

DOCKETED

Docket Number:	22-EVI-02
Project Title:	CALSTART Communities In Charge EV Infrastructure Incentives
TN #:	248605
Document Title:	Presentation for the Communities in Charge Project 'How to Apply' Webinar
Description:	N/A
Filer:	System
Organization:	CALSTART
Submitter Role:	Public
Submission Date:	1/30/2023 1:46:10 PM
Docketed Date:	1/30/2023

*Comment Received From: CALSTART
Submitted On: 1/30/2023
Docket Number: 22-EVI-02*

**Presentation for the Communities in Charge Project 'How to Apply'
Webinar**

Additional submitted attachment is included below.



COMMUNITIES IN CHARGE

How To Apply

An Introduction for Applicants to Communities in Charge

January 31, 2023

Meeting will begin at 10 AM



Introductions

Moderator

Julia Deschaumes, CALSTART

Speakers

Geoffrey Cook, CALSTART

Xiomara Chavez, CALSTART

Q&A Panelists

Xiomara Chavez, CALSTART

Geoffrey Cook, CALSTART

Phil Cazel, California Energy Commission (CEC)

Zoom Logistics

Webinar URL:

<https://us06web.zoom.us/j/86552266019>

Webinar ID: 8865 5226 6019

Mobile:

+16699006833,,86552266019# US (San Jose)

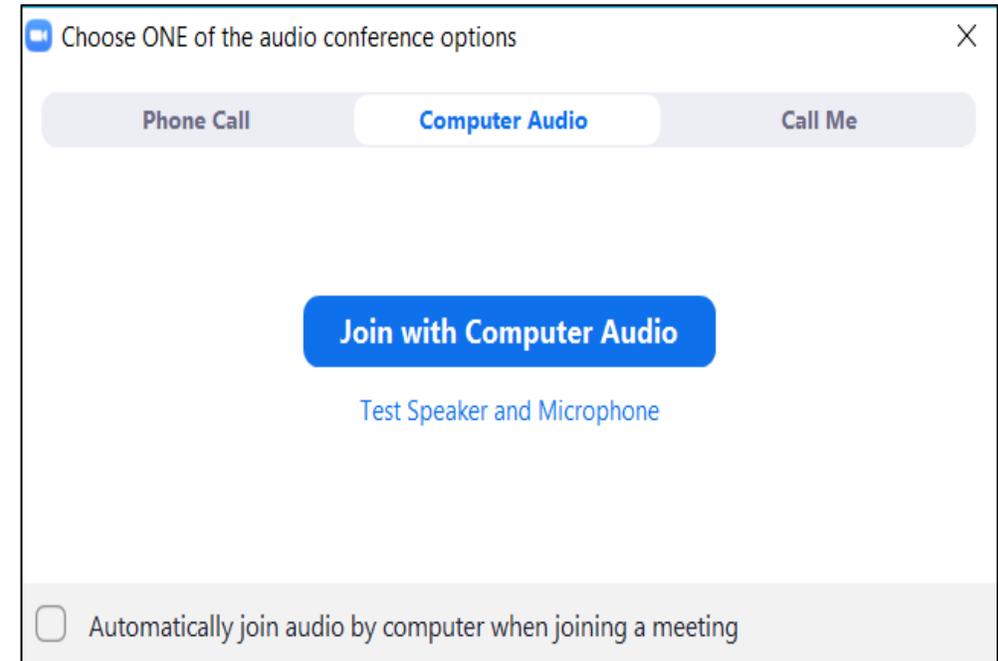
+16694449171,,86552266019# US

Dial by your location

669 900 6833

669 444 9171

If you dial-in from a phone, use the meeting ID and passcode from invite



Audio Settings ^



Chat



Lower Hand



Q&A

Leave

All participants (web and dial-in) are automatically in listen-only mode.

If you have questions, you can use the Q&A function.

Agenda

- Workshop Goals
- Application Journey
 - Prepare
 - Register
 - Apply
 - Notice of Award
 - Midpoint and Final Payments
- Additional Considerations
- Q&A
- Upcoming Dates

Workshop Goals

Communities in Charge Staff aim to answer the following high-level questions:

- Where do I apply to Communities in Charge?
- What does applying to the Project look like?
- What documents must Applicants have, and what information must Applicants provide?
- Who might Applicants partner with?
- When can Applicants begin the process, and how long do Applicants have to complete it?

Poll Question #1

How did you hear about Communities in Charge?

- A. Public Meeting
- B. Social Media
- C. CALSTART Newsletter (CALSTART Compass)
- D. CEC Docket Announcement
- E. Referred by a Community Based Organization
- F. Referred by GRID Alternatives
- G. Other

Poll Question #2

Are you attending on behalf of an equity-focused, community-based organization (CBO)? If yes, please include your organization name.

- A. No
- B. Yes

PREPARE

Get a Head Start: Preparing for Application Window



**Get To Know
Key Partners**



**Get To Know
Your Site**



**Get To Know
Your Budget**



**Prepare
Documents**

*Next Workshop will cover
application forms in depth*

Get To Know Key Partners

Begin conversations with the following key partners to help get your project started:

Utility Service Provider – Your project may require new upgrades or service to be able to supply power to your installation, contact your local utility to begin these conversations.

Permitting Authority or Authority Having Jurisdiction – Every project requires a permit and inspection by your project site's local Authority Having Jurisdiction (AHJ). Follow [this link](#) to learn more about permit streamlining.

Electrical Contractor – Your project must be installed by a EVITP certified electrician. Ensure that your selected contractor is certified before proceeding.

Facilities Manager – If your project site has a Facilities Manager, they may be able to assist with identifying and locating electrical equipment around the property.

Property Owner (if applicable) – Lessees must obtain written approval before you begin planning.

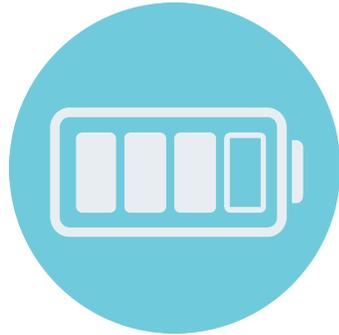


Get To Know Your Site

Explore what demand for charging may be at your site now and in the future.



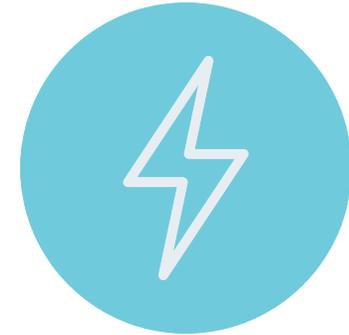
Number of EVs
At Your Site



Duration of
Charging
Sessions



Number of
Level 2 EVSEs
and Connectors
Needed



Electrical
Demand
Needed



Get To Know Your Budget

California has numerous funding opportunities for Level 2 EVSEs. Some restrictions may apply.

Investor-owned Utility (IOU) - Communities in Charge incentives may not be combined with IOU incentive programs.

Municipal Owned Utility (MOU) - Communities in Charge incentives may be combined with MOU incentive programs, such as Los Angeles Department of Water and Power LADWP and Sacramento Municipal Utility District (SMUD).

California Energy Commission (CEC): Incentives may not be combined with other CEC incentive programs for EV chargers.

Non-California Energy Commission programs: Incentives may be combined with non-CEC programs and Non-IOU incentivized programs to help reduce overall project costs.



APPLICATION JOURNEY

Update:

- The Communities in Charge Implementation Manual was published to the [Communities in Charge website](#) as of **December 23, 2022**.

Incurring Costs:

- Project site costs incurred on or after **December 23, 2022** may be eligible for incentives, should applicants be selected.
- Any costs incurred are done so at the **Applicant's own risk**.

Application Funding Timeline



Implementation Manual was posted on **December 23, 2022**.



Begin to incur costs **December 23, 2022**



Application window opens **Late Q1, 2023**.

Application closes after 45 calendar days.

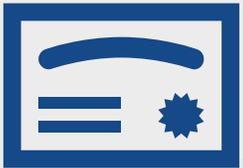
Application Journey



REGISTER
(Through the IPC)



APPLY
(45 Day Window)



NOTICES OF AWARD
(Conditional or Final)



**MIDPOINT
PAYMENT**



FINAL PAYMENT
(270 Days from
Final Award)

REGISTER

Registration To The Incentive Processing Center (IPC)

What is the IPC?

- The IPC is an online platform where you will be able to...
 - Enter application information
 - Upload Documents
 - Check on Application Status
 - Receive messages from staff

Why should I register early?

- Familiarize with the platform before the application window opens.
- Ensure there will not be technical difficulties before you submit

How will I know the IPC is open?

- Our staff will notify availability via website, docket, or email list

APPLY

Information Required With An Application

Applicant Information

- Organization Name
- Primary Contact
- Tax ID

Project Site Information

- Installation Address
- Project Site Type (e.g., Multi-family housing, park and ride, etc.)

Site Verification Form

- Installation Address
- Applicant Information
- Property Owner Information

Job Site Installation Form

- Prevailing Wage & EVITP Compliance Affidavit
- Equipment Information
- Installation compliance statement (C-10 license number and EVITP certification number)

Documents to Upload During 45-Day Application Window

Final Site Design or Preliminary Site Plans

- Copy of electrical and construction drawings. (May be obtained in coordination with contractor and utility)

Issued Building Permit OR Building Permit Application

- Permit application submitted to permitting agency, copy of Site Plans submitted to agency. (May be obtained in coordination with your city and/or county)

Community Connection Documentation *(if applicable)*

- See Communities in Charge Implementation Manual for more details.

Letters of Support from Community Based Organizations *(if applicable)*

- See Communities in Charge Implementation Manual for more details

Required:



Optional:



Not Applicable:



Required Documents Checklist		Tier 1	Tier 2	Tier 3
	Site Verification Form			
	Final Site Design			
	Issued Building Permit			
	Preliminary Site Design			
	Building Permit Application			
	Community Connection Documentation			
	Letters of Support			

Poll Question #3

How many Project Sites do you expect you shall apply for?

- A. 1-10 Project Sites
- B. 11-25 Project Sites
- C. 26-50 Project Sites
- D. 51+ Project Sites

Poll Question #4

Do you expect to submit documentation to be considered a Community Connection? Select all that apply.

- A. Multi-Family Housing in Charge
- B. Tribes in Charge
- C. Congregations in Charge
- D. Schools in Charge
- E. Healthcare in Charge
- F. Nonprofits in Charge
- G. Local Governments in Charge
- H. Workplaces in Charge
- I. No Community Connection.

NOTICES OF AWARD

Project Readiness and Funding Reservation Process

Priority	Readiness Tier	Documents Provided at Time of Application
Awarded First	Tier 1	Site Verification Form + Final Site Design + Issued Building Permit
Awarded Second	Tier 2	Site Verification Form + Final Site Design + Building Permit Application
Awarded Third	Tier 3	Site Verification Form + Preliminary Site Plans

Poll Question #5

Which Readiness Tier do you expect your submitted applications to be in? Select all that apply.

- A. Tier 1
- B. Tier 2
- C. Tier 3
- D. Not Sure

Scoring Rubric

Scoring	
Community Connection	Points Awarded (Max of 10)
Project Site Is a Defined Community Connection	10
Priority Populations Designation	Points Awarded (Max of 5)
DAC and LIC, or Tribal and LIC	5
DAC or Tribal Only	4
LIC only	3
Local Support	Point(s) Awarded Per Letter (Max of 3 per application)
Letter of Support from Community-Based Organization serving the same community as the Project Site.	1
Maximum Possible Points:	18

Notices of Award

NOTICE OF CONDITIONAL AWARD

Provided To: Awardees from **Readiness Tiers 2 and 3**

Next Steps:

1. Submit a copy of Final Site Plans through the IPC (**within 90 calendar days**).
2. Submit a copy of Issued Building Permit through the IPC (**within 90 calendar days**).
3. Await verification of documents submitted, and conversion to a Notice of Final Award.



NOTICE OF FINAL AWARD

Provided To: Awardees from **Readiness Tier 1** (*and converted Conditional Awardees*)

Next Steps:

1. Submit a Request for Midpoint Payment (optional) through the IPC.
2. Submit a Request for Final Payment through the IPC (**within 270 calendar days**).



MIDPOINT PAYMENT

Request for Midpoint Payment

A MidPoint Payment is a one-time request to receive up to 50% of the amount listed on the Notice of Final Award.

Only recipients of a Notice of Final Award may be eligible to request a Midpoint Payment.

Required Materials	Information Requested
<u>Copy of Invoice(s)</u>	<ul style="list-style-type: none">• Invoice date• Itemization of eligible costs, credits, discounts, and incentives as applicable.• Proof of payment (if applicable), such as a paid stamp, with a payment date by the invoicing business or organization.
<u>Signed copy of Job Site Installation Form</u>	<ul style="list-style-type: none">• Application Number• # of EVSEs being installed• # of connectors• Make, Model, Max Kw Output• Contractor's License Number (CSLB)• EVITP Electrician Name and EVITP Certification Number.

FINAL PAYMENT

Request for Final Payment

- Must be made within 270 calendar days (9 months) from receipt of a Notice of Final Award.
- Shall not exceed 75% of eligible costs, or Notice of Final Award magnitude (whichever is less).
- Final Payments shall not exceed an Application's remaining award (if granted a Midpoint Payment)

Required Materials

Information Requested

Copy of Invoice(s)

- Invoice date
- Itemization of eligible costs, credits, discounts, and incentives as applicable.
- Proof of payment (if applicable), such as a paid stamp, with a payment date by the invoicing business or organization.

Signed copy of Job Site Installation Form

- Application Number
- # of EVSEs being installed
- # of connectors
- Make, Model, Max Kw Output
- Contractor's License Number (CSLB)
- EVITP Electrician Name and EVITP Certification Number.

Request for Final Payment

- Must be made within 270 calendar days (9 months) from receipt of a Notice of Final Award.
- Shall not exceed 75% of eligible costs, or Notice of Final Award magnitude (whichever is less).
- Final Payments shall not exceed an Application's remaining award (if granted a Midpoint Payment)

Required Documents	Key Information
<u>Copy of final inspection card</u>	<ul style="list-style-type: none">• Project site address• Final sign-off date for Level 2 EVSE installation• All required signatures, if applicable
<u>Copy of paid and executed Network Agreement/ Contract</u>	<ul style="list-style-type: none">• Execution of the agreement including all required signatures• Fully copy of the contract• Term duration
<u>Photos of Installed Equipment</u>	<ul style="list-style-type: none">• Photos of project site with installed equipment• Serial Number must be visible.

ADDITIONAL CONSIDERATIONS

Post Project Completion

Provide Level 2 EVSE usage data for 24 months (2 years).



Ensure each Level 2 EVSE is "up" at least 97% of a site's standard hours of operation for 24 months (2 years).



Level 2 EVSEs shall remain in service at the Installation Address for the duration of their Network Service Agreement, or 24 months (2 years) from final commissioning.



Must submit reports and respond to surveys put forth by Communities in Charge Staff for a period of 36 months (3 years).



Must be available for follow-up inspection if requested by Communities in Charge Staff, CEC, or CEC's designee.



Q&A Guidelines and Instructions

- The Project Staff will prioritize responding to questions regarding Project design, timelines, and will not be addressing specific questions on Project Site eligibility.
- Specific questions regarding individual projects may be discussed during regular office hours or sent to:
communitiesincharge@calstart.org.



Two ways to comment or ask questions:

1. Use the raise hand function in Zoom
Zoom Phone Controls:

- *6 – Toggle mute/unmute
- *9 – Raise hand

2. Type questions in the Zoom Q&A Box

Please state your name and affiliation. Keep questions under 3 minutes to allow time for others.



Upcoming Dates

Event/Item	Timeline
Implementation Manual Posted	December 23, 2022
Application Packet Posted	February 2023
Sample Supporting Documents Posted	February 2023
Full Website Launch	Early Q1 2023
Participants May Register Through The Incentive Processing Center (IPC)	Early Q1 2023
Applications Open	Late Q1 2023
Application Forms and Process Workshop	March 1, 2023

Poll Question #6

What subjects are you looking to learn more about in future webinars?

- A. How to successfully plan and install Level 2 EVSEs.
- B. How to find key project partners (e.g., Authority Having Jurisdiction, Contractor, Utility).
- C. Considerations when choosing Level 2 EVSEs for your project site.
- D. Best practices for getting community buy in for your project.
- E. Information relating to potential benefits for site hosts once installation is complete.

Poll Question #7

How would you describe your overall satisfaction with the information provided during today's webinar?

- A. Very Satisfied
- B. Satisfied
- C. Neutral
- D. Dissatisfied
- E. Very Dissatisfied



Contact Us

- Visit the Communities in Charge Project Webpage at www.thecommunitiesincharge.org
- Contact us with additional questions at: CommunitiesinCharge@calstart.org
- Sign up for office hours! Communities in Charge staff have reserved time slots each week to answer your questions virtually. Use this [link](#) to set up a time.
- The webinar materials and recording will be made available.
- Visit **CEC Docket 22-EVI-02**:
 - View all Communities in Charge Webinars and presentations



COMMUNITIES IN CHARGE

THANK YOU

