

Preview Application Form

This is an example of the application you will complete online.

Instructions

1. Review the eligibility information, evaluation criteria, technical requirements, and award recipient requirements before completing the Electric Mobility Application Form online.
2. Complete the Application Form online.
3. Compile all required Supporting Documentation listed below to submit as attachments along with your Application Form online.

Required Attachments and Certifications for All Applications:

Letters of Support

A support letter is required from the project owner, if different from the person compiling the application. Other support letters from key community members may also be provided to support the application.

Credentials

A list of project team members, roles, and qualifications. Include resume of the project manager and other key team members. Include list of any similar projects completed.

Itemized Costs

Include a project total and cost breakdown (Excel file).

Secured Funding Sources

Documentation (i.e., award letters, confirmation emails, and other communication) confirming outside secured or granted funding sources and amounts, if applicable.

Project Development Timeline

A Gantt chart or schedule that includes duration of each development stage and dates of major milestones.

Required Attachments for Applications with Physical Assets:

Equipment Specifications for Electric Vehicle Supply Equipment (EVSE)

Include warranty and performance information for all major components to be installed if specific equipment is known at time of application.

Equipment Specifications for Electric Vehicles (EV)

Include warranty and performance information if specific equipment is known at time of application.

Site Control Agreement (applicable to EVSE only)

Include land ownership documentation or long-term lease agreement if making physical alterations to a site for charging infrastructure.

Recommended Attachments for Applications with Physical Assets:

Design Drawings (EVSE)

Electrical diagram and site plan showing the location of the project components on the property.

Site Photos (EVSE)

Photos of proposed project site and/or building with captions.

Contractor Bids

Proposals, bids, and/or contracts to support budget estimates.

Applicant Information	
Name of Organization	
Pacific Power customer account number	
Organization website address	
Primary and secondary project contact information <i>Will be responsible for providing ongoing reporting for the project</i>	
Name	
Title	
Phone number	
Email address	
Partner/Contractor/Installer contact information	
Name	
Title	
Phone number	
Email address	
Company/Organization name	
Address	
Type of Applicant (<i>Local Non-profit, Higher Education, Community Center, Government, Private Business, Other</i>)	
Project Category <i>Select all that apply</i>	<input type="checkbox"/> Education or Outreach Campaign <input type="checkbox"/> Installation of EV Charging Infrastructure <input type="checkbox"/> Needs Assessment

	<input type="checkbox"/> Procurement of Electric Vehicle <input type="checkbox"/> Procurement of E-Bike <input type="checkbox"/> Research and Development <input type="checkbox"/> Other
Please verify that the project satisfies the Requirements & Eligibility provided above Also available at pacificpower.net/ev-grants	<input type="checkbox"/> I certify that this project meets Pacific Power's Electric Mobility Grant funding award eligibility requirements
Is your organization currently barred, excluded or otherwise prohibited from doing business with any federal, state, or local governments based on previous violations of law(s)? <i>If yes, Pacific Power will request additional information on this topic.</i>	<input type="checkbox"/> No <input type="checkbox"/> Yes
Has your organization received a grant from Pacific Power in the past? <i>If yes, describe the project, the year, and whether your proposed project is related to the previously funded project.</i>	
How did you hear about Pacific Power's Electric Mobility Grant program?	
Total Project Cost <i>Include a project total and cost breakdown. Please include an Excel spreadsheet.</i>	
Total Grant Funding Request	
Funding award payment preference (select one) <ul style="list-style-type: none"> • 75% advance, up to 25% reimbursement • Up to 100% reimbursement 	
Will the eMobility Grant be the only funding source for this project? <i>If not, please describe other funding sources.</i>	
Project Design & Benefits	
List all project location(s) by address	
What is the purpose of the project? What is the expected outcome? <i>At a high level, provide a summary of the transportation electrification project, its purpose, and the expected outcome.</i>	

Who will the project serve?

Describe the intended beneficiaries of the project, with underserved and environmental justice communities taken into consideration.

Provide a project scope.

Describe your scope, plan for how it will be implemented, and the involvement of partners and/or vendors in the design and implementation of the project (if applicable).

What unmet need(s) does this project address? What is the evidence of the need(s)?

Identify specific barriers for the intended beneficiaries.

How many people will the project impact?

Please provide an explanation of how that number was estimated.

How will this project address the identified barrier(s) and unmet need(s)? What direct benefits does this project provide to residents?

(Include economic, environmental, educational, and social benefits, etc.)

How are you involving the communities beyond internal project team served in project planning and execution?
If your project includes education and/or outreach, please describe the curriculum and/or communications and events planned.
How will the curriculum be implemented?
What percentage of events are planned within Pacific Power Territory?
What percentage of events are planned outside Pacific Power Territory?
Timeline & Feasibility

Project Timeline and Milestones

Describe the project timeline with milestones and their completion dates.

What possible risks or challenges do you foresee with implementing your project and completing it on time? How will you mitigate those risks or challenges?

What approach will you take if project costs rise, or you encounter supply chain issues?

How will you measure success or effectiveness of this project? What method(s) of evaluation will be used?

Describe targets, metrics, etc. that will be used to demonstrate effectiveness

Describe the overall structure of the project team and the primary roles of each team member.

Equity & Impact

Describe the host organization

Including but not limited to its mission, history, purpose, and communities served through programs, projects, and/or services

Please describe your organization's commitment to DEI and how that commitment will influence this project.

This may be demonstrated through previous projects, internal policies, or other commitments.

How will the proposed project educate and raise awareness about electric mobility in Oregon, particularly in underserved communities?

How will the broader community be aware of and engaged with this project?

How will the project recognize the Electric Mobility Grant and the Oregon Clean Fuels Program?

If you are selected for the award, would you be willing to participate in peer roundtable discussions with Pacific Power and other potential program participants?

Equipment
Please list any assets that will be purchased as part of this project, such as electric vehicles or chargers from the Qualified Products List
Why is the best/right technology for this project? What needs have been considered in selecting the electric vehicle(s) and/or charging infrastructure?
If this project includes electric vehicles but no charging infrastructure, please describe your plan for charging the EV(s).
What operations and maintenance (O&M) activities are required over the project life? Expected project life is defined as 5 years. <i>Describe the long-term O&M plan, including sources of funding to implement the plan. Include information about warranties, insurance, and O&M service providers, if applicable.</i>
Does your project need new or upgraded electrical service?
Have you been in touch with the Technical Assistance provider (C2) or Pacific Power's estimators? <i>May be required prior to installation</i>
Have you received a technical assessment report? <i>Please attach report to application</i>
Will the EV(s) and/or charging equipment be accessible to the public?

E-Bike Details	
E-Bike Make(s)	
E-Bike Model(s)	
E-Bike Quantity	
E-Bike Vendor	
Price Per E-Bike	
Total Costs for E-Bike(s)	
Additional Details	
EV Details	
EV Make(s)	
EV Model(s)	
EV Purchase or Lease	
EV Quantity	
EV Vendor	(if known, otherwise provide options)
Primary Charging Type	(DCFC, Level 2, etc.)
Purchase or Lease	
Term of lease (if applicable)	
Will equipment be owned by organization when lease has ended?	Yes/No
If no, please explain	
Who will own & maintain the EV(s)?	
Location of EV (list primary address)	
Is there currently vehicle charging infrastructure on site? Describe current configuration and use.	
If selected/preferred EV is unavailable, what other options have been explored?	
Project Type	Private Fleet, Public Fleet
(If public selected) Describe access to public	
(If public selected) Will the owner charge a fee for EV use?	
(if public selected and a fee will be charged) Describe customer payment options	
Total cost for EV(s)	
EVSE Equipment Section – MUST BE FROM QPL	
Address(es) of installation	
Is there currently EVSE at the site?	
Charger Type	DCFC, Level 2
Quantity	
Number of ports per charger	
Total ports	
Manufacturer(s)	
Model(s)	
EVSE Purchase or Lease	
Term of lease (if applicable)	
Will equipment be owned by organization when lease has ended?	Yes/No
If no, please explain	

Who will own & maintain the charger(s)?	
Project Type	Workplace, Public, Fleet
Describe access to public	
Will the owner charge a fee for EVSE use?	
Describe payment options and rates	
Location(s) of installation	
Permits & Design Status: <ul style="list-style-type: none"> • Electrical Permit • Structural Permit • Mechanical Permit • City council/board approval required? • Other (please specify) 	(Application submitted, Not Required, Permit/Approval Received, Required, Not Yet Submitted, Unknown, etc.)
Please include an explanation of permitting status, if necessary	
Vendor for installation	
Engineering & Design cost(s) (not yet incurred)	
Equipment cost(s)	
Labor Installation cost(s)	
Upfront Software cost(s)	
Other Electrical Components cost(s) (wiring conduit, breakers, etc.)	
Construction cost(s) (trenching, paving, etc.)	
Total permitting fee(s), if applicable	
Other EVSE installation component cost(s)	
Warranty cost(s)	
Extended warranty?	Yes/No
If yes, extended warranty cost(s)	
Operations & Maintenance (O&M) cost(s) <i>Pacific Power will cover up to 5 years. Please outline cost per year.</i>	
Total O&M	
Total EVSE cost(s)	

Certification

I certify that in preparation for submitting this application I have reviewed the application as well as the award recipient requirements, understand that should this project be awarded funding, my organization will be able to meet the award recipient requirements as described at pacificpower.net/ev-grants and attest that the information provided in this application is both accurate and current. I also understand that submitting an application in no way obligates Pacific Power to provide funding and that funds are distributed at the sole discretion of Pacific Power.

Signature: _____ Date: _____
Printed name: _____
Title: _____
Organization: _____
Contact number _____

If this request is being submitted by multiple parties or a party other than the Pacific Power non-residential customer, please indicate below by providing the party's name, title and contact information. All parties involved in the application must approve the submittal on their behalf through signature demonstrating that all parties linked to the project have reviewed the Application Form, along with Supporting Documentation, and support the project - please refer to all requirements on pacificpower.net/ev-grants.

Approving party – if other than project applicant

Signature: _____ Date: _____
Printed name: _____
Title: _____
Organization: _____
Contact number _____