

Tacoma Power Evergreen Options

RENEWABLE ENERGY GRANT

Evergreen Options is a voluntary green pricing program for Tacoma Power customers who, for a small fee, support local renewable energy development by matching a portion of their monthly energy use with Renewable Energy Credits (RECs).

Through Evergreen Options, Tacoma Power will award financial grants (up to \$50,000 each) to eligible participants, toward the purchase and installation of local renewable energy projects. Two grants will be awarded in 2019. Awards are voted on by Evergreen Options customers.

Any 501(c)(3), non-profit academic institution or government agency currently participating in the Evergreen Options program may apply. Projects should help build awareness of the benefits of renewable energy and the Evergreen Options program.

Date	Deadline
April 1, 2019	Application available
July 31, 2019	Submission deadline, 5:00 PM PDT
September 2, 2019	Award notifications

ELIGIBLE PARTICIPANTS

- Must be an Evergreen Options customer at time of application
- Must be one of the following:
 - Registered 501(c)(3)
 - Nonprofit academic institution
 - Government or public agency

PROJECT CATEGORIES

- Wind
- Solar
- Geothermal
- Landfill gas
- Wave or tidal
- Biomass
- Qualified hydropower¹
- Gas produced during treatment of wastewater

¹Energy produced must either be: a) the result of modernizations or upgrades (made after June 1, 1998) to hydropower facilities in operation since May 28, 2001 that have proven to reduce the mortality of anadromous fish; OR b) by run of river or canal hydropower facilities that do not obstruct the passage of anadromous fish.

REQUIRED DOCUMENTS

For grant consideration, applicants must submit the following as separate documents that are clearly labeled and numbered.

1. **Completed application**

2. **Cover letter**

- ❖ Explain how the project qualifies for funding
- ❖ Explain why the applicant should receive the grant, based on the considerations outlined in the sidebar

3. **Applicant and project overview**

To allow Evergreen Options customers to effectively vote on grant awards, please provide the following (1 – 2 paragraphs each)

- ❖ Organization's mission statement and benefit to the community (importance, educational benefits)
- ❖ Project overview including:
 - Description of project and site
 - Photos of project site and/or building
 - Project visibility to general public including:
 - Site signage
 - Accessibility to public (e.g. high traffic area, parking, remote location, etc.)
 - Summary of education and outreach plan

4. **Project Implementation documentation**

- ❖ Copies of proposals, bids and/or contracts from contractor(s)

5. **Education and awareness plan**

Describe, in detail, how this project will help build awareness for renewable energy and Tacoma Power's Evergreen Options program (i.e. signage, marketing plan, PR plan, proposed events, etc.)

6. **Additional funding (if applicable)**

Provide documentation of any outside funding including the organization name, contact information and funding amounts.

7. **W-9, 501(c)(3) certification letter or most recent (completed) IRS Form 990**

8. **List of organization's Board of Directors or senior leadership team**

9. **Qualification overview**

- ❖ List members of project team including contractors
- ❖ Summary of contractor experience installing similar projects

10. **Copy of deed or lease with a letter of support from the building owner for the proposed building/site**

GRANT PROPOSAL CONSIDERATIONS

In addition to the required documentation, Tacoma Power will consider the following when awarding project grants:

Project Readiness:

- Estimates/contractor bids in place
- Completed site evaluation

Costs & Funding:

- Cost of proposed project
- Matching funds brought to project (if any)
- Grant amount requested

Innovation:

- Leverages two or more technologies (e.g. Solar with EV charging).
- Utilization of new technology

Community Benefits:

- Education, outreach and plans for program recognition
- Organization's assistance to low income and disabled populations
- Number of people served by the organization

Proposal Quality:

- Complete and well-organized proposal



Evergreen Options

RENEWABLE ENERGY PROJECT GRANT APPLICATION

Please complete the application below and submit it, along with all other required documentation, to Tacoma Power, Evergreen Options:

Email: evergreen@cityoftacoma.org

Mail: Tacoma Power, ATTN: Evergreen Options, 3628 S. 35th St., ABN 1st Floor, Tacoma, WA 98409

APPLICANT

Applicant Name	Organization Name	Tacoma Power Account #
Organization Type (school, community center, agency, etc.)		
Federal Tax ID#	Organization's website	
Mailing Address	City	Zip

PRIMARY CONTACT

Full Name	Organization (if different than applicant)	
Project Responsibility (Developer, Project Manager, Executive Sponsor, etc.)		
Phone	Email	Title
Mailing Address	City	Zip

PROJECT SPECIFICS

Project Name		
Physical Street Address	City	Zip
Electric Meter Number at Installation Site (if this is a new site, please list the temporary meter number)		
Estimated Annual Electricity Generated by Project (in KWh)		

Describe the type of project (rooftop, ground mount, etc.) in 300 characters or less. Is project implementation associated with the construction of a new building or structure?

Does the applicant organization own the building/structure? <input type="checkbox"/> Yes <input type="checkbox"/> No	Building Owner (if not applicant)
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PROJECT OWNER (if different than applicant)

Who will own the system? If more than one owner, please explain the responsibilities of each party and the number of shares he/she owns. Please attach a complete list with this application if there are more than 4 owners.

Name	Responsibility	Shares	Taxable Entity? <input type="checkbox"/> Yes <input type="checkbox"/> No
Name	Responsibility	Shares	Taxable Entity? <input type="checkbox"/> Yes <input type="checkbox"/> No
Name	Responsibility	Shares	Taxable Entity? <input type="checkbox"/> Yes <input type="checkbox"/> No
Name	Responsibility	Shares	Taxable Entity? <input type="checkbox"/> Yes <input type="checkbox"/> No
Name of person/entity with ownership rights over the electricity produced by this project		Name of person responsible for equipment operation and maintenance	

Describe the process to ensure ongoing and timely equipment maintenance

CONTRACTOR/INSTALLER/ENGINEER

Full Name		Title	
Phone	Email	Organization (if different than applicant)	

CONSTRUCTION & OPERATION

Start Date (Estimate)	Completion Date (Estimate)
Estimated Start Date for Production (all connection requirements complete and system fully operational)	
All Permits Submitted? <input type="checkbox"/> Yes <input type="checkbox"/> No	All Permits Issued? <input type="checkbox"/> Yes <input type="checkbox"/> No
Permit Status (if not yet submitted or issued)	

Have Tacoma Power Net-Metering/Interconnection requirements been incorporated in the construction/design timeline? Yes No
