



EGUP APPLICATION

ELECTRIC GRID UPGRADE PROGRAM

APPLICATION DEADLINE: TUESDAY, OCTOBER 24, 2023

THREE-STEP APPLICATION INSTRUCTIONS

Step 1: Complete all six (6) sections on the following pages of this Word document. You may add your responses on the following pages in this Word document – or you may compose your responses in a separate document. Once completed, save your final application document and compile the required documents identified below in **Step 2**, to be uploaded in our Online Application Portal in **Step 3**.

Step 2: You will need electronic versions of the following documents for your application package:

- ☐ Signed and dated W-9 Form ([blank form here](#))
- ☐ Income Statements (or P&L) for 2021, 2022, and 2023-YTD (only for years in operation)
- ☐ Current Balance Sheet
- ☐ Unique Entity ID (UEID) number from www.SAM.gov (identifier required to access federal funds)
- ☐ Signed and dated agreement to comply with federal and state funding requirements ([blank form](#))

Step 3: Create your login credentials and complete your online application at the MTI EGUP Online Application Portal using this link: https://www.GrantRequest.com/SID_2050?SA=SNA&FID=35193
You will need an active email address to create your username and password.

When you login to the EGUP Online Application Portal, you will be asked to enter basic information about your business and your funding request into the online forms. You will upload your finalized application document prepared in Step 1, along with the financial documents identified in Step 2.

You will need at least 30 minutes to complete all required sections of the online application portal. You can save an incomplete online application form and return to complete later; however, *you must return to complete your online application submission by the application deadline date – incomplete applications will not be considered for funding.*

MTI recommends completing the online application in one sitting, after you have compiled all required items noted above in Step 1 and Step 2.

Application Notification:

You will receive email notification from MTI staff confirming that your online application package has been submitted. MTI staff will be in contact with you via email if any further information is required. MTI plans to announce EGUP awards before the end of December 2023.

You can cut & paste the following link to access your MTI account and view saved & submitted applications:
www.GrantRequest.com/SID_2050?SA=AM

Section 1: Funding Request Summary

How much MTI funding are you requesting?

Your answer....

How much additional funding (matching funds) are you committing to your proposed project budget?

Your answer....

What are the source(s) of your matching funds?

Your answer....

Section 2: Business Structure

Where is your business currently headquartered? Do you have multiple locations? In-state / out-of-state?

Your answer....

What is the physical location of the business operations in Maine that will benefit from the proposed project?

Your answer....

Who owns your business? List all owners and ownership percentages (*provide a cap table, if preferred*)

Your answer....

Section 3: Team and Oversight

Describe your leadership team and corporate resources – be sure to address the following:

- Your company's capacity to execute your proposed project efforts
- Depth of relevant experience, expertise, and financial acumen
- How will you mitigate current skill gaps/weaknesses? Are additional hire(s) required?
- How do you plan to attract and retain the talent needed to fill your projected hiring plans?
- Do you have a formal Board of Directors or other forms of governance/oversight?

Your answer....

Section 4: Value Proposition & Market

Describe your value proposition – be sure to address the following:

- What is your proposed product / solution?
- What problem / need does your product address?
- Who are your target customers?

Describe the market need / demand for your product – be sure to address the following:

- Quantify the demand for your product / solution
- What are the existing alternatives / competitors to your product / solution?
- How is your solution innovative / different from existing alternatives?
- If this project increases capacity, do you expect to profitably place the new volume?
- Does the project/solution address global market shifts that provide long term growth opportunities for the company and stakeholders. (briefly explain below)

Your responses should be clear and concise, and include evidence to support your claims.

Your answer....

Section 5: Technical Plan

Describe your proposed project – be sure to address the following:

- Provide a timeline for completion of your proposed project efforts (*Note: EGUP funds must be expended no later than March 2026*).
- Identify major equipment purchases, other capital expenses, and operating expenses that will be required over the estimated timeline of your plan.

Your answer....

Section 6: Required Permits

List all federal, state & local permits that will be required to successfully complete this project – and indicate the status of each permit.

Your answer....

Disclosure and Confidentiality Statement

(Acknowledgement in MTI's Online Application Portal)

MTI's obligations regarding the confidentiality of Applicant's Application and associated documents are controlled by 5 MRS section 15302-A which requires that certain information in MTI's possession must be available for public inspection after an application for financial assistance is received, including, but not limited to: names and addresses of Applicants, including principals; the amounts, types and general terms of financial assistance; general description of projects and businesses benefiting from the assistance; and the number of jobs projected in connection with a project.

Certain records at MTI are designated confidential by section 15302-A and will not be available to the public for inspection, including: records requested to be treated as confidential, which if disclosed, would constitute an invasion of an individual's privacy, such as: personal tax returns, financial statements, or assessments of creditworthiness or financial condition; records obtained by MTI in connection with any monitoring or servicing on an existing project, or any other records or information the release of which MTI has determined could cause a business competitive detriment.

If an Applicant desires that certain information remain confidential, the Applicant must clearly identify what information or documents it wishes to remain confidential. The Applicant must also explain, in writing, the basis for such a request. Where the Applicant asserts that the basis for the confidentiality request is that release of the information could cause a business or competitive disadvantage, or loss of a competitive advantage, the Applicant must provide MTI with sufficient information to independently determine the likelihood of such a detriment. Applicants may wish to consult their attorney or MTI staff as to the scope of public disclosure and confidentiality as it relates to MTI and Applicants.

MTI does not discriminate in the administration of any of its programs or in its employment practices on the basis of race, color, national origin, age, gender, religion, physical or mental disability, political affiliation, marital status or sexual orientation. MTI is an equal opportunity employer, provider and lender.

For full details, see [MTI's Disclosure and Confidentiality Statement](#). Please review the list of all Board members, Technology Board members and staff listed on the [MTI website](#).

If there are any MTI Board members, Technology Board members or staff from whom we should withhold your application, please note those individuals when prompted in your online application.

In the online application portal, you will be asked to certify that all information contained herein is complete and accurate to the best of your knowledge.