



# MassEVIP Application

## Workplace Charging Program

Please Complete & Return to:  
One Winter Street, 6<sup>th</sup> Floor, Boston, MA 02108.

### **Overview**

The Massachusetts Electric Vehicle Incentive Program (MassEVIP): Workplace Charging Program is an open enrollment grant program administered by the Massachusetts Department of Environmental Protection (MassDEP) that provides incentives to employers to acquire Level 1 and/or Level 2 electric vehicle charging stations that can charge EVs produced by multiple manufacturers.

MassEVIP Workplace Charging Program supports the greenhouse gas reduction and clean energy goals in the Massachusetts Clean Energy and Climate Plan for 2020. The program will also help the Commonwealth address key commitments agreed to by the eight states that signed the Zero Emission Vehicle Memorandum of Understanding (ZEV MOU) on October 24, 2013. The governors of California, Connecticut, Maryland, Massachusetts, New York, Oregon, Rhode Island and Vermont have agreed to take actions that will help deploy 3.3 million zero emission vehicles on the roads by 2025. Under the eight-state ZEV MOU Action Plan released in May of 2014, the states agreed to work together to establish electric vehicle fueling infrastructure and promote workplace charging to promote electric vehicle readiness.

### **Incentives**

Under MassEVIP: Workplace Charging Program, MassDEP will provide 50% of the funding (up to \$25,000) for hardware costs for employers to acquire Level 1 and Level 2 electric vehicle charging stations that can charge EVs produced by multiple manufacturers. If an employer has multiple sites across the Commonwealth, the employer is eligible to submit an application for each location. (Please submit a separate application for each location.)

### **Program Requirements**

#### *Eligible Entities*

Eligible applicants are employers in the Commonwealth with 15 or more employees in a non-residential place of business.

#### *Charging Stations*

Level 1 EVSE provides charging through a 120 volt (V) alternating current (AC) circuit, i.e., standard wall outlet, installed per the National Electrical Code. Based on the battery type and vehicle, Level 1 charging adds about 2 to 5 miles of range to a vehicle per hour of charging time.

Level 2 EVSE provides charging through a 240 V AC circuit, i.e., large appliance outlet, and requires installation of charging equipment and a dedicated circuit per the National Electrical Code. Based on the battery type, charger configuration, and circuit capacity, Level 2 charging adds about 10 to 20 miles of range to a vehicle per hour of charging time.

Public and non-profit employers can use vendors on the current state-wide contract for electric vehicle charging stations. Contact information and product listing for these vendors can be found on the program's webpage: <http://www.mass.gov/eea/agencies/massdep/air/grants/workplace-charging.html>. Both public and private employers can use these vendors or the vendor(s) of their choice.

### **Selection Criteria**

Successful applicants that meet **all** the required criteria and at least **two** of the recommended criteria will be awarded funding for EVSE.

#### **Required Criteria:**

- Provide funds to match 50% of the hardware costs AND all of the installation costs;
- Install charging station(s) that can charge EVs produced by multiple manufacturers;
- Employ 15 or more persons in a non-residential place of business; and
- Demonstrate adequate power supply (or intent to upgrade power supply).

#### **Recommended Criteria:**

- Restrict designated parking spaces for plug-in electric vehicle use only;
- Locate EV parking spaces to discourage non-EV use;
- Demonstrate that employees commute to work with EVs (e.g., count the number of employees commuting with EVs and average commute trip distance);
- Use EV commute data to inform EV equipment requirements (Level 1 and 2);
- Plan to integrate renewable power supply (e.g., solar, wind);
- Make ready additional wiring infrastructure for future deployment of charging stations; or
- Provide vehicle to building (V2B) or vehicle to grid (V2G) – via implementation of bi-directional power flow from the grid (or building) to vehicle and vice-versa from the vehicle back to the grid (or building).

### **Application Process**

The application process is quite simple. Interested employers need to complete the application form and submit it to MassDEP. This is an open solicitation and applications will be processed on a **FIRST COME FIRST SERVED** basis until all available funding is expended.

MassDEP will perform a review of an employer's application for completeness and eligibility. Upon a satisfactory review, MassDEP will issue a Grant Application Approval with an End-User Agreement that defines the terms and conditions of the grant to the awarded applicant within 30 days of receipt of the application. Upon receipt of the signed End-User Agreement by MassDEP, the approved employer will have up to 180 days to complete their charging station acquisition and installation.



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**APPLICANT INFORMATION: (\* Indicates Required Fields, and please print clearly)**

**Legal Name of Employer\*:** \_\_\_\_\_

Division (if applicable) within Entity applying for incentive: \_\_\_\_\_

Location (if applicable) within Entity applying for incentive: \_\_\_\_\_

**Principal Contact\***

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

**Mailing address** (enter ONLY if it is different from contact address above)

Street Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

**Please list all Charging Station(s) your entity is going to acquire . Please attach quotes for all charging stations.**

**1.) Charging Station:**

<b>Make/Model:</b>	
<b>Vendor:</b>	
<b>Proposed location:</b>	
<b>Charging Station Unit Cost:</b>	

**2.) Charging Station:**

<b>Make/Model:</b>	
<b>Vendor:</b>	
<b>Proposed location:</b>	
<b>Charging Station Unit Cost:</b>	

**3.) Charging Station:**

<b>Make/Model:</b>	
<b>Vendor:</b>	
<b>Proposed location:</b>	
<b>Charging Station Unit Cost:</b>	

*\*If acquiring more Charging Stations please use additional page.*

**Check which of the following criteria you will meet:**

**Required Criteria (All Four Required):**

- Provide funds to match 50% of the hardware costs AND all of the installation costs;
- Install charging station(s) that can charge EVs produced by multiple manufacturers;
- Employ 15 or more persons in a non-residential place of business; and
- Demonstrate adequate power supply (or intent to upgrade power supply).

**Recommended Criteria (2 required):**

- Restrict designated parking spaces for plug-in electric vehicle use only;
- Locate EV parking spaces to discourage non-EV use;
- Demonstrate that employees commute to work with EVs (e.g., count the number of employees commuting with EVs and average commute trip distance);
- Use EV commute data to inform EV equipment requirements (Level 1 and 2);
- Plan to integrate renewable power supply (e.g., solar, wind);
- Make ready additional wiring infrastructure for future deployment of charging stations; or
- Provide vehicle to building (V2B) or vehicle to grid (V2G) – via implementation of bi-directional power flow from the grid (or building) to vehicle and vice-versa from the vehicle back to the grid (or building).

***Print Name of Representative:*** \_\_\_\_\_

*I affirm that to the best of my knowledge, the information I have provided in this application to be true and accurate.*

***Signature of Representative\*:*** \_\_\_\_\_

***Date\*:*** \_\_\_\_\_

This form can be returned to MassDEP via email at [sejal.shah@state.ma.us](mailto:sejal.shah@state.ma.us) or to the address below:

**Ms. Sejal P. Shah  
Environmental Analyst, MassEVIP  
One Winter Street, 6<sup>th</sup> Floor  
Boston, MA 02108**