

TER Grant Matching Final Report

I. General information

Project name	
Year awarded	
Award recipient	
Name and address for reimbursement payment	
Is the name and address the same as the payee's W-9?	<input type="checkbox"/> Yes <input type="checkbox"/> No If not, please provide the payee name and address for project closeout as indicated on your W-9 form:
Project partners	
Primary project contact	Name Title Email Phone
Is the project team willing to remain in contact with PSE about the project and participate in any future peer forums to exchange knowledge and learnings about this work?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is your team interested in letting PSE create a case study highlighting your project which will be used to promote TER grants and transportation electrification in general? If so, please indicate who the best point of contact would be to coordinate this effort.	<input type="checkbox"/> Yes <input type="checkbox"/> No Contact

In the following section, please provide information specific to your project.

Project summary

Please provide a summary of your project, including its scope, goals, and benefits to the community. Highlight any changes from the original plan, challenges encountered, and how they were addressed. Share key lessons learned, what worked well, and any recommendations for future projects (200 words)

II. Financial report

Total Grant Matching Eligible Costs (Including equipment, labor, recognition and awareness costs, signage, permits, etc.)	\$
Other funding sources (Total all other sources, if applicable)	\$
Award amount already provided by PSE	\$
Remaining Award now requested from PSE	\$

Note: Please be sure to attach all invoices and other supporting financial documentation associated with project costs for which you are requesting TER Grants funding. If there is a discrepancy between the invoices and total project costs listed above, please highlight the discrepancy and provide an explanation for PSE to review. PSE will not be able to pay out the remaining Award amount until the discrepancy is resolved.

Website information

Provide links to any information about this project on your organization's website if applicable.

Media and events

Summarize existing plans to publicize the launch of your project, such as media events, press releases, and social media postings. Please provide as much detail as possible – dates, attendees, etc

Future outreach and educational activities

Summarize any other future activities planned to educate the public about the project.

Please contact TERGrants@PSE.com to discuss joint media opportunities.

III. Supplemental documentation

Please be sure to complete this form in detail and submit the following required attachments in order to ensure prompt TER Grant Matching Award disbursement:

Required

- ☐ Itemized financial invoices for the final project costs listed above
- ☐ If the project costs include efforts to raise awareness (e.g. public outreach campaigns, education workshops, digital or printed media and communications, vehicle wraps, community engagement initiatives, etc.), provide a maximum of 3 photos or other relevant evidence showcasing the project's implementation and communities engaged
- ☐ If the project involves any physical assets or technology, provide a maximum of 3 photos or other relevant evidence showcasing the project being implemented and functioning
- ☐ Copy of press releases announcing project launch or planned events to celebrate the project (if applicable)

Please submit your completed Grant Matching Final Report and supplemental documentation through PowerClerk and include your organization/project name in all submitted materials.

Project closeout reporting: Recipients shall submit closeout documentation no later than 90 days following the project being implemented and functioning. This documentation shall include all project expenses in sufficient detail for reviewers to determine eligibility of expenses under the grant Award. The final payment will not be processed until satisfactory documentation is submitted to PSE.