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| General Instructions |

Applicants should complete and sign the Application Summary Sheet (Attachment 1) and include it as the first page of the submitted application. All applicants should complete the remainder of the application using this form. Applications, excluding any cover page, table of contents, pictures, maps, other required forms, and attachments, should not exceed 40 consecutively numbered (bottom center), 8.5x11-inch pages of single-spaced, standard 11-point type with 1-inch margins and black text. Furthermore, the formal page count does not include the Applicant Information, Proposal Summary, and General Instructions.

For applications that include multiple plaza locations, applicants shall clearly indicate which aspects of the application apply to all plazas (such as proposed equipment) to reduce repetition and adhere to the page limit.

**No hard copy applications will be accepted. Digital applications in both Microsoft Word and PDF format are required and must be sent to** EV\_Plazas@state.co.us **by September 30, 2020 – 5:00pm MT**.

All attachments should be included in ONE (1) document containing a table of contents which denotes the appropriate title and page number of each item. Confidential/proprietary information should be readily identified, marked and included in ONE (1) additional attached document, separate from the rest of the application and attachments (See Proprietary/Confidential Information section of the RFA for additional information).

All Applications should be digitally named using the following convention:

**EV Plazas Application – Lead Applicant Name**

**EV Plazas Attachments – Lead Applicant Name**

**EV Plazas Confidential Information – Lead Applicant Name**

This document does not supplant the Request for Applications (RFA) document. It is the duty and sole responsibility of the applicant to thoroughly read and understand the contents contained therein and ensure all required information is included within this application. The overall quality of the application, containing all required information in a clear and concise format, is a prevailing consideration throughout all categories.

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| Applicant Information  |

Applicant Name/Title:

Applicant Email Address:

Applicant Phone Number:

Organization Name:

Organization Address:

DUNS Number:

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| Funding Proposal Summary |

**Describe the number and locations of the Plazas for which you are applying:**

**Funding**

Total Project Cost:

Funding Amount Requested:

Funding Match(es) by Source:

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| Project Abstract and Project Narrative |

**1a. Project Abstract**

**1b. Project Narrative**

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|  Plaza Locations and Access to Amenities |

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| Plaza Design, Facilities Requirements, Minimum Specifications  |

**Minimum Specifications**

**Technical Merits**

**Access to Sufficient Electrical Supply**

**Station Maintenance Plan**

**Consumer Friendliness**

**Other Information**

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| Project Communication and Strategic Partnerships  |

**Consultation with Utility**

**Collaboration with Local and County Government**

**Other Engagement**

**Outreach and Marketing**

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| Budget, Budget Narrative, Business Model, Pro Forma  |

**Budget**

**Budget Narrative**

**Business Model**

**Pro Forma**

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| Organization, Staff Experience, Qualifications |

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| Innovation, Sustainability and Equity  |

**Innovation**

**Sustainability**

**Equity**

**Other Benefits**

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| Project Schedule |

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| Exception(s) to State Model Contract and DEN Legal Considerations |

Provide a brief written statement noting any exceptions to the State Model Contract included as Attachment E to the RFA on the Colorado Energy Office website.

If you are applying for the DEN Cell Phone Lot, provide a brief written statement noting any exceptions to Appendix D DEN Legal considerations.

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| Organizational Conflict of Interest  |

Provide a brief written statement noting any conflict of interest as defined within the “Organizational Conflict of Interest” section of the RFA.

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| Debarment and/or Suspension |

Provide a brief written statement noting any debarment and/or suspension as defined within the “Organizational Conflict of Interest” section of the RFA.

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| Documentation Check List  |

**To be completed prior to application submittal:**

[ ] Attachment 1 - Application Summary Sheet

[ ] ALT Fuels Colorado EV DCFC Plaza Grant Program Application Form

[ ] Attachment 2 -Request for Taxpayer ID Number and Certification (W-9)

[ ] Registration with the Colorado Secretary of State

[ ]  Data Universal Numbering System (DUNS) Number Acquisition and Registration within the System for Award Management (SAM)