

Applicant Information

Instructions

- 1) Review the eligibility information, evaluation criteria, and award recipient requirements before completing the grant application.
- 2) Complete this **EVOlve Grant Application**. Compile and submit all necessary supporting documentation.
- 3) Populate the **Preliminary Financial Summary** that can be downloaded from: <https://www.santeecooper.com/Save-Energy-Money/Electric-Vehicles/Commercial/Index.aspx>.
- 4) E-mail the complete application package to e-mobility@santeecooper.com with “**EVOlve Grant**” in the subject line.

The application package should include:

- a) **Preliminary Financial Summary** (Excel/xls)
 - b) **EVOlve Grant Application** (PDF)
 - c) Supporting documentation (specified in the **Application Checklist**). Compile attachments into a single PDF or attach as separate files.
- 5) Submit applications by the **May 1, 2023** due date.

EVOlve Grant Information

Santee Cooper is pleased to make transportation electrification funding available to eligible commercial customers (as defined in the **Requirements and Eligibility** section below). Funding is available for projects in four categories and awards will cover a maximum of 25 to 100 percent of eligible costs to complete a qualifying project.

Funding Allotments and Maximums

The maximum funding allotted per project is **\$25,000**. This amount is subject to limitations and caps by category, as shown in the table below.

Funding is available for projects in four categories and awards will cover a maximum of 25 to 100 percent of eligible costs to complete a qualifying project.

Table 1 breaks down the maximum funding percentage by project category:

Table 1. Maximum Funding by Project Category

Project Type	Maximum Santee Cooper Funding
Education / Outreach	100%
Electric Fleet Conversion	25%
Electric Vehicle (EV) Charging Infrastructure	50%
Make-Ready Research / Needs Assessment	100%

Requirements and Eligibility

Santee Cooper commercial customers on a GA, GB, GL, or GT rate are eligible to apply for the grant program. To be considered, applicants must:

- Submit a completed **EVOlve Grant Application** along with supplementary documentation (detailed in the **Instructions** and **Application Checklist**) by the posted deadline.
- Participate in program evaluation activities (e.g., surveys/questionnaires).

Eligible Expenses:

- New electric vehicle purchase (light-, medium-, or heavy-duty vehicles)
- Capital expenses directly associated with the installation of electric vehicle charging infrastructure (e.g., hardware and installation costs, make-ready costs, and upfront software license costs)
- Costs related to approved Education / Outreach
- Expenses related to Make-Ready Research / Needs Assessment

Ineligible Expenses:

The following costs are NOT eligible for reimbursement:

- Structural improvements or site preparation that would be considered general facilities maintenance (e.g., re-paving, upgrading an overloaded electrical panel, landscaping, etc.) not associated with EV charging infrastructure installation
- Construction bond costs, interest, and warranty charges
- Ongoing system or facility maintenance or repair costs
- Donated, in-kind or volunteer labor or materials
- Costs incurred prior to award (e.g., engineering designs, site evaluations, estimates/bids)
- Low Speed Electric Vehicles (Golf Carts, ATVs, etc.)

Project Examples

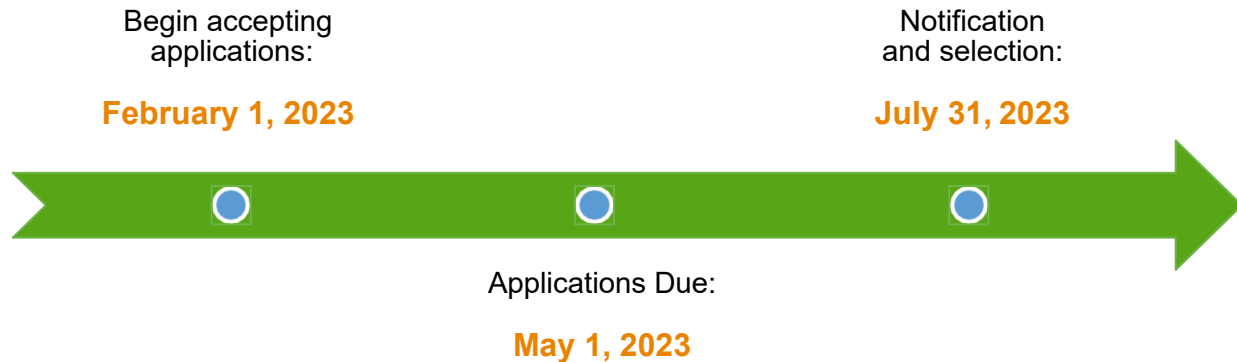
To adapt to a rapidly evolving market, there is flexibility in the types of projects considered for grant funding. **Table 2** shows potential project types. These project examples are illustrative and do not rule out alternative project proposals from consideration. You can apply for one or a combination of any of the project categories and types. Projects are not limited to the examples shown, but funding award cannot exceed \$25,000.

Table 2. Project Examples

Project Type	Project Example
Education / Outreach	An applicant requests funding to create a special EV event (e.g., a university proposes a showcase for students, faculty, and community members).
	An applicant requests funding to create a public outreach program to educate local communities or groups about the environmental benefits of EVs.
Electric Fleet Conversion	An applicant requests funding to convert light-, medium-, or heavy-duty vehicle(s) from internal combustion engines (ICE) to electric vehicles (EV). This can be a single vehicle or part of a larger plan to electrify their fleet.
Electric Vehicle Charging Infrastructure	An applicant (e.g., multifamily property or business owner) requests funding to install EV charging infrastructure and provide charging as an amenity for use (e.g., public, workplace, etc.).
Make-Ready Research / Needs Assessment	An applicant requests funding for an assessment or study with the goal of expanding EV/electrification options and infrastructure (e.g., in a city, county, region, community, etc.).

Figure 1 shows the timeline for the current funding cycle.

Figure 1. EVOlve Grant Timeline



Grant Recipient Responsibilities

Grant recipients will serve as project lead and be responsible for project design, project management, equipment purchase and installation, awareness building, as well as the ongoing costs of operating and maintaining any charging equipment.

- Preference may be given to projects with the ability to collect and transfer data to Santee Cooper.
- Preference will be given to projects that:
 - 1) Demonstrate how the EVOlve Grant is essential to funding the project, and
 - 2) Show secured, matching financial commitments to complete the project.

Grant recipients will have one calendar year to complete projects from the date of award. Project extensions are not guaranteed but may be requested and approved at Santee Cooper's sole discretion.

Projects will be reimbursed up to the award amount for documented eligible expenses. Eligible expenses are limited by the **Funding Allotments and Maximums** and **Maximum Funding by Project Category** sections.

Application Evaluation

Santee Cooper uses an independent, third-party grant manager to review and score projects based on the criteria outlined in **Table 3** below.

Table 3. EVOlve Grant Criteria

Criteria	Measures
Project Feasibility / Utilization	<ul style="list-style-type: none"> • Viability of the project plan and timeline • Readiness of the project team • Identified potential project barriers and demonstrated strategic response • Frequent and consistent utilization of the project
Use of Funds	<ul style="list-style-type: none"> • Viability of the proposed budget • Applicant obtained or made a financial commitment to match funds and/or leverages funds from other reliable sources • Preference will be given to projects that: <ol style="list-style-type: none"> 1) Demonstrate how the EVOlve Grant is essential to funding the project, 2) Show secured, matching financial commitments to support the project
Innovation	<ul style="list-style-type: none"> • Creative project design and utilization of resources • Use of collaborative partnerships • Plan to collect, analyze, and report data to Santee Cooper • Preference may be given to projects with the ability to collect/transfer data to Santee Cooper
Equity	<ul style="list-style-type: none"> • Detailed plan to directly address barriers to mobility for communities currently underserved by electric transportation (ex. rural communities, low-income communities, low/medium-priced multi-family units, etc.) • Easy accessibility of the project to the surrounding communities
Additional Benefits	<ul style="list-style-type: none"> • Commitment to community visibility/outreach about the project • Education plan and awareness building opportunities • Plans to expand upon the proposed project in the future • Alignment with the applicant’s broader environmental mission or goals

EVOlve Grant Application

Interested applicants should complete and submit the grant application form below.

Applicant Information	
Name of Organization	The Electric Center
Santee Cooper customer account number (If applicant is not the property owner, please complete the Landlord Consent Form and submit with application packet)	12345678
Organization website address	theelectriccenter.com
Primary Project Contact Information	
<p>This contact will be the primary point of contact responsible for project updates, reports, and coordination.</p> <p>Please notify e-mobility@santecooper.com within 15 days if the primary contact changes.</p>	
Name	Ampy Joule
Title	Manager
Organization name	The Electric Center
Role in the project	Project Manager
Phone number	843-555-5555
Email address	ampy@electriccenter.com
Additional Applicant Details:	
Type of applicant (Local Non-profit, Higher Education, etc.)	Non-profit
Name of individual completing application (Include affiliation and contact information if different from primary contact or contractor/installer)	Benjamin Franklin Grant Writer Grant Writing Company, Inc. (111) 222 – 3333 Bfranklin@grantwriting.com

Applicant Information	
<p>How did you hear about Santee Cooper’s EVOlve Grant program?</p> <p>(Select all that apply)</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Bill insert <input type="checkbox"/> Online ad <input type="checkbox"/> Word-of-mouth <input checked="" type="checkbox"/> Santee Cooper website <input type="checkbox"/> Santee Cooper employee <input checked="" type="checkbox"/> News article <input type="checkbox"/> Other (please specify)
<p>Please verify that the project satisfies the <i>Requirements and Eligibility</i> provided above</p>	<p><input checked="" type="checkbox"/> I certify that this project meets Santee Cooper's EVOlve Grant funding award eligibility requirements listed under Requirements and Eligibility.</p>

Project Information

Physical address where project will be implemented.

- Include facility name, street address, city, state, zip code, and/or GPS coordinates.
- If the project does not have a specific address, please explain the route, stops, or localized areas that the project will be serving.

Electric Dance-and-Drive EV Showcases will be conducted in multiple locations. Our organization (The Electric Center) will Administer the grant and will also host events with electric dance moves and vehicles. For these reasons we are listing the addresses of specific events in this section (our partners will support us with other sites).

SC’s Electric Dance-and-Drive-Off at the Fair, ZZZ County Fairgrounds, XXX City, SC

An Evening of EV and Hip Hop at the Park, 123 Park Way, XXX City, SC

Electric Waltz and Drive Under the Stars, 345 City Plaza, XXX City, SC

Pump It Up Charge-and-Dance-a-Thon, 678 Charge It Street, XXX City, SC

Project Category

(Select all that apply)

- Education/Outreach
- Electric Fleet Conversion
- Electric Vehicle Charging Infrastructure
- Make-Ready Research/Needs Assessment
- Other. Please explain:

What is the purpose of the project? What needs do the project address?

Despite persuasive reasons to switch to electric transportation (such as reduced fuel costs and a quiet ride) and rapid advances in electric vehicle technology, many Americans (# %) have never ridden in an EV (according to Example News Source). This highlights the need for test drives and education to help consumers understand EV benefits and incentives.

Our partners have seen the powerful results of EV education and events. Over # % of test drivers surveyed after our events later purchased an EV after experiencing the tremendous value they offer.

Why will our engagements be successful? Our team takes a creative approach. We engage local dance teams and professionals, bring in live music, and pump up the jams in our EVs to make the events a hopping experience and somersault the community into an electric slide.

Project Information

Project Feasibility

Provide a project scope.

- Describe your plan and how it will be implemented.
- How will your project achieve the proposed outcomes?

Task 1) Create a project management plan. Organize a comprehensive project plan detailing the grant timeline, budget, team roles, risk/solutions, and work/communication plan.

Task 2) Finalize partnerships and event schedule. Host discussions and document agreements between partners (e.g., EV rental companies), dance teams, and government partners (cities of X, Y, Z and host site owners) that outline timing, roles, and responsibilities for obtaining the vehicles, designing, organizing, marketing, and carrying out the events.

Task 3) Design the Electric Dance-and-Drive events. Using existing materials and knowledge from our previous events, The Electric Center will design the activities, procure the equipment, and engage dance teams for the events. Spark Messaging (Partner 1) will design the education and outreach plan. The team will work with Hitching a Ride (Partner 2) to bring in rental EVs and staff to host test drive events. During planning/design, the team will seek input from community partners to tailor the showcase and music to local needs, tastes, and interests. Event dates and site commitments will be secured.

Task 4) Craft and secure the event materials and team. Tasks include engaging local street artists or students to spray-paint dance backdrops; coordinating with event rental companies and/or reaching out to vendors to secure or procure event stage components; inviting and engaging food trucks, musicians, and dance teams to join the participation line-up; designing and printing educational materials; securing and training local presenters, dance-and-drive overseers, security crew, and event management teams to host events.

Task 5) Finalize marketing plan and test drive logistics. Advertise and market the events on websites and email blasts. Organize and finalize test drive partners, plan, and logistics.

Task 6) Conduct community outreach. Work with local nonprofit partners and community groups to obtain input and incorporate the community's needs and supporting services into the event activities and plans. Work with our partners to conduct EV education.

Task 7) Deliver the events. Drive the plan into action and rev up EV excitement!

Task 8) Deliver participant survey. Send participants an e-mail survey # months after the event to understand what their event and test drive experience were like, if any of their views about EVs have changed, and if they have purchased or hope to buy EVs.

Task 9) Report the findings. Share event metrics and survey findings with Santee Cooper.

The project will assist Santee Cooper's customers by building their understanding and supporting the transition to clean EV vehicles and charging technologies.

Project Information

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

Specify who is responsible for key elements of the project (e.g., project planning and management, status updates, reports, etc.)

The Electric Center is a 501c3 nonprofit with 30 years of experience who will administer and lead this grant project. This role will include filing reports, invoices, and coordinating logistics and communications between the grant funders and team partners. The Electric Center will be the primary organizer and manager of the events.

Spark Messaging and Awareness (Partner 1) is a local 501c3 nonprofit that supports the EV marketing, outreach, and advocates for the local community. They will design and lead the promotion, education, and outreach planning and event activities. They leverage 20 years of experience developing engagement and EV educational materials. The firm successfully provided these services for 100 local events over the past three years. They will use their knowledge, relationships, and expertise with X communities to assist in the organization, promotion, and management of community engagement in X and Y region. They will assist with the design of the event to ensure it appeals to X types of users and visitors.

Hitching a Ride Rental Car Company (Partner 2) is a for-profit rental car company based in South Carolina. Partner 2 will offer their expertise in car rentals to over staff and vehicles for the test drive events. Having access to a variety of EVs and experience supporting rental customers for over a decade, Partner 2 will be an invaluable partner.

Cities of X, Y, Z - The Cities will coordinate with the project partners to approve permits, locations, and communicate the requirements that will allow us to bring the Electric Dance-and-Drive EV Showcase community events to life. The cities will work with the grant partners and local volunteer networks to help promote and staff the events through their networks.

County X - The County will work with project partners to bring the showcase to the County Fair. In addition, the County will help to find local event volunteers for that event.

Project Timeline

- Describe the current status of the project and the plan for bringing the project to completion in one year.
- Identify potential challenges and risks and the strategy for mitigating each of those risks (including financial risks) to completing the project (e.g., If the selected equipment/vehicle is unavailable or if matching/reserve funds fall through, what is the back-up plan?)

The project will begin immediately after grants award. The team will spend 5 months creating the project plan and planning events in cities and counties. 4 months will be spent delivering events, education, and outreach. 4 months will be used for survey analysis and reports report for a full list of events, timelines, and milestones please see the attached Gantt chart.

Project Information

Provide a rough estimate for the project's expected utilization.

- How many people is the project estimated to serve?
- Estimated short- and long-term usage or impact, direct and indirect impacts, etc.?
- Is the project easily accessible by residents/members of the surrounding community?

The Electric Dance-and-Drive EV Showcases, test driving EVs, and education materials at the event are estimated to have a large impact on the community. Based on prior similar event attendance, we predict that at least 300 residents in Santee Cooper's territory will attend each event, immediately impacting a total of about 900 attendees overall. The events will increase attendees' understanding and awareness of EVs over the long term. As they share their experiences with family and friends, others will benefit. By conducting surveys and counting the number of event attendees, we will track performance towards this goal over the long term to see if impacts continue after the event. Over the long-term, our team also expects to see an increase in EV purchase and subsequent EV charger usage, word-of-mouth education, and overall presence in Santee Cooper's territory.

Use of Funds, Project Costs, and Financing

Describe the financial structure of the project. Include:

- Who will pay for and own the project?
- Who will receive the financial benefits?
- Who will pay for maintenance and repairs (if equipment is involved)?

Please see the attached Preliminary Financial Summary. The project will be owned by the applicant (The Electric Center) which will receive any financial benefits. The financial benefits are limited as this is a service being provided near to cost by a nonprofit. Most of the equipment (EVs and event-related) will be rented and maintained by the rental company through internal sources of funding. Any equipment purchased by The Electric Center, or its partners will be maintained by the The Electric Center or its partners through internal funding.

Describe efforts to ensure that the proposed budget represents the maximum value for the cost of the project and any efforts taken to explore additional sources of funding.

- What resources did you use to create your budget and plan your project?
- Did you consult with multiple vendors or contractors?
- Are you planning to put the project to bid?

We have received quotes from consultants, rental companies, and nonprofits for the event and identified partners can work with us with our budget (please refer to the attached Financial Summary and quotes for details). We have a partner ready with a fleet of electric vehicles to demonstrate the technology. We will leverage the expertise of our partners to design the outreach/education materials and train volunteers. The rest of the money for the campaign will be funded by the Charge On Grant and internally by Electric Center.

Use of Funds, Project Costs, and Financing

Please explain why the EVOlve grant funding is critical to execute this project successfully.

- Would this project be possible without grant funding?
- Why does your organization need this grant?

We have seen well documented success and influence from our similar events in X region which took place in 20XX. While we can host test drive events with just the cars, the Electric Dance-and-Drive EV Showcases offers a sensory and enjoyable community experience that teaches people how to use the cars and leaves a lasting memory.

However, The Electric Center is a nonprofit. So far, we have raised \$20,000 through another grant and \$5,000 for this project internally. We are committed to the vision and the project. However, we are short on the budget to deliver it. This \$25,000 EVOlve grant will allow us to the remaining budget to launch these events and ensure their relevance and success with our community partners' guidance.

Education, Environment, Equity, and Community

Describe the host organization.

(Including its mission, history, purpose, and who it serves)

The Electric Center is a nonprofit that has been in business for over X years. Our mission is to educate communities about clean energy technology and advancements for the goal of creating a healthy and sustainable world. We focus on serving residents of X, Y, and Z Counties. We also participate in statewide clean energy and energy efficiency programs and projects. We specialize in serving X customers and Y needs.

Does your project benefit underserved communities?

Include any plans to directly engage and/or address barriers (such as accessibility) to benefit communities currently underserved by electric transportation (e.g., rural communities, low-income communities, low-medium priced multi-family units, etc.)

The community outreach will include a specialized approach to reach underserved and low-income residents with outreach and promotion within XYZ communities in X regions. The promotion activity aligns closely with Spark Messaging and Awareness outreach and marketing in X areas to encourage better access to clean technologies for X communities.

What are the economic and environmental benefits of the project? For example,

- How will the cost saving benefits from the project be used?
- Will the project help meet any environmental goals?
- Are there any additional benefits to the local community?

The events will provide economic, environmental, and social benefits in the areas they are located. Economically, the events will spur increased consumer engagement in EVs and create a measurable increase in EV sales. Hiring local companies will keep the funding in area and will help communities reap the benefits. Environmentally, the increase in electric vehicle sales offers the opportunity for the reduction of harmful emissions and improves air quality. Socially, our project specifically targets our educational outreach to historically underserved communities, such as low-income communities. Additionally, the music, fun, and learning will spark enjoyment and enrichment for the local residents.

Education, Environment, Equity, and Community

How will the proposed project educate and raise awareness about electric mobility in the community?

Describe any education and outreach plans you will undertake to encourage community usage and awareness.

The primary focus of these events will be resident engagement, awareness, and education. It will provide educational resources can be shared in urban areas, as well as smaller cities and rural areas in Santee Cooper's territory. Improved understanding will increase transportation electrification and address any questions and misinformation related to it. Providing electric vehicles to test drive, knowledgeable outreach staff, and educational opportunities will draw in and allow residents to explore EVs in a fun and relaxed setting. These elements will be combined to share the experience with hundreds of South Carolina residents.

Optional Questions:

The questions in the following section are optional but may strengthen your application.

Innovation

Describe any creative project design and utilization of resources. For example,

- How are you leveraging your organization's strengths?
- Is your project unique?

We propose creative Electric Dance-and-Drive EV Showcases that leverage dance and music as a draw and sensory layer to enhance the experience of learning about EVs. We have proposed events that can go be successful in and accessible to communities with limited EV exposure, including fair grounds, schools, and parks. This is a creative solution for an educational campaign and an engaging experience for residents. In terms of utilization of resources, we are teaming up with organizations that have existing equipment, materials, and have supported similar events for maximum cost effectiveness and proper use of resources. We will work with a committed network of volunteers, donations, and have secured another grant to save significant costs. Once awarded the grant, we will have secured all of the funding that we need to launch the event and outreach campaign and complete our project successfully within a one-year timeframe.

Describe any partnerships formed to deliver the project.

Please list the names of any partner organizations and elaborate on their roles and added value within the project.

Please refer to our answers in the question, "Describe the overall structure of the project team and the primary roles of each team member."

Spark Messaging and Awareness (Partner 1) is a local 501c3 nonprofit that will provide added value by donating materials they have already developed for other similar events as a template and starting point for this event.

Hitching a Ride Rental Car Company (Partner 2) is a for-profit rental car company based in South Carolina that has committed to providing a unique EV car, truck, and SUV from their fleet that aligns with community interests and needs. The vehicles will be at each event and available for test drives.

Cities of X, Y, Z - The Cities are excited about the project and have offered to reach out to their local volunteer networks to help promote and staff the events. They are also planning to post the events on their websites, event calendars, and in their newsletters.

County X - The County will help to find local event volunteers to help with the county fair event.

Describe the type(s) of data that will be available through the project.

(e.g., interval energy consumption, average session duration, station usage by time of day, number of unique drivers, number of webinars, number of demonstrations, etc.)

Partners and volunteers will count general attendance and test drive participation, collect contact details and perform short surveys before and after the test drives. Email surveys will also be sent after the events to gauge the rating of the event experience, whether or not the attendees made an EV purchase, and determine attendees' future purchase interest level. All participation metrics, survey findings, community feedback, and lessons learned will be shared with and reported to Santee Cooper.

Innovation**How have you engaged members of your community in planning this project?**

- What stakeholder engagement do you plan to do, or have you done?
- Have you received any input from residents, customers, city, staff, etc. regarding the need or plans for this project?

We are already in contact with X, Y, and Z community groups and organizations who support the idea of these events. We are in contact with all of our proposed partners, the local cities, and various leaders throughout the state. The proposed solution will support the desires of residents and cities to have EV driving exposure and experiences made available at public events in multiple communities.

Certification

I certify that I have reviewed the application and the award recipient requirements in preparation for applying for this grant.

I understand and certify that should this project be awarded funding, my organization will be able to meet the award recipient requirements as described at www.santeecooper.com/EVOlveGrant.

I attest that the information provided in this application is both accurate and current.

I also understand that submitting an application in no way obligates Santee Cooper to provide funding to this project and that funds are distributed at the sole discretion of Santee Cooper.

Signature: Benjamin Franklin Date: 3-1-2023
Printed name: Benjamin Franklin
Title: Grant Writer
Organization: Grant Writing Company, Inc.
Contact number: 123-456-7891

If this request is being submitted by multiple parties or a party other than the project owner, please indicate below by providing the party's name, title and contact information.

The project owner must approve the submittal on their behalf through a signature, demonstrating that all the parties linked to the project have reviewed the application and support the project, along with supporting documentation (please see the **Application Checklist** below for a comprehensive list of required attachments).

Approving party (project host/owner) – if other than project applicant

Signature: Ampy Joule Date: 3-1-2023
Printed name: Ampy Joule
Title: Manager
Organization: The Electric Center
Contact number: 123-456-7891

Application Checklist

Applications are due before or by **May 1, 2023**. Complete applications should be sent to e-mobility@santecooper.com and submitted in accordance with the **Instructions**.

Please review the application checklists below to ensure you have submitted all required documents. If any required documents are not included, please identify the reason in the section provided to capture that information below.

Required Documents for All Applications

All applicants must submit the following documents. If you cannot produce any of the following documents, please provide an explanation below.

Preliminary Financial Summary. Include a project total and itemized cost breakdown in the Excel template on the website <https://www.santecooper.com/Save-Energy-Money/Electric-Vehicles/Commercial/Index.aspx>. You should include any matching or contributing funds your organization is using to fund the project, estimated costs, etc. Please be as detailed as possible and fill out all tabs and cells related to your project category.

Secured Funding Source Confirmation. If the matching project funding will come from an external source (such as another grant), provide documentation (e.g., award letters, confirmation emails, or other communication) indicating the funding source, amount, and a confirmation that the funding has been secured.

Project Development Timeline. A Gantt chart or schedule that includes the duration of each project development stage and the corresponding dates of major milestones.

Letter of Support. A support letter from the project owner/grant recipient is required if the organization compiling the application is different organization than the organization receiving the grant.

Required Documents for Applications with Physical Assets

For any project that includes the installation of infrastructure, procurement of EVs, or any other physical assets, the following documents are required.

- Equipment and/or Site Specifications.** Overview of physical assets (EV or EV charging infrastructure equipment) with description, features, and support information.
 - Equipment specification sheet and warranty information.**
 - Documentation of basic equipment/component details (e.g., manufacturer, make, model, reliability, safety, capabilities, power load, features, etc.).
 - Technical Assessment or Site Evaluation (Optional Document)**
 - This is only applicable to EV charging infrastructure projects. This documentation is strongly recommended but not required.
- Cost Estimate(s).** Proposals, vendor/contractor bids, and/or contracts to support budget estimates and offer evidence of project understanding/feasibility.
- Site Control Agreement.** Required only if project involves permanently installing infrastructure or making physical changes to a site. See instructions below:

If applicant is the property owner:

- Copy of Land Ownership Documentation

If applicant is NOT the property owner at the location of the proposed project, you must submit each of the following:

- Landlord Consent Form (this must be completed by the property owner)
- Copy of Long-term Lease Agreement

If you are unable to provide any of the required documents, please explain:

Not Applicable (N/A) – This project will not involve the procurement or installation of physical assets such as electric vehicles or chargers. EVs and event equipment will be rented. Host agreements/event permits will be obtained for each of the applicable sites and events.

Optional Documents for All Applications

The following documents are optional but may strengthen your application.

- Letters of Support**
 - Other support letters from key community members or leaders, etc. may be provided to support the application.

- Team Credentials.** A list of project team members, roles, and qualifications, such as:
 - Resumes of the project manager and other key team members.
 - List of any similar projects completed.