

Statement of Project Objectives

Organizing and Supporting Underserved Communities to Design, Implement, and use Electric Vehicle (EV) Charging Infrastructure

A. OBJECTIVES

The objective of the project is to deeply engage the community in identifying how transportation electrification can help meet community transportation needs and reduce cost and pollution burdens for residents of Saint Paul's East Side. The project will engage underserved communities to discuss how investments in electric vehicle (EV) chargers can benefit the community. The project will engage and work with up to four community organizations to identify potential sites and install 10 new EV charging hubs with 40 Level 2 (L2) charge ports in the public right of way. Two series of workshops will be held to evaluate whether the EV chargers provide the anticipated benefits.

B. SCOPE OF WORK

Residents of Saint Paul's East Side do not equitably experience the benefits of access to clean, affordable, and reliable transportation. Those burdens include below-average transit service, auto ownership, and above-average pollution burden.

This project will deeply engage the community in identifying how transportation electrification can help meet community transportation needs and reduce cost and pollution burdens. It will also equip the community to work with St. Paul to identify EV charging locations that will both serve community needs and meet technical requirements. Through work with community-based organizations (CBOs), the project will define an expansion area from its existing Evie Carshare project and install 10 new EV charging hubs with 40 Level 2 (L2) charge ports, including five hubs along the Gold Line, an all-electric bus rapid transit line scheduled to open in 2025.

The project will be conducted in three main tasks:

Task 1: The Recipient will engage the community in a specific service expansion area. The core task is to strengthen partnerships with CBOs. Up to four CBOs representing East Side neighborhoods will be partnered with on the project. A project facilitator will be recruited and financially supported. A Community-Driven EV Charger Deployment Report will be executed. The installation of EV chargers at locations identified during outreach efforts will begin. Finally reporting data needed to calculate Justice40 Initiative metrics will commence.

Task 2: The Recipient will continue working with CBOs representing East Side neighborhoods hosting charging hub siting workshops. The plan for tracking and reporting metrics will be used for first set of hubs to measure the benefits that flow to the community during the site testing/validation process. CBOs continue to engage with residents through education and

events. EV charging deployment will continue, and vehicles secured through separate funding will be integrated into the area.

Task 3: The use of the infrastructure and carsharing is promoted and supported. Data is collected and lessons are disseminated regionally and nationally.

C. TASKS TO BE PERFORMED

The following tasks will be conducted:

Task 0.0

Overall Project Management and Planning

The Recipient will perform project management activities to include project planning and control, subcontractor control, financial management, data management, management of supplies and/or equipment, risk management, and reporting as required to successfully achieve the overall objectives of the project.

Task 0.1 – Project Management and Planning:

The Recipient shall develop and maintain the Project Management Plan (PMP). The content, organization, and requirements for revision of the PMP are identified in the Federal Assistance Reporting Checklist and Instructions. The Recipient shall manage and implement the project in accordance with the PMP.

Task 0.2- Kick-Off Meeting:

The Recipient will participate in a project kickoff meeting with the DOE within 30 days of project initiation.

Task 1:

Task 1.1 – CBO Partnership Building:

The Recipient will contract with up to four CBOs representing East Side neighborhoods. Subawards provided to CBOs will strengthen their internal capacity to participate in the project and engage with area residents.

Subtask 1.1.1 – The Recipient will select subaward recipients and work to develop an outreach plan alongside CBOs.

Subtask 1.1.2 – The Recipient will recruit and select a facilitator representing the impacted communities to spearhead the community engagement process.

Subtask 1.1.3 – The Recipient will work with the facilitator and participating CBOs, to initiate a dialogue with community members and begin setting up workshops seen under task 2.

Task 1.2 – Community-Driven Education & Mobile Deployment:

Communications, marketing, and outreach work will support all tasks. The project facilitator will work to share common, mutually reinforcing themes while tailoring individual messages to

tasks. The Recipient will conduct a series of initial workshops to identify five EV charging hub sites for the forthcoming Gold Line Bus Rapid Transit (BRT), Educating communities regarding constraints on where EV charging can be placed requires meetings and communication on a variety of levels. The long-term evaluation of the engagement efforts will be undertaken, and team members will work to develop a plan to observe and evaluate the public engagement strategy approach.

Subtask 1.2.1 – The Recipient will conduct a series of four initial workshops with community members to identify 5 EV charging hub sites.

Subtask 1.2.2 – The Recipient will conduct an awareness campaign for various elements of the project. This may include advertising and other marketing approaches.

Task 1.3 – EV Carshare Service Territory & Charging Hubs:

The Recipient will install EVSE at locations identified through the first round of workshops.

Subtask 1.2.1 – The Recipient will work with participating CBOs to determine the boundaries of the expansion service area for carshare program.

Subtask 1.2.2 – The Recipient will begin the installation of L2 EVSE and supporting infrastructure at the identified community EV Charging Hub locations.

Milestone	Type	Description
Complete Workshops (Series 1)	Technical	EV Charging Hubs Siting Workshops (Qty 4)
Up to four CBOs contracted for to become part of project team	Technical	Up to four CBOs confirmed on the east side Saint Paul will set up agreements to work with the project team
Installation of 4 EV Charging Hubs	Technical	Install chargers at 4 sites on Gold Line (16 L2 charge ports)
4 Community-Driven EV Charger Deployment Reports with CBOs completed	Technical	Up to four CBOs located on the east side of St Paul will work with project team and 4 Community-Driven EV Charger Deployment Reports completed

Task 2:

Task 2.1 – Community-Based Organizations Partnership Building:

Subtask 2.1.1 – The Recipient will continue working with up to four CBOs representing East Side neighborhoods for this project.

Task 2.2 – Community-Driven Education & Mobile Deployment:

Subtask 2.2.1 – In areas where there are questions about where an EV charging hub should be located, or where more than one potential site is identified, the Recipient will create one or more temporary electric vehicle charging stations using solar - or -battery-powered EVSE to test and validate the location of the site.

Task 2.3 – EV Carshare Service Territory & Charging Hubs:

Subtask 2.3.1 – The Recipient will continue installing EV chargers at locations identified through the second round of workshops and/or the site testing/validation process.

Subtask 2.3.2 – The Recipient will continue installing EV chargers at locations identified through the second round of workshops and/or the site testing/validation process.

Milestone	Type	Description
Complete Workshops (Series 2)	Technical	EV Charging Hubs Siting Workshops (Qty 4) in expanded service area locations
Site Testing and Validation	Technical	Create temporary charging stations using battery- or solar-powered EV charger to test and validate the location of the site by
Installation of 3 EV Charging Hubs	Technical	Install EVSE at 3 locations in the service area (12 L2 charge ports)
Charging Hubs completed	Technical	3 charging hubs will be installed in service area (totaling 7 hubs completed)

Task 3:

Task 3.1 – Community-Based Organizations Partnership Building:

Subtask 3.1.1 – The Recipient will wrap up contracts with CBOs. Participating CBOs will conclude any final outstanding subaward funds and look for processes to sustain maintenance/support of charging in community and next opportunities.

Task 3.2 – Community-Driven Education & Mobile Deployment:

Subtask 3.2.1 – The Recipient will develop an online workshop based on community inputs sharing lessons learned and best practices.

Task 3.3 – EV Carshare Service Territory & Charging Hubs:

Subtask 3.2.1 – The Recipient will complete installation of remaining EV chargers at sites identified by the first and second rounds of workshops, or site testing/validation process.

Milestone	Type	Description
EV Hub data collection	Technical	Review and analysis of charging hubs complete
CBO partnerships wrap up	Technical	CBOs will wrap up final findings and discuss future sustainable activities
Installation of 3 EV Charging Hubs	Technical	Install EVSE at 3 locations, 2 in the new service area, 1 at the Gold Line Sun Ray mobility hub (12 L2 charge points)
Online replication workshop	Technical	Develop online workshop communicating key learnings and best practices

D. DELIVERABLES

In addition to the reports specified in the "Federal Assistance Reporting Checklist", the Recipient will provide the following to the DOE Project Officer:

- An Annual Progress Report (APR) using a template and guidance provided by the Vehicle Technologies Office, covering project activity during the federal fiscal year (October 1 through September 30). An APR will be required for any full or partial federal fiscal year that falls within the project period of performance. If a project will have ended before the

current year's Annual Progress Report is due, a final APR must be submitted with the project final report. Supplemental reporting requested by DOE to provide data to track and report Justice40 Metrics

- Recipient will provide all project-related, nonproprietary data including EVSE session-level data, EVSE equipment cost, EVSE installation costs, and charging prices to a to-be designated DOE national laboratory.
- Recipient will provide an outreach plan for broadly disseminating the project approach and learnings during the project period and at the conclusion of the project such that other communities can replicate project successes.
- Recipient will provide supplemental quarterly reporting data needed to calculate Justice 40 Initiative metrics (DOE will provide reporting template to project awardees.)

E. BRIEFINGS AND TECHNICAL PRESENTATIONS

- A technical presentation at the Vehicle Technologies Annual Merit Review Meeting anticipated to be held in Washington, DC.
- Detailed project status update briefings at Washington, DC or via communication/conferencing media approximately twice per year. Briefings will explain the plans, progress, accomplishments, and results of the technical effort.
- Technical paper(s) and presentations as appropriate at technical society meetings, or at technical exchange meetings.