State of Alabama

National Electric Vehicle Infrastructure Formula Program

Round 1 Application Guide

October 2023



[ev@adeca.alabama.gov](mailto:ev@adeca.alabama.gov)

Federal Highway Administration National Electric Vehicle Infrastructure

Standards and Requirements Final Rule can be found here:

<https://www.govinfo.gov/content/pkg/FR-2023-02-28/pdf/2023-03500.pdf>

Street Address: 401 Adams Avenue, Suite 560

Montgomery, Alabama 36104-4325

Mailing Address: Post Office Box 5690

Montgomery, Alabama 36103-5690

**State of Alabama**

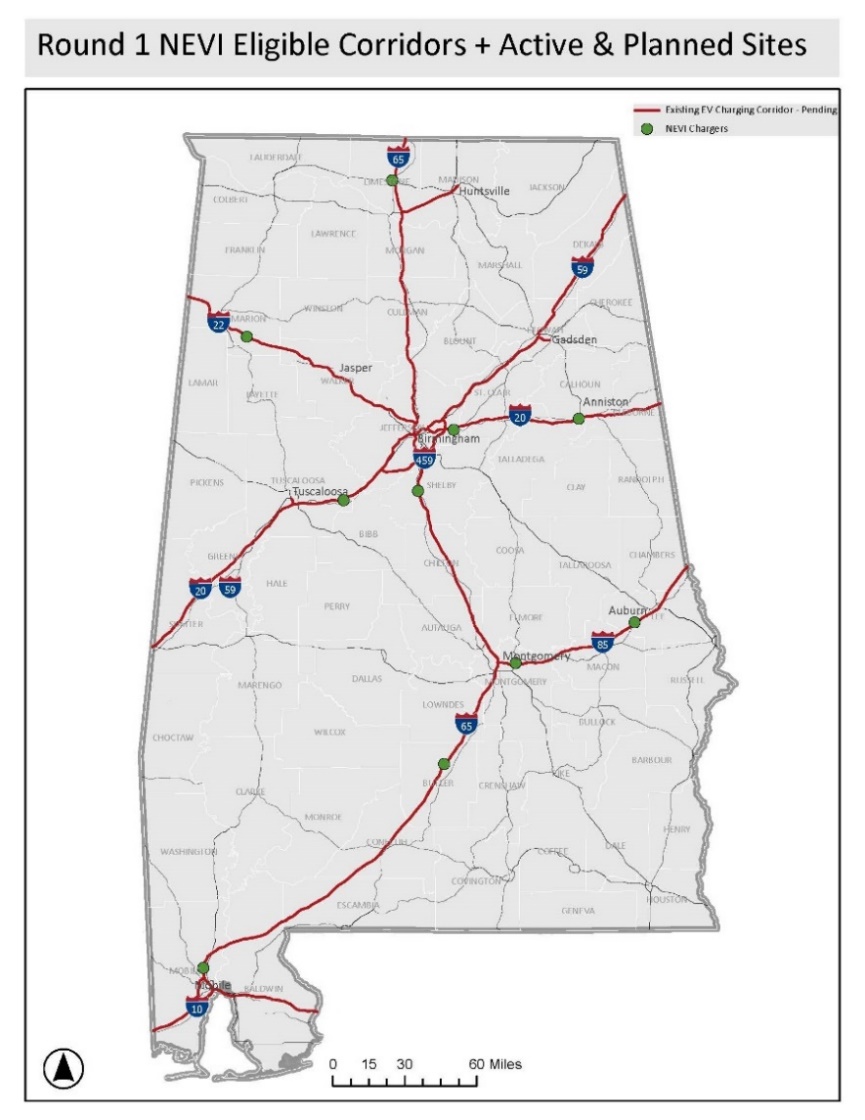
**National Electric Vehicle Infrastructure Formula Program**

**Round 1 Application Guide**

**October 2023**

BACKGROUND

The purpose of the State of Alabama National Electric Vehicle Infrastructure Formula Program(NEVI Program or Program) is to provide funding to strategically deploy electric vehicle (EV) charging infrastructure sites to support the development of convenient, accessible, reliable, and equitable EV charging, in order to establish an interconnected network to facilitate data collection, access, and reliability and to create a convenient, affordable, reliable, and equitable network of chargers throughout the state. It also will support certain workforce development projects to ensure workforce capacity exists to properly install, operate, and maintain such charging infrastructure. This Program provides funding assistance for publicly accessible Electric Vehicle Supply Equipment (EVSE) infrastructure and installation meeting the requirements described or referenced herein along Federal Highway Administration (FHWA)-designated Alternative Fuel Corridors-Pending throughout Alabama (Project) (see map below).



Alternative Fuel Corridors-Pending Corridor Map (includes I-65, I-165, I-565, I-20, I-59, I-359, I-459, I-759, I-85, I-10, and I-22)

WORKFORCE DEVELOPMENT PROJECTS

In compliance with [23 CFR 680.106(j)](https://www.ecfr.gov/current/title-23/chapter-I/subchapter-G/part-680) to ensure that the installation and maintenance of chargers is performed safely by a qualified and increasingly diverse workforce of licensed technicians and other laborers, all electricians installing, operating, or maintaining Electric Vehicle Supply Equipment must receive certification from the Electric Vehicle Infrastructure Training Program (EVITP) or a registered apprenticeship program for electricians that includes charger-specific training developed as part of a national guideline standard approved by the Department of Labor in consultation with the Department of Transportation, if and when such programs are approved.

Alabama workforce development experts are involved in the EV planning process through participation in Alabama’s EV Advisory Group and its Labor and Workforce Considerations and Utility Subcommittees. To ensure the state’s workforce is trained in high quality training programs like the Electric Vehicle Infrastructure Training Program (EVITP) (as discussed below) or otherwise comply with the qualified technician requirements in 23 C.F.R. § 680.106(j), there is a significant need to further electrical worker training related to the installation and maintenance of EV charging infrastructure. NEVI Program FAQs were updated on July 17, 2023, in response to an inquiry to the Joint Office from Alabama asking for confirmation of specific NEVI-eligible workforce development state-level activities. Based on this affirmation, Alabama is accepting grant applications for the following types of activities and workforce development projects that may be designated, prioritized, selected and/or funded at ADECA’s discretion under the NEVI Program:

(1) to cover registration expenses associated with electrical workers who complete a 20-hour online EVITP training course;

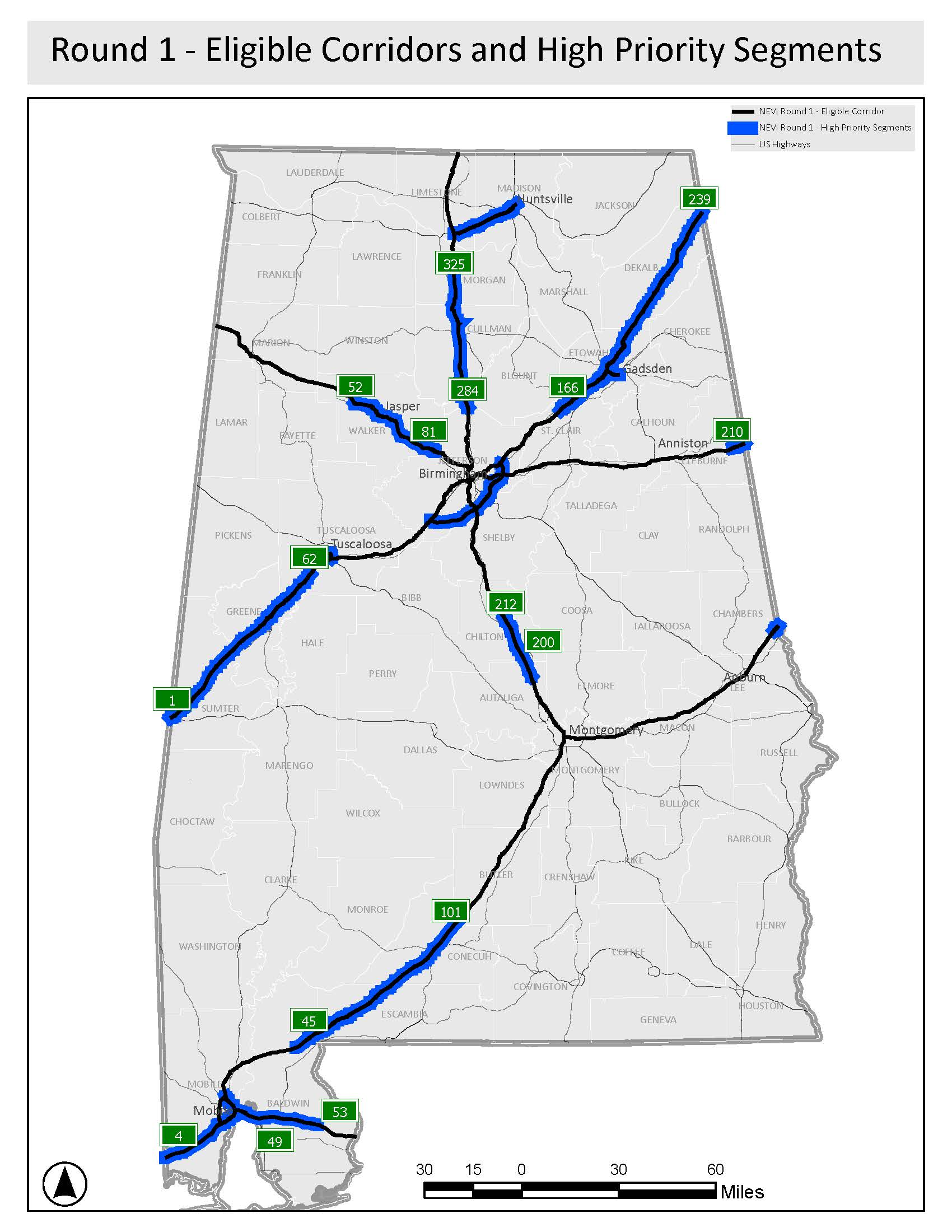
(2) to install EV charging infrastructure for training purposes at state-based learning facilities where the charging infrastructure will be a critical component of electrical worker upskilling that is directly related to the proper installation, operation, and maintenance of electric vehicle charging infrastructure;

(3) to develop capacity at a state college level to deliver localized and in-person electrical worker upskilling directly related to the proper installation, testing, certification, operation and maintenance of electric vehicle charging infrastructure across the state. Any such training could only be utilized in place of the EVITP if and when such programs are approved by the Department of Labor per the 23 CFR 680.106(j); and

(4) to pay direct expenses to cover costs associated with electrical workers taking the in-person training contemplated in #3 above.

PRIORITY LOCATIONS

The map below shows sections of Interstate and Interstate exits closest to the section endpoints that are greater than twenty-five (25) miles from an existing active NEVI Program compliant charging station (NEVI Priority Areas). Applications for Projects within NEVI Priority Areas will receive additional points in the scoring process pursuant and subject to the Scoring Guide. Applications for Projects outside the NEVI Priority Areas will also receive strong consideration (pursuant and subject to the Scoring Guide), for example, where charging station redundancy (i.e., charging stations located more frequently than 50 miles apart) is supported by factors such as proximity to major population centers, the ability of a Project to serve multiple corridors, and/or the ability of a Project to serve disadvantaged and/or tribal communities.



The purchase of EVs is not covered by the funding. This Program is a competitive reimbursement grant program requiring Applicants (defined below) to provide a minimum of 20% non-federal matching dollars as described in more detail below. Individual Projects proposed for funding under the NEVI Program will be evaluated and administered in a manner that meets all finalized requirements of relevant federal and state laws and regulations, including federal and state civil rights laws. Alabama plans to expend the maximum NEVI Program funding made available to the State of Alabama each year with the goal of transitioning Alabama’s FHWA Alternative Fuel Corridors-Pending to Alternative Fuel Corridors-Ready as quickly and prudently as possible. Funds may not be spent on other projects or sites until all alternative fuel corridors (AFCs) are fully built-out as per federal guidelines.

The NEVI Program is funded in cooperation with the Alabama Department of Economic and Community Affairs (ADECA), Alabama Department of Transportation (ALDOT), the U.S. Department of Transportation (DOT), the U.S. Department of Energy (DOE), and the Joint Office of Energy and Transportation (Joint Office). The Program is administered by ADECA. The NEVI Program and this Application Guide (Guide) may be amended by ADECA as referenced below.

Successful Applicants will be required to sign a reimbursement grant agreement acceptable to ADECA (Grant Agreement) which shall include Applicant’s commitment to comply with the terms and conditions of this Guide and applicable federal and state laws and regulations, including the National Electric Vehicle Infrastructure Standards and Requirements Final Rule, 88 Fed. Reg. 12724 (Feb. 28, 2023) (NEVI Final Rule), all as may be amended, supplemented, restated or replaced.

Applicants also must follow all FHWA NEVI Program requirements. This includes requirements in the [FHWA NEVI Program Guidance](https://www.fhwa.dot.gov/environment/nevi/formula_prog_guid/90d_nevi_formula_program_guidance.pdf) dated June 2, 2023, the [NEVI Final Rule](https://www.federalregister.gov/documents/2023/02/28/2023-03500/national-electric-vehicle-infrastructure-standards-and-requirements) and the [FHWA NEVI Program Frequently Asked Questions](https://www.fhwa.dot.gov/environment/nevi/resources/nevi_program_faqs.pdf?v=2), all as may be amended, supplemented, restated or replaced**.**

Additional information can be found on ADECA’s EV Charging Infrastructure Program website (<https://adeca.alabama.gov/ev/>), including the most recent version of the Alabama Electric Vehicle Infrastructure Plan. See Addendum C hereto for additional definitions used in this Guide. Certain terms which are not defined in this Guide may be defined in a posting of defined terms on ADECA’s website.

NEVI PROGRAM GRANT APPLICATION GUIDELINES

Applications in the form of Addendum A hereto (Application) shall be submitted by applicants (Applicants) in PDF format by email to [ev@adeca.alabama.gov](mailto:ev@adeca.alabama.gov). The subject line of the Application email must read “NEVI Program Application”. Applicants may only submit one Application per site and only one Application per email. The Application must be submitted as one single document. Applications will be accepted starting on October 24, 2023. Completed Applications must be submitted by 11:59 PM CST, on January 24, 2024. Any Applications received after the deadline will not be considered. All Applications must be complete; however, ADECA reserves the right to contact Applicant for additional information and/or clarifications. All Applications received become records of ADECA and will be open to inspection by the public after award unless exempt from disclosure under Alabama law or regulation.

Projects funded under the Program must meet the requirements of the NEVI Program and be consistent with the goals of the Alabama Electric Vehicle Infrastructure Plan.

Projects are expected to have an anticipated completion timeframe of 12-18 months.

Costs incurred prior to execution of a Grant Agreement are made at the Applicant’s risk, and no funding will occur prior to full and final execution and delivery of the Grant Agreement.

Applicant shall not be eligible for additional funding under the NEVI Program and shall refund the funding previously made available to Applicant under the NEVI Program if, and to the extent, it is found that any monies were used improperly or to the extent the Project does not meet the requirements set forth in the Grant Agreement.

AMOUNT AVAILABLE FOR FUNDING

The table below shows NEVI Program dollars available or expected to become available for obligation for permitted uses under Alabama’s NEVI Program. Alternatively, to reimbursement grants to Applicants, some of these funds may be used for labor and workforce training, planning, outreach, administration, and other activities as approved by ADECA at its sole discretion and allowed by law. Neither the state nor ADECA is obligated to award all the funds to Projects.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **YEAR** | **AMOUNT** | **NOTE** | **MEMO** | **NOTICE DATE** |
| FY2022 | $11,738,801 | YEAR 1 OF 5 | [**Apportionment Memorandum**](https://www.fhwa.dot.gov/legsregs/directives/notices/n4510863.cfm) | 2/10/2022 |
| FY2023 | $16,892,267 | YEAR 2 OF 5 | [**Apportionment Memorandum**](https://www.fhwa.dot.gov/legsregs/directives/notices/n4510873.cfm) | 10/6/2022 |
| FY2024 | $16,892,384 | YEAR 3 OF 5 | [**Apportionment Memorandum**](https://www.fhwa.dot.gov/legsregs/directives/notices/n4510883.cfm) | 10/2/2023 |
| FY2025 | $16,892,399 | YEAR 4 OF 5 |  | TBD |
| FY2026 | $16,892,434 | YEAR 5 OF 5 |  | TBD |
| TOTAL NEVI FY22-FY26 | $79,308,285 |  |  |  |
| FHWA EV Funding Page | [**https://www.fhwa.dot.gov/bipartisan-infrastructure-law/evs.cfm**](https://www.fhwa.dot.gov/bipartisan-infrastructure-law/evs.cfm) | | | |
| FHWA 5-Year Funding Chart | [**https://www.fhwa.dot.gov/bipartisan-infrastructure-law/evs\_5year\_nevi\_funding\_by\_state.cfm**](https://www.fhwa.dot.gov/bipartisan-infrastructure-law/evs_5year_nevi_funding_by_state.cfm) | | | |

REQUIRED MATCH AMOUNTS

Successful Applicants will be required to provide minimum matching funding of not less than 20% of Project Eligible Costs (Matching Funds) and fund 100% of Ineligible Costs (as such terms are defined in Addendum C hereto). For the avoidance of doubt, funding of Ineligible Costs cannot be used as the required Matching Funds. All the Matching Funds and funding of Ineligible Costs must be from the eligible match and ineligible cost sources described below. Anything over 20% Matching Funds may result in additional scoring points.

ELIGIBLE MATCH AND INELIGIBLE COST SOURCES

Eligible match and ineligible cost sources include cash, loans, other (non-federal) grants, in-kind contributions, utility incentives for charging infrastructure or capital assets dedicated to the Project (Eligible Funds). All Eligible Funds claimed for a Project must be supported with documentation that demonstrates the Eligible Funds are available.

PROJECT COSTS

Applicants may apply for a reimbursement grant of up to 80% of the Project Eligible Costs. When Eligible Costs are submitted for reimbursement, they will be reviewed to ensure conformance with the Grant Agreement, FHWA guidance per 2 C.F.R. Part 200 and NEVI Program guidance. Notwithstanding anything to the contrary contained or implied herein, the aggregate amount of Eligible Costs reimbursed for any particular expense item will not exceed the amount shown on Applicant’s budget for such item in the budget submitted as part of Applicant’s Application. The definitions of Eligible Costs and Ineligible Costs are based on ADECA’s current understanding of applicable law and federal guidance and may change.

REIMBURSEMENT GRANT PROGRAM

The NEVI Program is a competitive reimbursement grant program. Grant reimbursement payments (for up to 80% of incurred and paid Eligible Costs (depending on the Matching Funds but in no event exceeding the Award Amount in the aggregate)) are subject to, among other things, Applicant’s certifying that all equipment and other goods to which such reimbursement funding relates is owned and possessed by Applicant on the Project site and are properly installed and operational and that the services and work to which the requested reimbursement funding relates are completed, verified, and approved. Without limiting the foregoing, ADECA and/or its designees may perform quarterly tests and inspections to confirm solely for ADECA’s purposes that the Project is on schedule and operating properly for such point in the schedule. Detailed invoice requirements and submission instructions will be provided to successful Applicants.

Project costs submitted for reimbursement must be Eligible Costs.

Due to relevant requirements and a limitation on the amount of funds available, submission of an Application does not guarantee funding.

SELECTION PROCESS

Applications will be compared to each other using the criteria established in the Scoring Guide, which involves assigning points based on how well an Application addresses each scoring criterion in the Scoring Guide. ADECA will review and rank each submitted Application with respect to each scoring criteria in the Scoring Guide.

ELIGIBILITY

Eligible Applicants for this round of funding are government and non-government entities looking to install charging stations along designated FHWA Alternative Fuel Corridors-Pending in the State of Alabama (see map) and to support workforce development efforts aimed at ensuring workforce capacity exists to properly install, operate, and maintain EV charging stations in the state. Joint Project partners are permitted; however, the Application should be submitted by the primary partner who will be responsible to ADECA for full performance of the Grant Agreement. NEVI Program funds shall be used for Projects directly related to the charging of a vehicle and only to support EV charging infrastructure that is open to the general public or to authorized commercial motor vehicle operators from more than one company. Applications to upgrade existing direct current fast charging (DCFC) sites located along Alternative Fuel Corridors-Pending in Alabama to meet the NEVI Program requirements may be submitted and will be considered. NEVI Program funds may be used by successful Applicants only for reimbursement of Eligible Costs.

ADECA may reject an Application for any one or more of the following reasons:

1. the Application is incomplete, not prepared as required or contains additional terms, conditions, or exceptions;

2. any Application or Project deliverable is not provided or completed as and when required;

3. the Applicant submits more than one Application for the same physical site or address;

4. the Applicant is debarred or suspended from submitting bids or appears on the Federal List of Excluded Parties Listing System;

5. the Applicant has breached, defaulted, or otherwise not performed on another grant or similar agreement or has had a grant or similar agreement terminated for cause by ADECA, has agreed not to bid, or has had suspension or debarment proceedings initiated against it; or

6. any other action or omission, error, or act that, in the judgment of ADECA, renders the Application nonresponsive, ineligible, or not viable.

The EVSE for a Project to be funded under the NEVI Program must meet or exceed the requirements herein, in the Application and the Grant Agreement. ADECA reserves the right to modify the requirements as it deems appropriate. Such modified requirements may be provided by ADECA to the Applicant as an amendment to this Guide, the Application and/or the Grant Agreement which the Applicant shall be deemed to have accepted and agreed to without further action unless Applicant, within three (3) business days, so notifies ADECA in writing by mail or hand delivery, in which case, ADECA may deem Applicant ineligible to receive any further funding/reimbursement. This Guide does not describe all proper methods for installation of EVSE.

Any net income from revenue from the sale, use, lease, or lease renewal of real property acquired shall be used for Title 23, United States Code, eligible Projects. For purposes of NEVI Program income or revenue earned from the operation of an EV charging station, all revenues received from operation of the EV charging facility shall be used only for: (i) debt service with respect to the Project, including funding of reasonable reserves and debt service on refinancing; (ii) a reasonable return on investment of any private person financing the EV charging station Project, as determined by the state or other direct recipient; (iii) any costs necessary for the improvement and proper operation and maintenance of the EV charging station, including reconstruction, resurfacing, restoration, and rehabilitation; (iv) if the EV charging station is subject to a public-private partnership agreement, payments that the party holding the right to the revenues owes to the other party under the public-private partnership agreement; and (v) any other purpose for which federal funds may be obligated under Title 23 of the United States Code.

EXPECTED PROCEDURE

**Step 1: Application Period** – Applicants will complete and submit their Applications, which include all necessary submissions to be considered. ADECA will review all Applications and select a subset of Applicants for further consideration.

**Step 2: Selection Period** – Applicants selected for further consideration must complete and submit several deliverables (including, but not limited to, those reflected on Addendum F, as applicable) leading to the possible execution of the Grant Agreement.

**Step 3: Installation Period** – After the completion, execution and delivery of the Grant Agreement, ADECA may issue a Notice to Proceed, after which Applicant must complete installation of all equipment, submit all additional required deliverables and certify and establish that the Project is fully operational before ADECA accepts the Project as operational. Upon successful installation and testing of all equipment, completion of all required deliverables and certification of the site and the Project, ADECA may issue the Notice of Acceptance. ADECA and/or its designees also will have the right to test and inspect the charging station and any data sharing connection solely for ADECA’s purposes during and after construction.

**Step 4: Term** –Applicant will operate the charging station and complete and provide additional documentation as required by the Grant Agreement and/or as periodically required by ADECA over the Term (defined below).

**Step 5: Term Review** – The Applicant must submit final quarterly and annual reports after the Term ends.

RETAINAGE

Notwithstanding anything to the contrary contained or implied in this Guide, the Application, or the Grant Agreement, at all times prior to ADECA’s giving Applicant the Notice of Acceptance, ADECA may retain 15% of expended and approved Eligible Costs, the reimbursement of which would otherwise be due and payable to Applicant (Retainage). An illustrative example follows: If Applicant had expended $100 of Eligible Costs, at least 20% ($20) of such amount would be required to be Applicant’s Matching Funds. Assuming Applicant has provided 20% Matching Funds and was otherwise properly due to be reimbursed the remaining 80% ($80) of expended and approved Eligible Costs, ADECA would instead reimburse Applicant 65% ($65) of such $100 in Eligible Costs and withhold reimbursing 15% ($15) of such Eligible Costs as the Retainage. Once all equipment is successfully installed, the charging station is fully operational, and ADECA has given the Applicant the Notice of Acceptance, ADECA would disburse the total Retainage held by ADECA to Applicant so long as such total Retainage together with all amounts reimbursed by ADECA would not exceed the lesser of the Award Amount or 80% of expended and approved Eligible Costs (subject to adjustment downward depending on the relevant Matching Funds percentage).

CHARGING STATION REQUIREMENTS

The following are required of any DCFC site to be chosen (for more details on site requirements see the NEVI Final Rule):

1. EV charging infrastructure should be conveniently and safely located as close to the Interstate Highway System and highway corridors as possible and in general no greater than one (1) mile from Interstate exits along designated Alternative Fuel Corridors-Pending in Alabama. The one (1) mile should be measured as the shortest driving distance from the Interstate Highway System exit to the proposed charging station at the time of the proposal. Charging stations on public lands in close proximity to the corridor (including federal lands) will be considered. Applications requesting exceptions to the one (1) mile must include a reasonable justification for an exception being necessary at a particular location (contingent upon federal approval). Applicants requesting an exception to the one (1) mile rule may receive a conditional approval subject to federal approval of the exception.
2. New EV charging infrastructure locations should be spaced a maximum distance of fifty (50) miles apart along designated AFCs (including planned charging stations and existing charging stations, with both conforming to NEVI Program minimum standards and requirements), unless a discretionary exception has been granted.
3. Charging stations must be available for use and sited at locations physically accessible to the public twenty-four (24) hours per day, seven (7) days a week, year-round; isolated or temporary interruptions in service or access because of maintenance or repairs or due to the exclusions outlined in 23 C.F.R. § 680.116(b)(3) are permitted.
4. Chargers must conform to ISO 15118–3 and must have hardware capable of implementing both ISO 15118–2 and ISO 15118–20. By February 28, 2024, charger software must conform to ISO 15118–2 and be capable of Plug and Charge. Conformance testing for charger software and hardware should follow ISO 15118–4 and ISO 15118–5, respectively.
5. Chargers must communicate with a charging network via a secure communication method. Chargers must conform to Open Charge Point Protocol (OCPP) 1.6J or higher. By February 28, 2024, chargers must conform to OCPP 2.0.1. See 23 C.F.R. § 680.108 for more information about OCPP requirements.
6. Chargers must be designed to securely switch charging network providers without any changes to hardware.
7. By February 28, 2024, charging networks must be capable of communicating with other charging networks in accordance with Open Charge Point Interface (OCPI) 2.2.1.
8. A charging network must be capable of communicating with other charging networks to enable an EV driver to use a single method of identification to charge at charging stations that are part of multiple charging networks. See 23 C.F.R. § 680.108 for more information about OCPI requirements.
9. Chargers must remain functional if communication with the charging network is temporarily disrupted, such that they initiate and complete charging sessions, providing the minimum required power level defined in 23 C.F.R. § 680.106(d).
10. Charging networks must be capable of secure communication with electric utilities, other energy providers or local energy management systems.
11. Charging Stations shall be connected to a network by Wi-Fi, hardwired connection, or cellular connection. Furthermore, Projects shall maintain appropriate EV charging network diagnostics, remote start of the equipment, and collecting and reporting usage data.
12. Charging stations must support continuous operations, even when network connectivity is not available or consumer cell phone service is not available (i.e., “default on” with loss of network).
13. Unless charging is permanently provided free of charge to customers, charging stations must (1) provide for secure payment methods, accessible to persons with disabilities, which at a minimum shall include a contactless payment method that accepts major debit and credit cards, and either an automated toll-free phone number or a short message/messaging system (SMS) that provides the EV charging customer with the option to initiate a charging session and submit payment; (2) not require a membership for use; (3) not delay, limit, or curtail power flow to vehicles on the basis of payment method or membership; and (4) provide access for users that are limited English proficient and accessibility for people with disabilities. Automated toll-free phone numbers and SMS payment options must clearly identify payment access for these populations.
14. Charging station operators must collect, process, and retain only that personal information strictly necessary to provide the charging service to a consumer, including information to complete the charging transaction and to provide the location of charging stations to the consumer. Chargers and charging networks should be compliant with appropriate Payment Card Industry Data Security Standard (PCI DSS) for the processing, transmission, and storage of cardholder data. Charging station operators must also take reasonable measures to safeguard consumer data.
15. The price for charging must be displayed prior to initiating a charging transaction and be based on the price for electricity to charge in $/kWh. If the price for charging is not currently based on the price for electricity to charge an EV in $/kWh, the requirements of this paragraph must be satisfied within one year from February 28, 2023. The price for charging displayed and communicated via the charging network must be the real-time price (i.e., price at that moment in time). The price at the start of the session cannot change during the session. Price structure including any other fees in addition to the price for electricity to charge must be clearly displayed and explained.
16. Each charging site located along and designed to serve users of designated AFCs must have at least four network-connected Society of Automotive Engineers Combined Charging System (CCS) connectors and four network-connected North American Charging Standard (NACS) connectors and be capable of simultaneously charging at least four (4) EVs. Each DCFC port must be capable of charging CCS-compliant and NACS-compliant vehicles (but not simultaneously), and each DCFC port must have at least one permanently attached CCS Type 1 connector (Type 1 Connector) and one NACS connector. In addition, not more than one permanently attached CHAdeMO (www.chademo.com) connector can be provided using only FY2022 NEVI Program funds.
17. DCFC ports must support output voltages between 250 volts DC and 920 volts DC. DCFCs located along and designed to serve users of designated AFCs must have a continuous power delivery rating of at least 150 kilowatt (kW) and supply power according to an EV’s power delivery request up to 150 kW, simultaneously from each charging port (without duplication as regards to the paired CCS and NACS connectors) at a charging station. These DCFC charging stations may conduct power sharing so long as each charging port continues to meet an EV’s request for power up to 150 kW.
18. Conduit and an electrical service box of adequate size and disconnect capacity that will allow additional electrical cable to be run to the site for future expansion to allow for at least two (2) additional (6 total) charging stations and to upgrade at least one charger to 350 kW must be included in the installation.
19. Charging equipment shall be capable of operating without any decrease in performance over an ambient temperature range of minus 22 to 122 degrees Fahrenheit with a relative humidity of up to 95%.
20. Each charging port and related connectors must have an average annual uptime of greater than 97%. The EVSE must have a minimum manufacturer’s hardware warranty of five (5) years and continually be in full working order to the extent possible. Should repair or replacement be necessary, the charging station shall be fully operating within 72 hours of equipment issue/breakdown to ensure an average 97% annual uptime guarantee. Exceptions include outages that are outside of the charging station operator’s control (provided the charging station’s operator can demonstrate that the charging port and related connectors would otherwise be operational) including: electric utility service interruptions, failure to charge or meet the EV charging customer’s expectation for power delivery due to the fault of the vehicle, scheduled maintenance, vandalism, or natural disasters. Successful Applicants must have and provide ADECA and/or its designees with proof of five (5) years’ software network and scheduled maintenance agreements. Manufacturers and/or suppliers under these specifications must provide warranties covering a minimum of five (5) years for all chargers and equipment from the time of Notice of Acceptance. Costs for manufacturer’s hardware warranties and software network and scheduled maintenance agreements may be Eligible Costs; provided all Eligible Costs not incurred prior to the Notice of Acceptance desired to be reimbursed must be reasonably estimated in good faith at the time the Application is submitted (so that ADECA may properly compare and rank Applications) but shall not be reimbursed before actually incurred. Further, not more than 1/5 of the total Eligible Cost of the required 5-year maintenance agreement shall be an Eligible Cost each year.
    1. (1) A charging port is considered ‘‘up’’ when its hardware and software are both online and available for use, or in use, and the charging port successfully dispenses electricity in accordance with requirements for minimum power level (see 13 C.F.R. § 680.106(d)).
    2. (2) Charging port uptime must be calculated on a monthly basis for the previous twelve months.
    3. (3) Charging port uptime percentage must be calculated using the following equation:
    4. m = ((525,600 - (T\_outage – T\_excluded))/525,600) × 100
    5. where:
    6. m = port uptime percentage,
    7. T\_outage = total minutes of outage in previous year, and
    8. T\_excluded = total minutes of outage in previous year caused by the following reasons outside the charging station operator’s control, provided that the charging station operator can demonstrate that the charging port would otherwise be operational: electric utility service interruptions, failure to charge or meet the EV charging customer’s expectation for power delivery due to the fault of the vehicle, scheduled maintenance, vandalism, or natural disasters. Also excluded are hours outside of the regularly identified hours of operation of the charging station.
21. Applicant must ensure that EV charging customers have clearly posted mechanisms to report outages, malfunctions, and other issues with charging infrastructure. Applicant and charging station operators must enable access to accessible platforms that provide multilingual services and ensure reporting mechanisms comply with Americans with Disabilities Act (ADA) requirements and provide multilingual access.
22. Sites shall include paved parking spaces enabling the maximum number of vehicles capable of being charged simultaneously and shall include adequate space for future expansion. Without limiting the Applicant’s obligations to comply with ADA requirements, larger spaces and pull-through designed charging to enable larger vehicles, drivers with mobility limitations (ex. wheelchairs), and vehicles towing trailers to charge should be considered due to expected near-term future vehicle developments and market availability.
23. “Electric vehicle charging only” signs are required on each side of each charging station along with “electric vehicle charging only” stenciled graphics on each striped parking stall. Details can be found online here:

<https://afdc.energy.gov/fuels/electricity_charging_station_signage.html>.

1. All traffic control devices must comply with 23 C.F.R. Part 655. On-property or on-premises advertising signs must comply with 23 C.F.R. Part 750.
2. Site design, development, installation, operation and maintenance shall be done in compliance with all applicable laws, ordinances, regulations, and standards, including but not limited to ADA.
3. Site utilization data shall be made available upon request for a period of five (5) years after initial operation. ADECA shall be given direct access to data required pursuant to the Application and the Grant Agreement.
4. Chargers must have the ability to receive and implement secure, remote software updates and conduct real-time protocol translation, encryption and decryption, authentication, and authorization in their communication with charging networks.
5. Charging networks must perform and chargers must support remote charger monitoring, diagnostics, control, and smart charge management.
6. Chargers and charging networks must securely measure, communicate, store, and report energy and power dispensed, real-time charging-port status, real-time price to the customer, and historical charging-port uptime.
7. Applicant must implement physical and cybersecurity strategies to ensure charging station operations protect consumer data and protect against the risk of harm to, or disruption of, charging infrastructure and the grid. Physical security strategies should include topics such as lighting, siting, and charging station design to ensure visibility from onlookers, driver and vehicle safety, video surveillance, emergency call boxes, fire prevention, charger locks, and strategies to prevent tampering and illegal surveillance of payment devices. Cybersecurity strategies should include the following topics: user identity and access management; cryptographic agility and support of multiple PKIs; monitoring and detection; incident prevention and handling; configuration, vulnerability, and software update management; third-party cybersecurity testing and certification; and continuity of operation when communication between the charger and charging network is disrupted. EV charging infrastructure should be operated and maintained with a focus on public road safety, including, the provision of adequate lighting, fire protection, and other traffic safety features. Potential conflicts with non-motorized and public transportation travel in multi-modal corridors should be addressed through safe design and countermeasures.
8. Electrical Safety:
9. In case of emergency, EVSE shall have the ability to stop the flow of power away from the charger through a remote disconnect or breaker shunt device. EVSE shall have over-current protection rated for application.
10. EVSE shall be equipped with design to shut off the flow of electric power to reduce the risk of electric shock in case of a ground or other fault such as a Charge Circuit Interrupting Device (CCID) or Ground Fault Circuit Interrupter (GFCI). See Underwriters Lab 2231 as reference.
11. EV charging infrastructure should be maintained in good working order, in compliance with all EV charging infrastructure manufacturer requirements and all requirements in the minimum standards issued by FHWA. Applicant and any other owners of NEVI Program funded EV charging infrastructure should provide reasonable plans and guarantees for maintaining the chargers and related equipment and keeping the overall charging locations in good working order.
12. EV charging infrastructure should use charging network providers with demonstrated experience or capability, and EV charging infrastructure must be maintained in service in compliance with 23 C.F.R. Part 680 and this Guide at the same location for a period of no less than five (5) years from the initial operation date identified in the Notice of Acceptance (Term) and should include plans to remain in service beyond the Term. Applicant shall be responsible for the charging station, including upon completion of construction and installation and Notice of Acceptance by ADECA. Applicant has responsibility for the NEVI Program infrastructure and for all aspects of the charging station beyond the Term.
13. Any user data made public by Applicant shall be aggregated and anonymized to protect confidential business information. Applicant shall submit the following data on a quarterly basis in a manner prescribed by the FHWA and any additional information as requested by ADECA. Applicant shall also arrange for ADECA to have direct access to such data.

(1) Charging station identifier that the following data can be associated with. This must be the same charging station name or identifier used to identify the charging station in data made available to third-parties in 23 C.F.R. § 680.116(c)(1);

(2) Charging port identifier. This must be the same charging port identifier used to identify the charging port in data made available to third-parties in 23 C.F.R. § 680.116(c)(8)(ii);

(3) Charging session start time, end time, and any error codes associated with an unsuccessful charging session by port;

(4) Energy (kWh) dispensed to EVs per charging session by port;

(5) Peak session power (kW) by port;

(6) Payment method associated with each charging session;

(7) Charging station port uptime, T\_outage, and T\_excluded calculated in accordance with the equation in 23 C.F.R. § 680.116(b) for each of the previous three (3) months;

(8) Duration (minutes) of each outage; and

(9) Such information as FHWA and ADECA shall request by connector.

1. Beginning in 2024, Applicant shall submit the following data on an annual basis, on or before March 1, in a manner prescribed by FHWA.
2. Maintenance and repair report for each charging station for the previous year.
3. Identification of and participation in any state or local business opportunity certification programs including but not limited to minority-owned businesses, Veteran-owned businesses, woman-owned businesses, and businesses owned by economically disadvantaged individuals.
4. With respect to the NEVI Program projects and grants awarded under 23 U.S.C. 151(f) for projects that are for EV charging stations located along and designed to serve the users of designated AFCs, beginning in 2024, Applicant shall collect and submit the following data once for each charging station, on or before March 1 of each year, in a manner prescribed by the FHWA.

(1) The name and address of the private entity(ies) involved in the operation and maintenance of chargers.

(2) Distributed energy resource installed capacity, in kW or kWh as appropriate, of asset by type (e.g., stationary battery, solar, etc.) per charging station; and

(3) Charging station real property acquisition cost, charging equipment acquisition and installation cost, and distributed energy resource acquisition and installation cost; and

(4) Aggregate grid connection and upgrade costs paid to the electric utility as part of the project, separated into:

(i) total distribution and system costs, such as extensions to overhead/underground lines, and upgrades from single-phase to three-phase lines; and

(ii) total service costs, such as the cost of including poles, transformers, meters, and on-service connection equipment.

1. Successful Applicants will be required to have each charging station location listed on the Alternative Fuels Data Center website showing it as either planned during the construction or operational once construction is complete. Charging stations can be added at the following link: <https://afdc.energy.gov/stations/#/station/new>.
2. Applicant shall ensure that the following data fields are made available, free of charge, to third-party software developers, via application programming interface:

(1) Unique charging station name or identifier;

(2) Address (street address, city, state, and zip code) of the property where the charging station is located;

(3) Geographic coordinates in decimal degrees of exact charging station location;

(4) Charging station operator name;

(5) Charging network provider name;

(6) Charging station status (operational, under construction, planned, or decommissioned);

(7) Charging station access information:

(i) Charging station access type (public or limited to commercial vehicles), and

(ii) Charging station access days/times (hours of operation for the charging station);

(8) Charging port information:

(i) Number of charging ports,

(ii) Unique port identifier,

(iii) Connector types available by port,

(iv) Charging level by port (DCFC, etc.),

(v) Power delivery rating in kilowatts by port,

(vi) Accessibility by vehicle with trailer (pull-through stall) by port (yes/no), and

(vii) Real-time status by port in terms defined by Open Charge Point Interface 2.2.1; and

(9) Pricing and payment information:

(i) Pricing structure,

(ii) Real-time price to charge at each charging port, in terms defined by Open Charge Point Interface 2.2.1, and

(iii) Payment methods accepted at charging station.

1. ADECA reserves the right to provide a reasonably sized visual identifier which Applicant shall have placed on the equipment that received NEVI Program funding. Should Applicant seek to use additional ADECA branding, they must coordinate that with, and receive prior written approval from, ADECA.

EMERGENCY INCIDENT REPORTING REQUIREMENT

During the Term, ADECA must be notified by Applicant promptly after any of the following events:

* one or more charging ports or connectors are inoperable for more than 24 hours;
* all publicly available DCFC plugs at the site are inoperable for more than one (1) hour;
* one or more pieces of equipment essential to the operation of the charging station experience a system failure; or
* other incidents related to charging electric vehicles such as:
* damage to an EV as a result of connecting to or receiving electricity from the charging station;
* any other safety related incident, such as an accident or fire, at or near the charging station; or
* any time emergency responder personnel are dispatched to the charging station.

COMPLIANCE WITH LAWS AND REGULATIONS

Applicant shall certify its and its Representatives’ compliance with applicable state and federal procurement, competitive bidding, labor and workforce laws, including:

All applicable federal statutory and regulatory requirements applicable to EV charger projects. These requirements include but are not limited to:

All statutory and regulatory requirements applicable to funds apportioned under Chapter 1 of Title 23, U.S.C., and 2 C.F.R. Part 200. This includes, and the Applicant and the Project shall comply with, the applicable requirements of Title 23, United States Code, and Title 23 Code of Federal Regulations, such as the applicable Buy America requirements at 23. U.S.C. § 313 and Build America, Buy America Act (Pub. L. No. 117-58, div. G, section 70901-70927).

As provided at 23 U.S.C. § 109(s)(2), Projects to install EV chargers are treated as if the Project is located on a federal-aid highway. As a Project located on a federal-aid highway, 23 U.S.C. § 113 applies, and Davis Bacon federal wage rate requirements included at subchapter IV of chapter 31 of Title 40, U.S.C., must be paid for any Project funded with NEVI Program funds.

EV charging stations must comply with ADA, and implementing regulations, by prohibiting discrimination on the basis of disability by public and private entities. EV charging stations must comply with applicable accessibility standards adopted by the Department of Transportation into its ADA regulations (49 C.F.R. Part 37) in 2006 and adopted by the Department of Justice into its ADA regulations (28 C.F.R. Parts 35 and 36) in 2010.

Title VI of the Civil Rights Act of 1964, and implementing regulations, apply to the NEVI Program to ensure that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

All applicable requirements of Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), and implementing regulations, apply to the NEVI Program.

The Uniform Relocation Assistance and Real Property Acquisition Act, and implementing regulations, apply to the NEVI Program by establishing minimum standards for federally funded programs and Projects that involve the acquisition of real property (real estate) or the displacement or relocation of persons from their homes, businesses, or farms.

The National Environmental Policy Act of 1969 (NEPA), the Council on Environmental Quality’s NEPA implementing regulations, and applicable agency NEPA procedures apply to the NEVI Program by establishing procedural requirements to ensure that federal agencies consider the consequences of their proposed actions on the human environment and inform the public about their decision making for major federal actions significantly affecting the quality of the human environment.

Also, before funds are obligated, Projects must be included on the relevant Statewide Transportation Improvement Program/Transportation Improvement Program (STIP/TIP) and long-range plans in accordance with 23 C.F.R. Part 450 and all state and federal environmental requirements.

Any agreements for the operation and maintenance of an EV charging station, the Application and the Grant Agreement are subject to the state procurement policies and procedures per 2 C.F.R. § 200.317. Without limiting the foregoing, Applicant shall comply with all laws, regulations, requirements, standards and policies described or referenced on Addendum D or Addendum E hereto.

Notwithstanding anything to the contrary contained or implied herein, it is recognized that, pursuant to a Waiver of Buy America Requirements for Electric Vehicle Chargers (see 88 Fed. Reg. 10619 (Feb. 21, 2023)), the FHWA established a temporary public interest waiver to waive Buy America requirements for steel, iron, manufactured products, and construction materials in EV chargers. The short-term, temporary waiver enables EV charger acquisition and installation to immediately proceed while also ensuring the application of Buy America to EV chargers by the phasing out of the waiver over time. The waiver applies to all EV chargers manufactured by July 1, 2024, whose final assembly occurs in the United States and whose installation has begun by October 1, 2024. The second phase of the waiver will apply to all EV chargers manufactured on and after July 1, 2024, whose final assembly occurs in the United States, and for which the cost of components manufactured in the United States is at least 55% of the cost of all components. However, EV charger housing components that are predominantly steel and iron are excluded from the waiver and must meet current FHWA Buy America requirements. The Advisory Council on Historic Preservation has approved an exemption relieving federal agencies from the historic preservation review requirements under the National Historic Preservation Act regarding the effects of the installation of certain EVSE on historic properties. The exemption became effective as of October 26, 2022 (see *Exemption from Historic Preservation Review for Electric Vehicle Supply Equipment*, 87 Fed. Reg. 66201 (Nov. 2, 2022).

In the event of any conflict between this Guide, the NEVI Final Rule, the FHWA NEVI Program Guidance, the FHWA Formula Program Frequently Asked Questions, and NIST Handbook 44-2023, Specifications, Tolerances, and Other Technical Requirements for Weighing and Measuring Devices, all as may be amended, supplemented, restated or replaced, the provisions which are most stringent upon the Applicant and/or the Project shall apply.

Applicant shall comply with (and provide ADECA with its compliance plan for) the following:

Applicant shall ensure that the workforce installing, maintaining, and operating chargers has appropriate licenses, certifications and training to ensure that the installation and maintenance of chargers is performed safely by a qualified and increasingly diverse workforce of licensed technicians and other laborers. Further:

(1) Except as provided in subparagraph (2) of this section, all electricians installing, operating, or maintaining EVSE must meet one of the following requirements:

(i) Certification from the EVITP; or

(ii) Graduation or a continuing education certificate from a registered apprenticeship program for electricians that includes charger-specific training and is developed as a part of a national guideline standard approved by the Department of Labor in consultation with the Department of Transportation.

(2) For Projects requiring more than one electrician, at least one electrician must meet the requirements above, and at least one electrician must be enrolled in an electrical registered apprenticeship program.

(3) All other onsite, non-electrical workers directly involved in the installation, operation, and maintenance of chargers must have graduated from a registered apprenticeship program or have appropriate licenses, certifications, and training as required by the state.

Applicant’s electrical contractors for the Project may apply for a reimbursement grant through the Construction Industry Craft Training Board (CICTB) that will cover the training program fee for their employees that need to be trained for the Project. The following web address may be used to apply for [Alabama CICTB: alcict.com](https://alcict.com/#:~:text=The%20CICT%20Task%20Grant%20is%20for%20short%20term,or%20skill.%20The%20maximum%20funding%20award%20is%20%2415%2C000.).

RESERVATION OF RIGHTS

Unless otherwise restricted by law, ADECA has discretion in the selection of Projects, the scoring of Applications, and in the determination of funding levels, priorities, Project phasing, Project design, and specifications and performance criteria.

ADECA and/or its designees may investigate information contained in an Application by accessing public information, contacting independent parties, or by other means. This information can be used during Application evaluation.

ADECA reserves the right to reject Applications or to cancel, withdraw, postpone, modify, revise, or extend any part of the process prior to full execution of the Grant Agreement, without incurring obligations or liabilities.

As part of the Application evaluation process, ADECA may determine that the scope or specifications of a proposed Project should be modified to accommodate available funding, anticipated use, or to better accommodate potential user needs. ADECA and/or its designees may confer with an Applicant and/or visit the site of a proposed Project to clarify the intent of, or to amend the scope or specifications of, a proposed Project. Neither a consultation nor a visit may be construed as a commitment by ADECA.

ADECA reserves the right to amend, supplement, or issue addenda to any Project documents (including this Guide or any Grant Agreement), to help ensure compliance with federal and state laws and regulations. Amendments, supplements, and addenda may, among other things, require an Applicant to incur additional costs or to comply with different or additional requirements.

The price charged to end users for EV charging shall be reasonable. If ADECA has reason to believe that an unreasonable rate is being charged, ADECA may request the implementation of a corrective action plan.

PROGRAM AND PROJECT INTEGRITY

Notwithstanding anything to the contrary contained or implied in this Guide or the Grant Agreement, it is recognized that the NEVI Program presents unique risks and opportunities. Accordingly, Applicant and ADECA agree that ADECA may impose, prior to, during and after the Term, additional requirements and protections to help ensure Program and Project integrity. Among other things, ADECA and/or its contractors and agents may inspect and/or audit and/or request additional information and certificates from Applicant regarding:

* the status of the acquisition, installation, testing, certification, operation and maintenance of all Project equipment;
* Applicant’s timely performance of and compliance with the Grant Agreement;
* the experience, qualifications and performance of Applicant’s management, staff, contractors, and subcontractors; and
* the progress of the Project, conformance to schedule, and the latest expected completion and operational dates.

Project materials and manufactured components employed in the construction of charging stations, transformers, connectors, and other project components shall be certified in accordance with an approval process adopted by ADECA, which shall include but not be limited to, certification by the manufacturer and testing performed by the contractor or manufacturer. Any materials or manufactured components delivered/installed in the project that are not certified and approved will be subtracted from any progress payment until such requirements are met.

SUSPENSION/TERMINATION

Notwithstanding anything to the contrary contained or implied in this Guide, the Application and/or the Grant Agreement, ADECA may suspend and/or terminate this Guide, the Application and/or the Grant Agreement and any and all related negotiations if the Project fails to remain on schedule and budget or Applicant has failed to provide any required information, has made any misrepresentation to ADECA in the Application or Grant Agreement or otherwise or is in violation or breach of any of the provisions or requirements of this Guide, the Application and/or the Grant Agreement. In such event, ADECA shall have and may exercise all of its rights and remedies under law, shall retain and may exercise all of its rights and remedies under this Guide, the Application, the Grant Agreement and/or any other agreement and may suspend, reduce and/or terminate the Project, the Application and/or the Grant Agreement or any further funding or reimbursement to Applicant and/or require Applicant to repay any and all amounts previously funded, paid or reimbursed to Applicant.

QUESTIONS

Questions pertaining to this Application Guide may be submitted by email to [ev@adeca.alabama.gov](mailto:ev@adeca.alabama.gov). The subject line of the email must read “NEVI Program EV Application Question”.

**Addendum A**

**REIMBURSEMENT GRANT APPLICATION**

**SECTION A OF APPLICATION: GRANT APPLICANT INFORMATION**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Program Name** | | ***National Electric Vehicle Infrastructure Formula Program*** | | | | | | | | |
| **Grant Applicant’s Legal Name** | |  | | | | | | | | |
| **Grant Applicant’s State of Organization** | |  | | | | | | | | |
| **Type of Project** | | **Charging Infrastructure □** | | | | **Workforce Development □** | | | | |
| **EV Infrastructure Location Name** | |  | | | | | | | | |
| **EV Infrastructure Physical Address** | |  | | | | | | | | |
| **City/Municipality** | |  | | | |  | **State:** | | **Zip Code:** | |
| **County** | |  | | | |  | | | | |
| **Charger Coordinates** | | **Latitude:** | | | | **Longitude:** | | | | |
| **Federal Employer Identification No.** | |  | | | |  | | | | |
| **Organization Type** | | **Government** □ | | | | **Non-Government** □ **Type:** | | | | |
| **Project Partners (if any):** | |  | | | | | | | | |
| **Requested Award Amount** | |  | | | |  | **Project Duration (months)** | |  | |
| **Matching Funds Amount** | |  | | | |  | **Matching Funds Percentage of**  **Total Project Eligible Costs** | |  | |
| **Total Project Eligible Costs** | |  | | | |  | **Charger kW** | |  | |
| **Total Project Eligible Costs and Ineligible Costs** | |  | | | |  |  | |  | |
| **FHWA-designated EV Charging Corridor Served** | |  | | | |  | **Closest Exit/Mile Marker** | |  | |
| **Distance from Interstate (miles)** | |  | | | |  | | | | |
| **Number of DCFC, Ports and Connectors** | |  | | | |  | | | | |
| **Existing DCFC needing upgrades and/or additional power/ports?** | | **Yes** □  **Please Describe:** | | | | **No** □ | | | | |
| **Are you requesting an exception for this Project (e.g., more than one mile off interstate)** | | **Yes** □  **Explain:** | | | | **No** □ | | | | |
| **Total Number of Applications Applicant is submitting** | |  | | | |  | | | | |
| **APPLICANT CONTACT** | | | | | | | | | | |
| Salutation | First Name | | M.I. | | Last Name | | | | | |
|  |  | |  | |  | | | | | |
| Position/Title | | Phone | | | | Email Address | | | | |
|  | |  | | | |  | | | | |
| Mailing Address | | | | City | | | | State | | Zip Code |
|  | | | |  | | | |  | |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **PROJECT DIRECTOR** | | | | | | | | |
| Salutation | First Name | | M.I. | | Last Name | | | |
|  |  | |  | |  | | | |
| Position/Title | | Phone | | | | Email Address | | |
|  | |  | | | |  | | |
| Mailing Address | | | | City | | | State | Zip Code |
|  | | | |  | | |  |  |
| **SIGNATORY OFFICIAL** | | | | | | | | |
| Salutation | First Name | | M.I. | | Last Name | | | |
|  |  | |  | |  | | | |
| Position/Title | | Phone | | | | Email Address | | |
|  | |  | | | |  | | |
| Mailing Address | | | | City | | | State | Zip Code |
|  | | | |  | | |  |  |
| **CERTIFICATION** | | | | | | | | |
| I, the undersigned, am authorized to obligate the above-named Applicant and enter into agreements for and on behalf of the above-named Applicant. Applicant understands that this Application (which includes Sections A-D hereof) does not guarantee funding and a reimbursement grant agreement acceptable to ADECA will be required to be executed prior to any Project funds being distributed, which shall include Applicant’s commitment to comply with the terms and conditions of the Guide and applicable federal and state laws, rules and regulations, including without limitation, the National Electric Vehicle Infrastructure Standards and Requirements Final Rule, 88 Fed. Reg. 12724 (Feb. 28, 2023), all as may be amended, supplemented, restated or replaced. Applicant hereby affirms that it is properly registered with the Alabama Secretary of State (if applicable) and is in good standing with the Alabama Department of Revenue. The Applicant also affirms that (1) there are no outstanding enforcement actions against it by any governmental entity, including without limitation, the Alabama Department of Environmental Management, (2) all required permits have been acquired, or are in process, including with the Alabama Department of Environmental Management, and (3) Applicant has not been suspended, or debarred, proposed for debarment or suspension, declared ineligible or voluntarily excluded from this or any other state or federal contract or other program, or received a notice of potential exclusion. Applicant understands that, if any of the statements in this Application cannot be verified, no grant funds will be awarded under the NEVI Program. Finally, to the best of Applicant’s and the undersigned Representative’s knowledge after due inquiry, all responses to and information in this Application (which includes Sections A-D hereof) are true, complete and correct and may be relied upon by ADECA. | | | | | | | | |
| Printed Name of Applicant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:  Signature of Applicant  By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Its: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | |

Capitalized terms not otherwise defined in this Application shall have the meaning given thereto in the State of Alabama National Electric Vehicle Infrastructure Formula Program Round 1 Application Guide (Guide), including Addendum C thereto, and may be amended, supplemented, restated or replaced. Certain terms which are not defined in this Application or the Guide may be defined in a posting of defined terms on ADECA’s website.

**SECTION B OF APPLICATION: PROJECT BUDGET**

Please provide the following information to explain the estimated costs for the Project budget broken down by Eligible Costs and Ineligible Costs as defined in Addendum C to the Guide. Please include the requested Award Amount and the Eligible Funds. Applicants for workforce development projects not involving the acquisition of chargers intended to service users of designated AFCs may provide alternately formatted budget information.

|  |
| --- |
| **EQUIPMENT** |

Provide a description of the equipment, costs broken down by Eligible Costs and Ineligible Costs, and reason why it is necessary to purchase the equipment. Equipment is defined as tangible, non-expendable property having a useful life of one year or more.

|  |  |  |  |
| --- | --- | --- | --- |
| Description | Reason | Eligible Costs | Ineligible Costs |
|  |  | $ | $ |
|  |  | $ | $ |
|  |  | $ | $ |
|  |  | $ | $ |
| **TOTAL:** | | $ | $ |

* **Please attach a minimum of two (2) quotes for equipment acquisition, installation services, and maintenance agreements from distinct providers/vendors to support these numbers. It is acceptable for the same vendor to provide equipment, installation, and maintenance. Quotes shall include specific equipment specifications detailing the proposed number of ports and charging connectors. ADECA understands that NACS connector pricing may not be available at the time of application from all vendors. Applicants should include a budget for adding NACS connectors and ADECA understands such numbers provided would be estimates only. Successful applicants will be required to submit updated quotes with updated pricing prior to a notice to proceed being issued by ADECA.**
* **Any loss or damage to (and any needed repair/replacement of) equipment, materials, supplies, etc. will be the responsibility of Applicant. All real and personal property related to the Project will be required to be insured by Applicant against loss, damage, or theft. Insurance costs will not be considered an Eligible Cost.**

|  |
| --- |
| **SUPPLIES & MATERIALS, INCLUDING SIGNAGE** |

List estimated cost of supplies and materials broken down by Eligible and Ineligible Costs.

|  |  |  |
| --- | --- | --- |
| Expense | Eligible Costs | Ineligible Costs |
|  | $ | $ |
|  | $ | $ |
|  | $ | $ |
|  | $ | $ |
| **TOTAL:** | $ | $ |

Provide an itemized list and the estimated cost of supplies and materials to be used for the Project. Include a narrative describing how the supplies and materials directly relate to the proposed Project.

|  |
| --- |
| **CONTRACTUAL** |

List categories of services to be contracted with outside agencies or for professional services with the costs broken down by Eligible Costs and Ineligible Costs. Note that written contracts/subcontracts must be obtained to engage these services and such contract/subcontract must include the contractor’s/subcontractor’s agreement to also comply with legal and regulatory requirements imposed by the reimbursement grant agreement on Applicant. This category includes professional installation and all materials supplied by the installer.

|  |  |  |
| --- | --- | --- |
| Expense | Eligible Costs | Ineligible Costs |
|  | $ | $ |
|  | $ | $ |
|  | $ | $ |
|  | $ | $ |
| **TOTAL:** | $ | $ |

|  |
| --- |
| **BUDGET TOTAL** |

List the totals of the Eligible Costs for the Project for each budget category above. Please make sure that the totals in each budget category listed above match the totals of each cost category below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Eligible Cost Categories | Requested Project Award Amount | Eligible Matching Funds Contribution | Total Project Eligible Cost Amount | Ineligible Costs | Total Project Cost Amount |
| Equipment | $ | $ | $ | $ | $ |
| Maintenance Agreement | $ | $ | $ | $ | $ |
| Supplies & Materials | $ | $ | $ | $ | $ |
| Contractual | $ | $ | $ | $ | $ |
| **TOTAL** | $ | $ | $ | $ | $ |

**A. What is the overall Eligible Cost of the Project as proposed?**

**B. What is the overall grant amount being requested pursuant to the Application or otherwise?**

List sources and amounts for Project Eligible Costs (at least 20%) not covered by the grant and all Ineligible Costs and, unless and until reimbursed, the Retainage (together referred to as Unreimbursed Costs). Please also include documentation that demonstrates the funds are available for Unreimbursed Co­sts.

Source: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount: $ \_\_\_\_\_\_\_\_\_\_\_\_

Source: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Amount: $ \_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| List any additional Ineligible Costs that would add value to the Project. (Note that these are not Eligible Costs and do not count towards the Matching Funds.) |

Capitalized terms not otherwise defined in this Application shall have the meaning given thereto in the State of Alabama National Electric Vehicle Infrastructure Formula Program Round 1 Application Guide, including Addendum C thereto, and may be amended, supplemented, restated or replaced. Certain terms which are not defined in this Application or the Guide may be defined in a posting of defined terms on ADECA’s website.

**SECTION C OF THE APPLICATION: RISK ASSESSMENT**

Please answer the questions based on Applicant’s operations and audit history to the best of your knowledge after inquiry. Check the most appropriate response.

| **Risk Criteria** | **Possible Points** | **Points** | **Comments** |
| --- | --- | --- | --- |
| 1. Does Entity/Applicant receive at least 20% of total funding of Eligible Costs and 100% of Ineligible Costs from non-federal sources? | Yes (0 points) ❑ |  |  |
| No (1 point) ❑ |
| N/A (0 points) ❑ |
| 1. Does the Entity/Applicant actively seek additional funding? | Yes (0 points) ❑ |  |  |
| No (1 point) ❑ |
| N/A (0 points) ❑ |
| 1. Has the Entity/Applicant received federal or non-federal grants or other funding for three (3) years or more? | Yes (0 points) ❑ |  |  |
| No (1 point) ❑ |
| N/A (0 points) ❑ |
| 1. Has the Entity/Applicant’s turnover rate exceeded 15% since twelve (12) months ago? (Turnover rate = # of employees no longer there/average # of employees for the year) | Yes (2 points) ❑ |  |  |
| No (0 points) ❑ |
| N/A (0 points) ❑ |
| 1. Has the CEO, CFO and/or any other senior executive been in the position for three (3) years or less? | Yes (1 point) ❑ |  |  |
| No (0 points) ❑ |
| N/A (0 points) ❑ |
| 1. Have any other entities (program officers, auditors, staff employed by the entity, etc.) alerted ADECA to potential risk areas or has another authority (funding source) placed special conditions on its award to the Entity/Applicant? | Yes (3 points) ❑ |  |  |
| No (0 points) ❑ |
| N/A (0 points) ❑ |
| 1. Has the Entity/Applicant been a defendant in an ongoing civil suit, or one that was adjudicated, within the last five years? | Yes (1 point) ❑ |  |  |
| No (0 points) ❑ |
| N/A (0 points) ❑ |
| 1. Has any of the Entity/Applicant’s current owners or staff been jailed, convicted of a felony, or are they currently under criminal investigation? | Yes (1 point) ❑ |  |  |
| No (0 points) ❑ |
| N/A (0 points) ❑ |
| 1. Is the Entity/Applicant currently or has it previously been suspended, debarred, proposed for debarment or suspension, declared ineligible or voluntarily excluded from this or any other federal or state contract or grant program? | Yes (1 point) ❑ |  |  |
| No (0 points) ❑ |
| N/A (0 points) ❑ |
| 1. Does the Entity/Applicant have procedures and controls in compliance with applicable requirements/best practices? (Fiscal/Personnel policies and procedures, etc.) | Yes (0 points) ❑ |  |  |
| No (1 point) ❑ |
| N/A (0 points) ❑ |
| 1. Was the last audit completed and submitted to ADECA within nine (9) months from year end? | Yes (0 points) ❑ |  |  |
| No (1 point) ❑ |
| N/A (0 points) ❑ |
| 1. If audit findings were cited, does the Entity/Applicant have a corrective action plan for correcting the finding(s)? | Yes (0 points) ❑ |  |  |
| No (1 point) ❑ |
| N/A (0 points) ❑ |
| 1. Does the Entity/Applicant have a financial management system that is appropriately complex for the amount of funds it manages and in compliance with OMB? (i.e., QuickBooks, etc.) | Yes (0 points) ❑ |  |  |
| No (1 point) ❑ |
| N/A (0 points) ❑ |
| 1. Does the Entity/Applicant provide a budget to actual report by program at board meetings? | Yes (0 points) ❑ |  |  |
| No (1 point) ❑ |
| N/A (0 points) ❑ |
| 1. Does the Entity/Applicant have a time and accounting system to track effort by cost objective? | Yes (0 points) ❑ |  |  |
| No (1 point) ❑ |
| N/A (0 points) ❑ |
| 1. Does the Entity/Applicant have an indirect cost rate that is approved and current? | Yes (0 points) ❑ |  |  |
| No (1 point) ❑ |
| N/A (0 points) ❑ |
| 1. Does the Entity/Applicant follow its cost allocation/indirect cost plan? | Yes (0 points) ❑ |  |  |
| No (1 point) ❑ |
| N/A (0 points) ❑ |
| 1. Are the Entity/Applicant's fiscal statistics outside of tolerance or trends (e.g., have there been more expenditures on supplies than average, little or no cash left after paying bills compared to similar entities)? Note: Compare current assets to current liabilities. | Yes (1 point) ❑ |  |  |
| No (0 points) ❑ |
| N/A (0 points) ❑ |
| 1. Has the Entity/Applicant been placed in a special financial status (e.g., high-risk, documentation submittal, etc.)? | Yes (3 points) ❑ |  |  |
| No (0 points) ❑ |
| N/A (0 points) ❑ |
| 19a. Is the Entity/Applicant in any negotiated repayment plan with ADECA? | Yes (1 point) ❑ |  |  |
| No (0 points) ❑ |
| N/A (0 points) ❑ |
| 19b. Is the Entity/Applicant current? | Yes (0 points) ❑ |  |  |
| No (3 points) ❑ |
| N/A (0 points) ❑ |
| 1. Has the Entity/Applicant used special loan or funding programs to meet its cash needs (e.g., line of credit, short-term loan)? | Yes (3 points) ❑ |  |  |
| No (0 points) ❑ |
| N/A (0 points) ❑ |
| 1. Do the financial reports show an insufficient/negative fund balance after the Entity/Applicant meets its obligations? Note: (Assets+Deferred Outflows) - (Liabilities+Deferred Inflows) = Net Position. Total Net Position should be positive. | Yes (3 points) ❑ |  |  |
| No (0 points) ❑ |
| N/A (0 points) ❑ |
| 1. Is the Entity/Applicant delinquent in paying any obligations? (Refer to any Audit notes.) | Yes (3 points) ❑ |  |  |
| No (0 points) ❑ |
| N/A (0 points) ❑ |
| 1. Is the debt trend increasing or declining? Note: Review previous year’s financial statement. | Increasing (3 points) ❑ |  |  |
| Decreasing (0 points) ❑ |
| N/A (0 points) ❑ |
| 1. What is the Entity/Applicant’s “current ratio”? Note: Current Assets/Current Liabilities. A 1:1 ratio means that the Entity/Applicant can just pay its bills. | 1 or above (0 points) ❑ |  |  |
| Below 1 (3 points) ❑ |
| N/A (0 points) ❑ |
| 1. What is the Entity/Applicant’s “debt to net assets ratio”? Note: Total Liabilities/Total Net Assets. Or Assets - Liabilities = Net Assets. This provides information on what the entity owes/owns. | 1 or below (0 points) ❑ |  |  |
| Above 1 (3 points) ❑ |
| N/A (0 points) ❑ |
| 1. Do the Notes to the Financial Statement and Report of the Independent Auditor disclose any potential financial problems at the Entity/Applicant (e.g., pending lawsuits, outstanding judgments, unsecured loans, etc.)? | Yes (3 points) ❑ |  |  |
| No (0 points) ❑ |
| N/A (0 points) ❑ |
| 1. Do the loan notes reflect poor financial health (e.g., unusually high interest rates, unusual repayment provisions, etc.)? | Yes (3 points) ❑ |  |  |
| No (0 points) ❑ |
| N/A (0 points) ❑ |
| 1. Does the independent audit report for the most recent fiscal year contain an unmodified (standard) audit opinion? | Yes (0 points) ❑ |  |  |
| No (3 points) ❑ |
| N/A (0 points) ❑ |

|  |  |
| --- | --- |
| **Total Points** |  |
| **Risk Classification for Entity** |  |

**Notes:**

|  |
| --- |
|  |

|  |  |
| --- | --- |
| Risk Classification | Point Range |
| Excellent | 0 Points - 5 Points |
| Good Standing | 6 Points - 10 Points |
| Average Risk | 11 Points - 15 Points |
| Moderate Risk | 16 Points - 20 Points |
| High Risk | ≥ 21 Points |

**To Entity/Applicant’s and the undersigned Representative’s best knowledge after inquiry, the information contained in this risk assessment is accurate and complete. Applicant understands that if this Project scores high enough to be considered for funding, documentation to verify this risk assessment will be required.**

**Applicant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**By:** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature Date**

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

Capitalized terms not otherwise defined in this Application shall have the meaning given thereto in the State of Alabama National Electric Vehicle Infrastructure Formula Program Round 1 Application Guide, , including Addendum C thereto, and may be amended, supplemented, restated or replaced. Certain terms which are not defined in this Application or the Guide may be defined in a posting of defined terms on ADECA’s website.

**SECTION D: PROJECT DETAIL**

A diagram of a car

Description automatically generated*Please limit responses to the spaces provided unless otherwise indicated. Please refer to the following diagram to confirm the same terminology is used in this Application that is depicted in the image below.*

|  |
| --- |
| **DESCRIPTION OF PROJECT** |
| Provide a brief description of the Project. Include information on if power levels and/or charging speeds meet or exceed the minimum requirements. If the project is for a workforce development proposal that does not involve the acquisition of chargers intended to service users of designated AFCs, provide additional description of the proposal in the space provided below or in an attachment to this Application. Applicants for workforce development funding are not required to submit any information or complete any questions in this Application that are clearly irrelevant to the proposed project. |
| **1.** Number ofDCFC stalls proposed for this Project: |
| **2.** Number of DCFC ports proposed for this Project: |
| **3.** Number of CCS connectors proposed for this Project: |
| **4.** Number of NACS connectors proposed for this Project: |
| **5.** Number of CHAdeMO connectors proposed for this Project (if none, please enter a zero for answer): |
| **6.** What is the anticipated output voltage supported by DCFC ports for this Project? |
| **7.** What is the simultaneous power delivery rating in kW for all ports at charging station? |
| **8.** What is the total power available for DCFC at all times? |
| **9.** Will the chargers conform to ISO 15118-3 and have hardware capable of implementing both ISO 15118-2 and ISO 15118-20?  *Yes  No* |
| **10.** Will the chargers conform to ISO 15118-2 and be capable of Plug and Charge by February 28, 2024?  *Yes  No* |
| **11.** Will conformance testing for charger software and hardware follow ISO 15118-4 and ISO 15118-5, respectively?  *Yes  No* |
| **12.** Will chargers conform to Open Charge Point Protocol (OCPP) 1.6J or higher?  *Yes  No* |
| **13.** Will chargers conform to OCPP 2.0.1 by February 28, 2024?  *Yes  No* |
| **14.** Are the chargers designed to securely switch charging network providers without any changes to hardware?  *Yes  No* |
| **15.** Will the charging network be capable of communicating with other charging networks in accordance with Open Charge Point Interface (OCPI) 2.2.1 by February 28, 2024?  *Yes  No* |
| **16.** Will the charging network be capable of communicating with other charging networks to enable an EV driver to use a single method of identification to charge at charging stations that are part of multiple charging networks?  *Yes  No* |
| **17.** Are chargers designed to remain functional if communication with the charging network is temporarily disrupted, such that they initiate and complete charging sessions, providing the minimum required power level defined in 23 C.F.R. § 680.106(d)?  *Yes  No* |
| **18.** Will the charging network be capable of secure communication with electric utilities, other energy providers or local energy management systems?  *Yes  No* |
| **19.** Will the charging stations be connected to a network by Wi-Fi, hardwired connection, or cellular connection?  *Yes  No*  *If yes, please describe.* |
| **20.** Does Applicant have plans to maintain appropriate EV charging diagnostics, remote start of the equipment, and collecting and reporting usage data?  *Yes  No*  *If yes, please briefly describe plans.* |
| **21.** Will charging stations support continuous operations, even when network connectivity is not available or consumer cell phone service is not available (i.e., “default on” with loss of network)?  *Yes  No* |
| **22.** Is charging equipment certified to operate without any decrease in performance between 22- and 122-degrees Fahrenheit with a relative humidity up to 95%?  *Yes  No* |
| **23.** Do chargers have the ability to receive and implement secure, remote software updates and conduct real-time protocol translation, encryption and decryption, authentication, and authorization in their communication with charging networks?  *Yes  No* |
| **24.** Will the charging network support remote charger monitoring, diagnostics, control, and smart charge management?  *Yes  No* |
| **25.** Does Applicant commit to listing the charging station on the Alternative Fuels Data Center website, showing it as either planned during construction or operational once construction is complete?  *Yes  No* |
| **26.** Will your charging station use renewable energy sources? *Yes*  *No*  *If Yes, describe any usage of renewable energy sources in the electric vehicle charging process for this site.* |
| **27.** Will your project use an innovative approach or technology? *Yes*  *No*  *Describe any innovative technologies used or to be used and/or innovative approaches, such as on-site battery storage, site design or operation being employed on the Project.* |
|  |
| **28. SUPPORT OF LOCAL BUSINESSES AND ECONOMIC DEVELOPMENT**  *Describe the plan for use of local businesses and/or workforce in planning, design, construction, inspection, and operations & maintenance.* |
| **29. ACCESSIBILITY FOR LARGER VEHICLES (including Medium-Duty and Heavy-Duty Vehicles)**  *Describe whether the Project will provide parking and pull-through spaces designed to enable larger vehicles, drivers with mobility limitations and vehicles towing trailers to charge.* |
| **30. CHARGING ACCESSIBILITY AND EQUITY IN CHARGING**   1. *Describe the plan for the site to serve users with disabilities including access to amenities at the site.* 2. *Describe the plan to allow for a variety of payment options including those for unbanked individuals.* 3. *Describe the plan for addressing equity principles and the* [*Justice40 Initiative*](https://www.transportation.gov/equity-Justice40) *to allow for a more equitable charging experience for all users and to accommodate users with limited English proficiency.* |
| **31. FUTURE PROOFING**  *Describe the potential for additional charging stalls, ports, connectors (number and type), and power to be provided in the future.* |
| **32. RATE STRUCTURE**  *Provide a general description of the Applicant’s approach to 1) the proposed rate structure and methodology for assessing user fees (e.g., cost +1%, additional cost at peak times, discount coupons to use EVSE at the site), 2) ensuring payment options are secure, equitable, and accessible, 3) price for charging being displayed prominently in $/kWh, and 4) billing practices. Provide statement confirming the approach described is consistent with NEVI* *Program requirements and the NEVI Final Rule.* |
| **33.** **CHECK OFF ALL AMENITIES BELOW AVAILABLE AT OR NEARBY THE CHARGING STATION:**  *Overhead Lighting of the charging station*  *Security cameras covering the charging facility*  *Overhead covering of charging area*  *Availability of staff at the site*  *Emergency call system at the site*  *24/7 on-premises security guard*  *Dedicated support staff person for EV charging available at the site*  *Availability of prepared and/or non-prepared food at the site*  *24/7 availability of prepared and/or non-prepared food at the site*  *Availability of prepared and/or non-prepared food at or within 0.25 miles of the site*  *24/7 availability of prepared and/or non-prepared food at or within 0.25 miles of the site*  *Availability of open/free wi-fi at the facility*  *Access to goods/services available for purchase at retail at the facility*  *Access to goods/services available for purchase at retail within 0.25 miles of the facility*  *Access to recreation at the facility*  *Access to recreation within 0.5 miles of the facility*  *Access to restrooms at the facility*  *24/7 access to restrooms at the facility*  *Access to public transportation within 0.25 miles of the facility*  *At least one charging stall offers pull through capacity without blocking another stall for a passenger vehicle and/or otherwise accommodates a vehicle that is towing.*  *Identify any other enhancements or amenities associated with this site.*  *Describe each enhancement/amenity noted above and any additional amenities included at the site, such as sheltered seating areas, travel centers, food retailers, convenience stores, visitor centers on federal lands (especially to the extent available 24/7), small businesses with an ADA accessible pathway between the EV charging infrastructure and the front door of the identified establishment, and other comparable facilities.* |
| **PROJECT APPROACH** |
| 1. Describe Applicant’s approach to Project planning. |
| 1. Describe Applicant’s approach to design and permitting. Example permit types could include air/land use, electrical, structural, zoning, local agency, environmental, etc. |
| 1. Describe Applicant’s approach to site preparation and construction. |
| 1. List the duration of Applicant’s commitment to operate Applicant’s charging station pursuant to the Grant Agreement (five (5) years being the minimum). |
| 1. Describe Applicant’s plan to operate and maintain the facility for the five-year period and thereafter, if any. |
| 1. Describe Applicant’s plan to meet the uptime requirements of 97% or greater. |
| 1. Describe processes and procedures related to data sharing responsibilities and identify critical cybersecurity and data safety issues with appropriate measures to manage cybersecurity for all parties involved. |
| 1. Describe plan to engage the public about the availability of EV charging at the proposed location. |

|  |
| --- |
| **NEVI PROGRAM COMPLIANCE/LEVEL OF SUPPORT FOR THE NEVI PROGRAM AND ALABAMA ELECTRIC VEHICLE INFRASTRUCTURE PLAN** |
| Provide an explanation of how Applicant envisions ongoing compliance with the NEVI Program and support for the Alabama Electric Vehicle Infrastructure Plan. |

|  |
| --- |
| **PROJECT LOCATION** |
|  |
| **1.** EV-Pending Corridor(s) this Project will serve (check all that are within 5 miles).  I-10  I-20  I-22  I-59  I-65  I-85  I-165  I-359  I-459  I-565  I-759 |
| **2.** Distance from EV-Corridor Pending Interstate in driving miles (Note: if the location is more than one (1) mile off the interstate, an exception request form is required and, if the Application is selected, the Project will be dependent on FHWA approval of exception. The FHWA exception request template can be accessed online at <https://driveelectric.gov/files/exception-request-template.docx>): |
| **3.** Distance from closest existing NEVI charging station on the same Interstate Corridor (in miles): |
| **4.** Distance in miles from second interstate corridor (if within five (5) miles of project location): |
| **5.** Is the proposed charging station location within five (5) miles of one of the following  *US 43*  *US 80*  *US 231*  *US 280*  *US 331*  *US 431*  *If any of the above are checked, please indicate distance in miles of the proposed location from these Highways.* |
| **6.** Is the proposed Project located along a route designated as a Hurricane Evacuation Route identified at <https://www.dot.state.al.us/programs/pdf/SWTP/HurricanePost.pdf> ? If so, identify which Hurricane Evacuation Route(s) are served by this station.  *Yes*  *No* |
| **7.** Is the Project location within a Justice40 area identified at <https://anl.maps.arcgis.com/apps/webappviewer/index.html?id=33f3e1fc30bf476099923224a1c1b3ee>? If so, identify the GEOID associated with the address of the proposed location.  *Yes  No* |
| **8.** If the answer to Number 7 is no, identify whether the Project location is adjacent to a Justice40 area identified at <https://anl.maps.arcgis.com/apps/webappviewer/index.html?id=33f3e1fc30bf476099923224a1c1b3ee>? If so, identify the GEOID associated with the address of the proposed location.  *Yes  No* |
| **9.** Is the proposed Project on tribal land or at a facility owned or operated by a federally recognized tribe? *Yes  No* |
| **10.** Will the charging stations be physically accessible to the public twenty-four (24) hours per day, seven (7) days per week, year-round?  *Yes  No* |
| **11.** Will the entire Project occur within an existing parking lot or paved area?  YES  NO |
| **12.** Are any Project partners, including the site host, aware of any site contamination/remediation or cleanup activity associated with hazardous materials?  YES  NO  *If yes, please clarify below.* |
| **13.** Describe the current state of the site and development required to prepare for EVSE installation. Include any applicable site development needs including plans for site acquisition, site construction, or other site preparation other than power-related preparation. |
| **14.** Are there any permits or other approvals that are required to complete this Project?  YES  NO  *If so, describe below and provide the status of each permit and anticipated timeline to obtain approval. Example permit types could include air/land use, electrical, structural, zoning, local agency, environmental, etc.* |
| **15.** Identify potential risks, issues, challenges, and needs related to the site and plans for mitigating these risks. |
| **16.** Describe the vehicular access to the site when operational. |
| **17.** Describe the surrounding road access to the site including traffic patterns. |
| **18.** Describe site compliance with ADA, 42 U.S.C. § 12101 et seq., and 49 U.S.C. § 322 or describe modifications proposed to make the site compliant. |
| **19.**Is the EVSE site within a designated FEMA flood zone?  *YES  NO*  *If yes, identify the risk associated with locating EVSE in flood zone, plans for mitigating this risk, and plans for complying with all applicable legal requirements.* |
| **20.**Explain how the EVSE equipment and supporting infrastructure will be hardened against damage or loss of service due to weather, transient surge voltages, traffic incidents, vandalism, or other environmental factors. |
| **21.** Describe EVSE access during times of emergency such as evacuation during natural disasters. |
| **22.** Describe all safety considerations at the site, including safety for users and safety equipment (e.g., site lighting, fire extinguisher, Automated External Defibrillator (AED), automatic safety shutoff, etc.). |
| **23.** Describe the plan for potential EVSE incidents and explain the management approach and strategies to facilitate site safety as well as safety during construction. |
| **24. Estimated Annual kWh Usage**  Estimated annual number of kWh (Kilowatt-Hour) equivalents of electricity that you expect to dispense at this site:  Year 1:\_\_\_\_kWh: Year 2:\_\_\_\_\_kWh: Year 3:\_\_\_\_kWh: Year 4: \_\_\_\_kWh: Year 5: \_\_\_\_kWh  Please provide a brief justification for these estimates: |

|  |
| --- |
| **OPERATIONS AND MAINTENANCE** |
| Provide information on the historical and proposed operations and maintenance of the EV charging equipment and equipment outage protocol, including clearly posted mechanisms for users to report outages. |

|  |
| --- |
| **QUALIFICATIONS AND EXPERIENCE OF APPLICANT** |
| Provide a description of the qualifications and experience of the Applicant pertaining to the administration of grant awards and/or the development, operation, and supervision of similar projects. Be sure to include a brief history and specific qualifications of the entity applying for this grant, including any history of previous ADECA-funded projects and the status of those projects. If the Applicant is not the actual owner/host of the location, please include documentation that the Applicant has irrevocable permission from the site owner to apply for Project funding and, if awarded, to install, maintain and operate the proposed infrastructure on the property and for the public’s unrestricted access to the site for at least five (5) years after the operational date.  Provide a list of all organizations expected to be part of the Project and provide a brief description of their roles and the Project team’s structure. At a minimum, identify the following: Project owner, site owners, lessors and lessees and host, and utility provider. If a single entity is performing multiple of these roles, please list all the roles from the preceding list that the entity will perform. In addition, identify and summarize any partnership and/or site agreements that are in place or planned.  Describe additional relevant team experience (if any) not captured by the previous items. |
| **FINANCIAL STRUCTURE** |
| Describe the financial structure of the Project. Include who will assume ownership of the Project, receive any financial benefits, and pay for operations, maintenance, and repair. |

|  |  |  |  |
| --- | --- | --- | --- |
| **PROJECT PLAN** | | | |
| Deliverables  (Provide an estimate and detailed description of Project tasks. Be sure to include the Project schedule/timeline along with major Project milestones such as procurement, construction and operational milestones, property management, etc.) | Estimated Eligible Costs | Start Date (mm/yy) | Duration (days) |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Discuss plans to ensure the EVSE site will be installed and ready for public use in a reasonable time and how Applicant is working to mitigate supply chain delays and other potential Project delays. For purposes of estimating, assume a notice to proceed date of 5/01/2024. | | | |
| **ADDITIONAL INFORMATION**  (This can include any additional information you wish to provide regarding the Project.) (For example, discuss the Project plans for use of Distributed Energy Sources, Innovative Approaches or Technology, or Use of Diverse Businesses, if any.) | | | |
|  | | | |

ADDITIONAL APPLICATION REQUIREMENTS

Each Application must include:

1. Engineering and Construction Site Assessment Form (Addendum B), which provides the following information:
2. name of utility serving electricity to the proposed site (include whether Applicant has discussed the specific Project with the utility and whether the utility is able to serve needed load for the proposed Project);
3. documentation illustrating the location’s proximity to a power source;
4. detailed explanation of what construction will be required to provide electricity to this location (any needed cutting, trenching, drilling, etc.), including whether electricity will be run overhead or underground;
5. metering information, including whether there will be separate metering for each charger (if interested in the possibility of separate EV rate, then Applicant will need to discuss with utility); and
6. listing and copies of proposed or required Host-Operator Agreements, including a detailed explanation of the relationship plans between the site owners, lessors and lessees and Applicant/operator and how this working relationship will affect the utility work needed and operation of the Project and the site.
7. A detailed plan and scaled drawing to show the proposed site’s exact charging station locations and parking space locations. In addition, this plan should indicate positioning of the following:
   1. Signage
   2. Lighting
   3. Existing and proposed designated EV charging parking space(s)
   4. EVSE equipment
   5. Point of sale equipment
   6. On-premises signage
   7. Electric service to the site
   8. Space available for future use
   9. ADA access
8. A detailed map of the local area to indicate the location’s accessibility to amenities in the immediate area (with designation of those available 24/7). In addition, this map should show the location’s proximity to nearby travel corridors, establishing the site’s degree of support of the NEVI Program.
9. Timestamped daytime pictures of the proposed site showing the exact charging station location. Pictures must include current ground level photographs showing the current appearance of the location at the time of Application.
10. Timestamped nighttime pictures of the proposed site showing the exact charging station location. Pictures must include current ground level photographs showing the current appearance of the location at the time of Application.
11. Proof of Applicant’s Project site ownership or Host-Operator Agreements between Applicant/operator and all owners, lessors and lessees of the Project site (if applicable).
12. The chargers must be certified by an Occupational Safety and Health Administration Nationally Recognized Testing Laboratory (NRTL). Chargers should be certified to the appropriate Underwriters Laboratories (UL) standards for EV charging system equipment. NRTLs are found online at: https://www.osha.gov/dts/otpca/nrtl/list\_standards.html. Supporting evidence must be provided.
13. Applicant must ensure its suppliers provide complete specifications and installation guides for all chargers and equipment. This information must also include any infrastructure required for the installation of a charger, including placement of bollards and curb stops. Installation guides are intended for construction or personal safety requirements related to installation to not cause injury, damage the equipment or void the warranty. Supporting evidence must be provided.

By signing below, the Applicant agrees to ensure all requirements listed above, elsewhere in this Application, in the Guide and the Grant Agreement are met for this Project.

Signature of Applicant

By:

Its:

Capitalized terms not otherwise defined in this Application shall have the meaning given thereto in the State of Alabama National Electric Vehicle Infrastructure Formula Program Round 1 Application Guide, including Addendum C thereto. Certain terms which are not defined in this Application or the Guide may be defined in a posting of defined terms on ADECA’s website.

**Addendum B**

**ENGINEERING AND CONSTRUCTION SITE ASSESSMENT**

|  |  |
| --- | --- |
| **Applicant Name:** |  |
| **Project Location:** |  |
| **Electric Utility Servicing this Location:** |  |
| **Will the Electricity be run Overhead or Underground?** | Overhead  Underground |
| **Will the chargers be metered separately?** | Yes  No |
| **Provide a brief explanation of communication the Applicant has had with Utility.** | |
|  | |
| **Describe the location’s proximity to a power source.** | |
|  | |
| **Provide a brief explanation of what construction will be required to provide electricity to this location (any needed cutting, trenching, drilling, etc.).** | |
|  | |
| **Provide a summary of Host-Operator Agreements, including a detailed explanation of the relationship plans between the owner and operator and how this working relationship will affect the utility work needed, construction and operation of the Project.** | |
|  | |

**Addendum C**

**ADDITIONAL DEFINITIONS**

The terms “include,” “includes” and “including” shall be read and interpreted as if followed by the phrase “without limitation,” except in the definition of Eligible Costs.

Terms defined in 23 C.F.R. § 680.106 and used, but not otherwise defined, in this Guide shall have the meaning given in such regulation.

**Award Amount** shall mean an amount to be determined by ADECA which may be zero but shall not exceed 80% of Eligible Costs.

**Eligible Costs** shall mean:

Costs for items which are a necessary component in the EV charging station, a necessary component to connect the EV charging station to the electricity source (or to supply power from the electricity source), provide eligible signage to direct EVs to the charging station, or provide information to EV users about use of the charging station. This includes costs of new public EV charging stations, as well as upgrades to existing EV charging stations. Eligible Costs for the Project do not include any Ineligible Costs but may include:

1. costs for pre-construction work like environmental documents and review, preliminary engineering, and related work;

2. construction costs (as defined under 23 U.S.C. 101(a)(4)), including site restoration after installation, directly related to EV charging station;

3. costs for planning, permitting, acquisition, and installation of on-site distributed energy resource (DER) equipment (e.g., solar arrays, stationary batteries);

4. costs to acquire and install on-site electric service equipment (e.g., power meter, transformer, switch gear), including shipping fees and applicable taxes;

5. costs of minor grid updates (work necessary to connect a charging station to the electric grid distribution network like extending power lines or upgrading existing power lines);

6. costs to install eligible signage at site that is compliant with the MUTCD and 23 C.F.R. Part 750;

7. costs for workforce development activities approved by ADECA;

8. costs to procure and install, repair, upgrade, and/or replace existing EV charging equipment to meet NEVI Program minimum standards and requirements;

9. costs to procure and setup EVSE related hardware and software;

10. costs to upgrade existing EV charging stations to meet ADA requirements;

11. fixed operating and maintenance costs (up to five (5) years after the date of the Notice of Acceptance but not beyond the expiration of the Term) including:

a. charging equipment lease fees (if Applicant chooses lease option for charging equipment rather than purchase option),

b. cellular network fees, internet service fees, or similar fees, and

c. hardware and software maintenance and repair costs, including service agreements with third-party contractors and charging equipment manufacturers or warrantors are acceptable to ADECA. Service agreements shall be fixed price;

12. costs to install, operate, and maintain light-, medium-, and heavy-duty electric vehicle charging infrastructure. Light-duty electric vehicle charging infrastructure may be given priority in the initial funding rounds.

13. costs for EV charging infrastructure data sharing (this includes, to the extent practicable, costs related to the specific data sharing requirements of this program as well as costs of data sharing on all chargers and charging activities on the EV network);

14. costs for construction project management directly related to the EV charging station;

15. site-level costs and equipment that support the entire Project, so long as they are otherwise considered Eligible Costs (for example, a transformer that supports more than four chargers at the site would be an Eligible Cost, without any need for proration);

16. costs for installing up to four CCS and four NACS connectors; and

17. aggregate Eligible Costs which are in excess of the Award Amount.

**Host-Operator Agreements** shall mean the agreement between Applicant and the site property owners, lessors and lessees that provides Applicant with a first priority real property interest or other contractual first priority right to locate, access and operate (and for the public to access) the Project on the site for the Term.

**Ineligible Costs** shall mean:

1. costs not directly related to charging of vehicles;

2. costs for purchase or rental of real estate;

3. costs for construction or general maintenance of building and parking facilities (if not directly related to charging of vehicles);

4. Project equipment costs associated solely with installing DCFC plugs beyond the required four CCS connectors, four NACS connectors and any eligible optional CHAdeMO connector;

a. Ineligible Costs could include power cabinets and charging units that do not also support one or more of the required four (4) CCS connectors and four (4) NACS connectors. For example, a power cabinet that solely supports charging unit numbers 5 and 6 would be an Ineligible Cost, and

b. site-level costs and equipment that support the entire Project may be Eligible Costs, so long as they are otherwise considered Eligible Costs. For example, a transformer that supports more than four (4) charging units at the site could be an Eligible Cost, without any need for proration;

5. variable operating and maintenance costs, including costs for electricity, insurance, and other recurrent business costs such as staffing;

6. costs covered or which should be covered by insurance required to be maintained by Applicant;

7. costs for any loss or damage to (and any needed repair/replacement of) equipment, materials, supplies, etc. which is or is to be the responsibility of Applicant;

8. costs of major grid upgrades (longer line extension or upgrades, improvements to offsite power generation, bulk power transmission, or substations);

9. fixed operations or maintenance costs incurred outside of an up-front contract at or near the time of the Notice of Acceptance (operation and maintenance costs for equipment beyond those required to support four (4) CCS connectors and four (4) NACS connectors are Ineligible Costs);

10. any Project costs covered by the utility, including utility service upgrade costs;

11. costs for any connectors or adapters other than four (4) CCS and four (4) NACS connectors and one (1) optional CHAdeMO connector.

12. costs for studies or research projects;

13. costs incurred in excess of Applicant’s budget for such item as reflected in the budget submitted by Applicant as part of its Application;

14. any other costs not deemed to be Eligible Costs under applicable law or regulation;

15. any other costs that ADECA deems to be Ineligible Costs; and

16. Costs not paid prior to requested reimbursement.

**Notice of Acceptance** shall mean a written notification sent by ADECA to the Applicant advising the acceptance of the charging station. The Term will start on the date identified in the Notice of Acceptance.

**Notice to Proceed** **(NTP)** shall mean the written notice ADECA provides to Applicant authorizing the Applicant to proceed with the work in the Grant Agreement. ADECA may issue a Notice to Proceed following the execution of a Grant Agreement and all conditional requirements being satisfied. Any work done prior to fully executed Grant Agreement will not be reimbursed. Costs incurred between the execution of fully executed Grant Agreement and NTP may not be reimbursed until after the NTP.

**Representative** shall mean Applicant, its affiliates, all their contractors, subcontractors, suppliers, and vendors, the directors, officers, members, managers, employees (full time, part time, temporary or leased), representatives and agents of each of them, all other persons and entities that Applicant uses in connection with the Project, to interact with ADECA or the public, or to submit or perform the Application or the Grant Agreement, and all other persons and entities for whose conduct Applicant, any of its affiliates or any of its contractors or subcontractors are or may be responsible.

**Scoring Guide** shall mean the scoring guide provided separately on ADECA’s EV Charging Infrastructure Program website.

**Addendum D**

**LAWS, REGULATIONS, REQUIREMENTS, ETC.**

To the extent required by law/regulation, the Grant Agreement or ADECA, Applicant and its Representatives shall comply as required with certain sections contained in the Federal Acquisition Regulations (FAR), including those set forth below, all as may be amended, supplemented, restated or replaced.

|  |  |
| --- | --- |
| 52.203-3 | Gratuities (APR 1984); |
| 52.203-6 | Restrictions on Subcontractor Sales to the Government (SEPT 2006); |
| 52.203-7 | Anti-Kickback Procedures (MAY 2014); |
| 52.204-23 | Prohibition on Contracting for Hardware, Software, and Services Developed or Provided by Kaspersky Lab and Other Covered Entities (JUL 2018) |
| 52.204-25 | Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment (AUG 2020) |
| 52.219-8 | Utilization of Small Business Concerns (OCT 2014); |
| 52.219-9 | Small Business Subcontracting Plan (OCT 2014); |
| 52.222-21 | Prohibition of Segregated Facilities (FEB 1999); |
| 52.222-26 | Equal Opportunity (MAR 2007); |
| 52.222-37 | Employment Reports on-Veterans (JUL 2014); |
| 52.222-40 | Notification of Employee Rights under the National Labor Relations Act (DEC 2010); |
| 52.222-50 | Combating Trafficking in Persons (FEB 2009); |
| 52.222-54 | Employment Eligibility Verification (AUG 2013); and |
| 52.225-13 | Restrictions on Certain Foreign Purchases (JUN 2008). |

* + 1. Applicant warrants and represents that neither it nor any Representatives are debarred, suspended, or proposed for debarment or suspension as a contractor or subcontractor to any department, agency, or other division of the United States Government or voluntarily excluded from this or any other federal or state contract or grant program. In the event that Applicant or any Representatives become debarred, suspended, or proposed for debarment or suspension or voluntarily excluded from this or any other federal or state contract or grant program, Applicant will immediately notify ADECA verbally and in writing.
    2. Applicant certifies that no federal funds have been paid or will be paid to any person including any registered lobbyists for influencing or attempting to influence an officer or employee of any federal agency in connection with the Grant Agreement.
    3. Applicant certifies that it and its Representatives do not use any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, regardless of whether that use is in performance of work under a federal contract. For purposes of hereof, “covered telecommunications equipment” includes (1) telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities); (2) video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);(3) telecommunications or video surveillance services provided by such entities or using such equipment.; and (4) telecommunications or video surveillance equipment or services provided by an entity that the Secretary of Defense reasonably believes to be owned, controlled or connected to the government of a covered foreign country.
    4. If Applicant is subject to the requirements set forth in Federal Acquisition Regulations 52.219-9, Applicant and its Representatives will (i) adopt a subcontracting plan (Plan) that complies with the requirements of 52.219-9; (ii) provide a written copy of that Plan to ADECA; and (iii) if requested, provide timely periodic report(s) to ADECA that reflect the amount paid to subcontractors who are a small business concern, veteran-owned small business concern, service-disabled veteran-owned small business concern, HUBZone small business concern, small disadvantaged business concern, or women-owned small business concern.

**Addendum E**

**ADDITIONAL LAWS, REGULATIONS, REQUIREMENTS, ETC.**

Applicable State Procurement and Bidding Requirements and all FHWA, ALDOT and Related Compliance Requirements

National Institute of Standards and Technology, *Specifications, Tolerances, and Other Technical Requirements for Weighing and Measuring Devices*, NIST Handbook 44–2023 Edition

Any and all other applicable federal, state, and local laws and regulations.

**Addendum F**

**ADDITIONAL REQUIRED APPLICATION MATERIALS AND PROJECT DELIVERABLES**

Prior to the execution of a Grant Agreement, several additional deliverables may be required to be completed and submitted by Applicant and/or its Representatives, including the following:

Federal Lobbying Certification Form

Disclosure of Lobbying Activities Form

Worker Protection Form

Site Design

Operations and Maintenance Plan

Data Management and Cybersecurity Plan

Networking Agreement

Utility Form

Safety Management Plan

Customer Service Plan

Host-Operator Agreements (if applicable)

Authorization to Enter Form

Exception Request Form

Test Results

Reporting

Critical Event Notification

Audit Compliance

State of Alabama Disclosure Statement

E-Verify Program for Employment Verification Memorandum of Understanding

Certificate of Compliance with the Beason-Hammon Alabama Taxpayer and Citizen Protection Act

Form W-9 Request for Taxpayer Identification Number and Certification

Registration to do business with the State of Alabama through the STAARS Vendor Self Service Portal

Procurement Policy

Signatory Authority Form

Active Status from [www.SAM.gov](http://www.SAM.gov)