



Connecticut Department of  
**Energy & Environmental Protection**  
 Bureau of Air Management  
 Planning & Standards Division

CPPU USE ONLY

App #: \_\_\_\_\_

Program: VW Grant – EVSE

No fee required

# ZEV Infrastructure Program (ZIP): EVSE Proposal Form



## Proposals for Use of VW NO<sub>x</sub> Mitigation Funds for Light Duty Electric Vehicle Supply Equipment (EVSE) Projects

**DRAFT FOR PUBLIC COMMENT 1.22.2021**

Complete all sections of this form. According to the terms of the consent decree, all documentation submitted in support of the funding request and all records supporting all expenditures of Eligible Mitigation Action funds shall be made publicly available. Proposals must be submitted to the address indicated in Part V of this form.

### Part I: Applicant Information

Applicant/Organization Name:					
Address:					
City:		State:		Zip Code:	
Authorized Representative Name:					
Authorized Representative Title:					
E-Mail:		Telephone:			
Additional Contact Name: <i>(Optional)</i>					
E-Mail:		Telephone:			
Additional Contact Name: <i>(Optional)</i>					
E-Mail:		Telephone:			
Have you previously submitted a proposal to DEEP for clean diesel, EVSE, or Hydrogen Fuel Cell Electric Vehicle (FCEV) Supply Equipment funding?				<input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you submitting an application for an EVSE project or a Hydrogen FCEV Supply Equipment project under this Incentive Program?				<input type="checkbox"/> EVSE Project <input type="checkbox"/> Hydrogen FCEV	
Which project funding level is requested?				<input type="checkbox"/> Government-owned <input type="checkbox"/> Privately-owned	

## Part II: Project Information

This funding must be used for eligible projects as listed in [VW's Environmental Mitigation Trust Agreement for State Beneficiaries](#). Projects initiated prior to filing an application for the program are not eligible for funding and submittal of an application is not a guarantee that a proposed project will be funded.

### A. EVSE Projects

**Applicants applying for EVSE at a single location, complete section A. Applicants applying for EVSE at multiple locations, in lieu of this section, attach a spreadsheet of address locations and discussion on why the chosen network of chargers is preferred and the benefits that the proposed EVSE installation has to offer the existing charging infrastructure in Connecticut.**

How many Electric Vehicle (EV) charging stations do you plan to install?				
Type	Brand	Model <sup>1</sup>	Number of Chargers	Number of Ports
Level 1				
Level 2				
DC Fast Charger				
Where Will the Charging Station(s) be located?		<input type="checkbox"/> Government-owned property: publicly accessible <sup>2,3</sup> <input type="checkbox"/> Privately-owned property: publicly accessible <sup>3</sup> <input type="checkbox"/> Workplace Charging: Access restricted <input type="checkbox"/> Multi-Unit Dwelling: Access restricted		
Address of Proposed Installation <i>Provide name of facility, street address, street intersection and/or latitude/longitude and city. If the applicant has more than one location, provide a spreadsheet with addresses for all proposed EVSE installations.</i>				
Are EV charging stations currently installed at the proposed installation location? If yes, how many ports?		<input type="checkbox"/> Yes, # of ports <input type="checkbox"/> No		
How would installation of EVSE at this location improve Connecticut's existing network of charging infrastructure or promote EV adoption within the state?				
Will the EV charging station(s) be located at a parking facility indoors or outdoors?			<input type="checkbox"/> Indoors <input type="checkbox"/> Outdoors	
Will the EV charging stations be pedestal, wall-mounted or overhead unit(s)?			<input type="checkbox"/> Pedestal <input type="checkbox"/> Wall-Mounted <input type="checkbox"/> Overhead	

<sup>1</sup> Charging heads should be accessible to all EV models.

<sup>2</sup> Chargers for fleet use are not eligible unless accessible to employees or the public.

<sup>3</sup> A publicly accessible charging station shall meet the definitions of "Public Electric Vehicle Charging Station" and "Publicly Available Parking Space" in [CGS 16-19f](#).

Is there electrical infrastructure sufficient to meet new demand at the proposed installation site?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will any of the parking spaces with access to the charging station be ADA compliant?	<input type="checkbox"/> Yes <input type="checkbox"/> No
How do you propose to restrict and enforce parking at the funded chargers to only those vehicles that are actively charging? (markings, signs, financial disincentives, towing, etc.)	
<b>For Publicly Accessible Installations:</b>	
Is the site lighted at night?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is there shelter at the proposed installation site?	<input type="checkbox"/> Yes <input type="checkbox"/> No
What hours and days is the proposed installation site open to the public?	
Please list any restaurant, retail, entertainment, or tourist destinations within walking distance. <i>250-word limit</i>	
<b>For Private Workplace / MUD Installations</b>	
How many employees or residents utilize the parking facility in which the installation will take place?	
How many current EV drivers would be served by the installation of a charger? If there are no current EV drivers, explain how a charger installation would promote EV adoption within the workplace or residential community.	
For workplace installations, does the company or business for which the installation would take place operate a vehicle fleet that may be served now or in the future by electric vehicles? Explain.	

**B. Proposed Budget**

Please provide a list of the expenses for the proposed project.

Line Item	Cost
EV Charging Station(s)	
Site preparation for EV Charger(s): labor & materials	
Installation of EV Charger(s): labor & materials	
Maintenance or service contract for five years	
Other <i>please specify</i>	

<b>Total Project Cost</b>	
Attach all estimates and specification sheets for equipment, site preparation, and labor for the project.	<input type="checkbox"/>

**C. Balance of Funds**

Maximum funding is not guaranteed. Please be aware that funding is not guaranteed before awards are made. Note that this is an incentive program; applicant is responsible for all project costs prior to reimbursement.

Applicant attests they can secure the funds for the EV chargers or hydrogen FCEV fueling supply, and for operation and maintenance.	<input type="checkbox"/> Yes <input type="checkbox"/> No
What is the source of these funds?	
What is the timeline for securing these funds? <i>(For government projects: Budget approval process date)</i>	

**D. Proposed Schedule of Tasks**

For purposes of this estimate, assume the maximum percentage available to you as a private or public grantee for this eligible project. This does not guarantee that the maximum amount will be awarded.

<b>Project Timeline for EVSE</b>	
Project Start Date:	
Anticipated Milestones (e.g. Delivery of Units, Obtaining Permits if required, Electrical Hookup and/or Inspections)	
Anticipated Project End Date EVSE:	

<b>Project Timeline for Hydrogen FCEV Supply Equipment</b>	
Project Start Date:	
Anticipated Milestones (e.g. Delivery of Units, Obtaining Permits if required, Electrical Hookup and/or Inspections)	
Anticipated Hydrogen FVEC Construction End Date	
Anticipated Hydrogen FVEC Date the facility is available for public use	

**Part III: Preferential Criteria**

Proposed projects should be cost effective (including consideration of the applicant’s ability to provide matching funds), and have potential for completion in a timely manner, eighteen months after the award date. Proposed projects will be ranked based on a set of criteria reflecting funding priorities for the program. The criteria include, but are not limited to the list below. It is important to note that the list below is of preferential funding criteria, not eligibility criteria.

**Please check all that apply.** You may include any relevant information below each item. (250-word limit)

**For all EVSE Projects:**

Project is located in an environmental justice (EJ) <sup>4</sup> or other community that has historically borne a disproportionate share of the adverse impacts of air pollution from sources including, but not limited to transportation hubs/corridors, ports, rail yards, truck stops, airports, terminals, and bus depots.	<input type="checkbox"/>
Is the project located in one of the following counties?	<input type="checkbox"/> Fairfield <input type="checkbox"/> New Haven <input type="checkbox"/> Middlesex
Applicant can demonstrate experience and existing administrative and programmatic structure in place for implementing EVSE.	<input type="checkbox"/>
Project has verified funding (i.e., for projects that require a cost-share) or leveraged funding. If leveraging other funding sources, please explain sources of leveraged funding, amount of leveraged funding, and if funding is already secured.	<input type="checkbox"/>
Project can be implemented within eighteen months from the award date	<input type="checkbox"/>
EV Charger Applicant will not operate the EV charging station(s) for profit for the first three years of operation. If the charging station will not be free to use, applicant must describe their proposed business plan describing the fee structure and how the station will not operate for profit for the first three years of operation.	<input type="checkbox"/>
For DCFC projects, any charging station installed will be equipped with at least one CHAdeMO and one CCS connector.	
Station is networked with communication capabilities and has ability to record detailed station usage. Such usage data will be sent to DEEP, semi-annually, for five years from award date.	<input type="checkbox"/>

<sup>4</sup> CT environmental justice communities can be found at:  
[www.ct.gov/deep/cwp/view.asp?a=2688&Q=432364&deepNav\\_GID=1511](http://www.ct.gov/deep/cwp/view.asp?a=2688&Q=432364&deepNav_GID=1511)

**For Publicly Accessible EV charging stations:**

EV charging station(s) will be located along transportation corridors such as Federal and state highways.	<input type="checkbox"/>
Applicant commits to having the EV charging stations operational and available to the public x hours a day, x days a week.	<input type="checkbox"/>
EV charging station(s) will be located in areas underserved by EV charging stations. Explain below.	<input type="checkbox"/>
EV charging station(s) will be located at a major traffic generator, which is defined as an important regional attraction, event, or facility that attract persons or groups from beyond a local community, city, or metropolitan area; it can include downtowns, town halls, libraries or recreation centers. List these below.	<input type="checkbox"/>
EV charging station(s) will be located within walking distance of dining, retail, and/or entertainment opportunities. List these below.	<input type="checkbox"/>
EV charging station(s) will be located at high profile locations such as train stations and airports. List these below.	<input type="checkbox"/>
Location will provide:	
<ul style="list-style-type: none"><li>• Lighting and/or</li></ul>	<input type="checkbox"/>
<ul style="list-style-type: none"><li>• Shelter from inclement weather for EV drivers to wait while their EV is charging which is open/available at all times the station is accessible to be used.</li></ul>	<input type="checkbox"/>

**For Private Workplace / MUD EV Charging Stations**

Applicant commits to having the EV charging stations operational and available to the residents or employees x hours a day, x days a week.	<input type="checkbox"/>
Location will provide lighting for user safety	<input type="checkbox"/>
Applicant can provide a business plan to cover the chargers' operating costs. If payment is required for use, it must include an open access payment system; major credit cards must be accepted for immediate access to the EV charging station with no phone call or other contact required. <b>Attach business plan if applicable.</b>	<input type="checkbox"/>
Applicant can provide a maintenance plan to ensure that chargers remain operational for residents or employees who rely on them. <b>Attach maintenance plan if applicable.</b>	<input type="checkbox"/>
Station <a href="#">is networked with communication capabilities and</a> has ability to record detailed station usage. Such usage data will be sent to DEEP, semi-annually, for five years from award date.	<input type="checkbox"/>

**Part IV: Terms & Conditions**

Applicant is aware of the eligible options within the Environmental Mitigation Trust Agreement for State Beneficiaries (see Appendix D and Part 10 of Appendix D-2), available at <https://portal.ct.gov/-/media/DEEP/air/mobile/VW/20200519--Final-Modified-State-Trust-Agreement-effective-June-18-2020.pdf>

Applicants must provide a statement that they can secure the balance of funds and will ensure that the balance of funds comes from a source eligible to supplement this grant.

Equipment Owners are required to certify that all vendors were or will be selected in accordance with state public contracting laws and, for each proposed expenditure exceeding \$25,000, to provide detailed cost estimates from selected or potential vendors. For Connecticut, this means conducting an open and competitive procurement process for contractual services and/or technologies used on the project and securing estimates from at least three vendors.

Applicants for light duty zero emission vehicle supply equipment must have site control<sup>5</sup> over the location of the proposed fueling infrastructure and, if not the owner, permission from the owner to install the unit on the premises. Documentation of ownership may be requested.

Applicant will commit to maintain and operate the EV charging station(s) as publicly-accessible units for a minimum of five years unless they are serving multi-unit dwellings or as workplace chargers.

Applicants will commit to maintain and operate the charging station(s) equipment for a minimum of five years.

Applicants will comply with [Public Act 16-135](#), as required.

<sup>5</sup> Site Control means (1) ownership of, a leasehold interest in, or a right to develop a site for the purpose of constructing the EV Charging Station; (2) an option to purchase or acquire a leasehold site for such purpose; or (3) an exclusivity or other business relationship between the Applicant and the entity having the right to sell, lease or grant the Applicant the right to possess or occupy a site for such purpose. Documentation for verification may be requested.

Applicants will agree to the posting of location & availability information on U.S. Department of Energy website.

Applicants will complete the project by:

- Procuring and installing the EV charging station(s) specified in their application, and
- Meeting any commitments made in the application to provide lighting, shelter from inclement weather for EV drivers to wait while their EV is charging (if checked on proposal form), and operation 24 hours/day, 7 days/week, or limited hours as specified in proposal.

This is a reimbursement program; award recipients will be required to demonstrate payment for the project before receiving awarded funds. .

Project must be completed and paperwork submitted no later than eighteen months from the award date. DEEP cannot guarantee reimbursement payments for submissions after that date.

The grantee will be responsible for providing status update reports for semi-annual and other reports.

An awardee cannot unilaterally amend the terms of an award. Any action taken outside the scope of the award may nullify the award.

*I hereby affirm, under penalty of law, that the information provided here is true and correct to the best of my knowledge. I further affirm that I have read, understand, and agree to all of the terms and conditions stated above. I understand that if it is determined that any funds were awarded to me as a result of false statements, I will be required to reimburse said funds to DEEP. I further understand that any false statement made in the submitted information may be punishable as a criminal offense under section 22a-175 of the Connecticut General Statutes, under section 53a-157b of the Connecticut General Statutes, and in accordance with any applicable statute.*

**Signature**

\_\_\_\_\_

Typed Name

\_\_\_\_\_

Date

\_\_\_\_\_

## **Part V: Submission**

**Please mail this completed form and all supporting documentation to**

Central Permit Processing Unit  
Connecticut Department of Energy & Environmental Protection  
79 Elm Street  
Hartford, CT 06106-5127

Forms and documents may also be submitted electronically to  
[DEEP.CentralPermits@ct.gov](mailto:DEEP.CentralPermits@ct.gov)

All inquiries should be directed to the Air Planning and Standard Division at  
[DEEP.MobileSources@ct.gov](mailto:DEEP.MobileSources@ct.gov) or by phone at (860) 424-4152.