

Delaware Electric Vehicle Charging Station Rebate Program: Description and Guidance

January 1, 2020- June 30, 2021- Funding Round 4

Purpose

The purpose of the Electric Vehicle Charging Station Rebate Program is to provide incentives for Delaware businesses, non-profit organizations, state and local governments, fleets and owners/managers of multi-family dwellings to purchase AC Level 2 electric vehicle supply equipment (EVSE) to encourage the deployment of electric vehicles throughout the state. This program is aligned with Delaware's commitment to innovation in the transportation sector, reducing Delaware's reliance on foreign oil, and improving Delaware's air quality. For more information on the clean vehicle rebate program and other rebate programs for the deployment of alternative fuel vehicles, please visit de.gov/cleantransportation.

Program

Rebates of up to \$7,000 are available for the purchase of AC Level 2 Electric Vehicle Charging Stations. The rebate program covers the cost of the physical charging station only (see charging station eligibility below). Level 1 and DC Fast charging stations are not eligible for rebates under this program.

Public Access

Rebates for Level 2 charging stations are available under the Public Access category for stations that are available to any public user. These stations can be free to the user or charge a fee. Public access locations include, but are not limited to, shopping centers, hospitals, public or private parking lots and garages, parks, rest stops, and downtown areas.

In order to be eligible for a rebate as a public access charger, the stations must use a J1772 connector – this connector is the standard connector type and can connect any vehicle on the road today. The station also must be added to the Department of Energy's Alternative Fuel Data Center as a public station.

A rebate of 75% of the cost of the charging station will be provided to commercial entities. A rebate of 90% will be provided to non-profit organizations and government agencies. In both cases, rebates will be limited to \$3,500 per charging station plug (e.g., a dual plug station will be eligible for up to \$7,000).

Workplace

Rebates for Level 2 charging stations are available under the Workplace category for stations that are installed and operated specifically to provide employees with electric vehicles free or low-cost charging as an additional incentive of employment and/or as a part of a sustainable workplace campaign. These stations are typically only available to employees and may be in private parking lots or garages. To qualify under this category, stations do not need to be open to the public at large.

In order to be eligible for a rebate as a workplace charger, the stations must use a J1772 connector. The station must also be added to the Department of Energy's Alternative Fuel Data Center.

A rebate of 75% of the cost of a Level 2 charging station will be provided to commercial entities. A rebate of 90% will be provided to non-profit organizations and government agencies. In both cases, rebates will be limited to \$3,500 per charging station plug (e.g., a dual plug station will be eligible for up to \$7,000).

Fleet Charging

Rebates for Level 2 charging stations are available under the Fleet Charging category for stations that are dedicated to charging workplace fleet vehicles owned by a commercial, non-profit, or government entity.

A rebate of 75% of the cost of a Level 2 charging station will be provided to commercial entities. A rebate of 90% will be provided to non-profit organizations and government agencies. In both cases, rebates will be limited to \$3,500 per charging station plug (e.g., a dual plug station will be eligible for up to \$7,000).

Because these are not intended for employee or public use, there is no restriction on type of port connector to receive this rebate and no requirement to add the stations to the Alternative Fuel Data Center.

Multi-Family

Rebates for Level 2 charging stations are available under the Multi-Family category for stations installed and operated to provide residents of apartment, townhome, and/or condominium complexes access to electric vehicle charging at home. These stations can be installed for the exclusive use of residents, or can be publically available for other users. There must be a minimum of four (4) units to be eligible under this category.

In order to be eligible for a rebate, the stations must use a J1772 connector. The station must also be added to the Department of Energy's Alternative Fuel Data Center as either a private or public station.

A rebate of up to 90% of the cost of Level 2 charging station will be provided to commercial, non-profit organizations, and government agencies. Rebates will be available for up to 10 charging ports per location.

	Rebate Amount (Max: \$3,500 single port/\$7,000 dual port)		Limit per location	
	Commercial	Government and nonprofit	Commercial	Government and nonprofit
Public Access	75%	90%	6 charging ports	6 charging ports
Workplace	75%	90%	6 charging ports	6 charging ports
Fleet	75%	90%	6 charging ports	10 charging ports
Multi-Family	90%	90%	10 charging ports	10 charging ports

Charging ports are considered a single plug. A dual-port charging station would be considered two ports.

Program Deadlines

Eligible electric vehicle charging stations must be purchased between January 1, 2020 and June 30, 2021. All rebate applications must be received on or before September 30, 2021 in order to be eligible for the program. The program will continue until all funding has been exhausted or until June 30, 2021, whichever comes first.

Applicant Eligibility

The following entities are eligible for rebates under the Delaware Electric Vehicle Charging Station Rebate Program:

- Businesses, non-profit organizations, or other organizations with both a physical location and address in Delaware and a Delaware business license (must provide copy of business license if applying for the rebate as a business).
 - Commercial entities can include property management companies, condo associations and maintenance corporations with legal authority to manage common space.
- Non-profit organizations that qualify as federally tax-exempt (501(c)(3) or similar).
- State agencies or departments, municipal governments, or county governments in the state of Delaware.
- Public schools, colleges and universities.

Charging Station Eligibility

- Only Level 2 Charging Stations are eligible for a rebate:
 - AC Level 2 chargers provide electricity to the Electric Vehicle by 240 volts or 208 volts. Level 2 chargers require a dedicated circuit of 20-100 amperes.
- Charging stations must use a J1772 connector (with the exception of fleet chargers).
- Charging stations must be installed in Delaware.
- Charging stations must be owned by the applicant, not leased.
- The following are **not** eligible for this rebate:

<ul style="list-style-type: none"> ○ Residential charging stations for single family homes or private use ○ Outlet installation (i.e. NEMA outlets) ○ Electrician, construction and labor costs ○ Mounting equipment for wall or pedestal 	<ul style="list-style-type: none"> ○ Warranties ○ Cable management systems ○ Network/software subscription ○ Wires and materials ○ Site improvements ○ Shipping ○ Taxes
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Application Process

To apply for a rebate under the Clean Vehicle Rebate Program, applicants must first register as a Supplier with the state of Delaware at esupplier.erp.delaware.gov. **Once the Supplier file is approved, applicants will receive a Supplier ID number that is required to complete the application.** Applications will not be processed without the Supplier ID Number.

**Note: You only need to register as a supplier once. If you have previously submitted your information, you do not need to submit it again.*

If you need assistance registering as a supplier, please use this helpful [guide](#) or [video](#). The Supplier Maintenance Team can be reached at 302-526-5600 or FSF_Supplier_Maintenance@delaware.gov.

When the Supplier ID number is received, please download an [Electric Vehicle Charging Station Application](#) and submit the completed application with supporting documents via email DNREC.Transportation@delaware.gov or mail to:

Delaware Division of Climate, Coastal and Energy
100 W. Water Street, 10B
Dover, DE 19904

All applicants are required to submit the following documentation:

- A complete Electric Vehicle Charging Station Rebate application.
- Proof of operation in the state of Delaware:
 - A copy of an applicant's Delaware business license OR
 - A copy of tax-exempt status
- A copy of the itemized charging station sales slip.

Additional Guidelines

- Documents submitted should be legible and complete, with all necessary supporting documents. All incomplete or illegible documents will be returned to the applicant, leading to delays in rebate processing time.
- Rebates are limited to one rebate per eligible charging station port. DNREC reserves the right to limit the number of rebates given based upon funding limitations.
- Eligible new electric vehicle chargers must be purchased between January 1, 2020 and June 30, 2021.
- Electric vehicle chargers must be installed in the state of Delaware.
- DNREC, or an authorized representative, may contact you in the future regarding charging behavior, as well as overall electric vehicle driver satisfaction.
- The Delaware Division of Climate, Coastal, and Energy reserves the right to suspend or extend the program at any time based on availability of funding. The program will continue until all funding has been exhausted or June 30, 2021, whichever comes first. The Delaware Division of Climate, Coastal, and Energy may extend the program if additional funding is available.

The Delaware Division of Climate, Coastal and Energy (DCCE) reserves the sole right to review, accept, and/or deny all requests and it is the responsibility of the applicant to provide all necessary and requested information to DCCE to support its funding determination.

Taxability of Rebates

This rebate may be considered taxable income by the U.S. Internal Revenue Service and the Delaware Department of Revenue. It shall be the sole responsibility of the recipient, individually, to seek professional advice and determine the tax consequences of this rebate.

Questions and Answers

Please visit de.gov/cleantransportation to see a list of Questions and Answers. If you have additional questions, please email DNREC.Transportation@delaware.gov