

# TACOMA POWER EVERGREEN OPTIONS

## 2024 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 a financial grant of up to \$50,000 to an eligible participant, toward the purchase and installation of a local renewable energy project. The winning project will be determined by a vote of Tacoma Power customers and participating Evergreen Options customers.

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

### Application Deadline

You must submit your application by 5 p.m. (Pacific Daylight Time) on May 31, 2024.

We will send award notices out in August 2024.

### Eligible Participants

- Must be an Evergreen Options program participant at the time of award
- 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 hydropower<sup>1</sup>
- Gas produced during treatment of wastewater

<sup>1</sup>Energy 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.

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## Required Documents

Proposals shall not exceed 30 pages.

For grant consideration, you must submit the following **in one document**, with page numbers and clear labels. Include the following sections:

### 1. Complete application

### 2. Cover letter

- Explain how your project qualifies for funding.
- Explain why you or your organization should receive a grant, based on consideration of the sidebar.

### 3. Organization overview

- Organization's mission statement and benefit to the community
- List of organization's Board of Directors or senior leadership team
- Provide a copy of organization's documented Diversity, Equity and Inclusion (DEI) statement.

### 4. Project overview

- Describe your project and site.
- Include photos of your project site
- Project visibility to general public including:
  - » Site signage
  - » Accessibility to public (e.g., high traffic area, parking, remote location, etc.)

### 5. Project implementation documents

- Include copies of proposal, bids, and contracts .

### 6. Education and awareness plan

- Give a detailed description of how your project will help build awareness for renewable energy and Tacoma Power's Evergreen Options program.
- Include your Communications plan.

### 7. Additional funding (if applicable)

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

### 8. Additional documents

- Include your W-9, 501(c)(3) certification letter, or most recent (completed) IRS Form 990.
- Include a copy of your deed or lease with a letter of support from the building owner for your proposed building/site.

### 9. Qualification overview

- List your project team members, including any contractors.
- Include a summary of contractor(s) experience installing similar projects.

## Grant Proposal Considerations

In addition to the required documents, we will consider the following when awarding project grants:

### Project Readiness (20%):

- Estimates/contractor bids in place
- Completed site evaluation

### Costs & Funding (20%):

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

### Innovation (10%):

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

### Community Benefits (40%):

- Education, outreach, and plans for program recognition
- Organization's assistance to low-income and disabled populations
- Number of people served by the organization
- Organization's demonstrated commitment to diversity, inclusion, and racial equity in delivering services, making decisions, and community engagement

### Application Quality (10%):

- 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](mailto:Evergreen@CityofTacoma.org)

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



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### 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 Responsibilities (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)			
Size of solar array			
Estimated total project cost	Site evaluation complete? Yes                      No		
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?	Yes                      No	Building Owner (If not applicant)	

### 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? Yes                      No
Name	Responsibility	Shares	Taxable Entity? Yes                      No
Name	Responsibility	Shares	Taxable Entity? Yes                      No
Name	Responsibility	Shares	Taxable Entity? Yes                      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? Yes                      No	All Permits Issued? Yes                      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	