

**Charge Ahead Colorado**

**Short Application Form**

The Colorado Energy Office (CEO) provides grants for electric vehicle (EV) charging stations through Charge Ahead Colorado (CAC).

The purpose of this short application is to provide the grant evaluation team with an understanding of the applicant’s proposed project in multifamily housing or workplaces, level of planning and commitment to electric vehicle charging stations, as well as their preparedness to implement the proposed project.

All applications must be submitted using CEO’s grant portal. Applicants must review the Charge Ahead Colorado Grant Program [Application Guide](https://drive.google.com/file/d/1Bt5lik6yw36cSztwCUEafufIyzIHgMIB/view) (“Guide”) prior to submitting an application. This Guide is intended to provide participants with a thorough understanding of the program’s objectives, requirements, and funding process. Prior to submitting an application, applicants must confirm that they have read the Application Guide.

**Section I. Contact Information and Background Information**

|  |  |
| --- | --- |
| Organization Name: |  |
| Organization Type (Multifamily Housing or Workplace): |  |
| Organization Address: |  |
| County: |  |
| Contact Name: |  |
| Title: |  |
| Contact Phone Number: |  |
| Contact Email Address: |  |
| Organization Website: |  |
| Secondary Contact Name: |  |
| Secondary Contact Title: |  |
| Secondary Contact Email: |  |
| Secondary Contact Phone: |  |

|  |  |
| --- | --- |
| Number of Level 2, Dual Port Charging Stations Requested: |  |
| Total Funding Requested Based on CAC Grant Maximums (Dollar Amount): |  |
| Anticipated Date of Completion: |  |

**Section II. Mandatory Criteria**

Applicants must adhere to the following criteria to be eligible for project funding.

**General**

1. Applicants must have title ownership of the site or facility where the proposed charging station is being installed. If not, applicants must provide written approval for charging station installation from the title owner of the site with their application.
2. We request that applicants whose location is governed by an HOA include a formal resolution or letter of intent from the applicant’s HOA Board with their application.
3. For Multifamily Housing (MFH), the charging stations must be commonly accessible to all residents and not dedicated to individual units.
4. Charging stations required by local code will not be funded. Only charging stations going beyond local code requirements will be considered for funding.
5. The station(s) must be kept operational and in service for a minimum of 5 years.
6. The station(s) must have a dedicated parking space for EV charging only. The dedicated parking space(s) must be equal to the number of vehicles that can be charged simultaneously. Signage indicating “EV Parking Only” must be included for each space.
7. Applications and associated documentation are subject to Colorado Open Records Act requests (CORA).

**Procurement**

1. Projects implemented prior to receiving an award and an executed Purchase Order from CEO are not eligible for funding.
2. Upon award, CEO will provide a mandatory training for all program applicants. Do not select vendors or execute any agreements prior to this meeting.
3. Only work occurring during an executed Purchase Order is eligible for reimbursement.
4. Charging stations must be purchased and not leased to be eligible for funding.
5. Applicants must provide the minimum required match for each charging station as outlined in the program funding table.

**Technology, Operations and Data**

1. DC Fast-Charging (DCFC) stations may include dual standard (CCS and CHAdeMO plugs) or CCS only.
2. All charging stations must be certified by Underwriters Laboratories, ETL Listed or an equivalent certification. Units must be compliant with the current version of the National Electrical Code (NEC) Article 625.f
3. Awardees are required to purchase 5 years of software and warranty to ensure ongoing operability of the charging station(s).
4. Charging station installation must be performed by an electrician licensed to transact business in the State of Colorado and who maintains appropriate types and levels of insurance coverage as outlined in the [State’s Terms and Conditions](https://docs.google.com/document/d/1qyA4KnP4DBnPtX__jLVXol17bpvmCOJA/edit).
5. Applicants must comply with all applicable federal, state and local permitting, zoning and code requirements.
6. Awardees are required to incorporate accessible design standards into their charging station projects. Guidance on accessibility for charging stations can be found [here](https://www.access-board.gov/tad/ev/). Charge Ahead Colorado requires that 5%, but no less than one (1) parking space, incorporate accessible design. Applicants may not meet this requirement by installing a station adjacent to a signed ADA stall.
7. Applicants must share charging station data with CEO as outlined in the data reporting requirements below under “Reporting Requirements.”
8. Applicants must submit station information to the [DOE’s Alternative Fuels Data Center](https://afdc.energy.gov/stations/#/station/new).

**Reimbursement**

1. All claimed eligible costs and final invoicing must be provided in a legible format and are required on a form provided by CEO following an award. In order for costs to be deemed eligible, they must be incurred during the effective dates of the CEO Purchase Order.
2. Backup original invoicing will be required at the time of reimbursement submittal. It is the responsibility of the applicant to ensure documents are clear. If documents are illegible, confusing or incorrect in any manner, the project documents will be returned to the grantee for resubmission. If the grantee does not comply, the project may not be funded.

**Short Application Questions**

1. Are you applying for an income qualified multifamily housing grant?
2. Are you applying for a location in a disproportionately impacted community?
3. I understand that accessible design features must be incorporated into the charging station project in order to receive grant funding. Not less than 5%, but no fewer than one (1) of all charging station space provided on site must be accessible. Please refer to the Access Board for details on accessibility and charging stations.
4. If awarded funding, do you anticipate any challenges with the purchase or installation of charging equipment (HOA approvals, management approvals, etc.)?
5. Has your organization received any interest from residents/employees that own EVs for charging stations at your location(s)? Please describe.
6. Will all of the charging stations be open to the public? If not all units, how many? Please explain.
7. Is your organization planning to charge a fee for charging station use? If you organization is planning to charge users, please explain the anticipated feed structure.