

# PGE Drive Change Fund

## 2022 Guidelines

Thank you for your interest in the PGE Drive Change Fund (DCF), which provides financial support for local transportation electrification projects. The DCF is made possible through the Oregon Department of Environmental Quality's [Clean Fuels Program](#).

Please review the eligibility guidelines, project requirements, and evaluation criteria below. Applications will be reviewed by a third-party evaluator, selected by a committee of PGE representatives, and recommended to external stakeholders based on these considerations and subject to availability of funds.

### Funding Eligibility

**Selected projects will advance transportation electrification in Oregon. Projects will fall into one or more of these categories:**

- To provide part or all of the costs of new infrastructure that supports transportation electrification to the benefit of PGE residential customers.
- Acquisition of electric vehicles.
- Education and outreach campaigns.
- The installation of EV charging infrastructure.
- Other innovative projects that advance transportation electrification.

### Eligible project costs include:

- Capital equipment costs
- Engineering, design, permitting, construction, and installation costs
- Project management costs
- Costs for new or upgraded electrical service
- Network subscriptions and software licensing (up to 3 years)
- Forecasted maintenance costs (up to 3 years)
- Administrative costs including project evaluation, branding, and marketing (at or below 10% of total project costs)
- Driver, operator, and maintenance training



**Structural or site improvements required prior to project construction are not eligible for funding. Ineligible costs include but aren't limited to:**

- Canopies
- Roofing
- Tree removal
- Lighting
- Flooring
- Structural reinforcement

**Activities not directly associated with the capital costs of new electric vehicles or electric vehicle charging are not eligible for funding. These include but aren't limited to:**

- Vehicle or driver insurance costs
- Fuel costs, including electric service
- Facility maintenance or repair costs
- Site costs not directly required for electrification
- Extended warranty costs
- Donated, in-kind, or volunteer materials or labor
- Marketing, administrative, or other non-technical costs (beyond 10% of total project costs)

**Applicants who have previously applied and have either completed their projects or weren't selected for funding are eligible to apply again. Applicants who are currently in progress with a previously DCF funded project are ineligible to apply for an additional grant until the completion of their project.**

## Evaluation Criteria

**Projects will be evaluated and scored in the following key areas:**

1. Project Design & Benefits
  - Community Impact - does the project benefit historically underserved communities?
  - Clearly identified needs and benefits.
2. Feasibility & Timeline
  - Project is "shovel ready" with a known size, impact, timeline, and budget.
  - Realistic timeline with risks identified.
3. Costs & Financing
  - Project represents maximum value for funds requested.



## Project Requirements

### Projects must meet the following criteria (where applicable):

1. Project must be a new installation with new equipment and materials.
2. Project completion within 18 months of award agreement execution. Extensions may be considered on a case-by-case basis.
3. Project lifetimes are defined as five (5) years from the powering on date for chargers or delivery date for vehicles.
4. Project must designate all Clean Fuels Credits generated by a DCF funded charger to PGE via DEQ's Clean Fuels Program.
5. Applicant must be a non-profit, for-profit, or government entity.
6. Project will provide a direct community benefit with the majority of those benefits directed at PGE residential customers.
7. Projects must address the needs of environmental justice communities as defined in [House Bill 2475](#). Of specific interest are projects designed around Black, Indigenous, and People of Color (BIPOC) communities and Asian American and Pacific Islander (AAPI) communities. At least 35% of all DCF award dollars are expected to go to projects supporting these communities.
8. All chargers must be a PGE qualified charger and include network services
  - For Level 2 Chargers and DC Fast Chargers, visit our [Qualified Chargers](#) page for options.
9. All vehicles must be capable of charging from the electric grid.
  - For light-duty vehicles (passenger cars, trucks and vans), visit [Plug Star by Plug in America](#) for options.
  - For medium and heavy-duty vehicles, visit [Zero-Emission Technology Inventory](#) for options.

## Project Preferences

### Projects meeting the following criteria may be given priority:

1. Site is located within PGE service territory. Alternatively, a project can be nominated or sponsored by a PGE customer or community in PGE's service territory.
2. Site and/or system is owned by a PGE customer.
3. Vehicles will be charged in PGE's service area.
4. Full battery electric vehicles (BEVs).
5. New vehicles are preferred over used vehicles due to their increased safety and performance.
6. Charging infrastructure located in PGE's service area and served by PGE's electric service.
7. If customer-sited, host customer is either a public or non-profit entity or is proposing a project in a meaningful partnership with a public or non-profit entity. **Culturally specific organizations are explicitly encouraged to apply.**
8. Constructed with local materials or labor from PGE's service territory, the state of Oregon or the Pacific Northwest region.
9. Provide a substantial benefit to the community in the form of educational engagement and public visibility. Eligible options include but are not limited to: events, trainings, curriculum development, presentations, tours, and



- educational material.
10. Provide significant, direct environmental and economic benefits to local communities and residential PGE customers.
  11. Applicant has demonstrated efforts to obtain all other available funding sources, incentives, federal grants, and tax credits.
  12. Projects that have pledged their own funds, secured in-kind donations, or shown a willingness to engage in creative fund-raising efforts which contribute to the overall appeal of the project.
  13. Projects in which the entirety of overhead, administrative, or project management costs are borne by the project owner.
  14. Applicant currently participates in a Green-e® Energy certified renewable power program.
  15. Diversity of project characteristics including but not limited to: project type, project geography, project size, and communities impacted.

## Funding Parameters

**No single applicant or project will be eligible to receive more than 33% of the total fund balance at the outset of each funding cycle. Available funding for the 2022 process is \$2.25 million as of March 1<sup>st</sup>. The funding limit for an individual applicant is \$750,000.00.**

1. All applicants are expected to pursue all other forms of available funding, including grants, incentives, and state/federal tax credits where appropriate.
2. Eligible projects may apply for full project funding from the Drive Change Fund
3. Awardees are eligible to receive at least 75% of funding upfront after agreement execution with the remaining funds awarded upon project completion.
4. Applicants are encouraged to submit their "best offer" needed to make the project happen and not include extraneous costs.
5. Based on evaluation, application details, and other eligible projects, funding awards may differ from the amount requested.
6. PGE will allocate funding based upon qualified applications with no guaranteed total amount to be released in any year.
7. Eligible applicants (defined as non-profits with an annual operating budget of less than \$2 million) may apply for financial assistance of up to \$2,000.00 to limit administrative burdens - more information can be found on the 2022 Drive Change Fund Application.

