

Project Quarterly AND Final Reporting Template	
Burden Statement for EPA Form 5900-683	
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Instructions	
<p>Per grant agreement terms and conditions, this reporting template should be submitted 1) quarterly throughout the project period of performance and 2) a Final Report (120-days after) the completion of the grant period. Please work with relevant parties (i.e., transportation contractor, bus dealer, etc.) to ensure information submitted is accurate. Information that is submitted on quarterly reports should NOT be changed in future quarterly report submissions unless approved by EPA. Please only update information for the specific quarter in which this report is being submitted. The grant recipient only needs to fill out shaded cells highlighted blue with a diagonal pattern (///). Cells highlighted yellow are automatically populated based on previous responses in this spreadsheet. Additionally, some fields will automatically hash out (///) in the event they are inapplicable based on previous descriptions. Please complete tabs in this workbook according to the instructions below; all fields are required, unless otherwise stated.</p>	
<u>Excel Workbook Tab</u>	<u>Definition</u>
1. Instructions	Basic instructions for all worksheets in this reporting workbook.
2. Work Plan	The tab should be completed within the first month of working with your project officer and reflects the approved work plan. Please complete shaded cells highlighted blue . Cells highlighted yellow are automatically populated based on previous responses in this spreadsheet; note for Table 1b, these responses will be autocompleted based on your entries on the Fleet Description tab (tab 9) and Infrastructure tab (10). For school district applicants, only the first row of Table 2 will be completed. Refer to the Data Dictionary tab 12 for additional guidance on each field.
3. Amendments	The Amendments tab should be used to update any changes in vehicle numbers, charger numbers, and/or funding amounts post-award. Please update this tab on an annual basis at the end of each year of project performance and at project closeout using the shade cells highlighted in blue . Cells highlighted yellow are automatically populated based on previous responses in this spreadsheet.
4. Financial Summary	Financial summary for the entire grant period of performance. Please complete shaded cells highlighted blue that contain grantee and original project budget information. Yellow cells on this worksheet will automatically feed from information in tabs 5-7 (Year 1-Year 3). If a modification to the grant is approved, please update the financial tabs accordingly.
5. Year 1	Financial summary for the first year of the project period. For each quarterly report, please complete all financial and narrative descriptive cells highlighted blue for each quarter the report is submitted. Cells highlighted yellow are automatically populated based on previous responses in this spreadsheet. Below the financial information, please ensure to complete the programmatic questions regarding the grant.
6. Year 2	Financial summary for the second year of the project period if grant period of performance is longer than one year. For each quarterly report, please complete all shaded financial and narrative descriptive cells highlighted blue for each quarter the report is submitted. Cells highlighted yellow are automatically populated based on previous responses in this spreadsheet. Below the financial information, please ensure to complete the programmatic questions regarding the grant.
7. Year 3	Financial summary for the third year of the project period if grant period of performance is longer than two years. For each quarterly report, please complete all shaded financial and narrative descriptive cells highlighted blue for each quarter the report is submitted. Cells highlighted yellow are automatically populated based on previous responses in this spreadsheet. Below the financial information, please ensure to complete the programmatic questions regarding the grant.

<p>8. CHDV Priorities</p>	<p>The tab should be completed based upon environmental justice, community engagement, sustainability, workforce development, climate impact resiliency, and/or leveraging of additional external funds commitments defined in the proposed workplan. Please complete this tab QUARTERLY, if the proposed workplan committed to ANY environmental justice, community engagement, sustainability, workforce development, climate impact resiliency, and/or leveraging of additional external funds commitments as referred to in the evaluation metrics defined in the NOFO. During each quarterly reporting period of the project period of performance, please complete updates on these defined project commitments. The final report submission for the project should contain the end results of environmental justice, community engagement, sustainability, workforce development, climate impact resiliency, and/or leveraging of additional external funds commitments completed during the project period.</p>
<p>9. Fleet Description</p>	<p>The Fleet Description should detail all vehicles impacted under the project. The Fleet Description should be updated quarterly with all vehicle upgrades completed. Please fill out shaded cells highlighted blue. Cells highlighted yellow are automatically populated based on previous responses in this spreadsheet. You do NOT need to make a separate worksheet for each school district. This Fleet Description is broken into two sections: 1) Current Vehicle Information and 2) New Vehicle Upgrade Information. The sheet has capacity for 100 vehicles. Please refer to the Fleet Description data definitions on tab 12 (Data Dictionary) for additional guidance on each field.</p>
<p>10. Infrastructure</p>	<p>The Infrastructure Description should detail all electric vehicle supply equipment (EVSE) and other eligible supporting infrastructure purchased under the project. The Infrastructure worksheet should be updated quarterly as EVSEs and other eligible supporting infrastructure are procured and installed. Please fill out shaded cells highlighted blue and add additional rows as needed to capture all units. Cells highlighted yellow are automatically populated based on previous responses in this spreadsheet. Please refer to the Infrastructure data definitions on Tab 12 (Data Dictionary) for data field definitions. Reminder: All Level 2 EVSEs must be ENERGY STAR certified. All EVSE and infrastructure must comply with Build America, Buy America (BABA) requirements.</p>
<p>11. Final Report</p>	<p>Final project details including actual emission and programmatic results. Please complete shaded cells highlighted blue. Cells highlighted yellow are automatically populated based on previous responses in this spreadsheet.</p>
<p>12. Data Dictionary</p>	<p>Please refer to the dictionary on this tab for support in completing the Fleet Description (tab 9).</p>

Table 3. CHDV Priorities

A. Community Engagement

Does the workplan demonstrate actions and/or commitments to engage communities? *If no, please jump to the next section, "Project Sustainability" and complete the rest of this section.*

1. How does the workplan demonstrate engagement with the communities identified above, especially local residents, to ensure their meaningful participation in planning, and performance of the project?

B. Project Sustainability

Does the workplan demonstrate actions and/or commitments to promote sustainable project results and benefits? *If no, please jump to the next section, "Project Resilience to Climate Impacts" and complete the rest of this section.*

1. How does the workplan demonstrate that project results and benefits will be sustainable and that the applicant and project partners have a plan to reduce emissions from vehicles after EPA funding for the project has ended?

C. Workforce Development

Does the workplan demonstrate actions and/or commitments to promote workforce development? *If no, please jump to the next section, "Project Resilience to Climate Impacts" and complete the rest of this section.*

1. How does the workplan demonstrate a plan to prepare the workforce for the project?

D. Project Resilience to Climate Impacts

Does the workplan demonstrate actions and/or commitments to promote project resilience to climate impacts? *If no, please jump to the next section, "Leveraging of Additional External Funds" and complete the rest of this section.*

1. How does the workplan demonstrate planning or action taken towards building project resilience and reducing vulnerabilities to climate impacts?

E. Leveraging of Additional External Funds

Does the workplan demonstrate that the recipient has leveraged or plans to leverage additional external funds in order to support project performance and success?

1. How does the workplan demonstrate that the recipient has leveraged or plans to leverage additional external funds in order to support project performance and success?

Updated Funding Request Amount	Change in Funding Amount
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U. S. Environmental Protection Agency
 Clean Heavy-Duty Vehicles (CHDV) Grant Program
Financial Summary - Project Lifetime

Grant Recipient	
Grant Number	
Project Period of Performance	
Project Title	

EPA Project Award Amount	\$
Total Non-CHDV Project Costs	\$
Total Applicant Funds	\$
Total Additional Leveraged Funds	\$
EPA Funds Expended to Date	\$
EPA Funds Remaining	\$

Table 6. Summary Rate of Expenditure
Record project budget funds ONLY from approved final workplan. All other numbers will reflect automatically from subsequent tabs.

Financial Summary	Project Budget				Total Expenses to Date				Remaining Balance		
	EPA Funds	Mandatory Cost Share	Additional Leveraged Funds	Total Project Cost	EPA Funds	Mandatory Cost Share	Additional Leveraged Funds	Total Project Cost	EPA Funds	Mandatory Cost Share	Additional Leveraged Funds
Personnel				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Cost Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Charges		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Table 7. Annual Rate of Expenditure
No Entry Needed - ALL numbers will reflect automatically from subsequent tabs.

Financial Summary	Year 1				Year 2				Year 3 (if applicable)		
	EPA Funds	Mandatory Cost Share	Additional Leveraged Funds	Total Project Cost	EPA Funds	Mandatory Cost Share	Additional Leveraged Funds	Total Project Cost	EPA Funds	Mandatory Cost Share	Additional Leveraged Funds
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contractual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

OMB Control Number: 2060-New
Expiration Date: MM/DD/YYYY

Direct Cost Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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Total Project Cost

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Total Project Cost

\$ -
\$ -
\$ -
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OMB Control Number: 2060-New
Expiration Date: MM/DD/YYYY

\$	-
\$	-
\$	-

Please provide programmatic and narrative financial updates on the project. As quarterly reports are submitted, indicate update for each quarter. If yes, please provide an explanation in the subsequent cell.

Question	Quarter 1 Update	Quarter 2 Update
1. Provide a comparison of actual accomplishments to the objectives established for the reporting period.		
2. If anticipated outputs/outcomes and/or timelines/milestones are not met, why not? Did you encounter any problems during the reporting period which may interfere with meeting project objectives?		
3. If any additional external leveraged funds are reported for this Reporting Period in Table 5 above, identify the source of the funds.		
4. Have there been any major personnel changes during this reporting period?		
5. Did any public relations events regarding this grant take place during the reporting period?		
6. Are you using websites or other tools used to relay information about this grant to the public?		
7. What project activities are planned for the next reporting period?		
8. Was any program income generated during the reporting period? Identify amount of program income, how it was generated, and how the program income was/will be used.		
9. Have any vehicles or activities changed from those included in the final workplan?		
10. Do you have any other comments or feedback?		

Please provide programmatic and narrative financial updates on the project. As quarterly reports are submitted, indicate update for each quarter. If yes, please provide an explanation in the subsequent cell.

Question	Quarter 1 Update	Quarter 2 Update
1. Provide a comparison of actual accomplishments to the objectives established for the reporting period.		
2. If anticipated outputs/outcomes and/or timelines/milestones are not met, why not? Did you encounter any problems during the reporting period which may interfere with meeting project objectives?		
3. If any additional external leveraged funds are reported for this Reporting Period in Table 5 above, identify the source of the funds.		
4. Have there been any major personnel changes during this reporting period?		
5. Did any public relations events regarding this grant take place during the reporting period?		
6. Are you using websites or other tools used to relay information about this grant to the public?		
7. What project activities are planned for the next reporting period?		
8. Was any program income generated during the reporting period? Identify amount of program income, how it was generated, and how the program income was/will be used.		
9. Have any vehicles or activities changed from those included in the final workplan?		
10. Do you have any other comments or feedback?		

Total Project Cost
\$ -
\$ -
\$ -
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\$ -
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Please provide programmatic and narrative financial updates on the project. As quarterly reports are submitted, indicate update for each quarter. If yes, please provide an explanation in the subsequent cell.

Question	Quarter 1 Update	Quarter 2 Update
1. Provide a comparison of actual accomplishments to the objectives established for the reporting period.		
2. If anticipated outputs/outcomes and/or timelines/milestones are not met, why not? Did you encounter any problems during the reporting period which may interfere with meeting project objectives?		
3. If any additional external leveraged funds are reported for this Reporting Period in Table 5 above, identify the source of the funds.		
4. Have there been any major personnel changes during this reporting period?		
5. Did any public relations events regarding this grant take place during the reporting period?		
6. Are you using websites or other tools used to relay information about this grant to the public?		
7. What project activities are planned for the next reporting period?		
8. Was any program income generated during the reporting period? Identify amount of program income, how it was generated, and how the program income was/will be used.		
9. Have any vehicles or activities changed from those included in the final workplan?		
10. Do you have any other comments or feedback?		

Total Project Cost
\$ -
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U. S. Environmental Protection Agency
 Clean Heavy-Duty Vehicles (CHDV) Grant Program
CHDV Priorities

Grant Recipient	
Grant Number	
Project Title	

Instructions

Please complete this tab if your organization committed to ANY environmental justice, community engagement, sustainability, workforce development, climate impact resiliency, or leveraged external funds actions or commitments in your application, as referred to in the evaluation metrics defined in section V.A. Evaluation Criteria in the NOFO. Only cells shaded in blue need to be shaded in yellow will automatically populate based on information entered in earlier tabs. **If planned activities or commitments changed between the submitted application and approved application, indicate on the first question below.** Please use the drop downs for columns to indicate any updates that occurred during the reporting period indicating continued progress towards completion of each of the sections below, there is a cell to provide additional narrative responses, as appropriate. Please take care to ensure all questions are answered; the final question is on row 6.

Did any planned activities or commitments change between the submitted application and the approved workplan?

If no, please jump to the next section, "Environmental Justice and Disadvantaged Communities." If yes, please provide context and details to the approved changes (example: the number of beneficiaries reduced due to partial funding).

Table 14. Environmental Justice and Disadvantaged Communities

1. Did the workplan demonstrate that the project will benefit communities that meet one or more of the criteria for prioritization listed in the NOFO in Section I.B?
2. Did any beneficiaries from the workplan decide to no longer participate in the project? If yes, please use the rows below to indicate which beneficiaries withdrew their participation from the project, and if applicable, please note what beneficiary was chosen as a replacement. *Note: Please add additional rows as needed.*

Withdrawn Beneficiary	NCES ID (if applicable)	Prioritization Status on Prioritized District List or Self-Certified	Date of Withdrawal	Brief Description of Reason for Withdrawal	Replacement Beneficiary (use "N/A" if beneficiary not replaced)
		(Y or N or N/A)	Select Quarter		
		(Y or N or N/A)	Select Quarter		
		(Y or N or N/A)	Select Quarter		
		(Y or N or N/A)	Select Quarter		
		(Y or N or N/A)	Select Quarter		
		(Y or N or N/A)	Select Quarter		

Table 15. Community Engagement

<p>Did the workplan demonstrate actions and/or commitments to engage communities? <i>If no, please jump to the next section, "Project Sustainability". If yes, please complete the rest of this section.</i></p>		
<p>1. How did the workplan demonstrate engagement with the communities identified above, especially local residents, to ensure their meaningful participation with respect to the design and performance of the project?</p>		
Empty space for response		
Policy/Process to Engage Communities and Point of Contact	Application	Status Update
<p>1. Did the workplan for this project demonstrate that the recipient and/or project partner(s) has an existing clear point of contact in a public platform (e.g., newsletter, website) for community issues and complaints (specific to air quality or broader) and a publicly documented policy or process to engage communities and get their input on operations and projects that impact air quality? The process could be a meeting in the past year and/or a policy or process to have a meeting or otherwise get input (e.g., a standing citizens advisory committee). <i>Please include any narrative details in question 2.</i></p>	(Y or N or N/A)	
<p>1.a. If no, did the workplan for this project demonstrate that the recipient and/or project partner(s) commit to completing one before the end of the project period?</p>	(Y or N or N/A)	
<p>1.b. To date, has the recipient and/or project partner(s) completed this commitment?</p>	Select Status	
<p>2. Please provide any additional details and/or a status update to be provided for this category, including but not limited to the URL(s) where the public can find the clear point of contact, a description of the point of contact and policy or process; and any other relevant information. Please use the drop downs under 'Please Select One' to indicate which year it was completed. <i>Note: Do not delete data from prior quarterly reports. If providing updates for multiple quarters in one year, please indicate all updates in the same cell.</i></p>		
Empty space for response		
Empty space for response		
Empty space for response		

Table 16. Project Sustainability

<p>Did the workplan demonstrate actions and/or commitments to promote sustainable project results and benefits? <i>If no, please jump to the next section, "Workforce Development". If yes, please complete the rest of this section.</i></p>
<p>1. How did the workplan demonstrate that project results and benefits will be sustainable and that the applicant and project partners have the ability to promote and continue effort from vehicles after EPA funding for the project has ended?</p>

A. Zero-Emission Projects <i>For non-ZE projects, skip to part B.</i>		
	Application	Status Update
A1. Did the workplan for this project demonstrate coordination and/or consultation with utilities on the feasibility of the project? This could include, but is not limited to, discussion with utilities on project charging needs, project upgrade needs, project costs, rates for future service, and/or the timeframe for necessary upgrades. Please include any narrative details in question A2.	(Y or N or N/A)	
A1.a. If no, did the workplan for this project demonstrate that the recipient and/or project partner(s) commit to such coordination before the end of the project period?	(Y or N or N/A)	
A1.b. To date, has the recipient and/or project partner(s) completed this commitment?	Select Status	
A2. Please provide additional details and any relevant status updates for this section, including but not limited to describing the extent of coordination with utilities, noting the timing of discussions with utilities, and any project decisions impacted by these discussions. Please use the drop downs under 'Please Select One' to indicate which year the update was completed from prior quarterly reports. If providing updates for multiple quarters in one year, please indicate all updates in the same cell.		

Table 17. Workforce Development

Did the workplan demonstrate actions and/or commitments to promote workforce development? *If no, please jump to the next section, "Project Resilience to Climate Impacts". If yes, please complete the rest of this section.*

1. How did the workplan demonstrate a plan to prepare the workforce for the project?

	Application	Status Update
2. Did the workplan for this project demonstrate that current drivers, mechanics, electricians, and other essential personnel have received training to safely operate and maintain the new vehicles and infrastructure? This could include the establishment of workforce training programs for zero emission vehicles and charging infrastructure. Please include any narrative details in question 6.	(Y or N or N/A)	

2.a. If no, did the workplan for this project demonstrate that the recipient and/or project partner(s) commit to ensuring current drivers, mechanics, electricians, and other essential personnel receive training to safely operate and maintain the new vehicles and infrastructure before the end of the project period?	(Y or N or N/A)	
2.b. To date, has the recipient and/or project partner(s) completed this commitment?		Select Status
3. Did the workplan for this project demonstrate that the recipient and/or project partner(s) have clarified protections to ensure existing workers are not replaced or displaced because of new technologies? <i>Please include any narrative details in question 6.</i>	(Y or N or N/A)	
3.a. If no, did the workplan for this project demonstrate that the recipient and/or project partner(s) commit to clarifying protections to ensure existing workers are not replaced for displaced because of new technologies before the end of the project period?	(Y or N or N/A)	
3.b. To date, has the recipient and/or project partner(s) completed this commitment?		Select Status
4. Did the workplan for this project demonstrate that the recipient and/or project partner(s) have increased the availability of domestic manufacturing and workforce for zero-emission vehicles, engines, and other key components (e.g., batteries)? <i>Please include any narrative details in question 6.</i>	(Y or N or N/A)	
4.a. If no, did the workplan for this project demonstrate that the recipient and/or project partner(s) commit to increasing the availability of domestic manufacturing and workforce for zero- and near-zero emission vehicles, engines, and other key components (e.g., batteries) before the end of the project period?	(Y or N or N/A)	
4.b. To date, has the recipient and/or project partner(s) completed this commitment?		Select Status
5. Did the workplan for this project demonstrate that the recipient and/or project partner(s) have other measures and/or policies in place to promote workforce development? If yes, please describe the other measures and/or policies in more detail below. <i>Please include any narrative details in question 6.</i>	(Y or N or N/A)	
5.a. If no, did the workplan for this project demonstrate that the recipient and/or project partner(s) commit establishing measures and/or policies to promote workforce development before the end of the project period?	(Y or N or N/A)	
5.b. To date, has the recipient and/or project partner(s) completed this commitment?		Select Status
6. Please provide additional details and any relevant status updates for this section, including but not limited to details on training programs, protections for existing workers, measu availability of domestic manufacturing and workforce, and/or descriptions of any additional policies and measures to promote workforce development, as well as any changes made project period. Please use the drop downs under 'Please Select One' to indicate which year the update was completed. <i>Note: Do not delete data from prior quarterly reports. If provi quarters in one year, please indicate all updates in the same cell.</i>		

Table 18. Project Resilience to Climate Impacts

Did the workplan demonstrate actions and/or commitments to promote project resilience to climate impacts? *If no, please jump to the next section, "Leveraging of Additional External Funds". If yes, please complete the rest of this section.*

1. How did the workplan demonstrate planning or action taken towards building project resilience and reducing vulnerabilities to climate impacts?

	Application	Status Update
2. Did the workplan for this project demonstrate that the recipient and/or project partner(s) have assessed and implemented climate change adaptation considerations to help ensure that the project achieves its expected outcomes even as the climate changes? This could include assessing project vulnerability to local climate impacts when making siting decision and operational plans, ensuring fleets and equipment are protected from climate change impacts, and/or protecting infrastructure from storm damage. <i>Please include any narrative details in question 4.</i>	(Y or N or N/A)	
2.a. If no, did the workplan for this project demonstrate that the recipient and/or project partner(s) commit to assessing and implementing climate change adaptation considerations before the end of the project period?	(Y or N or N/A)	
2.b. To date, has the recipient and/or project partner(s) completed this commitment?		Select Status
3. Did the workplan for this project demonstrate that the recipient and/or project partner(s) have other measures and/or policies in place to promote project resilience to climate impacts? If yes, please describe the other measures and/or policies in more detail below. <i>Please include any narrative details in question 4.</i>	(Y or N or N/A)	
3.a. If no, did the workplan for this project demonstrate that the recipient and/or project partner(s) commit establishing measures and/or policies to promote project resilience to climate impacts before the end of the project period?	(Y or N or N/A)	
3.b. To date, has the recipient and/or project partner(s) completed this commitment?		Select Status

4. Please provide additional details and any relevant status updates for this section, including but not limited to details on climate impact assessments, descriptions of project decision assessments, and/or descriptions of any additional policies and measures to promote project resilience to climate impacts, as well as any changes made to these throughout the project. Use the drop downs under 'Please Select One' to indicate which year the update was completed. *Note: Do not delete data from prior quarterly reports. If providing updates for multiple quarters, please indicate all updates in the same cell.*

Table 19. Leveraging of Additional External Funds

Did the workplan demonstrate that the recipient has leveraged or plans to leverage additional external funds in order to support proposed project activities? *If no, please jump to the next section, "Other".* If yes, please complete the rest of this section.

1. How did the workplan demonstrate that the recipient has leveraged or plans to leverage additional external funds in order to support proposed project activities, as well as how it contribute to the performance and success of the project?

2. Please provide updates on proposed or secured additional external funds using the rows below. This should include additional external leveraged funds, but should *not* include ap the following definitions when selecting Status:

- "Not Yet Started:" Funding is proposed but the application process has not yet begun
- "In Progress:" The funding application or selection process is underway, but funds have not been awarded
- "Awarded:" Funding has been officially awarded
- "Not Awarded:" Funding that had been applied for was not awarded

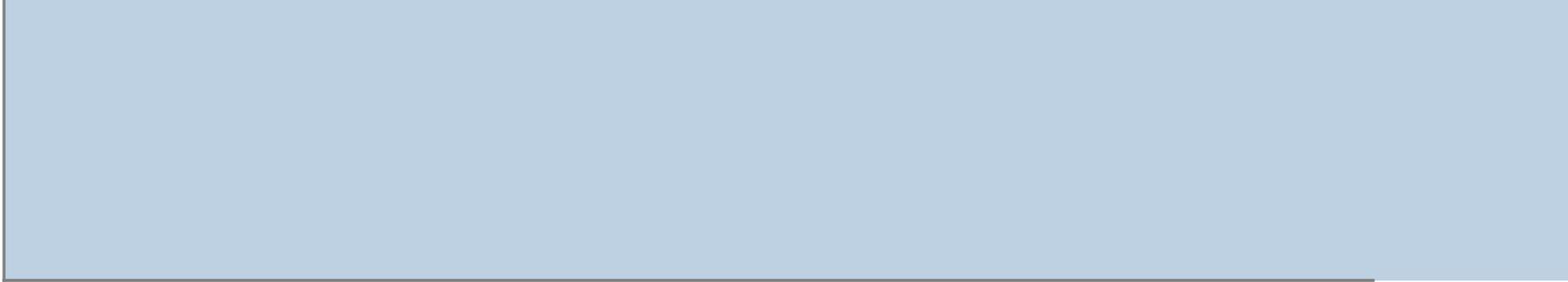
Note: Please add additional rows as needed.

Source Name	Amount (\$)	Status
		Please Select One

3. Are there any updates to be provided or additional information for any proposed or secured additional external funds? If yes, please provide additional details and a status update below, including a description of how any secured funds are being used to support proposed project activities and how they are contributing to the performance and success of the project. If any proposed funding was not awarded, use the space provided to indicate your plans to make up for these funds. Please use the drop downs under 'Please Select One' to indicate which year the update was completed. *Note: Do not delete data from prior quarterly reports. If providing updates for multiple quarters in one year, please indicate all updates in the same cell.*



OTHER: Please provide any additional details or comments regarding environmental justice, community engagement, sustainability, workforce development, resiliency to climate in additional external funds of the project.



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Please Select One

Impacts, or leveraged



Grant Recipient	
Grant Number	
Project Title	

The Fleet Description should detail all vehicles impacted under the project. The Fleet Description should be updated quarterly with into two sections: 1) Current Vehicle Information and 2) New Vehicle Upgrade Information. The sheet has capacity for 100 vehicles.

Table 20. CURRENT VEHICLE INFORMATION					
20a. Basic Fleet Information				20b. Current Vehicle Information	
Vehicle	Group Name	Current Fleet Owner	Publicly or Privately Owned (select from dropdown)	Vehicle Type (select from dropdown)	Vehicle Class (select from dropdown)
Example Vehicle	ESBs for District A	Sarah Smith	Publicly Owned	Short Haul - Single Unit	Class 6
Vehicle 1					
Vehicle 2					
Vehicle 3					
Vehicle 4					
Vehicle 5					
Vehicle 6					
Vehicle 7					
Vehicle 8					
Vehicle 9					
Vehicle 10					
Vehicle 11					
Vehicle 12					
Vehicle 13					
Vehicle 14					
Vehicle 15					
Vehicle 16					
Vehicle 17					
Vehicle 18					

Vehicle 19				
Vehicle 20				
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Vehicle 95					
Vehicle 96					
Vehicle 97					
Vehicle 98					
Vehicle 99					
Vehicle 100					

**U. S. Environmental
 Clean Heavy-Duty Vehicle
 Infrastructure**

Instru

Below are three tables (20-22). Please complete all three. The EVSE Equipment Information (Table 21) should detail all electric ve generation systems and Table 23 on battery storage systems. For school district applicants the infrastructure needs to be listed b as two separate EVSE Groups. Similarly, for large school districts, if EVSE are being installed in two different locations, the EVSE n supporting infrastructure are procured and installed. Please fill out all shaded cells highlighted blue with a diagonal pattern (///); on Tab 12 (Data Dictionary) for data field definitions. Reminder: All Level 2 EVSEs must be ENERGY STAR certified. All EVSE, on-sit requirements. See below for more information on BABA.

Build America, Buy Amer

On November 15, 2021, the Infrastructure Investment and Jobs Act ("IIJA"), Pub. L. No. 117-58, which includes the Build America of the iron, steel, manufactured products, and construction materials used in infrastructure project are produced in the United S infrastructure project, regardless of whether or not the infrastructure project was the primary basis for the award. Additionally, I infrastructure project. For more information, please visit <https://www.epa.gov/cwsrf/build-america-buy-america-baba>.

Table 22: Electric Vehicle Service Equipment Information

Table 22a. EVSE Information Overview				
	Type of Charger	If Level 2, is it ENERGY STAR certified	EVSE Manufacturer	EVSE Model
Example EV Infrastructure	Level 2	Yes	Manufacturer Name	Model Name
EVSE Group 1				
EVSE Group 2				
EVSE Group 3				
EVSE Group 4				
EVSE Group 5				
EVSE Group 6				
EVSE Group 7				
EVSE Group 8				
EVSE Group 9				
EVSE Group 10				
EVSE Group 11				
EVSE Group 12				
EVSE Group 13				

EVSE Group 14				
EVSE Group 15				
EVSE Group 16				
EVSE Group 17				
EVSE Group 18				
EVSE Group 19				
EVSE Group 20				
EVSE Group 21				
EVSE Group 22				
EVSE Group 23				
EVSE Group 24				
EVSE Group 25				
EVSE Group 26				
EVSE Group 27				
EVSE Group 28				
EVSE Group 29				
EVSE Group 30				

Table 23. On-Site Power Generation Equipment Information
 Note: If the on-site power generation includes an energy storage system, information for such system needs to be documented in

Table 23a. On-Site Power Generation Equipment Overview, Cost, and Installation				
	Type of energy generation	Manufacturer of On-site Power Generation	Model of On-site Power Generation	Manufacture Year of On-site Power Generation
Example On-site Power Generation	Solar	Manufacturer Name	Model Name	2023
On-site Power Generation 1				

On-site Power Generation 2				
On-site Power Generation 3				
On-site Power Generation 4				
On-site Power Generation 5				
On-site Power Generation 6				
On-site Power Generation 7				
On-site Power Generation 8				
On-site Power Generation 9				
On-site Power Generation 10				

Table 23. Battery Energy Storage System (BESS) Equipment Information				
Table 23a. Battery Energy Storage System (BESS) Equipment Overview, Cost, and Instal				
	Type of Battery	Manufacturer of BESS	Model of BESS	Manufacture Year of BESS
BESS Example	<i>Lithium-Ion</i>	<i>Manufacturer Name</i>	<i>Model Name</i>	<i>2023</i>
BESS Group 1				
BESS Group 2				
BESS Group 3				
BESS Group 4				
BESS Group 5				
BESS Group 6				
BESS Group 7				

BESS Group 8				
BESS Group 9				
BESS Group 10				

Are there any other infrastructure projects associated with this grant that are not listed above?

If no, *please leave this section blank*. If yes, please provide details in the box below on the infrastructure project and describe how BAF

					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -

ation

Energy Capacity (please indicate kWh or MWh)	Equipment Cost only Per Unit:	Total Federal Funds Expended Per Unit	Total Funds Expended Installation Cost	Total Federal Funds Expended Installation Cost:	Total Funds Expended Equipment and Installation
36kWh	\$48,000	\$20,000	\$12,000	\$10,000	\$ 60,000.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -

					\$	-
					\$	-
					\$	-

3A compliance was determined.		

\$ -					
\$ -					
\$ -					
\$ -					
\$ -					
\$ -					
\$ -					
\$ -					
\$ -					
\$ -					

Table 23b. Location of BESS Infrastructure					
Total EPA Funds Expended Equipment and Installation	Date(s) BESS and related Equipment was Manufactured	Date of BESS Installation (mm/dd/yyyy)	Date BESS Operational (mm/dd/yyyy)	State	County
\$ 30,000.00	battery: 3/2024; housing: 6/2023	6/28/2024	7/28/2024	VA	Arlington County
\$ -					
\$ -					
\$ -					
\$ -					
\$ -					
\$ -					
\$ -					
\$ -					

\$	-					
\$	-					
\$	-					

Table 23c. Ownership and Anticipated Users of BESS Infrastructure

City	Zip Code	Street Address	Who owns the equipment?	Anticipated Users of BESS
Alexandria	22305	400 1st Street	Walton School District	Walton School District & NoVA Community College

Structure		Table 23d. BABA Compliance
If serving school districts, Name of the School District the BESS will serve	If serving school districts, NCES ID of School District that the BESS will serve	Is a waiver being used to fulfill BABA compliance for the BESS?
Walton School District	1234567	No - Infrastructure meets all BABA requirements

Total Funds Expended on EVSE Equipment and Installation	Table 22g. Optional Participation in the Future EPA or its partners may contact me about participating in research opportunities to provide EVSE data that could inform future transportation work. <i>(Yes/No)</i>
\$44,000.00	Yes

U. S. Environmental Protection Agency
 Clean Heavy-Duty Vehicles (CHDV) Grant Program
Final Report: Financial and Narrative Summary

Grant Recipient	
Grant Number	
Project Title	

Federal Project Award Amount	\$	
Total Mandatory Cost Share Amount	\$	
Total Project Costs (Fed. + Cost Share)	\$	
Federal (EPA) Funds Expended to Date	\$	
Federal (EPA) Funds Remaining	\$	

Table 24. Project Updates - Narrative Responses
Record final project information.

Please paste the planned activities, outputs, and outcome from the last quarterly report. Please indicate the final results below.

Activities	Anticipated Outputs	Anticipated Outcomes	ACT

U. S. Environmental Protection Agency
 Clean Heavy-Duty Vehicles (CHDV) Grant Program
Final Report: Financial and Narrative Summary

Grant Recipient	
Grant Number	
Project Title	

Federal Project Award Amount	\$		
Total Mandatory Cost Share Amount	\$		
Total Project Costs (Fed. + Cost Share)	\$		
Federal (EPA) Funds Expended to Date	\$		
Federal (EPA) Funds Remaining	\$		

Table 25: Additional Questions

U. S. Environmental Protection Agency
 Clean Heavy-Duty Vehicles (CHDV) Grant Program
Final Report: Financial and Narrative Summary

Grant Recipient	
Grant Number	
Project Title	

Federal Project Award Amount	\$	
Total Mandatory Cost Share Amount	\$	
Total Project Costs (Fed. + Cost Share)	\$	
Federal (EPA) Funds Expended to Date	\$	
Federal (EPA) Funds Remaining	\$	

Please provide programmatic and narrative financial results on the project.

Question	Answer
1. Provide a narrative description of the project.	
2. Explain the reason for any differences in proposed versus actual outputs/outcomes identified in Table 15 above.	
3. Provide a narrative discussion of the actual project results (outputs and outcomes) and how the results are quantified. These may include, but are not limited to: <input type="checkbox"/> Number of replaced vehicles; <input type="checkbox"/> Dissemination of the project information and increased knowledge via list serves, websites, journals, and press/outreach events (provide web links where applicable); <input type="checkbox"/> Widespread adoption of the implemented technology; <input type="checkbox"/> Increased public awareness of project and results <input type="checkbox"/> Other	

U. S. Environmental Protection Agency
 Clean Heavy-Duty Vehicles (CHDV) Grant Program
Final Report: Financial and Narrative Summary

Grant Recipient	
Grant Number	
Project Title	

Federal Project Award Amount	\$	
Total Mandatory Cost Share Amount	\$	
Total Project Costs (Fed. + Cost Share)	\$	
Federal (EPA) Funds Expended to Date	\$	
Federal (EPA) Funds Remaining	\$	

<p>4. Provide information on subrecipients and vendors: 2 Sub-recipient information (name, award amount, project description); 2 Vendor information (name, payment amount, good/services provided);</p>	
<p>5. Provide a narrative discussion of the successes and lessons learned for the entire project.</p>	
<p>6. If any cost-share or additional leveraged funds are reported, identify the source of the funds.</p>	
<p>7. Was any program income generated during the project period? Identify amount of program income, how it was generated, and how the program income was used.</p>	

U. S. Environmental Protection Agency
 Clean Heavy-Duty Vehicles (CHDV) Grant Program
Final Report: Financial and Narrative Summary

Grant Recipient	
Grant Number	
Project Title	

Federal Project Award Amount	\$	
Total Mandatory Cost Share Amount	\$	
Total Project Costs (Fed. + Cost Share)	\$	
Federal (EPA) Funds Expended to Date	\$	
Federal (EPA) Funds Remaining	\$	

8. For projects involving vehicle replacement, please provide:
 a) Evidence that the replacement activity is an "early replacement," and would not have occurred during the project period through normal attrition (i.e. without the financial assistance provided by EPA). Supporting evidence can include verification that the vehicles replaced had useful life left and fleet characterization showing fleet age ranges and average turnover rates per the vehicle or fleet owner's budget plan, operating plan, standard procedures, or retirement schedule; and
 b) Evidence of appropriate scrappage, sale, or vehicle donation (if applicable) including the engine serial number and/or the vehicle identification number (VIN). **Include Attachments as Necessary*

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9. For projects that take place in an area affected by, or that include affected vehicles affected by, Federal, State or local law mandating emissions reductions, provide evidence that emission reductions funded with EPA funds were implemented prior to the effective date of the mandate and/or are in excess of (above and beyond) those required by the applicable mandate. **Include Attachments as Necessary*

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10. Did you include at least one photo of successful, new vehicle(s) employed? If yes, please indicate if you approve of permission for EPA's future use of the photo(s) in future internal and external documents including, but not limited to Reports to Congress and case studies highlighting CHDV success stories.

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U. S. Environmental Protection Agency
Clean Heavy-Duty Vehicles (CHDV) Grant Program
Final Report: Financial and Narrative Summary

Grant Recipient	
Grant Number	
Project Title	

Federal Project Award Amount	\$	
Total Mandatory Cost Share Amount	\$	
Total Project Costs (Fed. + Cost Share)	\$	
Federal (EPA) Funds Expended to Date	\$	
Federal (EPA) Funds Remaining	\$	

11. Do you have any other comments or feedback?	
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UAL Results

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Fleet Description Data Fi

Prioritized

Self-Certified as Prioritized

Non-Attainment Area

Vehicle Identification Number

Vehicle Manufacturer

Vehicle Model

Baseline Vehicle Model Year

Baseline Engine Fuel Type

Engine Family Name

GVWR

Class

Odometer

Annual Miles Traveled

Annual Idling Hours

Annual Amount of Fuel Used

Remaining Life of Baseline Vehicle

Vehicle Disposition/Replacement Process

Did the applicant request a scrappage waiver?

Current Fleet Owner

Place of Performance: School District

Place of Performance: NCES ID

Place of Performance: State

Place of Performance: County(s)

Place of Performance: City

Percentage of Time operated in each County

Year of Upgrade Action

VIN for New Vehicle(s)

New Vehicle Manufacturer

New Vehicle Model

New Vehicle Model Year

New Engine Family Name

New Vehicle Fuel Type

New Vehicle GVWR

Upgrade Cost per Bus

Total Federal Funds Expended Per Vehicle

New Vehicle Annual Miles Traveled

New Vehicle Equipped with Auxiliary Heater?

Auxiliary Heater Type

Capable of Bidirectional Charging?

Estimate Range in Miles

Battery Capacity in kWh

Is the Battery Warranty Included?

Number of Years Covered by Battery Warranty

Number of Miles Covered by Battery Warranty

Total kWh of Battery Discharge Covered by Warranty
Powertrain Warranty Included?
Number of Years Covered by Powertrain Warranty
Number of Miles Covered by Powertrain Warranty
Is the bus equipped with Telematics?

EPA or its partners may contact me about participating in research opportunities to provide bus or EVSE data that could inform future transportation work.

If Yes, Telematics Primary Point of contact (Name and email)

New Vehicle Fleet Owner

Does this vehicle operate in multiple counties within the project?

Place of Performance Replacement: School District

Place of Performance Replacement: NCES ID

Does this vehicle operate in multiple counties?

% of Time Replacement operated in each County

Type of Charger

If Level 2, is it ENERGY STAR certified

EVSE Manufacturer

EVSE Model

EVSE Manufacture Year

Is the EVSE BABA Compliant?

EVSE Maximum Output Power (kW)

Number of Plugs on EVSE

Is the EVSE Capable of Bidirectional Charging?

Will the Bus and EVSE be Used for V2G?

EVSE Number of Units

EVSE Equipment Cost only Per Unit:

Total Federal Funds Expended Per EVSE Unit

Total Federal Funds Expended for EVSE

Date of EVSE Installation (mm/dd/yyyy)

State

County

City

Zip Code

Street Address

Who owns the charger?

Does the EVSE serve multiple school districts within this application?

Name of the School District(s) the EVSE will serve (use a colon between school districts)

NCES ID of School District that the EVSE will serve (use a colon between school districts)

Total Funds Expended Installation Cost

Total Federal Funds Expended Installation Cost

Does the Infrastructure Equipment Cost Include Installation?

Description of Installation Work

Installation Work Performed By

Installation was conducted by an individual who meets the infrastructure electrician requirements as outlined in the program guidance?

Is waiver being used to fulfill BABA compliance for the Infrastructure Project

Total Federal Funds Expended Equipment and Installation

Type of energy generation

Generation Capacity of the system

Type of Battery

Energy Capacity

elds: Please refer to the following data field dictionary for support in completing tabs 2, 9, and 10

2. PROPOSED WORK PLAN

School District Summary

Select yes if the school district listed on the 2024 CHDV Prioritized School District List.

If the school district self-certifies as Prioritized, indicate which of the three criteria the school district is using to self-certify.

Select yes if grantee's vehicles operate in a non-attainment area.

9. FLEET DESCRIPTION

Current Vehicle Information

Basic Vehicle Information

Enter the VIN number for each vehicle.

Enter the manufacturer of the existing vehicle.

Enter the model of the existing vehicle.

Enter the model year of the existing vehicle.

Select the type of fuel that is currently being used (prior to upgrade).

Enter the Engine Family name of the existing Engine. NOTE: unregulated engines will not have an Engine Family Name. If unregulated, then enter "N/A."

Enter the gross vehicle weight rating (GVWR) of the existing vehicle.

Select the class size from the dropdown menu. Note, class size is based on the vehicle's GVWR.

Enter the existing vehicle's current odometer reading, in miles.

Enter the average number of vehicle miles traveled per year per vehicle.

Enter the average number of hours the vehicle idles per year.

Enter the amount of fuel used in gallons/year.

Enter the remaining life of baseline engine/vehicle in years at the time of the upgrade action.

Select a vehicle disposition option. Please see Section III.D of the Notice of Funding Opportunity for disposition requirements by existing bus model year.

Select the outcome of a scrappage waiver request if applicable.

Basic Fleet Information

Enter the first and last name and email address of the individual or organization that owns the fleet.

Enter the name of the school district in which the bus to be scrapped, sold, or donated has operated in.

Enter the name of the National Center for Education Statistics (NCES) ID associated with the school district in which the bus to be scrapped, sold, or donated has operated in. If you are unsure of the district's NCES ID, you can search for the district at <https://nces.ed.gov/ccd/districtsearch/>.

Select the two letter postal code for the state in which the bus to be scrapped, sold, or donated has operated in.

Enter the county in which the bus to be scrapped, sold, or donated has operated. If it has operated in multiple counties, record all and separate using a colon (e.g., Polk: Butler).

Enter the city in which the bus to be scrapped, sold, or donated has operated in.

Enter the percent of time the bus to be scrapped, sold, or donated has operated in each county. If there is more than one, separate using a colon (Polk - 80%; Butler 20%).

New Replacement Vehicle Information

Upgrade Vehicle Information

Enter the year the upgrade happened.

Enter the vehicle identification numbers (VIN) of the new vehicle.

Enter the manufacturer of the new vehicle.

Enter the model of the new vehicle.

Enter the model year of the new vehicle.

Enter the engine family name of the new vehicle.

Select the fuel type of the new vehicle.

Enter the gross vehicle weight rating (GVWR) of the new vehicle.

Enter the cost of vehicle in dollars per unit.

Enter the federal funds expended per vehicle in dollars per unit.

New Vehicle Annual Data

Enter the average number of vehicle miles traveled per year per new vehicle.

Select yes or no to specify whether the vehicle is equipped with an auxiliary heater.

If bus has an auxiliary heater, enter the type.

Zero Emission Vehicle Data

Select yes or no into the cell to specify whether the vehicle is capable of bidirectional charging.

Enter the estimated range in miles for the zero-emission vehicle.

Enter the battery capacity in kilowatt-hours for the zero-emission vehicle.

Select yes or no into the cell to specify whether the vehicle battery warranty is included.

If the battery includes a warranty, indicate the number of years the coverage is valid for

If the battery includes a warranty, indicate the number of miles the coverage is valid for

Enter the total kWh of battery discharge

Select yes or no into the cell to specify whether a powertrain battery warranty is included.

If the powertrain includes a warranty, indicate the number of years the coverage is valid for

If the powertrain includes a warranty, indicate the number of miles the coverage is valid for

Select yes or no into the cells it specify whether the vehicle is equipped with telematics.

Select yes or no.

Enter First and Last name and email address.

New Vehicle Fleet Information

Enter the first and last name and email address of the individual or organization that owns the fleet.

Select yes or no.

Enter the name of the school district in which the new bus will operate in. If it will operate in multiple school districts, list all and separate with a colon (e.g., Hampton School District: Edgewood School District).

Enter the name of the National Center for Education Statistics (NCES) ID associated with the school district in which the new bus will operate in. If it will operate in multiple school districts, list all NCES IDs and separate with a colon (e.g., 1234567: 7654321).

Select yes or no.

Enter the percent of time the new bus will operate in each county. If there is more than one, separate using a colon (Polk 80%: Butler 20%)

10. EV INFRASTRUCTURE

EVSE Equipment Information

Enter the type of charger, either Level 2 (AC charging up to 19.2 kW) or DC Fast Charging.

Confirm and select yes if applicable. Please see <https://www.energystar.gov/>

Enter the manufacturer of the charging equipment

Enter the model name of the charging equipment.

Enter the year the charging equipment was manufactured.

Select an option. EVSE manufactured on or after July 1, 2024 must be meet BABA requirements.

Enter the maximum power output of the charging equipment, measured in kilowatts.

Enter the number of plugs installed on each unit of the charging equipment.

Select yes or no into the cell to specify whether the charging equipment is capable of bidirectional charging.

Select yes or no into the cell to specify whether the buses and charging equipment will be used for vehicle-to-grid (V2G) services.

Enter the quantity of charging equipment unit

Enter the cost of the charging equipment per unit.

Enter the total Federal funds expend for charging equipment per unit.

No action - autopopulated

Enter the date on which the EVSE is permanently affixed.

Location of EV Infrastructure

Select the two letter postal code for the state in which the charging equipment will be located.

Enter the county in which the charging equipment will be located.

Enter the city in which the charging equipment will be located.

Enter the zip code in which the charging equipment will be located.

Enter the street address in which the charging equipment will be located.

Enter the name of the school district or organization that owns the charging equipment.

Select yes or no

Enter the name of the school district in which the EVSE will serve. If it will serve multiple school districts, list all and separate with a colon (e.g., Hampton School District: Edgewood School District).

Enter the name of the National Center for Education Statistics (NCES) ID associated with the school district in which the EVSE will serve. If it will serve multiple school districts, list all NCES IDs and separate with a colon (e.g., 1234567: 7654321).

Infrastructure Installation Information

Enter the total installation costs for the charging equipment for the EV infrastructure group column.

Enter the total Federal funds expended for installation costs for the charging equipment for the EV infrastructure group column.

Please enter yes or no into the cell to specify whether the indicated cost of the charging equipment above includes any installation expenses.

Enter a description of the work performed to install the charging equipment, such as design and engineering, trenching, wiring and electrical upgrades, labor, and permitting.

Enter the name(s) of the organization(s) that performed the installation work described above.

Select electrician category

If a waiver is being used to meet BABA compliance requirements, select the waiver type

Automated cell that will calculate the total Federal Funds expended for the charging equipment and installation for an EV Infrastructure Group.

On-Site Power Generation Equipment Information

Select a type of energy generation, solar or wind.

Enter the generation capacity of the system as either kW or MW. Please indicate unit of measurement.

Battery Energy Storage System (BESS) Equipment Information

Select a type of battery

Enter the generation capacity of the system as either kWh or MWh. Please indicate unit of measurement.