



DEPARTMENT OF
ECOLOGY
State of Washington

Washington State Volkswagen Settlement

*Grants Announcement of Funds
Available and Grant Guidelines to
Purchase and Install Electric
Vehicle Charging Infrastructure at
State and Local Government-
Owned Facilities*

Prepared by Cindy James
Diesel Grants and Contracts Coordinator
Air Quality Program

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For more information contact:

Air Quality Program
P.O. Box 47600
Olympia, WA 98504-7600
Phone: 360-407-6800

Washington State Department of Ecology – www.ecology.wa.gov

- Headquarters, Olympia 360-407-6000
- Northwest Regional Office, Bellevue 425-649-7000
- Southwest Regional Office, Olympia 360-407-6300
- Central Regional Office, Union Gap 509-575-2490
- Eastern Regional Office, Spokane 509-329-3400

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**Washington State
Volkswagen Settlement**

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and Grant Guidelines to Purchase and
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Infrastructure at State and Local
Government-Owned Facilities*

Air Quality Program

Washington State Department of Ecology

Olympia, Washington

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Important Information

Apply to: Ecology Air Quality Program
Title: VW Federal Settlement—Grants, 2019 Funding
Action: Request for Grant Funding
Due Date: Thursday, November 7, 2019

Summary: This notice announces funding available to help State and local government agencies in Washington purchase and install light duty, electric vehicle supply equipment (EVSE). Expanding the availability of EV charging opportunities and networks is expected to accelerate consumer and fleet adoption of new and used battery electric and plug-in hybrid electric, light-duty vehicles, thereby resulting in air quality improvement.

Ecology will award grants on a competitive basis for the purchase and installation of level 2 and direct current (DC) fast chargers at high-occupancy, government-owned facilities proposed by program applicants.

Amount of Funding Available: Approximately \$2,250,000 is available for eligible projects.

Application Deadline: Applicants must submit applications by 5 PM PST, November 7, 2019. To ensure a competitive application process and attract qualified projects, Ecology reserves the right to extend the application period, as necessary.

Note: Ecology has an electronic grant and loan application system called EAGL (Ecology Administration of Grants and Loans). See Application Process for more details.

Notice of Awards: Ecology anticipates notifying successful recipients of awards in January 2020.

Purpose of Solicitation

This is a competitive grant solicitation. The Washington State Department of Ecology (Ecology) announces the availability of up to \$2.25 million in grants to install level 2 and direct current (DC) fast charging equipment at State, city, and county government facilities within Washington State for workplace charging for employees. Increased public exposure and availability of charging stations will increase EV usage and purchasing and help reduce petroleum-based fuel consumption, resulting in air quality improvement.

Background

Federal Volkswagen (VW) Settlement

The Trustee for the federal Volkswagen (VW) settlement certified Washington as a beneficiary to the settlement's environmental mitigation trust. The trust allocates \$112.7 million to Washington to mitigate environmental damages caused by pollution from the violating VW vehicles. Washington will invest the maximum 15 percent allowed under the settlement, or about \$17 million, in light duty, zero emission vehicle supply equipment.

Transportation is the largest source of greenhouse gas emissions in Washington, accounting for 43 percent of total greenhouse gas emissions in 2013. On-road gasoline and diesel vehicles account for 72 percent of the transportation sector's greenhouse gas emissions

Program Goals

The objectives of this grant are to:

- Reduce harmful air pollution and greenhouse gas emissions associated with gasoline and diesel vehicles.
- Help accelerate the transition of public vehicles to zero emission vehicles by enhancing employee access to workplace charging
- Increase the number of new and used EVs purchased in Washington by increasing public exposure to the availability of charging infrastructure
- These grant awards also align with the state's objectives under the:
 - Washington Clean Air Act
 - Washington GHG emission reduction limits (70.235 RCW)
 - Washington Fuel Usage Goals for Publicly Owned Vehicles (43.19.648 RCW)
 - Washington State Clean Energy Fund
 - Results Washington Clean Transportation and Healthy Air Goal
 - State and local government vehicle procurement rules (194-28 and 194-29 WAC)

Washington's Beneficiary Mitigation Plan

On November 6, 2018, Washington filed its mitigation plan with the Trustee for the VW settlement. The mitigation plan acknowledges the unprecedented opportunity to invest the VW settlement funds to make transformative improvements across Washington's transportation sector.

The mitigation plan includes the following goals, principles and priorities to help focus project selection:

Goals:

- Reduce emissions from diesel engines in the state where the 2.0 and 3.0 liter Volkswagen vehicles were, are, or will be operated.
- Fully mitigate the total, lifetime excess NOx emissions of the subject vehicles.

Principles:

- Improve air quality for communities that have borne a disproportionate share of the air pollution in Washington
- Provide air quality benefits in addition to NOx reductions
- Maximize air quality benefits that improve public health

Priorities:

- Accelerate adoption of EVs, equipment, and vessels.
- Promote electrification technologies in public transportation fleets.
- Accelerate fleet turnover to the cleanest vehicles.
- Achieve substantial additional emission reductions—beyond what would already occur, absent trust funding.
- Ensure cost-effectiveness.
- Leverage additional matching funds.

Available Funding

This notice announces the availability of up to \$2.25 million in grants to install level 2 and direct current (DC) fast charging equipment at qualified locations within the State of Washington.

The maximum amount any one applicant will receive is \$200,000.

Eligible costs are reimbursed after the installation of the EV charging equipment project is completed and required documentation is submitted to Ecology. The availability of this funding is subject to the Trustee's approval of funding requests made by Ecology and the subsequent transfer of funds.

Application Process

All applicants must submit an application through the electronic grant and loan application system called EAGL (Ecology Administration of Grants and Loans). To apply through EAGL, applicants must first register for a Secure Access Washington (SAW) account and an EAGL account. Detailed instructions for new and current EAGL users are at:

<https://ecology.wa.gov/About-us/How-we-operate/Grants-loans>

For more information or help, call Cindy James at (360) 407-6568 or email at Cindy.James@ecy.wa.gov.

For all project proposals, applicants must submit an application using EAGL (<https://ecology.wa.gov/About-us/How-we-operate/Grants-loans>)

Application Requirements

1. Eligible Applicants

This solicitation is open to State¹, County², and City³ government agencies within Washington.

2. Terms and Conditions

Each grant agreement resulting from this solicitation will include standard and general terms and conditions that set forth the recipient's rights and responsibilities. By completing the grant agreement, each applicant enters into an agreement with Ecology to conduct the proposed project according to the terms and conditions that correspond to its organization, without negotiation.

Failure to agree to the terms and conditions by taking actions such as failing to complete the grant agreement or indicating that acceptance is based on modification of the terms will result in rejection of the application. Applicants must read the terms and conditions carefully. Ecology reserves the right to modify the terms and conditions prior to executing grant agreements.

3. Awardee Requirements

All applications should address how the project proposal will comply with the following requirements. Failure to address these requirements may result in disqualification of the application during the Ecology review process. Failure of a grantee to maintain compliance with these requirements through project implementation and operation may result in withholding of grant reimbursement and/or rejection of future grant applications submitted by the grantee.

If awarded a grant, recipients must:

- Be responsible for all costs incurred prior to the execution of a contract, which will not be reimbursed.⁴
- Coordinate with electrical utilities to ensure there is capacity and an understanding of potential cost increases related to demand charges, and to understand potential opportunities for coordination with other projects.
- Have host-operator agreements in place, if applicable.
- Complete construction, installation, and reporting (i.e. chargers must be able to be used to charge EVs) by June 30, 2022. Awards may be rescinded, and the funds reallocated if not complete by that time.
- Comply with applicable federal, state, local, and utility laws and requirements.

¹ State government includes Department of State Government identified in RCW 43.17.010, 50.08.010, 74.18.030 or RCW 43.30.030

² County government includes counties within Washington State according to [Chapter 36.04 RCW](#)

³ City governments include first-class cities, second-class cities, towns, unclassified cities, and code cities. See [RCW 35.01, RCW 35.30, and RCW 35A.01.035](#)

⁴ Awards will not be increased based on unanticipated or underestimated costs. It is strongly recommended that applicants perform their due diligence by contacting vendors for estimates.

- Comply with Washington State procurement laws for the solicitation of bids and the selection of vendors and contractors for the performance of any grant-assisted work.
- Comply with contract, audit, monitoring and reporting requirements, including scheduled site visits, as needed.
- Monitor and submit station utilization data (for example: hours, days, number of users) to Ecology, upon request, for three years after project completion.

4. Air Quality Priority Counties:

Projects located in a Washington Air Quality Priority County will be considered first for funding. In Air Quality Priority Counties, transportation generates significant amounts of air pollution. These fourteen AQ Priority Counties (see table 1) contain about 85% of the state’s population. These counties also contain the highest twentieth percentile of the state’s population that is disproportionately impacted by diesel air pollution. The list is based on:

- EPA’s 2018 Priority County List for the National Air Toxics Assessment (NATA): <https://www.epa.gov/sites/production/files/2018-04/documents/fy18-priority-counties-national.pdf>
- Washington’s non-attainment/maintenance areas for National Ambient Air Quality Standards (NAAQS): https://www3.epa.gov/airquality/greenbook/anayo_wa.html
- Washington Tracking Network’s (WTN) “Diesel and Disproportionately Impacted Communities” Index⁵: <https://fortress.wa.gov/doh/wtn/wtnibl/>

⁵ “Disproportionately Impacted Communities” include those census tracts in the top 20th percentile for exposure to diesel emissions and for five socioeconomic factors: limited English, income spent on housing, no high school diploma, population living in poverty, and unemployment. These communities have historically borne the greatest health impact for exposure to diesel air pollution

Table 1: Washington Air Quality Priority Counties⁶

Priority Counties	EPA NATA	EPA NAAQS	Disproportionately Impacted Communities
Benton			X
Clallam			X
Clark	X	X	X
Cowlitz			X
Franklin			X
King	X	X	X
Lewis			X
Pierce	X	X	X
Skagit	X		X
Snohomish	X	X	X
Spokane		X	X
Thurston		X	X
Whatcom	X		X
Yakima		X	X
Total Counties	6	7	14

Ecology calculated the percent of violating VW vehicles and the percent of disproportionately impacted population for each of Washington’s AQ Priority Counties (Table 2). These fourteen AQ Priority Counties have 84% of the state’s violating VW vehicles and 100% of the disproportionately impacted population.

⁶ Air Quality Priority Counties updated 12/21/2018

Table 2: Priority Counties, Disproportionately Impacted Population, and Violating VW Vehicles

Priority Counties	% of Disproportionately Impacted Population	% of Violating VW Vehicles
Lewis	0.3%	0.8%
Clallam	0.3%	1.0%
Benton	0.3%	2.2%
Franklin	0.5%	0.5%
Thurston	0.5%	3.9%
Whatcom	0.5%	4.2%
Cowlitz	0.8%	1.0%
Skagit	0.8%	2.4%
Yakima	1.9%	1.7%
Spokane	7.3%	3.1%
Clark	8.7%	6.5%
Pierce	13.3%	9.0%
Snohomish	16.1%	9.2%
King	51.1%	38.2%
Total Counties	100%	83.7%

Within air quality priority counties, high-traffic transportation corridors and urban population centers, especially those with ports and industrial facilities provide the greatest opportunity for Washington to achieve its mitigation plan principles and priorities.

Applicants are asked to describe and will be scored on the potential beneficial impact of their project on disproportionately impacted communities. Ecology encourages applicants to use the WTN “Diesel and Disproportionately Impacted Communities” Index (<https://fortress.wa.gov/doh/wtn/wtnibl/>) to describe the beneficial impact.

Minimum Project Requirements

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

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

1. Eligible Projects

- Eligible projects are limited to include:
 - Level 2 electric charging stations for light-duty EVs.
 - DC fast charging stations for light-duty EVs, only when installed with Level 2 electric charging stations.
- Eligible projects must be located at owned and not leased State and local Government facilities.
- Eligible projects must be located at a facility with a minimum of 100 employees⁷ stationed at the facility.
- To be eligible to compete for funding to install level 2 charging stations, the proposed project must install a minimum of three, dual-plug connectors that service six (6) parking spots at a single location.

2. Project Site Requirements

All proposed project sites must:

- Include parking spaces that are paved, adequately sized, and in compliance with ADA requirements. Please see, https://afdc.energy.gov/files/u/publication/WPCC_complyingwithADArequirements_1114.pdf
- Be safe, away from the flow of traffic, well lit, highly visible and well-maintained. Refer to your jurisdictions codes and standards for more information on lighting and visibility.
- Include adequate, on-site signage that clearly identifies the charging station locations for any ingress, limits on dwell-time, and restrictions on parking space use for charging EVs.⁸ Please refer to the Manual on Uniform Traffic Control Devices, the Federal Highway Administration, and the [Alternative Fuels Data Center](#) for best practices related to signage.

⁷ Employees of sub-tenants at the facility that meet the eligibility requirements stated in the grant guidelines may be included in the employee count.

⁸ Signage must be approved by the Manual on Uniform Traffic Control Devices, such as “no parking except for electric vehicle charging” and other Washington State and/or local requirements, as applicable.

3. EV Charging Station Equipment Requirements

At a minimum, all Level 2 and DC fast chargers must:

- Include user interfaces that are legible in both day and night time conditions.
- Be certified to operate outdoors and in extreme weather conditions.
- Be certified by the Underwriters Laboratories, Inc. (UL), ETL listed or an equivalent certification.
- Include adequate cord length (18-25 feet⁹), protection, and storage.
- Have a minimum one-year manufacturer's warranty. (Ecology encourages applicants to explore a longer warranty, when possible.)
- Be maintained and repaired according to a project maintenance and operations plan that must be submitted to Ecology prior to project completion, as a condition of final payment approval. Refer to the requirements on the Washington State Contract for more information, (<https://apps.des.wa.gov/DESContracts/Home/ContractSummary/04016>).

4. Level 2 Equipment Requirements

In addition to the above minimum requirements, all Level 2 EV chargers must:

- Meet Society of Automotive Engineers (SAE) J-1772 standard for EV charging plug connector and operational requirements.
- Be capable of providing electric power at each plug at a minimum 7.2 kW (240V @ 30A).

5. Direct Current Fast Charge (DCFC) Equipment Requirements

In addition to the above minimum requirements, all DC fast chargers must include:

- Dual-protocol charging, compatible with both CHAdeMO and CCS charging ports.
- Charging units with a minimum of 50kW output.
- Certification through a Nationally Recognized Testing Laboratory (NRTL) program to demonstrate compliance with appropriate product safety standards.

6. EV Charging Implementation and Operation Requirements

To ensure ease-of use by EV drivers, EVSE projects should include:

⁹ The Washington State Contract for EVSE ([contract number 04016](#)) requires a minimum charging cable length of 18 feet measured coming out of the unit. The National Electric Code section 625 requirements limit cable length to no longer than 25 feet.

- Clear use instructions and customer support contact information.
- Guaranteed availability during hours of operation.
- Interoperable and non-proprietary connectors for charging, payment options (if applicable), and communication between EVSE and the network and EVSE and the vehicle. Hardware and software for EVSE should meet OCPP 1.6 requirements.
- Effective communication to EV drivers when a station is not working (e.g. through an email distribution list, text/app alert, or similar means).
- Protection from damage to ground and wall-mounted equipment, including protection from vehicle collision (guard posts, wheel stops, curb protection, or wall-mounted barriers).
- A project maintenance and operations plan that must be submitted to Ecology prior to project completion as a condition of final payment approval.
- Installation performed in a professional manner in accordance with industry standard best practices and with all state and local government laws and ordinances.
- Insurance.
- Cord management system.

If charging for use, EVSE should also include:

- Payment options that have multiple point-of-sale methods, such as pay-per-use and subscription methods, and the ability to accept credit and debit cards.
- Point of sale and supporting network use of an open protocol to allow subscribers of other EV charging networks to access the charging station.
- Clear, simple, and real-time pricing and fee information displayed on device or payment screen.

Eligible Costs

All project costs must be necessary for and directly connected to the acquisition and installation of the electric vehicle charging station. Examples of eligible reimbursable expenditures include:

- Project/site design
- EV charging equipment and construction materials
- Optional equipment (e.g. RFID card readers)
- Installation costs directly associated with and required for the safe operation of EV charging stations
- Electric service upgrades
- EV charging station connection to electrical service
- Signage (includes directional signs in the vicinity of the station guiding potential users to the site, and onsite signs designating parking spaces)
- Onsite lighting of the EV charging station and affiliated parking spaces
- Permitting costs/fees
- Internet connection

Examples of ineligible, non-reimbursable expenditures include:

- Purchase or rental of real estate
- Construction or general maintenance of buildings and parking facilities
- New paving and landscaping
- Administrative costs
- Electric supply costs

Awards, Match Fund Requirements, and Limitations

Awards

- The maximum amount for individual grant awards is \$200,000.
- Ecology will provide the lesser of up to:
 - \$9,000 per dual-head Level 2 charger or up to 60% of eligible costs.
 - \$30,000 per dual-head DC fast charger or up to 60% of eligible costs.
- Funding for DC fast chargers will be limited to one fast charger per application and must be in addition to the minimum 3 dual-head level 2 chargers.
- Potential Award Amount: Ecology will utilize the percent “Disproportionately Impacted Population” in Washington Counties to help scale the size of awards. See Table 3.

Table 3: Potential Award Amounts by County

% Disproportionately Impacted Population	Counties	Dollars per County
0%	All other counties	≤ \$50,000
Less than 5%	Benton, Franklin, Clallam, Cowlitz, Lewis, Skagit, Thurston, Whatcom, & Yakima	≤\$100,000
5% - 10%	Spokane, Clark	≤\$250,000
11% - 50%	Pierce, Snohomish	≤\$500,000
Greater than 50%	King	≤\$1,000,000

- If eligible project demand, subject to the qualifications included in this guidance document, does not meet the funds available for this grant, Ecology reserves the right to make awards that exceed the cap.

Minimum match requirements

- Grant recipients must provide a minimum of 40% of the total eligible project costs.
- Applicants have up to six months from award to finalize and secure match funds. Extensions may be granted on a case-by-case basis. Recipient cost share may not include in-kind contributions, rebates or incentives.
- Funds claimed as match for this funding opportunity may not be claimed as match for any other funding sources.
- This is a competitive grant solicitation. Bonus points may be awarded to projects that exceed the minimum required match.

Limitations:

- The total funding for the first round in FY20 will be \$2,250,000; the State's fiscal year runs from July 1 – June 30.
- All projects must be complete by June 30, 2022. Awards may be rescinded, and the funds reallocated if not complete by June 30, 2022
- Eligible projects will be competitively ranked and considered for funding according to the criteria established.
- Administration costs are not allowed in this grant.
- If an applicant has more than one project or location, they must contact the grant coordinator.
- Sources of matching funds may not be directed at, intended, or appropriated for any other projects installing electric vehicle charging infrastructure.
- Grant funds may not displace funding previously dedicated to installing electric vehicle charging infrastructure.
- For state agencies, match funds must be in addition to any funds already used to match or compliment state VW settlement funds awarded for purchasing EVs.
- Ecology reserves the right to recommend partially funding any proposal. In this event, the Proposed Applicant/Awardee and Ecology's Grants Coordinator shall meet and reach agreement on a reduced scope of work commensurate with the level of available funding.
- Ecology reserves the right to negotiate with applicants to modify the project scope, the level of funding, or both. If Ecology is unable to successfully negotiate and execute a funding agreement with an applicant, Ecology, at its sole discretion, reserves the right to cancel the pending award and fund the next highest ranked eligible project.

Final Documentation

Upon completion of the project, grant awardees must submit the following documents to Ecology prior to reimbursement of all eligible costs:

1. Final Report.
2. Summary Invoice/Reimbursement Request.
3. Legible copies of all sales/invoices showing the purchase price and amount paid by the applicant for the charging equipment, number of units purchased and serial numbers for the units.
4. Copies of canceled checks or credit card statements as proof of payment for all costs.
5. Digital photograph(s) of the completed charging unit(s).
6. A copy of the installer's written certification that the unit(s) have been installed and are in working order and operating in accordance with local, state and federal codes.
7. Copies of all required permits.
8. Date(s) of installation, installation completion and when the unit(s) became operational.

Evaluation and Process Criteria

Application Evaluation

Applications will be evaluated and scored based on the applicants response to the information requested in this solicitation. The entire evaluation process from receipt of applications to posting of the Notice of Proposed Award is confidential.

To evaluate all applications, Ecology will organize an Evaluation Committee. The Evaluation Committee may consist of Ecology staff or staff of other Washington state entities.

1. Screening Criteria

Ecology's Grants and Contracts Coordinator will screen applications for compliance with the Administrative Screening Criteria. The Evaluation Committee will screen applications for compliance with the Technical Screening criteria. Applications that fail any of the Administrative or Technical Screening Criteria shall be disqualified and eliminated from further evaluation.

2. Determination of Complete Application

The application must include or comply with all of the following:

- The application is received by Ecology's Grants and Contracts Coordinator by the due date and time specified on page 3 of this solicitation.
- The application form is signed where indicated.
- The application addresses only one State, or local government facility, as indicated on the Application Form.
- Budget Worksheet (Appendix A) is filled out completely.
- The application does not contain any confidential information or identify any portion of the application as confidential.
- The applicant has not included a statement or otherwise indicated that it will not accept the terms and conditions, or that acceptance is based on modifications to the terms and conditions.

3. Technical Screening Criteria

- The applicant is an eligible applicant
- The project is an eligible project
- The projects meets or exceeds the minimum cost share requirement

Application scoring

This is a competitive grant solicitation. The evaluation committee will use the Competitive Scoring Criteria below to rank applications. The evaluation committee will score all qualified projects and may award less funding than requested.

In order to achieve the project goals, the evaluation committee will score projects based on the following criteria. Each applicant may earn up to 80 points.

1. **Project location:** 30 points possible

Applications will be evaluated on degree to which:

- The proposed site(s) consider and describe the potential benefit for communities disproportionality impacted by air pollution. Ecology encourages applicants to use the WTN “Diesel and Disproportionately Impacted Communities” Index (<https://fortress.wa.gov/doh/wtn/wtnibl/>) to describe the beneficial impact. Applicants should include the score of the census track in which the proposed project is located. Project locations will score points in the following way:
 - in census track with a score of 9 or 10 = 15 points
 - in census track with a score of 8 = 10 points
 - in census track with a score of 6 or 7 = 5 points
 - in census track with a score of 1-5 = 0 points
- The proposed site is located in counties with high numbers of registered EVs. Points will be awarded as follows:
 - 2001+ = 10 points
 - 1001-2000 = 8 points
 - 401-1000 = 6 points
 - 101-400 = 4 points
 - 0-100 = 0 points

2. **Budget:** up to 10 points possible

Applications will score points based on the extent to which the budget includes

- A completed budget worksheet (Appendix A) that lists direct expenses needed to do the project.
- Justification that the proposed budget is appropriate for the scope of work.
- Identification of what eligible costs the grant funds will pay for and what eligible costs the applicant’s match funds will cover.

3. **Project implementation:** up to 10 points possible

Applications will be scored based on the extent to which the

- Scope of work describes
 - What tasks will be completed to accomplish the goals of the project, including project start and end dates, milestones, deliverables, end products, and reports.
 - Who is responsible for each project task, including equipment installation, project management, and reporting.
 - Where the equipment will be installed in relation to employee parking, building entrances, electrical services/existing infrastructure, and other site considerations. (Applicants may refer to the site plan and photographs.)
- maintenance and operations plan describes

- What services are included in maintenance.
- How the applicant will minimize charger downtime and ensure ongoing operations.
- Who will be responsible for customer service and dispatch services to address customer concerns and operational maintenance when issues are reported.
- How the equipment will be monitored.
- When maintenance will occur and how soon repairs will be made.

4. **Applicant match beyond the minimum required 40%:** 15 points possible

Applicants will be awarded points for maximizing their matching funds for the project.

- 51% or greater match = 15 points
- 46 – 50% match = 10 points
- 41 - 45% match = 5 points
- 0-40% match = 0 points

5. **Number of employees stationed at the government facility beyond the minimum 100 required:** 15 points possible

Applicants will be awarded points based how many employees¹⁰ work in the facility.

- 650 or greater employees = 15 points
- 300 – 649 employees = 10 points
- 100 – 299 employees = 5 points
- 1-99 employees = 0 points

6. **Bonus points**

Applicants can earn bonus points if:

- The project includes a future-proofing component that supports the expansion of additional level 2 chargers in the future, beyond the minimum requirement – add 5 points
- The project proposes more than the minimum three (3) dual-plug connectors that service six (6) or more parking spots. – add 2 points for each additional dual plug charger, up to 4 points total
- The applicant agency’s annual operating budget clearly demonstrates a commitment to future development of electric vehicle charging infrastructure beyond this grant opportunity. Please provide specific budget language using the uploads section of the online application.– add 5 points
- The project plan prioritizes use of at least one charger to support the agency’s Commute Trip Reduction Program efforts. – 10 points

7. **Tie breaker**

In the event of a tie among applicants, Ecology will use the following process to make awards:

¹⁰ Employees of sub-tenants at the facility that meet the eligibility requirements stated in the grant guidelines may be included in the employee count.

- Ecology will make awards to the applicant proposing a project in the census track with the highest score for disproportionately impacted communities (according to the WTN tool).
- In the event that applications are still tied, Ecology will make awards to applicants that have proposed the highest cash match.
- In the event that applications are still tied, Ecology reserves the right to negotiate with tied applicants to modify the project scopes of work commensurate with the level of funds available for the two projects. If Ecology is unable to successfully negotiate modifications with the tied applicants, Ecology reserves the right to not fund either project.

Appendices

Appendix A. Budget template

Complete the budget form below itemizing the scope of work and the sources and amounts of all project funds. Please indicate the status of each fund and include this sheet with the required supporting document upload to be submitted through EAGL.

Note: All project costs must be necessary for and directly connected to the acquisition and installation of the EV charging station. See page 12 for examples of eligible and ineligible project costs.

Funds may not be used to purchase or rent real-estate or pay for other capital costs (such as construction of buildings, parking facilities, etc.), electricity costs, general operation and maintenance, or administrative costs incurred by the applicant.

Itemized Project Budget

Item Description	Quantity	Unit Cost	Total Cost
Total			

Funding Sources

Funding Source	Status of Funding	Amount
Total		

Appendix B. Definitions

- **CCS:** Combined Charging System, a type of special electrical connector and standard used in DC charging certain battery EVs.
- **CHAdMO:** A type of special electrical connector and standard used in DC charging certain battery EVs
- **Corridor:** A state or federal roadway located within Washington, connecting regions, communities or destinations and serving major sources of vehicular travel within the state of Washington.
- **Customer:** An employee or facility visitor using an EV charger.
- **Direct Current Fast Charger (DCFC):** see Electric Vehicle Supply Equipment (EVSE)
- **Demand charges:** the part of an electricity bill based on the maximum amount of power that a customer used in any interval during the billing cycle. If a facility uses a lot of power over short periods, demand charges will be a larger part of the total bill. If the facility uses power at a more consistent rate throughout the month, demand charges will likely be a smaller part of the total bill. ¹¹
- **Disproportionately Impacted Communities:** For the purposes of the federal VW settlement and using the Washington Tracking Network’s (WTN) “Diesel and Disproportionately Impacted Communities” Index (<https://fortress.wa.gov/doh/wtn/wtnibl/>), those census tracts in the top 20th percentile for exposure to diesel emissions and five socioeconomic factors (limited English, income spent on housing, no high school diploma, population living in poverty, and unemployment). These communities have historically borne the greatest health impact from exposure to diesel air pollution
- **Electric Supply:** The supply of electricity to an EV via EVSE
- **Electric Vehicle (EV):** Any vehicle that operates, either partially or exclusively, on electrical energy from an off-board source that is stored on-board for motive purpose.
- **Electric Vehicle Supply Equipment (EVSE) or EV Charging Station:** A unit of fueling infrastructure that supplies electric energy for the recharging of electric vehicles including battery electric, neighborhood electric, and plug-in hybrid vehicles. EVSE is also referred to as an EV charging station unit and EV charging infrastructure.
 - **Level 2 Charger:** Electric vehicle supply equipment that provides 240V (residential) or 208V (commercial) alternating current up to 19.2 kW to charge an electric vehicle battery.
 - **DC Fast Charger:** Fast Charging electric vehicle supply equipment that provides 3-phase 480V direct current electricity between 50 – 350kW to charge an electric vehicle battery.
- **Facility/Facilities:** Government-owned buildings and other structures that provide a permanent workspace for 100+ government and non-government employees. Buildings may share a common parking lot/structure.

¹¹ Demand Charges: <https://www.stem.com/resources/demandcharges/>

- **Fully Operational:** An EV Charging Station is ready for use by employees, in accordance with the OEM operating standards.
- **Government Agency:** a State or local government agency (including only cities and counties) that owns fleets purchased with government funds.
 - **State government** includes Departments of State Government identified in [RCW 43.17.010](#), [RCW 50.08.010](#), [RCW 74.18.030](#), or [RCW 43.30.030](#)
 - **County government** includes counties within Washington State according to [Chapter 36.04 RCW](#).
 - **City government** includes first-class cities, second-class cities, towns, unclassified cities, and code cities. See [RCW 35.01](#), [RCW 35.30](#), and [RCW 35A.01.035](#).
- **Grantee:** A grant applicant that has an executed grant agreement with Washington State Department of Ecology.
- **Installation Completion:** The date the EV Charging Station is fully operational.
- **Installation:** Includes all work necessary for the EV Charging Station to be fully operational at the facility, to include, but not limited to:
 - site preparation, to include, but not limited to (as applicable): excavation, boring, and concrete cutting.
 - all lighting and onsite signage.
 - equipment and installation.
 - curbing, asphalt paving and striping.
 - landscaping; conduit and cabling installation.
 - electric equipment installation, grid connection hardware, etc.
 - Note: “Installation” does not include electric utility upgrades and/or grid interconnection costs.
- **Light-Duty Vehicles:** Class 1 and 2 vehicles that have a Gross Vehicle Weight rating of less than 10,000 lbs.
- **Local Government:** Town, first-class city, second-class city, or county government, as defined by [RCW 35.01](#) and [RCW Title 36](#).
- **Maintenance:** Includes, but is not limited to: upkeep, repair and/or replacement of an EV Charging Station to ensure it’s functional and useable by customers.
- **Operations and Maintenance Costs:** The costs necessary for, and directly connected to, the operation and maintenance of new electric vehicle supply equipment.
- **Original Equipment Manufacturer (OEM):** The manufacturer of the EV Charging equipment.