



Clean Cities National Parks Initiative: Project Proposal Template

Proposal should be no more than seven pages long and must address each of the items listed below. Be sure to provide applicant contact information, including organization and point of contact name, physical address, phone number, and email address. Refer to <https://cleancities.energy.gov/parks-project-proposal/> for project eligibility information.

*In addition to the proposal, each applicant must complete the **CCNPI Proposed Project Analysis Workbook**. Specific references to this workbook are included in italics below.*

1. Introduction and background

At a minimum, this section must include annual visitation, number of full-time employees, and Climate Friendly Parks status (if applicable) for the NPS unit(s).

Enter annual visitation and number of full-time employees into the Outreach & Education tab of the workbook.

2. Clean Cities collaboration and partnerships

The applicant must summarize current or past relationships with a Clean Cities coalition and/or other local partners. Please include the names and contact information for coalitions and other partners.

3. Project overview and objectives

Provide an overview of the project and its objectives. If applicable, describe previous alternative fuel activities at the unit and whether this project is a continuation of an existing program or a new initiative.

4. Importance of project to NPS unit, region, and surrounding communities

Describe energy security, environmental, and other benefits, as well as educational potential that would be realized during and after project implementation. Specific references and relationship to regional transportation plans and/or the [Green Parks Plan](#) should be included.

5. Project details

A preliminary scope of work must include a description of all applicable items listed below. Please reference the [CCNPI Project Considerations](#) document for additional guidance.

- Vehicles
 - Number, make, model
 - Fuel type/technology
 - Mission/application
 - Estimated mileage annual fuel consumption
 - Details about vehicles being replaced
- Fueling infrastructure
 - Fuel type

- Location(s)
- Access (public or private)

****If EVSE is part of the proposed project and will be made available to the public, applicants must complete the EVSE Screening tab of the workbook. ****

- Additional petroleum-use reduction strategies (e.g., idle reduction) and estimated fuel use reductions

Enter all of the above into the Vehicle Acquisition & Efficiency and Fueling Infrastructure tabs of the workbook.

For technical assistance projects, the scope of work should include:

- A list of tasks the NPS unit would like performed
- Processes, operations, facilities, and major equipment that would be included

6. Education and outreach

Provide detailed information on planned education and outreach activities associated with the project:

- A. How will the proposed project be incorporated into existing education and outreach programs?
- B. How will the NPS unit and Clean Cities Coalition provide information about the proposed project to visitors and the general public?
- C. How many visitors does the NPS unit anticipate reaching through the proposed education and outreach?

Address item C in the Education & Outreach tab of the workbook.

7. Project costs

Provide estimated costs for activities listed under Sections 5 and 6 (above).

Enter specific costs into the Vehicle Acquisition & Efficiency and Fueling Infrastructure tabs, as applicable. Ensure the costs in the Summary Metrics tab are accurate.

8. Summary of expected impacts

Provide estimated benefits and project impacts, based on the calculations determined in the **CCNPI Proposed Project Analysis Workbook**, as well as other notable impacts.

See the Summary Metrics tab in the workbook for these estimates.

Please email your completed proposal and workbook to kay.kelly@nrel.gov.