

## Applicant Information

### Instructions

1. Review the eligibility information, evaluation criteria, and award recipient requirements before completing the grant fund application.
2. Complete this application. Compile and submit all necessary documentation as listed in the “Application Checklist” section.
3. If your project includes the procurement of physical assets, such as vehicles or charging infrastructure, complete the Supplemental Information Form.
4. If you are not the property owner at the location of the proposed project, the property owner must complete the Landlord Consent Form.
5. Submit the application as a PDF file to: [e-mobility@santeecooper.com](mailto:e-mobility@santeecooper.com) with “EVOlve Grant” in the subject line. You may compile attachments into a single PDF or attach as separate files.

Applications are due by **September 30, 2022**. Complete applications with all supporting documentation and forms should be sent to [e-mobility@santeecooper.com](mailto:e-mobility@santeecooper.com).

### EVOlve Grant Information

Santee Cooper is pleased to make transportation electrification funding available to eligible commercial customers. Santee Cooper commercial customers on a GA, GB, GL, or GT rate are eligible to apply for the grant program. 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. The maximum funding allotted per project is \$25,000. Please see Table 1 for a breakdown of the project categories and maximum funding by category:

**Table 1. Maximum Funding by Project Category**

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

### Project Examples

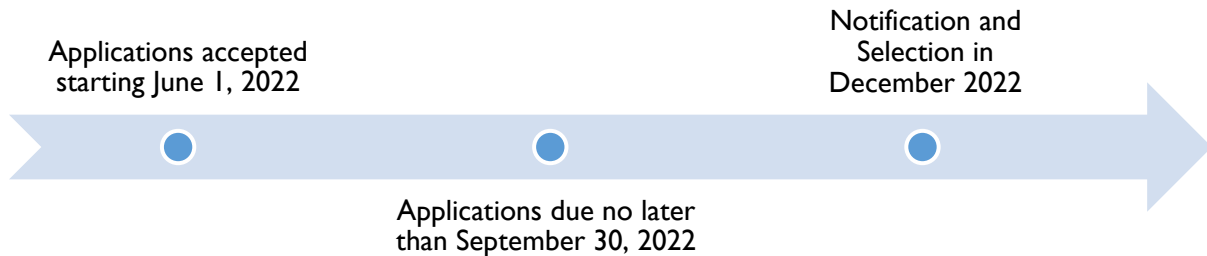
In order to adapt to a rapidly evolving market, there is flexibility in the types of projects that may be considered for grant funding. Potential project types are shown in Table 2. These project examples are illustrative and do not preclude alternative project proposals.

Table 2. Project Examples

Project Type	Applicant	Project Description
<i>Make-Ready Research</i>	<i>Municipality</i>	A municipality may apply for a grant to fund a comprehensive EV assessment report with the goal of expanding EV ownership and charging infrastructure in the municipality.
<i>Education &amp; Outreach</i>	<i>University</i>	A local university may apply for funding to create an EV showcase event for students, faculty, and local community members.
	<i>Non-profit</i>	A non-profit organization may apply for grant funding to create a public outreach program about the environmental benefits of EVs.
<i>Electric Vehicle Charging Infrastructure</i>	<i>Multi-family Housing Complex</i>	A multi-family property owner may apply for grant funding to install EV charging infrastructure for tenant use, either in support of tenant-owned electric cars or in conjunction with offering electric cars for tenant use. <i>Multi-family projects are only accepted for accounts on eligible commercial rate codes as stated previously.</i>
	<i>Businesses (Small/medium/large)</i>	Businesses of all sizes may apply for grant funding to install EV charging infrastructure and provide charging as an amenity to customers, employees, and the community. Applicants may investigate load management strategies to minimize distribution equipment upgrade and associated demand charges.
<i>Fleet Conversion</i>	<i>Health Care</i>	A health care business may apply for grant funding to convert transport vehicles from ICE to EV.
	<i>Transit Agency</i>	A transit agency may apply for grant funding as part of a larger plan to electrify their fleet of light-duty or heavy-duty transit vehicles.

The timeline for the current funding cycle is provided in Table 3.

**Table 3. 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 matching financial commitments have been secured to complete the project.

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

### **Requirements & 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 application along with supplementary documentation by the posted deadline.
- Participate in program evaluation activities, such as surveys and questionnaires.

## Application Evaluation

Santee Cooper will use an independent, third-party grant manager to review and score projects based on established criteria outlined in Table 4 below.

**Table 4. EVOlve Grant Criteria**

Criteria	Measures
<b>Project Feasibility/ Utilization</b>	<ul style="list-style-type: none"> <li>• Viability of the project plan and timeline</li> <li>• Readiness of the project team</li> <li>• Identified potential project barriers and demonstrated strategic response</li> <li>• Frequent and consistent utilization of the project</li> </ul>
<b>Use of Funds</b>	<ul style="list-style-type: none"> <li>• Applicant has financial commitment to match funds and/or leverages funds from other reliable sources               <ul style="list-style-type: none"> <li>○ <i>Preference will be given to projects that 1) demonstrate how the EVOlve Grant is essential to funding the project and 2) show matching financial commitments have been secured to complete the project</i></li> </ul> </li> <li>• Viability of the proposed budget</li> </ul>
<b>Innovation</b>	<ul style="list-style-type: none"> <li>• Creative project design and utilization of resources</li> <li>• Use of collaborative partnerships</li> <li>• Plan to collect, analyze, and report data to Santee Cooper               <ul style="list-style-type: none"> <li>○ <i>Preference may be given to projects with the ability to collect data and transfer to Santee Cooper</i></li> </ul> </li> </ul>
<b>Equity</b>	<ul style="list-style-type: none"> <li>• 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.)</li> <li>• Detailed methods within plan to ensure timely input and oversight from community members</li> <li>• Easy accessibility of the project to the surrounding communities</li> </ul>
<b>Additional Benefits</b>	<ul style="list-style-type: none"> <li>• Commitment to community visibility and outreach to community about the project</li> <li>• Education plan and awareness building opportunities</li> <li>• Plans to expand upon the proposed project in the future</li> <li>• Alignment with the applicant’s broader environmental mission or goals</li> </ul>

Applicant Information	
<b>Name of Organization</b>	
<b>Santee Cooper customer account number</b> <i>If applicant is not the property owner, please complete the Landlord Consent Form and submit with application packet</i>	
<b>Organization website address</b>	
<b>Primary project contact information</b> <i>Will be responsible for providing ongoing reporting for the project. Please notify <a href="mailto:e-mobility@santeecooper.com">e-mobility@santeecooper.com</a> within 15 days if the primary contact changes.</i>	
<b>Name</b>	
<b>Title</b>	
<b>Organization name</b>	
<b>Role in the project</b>	
<b>Phone number</b>	
<b>Email address</b>	
<b>Contractor/Installer contact information:</b>	
<b>Name</b>	
<b>Title</b>	
<b>Phone number</b>	
<b>Email address</b>	
<b>Organization name</b>	
<b>Role in the project</b>	
<b>Type of Applicant</b> <i>(Local Non-profit, Higher Education, etc.)</i>	
<b>Name of individual completing application</b> <i>Include affiliation and contact information if different from primary contact or contractor/installer.</i>	
<b>Has your organization applied for a grant from Santee Cooper in the past?</b> <i>If yes, describe the project, whether an award was granted, and the application year. Also specify if the project proposed in your prior application is the same project proposed in this application.</i>	

<p><b>How did you hear about Santee Cooper’s EVOlve Grant program? <i>select all that apply</i></b></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Bill Insert</li> <li><input type="checkbox"/> Online Ad</li> <li><input type="checkbox"/> Word-of-Mouth</li> <li><input type="checkbox"/> Santee Cooper website</li> <li><input type="checkbox"/> Santee Cooper employee</li> <li><input type="checkbox"/> News article</li> <li><input type="checkbox"/> Other (please specify)</li> </ul>
<p><b>Please verify that the project satisfies the <i>Requirements &amp; Eligibility</i> provided above</b></p>	<p><input type="checkbox"/> I certify that this project meets Santee Cooper's EVOlve Grant funding award eligibility requirements</p>
<p><b>Project Information</b></p>	
<p><b>Physical address where project will be implemented.</b>  <i>Include facility name, street address, city, state, zip code, and/or GPS coordinates where appropriate. If the project doesn't have a specific address, please explain.</i></p>	
<p><b>Project Category</b>  <i>Select all that apply</i></p>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Education/Outreach</li> <li><input type="checkbox"/> Electric Vehicle Charging Infrastructure</li> <li><input type="checkbox"/> Electric Fleet Conversion</li> <li><input type="checkbox"/> Make-Ready Research</li> <li><input type="checkbox"/> Other</li> </ul>
<p><b>What is the purpose of the project?</b></p>	
<p><b>What need does this project address?</b></p>	







**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 to completing the project on time and the strategy for mitigating each of those risks.*

**Describe how frequently and consistently the project is expected to be utilized once fully executed.**

*Please try to estimate short-term and long-term usage or impact.*

**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, and who will pay for maintenance and repairs (if equipment is involved).*

**Describe efforts to ensure that the proposed budget represents the maximum value for the cost of the project.**

*Explain any significant price deviations from industry norms and whether you received multiple bids from competitive contractors.*

**Identify potential challenges and risks to completing the project within the budget and timeline, and your strategy for mitigating each of those risks.**

**Describe efforts undertaken to explore alternate sources of funding.**  
*Include whether the project owner and/or host is contributing funds.*

**Explain why funds from the EVOlve Grant funding program are needed to make the project successful.**

**INNOVATION**

**Describe any creative project design and utilization of resources.**

<p><b>Describe any partnerships formed to deliver the project.</b>  <i>Please list the names of any partner organizations and elaborate on their role and value to the project.</i></p>
<p><b>Describe the type(s) of data that will be available through the project.</b>  <i>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.</i></p>
<p><b>EDUCATION, ENVIRONMENT, EQUITY &amp; COMMUNITY</b></p>
<p><b>Describe the host organization.</b>  <i>Including but not limited to its mission, history, purpose, and who it serves.</i></p>
<p><b>What are the outcomes and expectations of the project (short-term and long-term)?</b></p>

**Does your project benefit underserved communities?**

*Include any plans to directly address barriers to mobility for communities currently underserved by electric transportation (e.g., rural communities, low-income communities, low-medium priced multi-family units, etc.)*

**What are the economic, environmental, and social benefits of the proposed project?**

*Include how any cost savings will be used, how the project will help meet any environmental goals, and any additional benefits to the local community.*

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

## 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 [www.santeecooper.com/EVOlveGrant](http://www.santeecooper.com/EVOlveGrant) 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 Santee Cooper to provide funding and that funds are distributed at the sole discretion of Santee Cooper.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Printed name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Contact number \_\_\_\_\_

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 signature demonstrating that all the parties linked to the project have reviewed the application and support the project, along with supporting documentation - please see below for a comprehensive list of required attachments.

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Printed name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Contact number \_\_\_\_\_

Applications are due before or by **September 30, 2022**. Complete applications should be sent to [e-mobility@santeecooper.com](mailto:e-mobility@santeecooper.com). Please submit the application as a Microsoft Word or PDF document. If submitting as a Word Document, the signed certification page may be submitted in a separate document as a PDF or image file. The supplemental documentation should be submitted along with the application.

## Application Checklists

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 why in the body of your application submission email.

### Required Documents for All Applications

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

- Itemized Costs in an Excel Spreadsheet.** Include a project total and cost breakdown in an Excel spreadsheet and include any matching or additional funds your organization is using to fund the project.
- Secured Funding Sources.** Documentation (i.e., award letters, confirmation emails, and other communication) confirming secured or granted funding sources and amounts.
- Project Development Timeline.** A Gantt chart or schedule that includes duration of each development stage and dates of major milestones.

### 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.

- Supplemental Information Form.** If your project includes the procurement of physical assets, such as vehicles or charging infrastructure, complete the Supplemental Information Form and include with your application.
- Equipment Specifications.** All equipment or EV specifications, including performance and warranty information for all major components of your project.
- Site Control Agreement.** 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, you must submit each of the following:

- Landlord Consent Form
- Copy of Long-term Lease Agreement

## Optional Documents for All Applications

The following documents are optional but may strengthen your application.

- 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.

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