

PON 5739 Clean Mobility Program

Frequently Asked Questions

Updated: 9/19/2025

Note: Questions marked with an asterisk () indicate items that have been added or updated since the last version.*

General

Q: What are the expectations for sustaining projects beyond the 3 years that are funded by NYSERDA?

A: NYSERDA's goal is to have projects be self-sustainable without NYSERDA funding. Sustainability and ability to meet changing community needs are important parts of the evaluation criteria.

Q: How important is the disadvantaged community focus for demonstration funding?

A: A key focus of the Clean Mobility Program is supporting underserved or disadvantaged communities (DACs). While it is not a requirement that projects must serve these communities, as part of the evaluation criteria, proposals will be scored on whether the proposed project will offer clean transportation options to DACs and/or underserved populations. As such, proposals that don't target those priority groups or areas may have their scores impacted.

Q: Can one proposed project span multiple sites?

A: Yes, a project can span multiple sites.

Q: If an organization has a project that ended or was suspended before completion (due to COVID, for example) do we need to start from scratch or can we update a previous mobility plan?

A: It is possible to build upon previous work and explain how the proposed project would expand or improve from previous efforts.

Q: Is there a time limit on how old prior completed planning work can be?

A: No, but the application must demonstrate that the prior planning work is still relevant.

Q: We are worried about using specific language around topics such as electric vehicles (EVs), sustainability, and disadvantaged communities with regards to applying for potential funding. Is there any guidance from NYSERDA on this?

A: The Clean Mobility Program is entirely funded by New York State and the use of language mentioning EVs, sustainability, and/or underserved or disadvantaged communities is not anticipated to impact funding.

Q: The PON states that NYSERDA reserves the right to accept or reject proposals based on the degree of portfolio balance/optimization and the diversity of awards within multiple locations, climates, regions, or other geographically articulated criteria. Can you elaborate on how this will affect decision making?

A: NYSERDA wishes to ensure that the benefits of this program reach as many of the State's residents as possible. Therefore, NYSERDA may choose to take into consideration various program policy factors that may include geographic diversity and/or diversity of awards within multiple locations, climates, regions, or other geographically articulated criteria.

Q: How can an applicant identify vendors of specific types of EVs?

A: To identify manufacturers that offer EVs by type (e.g., Passenger Van/Shuttle Bus), one public that may be of use is the U.S. Department of Energy's Alternative Fuels Data Center (AFDC) Vehicle Search tool: <https://afdc.energy.gov/vehicles/search#pick-light-duty-fuel>. This page also provides a list of available EV conversions here: https://afdc.energy.gov/vehicles/search/hybrid?¤t=true&display_length=25&fuel_id=41,-1&all_manufacturers=y. Historically, these AFDC resources have been updated periodically as new vehicle models or conversions have become available, though we cannot speak to the date that this resource was last updated. The AFDC encourages users to check with their local dealers or the manufacturer for more specific vehicle information before making purchasing decisions.

To identify light-duty EV makes and models that are available in New York State, visit the NYSERDA [Drive Clean Rebate Eligible Models](#) page. For medium- and heavy-duty

equipment, see the [New York Truck Voucher Incentive Program \(NYTVIP\) Eligibility List](#). Please note that the vehicles included on these program eligibility lists must meet requirements for each respective program and therefore may not be comprehensive of all EV makes and models available in New York State.

Q: In [Attachment C – Demonstration Statement of Work Template](#), how do the 0.4 Periodic Progress Reports and X.2 Quarterly Data Reports deliverables differ? Are these two separate reports?*

A: Yes, these are two separate reports. The 0.4 Periodic Progress Report summarizes all project activities during the reporting period and is typically submitted monthly or quarterly. Many teams align these reports with their invoicing schedule. On the other hand, the X.2 Quarterly Data Report focuses on specific quantitative metrics and data from the project which will be developed in coordination with the Measurement, Evaluation, and Learning subcontractor.

Q: Do I need to submit a site host agreement with my proposal or is a letter of commitment sufficient? Is there a template we should be using?*

A: At the proposal stage, a letter of commitment from the site host is sufficient to demonstrate their participation. A formal site host agreement is not required until after an award is made (see [Attachment C – Demonstration Statement of Work Template](#)). At this time, we do not have any templates.

Solution Eligibility

Q: If we have multiple clean mobility plans (different types of mobility solutions) should we submit separate applications for each?

A: A lead applicant can only submit one application. A lead applicant can propose to demonstrate multiple mobility types under the same proposal.

Q: This program does not support new technology development, instead it supports existing technology that is well developed, is that right? Will the program support technology that is under development?

A: This program is intended to support feasible, commercially viable technologies, and is not intended to support product development or R&D projects.

Q: I see that the program does not fund truck-related projects. If a project is related to last-mile delivery solution (non-truck related) would that be eligible?

A: Per [PON 5739](#), the program is designed to: 1. improve zero-emission first mile/last mile connections to public transportation, 2. demonstrate innovative public and shared transportation options at a community scale, and 3. provide viable options for those who do not own personal vehicles but live in areas with limited public transportation. Given that the intent of the PON is the launch/expand transportation options for the community, the program does not fund truck or delivery-related projects, including freight or last-mile delivery-related solutions.

Q: It was mentioned that this program is about new opportunities/projects, rather than just converting fleets/vehicles. If a start-up developed a device that upgrades regular bikes to e-bikes, would that be eligible for funding?

A: If this is part of a broader project that provides new or expanded mobility options to a community it may be eligible. Furthermore, the device/technology should be commercially viable and should not have significant technology risk.

Q: Would projects that encourage individual ownership of low carbon mobility solutions like e-bikes and active bikes be an eligible proposal type?

A: Yes, that is an eligible proposal type. There are other NYSERDA programs that are more appropriate to support personal electric vehicle ownership.

Q: Does this program support battery charging cabinets (e.g., cabinets for safe storage of lithium-ion batteries)?

A: Yes, it does support charging cabinets.

Q: Does a mobility study that identifies zones for potential on-demand transit suffice for applying for funding that would implement it as a 100% EV operated service?

A: The plan should also discuss the other elements that planning studies need to complete (outreach, technical feasibility, regulatory feasibility). See Attachment A: Planning Statement of Work.

Q: Are electric or solar electric boats eligible under this program?

A: Yes, these could be eligible, but any proposed solution must be technologically mature and commercially available.

Q: Can program expansion plans be included in the proposal and project budget?*

A: Yes. Expansion plans can be included in the Statement of Work (e.g., structured as phases). You may also consider incorporating a go/no-go decision point for any expansion activities, which can be negotiated and finalized with NYSERDA if the proposal is awarded.

Application Process

Q: During the [PON webinar](#), it was mentioned that there is a questionnaire built into the grant submission process. Is it possible to preview those questions so that we can start preparing responses without logging in and initiating the submission process?

A: Please reference the proposal User's Guide. The standard questions are listed starting on page 7. [Application Instructions and Portal Training Guide](#)

Lead Organization Eligibility and Teaming

Q: Will NYSERDA consider applications from entities that won a demonstration grant during the Round 1 of the Clean Mobility Program?

A: No, per the PON, a lead applicant can only be awarded one demonstration grant across all rounds. However, you would be eligible to serve as a partner on a proposed project led by another eligible entity.

Q: Can an Eligible Entity apply for Round 2 of the Clean Mobility Program without having received a Round 1 Planning Track award? What planning documentation is required?*

A: Round 2 applicants **do not** need to have received a Round 1 Planning Track award to apply. All applicants must submit a Completed Mobility Plan, which should be a single, comprehensive document demonstrating the planning work completed to date. The plan does not necessarily need to be lengthy or polished. If multiple planning documents exist, you may include them as appendices. For guidance on the expected level of planning work, applicants should refer to the [PON Summary](#) and [Attachment A – Planning Statement of Work Template](#).

Q: Can you explain how “local employers” is defined, by way of examples? The language in the PON states “groups of employers with at least 1,000 employees in a community.”

A: Combined, the group of employers should have at least 1,000 employees in the state of New York. For example, an eligible project could involve multiple employers within an office park partnering together—where these organizations collectively have at least 1,000 employees in New York State—and are seeking to provide new/expanded zero-emission transportation options for their employees.

Q: Are universities eligible to be the lead applicant and/or can we support a local government office as the main applicant?

A: Yes, universities are eligible to apply as the lead applicant. You can also consider partnering with the local government if your proposed solution would serve the broader community or include service outside of the university.

Q: Can you define what is meant by "competitively procured"?*

A: This definition is outlined in the sample agreement ([Attachment E – Sample Agreement](#)). Specifically, please follow language 5.02 of the agreement

Q: Can an applicant name or sole source a mobility provider or is a competitive RFP required?

A: If an applicant wishes to partner with a particular mobility provider or any other subcontractor to complete its project, the applicant must name that entity in its NYSERDA application. If the subcontractor is not named in the proposal, the applicant must follow the subcontracting procedures laid out in the award contract; see Exhibit B Article V of the

[sample agreement](#). Please note, some eligible entities such as local governments may have their own procurements requirements that should be considered.

Q: If an applicant plans to issue an RFP in order to select mobility operators and/or partners, can they do so after demonstration funds have been awarded?

A: Yes, an applicant can issue RFPs to select mobility operators and/or partners after receiving a Round 2 Demonstration Track award. Applicants should clearly indicate their plans to do so in the Round 2 application, including the SOW and budget, and note that project partners are to be determined. NYSERDA may request a copy of an awardee's RFP before it is released.

Q: If a specific organization/subcontractor is named in the proposal but needs to be replaced once funding is awarded, is sole source justification allowed?

A: No, if an organization that is listed in the proposal has a NYSERDA budget of greater than \$50,000, any change to that organization/subcontractor would require the new organization to be competitively selected.

Q: Should RFP procurement tasks be described in the Statement of Work (SOW)?*

A: If there is going to be an RFP process, please include a task/subtask related to the subcontractor procurement in the SOW. Please note that prior to issuing an RFP, NYSERDA may ask to see a copy.

Q: Can a mobility provider be listed on multiple applications as a teaming partner?

A: Yes.

Q: I am a solution provider, so I understand that I cannot serve as a lead applicant; can my firm still meaningfully contribute to/lead an application so long as we are partnered with an eligible entity who submits the application?

A: Yes. Note that if awarded, NYSERDA's contract would be with the lead applicant/eligible entity, and you would be a subcontractor to that entity.

Q: How can a private charging company or mobility service provider partner with an eligible entity? Can we have a list of PON webinar attendees?

A: It is up to the eligible entities/lead applicants to connect with potential mobility service providers. NYSERDA is not able to make the list of webinar attendees publicly available.

Budget and Cost Share

Q: What categories of expenses are eligible under this program?

A: Please refer to the language in [PON 5739](#): “NYSERDA funds may be used for the purchase of zero-emission vehicles (ZEVs) and/or installation of EV charging infrastructure. NYSERDA funds may also be used for the purchase of micromobility devices and/or micromobility charging infrastructure. Electric bikes or scooters funded by NYSERDA need to meet industry safety standards such as being UL-certified. While there is no cap on the total percentage of NYSERDA funds that can be used to purchase equipment, Applicants should present a plan for how any program will successfully be staffed and operated. Project Value will be an important criterion during the proposal evaluation process. Other infrastructure costs related to the built environment (e.g. bike/bus lanes, street safety improvements, etc.) may be eligible but must be directly related to the proposed mobility option and are capped at 20% of the NYSERDA funding amount.”

Q: Can Demonstration funding be used for preliminary design and engineering work?*

A: Per the PON, Demonstration funding cannot be used to cover planning tasks, such as preliminary design & engineering work. As outlined in the PON, any planning work must be completed at the applicant’s expense prior to NYSERDA’s release of demonstration funds ([PON Summary](#), page 3). This is also stated again at the top of page 4 of the PON Summary.

Q: Can you clarify the cost cap for infrastructure: “infrastructure costs are capped at 20% of the NYSERDA funding amount.” Does this mean that no more than 20% of the NYSERDA funds can be used for installation costs? Or installation plus equipment?

A: Per the PON, “while there is no cap on the total percentage of NYSERDA funds that can be used to purchase equipment, Applicants should present a plan to show how any

program will be successfully staffed and operated. Project Value will be an important criterion during the proposal evaluation process.” The 20% cap is more targeted for “other infrastructure costs related to the built environment (e.g. bike/bus lanes, street safety improvements, etc.)” that may be eligible but must be directly related to the proposed mobility option and are capped at 20% of the NYSERDA funding amount.

Q: Can we use demonstration funds to pursue roadway improvements such as bike lanes or complete streets?

A: In general, infrastructure costs related to the built environment such as roadway improvement projects are not the intended focus of the Clean Mobility Program. Projects should focus on launching or expanding a mobility solution. However, under Round 2, infrastructure costs related to the built environment (e.g., bike/bus lanes, street safety improvements, etc.) may be eligible for up to 20% of the NYSERDA funding amount but must be directly related to supporting the proposed mobility solution.

Q: What specifically is eligible as cost share? For example, what about in-kind labor, equipment or space donations for hosting events?*

A: Please refer to the [PON 5739](#) documents regarding cost share. If the activity or item is project-related (i.e., mentioned in a task within the SOW), contributes value to the project, and can be documented (but not paid by NYSERDA funds), then it can be counted as cost share. As such, equipment and space can be used as cost share if it is directly related to the project.

Q: Can this funding be stacked with other programs?

A: Yes. Please note that projects must have at least 20% cost share that does not come from NYSERDA funding sources.

Q: Can advertising and/or fare revenue from transit projects be used toward the cost-sharing requirement?

A: Advertising and/or fare revenue may be eligible for cost-share contributions. In the proposed budget and cost-sharing table, you should show how such funds would be used to complete the project scope. Note if a given revenue source does not provide sufficient funding for the minimum cost-sharing requirements, the awardee will need to identify

alternatives to cover the funding gap. See [PON 5739](#) for detailed criteria for evaluating cost-sharing sources.

Q: Are contributions from private developers eligible for cost-sharing contributions?

A: Yes, funds from private developers are eligible for cost-sharing contributions towards eligible project-related expenses. In the proposed budget and cost-sharing table, you should show how such funds would be used to complete the project scope. Furthermore, you may choose to submit letters of support or commitment, which can be included in Appendix B of your Proposal Narrative.

Q: Does cost sharing have to be identified or committed at the time of proposal submission?

A: Yes, all Demonstration applicants are required to provide at least 20% of total project costs in non-NYSERDA cost share. This should be identified in Attachment B – Proposal Narrative, section H1. Budget Summary by Task, as well as Attachment D - Budget Form. If awarded, cost share will have to be tracked and accounted for.

Q: Can operating subsidies, such as possible STOA funding, be used to meet the cost share requirement?*

A: Please visit page 6 of the [PON Summary](#) for information on cost sharing. All Demonstration project applicants are required to provide at least 20% of total project costs in non-NYSERDA cost share. For example, non-NYSERDA funding may include STOA funding, local or federal grants, or user fees. If these non-NYSERDA funds do not come through, you are still expected to make up the portion of cost share outlined in your budget. In this example, the Proposal Narrative and Budget should describe how your organization is eligible for STOA funds and how funds will be used if received.

Q: What kind of financial information is required for the proposal? For example, do we need to provide profit & loss statements?

A: The only financial/cost-related information required are Attachment B – Proposal Narrative, section H, as well as Attachment D – Budget Form. Profit & Loss statements are

not required. Please note that financial sustainability of the proposal beyond NYSERDA funding is an evaluation criterion that will be considered.

Q: If an applicant currently has NYSERDA funding for a separate ongoing project, are they eligible to apply for this funding as well?

A: Yes, however, please note that the cost share requirements must come from non-NYSERDA funds. Furthermore, the lead applicant must be an Eligible Entity as defined by PON 5739.

Q: Do you anticipate the Clean Mobility Program will have future rounds of funding past Summer 2025?

A: Currently, there are no plans for additional rounds of funding.

Q: Is there an “optimal” project size or budget for demonstration projects? Does a smaller budget make a proposal more competitive?

A: There is no “optimal” project size or budget, as long as all the PON requirements are met. All proposals will be evaluated by a scoring committee based on the Evaluation Criteria that is set forth in the PON.