:** Complete the EWEB Electric Mobility Community Grant Application and prepare a project proposal. The grant application, and project proposal are the primary documents the EWEB Electric Mobility Community Grant Review Panel will use to screen and score projects.
- **Step 3:** Email application and project proposal to Cheryl Froehlich at Cheryl.Froehlich@eweb.org. Application and project proposal must be submitted no later than Sunday, July 31, 2022.
- **Step 4:** Applicants will be informed of eligibility and selection results according to the program timeline.

Additional details

For charging infrastructure efforts, equipment and installation should follow current applicable residential or commercial EWEB electric vehicle supply equipment requirements.

Award of an EWEB Electric Mobility Community Grant cannot be used in combination with other EWEB incentives or programs that relate to the specific grant-awarded project.