

# Multiunit Dwelling Electric Vehicle Supply Equipment (EVSE) Grant Program

Administered by Vermont Department of Housing & Community Development (DHCD) in coordination with the Vermont Department of Environmental Conservation (DEC), the Vermont Public Service Department (PSD), and the Vermont Agency of Transportation (VTrans)

## 2022 Program Description and Requirements

### Overview

The State of Vermont wishes to expand equitable and affordable access to home charging for Vermonters that live in multiunit dwellings.

### Grant Program Objectives

The primary objective of the grant funds is to pilot plug-in electric vehicle (EV) charging service models that overcome barriers that residents living in multiunit dwellings face in accessing reliable and affordable home charging. The pilot program funding is designed to solicit a wide range of EV charging service models to be examined and evaluated for their impact on increasing access to electric vehicle supply equipment (EVSE, often referred to as EV charging equipment) by residents of multiunit dwellings.

### Available Funding

Up to \$1 million in grants are available to install charging equipment at qualified locations within Vermont. Qualified grantee costs are reimbursed after the installation of the EVSE project is completed and required documentation is complete.

Please direct questions to Bronwyn Cooke, Planning and Policy Manager at [bronwyn.cooke@vermont.gov](mailto:bronwyn.cooke@vermont.gov) or 802-636-7126.

### Eligible Grantees

Governments (Federal, State, municipal, public education institutions, public utilities, and other public institutions), businesses, non-profits, homeowner associations, electric utilities, and EVSE equipment providers.

**Please Note:** If the applicant is not the landowner, the landowner must authorize the application.

### Eligible Activities

Funding may be used for the planning, permitting, purchase, installation and other onetime costs associated with the installation of EV charging equipment for plug-in electric vehicles, including all-electric and plug-in hybrid models, according to the criteria below.

No funding shall be awarded for EVSE mandated under federal, state, or local requirements.

Eligible Costs Include:	Ineligible Costs Include:
<ul style="list-style-type: none"><li>• Planning for the project (up to 20% of total project cost)</li><li>• Permitting fees</li><li>• Physical hardware for supplying current and future EVSE (charging stations and consoles, protective features such as</li></ul>	<ul style="list-style-type: none"><li>• Land/parking space purchase or lease</li><li>• Taxes</li><li>• Internet connection or cell signal</li><li>• Electricity consumption and demand charges</li></ul>

<p>bollards or wheel stops, electrical panel upgrades, conduit and utility meters, and cord management systems).</p> <ul style="list-style-type: none"> <li>• Warranty (up to 5 years)</li> <li>• Upgrading electric supply</li> <li>• Construction costs related to installation (including ADA EV parking space)</li> <li>• Costs to prepare parking for future EVSE installation (“make-ready”)</li> <li>• Signage and pavement painting</li> <li>• Shipping/Freight for “Costs Covered”</li> <li>• Separate payment module</li> <li>• 3<sup>rd</sup> party contracts for preventative and corrective maintenance on EV charging station (up to 5 years)</li> <li>• Software subscription (up to 5 years)</li> </ul>	<ul style="list-style-type: none"> <li>• Tenant engagement</li> <li>• Others as determined by VT DHCD</li> </ul>
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## Match Requirements

MINIMUM MATCH REQUIRED FOR ELIGIBLE PROJECTS	
10% match <sup>1</sup>	Multi-unit Affordable Housing <sup>2</sup>

## Limitations

- The total funding available will be \$1,000,000
- No funding shall be awarded for EVSE mandated under federal, state, or local requirements (such as that which is required to obtain a land use permit or to meet building code).
- No individual project site may receive more than \$80,000 of the total available funding.
- No county in Vermont may receive more than 50% (\$500,000) of the total available funding.
- No one applicant may receive more than 30% (\$300,000) of the total available funding.
- Applicants must be in good standing with the Vermont Department of Taxes.
- Applicant must be compliant with Vermont’s Rental Housing Health Code. [https://www.healthvermont.gov/sites/default/files/documents/pdf/REG\\_Rental\\_Housing\\_Code.pdf](https://www.healthvermont.gov/sites/default/files/documents/pdf/REG_Rental_Housing_Code.pdf)
- Funding may not be used for any purchases or work completed prior to grant commencement.
- No more than 20% of the total requested funds can be for project planning.
- Warranty cost eligibility is limited to 5 years and must be included as a one-time, upfront project cost.
- Software subscription cost eligibility is limited to 5 years and must be included as a one-time, upfront project cost.
- Third party contracts for preventative maintenance and corrective maintenance cost eligibility is limited to 5 years and must be included as a one-time, upfront project cost.
- All projects must be completed within two (2) years of the award date. Award may be rescinded, and the funds reallocated if not complete within two years.

<sup>1</sup> Match for multi-unit affordable housing and multi-unit owned by a nonprofit applicants can be satisfied by “in-kind” services. For example, marketing, planning or maintenance completed by staff.

<sup>2</sup> **Multi-unit affordable housing** means a housing project with 10 or more units constructed or maintained on a tract or tracts of land, where at least 50 percent of the units are or will be occupied by households whose income does not exceed 100 percent of the greater of the State or area median income, OR where all units are affordable to households earning between 60 and 120 percent of area median income.

- Applicant must submit annual reports to the Vermont Public Service Department. See Appendix H.
- Eligible projects will be competitively ranked and considered for funding according to the criteria established and outlined below.

## Technical & Financial Resources & Assistance

Choosing the best location and charging equipment to suit the needs of property owners, property managers, and residents of multi-unit dwellings can be technically complicated.

[Drive Electric Vermont \(DEV\)](#) is available to provide technical information about EV charging equipment, installation and siting, and individual guidance related to developing a project proposal.

Your local utility may provide incentives for EV charging, such as special electricity rates for EV charging, and/or technical support for ensuring sufficient electrical capacity for your project. Contact your local utility early on in your project planning to see what funding and technical support may be available.

Several online resources are also available to help you plan your project:

- [Multi-Unit Dwelling Electric Vehicle Charging Resources](#). US Department of Energy
- [Multi-Unit Dwelling Electric Vehicle Charging](#). Vermont Energy Investment Corporation
- [Multifamily Handbook](#). Plug-In NC
- [Electric Vehicle Charging Installation Guide](#). Drive Electric Vermont
- [Electric Vehicle Charging Station Guidebook: Planning for Installation and Operation](#). Chittenden County Regional Planning Commission. June 2014
- [Siting and Design Guidelines for Electric Vehicle Supply Equipment](#). New York State Energy Research and Development Authority and the Transportation and Climate Initiative. November 2012.

Projects for the construction of EVSE available to the public may be eligible for off-site directional signs according to the VTrans installation policy. For more information contact Ian Degutis from VTrans at [Ian.Degutis@vermont.gov](mailto:Ian.Degutis@vermont.gov) or 802-371-8827.

Low-interest loans up to \$100,000 are available to support match and reimbursement costs for publicly accessible EVSE through the Vermont Economic Development Authority. Learn more [here](#).

## Proposal and Award Timeline

Grant applications are due according to the schedule listed below. Completed applications will be reviewed by a Vermont EVSE Inter-Agency Workgroup (“the Workgroup”) with representatives from the: Department of Housing and Community Development, Department of Environmental Conservation, Agency of Transportation, and Public Service Department.

### Round 1 – Multiunit Affordable Housing

#### DEADLINE

April 1, 2022

#### AWARD ANNOUNCEMENT DATE

April 22, 2022

## Minimum Standard Provisions Applicable to Proposed Projects

Applications that do not meet all the following criteria are not eligible and will not be scored or considered.

If the project does not meet the minimum eligibility criteria, please contact Bronwyn Cooke, [bronwyn.cooke@vermont.gov](mailto:bronwyn.cooke@vermont.gov) or **802-636-7126** at the Department of Housing and Community Development for consideration in subsequent funding rounds.

### Eligible Locations

Parking that serves residents while they are at home for the following housing types are eligible for funding. This includes private dedicated parking, private shared parking, and public parking regularly used by residents of multiunit dwellings.

Project locations **must** provide parking for one of the following categories.

**CATEGORY 1: Multiunit Affordable Housing 1**

- New or existing, with ten (10) or more dwelling units on a tract or tracts of land
- At least 50% of the units are or will be occupied by households whose income does not exceed 100% of the greater of the State or area median income

**CATEGORY 2: Multiunit Affordable Housing 2**

- New or existing, with ten (10) or more dwelling units on a tract or tracts of land
- All units are affordable to households earning between 60 and 120 percent of area median income

**CATEGORY 3: Multiunit Housing Owned by a Nonprofit**

- New or existing, with ten (10) or more dwelling units on a tract or tracts of land
- Owned by a person that has nonprofit status under Section 501(c)(3) of the U.S. Internal Revenue Code, as amended, and is registered as a nonprofit corporation with the Office of the Secretary of State

### Site Plan & Parking Standards

Project site design **must**:

- Have been designed in consultation with the local electrical utility
- Provide sufficient daytime and nighttime illumination to operate the charging equipment.
- Have a level and well-maintained surface with parking striping preferred.
- Meet ADA or HUD accessibility requirements, whichever applies, unless otherwise approved by the EVSE Inter-Agency Workgroup to address site-specific constraints. It is not necessary to designate the accessible EVSE exclusively for disabled users.
- If the project is located in the public right of way, provide on-site general EVSE service sign approved by the Manual on Uniform Traffic Control Devices. See example here: [http://mutcd.fhwa.dot.gov/resources/interim\\_approval/ia13/index.htm](http://mutcd.fhwa.dot.gov/resources/interim_approval/ia13/index.htm).

- If the project is located in the public right of way, provide on-site EVSE parking dwell-time management sign(s) approved by the Manual on Uniform Traffic Control Devices, such as “no parking except for electric vehicle charging” (shown right), unless an equivalent is otherwise approved by the EVSE Inter-Agency Workgroup to meet site-specific needs.
- Allow vehicles to safely park front-to-back or back-to-front to accommodate charging port variations across different vehicles by providing cords that are long enough, unless waived by the EVSE Inter-Agency Workgroup.
- Be designed to prevent physical damage to the charging equipment (e.g. bollards and curbing).
- Be located and designed so charging cords do not create blockages, tripping hazards, or barriers to pedestrian flow.
- Be located to prevent water from entering or accumulating within the components during conditions of flooding.



## General Equipment Standards

Project equipment **must**:

- Supply a minimum of two (2) Level 2 plugs that meet Society of Automotive Engineers (SAE) J-1772 standard for EV charging plug connector and operational requirements (this can be met by either two stations each with a single charging port, or one station with two charging ports).
- Be either pedestal or wall mounted. Pedestal: hard-wired to a permanent pole or box. Wall: hard-wired to a wall and typically includes a mounting plate.
- Be ADA-compliant with accessible buttons and components.
- Be certified by a Nationally Recognized Testing Laboratory (e.g. Underwriters Labs, UL) for outdoor use as well as able to operate in extreme temperatures (-20 to +100 degrees F).
- Meet NEMA Type 3R or 4 certifications for outdoor electrical enclosures.
- Not have advertising visible from a public road, except as permissible by Vermont’s sign law and local regulation.
- Be designed to prevent water from entering or accumulating within the components during conditions of flooding.
- Have a minimum cord length of 18 feet and comply with National Electric Code (NEC) article 625.
- Have a minimum 3-year warranty.

If project includes networked equipment the network **must**:

- Use an open standard protocol to ensure EVSE hardware is not “locked” to a single service provider in perpetuity.
- Not require payment of a subscription fee or membership to use the EVSE.
- Accept credit card, debit card, or other common forms of payment.
- Have customer service assistance available during hours of operation.

## EVSE Implementation & Operation Standards

Project **must**:

- Provide residents sufficient and priority access to the charging station to meet their charging needs.
- Have charging amperage from 16-80 Amps.

- Be installed by a licensed electrician in accordance with all current National Electric Codes and the [Vermont Electrical Safety Rules](#).
- Obtain all necessary State and local permits required to complete the project (see Appendix G).
- Remain in operation for at least five (5) years from grant closeout, unless otherwise approved by the EVSE Inter-Agency Workgroup.
- Be operated, maintained, and available year-round (including snow removal).
- Operate with a maximum of 10% downtime in any 30-day period, and any necessary repairs must be completed within 72 hours.
- Ensure all signage, notices and instructions posted at the site regarding EVSE use are legible in both daytime and nighttime conditions.
- Fully disclose any fees that are charged for use of the EVSE prior to charging the consumer.
- Employ a competitive process for the solicitation of bids and the selection of contractors for the performance of any grant assisted work.

If project allows for general public access the project must:

- Be connected to a network that meets the network standards outlined in General Equipment Standards.
- Provide on-site EVSE parking dwell-time management sign(s).

### **Project Options**

As long as all other provisions and standards are met, the project **may**...

- Include future proofing for future EV charging equipment.
- Include networked and non-networked stations.
- Allow for some public, non-resident use of the charging station.
- Be located in a public right of way
- Include Level 1 charging