



# SMART COLUMBUS MULTI-UNIT DWELLINGS (MUD) INCENTIVE PROGRAM APPLICATION

## **SMART COLUMBUS MULTI-UNIT DWELLINGS (MUD) EV CHARGING INCENTIVE PROGRAM SUMMARY**

According to the U.S. Department of Energy and other sources, 80-85% of electric vehicle (EV) charging occurs at home. Unfortunately, many people in multi-unit dwellings (apartments and condos) lack basic access to electricity for their vehicle. This presents a significant market barrier for residents of MUDs.

The Smart Columbus Electrification Program (SCEP) is expanding its existing incentive program to provide partial funding for new and existing multi-unit dwelling (MUD) developments in the Greater Columbus region to install electric vehicle (EV) charging facilities. The program will provide incentives to qualified applicants. Funding will be awarded based on the following factors: geographical distribution of projects, outreach and education plans developed for the proposed project, and timeline for completion and proposed budget.

Developers and owners of MUD properties throughout the seven-county Columbus metro area (Franklin county and the six contiguous counties) are eligible for incentives as long as program funding is available. Property owners and developers will need to complete the application below, providing all required information. The Smart Columbus program office, with support from Clean Fuels Ohio, can provide assistance to help develop the project scope and provide required information. If the project meets required criteria and if funding remains, the project will be considered for an award. Actual payments will be made after all work is completed and can be inspected.

## **FUNDING LEVELS AND REQUIREMENTS**

- Each applicant may receive an incentive of up to \$25,000 per property or facility, but cannot exceed \$3,500 per installed plug or parking space. This is calculated based on the total award divided by the number of EV connections or plugs dedicated for use by residents in the project.
- Applicants must provide a 35% of total project cost cash match requirement. Other incentives and funding programs can be used to meet the 35% match. (Additional non-residential plugs, i.e. for employees or the public, may count toward an applicant's match requirement but not for direct funding, since the program is designed to support residential charging.)

## **ELIGIBLE COSTS (INCENTIVE AND MATCH-ELIGIBLE)**

- Incentives may fund level 2 Electric Vehicle Supply Equipment (EVSE) and installation of equipment including wiring, needed panel upgrades, permitting, and labor, also signage and parking space stenciling. EVSE equipment is defined as chargers themselves plus systems designed to provide data capture, networking and demand response capabilities to multiple EVSE units. Funding can also cover pre-paid networking costs for one year.

- Applicants should specify equipment for use by residents (incentive eligible with match) and any equipment for use by non-residents (can be included as part of required match).
- SCEP recommends that developers of new properties, during the construction process, incorporate the following:
  - panel capacity for 20% of spaces,
    - conduit-only to 10% of spaces (focusing on hard to access locations due to walls, floors, ceilings, pavement, utility conflicts, etc.),
    - conduit with wiring to 10% of spaces, and the design plans should show future conduit layout to all spaces (prevents future utility conflicts). Note that when we talk about spaces, these can use dual port chargers.

*While these make-ready costs are not eligible for incentive dollars, they will save considerable future costs for the developer.*

- Costs related to education and promotion may be counted as part of match requirements.

## EQUIPMENT REQUIREMENTS

- Installed equipment and system must be capable of capturing data from charging episodes. This data must be shared with SCEP for at least three years.
- The equipment must be subject to control by the utility and/or building management by accepting a demand response (DR) signal to control time of charge and possibly rate of charge to manage peak loads and mitigate possible facility demand charges.
- The program will fund level 2 charging
- Minimum equipment requirements for the program are as follows: 2 spaces for buildings with 20 units or less; 3 spaces for buildings with 21 to 40 units; 4 spaces for buildings above 40 units.
- The incentive program encourages facilities to propose and install more chargers and plugs than the minimum requirement.
- The facility may install “smart” EVSE units, each with data capture and DR capabilities, or integrate technology to provide the entire system with these “smart” capabilities.
- The number of electrified spaces must correspond exactly to the number of plugs. Each EVSE unit may include one or multiple plugs. This must be specified.

## FACILITY REQUIREMENTS

- Parking spaces must be clearly marked and reserved for plug-in EVs only.
- The facility must retain full ownership of equipment, not residents.
- Applications must spell out detailed site and engineering plans that show locations of EVSE units, parking spaces to be electrified, wiring, and any needed panel upgrades. These plans must be reviewed and approved by a licensed electrical engineer.
- Applicants must consult with the utility serving them in advance, and include information from the utility testifying to the suitability of the site for the amount of EVSE to be installed, any needs for service and/or distribution upgrades, cost of these upgrades and how these costs will be covered.
- SCEP recommends, but does not require, a system to authenticate users of each specific EVSE unit or the whole system.
- Charging must be free to users for the first 90 days upon installation. Applicants are encouraged to continue to offer free charging to residents, however, after 90 days, the



facility may charge a reasonable fee, which is defined as being no greater than three-quarters (3/4) of the cost per mile of mid-grade gasoline (89 octane) for a comparable

- vehicle. Applicant will be required to report information on the fee and billing practices as part of quarterly reports. (SCEP reserves the right to offer tiered incentive funding for facilities that provide free charging to residents long-term.)

## **FUNDING AND REPORTING REQUIREMENTS**

- Applicants need to be pre-approved by SCEP prior to installing EVSE at their facility.
- Funds will be reserved upon approval and awarded to selected applicants following completion and inspection of installed equipment. Proposed projects must be “shovel ready,” which means that applicants will have three (3) months from notification of award to sign an award agreement and to complete selected projects. If the applicant cannot meet its proposed timeline, reserved funding will be released to be used toward other projects. Applicants can reapply for funding.
- All incentives are subject to funding availability.
- Awardees must provide quarterly reports to include data on utilization, marketing/educational efforts and any useful feedback from the facility and residents that can provide lessons learned and development of best practices.
- Applicants will be required to display SMRT Columbus branding on all funded equipment.
- Applicants may not use AEP Ohio’s EVSE rebate funding to duplicate payment for any of the charging infrastructure proposed in this work.



Send application via email with subject line “Smart Columbus MUD Incentive Application” to: [Megan@CleanFuelsOhio.org](mailto:Megan@CleanFuelsOhio.org)

**1. Type of Application**

- New
- Revision

**2. Date of Submission**

**Date:**

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**3. Applicant Information**

**Legal Name of Entity/Applicant:**

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**Address:**

**Applicant Mailing Address:**

Street:

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City:

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State:

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Zip/Postal Code:

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**Applicant Proposed Site Address:**

Street:

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City:

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State:

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Zip/Postal Code:

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**Employer/Taxpayer Identification Number (EIN/TIN):**

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**Name and contact information of person to be contacted on matters involving this application:**

**First Name:**

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**Last Name:**

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**Title:**

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**Phone:**

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**Email:**

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#### **4. Proposed Project**

**Start Date:**

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**End Date:**

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#### **5. Estimated Funding** *(please utilize detailed budget worksheet and input data)*

**Number of Parking Spaces to be Electrified** *(enter total request):*

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*\*minimum requirements:*

*2 spaces for buildings with 20 units or less*

*3 spaces for buildings with 21 to 40 units*

*4 spaces for buildings above 40 units*

*\*\*The program encourages facilities to propose and install more chargers and plugs than the minimum requirement*



**MUD Program Funding Request (enter dollar amount):**

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*\*up to \$25,000 per facility/site & \$3,500 per plug*

**Applicant/Matching Funds (enter dollar amount):**

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*\*minimum of 35%*

**Total Project Costs (enter dollar amount):**

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## 6. Proposed Project Summary

**Number of Residential Units in Dwelling:**

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**Number of Parking Spaces in Dwelling:**

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**Please Attach Site Drawing Indicating Specific Parking Spaces to be Electrified (required):**

**Is the Site Drawing Attached?**

YES

NO

**Please Attach Electrical Drawings Indicating Power Supply, Wiring Details, Locations of EVSE Units and Any Associated Equipment (required):**

**Is the Electrical Drawing Attached?**

YES

NO

**Are Project Details and Quote(s) for Installation, Equipment and Other Requirements Attached to Application?**

YES

NO

**Discuss Efforts Already Made to Engage Residents on Plans to Purchase EV, and Potential EV Charging at Facility:**

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**How Many, if Any, Residents Own or Are Planning to Purchase an EV:**

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**Discuss Plan for Outreach and Education to Encourage and Facilitate EV Adoption and Use of Chargers:**

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**Has Applicant Been in Contact with Industry Providers to Solicit a Quote for Equipment or Installation?**

YES

NO

**Has Applicant Been in Contact with Electrician and the Electric Service Provider to determine new load requirements and capacity needs? (If Yes, provide verification)**

YES, Verification Attached

NO

**Additional Information (optional):**

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**7. Detailed Budget** *(please utilize detailed budget worksheet and input data)*

**Cost of EVSE equipment:**

*(attached itemization in one or more quotes and specify what portion is designed for residents and what, if any, is available for non-residents and only can count as part of matching requirement)*

**Cost of installation:**

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**Cost of electrical upgrades:**

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**Pre-paid networking:**

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*(include in attached quote(s))*

**Education and Promotion Costs:**

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*(match eligible only)*

**Total Project Costs:**

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**Total Incentive Requested:**

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**Total Match Pledged:**

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## 8. Applicant Certifications

By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

I AGREE

**Is the Applicant Delinquent on Any Debt? (If "Yes", provide explanation.)**

YES

NO

**Applicant is willing to meet equipment requirements outlined above:**

YES

NO

**Applicant is willing to meet facility requirements outlined above:**

YES

NO





**Applicant is willing to meet funding and reporting requirements outlined above:**

YES

NO

### **9. Additional Attachments**

Map of proposed site (please attach)

Quotes from vendors (if applicable)

### **10. Authorized Representative**

**First Name:**

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**Last Name:**

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**Title:**

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**Phone:**

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**Email:**

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**Signature:**

X

Applications for funding will be reviewed as they are received. Applicants will be notified if selected for funding as soon as October 2018.

**Send application as an attachment via email with subject line “Smart Columbus MUD Incentive Application” to [Megan@CleanFuelsOhio.org](mailto:Megan@CleanFuelsOhio.org).**