

# Program Guidelines



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## 1 EXECUTIVE SUMMARY

The Port of Los Angeles and Port of Long Beach, also known as the San Pedro Bay Ports, joint Technology Advancement Program (TAP), provides funding, guidance, and staff support to test promising air technologies in a real-world port environment. These TAP Guidelines provide program background, eligibility requirements, and information regarding the application and selection process. These Guidelines will be periodically updated as the regulatory framework for port-related emission sources evolves.

Key TAP requirements include:

- Applicants must provide a minimum of 50% cost share.
- Each project must include a demonstration partner that operates the project equipment at one or both ports.
- If selected and approved, all TAP funds are awarded on a cost-reimbursement basis, based on agreed-to milestone payments.

The Ports recommend that stakeholders interested in receiving TAP announcements, including the TAP's open Request for Information (RFI), subscribe to the TAP email list: <https://cleanairactionplan.org/subscribe/>. For information regarding the scope and TAP funding awards for past TAP projects, please review our annual reports<sup>1</sup>.

## 2 INTRODUCTION

The Technology Advancement Program (TAP) is a funding program jointly administered by the Port of Long Beach and the Port of Los Angeles (Ports). The TAP funds pilot testing and real-world demonstrations of emerging emission-reduction technologies for Port-specific mobile sources, including ocean-going vessels, locomotives, cargo handling equipment, harbor craft, and innovative charging/fueling, with a focus on zero-emission technologies. These clean technologies are critical in helping the Ports achieve their Clean Air Action Plan goals of zero-emission cargo handling equipment and zero-emission drayage trucks. These goals are shared by the State, as identified in Governor Newsom's Executive Order N-79-20.

The TAP aims to nurture nascent emission-reduction technologies so they can become commercialized and deployed port wide. The TAP provides grants for technology advancement only. The TAP does **not** fund commercialized technologies, even if those technologies are zero emission.

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<sup>1</sup> <https://cleanairactionplan.org/technology-advancement-program/reports/>

***What does “technology advancement” mean?***

Technology advancement includes in-service demonstration projects and pilot tests of equipment or vehicles that are not commercially available. Such projects must accelerate the path toward commercialization by testing new technologies in existing applications or existing technologies in new applications or by significantly enhancing the performance of zero-emission equipment/vehicles to reach new market segments.

***What does “commercialized” mean?***

Commercialized technologies have been approved by a certification agency and are available for order in volume by major manufacturers. State regulations that require manufacturers to produce zero-emission vehicles or equipment by a certain date are considered commercial by that date.

***What does “zero emission” mean?***

No tailpipe emissions of any kind (i.e., battery-electric or hydrogen/hydrogen-electric platforms). Note that other utilities, state and local agencies are working to reduce power generation emissions.

### **3 FOCUS AREAS**

The TAP is focused on clean technologies and infrastructure specifically for maritime-related mobile sources that operate in and around ports, which include ships, harbor craft, cargo-handling equipment, and locomotives. As most major production companies have released a commercialized model, please note heavy-duty trucks are no longer eligible for TAP funding, except for specialized zero-emission Class 8 trucks in non-commercial production (e.g., auto carriers) or perhaps as match funding for an eligible innovative infrastructure project.

Note that innovative fueling infrastructure for trucks may be eligible under the TAP. See Section 5 for additional detail regarding eligibility.

The TAP is particularly interested in the following project types:

- Zero-emission cargo-handling equipment
- Zero-emission and zero-emission capable locomotives
- Zero-emission and zero-emission capable harbor craft
- Technologies that reduce main-engine emissions from ships during transit to IMO Tier III or cleaner
- Technologies that enable repower of a harbor craft to Tier 4 or cleaner
- Fueling infrastructure technology advancements (innovation beyond standard fueling/charging for any port source)

As cleaner technologies become commercialized, the TAP may shift priorities again to address the areas most in need of technology development. The latest edition of these Guidelines can be found here:

<https://cleanairactionplan.org/technology-advancement-program/>

The TAP relies heavily on partnerships with private industry and technology developers as demonstrated by the requirement of a minimum of 50% cost share from project partners. In addition, strong relationships with regulatory agencies are essential to this program. The TAP Advisory Committee (AC) evaluates technology projects, supports the commercialization of these nascent technologies, and helps leverage funds, when feasible. The following agencies have historically participated in the TAP AC: U.S. Environmental Protection Agency, California Air Resources Board, California Energy Commission, and the South Coast Air Quality Management District.

#### **4 PROJECT IDENTIFICATION**

Currently, the TAP relies on two approaches to identify and support potential projects: (1) the RFI, and (2) Port-Initiated Projects. Of these, the RFI is the primary and recommended way for applicants to submit project concepts, as described below:

- **Request for Information:** The TAP Request for Information (RFI) is available on the TAP website<sup>2</sup>. The RFI provides an online form that collects an applicant's contact information and a summary of the proposed technology and project details. RFI responses may be submitted at any time. The TAP will review submissions as received to ensure proposed project concepts meet TAP Program Guidelines and TAP priorities. Concepts that pass this screening will be invited to submit a full project proposal or TAP funding consideration. Project concepts that do not pass this screening will be notified via email of the Ports' decision.

Details on the RFI process are provided in Section 6.

The second approach includes:

- **Port-Initiated Projects:** When there is specific interest in an emissions reduction technology or project, or there is outside agency funding directed for the Ports, the Ports may develop a project, seek partnerships to demonstrate the use of the technology in port applications, and manage the implementation of the project. Such projects may include paper studies, development of test protocols, grant-funded demonstrations, and co-funding for port-related technology projects led by other agencies. The Ports may issue competitive solicitations to facilitate interest and spur technology development around a singular focus. Such solicitations will include evaluation criteria to be used for these ad-hoc competitive programs.

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<sup>2</sup> <https://cleanairactionplan.org/technology-advancement-program/>

All technology developers, project applicants, and other interested stakeholders that would like to receive TAP announcements, should sign up for the TAP update email list at [www.cleanairactionplan.org/tap](http://www.cleanairactionplan.org/tap).

## 5 ELIGIBILITY

### 5.1 Eligible Applicants

Any public or private entity is eligible to apply, though the project team must include a port operator to demonstrate the technology within the San Pedro Bay Ports.

### 5.2 Eligible Projects

All TAP projects must meet the following requirements:

- A minimum of at least 50% of the total project cost in match funding is required.
- Project team must include a demonstration project partner that operates or calls at one or both Ports (i.e., a terminal operator, shipping line, etc.).
- Equipment must operate in one or both Ports during the demonstration.
- Projects must propose a minimum 12-month demonstration term.
- Projects may target either new equipment or modify existing equipment.

The Ports will only consider the following project types for TAP funding:

- **Specialized Class 8 trucks** in non-commercial production (e.g., zero-emission auto carriers).
- **Cargo-handling equipment:** Zero-emission (no tailpipe emissions and 100% diesel fuel displacement) technology that must already exist as a prototype. A prototype is a fully designed and constructed piece of equipment that is not yet commercially available. A technology may be considered a prototype if it exists commercially for another application or at a smaller scale than what is required by port operations. The project team must include a major original equipment manufacturer, or OEM.
- **Ships:** Alternative fuel and/or engine or emission control technologies resulting in NOx emission levels IMO Tier III or cleaner, or technologies that can be applied to existing ships (i.e., retrofit) to achieve Tier III emission levels or cleaner. Additionally, projects that demonstrate optimized fuel efficiency.
- **Harbor craft:** Zero-emission, zero-emission-capable and/or engine technologies resulting in NOx emission levels better than Tier 4 standards, or technologies that can be applied to existing harbor craft (i.e., retrofit or innovative repower) that do not rely on commercial technology.
- **Locomotives:** Zero-emission and zero-emission-capable technology.

- **Infrastructure:** Projects must in some form innovate beyond simply supporting equipment/vehicle deployments with commercialized and standardized charging equipment, as determined by the sole discretion of the Ports.

The following project types are not eligible for TAP funding:

- Heavy-duty truck projects that include fully commercialized truck technology. (Note that only innovative truck or infrastructure projects that are not commercially available are eligible for TAP funding – see discussion above.)
- Technologies that have already been fully commercialized for port applications
- Technologies that are not applicable to port-related mobile equipment or infrastructure
- Fuel additives of any kind
- Transport Refrigeration Unit (TRU) technologies
- Technology concepts that do not result in direct emission reductions or the deployment of zero-emission technology from the Ports’ source categories
- Research and development

The following table summarizes the projects eligible for TAP funding:

**Summary of TAP Project Eligibility by Source Category**

Source	Eligible	Project Types	Allowable Technologies
Ships (Transit)	Yes	<ul style="list-style-type: none"> <li>• Demonstration</li> <li>• Prototype Development</li> </ul>	<ul style="list-style-type: none"> <li>• Alternative fuels resulting in NOx emission levels Tier III or cleaner and/or GHG reductions</li> <li>• Engine technologies resulting in NOx emission levels cleaner than Tier III and/or GHG reductions</li> <li>• Retrofit technologies to achieve Tier III NOx levels or better and/or GHG reductions</li> <li>• Optimized fuel efficiency</li> </ul>
Harbor Craft	Yes	<ul style="list-style-type: none"> <li>• Demonstration</li> <li>• Prototype Development</li> </ul>	<ul style="list-style-type: none"> <li>• Zero-emission, zero-emission capable, and/or engine technologies resulting in NOx emission levels better than USEPA Tier 4 standards</li> <li>• Technologies that can be applied to existing harbor</li> </ul>

			<p>craft (i.e., retrofit or repower) to achieve Tier 4 emission levels</p> <ul style="list-style-type: none"> <li>• Innovative charging/fueling infrastructure</li> </ul>
Cargo-Handling Equipment	Yes	<ul style="list-style-type: none"> <li>• Demonstration</li> </ul>	<ul style="list-style-type: none"> <li>• Pre-commercial zero-emission technologies (no tailpipe emissions and 100% displacement of diesel fuel)</li> <li>• Innovative charging/fueling infrastructure</li> <li>• Projects involving demonstrations of cargo-handling equipment must ensure that the equipment itself is human-operated.</li> </ul>
Locomotives	Yes	<ul style="list-style-type: none"> <li>• Demonstration</li> <li>• Prototype Development</li> </ul>	<ul style="list-style-type: none"> <li>• Zero emission</li> <li>• Zero-emission capable</li> <li>• Innovative charging/fueling infrastructure</li> </ul>
Infrastructure	Ports Discretion	<ul style="list-style-type: none"> <li>• Demonstration</li> <li>• Prototype Development</li> </ul>	<ul style="list-style-type: none"> <li>• Innovative charging or fueling technologies that go beyond commercialized and standardized equipment for all port sources.</li> <li>• Energy management solutions may be eligible as part of an emerging technology demonstration.</li> </ul>
Ships (At Berth or At Anchorage)	Ports Discretion	<ul style="list-style-type: none"> <li>• Demonstration</li> </ul>	Emission control technology for vessel at berth or at anchorage
Heavy-Duty Trucks	No	Not Eligible	Not Eligible
TRUs	No	Not Eligible	Not Eligible

### 5.3 Eligible Costs and Match Funding

Match funding is a TAP requirement. Up to 50% of project costs are eligible for TAP funding. Of the technology provider’s minimum 50% cost share, a minimum of 10% must be in the form of a cash contribution to the project. All costs, including match funding, will be monitored and documented in accordance with contract requirements.

The following are examples of eligible costs:

- Design and engineering

- Materials and equipment
- Construction
- Systems integration
- Data tracking equipment and software
- Emissions testing, if applicable
- Fueling infrastructure to support vehicle/equipment demonstration
- In-use demonstration costs, including staff time to track, collect, and report data
- Project management not to exceed 10% of the total project cost

The following are examples of ineligible costs:

- Fuel and other consumables\*
- Labor to operate the equipment or vehicle during normal business operations\*
- Administrative overhead, including office space, utilities, insurance, personnel not directly related to project implementation
- Travel
- Marketing or promotional costs

\*Although TAP funds cannot be used to pay for these costs, they may be used as a portion of the cost share requirement.

The following table summarizes the cost limitations for each TAP project:

Funding Source	Limitations	Notes
TAP	Maximum of 50%	
Applicant Cost Share (including other grant funding)	At least 50%	-At least 10% must be cash (not "in-kind") -Disclose all agency grant cost share (amount and program source)
Total Project Cost	100%	Project management costs limited to no more than 10% of total project budget.

Projects that exceed this guidance (i.e., greater than 50% match, less project management costs, greater cash match, etc.) will be viewed more favorably.

## **6 REQUEST FOR INFORMATION PROCESS**

The RFI is available on the TAP website<sup>3</sup>. Applicants should be aware that documents submitted to the Ports are considered public record. It is important

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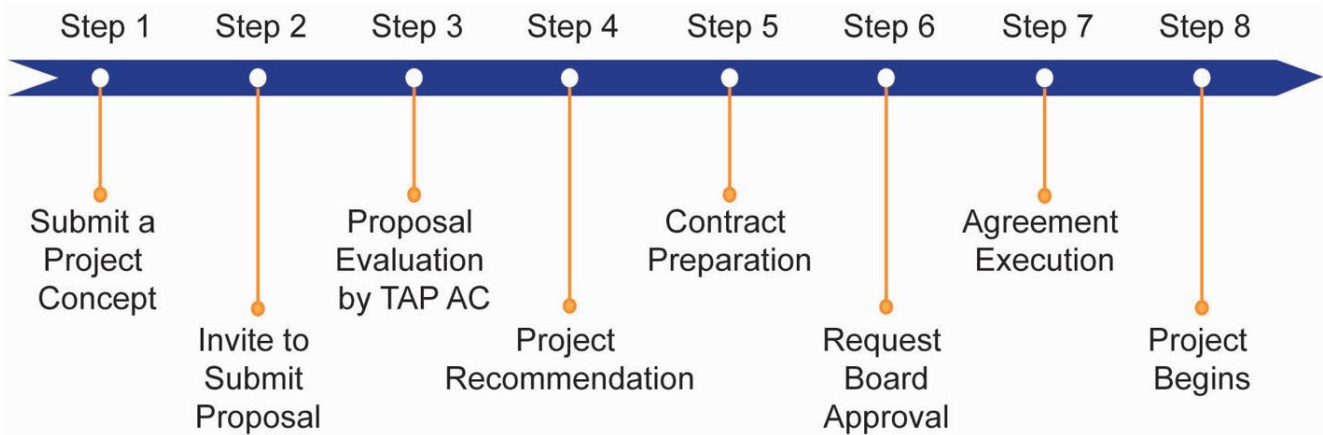
<sup>3</sup><https://cleanairactionplan.org/request-for-information-san-pedro-bay-ports-technology-advancement-program/>

to understand the nondisclosure limitations that the Ports, as public agencies, must comply with under California law. In addition, the Ports are unable to enter into blanket nondisclosure agreements and are subject to the provisions of the California Public Records Act (CPRA).

The following information is an overview of the information requested in the RFI:

- Project title
- Company name, address, phone, and email for two contacts, including:
  - (1) the primary point of contact
  - (2) the lead technical/engineering contact, if applicable
- Technology proposed for demonstration (short description of the technology and its current use in other applications, if applicable)
- Source category
- Draft cost estimates (i.e., project budget), including proposed match funding (amounts and sources) and total project cost
- TAP funding amount requested
- Demonstration partner(s)
- Proposed technology for demonstration, including prototype status, prior testing, and next steps.
- Description of the proposed demonstration, including objectives, schedule and key milestones, budget, partner roles, and relevant experience
- Estimated emission reductions and basis of estimate (for the project only, not extrapolated to full-scale deployment)
- Plan for agency approval (i.e., California Air Resources Board verification or certification, if required to sell the technology in the State of California)
- Business case for technology commercialization (i.e., market potential, projected commercial equipment and fuel cost, reliance on incentives, etc.)

In advance of submittal, applicants are encouraged to review additional resources provided in Appendix A. The figure below provides an overview of the TAP project review process:



### **6.1 Initial Screening**

Port staff will perform an initial screening of a project RFI submission upon receipt, based upon the following questions:

- Does the proposed project meet all eligibility criteria and include a port demonstration partner?
- Does the project include a commitment to provide a minimum of 50% match funding?
- Does the applicant completely respond to all sections of the RFI?

During the initial screening, the Ports may contact applicants to request additional information or clarification, but reserve the right to decline the project based on the original submission. The Ports intend to notify applicants within 10 weeks of submission regarding whether the project is denied or invited to proceed with a full proposal.

### **6.2 Full Proposal**

Projects that pass initial screening will be invited to submit a full proposal. The Ports request a full proposal submittal within 90 days from invitation. If the proposal is not submitted by this deadline, the project may be dropped from further consideration. Below is an outline of the information that should be included in the full proposal. Failure to provide all listed information may result in the rejection of the proposal.

1. Cover page:
  - a. Descriptive project title
  - b. Contact information
    - i. Name of primary contacts (technical and business/marketing)
    - ii. Business mailing address
    - iii. Telephone and email addresses
  
2. Project description:
  - a. Overview of the proposed project
  - b. Technology description and principle of operation
  - c. Projected air quality benefits (i.e., PM, NOx, GHG reductions) of the technology, including documentation of emission testing results. This is for the project equipment, not the port fleet.
  - d. Detailed business case, including projected commercial cost of technology and fuel
  
3. Project team description:
  - a. Qualifications and capabilities of project team, including references and final reports from past projects
  - b. Commitment letter(s) from port operators participating in the project
  - c. Commitment letter(s) from project team members that document role and match funding commitment
  
4. Project Scope of Work:
  - a. Task description, including list of key milestones. These milestones will be linked to invoice payments (see Section 9 for guidance)
  - b. Description of project deliverables, by task
  - c. Project schedule (include milestones, deliverables, and key tasks)
  - d. Proposed budget, by task in table format (see templates below in Table 1 and Table 2):
    - i. Cost of each task, including funding type (in-kind, cash) and source (TAP, contractor, other grant sources, etc.)
    - ii. Provide a clear summary in table format of all in-kind and direct cost-sharing, secured and anticipated

The full proposal shall **not exceed 15 pages** and must be submitted via email to Port staff listed in Section 13. References and supporting documentation demonstrating the project team's experience with other projects (i.e., final reports) are not included in the maximum page count.

**Table 1: Sample Budget Template**

Task Description (example tasks)	Requested TAP Funding \$ (A) (Max. 50%)	Project Team Cash \$ (B)	Project Team In- Kind \$ (C)	Total Project Team \$ (B+C=D)	Total Cost \$ (A+D)
Design and Engineering					
Materials and Equipment <sup>1</sup>					
Construction and/or Systems Integration					
In-Use Demonstration <sup>2</sup>					
Emissions Testing					
Charging or Fueling Infrastructure, if applicable					
Project Management <sup>3</sup>					
<b>TOTAL:</b>					
<sup>1</sup> Includes data tracking equipment and software. <sup>2</sup> Includes labor during the demonstration to test the equipment and staff time to track and report data. <sup>3</sup> Not to exceed 10% of the total project cost.					

**Table 2: Sample Match Funding Template**

Project Partner/Agency	Match Funding \$
<b>TOTAL:</b>	

### 6.3 Full Proposal Review Process

Upon receipt of a full proposal, Port staff will form a review panel with members of the TAP AC consisting of lead representatives from each AC agency. The review panel will evaluate the proposal based on the criteria identified in Section 7.

## 7 EVALUATION CRITERIA

The Ports, in consultation with the TAP AC, will review and evaluate project proposals for their responsiveness to the guidance provided herein, as well as

the below evaluation criteria. Pass/No Pass scoring for each criterion will be used by the evaluation panel to assess the project.

***Proposal Content and Responsiveness***

The proposal should completely address all topic areas summarized in Section 6.2. In addition, the application should fully address each of the below criterion to be eligible for TAP funding consideration. Incomplete proposals may be rejected from further consideration.

***Project Cost***

The requested TAP funding will be considered when prioritizing the use of limited Port funds. In order to leverage TAP funding, a minimum of 50% of matching funds will be required for all projects, either as a direct financial commitment or in-kind services. A minimum of 10% of match funding must be a direct financial commitment (i.e., cash). Applicants must document commitments from project partners and showing the level of financial support secured. Cost share greater than 50% of total project costs is encouraged.

***Status of the Technology***

The proposals should include documentation that the applicant is knowledgeable about CARB's certification<sup>4</sup> and/or verification<sup>5</sup> process and should provide a status update of the technology relative to CARB's approval process, if applicable. This may include certification or verification of the technology in other applications, CARB Test Plan approval documentation, or confirmation that the applicant has engaged with CARB to review the technology. Projects will be required to include work scope to achieve CARB certification, as applicable.

For non-zero emission technology projects, applicants must submit supporting documentation to verify the emission reduction capability of the proposed project, including prototype emission test results (including the laboratory name, address and telephone number; test protocols; and methods).

Projects may include funding requests for emissions testing at testing facilities agreed upon by CARB, the Ports, and the applicant.

***Proposal Team's Qualifications/Expertise***

Full proposals will be evaluated based on the experience and qualifications of the project applicant and/or project team, as documented in the proposal. The Ports will give preference to teams/team members with previous experience participating in technology advancement programs and/or grant-funded demonstrations and to companies with experience designing, manufacturing,

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<sup>4</sup><https://ww2.arb.ca.gov/our-work/programs/new-vehicle-and-engine-certification>

<sup>5</sup><https://ww2.arb.ca.gov/our-work/programs/verification-procedure-use-strategies-control-emissions-diesel-engines>

and integrating the proposed technology. Applicants should provide references and final reports for previous projects to document this experience.

***Potential Industry Benefits***

Technologies with a high likelihood of industry acceptance as judged by fleet applicability and technological readiness to meet the demands of port operations are preferred. Applicants can see the types and quantities of equipment used at the Port of Long Beach or Port of Los Angeles by consulting their respective emissions inventories<sup>6</sup>. The Ports will consider the following criteria in evaluating industry benefits:

- Opportunities for widespread commercial deployment and significant port-wide emission reductions (i.e., technologies with the potential to address large segments of the fleet)
- Technology is likely to be durable, have adequate power to meet port duty cycles or has substantial potential to be proven in a marine environment
- Capital, operating, and lifecycle costs will be estimated to gauge how well a new technology may be accepted by the industry

***Technical Approach/Statement of Work/Project Schedule***

Applications will be evaluated based on the technical approach, statement of work, and project schedule. The proposed schedule should reflect to the best of the applicant’s knowledge, realistic and obtainable project milestones. The ports are more interested, and thus more likely to fund, a project that presents a realistic implementation schedule, as opposed to an overly ambitious project implementation timeline. While technology demonstration projects should be ready to begin implementing the statement of work at the time of contract execution, projects will not be deemed ineligible solely based on implementation schedule.

Prospective TAP applicants should note that unrealistic milestone schedules will be questioned by Ports staff and the TAP AC during review. Overly aggressive schedules may jeopardize an applicant’s likelihood of receiving TAP funding.

**8 PROJECT SELECTION**

Proposals that are deemed meritorious by the TAP AC review panel will be recommended for TAP funding to each Port’s respective Board of Harbor Commissioners. The Boards of Harbor Commissioners have final approval over

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<sup>6</sup> Emissions inventories for each port are available online and provide detailed information on port equipment. [https://www.portoflosangeles.org/environment/studies\\_reports.asp](https://www.portoflosangeles.org/environment/studies_reports.asp)  
<https://polb.com/environment/air/#emissions-inventory>

all TAP projects; the Ports are not responsible for any project costs until a contract is fully executed by both parties.

## **9 CONTRACT REQUIREMENTS**

If selected for TAP funding, the applicant will be required to execute a contract with the Ports that includes standard terms and conditions for the project award, including port-specific, project-specific insurance requirements. These standard terms and conditions include various provisions required by each Port, such as POLB's Electric Vehicle Infrastructure Training Program (EVITP) requirements. Applicants are encouraged to review each Port's respective contracting opportunities pages for more information:

POLB: <https://polb.com/business>

POLA: <https://www.portoflosangeles.org/business/contracting-opportunities/how-to-do-business-with-the-port>

TAP funding is awarded on a cost reimbursement basis and no costs incurred prior to contract execution will be eligible for TAP funding.

### **9.1 Contract Milestones and Deliverables**

Selected applicants will finalize a detailed scope of work, including draft performance milestones and associated deliverables to ensure adequate progress as part of the contracting process. These milestones and deliverables will be reviewed and approved by Ports staff and then incorporated into the TAP contract. Payment milestones will be tied to this scope of work.

Performance milestones and deliverables are negotiated with the contractor and thus vary from project to project, but some commonly used performance milestones include but are not limited to:

- Acceptance of a test plan;
- Completion of technology/equipment integration, manufacturing, and/or installation;
- Completion of initial acceptance testing;
- Delivery and successful commission of charging equipment;
- Delivery of equipment or vehicle at prescribed port terminal(s);
- Reporting the progress of in-use demonstration at prescribed intervals;
- Data collection;
- Documentation for CARB certification or verification, as appropriate;  
and
- Final report.

Deliverables include but are not limited to:

- Test plan;
- Interim progress reports with photo documentation;
- Operation of demonstration technology;
- Emissions or laboratory testing, if applicable;
- Data analysis; and
- Final report.

## **9.2 Reports**

Contractors are required to provide regular updates on the progress of the technology development and demonstration in accordance with contract terms. Types of reports include:

- ***Project Meetings:*** Periodic project meetings will be required during the project term. These project meetings may take place virtually on a weekly, bi-weekly or monthly basis, depending on project needs. The contractor must also facilitate field visits during the demonstration as requested by Ports staff or specified in the contract terms.
- ***Interim Reports:*** Interim reports will be filed at intervals prescribed by the contract and used to document project progress for payment purposes. They require supporting documentation including, but not limited to invoices, test data, and photographs.
- ***Final Report:*** The final report will be submitted at the conclusion of the project. This report should include the following, at a minimum:
  - Documented emissions reductions achieved;
  - Benefits to the surrounding port community;
  - Total project budget and final cost;
  - Lessons learned (any challenges/limitations with application, opportunities to improve performance, etc.);
  - Information on future roll-out and availability of the technology (if applicable)
  - Business case for commercialization; and
  - A two-page summary of the project and results, with photo documentation.

## **10 BASIS OF PAYMENTS**

TAP payments are issued on a reimbursement basis following completion of each milestone task described in the contract. Contractors must provide sufficient documentation of task completion, including but not limited to interim reports, itemized deliverables as prescribed in the contract, data logs, invoices, proof of payment, and photographs. All reimbursement requests must be on company letterhead.

## **11 PROJECT CLOSEOUT**

The TAP project is considered complete when the Ports accept the final report and 2-page summary and issue the final payment. Final reports/summaries are posted to the TAP website for public review.

## **12 NON-PERFORMANCE**

Contractors that fail to meet the terms and conditions specified in their contract may be deemed “non-performing.” Non-performance may include:

- Failure to abide by general funding contract terms and conditions.
- Failure to respond to repeated inquiries on project status or progress within a reasonable time.
- Failure to communicate to Port staff.
- Failure to meet major milestones.
- Failure to file required reports.

Should the Ports believe non-performance has occurred, or if it appears non-performance may occur during the grant term as evidenced by interim reports or project progress, the contractor will be required to submit a corrective action plan. The Ports have sole discretion to accept or reject the corrective action plan. Repeated non-performance may result in the Ports canceling the TAP contract and forfeiture of remaining funds, as well as adversely affect future eligibility. Additionally, at any time, if a contractor cannot or no longer wants to move forward on a project, the contractor may request a contract cancellation. The request must be sent in writing to the Ports and may be submitted via email.

## **13 CONTACTS**

The Ports recommend that stakeholders interested in receiving TAP announcements subscribe to the TAP email list:

<https://cleanairactionplan.org/subscribe/>.

Questions about these guidelines or the TAP in general may be submitted to:

Brittney Ford  
Port of Los Angeles  
[bford@portla.org](mailto:bford@portla.org)

Julie Leung  
Port of Long Beach  
[julie.leung@polb.com](mailto:julie.leung@polb.com)

**14 APPENDIX A: ADDITIONAL RESOURCES**

<b><u>Resource</u></b>	<b><u>Website</u></b>
San Pedro Bay Ports Clean Air Action Plan	<a href="https://cleanairactionplan.org/">https://cleanairactionplan.org/</a>
San Pedro Bay Ports Technology Advancement Program	<a href="https://cleanairactionplan.org/technology-advancement-program/">https://cleanairactionplan.org/technology-advancement-program/</a>
San Pedro Bay Ports Technology Feasibility Assessments	<ul style="list-style-type: none"> <li>• <b>Cargo-Handling Equipment:</b> <a href="https://cleanairactionplan.org/strategies/cargo-handling-equipment/">https://cleanairactionplan.org/strategies/cargo-handling-equipment/</a></li> <li>• <b>Drayage Trucks:</b> <a href="https://cleanairactionplan.org/strategies/trucks/">https://cleanairactionplan.org/strategies/trucks/</a></li> </ul>
San Pedro Bay Ports Emissions Inventories	<ul style="list-style-type: none"> <li>• <b>Port of Long Beach:</b> <a href="https://polb.com/environment/air/#emissions-inventory">https://polb.com/environment/air/#emissions-inventory</a></li> <li>• <b>Port of Los Angeles:</b> <a href="https://www.portoflosangeles.org/environment/air-quality/air-emissions-inventory">https://www.portoflosangeles.org/environment/air-quality/air-emissions-inventory</a></li> </ul>
Technology Advancement Program Annual Reports	<a href="https://cleanairactionplan.org/technology-advancement-program/reports/">https://cleanairactionplan.org/technology-advancement-program/reports/</a>