

# Port Electrification Grant Program Q&A

Updated 6/28/2024

**1. Question: When does the grant application come out?**

**Answer:** April 4, 2024

**2. Question: Will there be another Port Electrification Grant in future years if we miss the deadline for this application?**

**Answer:** We do not know at this time whether there will be another future Port Electrification Grant Program. It is up to the State Legislature to decide about future funding. The current grant program is the only available for the 2023-2025 biennium.

**3. Question: Which CARB tool is best recommended for a shore power project? I have identified the Advanced Technology Demonstration and Pilot Projects tool as a viable option, per recommendation from the Q/A section of the application packet, but I wanted to confirm if this would be the best choice considering the outputs of the tool do not calculate VOCs, SOx, nor CO2.**

**Answer:** This will depend on what type of vehicle or vessel will be using the shore power, but the tool identified above is correct. Alternately, you could use California's [Clean Mobility Calculator](#) which is a bit broader and a good place for any project to start. Also, Washington state has been working on updates to CARB Clean Mobility Benefits, CARB Low Carbon Transportation Advance Technology and AFLEET CFI GHG calculators to make them Washington state specific. However, these tools will not be available until July or later.

**4. Question: Are private businesses located in or near a port eligible for this program?**

**Answer:** This program is only open to public ports. However, if you are you associated with a public port you can work with them to apply. They could provide you with the funding through a separate agreement with flow down provisions.

**5. Question: Are forklifts and terminal trucks eligible for funding? Can funds be used to replace Port trucks and dump trucks?**

**Answer:** Yes. Regarding trucks and equipment, conversion of gasoline to electric, or replacement of gasoline powered with electric, for any port equipment or vehicles are an eligible project type. See [RCW 53.58.010](#).

**6. Question: Is leased equipment eligible for funding?**

**Answer:** If a port is replacing leased gasoline powered equipment with purchased electric powered equipment it would be eligible. If a port is currently leasing gasoline powered equipment and wants to replace it with leased electric equipment, this is eligible under this program with a cost/benefit analysis to ensure the project is competitive.

**7. Question: What are the scrappage requirements for replacement projects?**

**Answer:** Each grant recipient is responsible for disposing of their vehicles in accordance with their own procedures.

**8. Question: Are applicants encouraged to stack incentives from other funding sources to reduce project costs?**

**Answer:** Applicants are encouraged to use multiple funding sources for their projects, if necessary. Having matching funds makes the application more competitive.

**9. Question: Can funds be used to install electric charging stations?**

**Answer:** Yes, shore power and charging stations are eligible for funding under this program.

**10. Question: In reference to the following requirement “*Estimate of project cost (reviewed and signed by an engineer licensed in the State of Washington),*” does this requirement apply to proposed cargo-handling equipment?**

**Answer:** No, projects consisting of equipment only will need a cost estimate, but it does not have to be signed by a licensed engineer.

**11. Question: Are airport electrification projects managed by a public port also eligible for this funding?**

**Answer:** Yes, the guidance from the Legislature states that “all public ports are eligible” but does not specify what type of port facilities. In addition, in the grant application packet WSDOT states that the program is eligible for all public ports under [Title 53 RCW](#). The first sentence of [Title 53 RCW \(53.04.010\)](#) reads, “(1) Port districts are hereby authorized to be established in the various counties of the state for the purposes of acquisition, construction, maintenance, operation, development and regulation within the district of harbor improvements, rail or motor vehicle transfer and terminal facilities, water transfer and terminal facilities, **air transfer and terminal facilities**, or any combination of such transfer and terminal facilities, and other commercial transportation, transfer, handling, storage and terminal facilities, and industrial improvements.”

**12. Question: Does the page limit of 25 pages include a narrative and attachments?**

**Answer:** Yes, the narrative and attachments should fall within the page limit of 25 pages.

**13. Question: Is it possible to apply for Port Electrification Funds to use as matching funds for a federal grant application?**

**Answer:** Yes, you can apply for Port Electrification funds to be used as a match to a federal funding application. The scope and cost of the state-funded program and federal-funded program should be spelled out in the application. If you fail to secure the federal grant you should be able to use the state funds to implement a portion of the program independently.

**14. Question: Is there some flexibility for which GHG emissions reductions calculator an applicant may use to estimate the ten-year environmental benefit?**

**Answer:** We require using CARB for two reasons: 1) the WA department of ecology is responsible for administering the CCA and reporting benefits to the state, and while they are working on a Washington state specific tool, it is not ready yet. The WA department of ecology has therefore directed all state agencies to use CARB as the standard in the interim. 2) We need to ensure there is a consistent way to compare all applications. WSDOT has some internal contacts who are SMEs about these calculation tools and can answer any subsequent questions about how to use CARB.

**15. Question: Contact information is required in the narrative of the application and also listed as a required attachment. Are applicants required to repeat the same information?**

**Answer:** It is not necessary to repeat the information. You may reference the page number where you identify contacts you have already listed elsewhere.

**16. Question: The brief project description section of the application requires a map; however, maps can take up a lot of space. How should we include maps in order to meet space requirements?**

**Answer:** The map that is part of the project description does not need to be detailed and only needs to be large enough to show the geographic location. More detailed map(s) showing a site plan and project limits (if applicable) and impacted overburdened communities / tribes should be included as an attachment. It is not a requirement to include the Washington Environmental Health Disparities Map; this map should be used to

identify overburdened communities, but the maps provided in your application can come from other sources.

**17. Question: The project description has a required length of 1-2 pages, but there are a lot of elements listed. Is 1-2 pages a hard limit?**

**Answer:** 1-2 pages is suggested but going over will not disqualify you. The only hard page limit is 25 pages for the entire application, including attachments.

**18. Question: Does an applicant meet the minimum requirements if they can document at least initiating Tribal engagement? Or do applicants have to have the Tribes' responses in hand to attach to the application?**

**Answer:** There is no requirement to have a response from a Tribe. Per the Tribal Consultation Guidelines in Appendix B of the call for projects, a memo summarizing outreach activities to date would suffice.

**19. Question: Are there other regulatory environmental agencies that have to be contacted prior to submitting these applications, eg. Department of Fish and Wildlife?**

**Answer:** These projects normally will also have SEPA or NEPA processes to follow and we will verify these requirements are being followed as part of our funding oversight. No documentation of these efforts is required for the application.

**20. Question: The application asks us to attach an estimate of the project cost which is signed by a licensed engineer. For some projects this is not feasible; how can this requirement be addressed?**

**Answer:** Not all application elements may apply to your project, in which case it is advised to include a note with the words "Not Applicable".

**21. Question: Some of the items in the project description are repeated as required attachments, such as community engagement activities. Is it acceptable to give a very brief summary in the description and provide more details in the attachment?**

**Answer:** Yes, this was the intention.

**22. Question: Can the attachments be split into multiple documents, does each required section need a separate page, or can they all be in one file?**

**Answer:** No specific document or file format is required, as long as the content is included.

**23. Question: The completed version of Appendix A is long and including it in the application will exceed the page limit. How can this problem be resolved?**

**Answer:** Appendix A (Community Engagement Needs Assessment Form) was provided as a resource to help applicants identify the level of effort of community engagement as well as to generate a plan/direction for community engagement activities. It is not a required attachment with the application. Likewise, applicants are not required to include any of the optional attachments listed on page 7 of the call for projects. However, including details on your community and tribal engagement activities or documentation of a tribal resolution will result in additional points.

**24. Question: What level of detail is expected for the Operations and Maintenance Plan portion of the Project Business Plan?**

**Answer:** WSDOT is interested in knowing that an applicant has the capacity to maintain and operate the capital improvements purchased with state funds, as well as having a method to track performance. The financial plan for ongoing operations and maintenance may include a budget.

**25. Question: Is an operations and maintenance budget required?**

**Answer:** It is not required but it may be helpful to include depending on the nature of the project. In general, WSDOT is concerned with ensuring there is ongoing public benefit that comes from state investments.

**26. Question: What is the level of detail or page length expected for the business plan?**

**Answer:** WSDOT expects applicants to show that they will optimize the use of the funds, such as identifying appropriate staff to manage the project, having a plan to ensure the improvements will be optimally utilized by port customers, and that the assets purchased with state funding will be maintained. The business plan should be lengthy enough to demonstrate those objectives and other items listed on page 8 of the call for projects, without too much extraneous information.

**27. Question: For successful grant applications, what is the conduit for contracting?**

**Answer:** After grants are awarded, the next step is for WSDOT to send a draft agreement based on a template that is unique to Port Electrification projects. A kickoff meeting will be held which includes discussion of the agreement, and the draft agreement will be sent for legal review.

**28. Question: For previous design/construction agreements, WSDOT was involved in reviewing and approving the engineering design. Will this level of detail be contractually required for Port Electrification projects and should this be factored into the cost?**

**Answer:** Because WSDOT will not own the capital improvements, the project will not undergo a detailed engineering review. WSDOT will however verify that final design has been completed.

**29. Question: How did you arrive at the decision to require a Tribal Resolution for proof of Tribal support, and why?**

**Answer:** This is not a requirement, however the Climate Commitment Act program has an investment goal of 10% of the state expenditures going toward projects that are formally supported by a Tribal resolution. Applications with a documented Tribal resolution will be more competitive for this reason. The relevant code used to make this decision is [RCW 70A.65.230](#), subsection (1)(b).

**30. Question: Why are applications for planning projects held to the same scoring criteria as implementation projects?**

**Answer:** While planning is an important step of the process, the CCA investment program emphasizes short-term implementation of projects that produce greenhouse gas reductions. Planning projects are not disqualified, but if the funding does not directly result in carbon emissions, they are given less priority. It is possible that if additional funding is available in the future Washington state might follow the EPA's lead in separating port electrification grants into planning vs construction phases.

**31. Question: Many projects have a long lead time in acquiring equipment; is this detrimental to receiving an award?**

**Answer:** Some long material lead times are to be expected, and a reasonable project schedule should be identified in your application. You will not be evaluated on project duration. While the money is not guaranteed to go into the next biennium (July 2025-June 2027), an accurate report to the Legislature on the current status of the project (budget, schedule, etc.) typically results in continuance of the project.

**32. Question: Please post information on the federal EPA grant program.**

**Answer:** The EPA's notice of funding opportunity website has been taken down because applications were due in May. Additionally, this is not an annual program. Documentation of the program is still available at [www.epa.gov/ports-initiative/cleanports#notices](http://www.epa.gov/ports-initiative/cleanports#notices).

**33. Question: If a project is scoped for detailed planning and engineering resulting in a shovel-ready project, can the applicant still include a projected ten-year estimate for emissions reductions?**

**Answer:** If the grant money will not be spent on construction, emissions reductions are not a direct result of the project and cannot be included. An exception would be when state grant funding is used for the planning and engineering phase of the project and matching funds are secured for construction/implementation, i.e. the grant funds are a piece of a larger overall project.

**34. Question: For a project with multiple phases including construction-ready design, how should the funding of different components be identified? Should the applicant list out multiple sources of funding?**

**Answer:** Yes, it helps to see the public benefits associated with each phase or component of the project. If WSDOT selects the project for partial funding it may choose to fund a single component and/or the component of the project that results in the most environmental benefit.

**35. Question: Please provide more detail on the expectations surrounding the shore power policy described on page 2 of the call for projects ("Eligibility").**

**Answer:** The revised/supplemental transportation budget, made effective in March 2024, clarified the intent of the shore power policy (see [ESHB 2134](#), Section 308(14)). The removal of the word "first" is interpreted to mean that a shore power policy is not an eligibility requirement to apply for grant funding; rather, a port with a shore power project will be required to develop such a policy upon receiving an award. This requirement would become a stipulation in the grant agreement.

**36. Question: I am trying to fit a tugboat shorepower project into a CARB calculator and it's not calculating any reductions. Should I use the Marine CHC or Other tabs using the Demonstrations tool?**

**Answer:** The "Marine CHC" tab in the [CARB Demos tool](#) should work. You need to convert shore power into energy consumption rate and activity, and have a baseline engine so the model will calculate benefits for you.

**37. What impact will Initiative 2117 have on this program?**

**Answer:** This grant program is funded through the state's Climate Commitment Act. The current amount available for this grant program (\$26.5 million) is already secured and appropriated and would not be affected by this initiative.