**CPPU USE ONLY**

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

**Program: VW Grant – EVSE**

**No fee required**

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P:\Business general\Writing Formats\Logos\cleanairlogo.psdredo7-15-04300dpitransp3inch.tifZEV Infrastructure Program (ZIP): EVSE Proposal Form

**Proposals for Use of VW NOX Mitigation Funds for Light Duty Electric Vehicle Supply Equipment (EVSE) Projects**

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. All applicants must submit their proposal **no later than 5:00 p.m., September 30, 2022.**

**Part I: Applicant Information**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Applicant/Organization Name: | | |  | | | | | | | |
| Address: | | |  | | | | | | | |
| City: | |  | | State: |  | | Zip Code: | | |  |
| Authorized Representative Name: | | |  | | | | | | | |
| Authorized Representative Title: | | |  | | | | | | | |
| E-Mail: |  | | | | | Telephone: | | |  | |
| Additional Contact Name:(*Optional)* | | |  | | | | | | | |
| E-Mail: |  | | | | | Telephone: | | |  | |
| Additional Contact Name:(*Optional)* | | |  | | | | | | | |
| 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? | | | | | | | | Yes  No | | |
| Which type of EVSE project are you applying for under this Incentive Program? | | | | | | | | DC Fast Charging  Level 2 | | |
| Which project funding level is requested? | | | | | | | | State Agency  Municipal  Privately-owned | | |

**Part II: Project Information**

This funding must be used for eligible EVSE projects as listed in [VW’s Environmental Mitigation Trust Agreement for State Beneficiaries](https://portal.ct.gov/-/media/DEEP/air/mobile/VW/20200519--Final-Modified-State-Trust-Agreement-effective-June-18-2020.pdf). Projects initiated prior to filing an application for the program are not eligible for funding; project initiation activities that can disqualify an application include approving the project in a budget, initiating an RFP, selecting a Vendor, ordering equipment, or hiring a contractor. Applying for additional funding does not qualify as having initiated the project. Submittal of an application is not a guarantee that a proposed project will be funded.

1. **EVSE Projects**

**Applicants applying for EVSE at a single location, complete section A. Applicants applying for EVSE at multiple locations, in lieu of using this form, should attach spreadsheet “Multiple Location Supplement Form” answering these questions for each location.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| How many Electric Vehicle (EV) charging stations do you plan to install? | | | | | |  |
| *Type* | *Brand* | *Model*[[1]](#footnote-2) | | *Number of Chargers* | | *Number of Ports* |
| Level 2 |  |  | |  | |  |
| DC Fast Charger |  |  | |  | |  |
| Where Will the Charging Station(s) be located? | | Government-owned property: publicly accessible.[[2]](#footnote-3)  Government-owned property: reserved for government vehicles.  Government Workplace Charging: Access restricted to government employees and their vehicles.  Privately-owned property: publicly accessible2 | | | | |
| Address of Proposed Installation  *Provide name of facility, street address, street intersection and/or latitude/longitude and city. If the location is proposed for public use please describe how it will be accessible. If the applicant has more than one location, provide a spreadsheet with addresses for all proposed EVSE installations.* | | |  | | | |
| Operation & Maintenance (O&M) Plan  If awarded, applicant will be required to provide an O&M plan including fee structure. | | | | | | |
| Are EV charging stations currently installed at the proposed installation location? If yes, how many ports? | | | No  Yes,        # of ports        Types of existing chargers | | | |
| 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? | | | | | Indoors  Outdoors | |
| Will the EV charging stations be pedestal, wall-mounted or overhead unit(s)? | | | | | Pedestal  Wall-Mounted  Overhead | |
| Is there electrical infrastructure sufficient to meet new demand at the proposed installation site? | | | | | Yes  No | |
| Will any of the parking spaces with access to the charging station be ADA compliant? | | | | | Yes  No | |
| Is the proposed charging station location within a flood hazard zone?[[3]](#footnote-4) | | | | | Yes  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.) | | | | | | |
|  | | | | | | |
| Project can be implemented within eighteen months from the award date. | | | | |  | |
| **For Publicly Accessible Installations (applicable to both government and privately-owned charging stations):** | | | | | | |
| Is the site lighted at night? | | | | | Yes  No | |
| Is there shelter at the proposed installation site? | | | | | Yes  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. *250-word limit* | | | | | | |
|  | | | | | | |
| **For Municipal and State Agency Workplace** | | | | | | |
| How many employees 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 state agency or municipality for which the installation would take place operate a vehicle fleet that may be served now or in the future by electric vehicles? Explain. | | | | | | |
|  | | | | | | |

1. **Proposed Budget**

Please provide a list of the expenses for the proposed project. Note that it is not unusual for installation costs to exceed the cost of the charging stations.

|  |  |  |
| --- | --- | --- |
| **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 at least five years | |  |
| Other  *please specify* |  |  |
| **Total Project Cost** | |  |
| Attach all estimates and specification sheets for equipment, site preparation, and labor for the project. | |  |

1. **Balance of Funds**

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

|  |  |  |  |
| --- | --- | --- | --- |
| Applicant attests they can secure the funds for the EV chargers and for operation and maintenance. | | | Yes  No |
| What is the source of these funds? |  | | |
| What is the timeline for securing these funds? *(For government projects: Budget approval process date)* |  | | |
| For your cost share for this grant, please indicate if you have applied for and/or received other state or federal funding for this project or another project?[[4]](#footnote-5) | | | Yes  No |
| Grant Applicant Title | |  | |
| Name of grant program and administering entity | |  | |
| Award amount and date of award | |  | |
| If an award has not yet been received, when is the decision expected | |  | |

1. **Proposed Schedule of Tasks**

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

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

**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)[[5]](#footnote-6) 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. Towns on the DECD List of “Distressed Municipalities” and “Defined Census Blocks within Other Affected Towns” will be accepted as EJ communities. **If checked, identify the EJ community where the EVSE will be installed.** |  |
|  | |
| Is the project located in one of the following counties? | Fairfield  New Haven  Middlesex |
| Applicant can demonstrate experience and existing administrative and programmatic structure in place for implementing EVSE. |  |
|  | |
| Project has verified funding (i.e., for projects that require a cost-share) or leveraged funding that exceeds the **minimum cost-share**.[[6]](#footnote-7) If leveraging other funding sources, please explain sources of leveraged funding, amount of leveraged funding, and if funding is already secured. |  |
|  | |
| Applicant will not operate the EV charging station(s) for profit for the first three years of operation. Applicant must describe their proposed business plan describing the fee structure and detailing how the proposed fees will not result in operation for profit for the first three years of operation. |  |
|  | |
| For DCFC[[7]](#footnote-8) projects, any charging station installed will be equipped with at least one CHAdeMO and one CCS[[8]](#footnote-9) connector. |  |
|  | |
| Station is networked with communication capabilities and has the ability to record detailed station usage. Such usage data will be sent to DEEP, semi-annually, for five years from award date. |  |
|  | |
| The charging station(s) will be installed along FHWA designated Alternative Fuel Corridors[[9]](#footnote-10). |  |
|  | |
| Applicant will use local charging manufacturer and/or labor contractors to perform tasks including labor, installation, electrical, etc. |  |
|  | |
| Clean renewable energy (i.e., solar) will be used to power EVSE. |  |
|  | |
| Energy-star certified EV charging stations will be used. |  |
|  | |
| Is the project located along a major thorough fare or high traffic area? |  |
|  | |

***For Publicly Accessible EV charging stations:***

|  |  |
| --- | --- |
| EV charging station(s) will be located along[[10]](#footnote-11) transportation corridors such as Federal and state highways. |  |
|  | |
| For DCFC projects, the EVSE installation(s) will be located along areas with underutilized electric infrastructure. |  |
|  | |
| Applicant commits to having the EV charging stations operational and available to the public at least 99% of the week. (i.e. no longer than 1.7 hours downtime per week) |  |
|  | |
| EV charging station(s) will be located in areas underserved by EV charging stations. Explain below. |  |
|  | |
| 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. |  |
|  | |
| EV charging station(s) will be located within walking distance of dining, retail, and/or entertainment opportunities. List these below. |  |
|  | |
| EV charging station(s) will be located at high profile locations such as train stations and airports. List these below. |  |
|  | |
| Location offers curbside charging. |  |
|  | |
| Location will provide: | |
| * Lighting and/or |  |
| * 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. |  |

***For Government Workplace Stations***

|  |  |
| --- | --- |
| Applicant commits to having the EV charging stations operational and available to the employees during business hours. |  |
|  | |
| Location will provide lighting for user safety. |  |
|  | |
| Applicant can provide a business plan to cover the chargers’ operating costs. If payment is required for use, the public EV charging station shall accept multiple accessible payment options including credit/debit card payment pursuant to [Section 16-19ggg](https://www.cga.ct.gov/current/pub/chap_277.htm#sec_16-19ggg) of the General Statutes. **Attach business plan if applicable.** |  |
|  | |
| Applicant can provide a maintenance plan to ensure that chargers remain operational for employees who rely on them. **Attach maintenance plan if applicable.** |  |
|  | |

**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>

**Applicant must be in Good Standing.**

* + 1. Connecticut corporations and limited liability entities must submit a **certificate of good standing** from the State of Connecticut Department of Revenue Services:

Department of Revenue Services

Collection and Enforcement Division-Lien Unit

Request for a Status Letter

25 Sigourney Street

Hartford, CT 06106

[Revenue Services](http://www.ct.gov/drs/cwp/view.asp?a=1510&q=273092)

* + 1. Those corporations not chartered in Connecticut must hold equivalent certificate of good standing from Proposer’s principal place of business.
    2. Tax Certification.  All Proposers, in order for their proposals to be considered, must not be delinquent on any property tax or fees issued by the State and State of Proposer’s principal place of business. Proposers shall certify that neither they nor any business or corporation fully or partially owned by the Proposer is not delinquent on their State property taxes or fees.

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.

Grantees are encouraged to maximize all EVSE related funding for which they may be eligible from sources including, but not limited to, other state and federal agencies including PURA’s Connecticut EV Charging Program[[11]](#footnote-12), federal EV infrastructure grants, and utility EV infrastructure grant programs. If a grantee receives additional funding subsequent to an award under this program, DEEP reserves the right to adjust the VW EVSE grant amount accordingly.

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 or purchasing from an existing state contract.

Applicants must have site control[[12]](#footnote-13) 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) and provide them as publicly accessible units for a minimum of five years unless they are serving multi-unit dwellings or as workplace chargers.

Applicants will comply with [Public Act 16-135](https://www.cga.ct.gov/2016/ACT/pa/pdf/2016PA-00135-R00HB-05510-PA.pdf), as required.

For publicly accessible installations, applicants will agree to the posting of location & availability information on U.S. Department of Energy website.

Applicants will develop and submit an Operation and Maintenance Plan for the charging station(s).

Real-time pricing and fee information shall be displayed on the device or payment screen if a charging station is accepting payment.

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-day s/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 awardee 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**

**Submission of applications may be done through mail or electronically.**

**By Mail: 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

**Electronically: 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 Connecticut Department of Energy & Environmental Protection Bureau of Air Management - Planning and Standard Division at [DEEP.MobileSources@ct.gov](mailto:DEEP.MobileSources@ct.gov) or by phone at (860) 424-4152.

**PART VI: Due Date**

All applicants must submit their proposal **no later than 5:00 p.m., September 30, 2022.** 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.

1. Charging heads should be accessible to all EV models. [↑](#footnote-ref-2)
2. A publicly accessible charging station shall meet the definitions of “Public Electric Vehicle Charging Station” and “Publicly Available Parking Space” in [CGS 16-19f](https://www.cga.ct.gov/current/pub/chap_277.htm#sec_16-19f). [↑](#footnote-ref-3)
3. Addresses of proposed location is within a FEMA identified flood hazard area. Address can be verified through [FEMA Flood Map Service Center | Welcome!](https://msc.fema.gov/portal/home) [↑](#footnote-ref-4)
4. Applying for additional funding does not qualify as having initiated the project. [↑](#footnote-ref-5)
5. CT environmental justice communities can be found at: <https://portal.ct.gov/DEEP/Environmental-Justice/Environmental-Justice-Communities> [↑](#footnote-ref-6)
6. Exceeding the minimum cost share is qualified as asking for applying for less than the maximum grant amount available. [↑](#footnote-ref-7)
7. Direct Current Fast Charging (DCFC) [↑](#footnote-ref-8)
8. Combined Charging System (CCS) allows alternating current/direct current (AC/DC) charging through the same port, while vehicles equipped with CHAdeMO have a separate port for AC charging. [↑](#footnote-ref-9)
9. [Alternative Fuel Corridors - Environment - FHWA (dot.gov)](https://www.fhwa.dot.gov/environment/alternative_fuel_corridors/) [↑](#footnote-ref-10)
10. Within 5 miles. [↑](#footnote-ref-11)
11. https://portal.ct.gov/pura/electric/office-of-utility-programs-and-initiatives/clean-energy-programs/electric-vehicle-charging-program [↑](#footnote-ref-12)
12. 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. [↑](#footnote-ref-13)