

DOCKETED	
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Document Title:	Presentation - CALeVIP Application Process
Description:	Information on California Electric Vehicle Infrastructure Project's (CALeVIP) application process that was presented at the 5/14 workshop.
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CALeVIP Application Process

Energy Commission Funding Opportunities and Tribes



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Site Host Eligibility Requirements

Applicants must:

- ✓ Be site owner or have site owner authorization to install
- ✓ Be a business, nonprofit organization or government entity based in California or have a California-based affiliate
- ✓ Service providers are eligible to apply for CALeVIP incentives on behalf of a property owner but must provide documentation confirming authorization from the property owner to install at the proposed site



Site Verification Form

Before Submitting Your Application

- ✓ Create your CALeVIP account
- ✓ Get your Site Verification Form signed (if not the site owner)



Sacramento County Site Verification Form



APPLICANT. Please complete as follows:

Applicant/Organization Name (Rebate Recipient):

Application Number (e.g., C-000000):

Installation Site Address:

City:

State:

ZIP Code:

Applicant hereby represents and warrants to CSE: (i) that all the foregoing information is true and correct; and (ii) that the undersigned has been duly authorized by Applicant to execute and submit this Site Verification Form to CSE. Applicant acknowledges and agrees that CSE is relying on Applicant's foregoing certifications in reviewing and approving of Applicant's application.

Signature of Authorized Representative of Applicant:

Name:

Title:

Date:

PROPERTY OWNER. Please complete as follows:

The undersigned, on behalf of ("Owner"), hereby represents and warrants to CSE: (i) that Owner is the vested owner of the real property located at ("Property"); (ii) that Owner has consented to Applicant's installation of certain EV charging station equipment at the Property; and (iii) that the undersigned has been duly authorized to execute and submit this Site Verification Form to CSE. Owner acknowledges and agrees that CSE is relying on Owner's foregoing certifications in reviewing and approving of Applicant's application.

Signature of Authorized Representative of Owner:

Name:

Title:

Date:

Applying for DC Fast Charger or Combination Rebates

Step 1



Be an eligible applicant with a qualified installation site

Step 2



Apply online **prior** to purchasing and installing the EV charger(s)

Step 3



Upload Site Verification Form within 5 days of application

Step 4



CSE reviews application and confirms eligibility

Step 5



Submit permit, design/engineering documents and receive milestone payment up to 240 days from Funds Reserved date

Step 6



Receive rebate check in the mail for milestone payment of up to 45% of your reserved funds

Step 7



Submit remaining installation documents for final payment within 450 days of Funds Reserved date

Step 8



Receive final rebate check in the mail within 15 days



Applying for Level 2 Charger Rebates



Step 1

Be an eligible applicant with a qualified installation site



Step 2

Apply online **prior** to purchasing and installing the EV charger(s)



Step 3

Upload Site Verification Form within 5 days of application



Step 4

Once your application is qualified by CSE, complete your project within 270 days.



Step 5

Submit installation documents for review and processing



Step 6

Receive final rebate check in the mail within 15 days



Installation Site Type

Select your eligible site type. Equipment selection options are determined by your site type.

What is the main use of the installation site?*

- Select -



For information on the listed uses see [FAQ](#).



Installation Site Type

Select your eligible site type. Equipment selection options are determined by your site type.

What is the main use of the installation site?*

Commercial



For information on the listed uses see [FAQ](#).

Select the specific use from the list of eligible sites.*

None of the above



You are eligible to apply for rebates for Level 2 chargers for your site.

Installation Site Type

Select your eligible site type. Equipment selection options are determined by your site type.

What is the main use of the installation site?*

Public Facility



For information on the listed uses see [FAQ](#).

Select the specific use from the list of eligible sites.*

Airport



You are eligible to apply for rebates for both Level 2 and DC fast chargers for your site.



Select Your Equipment

Select your eligible EV chargers and installation type. Please include all chargers to be installed as part of the project.

Make/Model*

For additional information on listed makes/models, see [Eligible Equipment page](#).

Connectors per Charger*

Indicate the total number of connectors per charger.

Quantity*

Indicate the total number of chargers planned for this installation site.

Charger/Installation Type*

Please select the installation type that you will be installing your charger(s) on. For information on the listed types see [FAQ](#).

 Remove

[Add another item](#)



Network Provider

Select your network provider*

- Select -



A network provider is a business or organization that provides a software solution to manage EV chargers, enable EV driver pricing and payment, usage reporting, and smart charging. While selection of a network provider is not necessary at the time of application, CALeVIP requires each applicant to contract for network services for approval of any rebates.



Sacramento County Incentive Project

1. Select equipment
2. Accept requirements
3. Submit application
4. Upload documents

Sacramento County Incentive Project Requirements

At the time an applicant submits an online incentive application the most current Sacramento County Incentive Project (Project) Implementation Manual available, as well as the incentive requirements agreed to by the applicant, will apply.

Applications are processed on a first-come, first-served basis for both Level 2 (L2) and DC fast charging (DCFC) projects. First-come basis for an owner-submitted application is determined on the date of application submittal. For applicants submitting on behalf of a property owner, first-come basis is determined by the submittal date of the Site Verification Form (SVF) following application submittal. If the SVF is not submitted within five (5) calendar days of initial application, the application will be canceled.

Qualified applicants featuring L2 projects will receive a single payment up to 270 days from the Funds Reserved date. Qualified applicants featuring DCFC or combined¹ projects can receive up to two payments – a milestone payment can be requested up to 240 calendar days (8 months) and a final payment up to 450 days from the Funds Reserved date. Delays beyond normal processing times may occur.

The maximum amount of active application incentives an applicant may reserve at any time is limited to \$640,000 for applications on sites in Sacramento County.

To apply for a rebate an Applicant must:

1. Submit an online application.
2. Complete an Installation Form online within 270 days from the Funds Reserved date for Level 2 only applications and within 450 days for DCFC or combined applications.
3. Submit supporting documentation within 270 days from the Funds Reserved date for Level 2 only applications and within 450 days for DCFC or combined applications. The supporting documentation must be scanned and submitted through the CALeVIP website.

Required supporting documentation will include, at a minimum, the following:

- a. For applicants who request applications by phone, a complete application with signature and date. For online applicants, a scanned copy of the submitted application signed by the site owner or authorized representative.
- b. For applicants who are not site owners, a completed Site Verification Form providing confirmation that the site owner authorizes the applicant to install the equipment at the site.
- c. Copy of equipment receipt/invoice.
 - i. Receipt/Invoice must include, at a minimum, purchase date, retailer name, business address, phone number, equipment make and model number(s), equipment serial number(s), and payment terms (paid in full – cash, check, credit card, etc.).
- d. Copy of installation receipt/invoice(s).
 - i. Receipt/Invoice must include contractor name, contractor license number, business address, phone number, itemized costs, and payment terms (paid in full – cash, check, credit card, etc.).
- e. Copy of network service agreement (for a minimum of two years for Level 2 chargers or five years for DC fast chargers).
- f. Copy of building or other local agency permit(s) approving installation.
- g. Copy of design/engineering invoice(s).
 - i. Invoice must include contractor/engineer name, contractor/engineer license number, business address, phone number, itemized costs, and payment terms (paid in full – cash, check, credit card, etc.).
- h. Copy of final inspection card, permit or other local agency document showing installation has been completed.
- i. Photograph(s) of installed and operational charger(s) at the site address provided in the application. Photographs must clearly show required Sacramento County Incentive Project labeling.
- j. Photograph(s) of all installed charger serial number(s).
- k. (If installation required utility service) Copy of utility service order(s) needed for the installation. If new service is not required, a copy of the utility bill is needed for existing accounts, along with meter number EV chargers are to be tied into.
- l. (If installation required utility service) Copy of utility receipt/invoice(s).
 - i. Receipt/Invoice must include utility name, address, phone number, itemized costs, and payment terms (paid in full – cash, check, credit card, etc.).





All DC fast charger(s) must:

- Be new equipment installed for the first time. Resale units, rebuilt, rented, received from warranty insurance claims, or new parts installed in existing units are not eligible.
- Be a dual standard, CHAdeMO and Combined Charging System (CCS) DC fast charger.
- Be networked, which is defined as a charger connected to a backend network operations center, enabling remote diagnostics, remote start and usage data collection, at a minimum.
- Be capable of delivering electricity to a plug-in electric vehicle at a minimum rate of 50 kilowatts.
- Use an open standard protocol as a basic framework for purposes of network interoperability. Any proprietary protocol may be superimposed on the system, provided the owner is able to revert to the open standard protocol.
- Accept some form of credit card payment, if payment is required.
- Accept more than one form of payment, if payment is required.

Be approved by a Nationally Recognized Testing Laboratory (NRTL) program for EVSE testing and certification. Detailed information about these requirements and the processes associated with them can be found in the Project [Implementation Manual](#). Applicants that have questions about Project Requirements should contact CSE at sacramento-calvip@energycenter.org.

¹Projects featuring a combination of DCFC and L2 chargers within the same application.

²<https://www.energystar.gov/productfinder/>

Declarations

Please review each statement below. By clicking Accept and Continue you are indicating that you agree with the following statements and that information provided in your application is accurate and truthful.

1. I am the owner of the installation site or have the authority to file this application on behalf of the owner.
2. I have read and agree to the requirements of the Sacramento County Incentive Project.
3. I choose to voluntarily submit personally-identifying information for the purposes of processing my incentive and enforcing the Sacramento County Incentive Project Requirements.
4. I have read and agree to the terms of the [Sacramento County Incentive Project Privacy Policy](#).

Accept and Continue

[Go Back](#)



Applicant Information

Applicant Type*

- ☒ Business
- ☐ Sole proprietorship
- ☐ Non-profit organization
- ☐ Public entity
- ☐ California Native American Tribe listed with the Native American Heritage Commission

Organization Name*

Please provide the official name of the applicant organization that will receive the rebate payment.

TIN/EIN*

Please provide the tax identification number for the organization that will receive the rebate payment.

Do you own the site?*

- ☐ Yes
- ☒ No

Please answer from the perspective of the applicant organization that will receive the rebate payment.

Have you completed the site verification form required to prove site owner authorization?*

- ☒ Yes
- ☐ No

Contact First Name*

Contact Last Name*

Phone*



Declarations

Please answer from the perspective of the applicant organization.

Have you declared bankruptcy within the last five (5) years?*

- ☐ Yes
- ☐ No

Do you have any threatened legal actions by or against you?*

- ☐ Yes
- ☐ No

Do you have any pending legal actions by or against you?*

- ☐ Yes
- ☐ No

Do you have any loan defaults?*

- ☐ Yes
- ☐ No

Do you have any outstanding judgments?*


- ☐ Yes
- ☐ No

Organization Address

Organization Street Address*

Organization City*

Organization State*

Organization ZIP*



Mailing Address

☐ Same as organization address

Mailing Street Address*

Mailing City*

Mailing State*

Mailing ZIP*

Installation Address

Installation Street Address*

For curbside charging, enter name of the street only and ensure that you enter the nearest cross streets below.

Installation Street Address 2

Installation City*

Installation County*

☒ Sacramento County

Installation State*

Installation ZIP*

Cross Street 1*

Cross Street 2*



Installation Details

Please provide the name of the business or organization that will be the closest to the charger(s).*

For example: Target, CVS, Central Park.

Is the proposed installation on tribal land?*

The definition of tribal lands (per 16 USCS § 470w (14)) means (A) all lands within the exterior boundaries of any Indian reservation; and (B) all dependent Indian communities.

Total number of parking stalls in parking lot/structure*

Total number of parking stalls that will be dedicated to EV charging*

Is there an existing need for the EV chargers at the proposed site?*

☒ Yes

☐ No

What type of existing need is there for these EV chargers?*

What is the applicant organization's relationship to the site?*

Please answer from the perspective of the applicant organization that will receive the rebate payment.

Will the DC fast charger(s) at this site be publicly accessible?*

- ☒ Yes
☐ No

Will the DC fast charger(s) be publicly accessible 24 hours per day, 365 days per year?*

- ☐ Yes
☐ No

Do you plan to charge a fee for charging at your DC fast charger(s)?*

- Select -

Who will own the EV chargers?*

- Select -

Who will operate the EV chargers?*

- Select -

Is the site provided power by Sacramento Municipal Utility District?*

- ☐ Yes
☐ No

Submit



Implemented by CSE for the
California Energy Commission

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Thank you for submitting your online application. Please upload your Site Verification Form as soon as possible. Applications are reviewed on a first come, first served basis and your application will not be eligible for review until your Site Verification Form is submitted.

C-00096

APPLICATION STATUS



Application Received

APPLICATION STARTED ON
05/01/2019

FINAL PAYMENT SENT
--

UTILIZATION DATA UPLOADED
--

UPLOAD DOCUMENTS

SITE VERIFICATION FORM

[Choose File](#) No file chosen

[Upload](#)

Not Uploaded

Please provide a signed Site Use Verification form. [Sample Supporting Documents](#).

[Submit Documents](#)

REBATE INFORMATION

ORGANIZATION NAME

Test - Divya

INCENTIVE PROJECT

Sacramento County Incentive Project

SITE LOCATION

1111 Broadway Ave
SACRAMENTO, CA 94572

EQUIPMENT

SemaConnect Series 6 Charging Station -
New (2)

TOTAL RESERVED REBATE AMOUNT

\$12,000.00

FINAL PAYMENT AMOUNT

--

COLLABORATORS

[Manage collaborators](#)

Contact us to change owner.

