



DEPARTMENT OF
ECOLOGY
State of Washington

Washington Volkswagen Settlement

***Grants Announcement of Funds
Available and Grant Guidelines to
Purchase and Install Electric Vehicle
Charging Infrastructure along High-
Traffic Transportation Corridors in
Washington***

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Washington
Volkswagen Settlement

***Grants Announcement of Funds Available and
Grant Guidelines to Purchase and Install
Electric Vehicle Charging along High-Traffic
Transportation Corridors in Washington***

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: Tuesday, March 10, 2020¹

Summary: This notice announces funding available on a competitive basis for the purchase and installation or upgrade² of publicly accessible direct current (DC) fast chargers along high-traffic transportation corridors in Washington. Expanding the availability of light duty electric vehicle (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.

Amount of Funding Available: Approximately \$4,050,000 is available for eligible projects.

Application Deadline: Applicants must submit applications by 5 p.m. PST on March 10, 2020. To ensure a competitive application process and attract qualified projects, Ecology reserves the right to extend the application period, as necessary.

Note: Applications must be submitted using Ecology’s electronic grant and loan application system called EAGL (Ecology Administration of Grants and Loans). See application process (page 9) for more details.

Notice of Awards: Ecology anticipates notifying grantees of awards in May 2020.

¹ Note: In January 2020, the due date for this opportunity was extended from February 4, 2020 to March 10, 2020.

² See definitions (page 25).

Purpose of Solicitation

This is a competitive grant solicitation. Ecology announces the availability of up to \$4.05 million in grants to install new DC fast charging equipment and/or upgrade already-installed DC fast charging equipment along high-traffic transportation corridors in Washington. Investing in light duty EV charging infrastructure will increase the availability of charging stations for EVs. Increased public exposure and availability of charging stations will increase light duty EV usage and purchasing and reduce petroleum-based fuel consumption, resulting in air quality improvement.

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.

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 about 43 percent of total greenhouse gas emissions in 2013. On-road gasoline and diesel vehicles account for about 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 public access to electric vehicle 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 (Chapter 70.94 RCW)
- Washington greenhouse gas emission reduction limits (Chapter 70.235 RCW)
- Washington fuel usage goals for publicly-owned vehicles (RCW 43.19.648)
- Washington Clean Energy Fund
- Results Washington – Clean Transportation and Healthy Air Goal
- State and local government vehicle procurement rules (Chapters 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 electric vehicles, 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.

Air Quality Priority Counties

In Air Quality (AQ) Priority Counties, transportation generates significant amounts of air pollution. These 14 AQ Priority Counties (see Table 1) contain about 85 percent of the state's population. These counties also contain the highest 20th 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" Index³: <https://fortress.wa.gov/doh/wtn/wtnibl/>

³ See Appendix B: Definitions for more information about "Disproportionately Impacted Communities."

Table 1: Washington Air Quality Priority Counties

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 14 AQ Priority Counties have about 84 percent of the state’s Violating VW vehicles and 100 percent of the disproportionately-impacted population.

Table 2: Priority Counties⁴, 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	100%	83.7%

Within AQ 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.

⁴ AQ Priority Counties updated 12/21/2018

Available Funding

This notice announces the availability of up to \$4.05 million available to install new and/or upgrade existing DC fast charging equipment at qualified locations within Washington.

The maximum possible award any one project may receive is \$600,000.⁵ If an applicant wishes to submit more than one project location, they may contact Ecology.

Eligible costs are reimbursed after the light duty 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.

⁵ 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 \$600,000.

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, contact:

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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:

- Businesses located in Washington and/or registered with the Secretary of State to do business in Washington, including but not limited to:
 - Corporations
 - Partnerships
 - Sole proprietorships
 - Limited liability companies
 - Business trusts
 - Other legal business entities
- Incorporated nonprofits (RCW 24.03.005)
- State, local, or tribal government agencies including but not limited to:
 - Cities and towns (Chapter 35.01 RCW)
 - Counties (Chapter 36 RCW)
 - Special districts (RCW 39.80.020) (such as water-sewer districts, irrigation districts, fire districts, school districts, community college districts, hospital districts, transportation districts, and metropolitan municipal corporations)
 - Port authorities
 - Investor-owned utilities, municipal utilities, public utility districts
 - Air pollution control authorities (RCW 70.94.055)

No priority will be given based on organization type. Individuals applying as individuals and not on behalf of an organization are not eligible to apply. Ecology reserves the right to review and score applications from organizations not listed above.

2. Eligible Projects

Eligible projects are limited to:

- New installations, which can include:
 - Adding at least two new dual-head DC fast chargers at locations with existing DC fast chargers, or
 - Installing at least two new, dual-head DC fast chargers at new locations.
- Upgrades, which:
 - Must include adding CCS or CHAdeMO capability to all stations at a location that currently has only one of the two capabilities.
 - Can include increasing output to a minimum 50kW on at least one station at an existing charging location.

Eligible projects must be located at a publicly-accessible site in Washington that is owned and not leased by the applicant, or applicants must have a letter of intent from the project site property owner. If awarded funds, the applicant must have a host-operator agreement in place within 30 days of an executed agreement. Host-operator agreements must be in place for at least five years from the Agreement Effective Date.

3. Project Requirements

All proposed project sites must:

- Be located in Washington.
- Be within a quarter mile walking distance of a publicly-available restroom.⁶
- Be within a quarter mile walking distance of amenities/activities available to drivers during charging sessions (e.g., coffee shops, restaurants, shopping/grocery stores, parks, walking trails, other entertainment options). The applicant must describe the available amenities, including the hours they are available to customers, in the EAGL application.
- Include parking spaces that are paved, adequately sized, and in compliance with ADA requirements according to WAC 51-50-1101 and 51-50-1106.
- Be safe, away from the flow of traffic, well lit, highly visible and well-maintained. Refer to your jurisdiction’s codes and standards for more information about lighting and visibility.
- Include 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 installation of charging stations and the ability to upgrade higher power stations up to 350 kW. The applicant must describe their approach to future-proofing.

Project applicants must:

- Coordinate with appropriate local agencies and the Washington State Department of Transportation (WSDOT) for directional signage along the highway, along the route from the highway to the station(s), and on site. The applicant must provide a plan for installing applicable highway and on-site signage.
 - On-site signage must clearly identify the charging station locations for any ingress, limits on dwell-time, and restrictions on parking space use for charging light duty EVs.⁷
 - 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.

⁶ Publicly-available restrooms must not require users to make a purchase to have access.

⁷ Signage must be approved by the Manual on Uniform Traffic Control Devices, such as “no parking except for electric vehicle charging” and other Washington and/or local requirements, as applicable.

4. EV Charging Station Equipment Requirements

At a minimum, all 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.
- Include adequate cord length (18-25 feet⁸), protection, and storage.
- Have a minimum five-year manufacturer's warranty.
- Be maintained and repaired according to a project maintenance and operations plan that must be submitted to Ecology with the grant application.
- Include dual-protocol charging, compatible with both CHAdeMO and CCS charging ports.
- Be capable of a minimum of 50kW shared output.
- Be certified through a Nationally-Recognized Testing Laboratory (NRTL) program to demonstrate compliance with appropriate product safety standards.
- Maintain appropriate hardware and software that allows remote diagnostics, "remote start" of the charging equipment, and collecting and reporting usage data.
- Conduct a good faith effort to execute a non-exclusive trademark agreement with the Washington State Department of Transportation to brand the installations as part of the West Coast Electric Highway
(http://westcoastgreenhighway.com/pdfs/WSDOT_LICENSE_AGREEMENT_WCEH_BRANDING.pdf)

If the applicant is proposing charging stations higher than 50kW, the stations must have the ability to be powered down to 50kW so they are compatible for use by all light duty EVs.

5. EV Charging Implementation and Operation Requirements

To ensure ease of use by EV drivers, light duty EVSE projects should:

- Be available for public use, without restrictions, 24 hours per day, 7 days per week. Examples of restrictions include club membership card access restrictions or site limitations such as gated fences or parking lots that require a fee to enter. Fleet charging restricts public availability and is therefore not permitted under this funding opportunity.
- Include clear use instructions and customer support contact information.
- Be operational at least 95 percent of the time, on an annual basis, and aim to have downtime limited to a maximum of 8.5 hours in a 7-day period. The applicant should explain their strategy for achieving this level of performance in the required Maintenance and Operations plan.
- Allow customers to seamlessly access charging stations regardless of vendor, without the need for multiple cards/memberships (interoperability).

⁸ 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.

- Use hardware and software for light duty EVSE that meets OCPP 1.6 requirements.
- Include EV charging network hardware and software that allows for remote diagnostics, “remote start” of the charging equipment, and collecting and reporting usage data.
- Effectively communicate to EV drivers, when using and searching for a charging station, when a station is not working (e.g., through a mobile app, text alerts, or similar technology).
- Be protected from vehicle collision and other damage to ground and wall-mounted equipment (e.g., guard posts, wheel stops, curb protection, or wall-mounted barriers).
- Ensure that installation and upgrades are performed in a professional manner in accordance with industry standard best practices and with all state and local government laws and ordinances.
- Include insurance.

If charging for use, light duty EVSE must also:

- Support multiple point-of-sale methods, such as pay per use. Subject to equipment and software availability, the grant recipient must ensure that the charging station is equipped to accept a credit and/or debit card without incurring any additional fees or delays versus other payment or access control methods. Point of sale and supporting network use of an open protocol to allow subscribers of other light duty EV charging networks to access the charging station.
- Provide clear, simple, and real-time pricing and fee information displayed on device or payment screen.

6. Grantee Requirements

All applications should address how the project proposal will comply with the following requirements. Failure to address these requirements may result in disqualification or loss of points 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.⁹
- 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 within 30 days of award, if the applicant does not own the land on which the proposed project is sited. Host-operator agreements must be in place for at least five years from the Agreement Effective Date.

⁹ 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.

- Complete construction, installation, and reporting (i.e., chargers must be able to be used to charge light duty EVs) by June 30, 2022. Awards may be rescinded and the funds reallocated if not complete by that time.
- Comply with applicable federal, state, and local utility laws and requirements.
- Comply with Washington 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.
- Complete a Plan and Procedures for the Unanticipated Discovery of Cultural Resources and Human Skeletal Remains. Ecology will provide grantees the form.
- Monitor and submit station utilization data (for example: hours, days, number of users) to Ecology, upon request, for five years after project completion.

7. Eligible Costs

All project costs must be necessary for and directly connected to the acquisition and installation or upgrading 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 from start of property line to charger (e.g., transformer, electrical wiring, conduit, trenching and repaving trenched area, electrical panel)
- EV charging station connection to electrical service
- Signage including: trailblazer signage that clearly identifies the route from the highway to the station and on-site signage that identifies the charging site location to an approaching driver from any ingress
- On-site lighting of the EV charging station and affiliated parking spaces
- Permitting costs/fees
- Internet connection
- Extended warranty for the DC fast charging equipment for up to five years
- Charging station equipment maintenance agreement for up to five years

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
- Operating costs

Awards, Minimum Match Requirements, and Limitations

Awards

Applications may include only one project site location. If applicants wish to submit more than one application, they should contact the Grants and Contracts Coordinator. Ecology will provide:

- The lesser of up to \$95,000 or up to 80 percent of eligible costs **per dual-head DC Fast Charger** to install new dual-head DC fast chargers. New installations can include:
 - Adding at least two new dual-head DC fast chargers at locations with existing DC fast chargers, or
 - Installing at least two new, dual-head DC fast chargers at new locations.
- The lesser of up to \$105,000 or up to 80 percent of eligible costs **per project location** to upgrade existing DC Fast Charging stations. Upgrades:
 - Must include adding CCS or CHAdeMO capability to all stations at a location that currently have only one of the two capabilities.
 - Can include increasing output to a minimum 50kW on at least one station at an existing charging location.

The maximum possible award for a single project site is \$600,000. Total awards per county may not exceed the dollar amounts included in Table 3 below. Projects will be scored and ranked. The highest scoring project will receive the first award, and so on until all funds are depleted or there are no remaining eligible projects. If a project exceeds the dollars per county cap, Ecology reserves the right to work with one or more applicants to scale project(s).

Table 3: Potential Award Amounts by County

% Disproportionately-Impacted Population	Counties	Dollars per County
0%	All other counties	≤ \$95,000
Less than 5%	Benton, Franklin, Clallam, Cowlitz, Lewis, Skagit, Thurston, Whatcom, and Yakima	≤ \$190,000
5% – 10%	Spokane, Clark	≤ \$450,000
11% – 50%	Pierce, Snohomish	≤ \$900,000
Greater than 50%	King	≤ \$1,800,000

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 20 percent of the total eligible project costs.
- Applicants must have match awards available at the time they submit the application. Recipient match 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 will be awarded to projects that exceed the minimum required match.

Limitations

- The total funding for Fiscal Year 20 will be \$4,050,000. State government's fiscal year runs from July 1 – June 30.
- All projects must be completed by June 30, 2022. Awards may be rescinded and the funds reallocated if not completed by June 30, 2022.
- Eligible projects will be competitively ranked and considered for funding according to the criteria established.
- Administrative costs are not allowed under this grant.
- If an applicant has more than one project location, they must contact the Grants and Contracts Coordinator. Setting up additional applications in EAGL can take 3-5 business days to process.
- 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.
- Ecology reserves the right to recommend partially funding any proposal. In this event, the Applicant and the Grants and Contracts Coordinator will 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

On completion of the project, grantees must submit the following documents to Ecology before 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 applicant's response to the information requested in this solicitation.

Ecology will screen applications for compliance with the screening criteria below. Applications that fail any of the screening criteria may be disqualified and eliminated from further evaluation. Applications that meet the screening criteria will be evaluated using the application scoring (page 20).

Screening criteria

- The application is submitted through Ecology's Administration of Grants and Loans (EAGL) system by the due date and time specified on the "Important Information" (page 1) of this solicitation.
- The applicant is an eligible applicant.
- The project is an eligible project.
- The project meets or exceeds the minimum cost share requirement.
- The 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.
- The applicant provided a letter of support from the utility describing:
 - Any impacts the proposed project may have on the local grid, and
 - The site's readiness for future expansion beyond this project to at least one dual-head charger with a minimum 350 kW shared output.
- The project is located at a publicly-accessible site owned and not leased by the applicant, or the applicant has submitted a Letter of Intent from the project site property owner.
- The project is dedicated to the charging of public, light duty electric vehicles and should not be used for fleet charging.

Application scoring

In order to achieve the project goals, applications will be evaluated based on the following criteria. Each applicant may earn up to 114 points.

1. Proximity to disproportionately impacted communities: up to 20 points

Points will be awarded based on the site's proximity to disproportionately impacted communities using the Washington Tracking Network's "Diesel and Disproportionately Impacted Communities" Index (<https://fortress.wa.gov/doh/wtn/wtnibl/>). Project locations:

- In or adjacent to census tract with a score of 9 or 10 = 20 points
- In or adjacent to census tract with a score of 8 = 10 points
- In or adjacent to census tract with a score of 1 thru 7 = 0 points

2. Registered EVs: up to 10 points

Points will be awarded based on the number of EVs registered in the county in which the project is proposed.

- +2001 EV registrations = 10 points
- 1001 – 2000 EV registrations = 8 points
- 401 – 1000 EV registrations = 6 points
- 101 – 400 EV registrations = 4 points
- 0 – 100 EV registrations = 0 points

3. Proximity to a high traffic corridor: up to 20 points

Points will be awarded based on the proposed project's proximity to a high traffic corridor and the corridor's annual average daily traffic volume using WSDOT's Traffic Data Geoportal (<https://www.wsdot.wa.gov/mapsdata/tools/trafficplanningtrends.htm>). The highest scoring corridor (considering both driving distance¹⁰ and AADT volume) will be evaluated.

¹⁰ Ecology recommends that applicants use an online web mapping service (e.g., google maps, bing maps, etc.) to determine the driving distance. To calculate driving distance to the highest segment, applicants may use either the entrance or exit of the proposed project site as the starting point and the nearest on or off ramp for the highest scoring highway segment as the end point.

Points will be awarded as follows:

Table 4: Score awarded if project is within ½ to 1½ miles of corridor

AADT Range	1½ miles of corridor	½ mile of corridor
+160,001 AADT	12 points	20 points
120,001 – 160,000 AADT	10 points	18 points
80,001 – 120,000 AADT	8 points	16 points
40,001 – 80,000 AADT	6 points	14 points
0 – 40,000 AADT	0 points	0 points

4. Budget: up to 5 points

Applicants must complete and submit the budget form in Appendix A. An excel spreadsheet version of Appendix A can be found in EAGL under the Application Menu–Forms page. Applicants may add additional lines to the budget as needed. Failure to complete the budget form with all estimated direct expenses needed to complete the project could result in award denial.

Applications will score points based on the extent to which the application includes:

- A completed budget (Appendix A) including all direct expenses needed to do the project. All expenses must be eligible costs (see page 14).
- Justification that the proposed budget is appropriate for the scope of work. (Justification can include vendor estimates, previous EVSE installation projects, quotes from the state contract, etc.)

5. Scope of work: up to 5 points

Applications will be scored based on the extent to which the scope of work describes:

- The project site location, including the safe walking distance to publicly-available restrooms and amenities (see page 11 for more information).
- The tasks that will be completed to accomplish the goals of the project and when they will be completed. The applicant should describe deliverables, the end product, project start and end dates, milestones, and report deadlines.
- Who is responsible for each project task, including equipment installation, project management, and reporting.
- Equipment specifications and where the equipment will be installed in relation to amenities and electrical services/existing infrastructure, and other site considerations. (Applications may refer to the site plan and photographs.)

- How the project will prepare for future site expansion capacity beyond the required 2 dual head, DC fast chargers. This grant requires, at a minimum, the installation of conduit and electrical service box of adequate size and disconnect capacity to allow additional electrical cable to be run to the site for future installation of charging stations and the ability to upgrade higher power stations up to 350 kW.

6. Maintenance and operations plan: up to 5 points

Applications will be scored based on the extent to which the maintenance and operations plan describes:

- What services are included in the maintenance agreement.
- How the applicant will minimize charger downtime and ensure ongoing operations to meet the requirement that equipment be operational at least 95 percent of the time, not to exceed eight and a half (8.5) hours of downtime in a 7-day period.
- 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.

7. Applicant match: up to 30 points

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

Note: A minimum 20 percent match is required.

- 31 percent – 60 percent match = +1 point per each 1 percent increment from 31 up to 60 percent for a maximum of 30 points possible
- 21 – 30 percent = 0 points

Bonus points

Applicants can earn bonus points by including the following components in their project:

- +5 points – DC fast chargers above 50kW
- +5 points – a community awareness component that communicates the benefits of transportation electrification to lower-income communities, residents in multi-unit dwellings, and other groups beyond early adopters
- +3 points – for each additional DC fast charging station up to 3 stations

Tie Breaker

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

- Ecology will make awards to the applicant proposing a project in the census tract 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 not to fund either project.

Appendices

Appendix A. Budget Template

Complete the budget form below itemizing all eligible project expenditures. Failure to include all eligible project costs could result in application denial. If additional expenses need to be included, add lines to the table as needed. Reminder: Ecology will pay up to 80 percent of eligible expenditures.

Note: All project costs must be necessary for and directly connected to the acquisition and installation of the EV charging station. See page 14 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.

Budget Summary

Total estimated eligible project cost	\$
Proposed cost share for this project (minimum 20 percent)	Percent: Source(s):
Funds requested from Washington’s VW environmental mitigation settlement	\$

Itemized Project Budget

Eligible Project Expenditures (see eligible costs on page 14)	Quantity	Unit Cost	Total Cost
Charging station equipment			
Charging station installation (electric service upgrades, transformer, wiring, conduit, trenching and repair, electrical panel, etc.)			
Optional equipment (ex., RFID readers, credit card readers, charging cord retractors, etc.)			
Miscellaneous materials (ex. bollards, wheel stops, paint, etc.)			
Signage			
Permits and inspections			
Internet and network connection			

Eligible Project Expenditures (see eligible costs on page 14)	Quantity	Unit Cost	Total Cost
Total			

Appendix B. Definitions

- **Businesses:** corporations, partnerships, sole proprietorships, limited liability companies, business trusts, or other legal business entities incorporated in or registered with the Secretary of State to do business in Washington
- **CCS:** Combined Charging System, a type of special electrical connector and standard used in DC charging certain battery electric vehicles
- **CHAdMO:** a type of special electrical connector and standard used in DC charging certain battery electric vehicles
- **Charging Network:** data management system used by EVSE and connected via cellular, Wi-Fi, or other form of connection that allows for remote, centralized management, diagnostics, and data collection
- **Corridor:** a state or federal roadway located within Washington, connecting regions, communities, or destinations and serving major sources of vehicle travel within Washington
- **Direct Current Fast Charger (DCFC):** see Electric Vehicle Supply Equipment (EVSE)
- **Disproportionately-Impacted Communities:** those communities that have historically borne a disproportionate share of the health impact from exposure to diesel air pollution. For the purposes of the federal VW settlement, Ecology used the Washington Tracking Network's (WTN) "Diesel and Disproportionately-Impacted Communities" index to identify those census tracts in the top 20th percentile for exposure to diesel emissions and 5 socioeconomic factors: limited English, income spent on housing, no high school diploma, population living in poverty, and unemployment. <https://fortress.wa.gov/doh/wtn/wtnibl/>
- **Electric Supply:** the supply of electricity to an electric vehicle 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.
- **Direct Current Fast Charger (DCFC):** a high power (50KW – 350KW), fast charging method used to resupply an electric vehicle battery, typically using 208/408V three-phase direct current electricity
- **Fully Operational:** an electric vehicle charging station is ready for use by employees, in accordance with the original equipment manufacturer's operating standards
- **Future-proof:** the installation of conduit and electrical service box of adequate size and disconnect capacity to allow additional electrical cable to be run to the site for future installation of charging stations and the ability to upgrade higher power stations up to 350 kW
- **Grantee:** a grant applicant that has an executed grant agreement with Washington State Department of Ecology

- **Government:** a state or local government agency (including a school district, municipality, city, county, special district, transit district, joint powers authority, or port authority, owning fleets purchased with government funds), and a tribal government or native village
- **Networked:** the appropriate hardware and software that allows for remote diagnostics, “remote start” of the charging equipment, and collecting and reporting usage data
- **Non-Profit:** an organization incorporated as a nonprofit registered with the Secretary of State to do business in Washington
- **Installation Completion:** the date the electric vehicle charging station is fully operational
- **Installation:** includes all work necessary for the electric vehicle charging station to be fully operational at the project site, including, but not limited to:
 - Site preparation, including, 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; and
 - 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 pounds
- **Maintenance:** includes, but is not limited to: upkeep, repair and/or replacement of an electric vehicle charging station to ensure it is 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):** manufacturer of electric vehicle charging equipment
- **Publicly-accessible:** charging station that is available for public use, without restrictions, 24 hours per day, 7 days per week. Examples of restrictions include club membership card access restrictions, or site limitations such as gated fences or parking lots that require a fee to enter.
- **Upgrade:**
 - Adding CCS or CHAdeMO capability to all stations at a location that currently have only one of the two capabilities
 - Increasing output to a minimum 50kW on at least one station at an existing charging location
- **School Districts:** political subdivisions of the state (see RCW 28A.315.005)
- **State Agency:** includes every state office, department, division, bureau, board, commission, or other state agency (see RCW 42.56.010)