Energy Trust of Oregon’s Business Development Fund reimburses trade allies for a portion of their training and marketing investment. Allies may use these funds for approved marketing projects and trainings described in the Business Development Fund Guidelines found at www.energytrust.org/homesbdf.

Trade ally/company name: _______________________________ Date: ____________
Contact name: ___________________ Phone: _______________ Email: ______________________

Personal Protective Equipment (PPE)

Energy Trust will reimburse qualified PPE purchased from March 1, 2020 to December 31, 2020. Please include an itemized copy of your invoice that lists the items purchased along with the cost. Qualified PPE purchases do not require preapproval but please include this application with your invoice for processing.

Please choose which program this marketing project is promoting:

- Wearable PPE:
  - Disposable gloves
  - Disposable masks
  - Disposable booties
  - Disposable coveralls

- Sanitizing and prevention:
  - Hand sanitizer
  - Disinfecting wipes
  - Hand wash station
  - Thermometer

- Social distancing equipment:
  - Social distance signage
  - Social distance marking tape

Marketing Projects

Email a draft of your project for pre-approval with this completed form (contact information below). Please allow a minimum of two weeks for marketing review. Projects requiring revisions must be edited and resubmitted for final approval. Pre-approval is required for reimbursement. Prequalification confirms project and training eligibility but does not reserve funds; funds are on a first-come, first-served basis.

Type of marketing project (select one):

- Print ad
- Radio ad
- Television ad
- Online ad
- Yard sign
- Brochure
- Direct mail
- Website (URL ____________________________)

Description: ____________________________
Estimated cost: $__________ Quantity/impression: ______________ Date(s) in the market: ______________
Estimated size: ______________
Counties in Oregon or Washington where your marketing project will be distributed: ____________________________

Training

Send a description of your training for pre-approval with this completed form (contact information below). Please allow three business days for application review. Pre-approval is required for reimbursement.

Course title: ____________________________
Date: ____________________________ Cost: $__________________________ Number of staff attending: ______________

SEND COMPLETED FORMS TO:

homesfund@energytrust.org

Call 1.866.365.3526 option 4 for more information.