



# Electric Farm Equipment Grant 2026 Request for Proposals

**Applications due by 4 p.m. Central Time (CT) on August 11, 2026**

05/20/2026

Minnesota Department of Agriculture  
625 Robert Street N  
St. Paul, MN 55155  
[mda.state.mn.us](http://mda.state.mn.us)

In accordance with the Americans with Disabilities Act, this information is available in alternative forms of communication upon request by calling 651-201-6000. TTY users can call the Minnesota Relay Service at 711. The MDA is an equal opportunity employer and provider.

# Table of Contents

---

Grant summary.....	2
Overview.....	2
Funding availability.....	2
Priorities .....	2
Matching requirement .....	3
Timeline and deadlines.....	3
How to apply.....	4
How to submit questions.....	5
Application guidelines .....	5
Eligibility .....	6
Eligible applicants .....	6
Collaboration .....	7
Eligible projects .....	7
Eligible expenses.....	7
Ineligible project expenses .....	8
Application Review Policies and Process.....	9
Review process .....	9
Pre-award risk assessment .....	9
Award notice .....	11
Conflicts of interest .....	11
Privacy notice and data classification.....	12
Requirements for Grant Recipients.....	13
Grant contract agreement.....	13
Accountability and reporting.....	14
Monitoring.....	14
Payments .....	14
Contract and bidding requirements.....	15
Grantee website and publicity .....	16
Federal compliance .....	17
Audits and record retention .....	17
Civil rights .....	17
Affirmative action and non-discrimination policies .....	17
Voter registration requirement.....	18
Grantee evaluation.....	18
Right of Cancellation.....	18
EPA Statement.....	18
2026 Evaluation Profile.....	19
Application Questions .....	20

# Grant summary

---

## Overview

The Minnesota Department of Agriculture (MDA) is now accepting applications for the Fiscal Year (FY) 2026 Electric Farm Equipment Grant (EFEG) program. This program funds the purchase of electric farm equipment with the aim of improving air quality through fossil fuel emission reductions, especially diesel emissions. Applications will be accepted until 4 p.m. Central Time (CT) on Tuesday, August 11, 2026. Information about the program is available on the [Electric Farm Equipment Grant](#) webpage.

Funding for this program is made available from the United States Environmental Protection Agency (EPA) through a Climate Pollution Reduction Grant awarded to the Minnesota Pollution Control Agency (MPCA) under assistance agreement 66.046. The Climate Pollution Reduction Grant is authorized under section 60114 of the 2022 Inflation Reduction Act (42 U.S.C. 7437 Sec. 137). More information about all the grant programs in Minnesota related to this federal funding can be found on the [MPCA's webpage](#).

## Funding availability

We anticipate awarding approximately \$6.6 million using a competitive review process. Project funding is contingent on the EPA making funds available to the MPCA, and the MPCA making them available to the MDA. The maximum award is \$150,000 and the minimum award is \$1,500. We expect over 90 grants will be awarded, but the final number depends on the size of awards.

We anticipate that grant contract agreements will start in January of 2027 and will end in June of 2028. Grant contract agreements may be extended on a case-by-case basis.

## Priorities

It is the policy of the State of Minnesota to ensure fairness, precision, equity, and consistency in competitive grant awards. This includes implementing diversity and inclusion in grantmaking.

The Department of Administration Office of Grants Management [OGM] [Policy 08-02: Rating Criteria for Competitive Grant Review \(PDF\)](#) establishes the expectation that grant programs intentionally show how the grant serves diverse populations, especially populations experiencing inequities or disparities. Applicants with projects that are led by, impact, or serve Native American Tribal communities are encouraged to apply.

The scoring criteria of this grant program prioritize:

- Projects that replace existing diesel/gasoline powered agricultural equipment with electrified alternatives.
- Projects that include equipment with a high frequency of use and that is important to the operation of the farm business.
- Projects supporting beginning farmers and farms owned or principally operated by beginning farmers. A beginning farmer is defined as someone who has farmed for 10 years or fewer.

These priorities and the desired impacts/outcomes of grant projects are reflected in the [2026 Evaluation Profile](#), which describes the scoring criteria and weight that will be used by reviewers to evaluate your application.

Grant outcomes will include:

- Increased use of electric farm equipment.
- Improved air quality through fossil fuel emission reductions, especially diesel emissions.

## Matching requirement

Matching funds are required. Applicants must commit at least 25% percent of the total project cost as a “cash match.” In-kind matches are not allowed. Federal grant funds from any source cannot be used as your match. Funds from other state or local grants may be used as a matching contribution, so long as those funds do not originate from a federal pass-through grant and are not committed to another grant as matching funds. Other sources of the matching funds may include cash, loans, and liquid capital assets dedicated to the project.

The Electric Farm Equipment Grant is a reimbursement grant. Documentation showing payment for the full cost of the project is required for grantees to receive the awarded reimbursement amount. After you pay the project’s full cost, you are eligible for reimbursement of 75% of the project’s cost up to your maximum grant award. Your matching funds will be 25% of project costs that are not reimbursed.

### Example for projects costing less than or equal to \$200,000:

A grantee is working on a project that is expected to cost \$50,000. They purchase the electric farm equipment approved in their signed grant contract, and they submit proof of the purchase (invoice) and proof of the payment (cleared check). After conducting a site visit to confirm project completion, the MDA reimburses the grantee for 75% of the project cost up to their maximum grant award. The grantee is reimbursed in the amount of \$37,500.

### Example for projects costing greater than \$200,000:

A grantee is working on a project that is expected to cost \$350,000. They purchase the electric farm equipment approved in their signed grant contract, and they submit proof of the purchase (invoice) and proof of the payment (cleared check). After conducting a site visit to confirm project completion, the MDA reimburses the grantee for 75% of the project cost up to their maximum grant award. As such, 75% of \$350,000 is \$262,500. However, the maximum grant award is \$150,000 so the grantee is reimbursed in the amount of \$150,000.

## Timeline and deadlines

- May 20, 2026 .....Application period begins.
- July 24, 2026, 4 p.m. CT .....Deadline to ask questions.
- August 11, 2026, 4 p.m. CT .....Applications due.
- August to September 2026 .....Phase one of the review process.
- September 2026 .....Phase two of the review process (pre-award risk assessments).
- October 2026 .....Applicants notified of decisions; grant contracting begins.
- January 1, 2027 .....Anticipated project start date.
- Winter 2027 .....Grantees publicly announced.
- June 30, 2028 .....Planned project end date.

If selected, grantees may only incur eligible expenditures when:

- The grant contract agreement is fully executed (signed by all parties);
- The grant agreement has reached its effective (start) date; and
- The grantee has been notified they may begin work.

## How to apply

Applications must be received no later than 4 p.m. CT on Tuesday, August 11, 2026. Late applications will not be accepted.

- Apply for the 2026 Electric Farm Equipment Grant using our [online application system](#).
  - If you're a new user, you need to create an account first. Use this [how-to guide \(PDF\)](#) to help set up your account.
  - Once logged in, select "2026 Electric Farm Equipment Grant."
  - After you have submitted your application, you will receive a confirmation email. Contact [MDA.AGRIGrants@state.mn.us](mailto:MDA.AGRIGrants@state.mn.us) if you do not receive this email.
- Apply early so there is enough time to get help with the online application system if needed. It's best practice to submit your application at least 24 hours in advance.
- We will accept only one application per entity type, e.g., farm, non-governmental organization, or political subdivision.

For help using the online application system:

- Call 651-201-6500.
- Email [MDA.AGRIGrants@state.mn.us](mailto:MDA.AGRIGrants@state.mn.us) with "Electric Farm Equipment Grant Online Application Help" in the subject line. We encourage reaching out for help early as we may not be able to assist with last-minute requests.

We are not responsible for any technical or logistical problems that result in a late submission. It is your responsibility as the applicant to ensure we receive your application before the deadline.

Incomplete applications will be rejected and not evaluated. Do not provide any materials that are not requested in this request for proposals (RFP); these materials will not be considered nor evaluated. The MDA reserves the right to reject any application that does not meet the requirements of this RFP.

By applying, each applicant warrants that the information provided is true, correct, and reliable for purposes of evaluation for potential grant award. The submission of inaccurate or misleading information may be grounds for disqualification from the award, as well as subject the applicant to suspension or debarment proceedings and other remedies available to the State by law. The applicant is responsible for all costs associated with submitting a response to this RFP.

## How to submit questions

For questions about the grant program or application:

- Submit your question in writing before 4 p.m. CT on Friday, July 24, 2026.
- Email [MDA.AGRIGrants@state.mn.us](mailto:MDA.AGRIGrants@state.mn.us) with “2026 Electric Farm Equipment Grant” in the subject line.

The MDA will post responses to program questions on the Questions and Answers (Q&A) section of the [Electric Farm Equipment Grant](#) webpage as we receive them.

MDA employees are not authorized to give advice on any applications. Applicants who solicit or receive advice from unauthorized MDA employees may be disqualified from eligibility for a grant award.

## Application guidelines

- Use plain, easily understood language. Write for reviewers who have general knowledge but may not have a thorough or deep understanding of your project, organization, or industry.
- Answer all questions completely within the character limits specified in the grant application.
- Although some questions are labeled as optional, we strongly recommend responding to those questions or uploading the appropriate documents.
- Ensure your application is your own, a unique proposal designed to respond to the request for proposals (RFP).
- Make your budget realistic, include only eligible items, and clearly explain how the money will be spent.
- Review the Project Evaluation Profile included in this request for proposals (RFP), as it is used to score and compare grant applications.

# Eligibility

---

## Eligible applicants

Applicants must meet the minimum requirements to be considered for this grant opportunity.

Eligible applicants must meet the requirements of the [Pre-award Risk Assessment \(PDF\)](#) and be one of the following:

- The principal operator of a farming or livestock operation in Minnesota.
- A business entity authorized to farm in Minnesota that is operating a livestock or farm business in Minnesota.
- An organization that trains or supports farmers in Minnesota.

Examples of applicants include but are not limited to:

- Individuals (including farmers)
- For-profit businesses
- Nonprofit organizations
- Municipalities/local governmental units
- Tribal governments and entities

Grant contract agreements may be written with the principal operator, the farm business entity, the nonprofit organization, the municipality, the local governmental unit, or the Tribal government/entity.

MDA employees, their spouses/domestic partners, or any farms or businesses owned or principally operated by them or their spouses/domestic partners are not eligible applicants and are not eligible to receive funds from this grant program. In the application, applicants must also disclose the names and roles of any MDA employees or their spouses/domestic partners who are part of their organization's leadership, board of directors, or governing body. Applicants should review the [Conflicts of interest](#) section prior to applying. The selected grantee must agree to these rules as a part of signing their grant contract agreement.

### **Who is a principal operator?**

The principal operator is the person primarily responsible for the day-to-day operation of the farm. The principal operator could be an owner, hired manager, cash tenant, share tenant, or partner.

### **What business entities need authorization to farm in Minnesota?**

The statute on farming by business organizations ([MINN. STAT. 500.24](#)) requires that all pension or investment funds, corporations, limited partnerships, limited liability companies, and irrevocable trusts must be certified by the MDA before engaging in farming or having an interest in agricultural land.

### **How do business entities get authorization to farm in Minnesota?**

Go to the [Minnesota's Corporate Farm Report](#) webpage for applications and more information.

## Collaboration

Multi-organizational collaboration is allowed; however, no single entity may submit individually and be part of multiple applications. If eligible applicants are submitting a joint application, they must provide a written description of the proposed collaboration and determine which business or organization will have the grant contract agreement with the MDA and will work directly with the MDA to meet grant reporting requirements. The entity working directly with the MDA will receive a 1099 from the State of Minnesota for income tax purposes. Indirect costs or administrative fees to facilitate a joint project are not eligible for reimbursement.

## Eligible projects

Projects must:

- Purchase electric farm equipment for use on farms or for use by farmer-supporting organizations located in Minnesota.
- Not start until the grant contract agreement is signed by all parties and has reached its start date. No purchasing or contracting of goods and services may occur prior to the full execution of the grant contract agreement or effective date, whichever is later.
- Be completed before June 30, 2028. If requested by the grantee, contracts may be extended at MDA's discretion.

## Eligible expenses

The categories of allowable expenses include:

- Electric farm equipment
  - Purchased equipment must be used for agricultural purposes, which are activities associated with the production, harvesting, and processing of agricultural products
- Contractual costs for purchase and installation of electric infrastructure needed for equipment charging

Examples of eligible expenses include but are not limited to the purchase of:

- Utility Terrain Vehicle (UTV)
- Mower
- Well Pump/Irrigation
- Skid steer/Wheel Loader
- Forklift
- Tractor
- Tiller/Cultivator
- Feed Pusher
- Contracting an electrician to upgrade electrical panels and outlets
- Contracting with an electricity provider to add or upgrade electric service

If the MDA accepts your proposal, the MDA will reimburse eligible costs included in the MDA-approved project budget. All work must be completed during the effective dates of the contract; invoices must clearly indicate

when the item was purchased or when the service was performed. All requests for reimbursement must be documented and submitted to the MDA no later than 60 calendar days after the grant end date.

All costs must be reasonable, necessary, justifiable, and directly tied to your project as outlined in the [EPA 2025 General Terms and Conditions \(PDF\)](#).

State, local, or Native American Tribal governments, nonprofit organizations, colleges, and universities can find further guidance on cost principles in [2 Code of Federal Regulations \(CFR\) 200 Subpart E](#). For-profit organizations can find further guidance in [48 CFR Subpart 31.2](#). You can also contact us with questions about eligible expenses.

## Ineligible project expenses

Ineligible expenses include, but are not limited to:

- Purchase of non-operational equipment and costs to repair equipment.
- Leasing of electric farm equipment.
- Conversion or retrofitting equipment to electric.
- Costs, including pre-ordering, incurred before the grant contract agreement is signed by all parties and reached its start date, whichever is later, or those incurred after the grant contract agreement expires.
  - Note: Obtaining bids and quotes is allowed before the grant contract agreement is executed; however, accepting these bids/quotes before execution of the grant contract agreement is not allowed.
- Expenses paid for with cash.
- Any equipment or services purchased from a family member as defined in the Internal Revenue Code, Section 267(c)(4), including siblings, parents, grandchildren, and spouses.
- Any equipment or services purchased from an entity with which you or your spouse own an interest, or an entity of which you are an employee.
- Shipping to out-of-state locations.
- Construction and renovation of buildings and structures.
- Taxes, except sales tax on goods and services.
- Fines, penalties, and other settlement expenses resulting from failure of the applicant to follow federal, state, local, or Tribal nation laws and regulations.
- Late payment fees, finance charges, bad debts, or contingency funds.
- Fees for legal services and compensation for accountants, consultants, and grant writers.
- Indirect costs or administrative fees to facilitate a joint project.
- Expenses that have been or will be reimbursed under any federal, state, or local government funding or other grants. Projects receiving funding from another grant may not receive funding for the same activities and expenses (i.e., no “double-dipping”).

The project expenses listed above are not an exhaustive list. Other practices not explicitly listed here may be deemed ineligible by the grant review committee or the commissioner.

# Application Review Policies and Process

---

## Review process

Funding will be allocated through a competitive process. During the first phase of the review process, MDA staff and external reviewers will evaluate all eligible applications based on the criteria in the Project Evaluation Profile.

Reviewers and staff will meet and discuss the proposals and then recommend projects for whole or partial funding to the commissioner of agriculture, who reviews the recommendations and makes the award decisions. Reviewers, staff, and the commissioner may consider geographic distribution, services to prioritized populations, and as well as the applicant's history as a state grantee, including performance on previous grants, compliance with state rules and regulations, and capacity to perform the work. The MDA reserves the right to offer partial awards based on an assessment of the proposal, the pool of applicants, funding availability, or overall objectives of the grant program.

The timeline for the review process is listed in the [timeline and deadlines](#) section.

## Pre-award risk assessment

During the second phase of the review process, applicants advanced from the first phase of review will be contacted by MDA staff to submit any additional documentation required for the pre-award risk assessment.

The MDA is required to consider a grant applicant's past performance and financial and operational capacity before awarding grants ([MINN. STAT. 16B.981, subd. 2-5](#), [OGM Policy 08-02: Policy on Rating Criteria for Competitive Grant Review \(PDF\)](#), and [OGM Policy 08-06: Pre-award Risk Assessment of Potential Grantees \(PDF\)](#)).

All applicants' capacity to perform work related to the grant will be evaluated as part of their response to this request for proposals (RFP). Applicants being considered for an award may also be required to submit additional documents, such as financial reports, descriptions of internal controls, disclosure of conflicts of interest, and information about the performance on previous state grants, prior to being approved by MDA for an award. The award amount the applicant is under consideration for, and the applicant type will determine what additional documentation needs to be submitted.

## Applicants being considered for an award of less than \$50,000

Applicants being considered for an award of less than \$50,000 or less must submit the following:

- Certification that you or your entity have not been suspended or debarred by the State of Minnesota or with the federal government. See [Suspended and Debarred Vendors \(Minnesota Office of State Procurement\)](#) and [System for Award Management \(SAM.gov\)](#).
- Documentation that your entity is in good standing with the Office of the Secretary of State and registered with the Attorney General's office and is current on its annual reporting requirements, if required for your organization ([MINN.STAT. 309.515](#), [309.52](#), and [309.53](#)).

## **Applicants being considered for an award of \$50,000 or greater**

Applicants being considered for an award of \$50,000 or greater will be required to submit additional documents for review and analysis.

Nonprofit organizations will submit the following:

- A description of your capacity to complete the project. This may include your current staffing, project partners, current budget, and previous experience performing similar work. You will also need to provide information on any grants received from the MDA or other state agency in the last five years.
- A copy of your organization's two most recent Form 990 or Form 990-EZ with the Internal Revenue Service. If your organization has not been in existence long enough or is not required to file Form 990 or Form 990-EZ, then you must submit the following information:
- Proof of your organization's tax-exempt status.
- Board-reviewed financial statements for the two most recent business years, or for new organizations, actual financial statements for the periods that are available and pro forma financial projections for at least a two-year period.
- Documentation of your organization's internal controls.
- The two most recent certified financial audits if required to complete one ([MINN.STAT. 309.53, subd. 3](#)) (if the organization has received total revenue in excess of \$750,000 for the 12 months of operations covered by the statement).
- Certification that you or your entity has not been suspended or debarred by the State of Minnesota or with the federal government.
- Documentation that your organization is in good standing with the Office of the Secretary of State, is registered with the Attorney General's office, and is current on its annual reporting requirements, if required for your organization ([MINN.STAT. 309.515](#), [309.52](#), and [309.53](#)).
- Certification that you, your board members, staff, or anyone else with authority to access grant funds have not been convicted of a felony financial crime in the last 10 years.

For-profit businesses will submit the following:

- A description of your capacity to complete the project. This may include your current staffing, project partners, current budget, and previous experience performing similar work. You will also need to provide information on any grants received from the MDA or other state agency in the last five years.
- A copy of the business' two most recent years of federal and state tax returns. If the business has not been in business long enough to have a tax return, then you must submit alternative documents, including documentation of internal controls.
- Financial statements including annual balance sheets, income statements, and statements of cashflows, for the two most recent years. If the business has not been in existence long enough, financial statements for the periods that are available and/or pro forma financial projections for at least a two-year period can be accepted.

- Certification that you or your entity has not been suspended or debarred by the State of Minnesota or with the federal government.
- Documentation that the business is in good standing with the Office of the Secretary of State.
- Certification that the business is not under bankruptcy proceedings and disclosure of any liens on assets.
- Certification that you, your board members, staff, or anyone else with authority to access grant funds have not been convicted of a felony financial crime in the last 10 years.

Municipalities, political subdivisions, and individuals will submit the following:

- A description of your capacity to complete the project; this may include your current staffing, project partners, current budget, and previous experience performing similar work. You will also need to provide information on any grants received from the MDA or other state agency in the last five years.
- Certification that you or your entity have not been suspended or debarred by the State of Minnesota or with the federal government.
- Certification that you, your board members, staff, or anyone else with authority to access grant funds have not been convicted of a felony financial crime in the last 10 years.

If the MDA determines that the applicant has substantial risks that inhibit its ability to perform the required duties under the grant contract agreement, then the MDA may either request more information for the purpose of satisfying the concerns, develop a risk mitigation plan to protect the interests of the state, or not award the grant.

## Award notice

The MDA will notify applicants, both successful and unsuccessful, in writing. Applicants may request a summary of reviewer comments.

## Conflicts of interest

State grant policy requires that steps and procedures are in place to prevent individual and organizational conflicts of interest, both in reference to applicants and reviewers ([MINN. STAT. 16B.98, subd. 2-3](#) and [OGM Policy 08-01: Grants Conflict of Interest \(PDF\)](#)).

Organizational conflicts of interest occur when:

- A grantee or applicant is unable or potentially unable to give impartial assistance or advice to the MDA due to competing duties or loyalties.
- A grantee's or applicant's objectivity in carrying out the grant is or might be otherwise impaired due to competing duties or loyalties.

In cases where a conflict of interest is suspected, disclosed, or discovered, the applicants or grantees will be notified and actions may be pursued, including but not limited to, revising the grant work plan, amending the grantee duties in the grant contract agreement to mitigate the conflict of interest, requesting the grant applicant to submit a conflict of interest mitigation plan for MDA's review, disqualification from eligibility for the grant award, or termination of the grant contract agreement.

Grantees may generally not purchase items and services from staff, board members, farms owned/operated by staff or board members, or other individuals with whom they have an actual, potential, or perceived conflict of interest. If grantees want to consider any of these individuals/organizations when making purchases, they must submit a conflict-of-interest disclosure and mitigation plan to the MDA for pre-approval. The plan must address how any conflicts of interest will be mitigated, including a plan for selecting vendors that includes meaningful involvement from non-board/staff members.

Grantees may not purchase items or services from MDA employees, their spouses/domestic partners, or any farms or businesses owned or principally operated by them or their spouses/domestic partners.

## Privacy notice and data classification

The information provided by an applicant will be used to assess the applicant's eligibility to receive an Electric Farm Equipment Grant. The decision to apply for this grant is voluntary, and applicants are not legally required to provide any of the requested information. Applicants may decline to complete this application without any legal consequence. However, only completed applications will be considered for a grant; incomplete applications will not be considered.

Data provided in this application is initially classified by the [Minnesota Data Practices Act](#) as private or nonpublic, although some or all of the data will generally become public at various points of the application process unless the data are otherwise classified by state or federal law. Access to private or nonpublic data is limited to those authorized by law, including but not necessarily limited to MDA staff and contractors with a valid work assignment to access the data, parties authorized by the applicant, parties identified in a valid court order or federal subpoena, Minnesota Management and Budget, Minnesota Department of Administration, the state auditor, and the legislative auditor. If necessary, the MDA may also share the data with law enforcement or the Office of the Attorney General.

Per Minnesota's statute on grants ([MINN. STAT. 13.599](#)):

- Names and addresses of grant applicants, and the grant amount requested, will be public data once application responses are opened.
- All remaining data in application responses (except for data otherwise classified by law, including trade secret information, see below) becomes public data after the evaluation process is completed.
- All data created or maintained by the MDA as part of the evaluation process (except trade secret information, see below) will be public data after the evaluation process is completed.

Procedure for claiming protection of trade secrets:

Trade secret information is classified as not public data. In order to qualify as trade secret information, the data in question must be provided to the MDA by the affected person (i.e., the data must be about the applicant) and otherwise meet the legal definition found in statute ([MINN. STAT. 13.37, subd. 1\(b\)](#)). In order for an applicant to assert trade secret protection for data submitted as part of this application: the applicant must: 1) clearly identify the specific formula, pattern, compilation, program, device, method, technique or process that the applicant believes to be trade secret information; 2) describe what efforts the applicant takes to maintain the secrecy of the data; and 3) adequately explain how the data derive(s) independent economic value from not being generally known to, and not readily ascertainable by proper means by, other persons. Merely asserting trade secret protection does not, in and of itself, classify the data in question as

not public; determining what data meet the definition of trade secret information is ultimately the legal responsibility of the MDA, and the MDA cannot guarantee that data identified as trade secret information by an applicant will be classified as such. If the MDA determines that data do not meet the definition of trade secret information, the data in question will be available to the public unless the applicant secures a court order saying otherwise.

All persons, businesses, and individuals applying for grants in the state of Minnesota must comply with applicable laws. Under the law titled Right of Setoff ([MINN. STAT. 270C.65, subd. 3](#)), a grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies, and to state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring a grantee to file state tax returns and pay delinquent state tax liabilities, if any.

## Requirements for Grant Recipients

---

### Grant contract agreement

Each grantee must formally enter into a grant contract agreement with the MDA. The grant contract agreement will address the conditions of the award, including implementation for the project. Grant contract agreement templates are available for review on the [OGM Forms and FAQs webpage](#). The MDA reserves the right to adjust these templates.

Upon approval of an application, completion of the pre-award risk assessment, and before beginning work on the grant project(s) and incurring any grant expenses, the applicant must:

- Register as a vendor in SWIFT, the state's accounting system, or confirm that the information in SWIFT is still correct.
- Submit other required documentation within 15 days of award notification.
- Read and sign a grant contract agreement within 30 calendar days of being sent to the grantee. Failure to sign the contract within 30 calendar days may result in the award being rescinded.

You cannot begin work on grant activities or incur any grant expenses until a fully executed grant contract agreement is in place and you have been notified by the State's Authorized Representative that work may start. In other words, you cannot contract with vendors or purchase any equipment before the requirements listed above are met.

A fully executed grant contract agreement is one that has been signed by all parties and reached its start date, whichever is later. You must comply with the conditions and the grant contract agreement, and you will be legally responsible for assuring implementation of the grantee duties and compliance with all applicable state and federal requirements including worker's compensation insurance, nondiscrimination, data privacy, budget compliance, and reporting.

Some changes may become necessary during your project. Many of these changes require pre-approval from the MDA. Additionally, the changes may require an amendment to the grant contract agreement or state plan.

Changes requiring pre-approval include switching vendors that are named in the grant contract or purchasing equipment that is not included in the grant contract.

## Accountability and reporting

It is the policy of the State of Minnesota to monitor progress on state grants by requiring grantees to submit written progress reports at least annually until all grant funds have been expended and all the terms in the grant contract agreement have been met.

- Progress reports will be due with each request for reimbursement, and a final report will be due at project completion.
- Additional information about the long-term impact may also be collected for up to three years after the grant period.
- Grant payments will not be made on grants with past-due progress reports unless the MDA has given the grantee a written extension.
- The MDA reserves the right to modify reporting requirements throughout the grant.
- Failure to regularly report, respond to surveys, and promptly respond to information requests may impact the grantee's ability to secure future funding from the MDA or other state agencies.
- Information submitted in any report or survey will be classified as public data. If the grantee considers any information in the report to be trade secret, the grantee may request that the trade secret information be kept confidential and must specifically label that information. The MDA will notify the grantee if a public records request is made for the information claimed as protected by the grantee.

## Monitoring

The MDA monitors grantees to ensure that work is progressing within the required time frame, to collect data on outcomes, determine if financial procedures are followed accurately and appropriately, and/or verify purchases made with grant funds. The MDA will perform a financial reconciliation of at least one payment on grants of greater than \$25,000 and will require the submission and review of cost documentation showing proof of purchase and payment described in the [Payments](#) section. Financial reconciliation may be performed on additional payment requests at the discretion of the MDA.

The MDA performs at least one monitoring visit for all grantees with awards of greater than \$25,000 before approving final payment. Other grantees may receive monitoring visits at the discretion of the MDA. Monitoring visits are typically done in-person at the project site but may also be done via phone or video conferencing (sometimes called "desk audits") and may include review and discussion of financial and program information.

## Payments

Grant funds are disbursed on a reimbursement basis. All requests for reimbursement must correspond to the approved grant budget and be tied to documented progress on the approved project. The MDA will review each request for reimbursement against the approved grant budget, grant expenditures to-date, and the latest grant progress report before approving payment.

- Typically, reimbursement requests will need to include two types of cost documentation for each expense: proof of purchase (e.g., invoices, itemized receipts) and proof of payment (e.g., cleared checks, bank and credit card statements). Ineligible items and their cost must be clearly delineated in the proof of purchase. Additional details can be found in the [MDA Reimbursement Guide \(PDF\)](#).
- The MDA will perform a financial reconciliation of the submitted documents, and any additional documentation requested by the grant administrator must be submitted by the grantee before the MDA provides the reimbursement.
- The MDA will not reimburse expenses paid for in cash.
- Matching contributions will require the same cost documentation as other expenses being reimbursed by grant funds.
- Grant payments will not be made on grants with past-due progress reports or if required documentation related to the invoice or financial reconciliation is missing, unless the MDA has given the grantee a written extension.
- All requests for reimbursement must be submitted to the MDA no later than 60 calendar days after the grant end date.
- Grant payments may be used to fulfill federal and state tax liabilities or may be withheld until the grantee has paid any tax liabilities ([MINN. STAT. 270C.65, subd. 3](#) and other applicable laws).
- The MDA retains the option to hold back the final 10% of each grant award until the MDA Authorized Representative has approved the final report.
- The MDA may request that grantees who have not completed the project described in their proposal at the completion of the performance period return any grant funds.

## **Contract and bidding requirements**

All grantees must follow the State's bidding requirements when buying supplies or services based on their entity type and the cost of the purchase.

### **Nongovernmental entities**

Grantees that are nongovernmental entities, including businesses, nonprofits, and individuals, must use these guidelines:

- A. Any services and/or materials that are expected to cost \$100,000 or more must use a formal notice and bidding process.
- B. Services and/or materials that are expected to cost between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three verbal quotes or bids or be awarded to a targeted vendor.
- C. Services and/or materials that are expected to cost between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two verbal quotes or bids or be awarded to a targeted vendor.
- D. The grantee must take all necessary affirmative steps to ensure that targeted vendors from businesses with active certifications through these entities are used when possible:

- a. [Office of State Procurement – Targeted Group, Economically Disadvantaged, and Veteran-Owned Vendor \(TG/ED/VO\) List](#)
  - b. [Metropolitan Council Underutilized Business \(MCUB\) Program Directory](#)
  - c. [Central Certification \(CERT\) Directory](#)
- E. The grantee must maintain written standards of conduct covering conflicts of interest and governing their actions and the actions of its employees (if applicable) for the selection, award, and administration of contracts.
- F. The grantee must maintain support documentation of the purchasing or bidding process used to contract services in their financial records, including support documentation justifying a single source bid, if applicable.
- G. Notwithstanding the above, the MDA may waive bidding process requirements when:
- a. Vendors included in the response to a competitive grant request for proposal process were approved and incorporated as an approved work plan for the grant; or
  - b. It is determined there is only one reasonably able and available source for such materials or services and that the grantee has established a fair and reasonable price.
  - c. The grantee and any subrecipients/subcontractors must comply with prevailing wage rules, as applicable ([MINN. STAT. 177.41](#) through [MINN. STAT. 177.50](#)). The grantee and any subrecipients/subcontractors must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government. See [Suspended and Debarred Vendors \(Minnesota Office of State Procurement\)](#) and [System for Award Management \(SAM.gov\)](#).

### **Political subdivisions and municipalities**

Grantees that are political subdivisions or municipalities must use these guidelines:

- A. Municipalities are required to comply with the Uniform Municipal Contracting Law ([MINN. STAT. 471.345](#)).
- B. The grantee and any subrecipients must comply with prevailing wage rules, as applicable ([MINN. STAT. 177.41](#) through [MINN. STAT. 177.50](#)).
- C. Municipalities and any subrecipients must not contract with vendors who are suspended or debarred by the State of Minnesota or the federal government. See [Suspended and Debarred Vendors \(Minnesota Office of State Procurement\)](#) and [System for Award Management \(SAM.gov\)](#).
- D. The grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts.

### **Grantee website and publicity**

All grant projects must publicly credit the MDA and EPA funding in all public communications, presentations, and printed materials and include that information on the grantee’s website. Additionally, grantees with a website must clearly post on their website the names and contact information for the grantee’s leadership and the employee(s) or other person(s) who directly manages and oversees the grant contract agreement on behalf of the grantee (the authorized representative) ([MINN. STAT. 16B.98, subd. 5 \(d\)](#)).

## Federal compliance

Grant recipients are required to comply with all applicable provisions of [2 CFR 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards](#), and the EPA's 2025 General Terms and Conditions.

## Audits and record retention

The grantee's books, records, documents, and accounting procedures and practices of the grantee or other party that are relevant to the grant or transaction are subject to examination by the commissioner of administration, the MDA, the state auditor, the attorney general, and the legislative auditor as appropriate ([MINN. STAT. 16B.98, subd. 8](#)). This requirement will last for a minimum of six years from the grant contract agreement end date, approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

Grantees are responsible for the retention of documents and records relevant to their grants. Grantees should maintain a project file containing copies of all invoices, receipts, proofs of payment, reimbursement requests, important correspondence with the MDA, progress reports, and any other documents associated with the project. Upon request by state or federal agencies, the grantee shall produce a legible copy of the records saved in their project file.

## Civil rights

The Minnesota Department of Human Rights enforces the state human rights law that prohibits discrimination in public services because of race, color, creed, religion, national origin, disability, sex, sexual orientation, or public assistance status. For more information or to file a complaint, contact:

Minnesota Department of Human Rights

Griggs Midway Building

540 Fairview Ave North, Suite 201

St. Paul, Minnesota 55104

651-539-1100 (local)

1-800-657-3704 (toll free)

[info.MDHR@state.mn.us](mailto:info.MDHR@state.mn.us) (email)

<https://mn.gov/mdhr/> (website)

## Affirmative action and non-discrimination policies

The grantee agrees not to discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, gender identity, marital status, status in regard to public assistance, membership or activity in a local commission, disability, sexual orientation, familial status, or age in regard to any position for which the employee or applicant for employment is qualified ([MINN. STAT. 363A.02](#)). The grantee agrees to take affirmative steps to employ, advance in employment, upgrade, train, and recruit minority persons, women, and persons with disabilities.

The grantee must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The

grantee agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship ([Minnesota Rules, part 5000.3500](#)).

The grantee agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the [Minnesota Human Rights Act](#).

Grantee must not discriminate on the basis of race, color, national origin, sex age or disability ([40 CRF Part 7](#)).

## **Voter registration requirement**

The grantee will provide voter registration services for its employees and for the public served by the grantee ([MINN. STAT. 201.162](#)).

## **Grantee evaluation**

Prior to the closeout of the grant, the MDA will evaluate the performance of all grantees. The evaluation will include the purpose of the grant; the amount provided to the grantee; information about the grantee's timeliness, quality, and overall performance in meeting the terms and objectives of the grant; if the grant was terminated; and any concerns with grantee's use of State funds. Evaluations of grantee performance for grant contract agreements greater than \$25,000 must be provided by the MDA to the Minnesota Department of Administration ([MINN.STAT. 16B.98, subd. 12](#)). Evaluations are considered public data ([MINN. STAT. 13.599](#)).

## **Right of Cancellation**

---

This request for proposals (RFP) does not obligate the MDA to award a grant. The MDA reserves the right to cancel this request for proposals (RFP), if in the best interest of the program, agency, or the State of Minnesota. The State also reserves the right to negotiate modifications to the application or to reject any and all applications received as a result of this request for proposals (RFP). The State does not intend to award a grant contract agreement solely on the basis of any response made to this request for proposals (RFP) or pay for information solicited or obtained.

## **EPA Statement**

---

This project has been funded wholly or in part by the United States Environmental Protection Agency under assistance agreement 66.046 to the Minnesota Pollution Control Agency. The contents of this document do not necessarily reflect the views and policies of the Environmental Protection Agency, nor does the Environmental Protection Agency endorse trade names or recommend the use of commercial products mentioned in this document, as well as any images, video, text, or other content created by generative artificial intelligence tools, nor does any such content necessarily reflect the views and policies of the Environmental Protection Agency.

# 2026 Evaluation Profile

Evaluation criteria	Maximum score
<b>Justification for equipment</b> <ul style="list-style-type: none"> <li>Does the applicant clearly justify their need for the electric farm equipment and how the equipment will be used?</li> </ul>	25
<b>Agricultural use of equipment</b> <ul style="list-style-type: none"> <li>Are the proposed uses for the equipment tied to agricultural production?</li> </ul>	10
<b>Expected equipment use (priority area)</b> <ul style="list-style-type: none"> <li>Are the applicant's claims about expected use frequency of the electric equipment reasonable based on the scale and type of their operation or organization?</li> </ul>	10
<b>Impact of equipment</b> <ul style="list-style-type: none"> <li>Is it reasonable to expect that the requested equipment will impact the profitability and/or efficiency of a farming or livestock operation?</li> </ul>	10
<b>Replacement of fossil fuel equipment (priority area)</b> <ul style="list-style-type: none"> <li>As a result of this project, will fossil fuel powered equipment serving the same purpose as the electric farm equipment being purchased no longer be used?</li> </ul>	10
<b>Benefit beginning farmers (priority area)</b> <ul style="list-style-type: none"> <li>Is the applicant a beginning farmer, a farm principally operated by a beginning farmer, or an organization with a mission to support beginning farmers?</li> </ul>	10
<b>Budget and match</b> <ul style="list-style-type: none"> <li>Budget table and Project description are consistent.</li> <li>Budget clearly details all project costs.</li> <li>Budget is cost effective and reasonable; all included costs are relevant to the project.</li> <li>Budget is well researched, and project costs are backed by quotes or other sources.</li> <li>Applicant provides letters/documents from financial institutions showing ability to pay for the project.</li> <li>The applicant clearly identifies and documents all sources of matching funds and explains how any project costs exceeding the grant and match amounts will be covered.</li> </ul>	25
<b>Maximum points</b>	<b>100</b>

# Application Questions

---

These questions are provided for your convenience. You will answer the questions that pertain to your project in the MDA's online application system. Answer all questions completely within the specified character limits.

## Applicant background

- Provide the information for the organization or individual that will be used for the grant contract
  - Applicant name, phone number, email, mailing address
- Organization website (if applicable)
- If awarded a grant, what type of entity would sign the contract? (select one)
  - Individual
  - For-profit business
  - Nonprofit
  - Tribal government
  - Other: please describe
- Is the applicant the principal operator of farm operation or a farm business entity? (Yes or No)
- Is the applicant an organization that trains or supports farmers? (Yes or No)
- Is the applicant submitting a collaborative project? (Yes or No)
  - Collaborative projects occur when one applicant is submitting a project on behalf of multiple individuals, business entities, or organizations.
  - For farmer-supporting organizations, this only applies if they are applying on behalf of multiple organizations that train/support farmers.

## Farm operation

- Farm name
- Organizational structure (select one):
  - Sole proprietorship or individual
  - Partnership
  - LLP
  - LLC
  - Corporation (Incorporated)
  - Estate
  - Trust
  - Other

- After reading the following statements, select 'Yes' to acknowledge that you have read them:
  - To accept this award as a farm entity, your entity must be authorized to farm or have an exemption with the MDA. This requirement comes from the [farming by business organizations statute \(MINN. STAT. 500.24\)](#).
    - If your entity is a pension or investment fund, corporation, limited partnership, limited liability company, or irrevocable trust, you must be certified by the MDA to be engaged in farming or have an interest in agricultural land.
    - Information on applying for certification is available on [Minnesota's Corporate Farm Report website](#).
    - If awarded a grant, we will verify that your entity is listed on the [MDA Corporate Farm Search](#).
    - Unincorporated farms set up with individual ownership or sole proprietorship are exempted from this certification requirement.
  - If awarded a grant, we will verify that your farm entity is registered with the Minnesota Secretary of State.
  - Grants, including the Electric Farm Equipment Grant, are taxable income.
- Describe your farm operation.
  - Consider including the crops/livestock produced, where you are located, the size/scale of your operation, and, if applicable, your mission.
- Does this project support a beginning farmer? (A beginning farmer, for this application, has farmed 10 years or fewer.) (1,500 characters, including spaces)
  - Which beginning farmer(s) does the project benefit specifically?
    - How long have they been farming?
    - What is their role on the farm?
    - Are they the principal operator of the farm?
      - The principal operator is the person primarily responsible for the day-to-day operation of the farm.
      - The principal operator could be an owner, hired manager, cash tenant, share tenant, or partner.
    - How does the equipment benefit them?

## Organization supporting/training farmers

- Briefly describe your organization's history and mission. (1,000 characters, including spaces)
- Describe how your organization trains or supports farmers. (1,000 characters, including spaces)
- If this project benefits beginning farmers, describe the specifics of the work your organization does with beginning farmers, how it recruits their participation, and why electric equipment will be a benefit to the programming/services that impact them? (1,500 characters, including spaces)

## Collaborative project

- List the beneficiaries of this project.
  - Beneficiaries will have access to or ownership of some or all of the items purchased by the grant.
  - Include the names of the individuals and the organizations (farm, nonprofit, etc.) that they operate.
- Have any of the project beneficiaries submitted their own application or been included on other collaborative submissions for the Electric Farm Equipment Grant? (No)
  - Project beneficiaries listed in this application cannot be part of any other applications for the Electric Farm Equipment Grant
- If awarded, the applicant agrees to all the following (yes or no):
  - The applicant will be the only project beneficiary who will sign a contract with the MDA.
  - The applicant will be solely responsible for fulfilling the duties of the grant contract, which includes, but is not limited to, purchasing all the electric equipment and meeting all the grant reporting requirements.
  - The applicant will be solely responsible for paying all of the income taxes due as a result of receiving the grant.

## Eligibility

Confirm that the following statements are true. You must respond “True” to all the statements to be eligible to apply for this grant. If your project is recommended for phase two of the review process, you will need to sign a certification for some of these statements.

- The applicant is not suspended or debarred by the State of Minnesota or the federal government. (True or False)
- The applicant is registered and in good standing with the Minnesota of the Secretary of State (SOS) or is not required to maintain a registration with the SOS. You can verify that you are registered and in good standing by searching for your entity’s name on the [SOS website](#). (True or False)
- If applicable, the applicant’s current board members or staff with authority to access grant funds have not been convicted of a felony financial crime in the last 10 years. A principal is defined as a public official, a board member, or staff (paid or volunteer) with the authority to access funds provided by this grant opportunity or to determine how those funds are used. (N/A, True, or False)
- The applicant does not owe the State of Minnesota any back taxes and has not defaulted on any State of Minnesota backed financing in the last seven years. (True or False)
- The applicant is compliant with current state and federal regulations. (True or False)
- The applicant is not an MDA employee, spouse or domestic partner of an employee, or a farm or business principally owned by one of them. (True or False)

- If applicable, does the applicant’s leadership, board of directors, or governing body include any State of Minnesota employees or their spouses/domestic partners, or is the applicant a State of Minnesota employee, spouse or domestic partner of a State of Minnesota employee, or a farm or business principally owned by one of them? (N/A, Yes, or No)
  - If yes, list their name(s) and role(s) in the applicant’s organization.

## Organization eligibility

- Is your organization a for-profit business?
  - If you selected for-profit business: The applicant is not under bankruptcy proceedings. (True or False)
  - If you selected for-profit business: The applicant will disclose liens on assets, if required as part of the pre-award risk assessment. (True or False)
- Is your organization a nonprofit organization?
  - If you selected nonprofit organization: The applicant is registered with the Minnesota Attorney General’s Office and is current on its annual reporting requirements or is exempt from the registration requirement ([MINN. STAT. 309.515](#)). You can verify that you are registered and have an active status by searching for your entity’s name on the [Attorney General’s Office website](#). (True or False)

## Previous State of Minnesota grants

- Have you been awarded a grant from the State of Minnesota in the past five years? (Yes or No)
  - If yes, provide the details of the award amount(s), the duties, and the outcomes of the grant(s). (1,000 characters, including spaces)

## Attestations

Attest to the following statements. You must respond “Yes” to all the statements to apply for this grant. If your project is recommended for phase two of the review process, you will need to sign a certification for some of these statements.

- I attest that I have the authority to apply for this grant. (Yes or No)
- I attest that all information supplied in this application is true, correct, and reliable to the best of my knowledge. (Yes or No)
- I attest and understand that the submission of inaccurate or misleading information may be grounds for disqualification from the grant contract agreement award and may subject me and my organization to suspension or debarment proceedings, as well as other remedies available to the State, by law. (Yes or No)
- I attest that the supporting documentation for the claims and assertions made within this application is available to the MDA for its review. (Yes or No)

- I attest and understand that the submission of additional documents, as described in the request for proposals (RFP), may be required as part of the pre-award risk assessment if my project is recommended for phase two of the review process. (Yes or No)
- I attest that work has not started on the proposed project, and we will not begin work before the grant contract agreement is signed by all parties and reaches its start date, whichever is later. The MDA is unable to reimburse for any work that is performed prior to the effective start date of the grant contract agreement. (Yes or No)

## Grant request

- Project title
  - Examples:
    - Petersen Farm, tractor
    - Easy 8 Ranch, well pump
- Total project cost (grant + match)
- Total matching amount (at least 25% of total project cost)
- Total grant request (maximum of \$150,000, minimum \$1,500, up to 75% of total project cost)
- Expected project start date
  - This is the date you plan to purchase the equipment if awarded a grant.
  - Must be after the grant contract agreement is executed (signed by all parties and reached its start date, whichever is later). You may not incur any project expenses before your grant contract agreement is executed.
  - We anticipate most projects will be able to start after January 1, 2027.
  - The equipment must be purchased by the contract expiration date, which is expected to be June 30, 2028.

## Project description

- Are you proposing the purchase of a UTV (Utility Terrain Vehicle)?
  - What is the make/model of the UTV?
  - What is the cost of the electric UTV that you would like to purchase?
    - You may upload cost estimates, quotes, or bids provided by third parties or vendors. If you have multiple estimates, quotes, or bids to upload for this equipment, merge them into a single file before uploading.
  - During a year, how many hours per week on average do you expect to operate the UTV?
  - Explain how this electric farm equipment will be used by your organization, including what impact it might have on your profitability or efficiency.
  - If the electric farm equipment will be replacing other equipment that is currently being used to do the same tasks, briefly explain what is being replaced and what fuel source that equipment uses.

- Are you proposing the purchase of a mower?
  - What is the make/model of the mower?
  - What is the cost of the electric mower that you would like to purchase?
    - You may upload cost estimates, quotes, or bids provided by third parties or vendors. If you have multiple estimates, quotes, or bids to upload for this equipment, merge them into a single file before uploading.
  - During a year, how many hours per week on average do you expect to operate the mower?
  - Explain how this electric farm equipment will be used by your organization, including what impact it might have on your profitability or efficiency.
  - If the electric farm equipment will be replacing other equipment that is currently being used to do the same tasks, briefly explain what is being replaced and what fuel source that equipment uses.
  
- Are you proposing the purchase of a well pump/irrigation?
  - What is the make/model of the well pump/irrigator?
  - What is the cost of the electric well pump/irrigator that you would like to purchase?
    - You may upload cost estimates, quotes, or bids provided by third parties or vendors. If you have multiple estimates, quotes, or bids to upload for this equipment, merge them into a single file before uploading.
  - During a year, how many hours per week on average do you expect to operate the well pump/irrigator?
  - Explain how this electric farm equipment will be used by your organization, including what impact it might have on your profitability or efficiency.
  - If the electric farm equipment will be replacing other equipment that is currently being used to do the same tasks, briefly explain what is being replaced and what fuel source that equipment uses.
  
- Are you proposing the purchase of a skid steer/wheel loader?
  - What is the make/model of the skid steer/wheel loader?
  - What is the cost of the electric skid steer/wheel loader that you would like to purchase?
    - You may upload cost estimates, quotes, or bids provided by third parties or vendors. If you have multiple estimates, quotes, or bids to upload for this equipment, merge them into a single file before uploading.
  - During a year, how many hours per week on average do you expect to operate the skid steer/wheel loader?
  - Explain how this electric farm equipment will be used by your organization, including what impact it might have on your profitability or efficiency.
  - If the electric farm equipment will be replacing other equipment that is currently being used to do the same tasks, briefly explain what is being replaced and what fuel source that equipment uses.

- Are you proposing the purchase of a forklift?
  - What is the make/model of the forklift?
  - What is the cost of the electric forklift that you would like to purchase?
    - You may upload cost estimates, quotes, or bids provided by third parties or vendors. If you have multiple estimates, quotes, or bids to upload for this equipment, merge them into a single file before uploading.
  - During a year, how many hours per week on average do you expect to operate the forklift?
  - Explain how this electric farm equipment will be used by your organization, including what impact it might have on your profitability or efficiency.
  - If the electric farm equipment will be replacing other equipment that is currently being used to do the same tasks, briefly explain what is being replaced and what fuel source that equipment uses.
  
- Are you proposing the purchase of a tractor?
  - What is the make/model of the tractor?
  - What is the cost of the electric tractor that you would like to purchase?
    - You may upload cost estimates, quotes, or bids provided by third parties or vendors. If you have multiple estimates, quotes, or bids to upload for this equipment, merge them into a single file before uploading.
  - During a year, how many hours per week on average do you expect to operate the tractor?
  - Explain how this electric farm equipment will be used by your organization, including what impact it might have on your profitability or efficiency.
  - If the electric farm equipment will be replacing other equipment that is currently being used to do the same tasks, briefly explain what is being replaced and what fuel source that equipment uses.
  
- Are you proposing the purchase of a tiller/cultivator?
  - What is the make/model of the tiller/cultivator?
  - What is the cost of the electric tiller/cultivator that you would like to purchase?
    - You may upload cost estimates, quotes, or bids provided by third parties or vendors. If you have multiple estimates, quotes, or bids to upload for this equipment, merge them into a single file before uploading.
  - During a year, how many hours per week on average do you expect to operate the tiller/cultivator?
  - Explain how this electric farm equipment will be used by your organization, including what impact it might have on your profitability or efficiency.
  - If the electric farm equipment will be replacing other equipment that is currently being used to do the same tasks, briefly explain what is being replaced and what fuel source that equipment uses.

- Are you proposing the purchase of a feed pusher?
  - What is the make/model of the feed pusher?
  - What is the cost of the electric feed pusher that you would like to purchase?
    - You may upload cost estimates, quotes, or bids provided by third parties or vendors. If you have multiple estimates, quotes, or bids to upload for this equipment, merge them into a single file before uploading.
  - During a year, how many hours per week on average do you expect to operate the feed pusher?
  - Explain how this electric farm equipment will be used by your organization, including what impact it might have on your profitability or efficiency.
  - If the electric farm equipment will be replacing other equipment that is currently being used to do the same tasks, briefly explain what is being replaced and what fuel source that equipment uses.
  
- Are you proposing the purchase of any other electric farm equipment? (This is your opportunity to propose equipment that is not explicitly listed as eligible.)
  - Write an itemized list of the equipment with short descriptions including the name of the equipment, make/model, and how many hours per week on average you expect to operate the equipment in a year.
    - You may upload cost estimates, quotes, or bids provided by third parties or vendors. If you have multiple estimates, quotes, or bids to upload for this equipment, merge them into a single file before uploading.
  - Explain how this electric farm equipment will be used by your organization, including what impact it might have on your profitability or efficiency.
  - If the electric farm equipment will be replacing other equipment that is currently being used to do the same tasks, briefly explain what is being replaced and what fuel source that equipment uses.
  
- Are you proposing to contract for purchase or installation of electric infrastructure? Examples include design and engineering, electrical panels, upgrades to existing electrical panels or electrical service, transformers, wiring/conduit, and installation services.
  - Describe the electric infrastructure needed for charging that you are intending on contracting, including overall cost. (2,000 characters, including spaces)
    - You may upload cost estimates, quotes, or bids provided by third parties or vendors. If you have multiple estimates, quotes, or bids to upload for this contracting, merge them into a single file before uploading.
  - Describe why the electric infrastructure is necessary for your project to be successful. (2,000 characters, including spaces)

## Work plan and timeline

Complete the following table with your work plan. You should include the steps that you will take to complete your project. The timeline will be used to monitor high level progress of projects and should include discrete, measurable goals. Tasks and key activities should relate to overall program goals.

Example:

Timeframe	Description of task or key activity	Responsible party/individuals
February 2027	Request quotes for electric skid loader	Self
June 2027	Purchase electric skid loader	Self
April 2028	Installation of electric panel upgrade	Electrician

## Budget table

Complete the following table with your budget. Because the minimum award is \$1,500, the sum of all the total estimated costs should be no less than \$2,000.

Example:

Item	Quantity	Cost per unit	Total estimated cost	Source of estimate
Electric skid loader	1	\$49,000	\$49,000	Farm Equipment Co.
Electric panel upgrade	1	\$1,000	\$1,000	Rural Electric Inc.
<b>Total</b>	-	-	<b>\$50,000</b>	-

## Budget description

Describe what you did to estimate the cost of this project including your market research. (2,000 characters, including spaces)

## Funding description

This is a reimbursement grant, meaning the grantee must pay all the cost of the purchase and the State will reimburse the grantee after the purchase is completed, proof of the purchase and payment is submitted, and in many cases that a site visit has been completed.

Describe how do you plan to pay for this electric farm equipment. (1,000 characters, including spaces)

## **Documents showing project costs and ability to pay for project (optional)**

Submit documents that help demonstrate you have the ability to pay for your project, such as:

- Letters of commitment written by financial institutions or other organizations that will be providing funding through loans or credit.
- Letters from banks demonstrating sufficient cash available to fund project.
- Bank statements or loan agreements showing sufficient funds or financing for your project.

Redact private information such as bank account numbers. If you want to upload more than one document, combine them into a single PDF before uploading.

## **Performance capacity**

Describe your capacity to perform the kind of work that would be funded by the grant or similar work, including your history of performing this kind of work. (1,000 characters, including spaces)

## **Business plan summary**

Provide a summary of your business plan. (2,000 characters, including spaces)

- Describe the financial health and cash flow of your organization over the past five years.
- Explain how your organization is looking to grow or remain competitive.
- Tell us how this project fits into your business plan and how this project will financially benefit your organization.

## **Business plan upload**

Upload your business plan. Business plans are required with your application for all grant requests over \$100,000 and are optional for all other requests. Redact confidential information and trade secrets included in your business plan.