ARKANSAS DC FAST CHARGE FUNDING ASSISTANCE PROGRAM 2022

Arkansas Department of Energy & Environment

Arkansas Energy Office

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OVERVIEW

Who is E&E?

The mission of the Arkansas Energy Office (AEO) is to promote energy efficiency, clean technology, and sustainable strategies that encourage economic development, energy security, and environmental well-being for all citizens of Arkansas.

The Arkansas Energy Office offers help for businesses, communities, and residents through energy performance contracting and other financing programs; partnerships to promote use of alternative fuels for transportation; low-income household energy and utility assistance; weatherization assistance; state energy codes; energy efficiency outreach and education; training and certifications; and other strategies.

Governor Asa Hutchinson designated E&E as the lead agency for the implementation of programs to reduce harmful emissions using funds provided by the Volkswagen Environmental Mitigation Trust. The AEO will administer the Direct Current (DC) Fast Charge Program.

Purpose

The purpose of this funding assistance is to promote the adoption of electric vehicle (EV) technology in Arkansas by incentivizing the buildout of a strategic network of DC Fast Charge electric vehicle supply equipment (EVSE) locations.

E&E requests applications from public and private entities to install DC fast charge EVSE at proposed locations along designated alternative fuels transportation corridors throughout Arkansas. Applications must include at least two (2) DC fast charge EVSE with at least four (4) total charging ports. Selected projects will receive reimbursement for a share of the costs associated with the installation and maintenance of eligible DC Fast Charge EVSE.

E&E is making available $1,075,200 under the DC Fast Charge Program for the installation and maintenance of new DC Fast EVSE that meets the specifications of this program. Projects selected for funding under this funding assistance will be reimbursed for up to 75% of eligible costs with a cap of $350,000 per site.

Contact Information

Address questions and concerns related to the DC Fast Charge Program to: EnergyInfo@adeq.state.ar.us or contact Jason Willey, AEO Policy Manager, at (501) 682-0962.

An explanatory webinar and an updated total of available funds are available at: https://www.adeq.state.ar.us/energy/

DEFINITIONS

Combined Charger System (CCS) Type 1 – a type of special electrical connector used in DC charging certain battery electric vehicles and using the Type 1 connector adopted for use in North American charging systems.

DC Fast Charging or Direct Current Fast Charging (DCFC) – a high power (at least 150kW) fast charging method used to resupply an electric vehicle (EV) battery using direct current electricity, typically 208/480V 3 phase.

Electric Vehicle (EV) – a vehicle that produces no emissions from the onboard source of power.

Electric Vehicle Equipment Supply (EVSE) – equipment permanently installed at a site for recharging or refueling an electric vehicle.

Equipment Purchase Price – purchase price of the charging mechanism only. The following are not considered to be part of the equipment purchase price for this funding assistance: site acquisition; electrical panels and switchgear; engineering, design, and permitting; utility upgrades; project management; construction; and data service plan costs.

Government – a State, federal, 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. EVSE at these locations must be available to the general public and must have an open payment method, including acceptance of credit and fleet cards if payment is required for charging at the EVSE.

Light-Duty Vehicles – Class 1 and 2 vehicles that have a Gross Vehicle Weight Rating of less than 10,000 lbs.

Memorandum of Agreement (MOA) - a contractual agreement used to ensure that the funding recipient adheres to the competitive bid/procurement process and all terms and conditions of the program

NEMA (National Electrical Manufacturers Association) - defines standards used in North America for various grades of electrical enclosures typically used in industrial applications.

Networked – having access to a data network via cellular, Ethernet, Wi-Fi, or some other form of connection that provides real-time information to drivers regarding location and availability of the EVSE and collects and transmits data on charging supply

utilization, including kilowatt hours dispensed and time of use, to a platform accessible by E&E.

Non-Government – any property that is not owned by State or a local government agency. Types of eligible properties include but are not limited to refueling stations, restaurants, shopping facilities, gyms, etc. EVSE at these locations must be available to the general public and must have an open payment method, including acceptance of credit and fleet cards if payment is required for charging at the EVSE. Private residences are excluded.

Operation and Maintenance Costs – the costs necessary for, and directly connected to, the operation and maintenance of new light-duty electric vehicle supply equipment.

Private Entity **-** any entity that is not a unit of government, including, but not limited to, a corporation, partnership, company, or other legal entity.

Publically Accessible – EVSE that is available for public use, without restrictions, 24 hours a day, 7 days a week. Examples of restrictions include club or membership card access restrictions, or site limitations, such as a station being located behind a gated fence.

Public Entity – the state and units of state government; a political subdivision of the state, including a municipality and its subdivisions; a school district; or an organization composed of political subdivisions of the state.

Site – means one or more contiguous or adjacent properties that are under common control of the same person or organization.

Site Host – is an entity or organization that has installed EVSE at their location/on their property.

Site Host Agreement – a legal agreement that includes rules and responsibilities for the party(s) to manage, operate, and maintain the charging station in the future. This agreement shall be between the landowner and the applicant/equipment operator for the establishment of a charging station.

UL (Underwriter Laboratory) 50 **-** the non-environmental construction, performance, and marking requirements for enclosures. The Thirteenth Edition of **UL 50**, Standard for Safety for Enclosures for Electrical Equipment, Non-Environmental Considerations became effective December 23, 2019.

ELIGIBILITY

Eligible Applicants

Any public or private entity is eligible to apply*. Applicants must propose to construct an EVSE on a site located in Arkansas. Upon completion of the project, the organization must own the EVSE equipment.

**Individuals, Electrify America, Volkswagen AG, Audi AG, Volkswagen Group of America, Inc., and Volkswagen Group of America Chattanooga Operations are ineligible for funding under this program.*

Eligible Equipment

Eligible equipment for funding under this program includes new, permanent construction of networked DC Fast Charging EVSE. Installed equipment must meet the following specifications:

- CHAdeMo and Combined Charging System [CCS] connectors
- Minimum output of 150 kilowatts (kW).
- EVSE must be new equipment installed by a qualified and licensed contractor in accordance with all state and local codes, permitting, and inspection requirements.

Eligible Sites

Sites meeting the following criteria will be considered eligible for funding:

- Project sites must be within 50 miles of an exit off of a Designated Alternative Fuels Corridor (See Appendix A) within Arkansas.
- All charging sites must be accessible to the general public 24 hours a day, 7 days a week.
- All sites must have direct lighting to fully illuminate the equipment and the immediate surrounding area.

Eligible Expenses

E&E will not award funds for projects completed prior to the execution of an MOA between E&E and the project owner. Costs incurred prior to the execution of an MOA between E&E and the project owner are not eligible for reimbursement.

All project expenses must be necessary for and directly related to the acquisition, installation, operation, and maintenance of the EVSE. Project costs eligible for reimbursement may include, but are not limited to the following:

- Networked DC Fast Charging EVSE (CHAdeMO and Combined Charging System [CCS] connectors) with a minimum of 150kW output located within the State of Arkansas
- EVSE installation costs directly associated with and required for the installation and safe operation of EVSE
- Maintenance & Network plans (minimum of five years)

Ineligible Expenses

Any expense not directly related to the project is ineligible for reimbursement. The following expenses are ineligible:

- Purchase or rental of real estate
- Other capital costs (e.g., construction of buildings, parking facilities, etc.) or general maintenance (i.e., maintenance other than the supply equipment)
- Administrative costs
- Installations started or completed prior to an executed MOA
- EVSE located at a private residence
- Leased or pre-owned equipment
- Upgrades to or replacement of existing EVSE equipment

REQUIRED APPLICATION DOCUMENTS

E&E expects applicants to submit funding requests in accordance with the proposal guidelines. E&E holds the right to refuse to review any incomplete application. If E&E finds an applicant to be non-compliant with program requirements, E&E may refuse to issue reimbursement and/or reject future grant applications.

Application documents must be uploaded to **E&E's ePortal** between February 1, 2022 and April 30, 2022. Applications submitted via U.S. Mail or other mail entities will **NOT** be accepted. Applications hand-delivered to E&E will also **NOT** be accepted.

Applicants should follow instructions carefully and submit all required documentation to E&E.

Applications must not be longer than fifteen (15) pages, single-spaced (excluding cover page), and must be typed using a 10–12 point font with numbered pages with standard one-inch margins.

Application Contents (See "Proposal Evaluation and Scoring on page 8")

1. **Application Coversheet**
2. Project Narrative
3. Proximity to Other Stations
4. Distance to Interstate
5. Financial Prudence
6. Station Design, Facility Requirements, Minimum Station Specifications
7. Organization, Staff Experience, Qualifications
8. Project Partnerships
9. Innovation and Sustainability

Failure to follow these application specifications may have an adverse impact on evaluations.

Applicants with multiple project sites must submit a separate application for each site.

PROPOSAL EVALUATION AND SCORING

E&E staff will review all eligible applications. Applications not received by the application deadline, ineligible applicants and projects, and incomplete applications will not be reviewed. The review committee will have up to sixty (60) calendar days from the application deadline to complete the scoring process. All applicants will be notified via email if their submission has been approved or rejected.

Reviewers will evaluate applications per project using the criteria listed below. E&E staff may request clarification of submitted information from any applicant. The applicant should provide written responses to the request for clarification. E&E staff may consider the response as part of the original application.

Scoring Criteria will use a 100-point scale to evaluate complete and eligible applications. E&E staff will evaluate and score project applications according to the following criteria:

Scoring Criteria	Maximum Points
Project Narrative	10
Proximity to Other Stations	5
Distance to Interstate	5
Financial Prudence	20
Station Design, Facilities Requirements, Minimum Station Specifications	20
Organization, Staff Experience, Qualifications	15
Project Partnerships	10
Innovation and Sustainability	15
Total	**100**

Project Narrative (10 points)

The project narrative provides an overview of the project. The narrative must contain an introduction of the organization (name, address, background history), project owner's primary contact, description of the project (include overall estimated cost), a timeline, method for reporting compliance, and any other relevant information. E&E staff will score this category based on the level of detail as well as how well project goals, accomplishments, and general details are communicated to E&E.

Proximity to Other Stations (5 points)

Points will be awarded if no other existing DC Fast Charging EVSE with CHAdeMO and SAE CCS charge couplers is located within 50 miles of the proposed project site.

Distance to Interstate (5 points)

Locations must be within 50 miles of a designated alternative fuel corridor. Points will be awarded based on proximity to corridor access.

Financial Prudence (20 points)

E&E staff will evaluate how the cost of a project correlates to the overall benefit of the project. In grading for this criterion, scorers consider the funding that the applicant is able to contribute to the project, budgeting strategies outlined in the application, and the business plan.

Station Design, Facilities Requirements, **Min. Station Specifications (20 points)**

Applicants should design locations in accordance with specifications outlined in this application request. Scoring correlates to the Networking and Facility Design Requirements outlined in the Terms & Conditions listed on page 12.

Organization, Staff Experience, Qualifications (15 points)

E&E will evaluate project applications on project planning and implementation. Applicants should develop a self-audit to determine the success of the project with regard to how well the project manager executed the project plan and managed project funding. The characteristics of a good plan include the experience and qualifications of any personnel involved in the project plan. E&E staff will look for proof that the applicant is able to successfully implement the project as proposed.

Project Partnerships (10 points)

E&E staff will score project applications based on how well applicants collaborate and communicate with contractors, supporting staff, and other entities to successfully

implement the project. E&E encourages applicants to submit supporting information and documents to assist in this review. Information would include the names and roles of key partners, copies of the Site Agreement, and Utility Service Notice.

Innovation and Sustainability (15 points)

E&E staff will grade a project on how well it promotes environmental sustainability and ingenuity. Factors include, but are not limited to, future-proofing, use of renewable energy, sustainable building methods, and avoided emissions estimates.

NOTIFICATIONS

In response to submitted applications, E&E staff will send an email notice to the contact specified in the application. The email will indicate whether E&E has selected their project for funding assistance. Project applicants for selected projects will receive a follow-up email that outlines program expectations. Subsequently, E&E will send eligible applicants an MOA.

The MOA is a contractual agreement used to ensure that the funding recipient adheres to the competitive bid/procurement process and all terms and conditions of the program.

The MOA will establish project conditions, timelines, the reimbursement process, and reporting requirements. An executed MOA, signed by both E&E and a signatory of the project applicant, serves as the organization's notice to proceed with the project. Project applicants should begin projects as soon as possible upon notification of an executed MOA and not before that time.

E&E will not reimburse applicants beginning a project and incurring expenses before both parties execute the MOA.

Awarded funds may be unobligated if the project is not installed and fully operational within 120 calendar days from the date of the fully executed MOA. If, for some reason, a project owner is not able to complete an installation within this period, E&E may be petitioned to amend the MOA to allow for a time extension.

REPORTING REQUIREMENTS

The project owner must collect and submit all EVSE utilization data requested to E&E on a semiannual basis for a minimum of five years in the format prescribed by E&E.

The required data includes but is not limited to the following fields:

- charging session ID;
- charging session date;
- charging session start/end times;
- total time plugged in;
- total time spent charging;
- total energy dispensed (kWh); total transaction fee;
- charging station ID;
- plug ID;
- charging plug type;
- maximum power output (kWh);
- city, state, zip code;
- venue type;
- and charging station activation date.

Where possible, the preferred submission method for these data is via an application programming interface (API).

Furthermore, the project owner **must add E&E** to its network account as an administrator with read-only rights to access charging data directly from the EVSE service provider for five years. **Funding will be withheld** until confirmation that E&E has been added as an administrator to the project owner's network account.

Project owner may allow access by contacting their selected service provider for the appropriate authorization documents to grant access.

E&E requires project applicants to register the location with the Alternative Fuel Data Center station locator tool at the **Alternative Fuels Data Center** upon completion of the project.

TERMS & CONDITIONS

The effective date of this program is February 1, 2022. E&E will only accept DC Fast Charging applications received between February 1, 2022 and April 30, 2022. E&E will not review applications received after the established deadline for submission.

Funding Assistance Amounts for Selected Projects

Projects selected for funding under this funding assistance will be reimbursed for up to 75% of eligible costs upon demonstration of project completion under the terms specified in the MOA between E&E and the project owner. This reimbursement is subject to a $350,000 funding availability cap, per site. Please note that projects **must** be completed within 120 days of the execution of the MOA. If, for some reason, a project owner is not able to complete an installation within this period, E&E may be petitioned to amend the MOA to allow for a time extension.

Networking

All DC fast chargers funded under this program must be connected to a data network via cellular, Ethernet, Wi-Fi, or some other form. For a minimum of five years, the project owner must maintain connection of equipment funded under this program to a network data service platform with the following capabilities:

- Track station's utilization data for reporting purposes.
- Support contactless payment if payment will be required for charging at the EVSE.
- Provide driver support for twenty-four (24) hours a day including location, payment support, and if EVSE is operational.

The project owner must give E&E permission and the capability to access the web-based utilization data as a third-party administrator (see "Reporting Requirements" on page 11). Project Owner must ensure reporting of charging data biannually and must maintain appropriate EV charging network hardware and software capable of remote diagnostics, remote start of the equipment, and reporting usage data for a minimum of five years.

Facility Design Requirements

Each charging unit must be equipped with both CHAdeMO and Society of Automotive Engineers Combined Charging System (SAE CCS) charging protocol connectors.

Charging stations must function using **Open Charge Point Protocol.**

For minimum required 150kW DC Fast Charger (DCFC) services, charge capability must be a minimum of 150kW for a single vehicle, and, at least, 50kW during simultaneous charging.

Installation of a 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 two additional 150kW charging stations or a higher power station up to 350kW must be included in the installation.

The charging enclosure must be constructed for outdoor use in accordance with either the UL50 Standard for Enclosures for Electrical Equipment, NEMA (National Electrical Manufacturers Association) Type 3R exterior enclosure standards, or an equivalent.

Charging equipment must 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 ninety-five percent.

The project must incorporate a design for a cord management system or method to eliminate the potential for cable entanglement, user injury, or connector damage from lying on the ground.

Payment

Where owners/operators assess a fee for charging services, each charging station must be payment card industry compliant to allow contactless payments. Stations may also offer additional payment methods, including subscription methods, smart cards, or smartphone applications. Real-time pricing and fee information shall be displayed on the device or payment screen. Charging station equipment may allow for flexible pricing, including, but not limited to, per minute or hour, by space, or by time of day.

Parking

Projects must include paved parking spaces that are marked to accommodate the maximum number of vehicles allowed for simultaneous charging.

Signage

“Electric Vehicle Parking Only While Charging” signs are required on each side of each charging station. **The Federal Highway Administration** defines minimum standards and specifications for signage.

Legal Compliance

Project owners must ensure that development, project installation, and maintenance comply with all applicable state and federal laws, ordinances, regulations, and standards.

Operation and Maintenance

E&E requires the purchase of at least a five (5) year maintenance plan for each charging unit. Additionally, the unit must continually be in full working order to the extent possible. Should repair be necessary, charging units shall be fully operational within seventy-two (72) hours of equipment failure to ensure a ninety-five percent (95%) annual uptime guarantee. Otherwise, prorated repayment of the awarded funding will be required.

Fully executed host site agreements must be attached to the submitted application. Additionally, project applicants are required to collaborate with the local electric utility to provide appropriate documentation from the utility, such as a letter of service notice, indicating power supply availability for the proposed project is sufficient.

Project applicants who do not own the site must negotiate host site agreements with the host site owners to achieve assurance each EVSE will remain at the site and operational for a minimum of five (5) years.

Funding recipients shall submit proof of a maintenance plan to E&E prior to project completion as a condition of final payment approval.

Warranty

All charging station equipment must have at least a five-year warranty. Applicants must submit proof of the charging station equipment warranty as a condition of receiving a rebate.

Accessibility

The services must be available to the public 24 hours a day, 7 days a week, without calling ahead. The stations must be equipped to accept an open payment method, including acceptance of contactless payments if payment will be required for charging at the EVSE. The EVSE must be **ADA compliant**. Also see the **Dept. of Energy ADA Requirements.**

Accreditation

Project owners must provide documentation that a Nationally Recognized Testing Laboratory (NRTL) program certified the charging equipment. Recipients may access a list of accredited **NRTLs online here.**

Competency

EVSE must be new equipment installed by a qualified and licensed contractor in accordance with all applicable state and local codes, permitting, and inspection requirements.

Partial Funding

E&E reserves the right to award partial funding for any funding assistance request. Partial award information will be provided in an MOA.

Failure to Maintain Equipment and Network

The applicant agrees to maintain the EVSE in good working order, to promptly repair any non- or under-performing equipment, and to maintain a network data service plan for transmission of usage data to a network data service platform for a minimum of five (5) years. Additionally, the unit must continually be in full working order to the extent possible. Should repair be necessary, charging units shall be fully operational within seventy-two (72) hours of equipment failure to ensure a ninety-five percent (95%) annual uptime guarantee. Otherwise, prorated repayment of the awarded funding will be required.

The repayment schedule will be based on the period of continuous operation, maintenance, and network data service rounded to the nearest month according to the following table:

Period of Operation, Maintenance, and Data Service	Repayment (% of award)
12 months or less	100%
> 12 months, but < 24 months	80%
> 24 months, but < 36 months	60%
> 36 months, but < 48 months	40%
> 48 months, but < 60 months	20%

Record Retention

E&E maintains the right to audit up to five (5) years of submitted paperwork, digital records, and charging data at any time. Applicants should maintain supporting documentation for five years.

Public Disclosure

All or part of any application is subject to the Arkansas Freedom of Information Act and can be made public. E&E may publish, partial or whole, funded applications online. Applicants should designate any confidential business information or trade secrets as such to allow publication of a redacted version of any document. In the case of confidential business information, applicants should submit two copies of the application: a clean version and a redacted version. Unless an extenuating circumstance arises, E&E will not accept redacted applications that have been completely excised. Interested individuals may obtain application information **at the E&E website.**

Disclaimer

E&E makes no representations regarding the design, construction, reliability, performance, operation, maintenance, or use of any equipment awarded funding under this program. The applicant is solely responsible for any decision regarding the selection, design, purchase, installation, use, and operation of any pieces of equipment other than those specified in the terms and conditions.

APPENDIX A

Designated electric vehicle transportation corridors in Arkansas

I-40	Across Arkansas from Oklahoma border to Tennessee border
I-30	From Little Rock to Arkansas/Texas border
I-49	From I-40 to Arkansas/Missouri border