

TER Grants Quarterly Progress Report

Use this form to report quarterly progress updates to PSE. Use this form to also request approval for any changes to the original project plan as described in the award agreement. Please reach out TERGrants@PSE.com with any questions or concerns. Failure to notify PSE of any updates or changes to your project may result in delayed award reimbursement or a rescinded offer of funding.

I. Contact information

Contact name	
Contact email	
Contact phone	
I am reporting on the project status for the following Transportation Emission Reduction Grant and Program offering	<input type="checkbox"/> Project Grant <input type="checkbox"/> Grant Matching

II. Project status description

Project scope and status Please include any relevant updates regarding project deployment, cost, technology procurement, installation, funding, outreach, etc. Please also share any other updates about your project that PSE should know, such as plans for any publicity or media engagements related to the project	
Project location status Have there been changes in primary project location(s) or outreach and engagement activities?	
Completion date status Please let us know if there are any changes to the estimated project as indicated in your grant agreement	
Total project cost projection Please let us know if you have any updates related to specific project costs.	

Funding source updates

Please let us know if there are any changes or recent notifications related to pending funds

Overall, has there been any change from the original scope of work outlined in your grant agreement?

If so, describe that here, including any need to extend your estimated completion date. If any significant changes must be made, please await approval from PSE before proceeding as PSE will need to review and update your project scope via a change request

- ☐ No, there have not been any significant changes to our project plan and scope of work outlined in our grant agreement.
- ☐ Some minor changes to our scope of work/plan have occurred but nothing has differed from our Grant Agreement:
- ☐ Yes, the following significant changes from the project's original scope of work have occurred (please describe) and is different from our grant agreement and should be reviewed by PSE:

Note: A formal review of any significant changes to your progress scope may be necessary, but PSE is flexible and understands that project implementation can result in deviations from original project plans. PSE will contact you if more information is needed about significant changes in scope and whether a formal change request is required.