COMMUNITIES IN CHARGE

How to Apply Workshop

Funding Wave 3

Agenda

- Communities in Charge Project Overview
  - Funding Wave 3 Project Updates
- Incentive Amounts
- Eligibility
- How to Apply
  - Required documentation
- Tiering, Scoring, and Awarding
- Resources
- Important upcoming dates

Frequently Asked Questions We Hope to Answer

What is different about Funding Wave 3 compared to previous funding waves?

Where do I apply to Communities in Charge?

What does applying to the Project look like?

What documents and information must Applicants provide?

When can Applicants begin the process, and how long do Applicants have to submit their applications?

Is my project eligible?

COMMUNITIES IN CHARGE

Funding Wave 3 Project Updates

Communities in Charge Project Partners

Implementor

Funder

Equity and Outreach Partner

Incentive Processing

COMMUNITIES
IN CHARGE

Communities in Charge Project Overview

Communities in Charge is California's market-accelerating, light-duty electric vehicle (EV) charging incentive project

Funded by the California Energy Commission's Clean Transportation Program, implemented by CALSTART, and supported in partnership with GRID Alternatives and Tetra Tech. The California Energy Commission uses Greenhouse Gas Reduction Fund allocations to support zero-emission vehicle infrastructure projects

Communities in Charge is designed to transform
EV accessibility, rapidly catalyze new markets, and swiftly deploy Level 2 EV charging stations

$30 million available for Funding Wave 3

COMMUNITIES IN CHARGE

Funding Wave 3 Priorities

<u>Site Type</u>: Increase overall diversity of Project Site types

<u>Geography</u>: Broaden geographic diversity of awardees across California

<u>Applicant Pool:</u> Encourage greater diversity of Applicant pool

COMMUNITIES
IN CHARGE

Funding Allocations

- Like Golden State Priority Project, Communities in Charge will distribute funding by region.

- Allocations are determined by Disadvantaged Community (DAC)/Low-Income Community (LIC), population, and prior funding distributions.
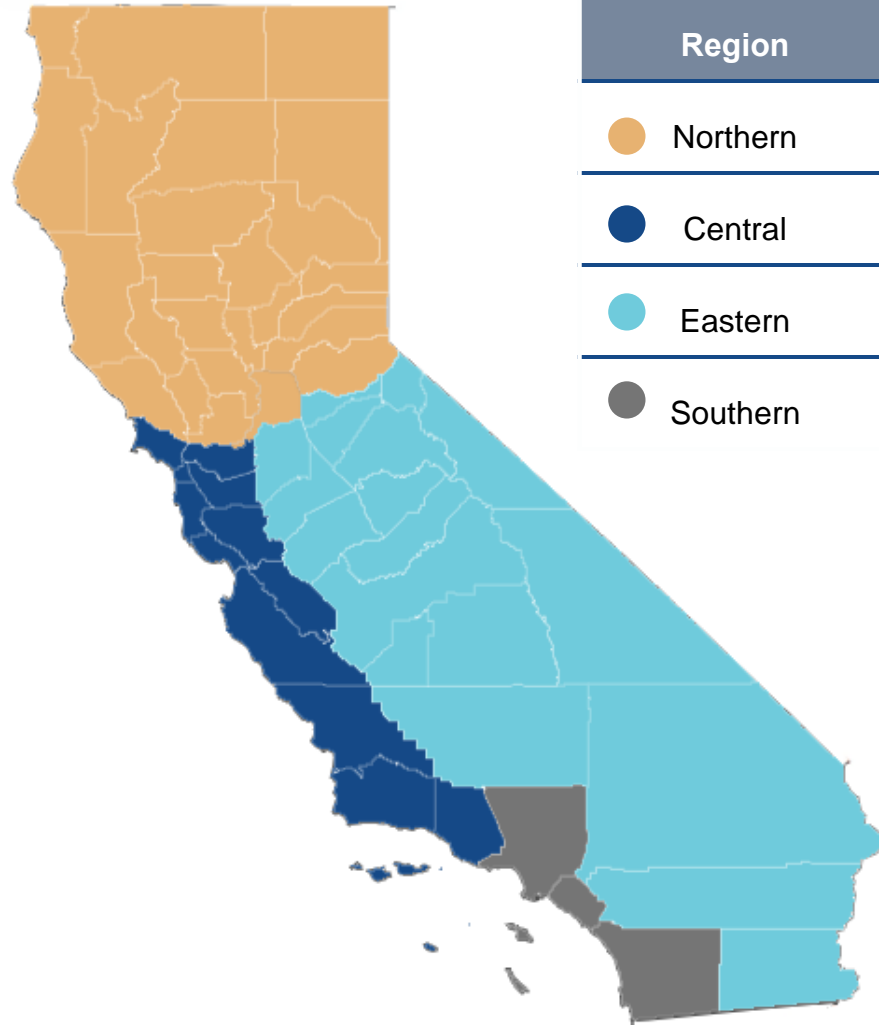
Region	Incentive Amount
Northern	$5,000,000
Central	$9,000,00
Eastern	$6,000,000
Southern	$10,000,000

COMMUNITIES
IN CHARGE

Additional Project Updates

Applicant Cap:

Applicants with greater than 50 active projects across all CEC light-duty EV block grants (CALeVIP 1.0 + CALeVIP 2.0 + CIC) are not eligible for new awards until their number of active projects falls below 50

Stacking Eligibility:

Incentive stacking has been removed.

Midpoint Payments:

Wave 3 Awardees may no longer submit a request for Midpoint Payment.

Additional Project Updates

Incentive Amounts:
Base incentives per eligible charging port have increased from $3,500 to $6,500, and percent of eligible costs covered has increased from 75% to 100%.

Cost Eligibility:
Cost eligibility has been described in further detail. Warranties, service level agreements (SLAs), and network agreements are now capped.

Self-Invoicing:
Self-invoicing for costs associated with in-house billing have been limited to include only local governments, and vertically integrated companies who manufacture, sell, and install equipment.

Incentive Amounts

Incentive Amounts

Eligible Incentives for L2 Chargers	Amount Per Connector
Base Incentive	Up to $6,500, or 100% of eligible costs, whichever is less
Multifamily Housing Project Site	Additional $2,000 towards eligible costs
Project Site for Tribal government, Tribal entity, or non-governmental organizations serving Tribal communities	Additional $3,500 towards eligible costs.

COMMUNITIES IN CHARGE

Number of Connectors

Minimum number of connectors funded for all projects	4
Maximum number of connectors funded for most project sites	20
Maximum number of connectors funded for workplace or multifamily housing	40

Award Ranges: $26,000 - $480,000

*Awards vary based on number of connectors and site type incentives

COMMUNITIES
IN CHARGE

Eligibility

Applicant Eligibility

☑ Be the property owner, lessee, or authorized representative

☑ Be the one who directly incurs the cost

COMMUNITIES
IN CHARGE

Project Site Eligibility

Must be well-lit, secure, and in compliance with all US federal, California state, and local laws, ordinances, rules, codes, standards, and regulations.

Any Level 2 Charging Ports made accessible to the general public must be available at least 18 hours a day, seven days a week, excluding holidays.

Must be shared and may not be assigned or otherwise allocated to any one individual.

Single-family dwellings (detached), accessory dwelling units, duplexes, triplexes, individual townhomes, and individual mobile homes are not eligible site types; however, shared-use sites made available to residents domiciled in these housing developments are eligible.

COMMUNITIES IN CHARGE

Project Site Eligibility Examples

Eligible Sites	Non-Eligible Sites
Youth Centers	Single-family homes
Multi-Family Housing (5 or more units)	Duplexes
Health Facilities	Triplexes
Government Buildings	Individual Mobile Homes
Sports Stadiums	New Build Sites
Gas Stations	Project Sites for School Bus Charging

The site types listed above are not a comprehensive list.

COMMUNITIES
IN CHARGE

Community Connections

Your project site does not have to be a Community Connection to be eligible for award.

Your project site can be eligible to be scored as a Community Connection if you are able to provide the proper documentation during the application window. Check out section 2.3 of the Implementation Manual for more information.

Community Connections are identified locations where community members live and gather, these sites are elevated in the equity scoring rubric.

- Multi-Family Housing in Charge
- Tribes in Charge
- Congregations in Charge
- Schools in Charge
- Healthcare in Charge
- Nonprofits in Charge
- Local Government in Charge
- Workplaces in Charge

COMMUNITIES
IN CHARGE

Equipment Eligibility*

a) New

b) Be certified by a Nationally Recognized Testing Laboratory Program (NRTL) and certified to UL 2594 standard;

c) Be capable of charging at 6.2kW or greater;

d) Be Energy Star certified;

e) Be [Division of Measurement Standards (DMS) pursuant](#) to the California Type Evaluation Program (CTEP) or National Type Evaluation Program (NTEP), as applicable;

f) Be networked

g) Comply with the latest SAE J-1772 technical standard

h) Be OCPP v2.0.1 certified by the Open Charge Alliance (OCA)

i) Be ISO-15118 "Hardware ready" through self-attestation on their manufacturer specification sheet

*Please review section 2.4.2 for ALL requirements and specifications, this is not the full list

Equipment Eligibility Updates

- Please visit the Eligible Equipment Catalog on the website periodically for EVSE equipment eligibility updates.
- These changes shall not supersede existing requirements outlined in the Implementation Manual under Section 2.4
- The proposed AB 2061 EV charger reliability regulation will require publicly funded chargers installed and operational on or after January 1, 2026, to be OCPP 2.0.1 certified.

Eligible Equipment Costs

The following equipment costs are eligible for incentives under Communities in Charge:

- Electric vehicle supply equipment (EVSE)
- Electrical panels
- Transformers
- Demand management equipment and software
- Necessary on-site project signage
- Lighting for the EV Charging ports
- Security cameras for the EV charging ports

*For a complete listing of eligible and ineligible project costs, please consult the Communities in Charge Implementation Manual. None of the information contained herein shall be considered financial advice. Please verify your expenses with your Accounting team.

COMMUNITIES IN CHARGE

Eligible Materials Costs

Costs for materials, in order to be eligible for incentives, must be for the specific purpose of deploying/installing the EV charging ports. The following costs for materials are eligible for incentives:

- Wire and conduit
- Bollards
- Concrete and asphalt
- Paint
- Construction fencing (for the immediate area surrounding installation of EV charging stations)

*For a complete listing of eligible and ineligible project costs, please consult the Communities in Charge Implementation Manual. None of the information contained herein shall be considered financial advice. Please verify your expenses with your Accounting team.

COMMUNITIES IN CHARGE

Eligible Services Costs

Costs towards **services** shall be paid on a **one-time, non-recurring basis** towards the costs outlined below and subject to certain restrictions. To be eligible, costs for services must be for the specific purpose of maintaining and operating the EV charging stations. The following service costs are eligible for incentives:

- Warranties purchased from the OEM
- Service level agreements (SLAs)
- Networking agreements with an EV network provider
- Cellular or internet monthly service
- Security camera monitoring services

*For a complete listing of eligible and ineligible project costs, please consult the Communities in Charge Implementation Manual. None of the information contained herein shall be considered financial advice. Please verify your expenses with your Accounting team.

COMMUNITIES
IN CHARGE

Eligible Utility Costs

<u>Certain utility costs may be eligible for incentive. The following costs are eligible for incentives:</u>

- Costs paid by the incentive recipient pursuant to utility upgrades necessary for installation of the EV charging parts. Valid supporting documentation from the utility shall be necessary to approve these costs.

Applicants must comply with all utility program requirements. These requirements often include installation of the panel, conduit, and EV charging equipment. In addition, it is customary to provide proof of commitment to install the equipment (Purchase order) and agree to maintain utility upgrades.

*For a complete listing of eligible and ineligible project costs, please consult the Communities in Charge Implementation Manual. None of the information contained herein shall be considered financial advice. Please verify your expenses with your Accounting team.

COMMUNITIES IN CHARGE

Other Eligible Costs

<u>The following additional costs are eligible for incentives:</u>

- Planning and engineering (Architecture studies, site survey, underground utilities, site layout, signs, placards, markings) costs such as development of drawings and plans meeting the Americans with Disabilities Act (ADA) requirements for the site.
- Required ADA upgrades to site due to EV deployment, but not to include or cover upgrades of existing ADA non-compliance.
- California Sales Tax
- Shipping and Handling

*For a complete listing of eligible and ineligible project costs, please consult the Communities in Charge Implementation Manual. None of the information contained herein shall be considered financial advice. Please verify your expenses with your Accounting team.

COMMUNITIES
IN CHARGE

Ineligible Project Costs

The following costs (not a comprehensive list) are explicitly ineligible for incentives and may not receive funding from Communities in Charge.

- Clerical costs associated with completing application
- Upgrades to utility-owned electrical infrastructure
- Fees paid to Authorities Having Jurisdiction (AHJs) for permitting
- Stub-outs/make ready
- Direct Labor, fringe benefits, indirect/overhead costs
- Costs associated with travel
- Lease payment for EV charging spaces
- Land valuations for EV charging spaces

*For a complete listing of eligible and ineligible project costs, please consult the Communities in Charge Implementation Manual. None of the information contained herein shall be considered financial advice. Please verify your expenses with your Accounting team.

COMMUNITIES
IN CHARGE

Ineligible Project Costs Continued

<u>The following costs (not a comprehensive list) are explicitly ineligible for incentives and may not receive funding from Communities in Charge.</u>

Self-Invoicing: any costs associated with in-house billing are not eligible costs for reimbursement under Communities in Charge. **Applicant/Incentive Recipient costs may not be self-incurred.**

The following exceptions will apply in which self-invoicing is permissible:
- Vertically integrated companies who manufacture, install, and own and operate equipment must agree to submit their Costs of Goods Sold (COGS) to justify the cost of their chargers invoiced for incentive reimbursement; and
- Local government incentive recipients are exempt from the self-invoicing requirement.

*For a complete listing of eligible and ineligible project costs, please consult the Communities in Charge Implementation Manual. None of the information contained herein shall be considered financial advice. Please verify your expenses with your Accounting team.

COMMUNITIES
IN CHARGE

How to Apply

Application Window

Applicant may register on the Communities in Charge website through the Incentive Processing Center (IPC), the online application portal for Communities in Charge, prior to the application window opening.

During Application Window: Applicants have from 11/14/2024, 9 am PST through 1/31/2025, 5 pm PST to submit their application materials

COMMUNITIES
IN CHARGE

Navigate to the Communities in Charge website, which may be accessed here.

Login to Communities in Charge through the Incentive Processing Center. **REMINDER: If this is your first time apply to Communities in Charge, you will need to create an account by selecting 'Not a member.' (see next slide)**

If you have never applied to Communities in Charge, please complete the step below in setting up an account. If you have applied to Communities in Charge previously, login to the IPC using the same credentials

Equipment Proxy in the IPC

Note: The Communities in Charge Team acknowledges the limited options for EVSE equipment available at the opening of the application window. To enhance flexibility during this period, the Project Team has permitted the use of proxy equipment selections in the Incentive Processing Center for cases where the desired equipment is still undergoing the eligibility process. We encourage you to utilize this option if there is a strong likelihood that the equipment will be deemed eligible. Furthermore, if you select the equipment proxy, please submit a Support Request in the IPC to update your equipment as soon as it achieves eligibility. If an application meets all Tier 1 requirements except for the selection of eligible equipment, you would be considered a Tier 2 application eligible for a Notice of Conditional Award if selected

COMMUNITIES
IN CHARGE

Required Documentation

Required Information

Applicant Information	- Organization Name - Primary Contact and Authorized Signatory - 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

COMMUNITIES IN CHARGE

Documents to Upload

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

COMMUNITIES IN CHARGE

Checklist for documents

Required Documents Checklist	Tier 1	Tier 2	Tier 3
Site Verification Form	✅	✅	✅
Final Site Design	✅	🚫	🚫
Issued Building Permit	✅	🚫	🚫
Eligible Equipment Selection	✅	🚫	🚫
Preliminary Site Design	🚫	✅	✅
Building Permit Application	🚫	✅	🚫
Community Connection Documentation	⛔	⛔	⛔
Letters of Support	⛔	⛔	⛔

Required: ✅

Optional: ⛔

Not Applicable: 🚫

COMMUNITIES IN CHARGE

Application Documentation Examples
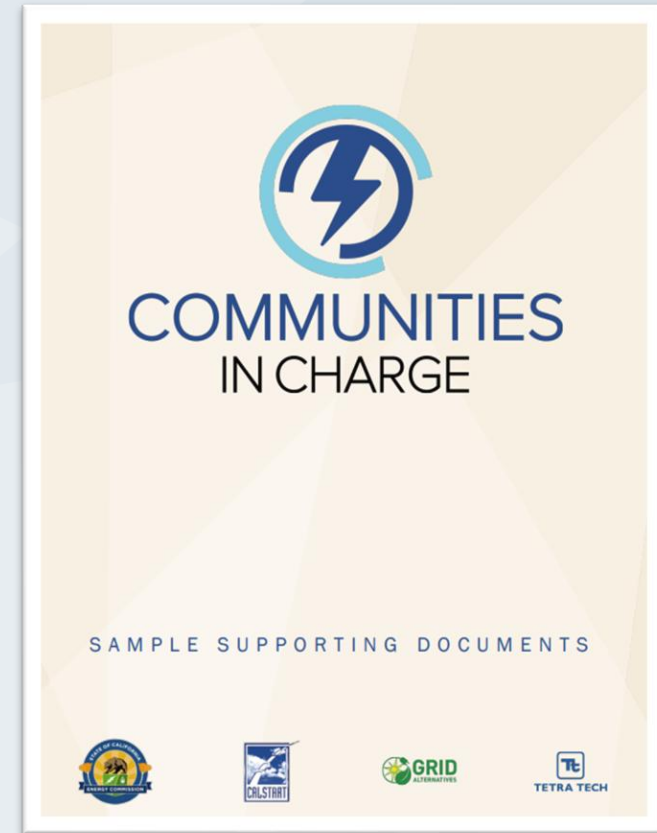
Tiering, Scoring, and Awarding

Readiness Tier Determination

Readiness Tier	Documents Provided at Time of Application
Tier 1	Site Verification Form + Final Site Design + Issued Building Permit *+ Eligible Equipment Selection*
Tier 2	Site Verification Form + Final Site Design + Building Permit Application
Tier 3	Site Verification Form + Preliminary Site Plans

Application Scoring

Scoring Rubric	
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

How Are Awardees Determined?

Award Order	Regions			
	Northern	Southern	Central	Eastern
First	Readiness: Tier 1 Rubric Score: Highest to Lowest	Readiness: Tier 1 Rubric Score: Highest to Lowest	Readiness: Tier 1 Rubric Score: Highest to Lowest	Readiness: Tier 1 Rubric Score: Highest to Lowest
Second	Readiness: Tier 2 Rubric Score: Highest to Lowest	Readiness: Tier 2 Rubric Score: Highest to Lowest	Readiness: Tier 2 Rubric Score: Highest to Lowest	Readiness: Tier 2 Rubric Score: Highest to Lowest
Third	Readiness: Tier 3 Rubric Score: Highest to Lowest	Readiness: Tier 3 Rubric Score: Highest to Lowest	Readiness: Tier 3 Rubric Score: Highest to Lowest	Readiness: Tier 3 Rubric Score: Highest to Lowest

Notices of Award

NOTICE OF CONDITIONAL AWARD

Provided To: Awardees from Readiness Tiers 2 and 3

Next Steps:

- Submit a copy of Final Site Plans through the IPC (within 90 calendar days).
- Submit a copy of Issued Building Permit through the IPC (within 90 calendar days).
- 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:

- Submit a Request for Final Payment through the IPC.

*Reminder, Awardees (Conditional OR Final) have 270 calendar days from their initial award to complete their project and submit for final payment.

COMMUNITIES
IN CHARGE

Resubmission Policy for Previously Awarded Applications

Additionally, Applications that received a Notice of Final Award or a Notice of Conditional Award for a site under Funding Wave 1 or Funding Wave 2 are ineligible to withdraw that application and resubmit for the same site under Funding Wave 3 with the following exceptions:

Applications cancelled or withdrawn prior to **October 29, 2024** are exempt.

If an application must be withdrawn or cancelled from Funding Wave 1 or Funding Wave 2 because of delays including but not limited to design, permitting, or utility approval, a new application for that site may be resubmitted under Funding Wave 3 for the same total incentive amount awarded under the prior funding wave.

An award to a site resubmitted under Funding Wave 3 with prior approval from the CEC and Project Team will be limited to the original, prior incentive award, not the maximum incentive offered under Funding Wave 3.

COMMUNITIES
IN CHARGE

Resources

Communities in Charge Resources

Visit the Communities in Charge Website!

Here you will find all the information to the project and have access to all necessary documents:

Communities in Charge Documents Library.

Here you will find our Implementation Manual, Application Checklist and other resource documents.

Contact Us

For any questions or feedback please feel free to contact the project staff.

Best Practices for Participation

⚡ Contact the Project Team: [Stay Connected with Communities in Charge.](#)

⚡ Sign up for Office Hours: [Communities in Charge Office Hours](#).

⚡ Connect with GRID Alternatives: [No-Cost Technical Assistance](#).

⚡ All scans or photos of supporting documents must be legible and include all pages and sections, unless otherwise specified.

⚡ All invoices must include invoice date and **itemization of eligible costs, credits, discounts, and incentives received, as applicable**. They must also be accompanied by proof of payment.

Timelines & Important Dates

Important Dates

Item	Date
Incurred Costs Date	October 29, 2024
Application Window Opening	November 14, 2024
Application Window Closing	January 31, 2025
Applicants Receive Notices of Award	Notices of Award may be sent out Q2 2025

*Timelines may be subject to change

COMMUNITIES
IN CHARGE

COMMUNITIES
IN CHARGE

Thank You!

VISIT OUR WEBSITE.

STAY IN CONTACT WITH THE LATEST UPDATED CIC NEWS.

SIGN UP FOR OFFICE HOURS.