State of Idaho
Electric Vehicle Supply Equipment Program

Application Guide

This application is for the Electric Vehicle Supply Equipment (EVSE) Program, funded through a trust established by the Volkswagen Settlement with the United States. This program will have access to 15% of the Eligible Mitigation funding made available to the State of Idaho under the Trust. This equates to approximately $2.8 million to be utilized across the state to assist in lowering NOx emissions through deployment of electric vehicle supply equipment.

Please read this letter carefully prior to submitting an application for funding through the EVSE program.

All Projects are Subject to the terms of the Trust:
The funding for this program is made possible through a court mandated trust. Applicants are subject to **ALL** the terms of the Trust, including:

- Trust funds shall not be used for:
  - Purchase or rent of real estate
  - Other capital costs (e.g. construction of buildings, parking facilities, etc.)
  - General maintenance other than maintenance of actual electric vehicle supply equipment

Other Requirements:
By submitting this application, the applicant ("owner") agrees to the following conditions, in addition to the terms of the trust, to receive any potential funding from the EVSE program:

- Provide match funding for the project.
  - Minimum match offers must meet the terms of the trust.
  - The amount of match offered by the owner will be considered in the review process.
- Maintain compliance with all state and federal regulations for contracting, auditing and payments. All contractors must be licensed to work in the State of Idaho.
- Receive payment after the project is complete and a review is accepted.
- Allow routine audits of the project while under construction and submit a final report consistent with the terms and conditions of the award.
- Complete construction of the electric charging station within 2 years after the award is granted.
- Maintain charging station operability and public accessibility for at least 5 years after construction is completed. This includes:
  - Maintaining compliance with local, state and federal laws including, but not limited to, safety, accessibility and point-of-sale.

All applications should be submitted to OEMR at 304 N 8th Street, Suite 250, P.O. Box 83720, Boise, ID 83720. Applications can also be submitted electronically to katie.pegan@oer.idaho.gov.

Follow this link to review the legal terms of the Trust under Appendix D-2 of the Volkswagen Settlement.

****A submission of an application will not guarantee funding; all applications will be evaluated for feasibility and whether the proposed location fits within the existing network of electric vehicle charging stations.***

State of Idaho
Electric Vehicle Supply Equipment Program

Participant Information

Participant business name (As shown on income tax return): TIN #:

Mailing address: City: State: Zip:

Contact name: Contact title:

Contact telephone number: Cell number: Contact email address:

Project Title

A. Site Description

Project Feasibility

1. Address for specific charging site

2. Is this address located on government-owned property? ◯ Yes ◯ No

3. Please provide a site plan for the proposed project including:
Describe why the specific location is suitable for the proposed project; number of chargers applicant is proposing for the site; estimated time necessary to complete the project.

Click in the space above to insert an image, or attach any additional files electronically to your email or by hard copy with your mailed application.

4. Please provide a map of the proposed site with all major roadways included.
Attach to this application a visual depiction/map of the proposed location of the site on your property; how it can be accessed; and indicate any space available for future expansion; location and description of existing electricity service to the site.

Click in the space above to insert an image, or attach any additional files electronically to your email or by hard copy with your mailed application.

5. Please attach documentation from your local utility that includes the following:
Description of the existing electrical service to the site, what upgrades may be needed, and preliminary cost estimates for those upgrades. Documentation must be coordinated with your local utility and needs to include the name of your utility representative.

Click in the space above to insert an image, or attach any additional files electronically to your email or by hard copy with your mailed application.

6. Please identify the status of all necessary permits or other approvals required for the project:

Permit/Agreement Description	Not Required	Required, Application Not Yet Submitted	Application Submitted	Permit/ Approval Received	Unsure If Required
Air/land use	☐	☐	☐	☐	☐
Electrical	☐	☐	☐	☐	☐
Structural	☐	☐	☐	☐	☐
Zoning	☐	☐	☐	☐	☐
Environmental impact	☐	☐	☐	☐	☐
Cultural/historical impact	☐	☐	☐	☐	☐
City council/board approvals	☐	☐	☐	☐	☐
Other:	☐	☐	☐	☐	☐

Please explain, if necessary:

7. Please provide an estimated project schedule/timeline for project milestones:

Milestone	Proposed Completion Date	Notes

Milestone	Proposed Completion Date	Notes

Please explain, if necessary:

Technical Requirements

8. Please provide details of the type of equipment you plan to install for EV chargers:

Electric Vehicle Supply Equipment	Charger Power Output (kW)	Type of Charging Technology	Quantity of Each Type of Charger	Can Charging Equipment Expand for Increased Power?
Single Port DC Fast Charger		◯ CHAdeMo ◯ SAE Combo/CCS		◯ Yes ◯ No
Multi-Port DC Fast Charger		◯ CHAdeMo ◯ SAE Combo/CCS		◯ Yes ◯ No
Other		◯ CHAdeMo ◯ SAE Combo/CCS		◯ Yes ◯ No

Please explain, if necessary:

9. Describe the point of sale equipment to be installed at/near the EV charging station:

Community Impact

10. Site specific attributes?
Key factors have been identified for consideration in choosing host sites (see BMP, Section 4.1). Please provide information on specific attributes currently available at the site, or planned in conjunction with your project, including, but not limited to the following: food service, cellular service, shopping, accessibility, hours of operation, site lighting, etc.

11. What is the proposed fee/ rate structure to use the EV chargers?
Provide information of the proposed fee/ rate structure.

B. Project Costs

Financial Structure

12. Describe the financial structure of the project.
Include who will fund and assume ownership of the project; receive any financial benefits; pay for maintenance and repair; and what the duration of the commitment to fund maintenance and repairs will be.

Project Budget

13. Please provide an estimated budget for equipment, installation and other cost categories listed below.
This does not indicate that funding will be provided for all costs listed; funding must be consistent with the terms of the trust. Cost sharing will be required by the applicant. Please see the Application Guide for more details on what can be funded through the Electric Vehicle Supply Equipment Program.

Eligible Project Costs

Electronic Vehicle Charging Equipment Project Component	Cost	Line Item Description
Engineering and design costs (not yet incurred)		

Electronic Vehicle Charging Equipment Project Component	Cost	Line Item Description
Equipment costs		
Charger(s)		
Electrical system upgrades		
Other components (please list)		
Labor installation costs		
Permitting fees, if applicable (please itemize)		
Other cost (please itemize)		
Total Estimated Project Costs		

Total funding applicant is requesting from Trust (Total funding request does not include the match funds provided by the applicant)	
Total match funding provided by applicant	
Explanation of match funding:	

Application Acknowledgement

Certification of Truth, Accuracy, and Completeness (By Responsible Official)

I hereby certify that based on information and belief formed after reasonable inquiry, the statements and information contained in this and any attached and/or referenced document(s) are true, accurate, and complete in accordance with IDAPA 58.01.01.123 and 124.

Participant Name and Title (printed)	Participant Signature	Date

Application must include all required documentation. Email completed application to katie.pegan@oer.idaho.gov or mail to P.O. Box 83720, Boise, ID 83720