



# Guidelines and Eligibility

## Delaware Electric Vehicle Charging Station Rebate Program: *Multi-Family Dwellings*

### Purpose:

The Delaware Multi-Family Dwelling Electric Vehicle Charging Station Rebate Program provides reimbursement for a portion of the costs associated with the purchase and installation of AC Level 2 charging stations at apartment complexes and condominiums with shared parking facilities. Property owners and property management companies are eligible for this funding opportunity. This program is aligned with Delaware's commitment to reducing greenhouse gas emissions, improving Delaware's air quality, increasing electric vehicle adoption and transportation equity across the state of Delaware. Additional rebate programs are available for purchase and installation of charging stations for public, fleet and workplace use as well as for purchase of electric vehicles. For more information on these programs, please visit [de.gov/cleantransportation](https://de.gov/cleantransportation).

### Available Funding:

A maximum of \$600,000 is available beginning May 1, 2023 for the purchase and installation of electric vehicle charging stations at multi-family dwellings (MFD) within Delaware. This is a reimbursement program and rebate recipients must provide their own funding to cover expenses as they are incurred.

The program provides tiered reimbursement rates depending upon whether the Multi-Family Dwelling is considered Existing or New. Enhanced reimbursement rates are also available if a Multi-Family Dwelling is located in a Priority Area.

Rebates of up to \$50,000 per site are available. Applicants may be reimbursed for charging stations at more than one site but an applicant cannot receive more than \$100,000 in total rebates

### Program Description:

Rebates of up to \$3,500 per charging port are available to eligible property owners and management companies for the purchase of AC Level 2 electric vehicle charging stations that will be installed at Multi-Family Dwellings in Delaware. To qualify as a Multi-Family Dwelling, the building must contain at least four (4) residential units. Charging stations can be installed for the exclusive use of residents or publicly available for other users on site.

Applicants for charging stations at existing Multi-Family Dwellings are also eligible to receive rebates for costs associated with installation of the charging stations. Existing Multi-Family Dwellings are those that

have a Certificate of Occupancy issued prior to May 1, 2023. These projects may receive a rebate of up to 60% of eligible installation costs.

Enhanced incentive levels are available for projects at existing Multi-Family Dwellings in Priority Areas. Priority Areas are mapped disadvantaged and/or underserved areas where eliminating barriers to electric vehicle deployment is especially important to ensure that clean transportation options are available to all Delawareans. Projects in Priority Areas are eligible for rebates of up to 80% of eligible installation costs.

In order to qualify for enhanced incentive levels within a Priority Area, the address of the charging station location must be within a census tract identified by the US DOT as a **Transportation Disadvantaged Census Tract (Historically Disadvantaged Communities)** in the Justice40 Map online here: <https://www.arcgis.com/apps/dashboards/d6f90dfcc8b44525b04c7ce748a3674a>

Table 1 below lists the rebate amounts for each type of eligible project type.

Table 1: Charging Station Rebate Amounts and Limits

Property Type	Charging Station Rebate Amount (Max: \$3,500 single port/\$7,000 dual port)	Charging Station Installation Reimbursement	Limit per location
New Multi-Family Dwelling	75% of the cost of the charging station	\$0	10 charging ports (or 5 dual port stations)
New Multi-Family Dwelling in Priority Areas	90% of the cost of the charging station	\$0	
Existing Multi-Family Dwelling	75% of the cost of the charging station	60% of eligible costs	\$50,000 maximum per street address including charging station(s) and installation costs.
Existing Multi-Family Dwelling in Priority Areas	90% of the cost of the charging station	80% of eligible costs	

## Program Procedures

To be eligible for funding, applicants must submit an application and receive a pre-approval letter prior to purchasing and installing electric vehicle charging stations. Rebates will be issued after the stations have been installed.

The application form and detailed instructions can be found online: [www.de.gov/cleantransportation](http://www.de.gov/cleantransportation). Application must include a copy of the Delaware Business License and an itemized sales quote for the charging stations. The Application must also include detailed estimates for installation costs. Applicants are encouraged to get more than one quote though that this not a requirement of the program.

Applicants only applying for electric vehicle charging station rebates only need to fill out the first section of the application. Applicants applying for installation cost reimbursement will need to complete the entire application.

Upon submission, the Division of Climate, Coastal and Energy will review the application for completion and eligibility within 10 business days.

If the application is approved and adequate funding is available, the applicant will receive a pre-approval letter. The pre-approval letter will include the maximum rebate amount based upon the eligible project costs. Rebates issued to applicants will not exceed the maximum listed in the pre-approval letter.

Applicants have one (1) year from the date of the pre-approval letter to purchase and install the stations. Once the electric vehicle charging stations have been installed, applicant will submit the final project cost documentation for reimbursement.

## Program Limitations

- The total funding available will be \$600,000 and is on a first-come, first-served basis. Funding remaining will be posted on a monthly basis at [www.de.gov/cleantransportation](http://www.de.gov/cleantransportation)
- Applicants must receive a pre-approval letter from DNREC prior to purchase or installation.
- Rebates shall not be awarded for charging stations which are required under federal, state, or local ordinances or building code requirements.
- No single entity may receive more than \$100,000 for Multi-Family Dwellings per funding round.
- Applicants must be in good standing with the Delaware Division of Revenue.
- Funding may not be used for any purchases or work completed prior to receiving the pre-approval letter from DNREC.
- All projects must be completed within 1 year of the pre-approval letter date. Pre-approval may be rescinded, and the funds reallocated if not complete within 1 year.
- Single-family homes, townhomes, mobile home parks and private garages are not eligible for grant funding.

## Applicant Eligibility

- Property owners or managers of Delaware based multi-family dwellings are eligible to apply for this program. Multi-family dwellings include apartment complexes and condominiums.
- Applicant must have evident ownership of the location identified in the application or evidence that the installation is allowed on the property (i.e., written permission of owner and/or pertinent language in lease, license agreement, or easement etc.).
- Applicant must be the intended owner of the station(s). Applications from third party vendors and/or installers will not be accepted.
- The Multi-Family Dwelling must include at least four (4) residential units at the site location.
- The Certificate of Occupancy must dated April 30, 2023 or before to qualify as an existing Multi-Family Building.
- The Certificate of Occupancy must be dated May 1, 2023 or after to qualify as a New Multi-Family Building. **New Multi-Family Dwelling construction is not eligible for installation costs reimbursement.**

- Applicant must comply with all applicable federal, state and local laws, ordinances, regulations and standards, and with all federal, state, and local electrical and building codes for electric vehicle charging station installation and operation.
- Applicant must comply with applicable ADA requirements and design recommendations for accessible EV charging stations: <https://www.access-board.gov/tad/ev/>
- The applicant must certify that they will allow access to, and use of, electric vehicle charging equipment to all residents at the location identified in the application. Applicants are encouraged to make their charging station(s) accessible to visitors and/or the general public, although it is not a requirement of the program.
- For each port installed, one parking space must be designed for plug-in electric vehicle use only and marked clearly with visible signage. The applicant must actively enforce this requirement. Applicants are encouraged to paint the pavement to indicate the parking space is designated for EVs. Each station site shall have adequate parking to allow for the maximum number of vehicles that can be charged simultaneously.

#### Eligible Costs for Multi-Family Dwellings:

Eligible costs under this program include those costs directly attributable to the site design, charger equipment, installation, labor, permitting, site preparation, upgrade for utility connections, signage, and equipment necessary to implement and operate the EVSE. The tables below describe the eligible and ineligible costs available for the reimbursement.

Eligible costs not included in original application submission may be considered, but under no circumstances will a project receive more than the maximum amount of funding in the pre-approval letter. Submitted costs will be adjusted downward in the event ineligible costs are included in the application.

Table 2: Eligible Costs for Existing Multi-Family Dwelling Buildings:

Eligible Costs Include:	Ineligible Costs Include:
<ul style="list-style-type: none"> <li>• Charging station equipment purchases</li> <li>• Charging station installation costs</li> <li>• Labor associated with site preparation and installation</li> <li>• Power connection</li> <li>• Cable management strategy (e.g. coil, retractable, etc.)</li> <li>• Mounting and associated equipment for pedestal or wall</li> <li>• Separate payment module</li> <li>• Permitting</li> <li>• Upgrading electrical supply (for safe EVSE operation only)</li> <li>• Striping</li> <li>• On-site signage</li> <li>• Warranty (limited to 5 years and must be included as a one-time, upfront project cost)</li> </ul>	<ul style="list-style-type: none"> <li>• Real estate costs, such as purchase or rent</li> <li>• Capital costs not directly related to charging station installation, such as construction of buildings or support parking facilities, etc.</li> <li>• Electricity consumption and demand charges</li> <li>• General post-installation operation and maintenance costs</li> <li>• Internet connection or cell signal</li> <li>• Networking/Software subscription (beyond first five-years)</li> <li>• Taxes</li> <li>• Warranty (beyond first five-years)</li> <li>• Any ancillary renewable (i.e. solar) or storage equipment</li> <li>• Lighting and landscaping</li> </ul>

<ul style="list-style-type: none"> <li>• Networking/Software (limited to 5 years and must be included as a one-time, upfront project cost)</li> <li>• Protective devices (e.g. bollards)</li> <li>• Shipping/Freight</li> </ul>	
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Table 3: Eligible Costs for New Multi-Family Dwelling Buildings:

Eligible Costs Include:	Ineligible Costs Include:
<ul style="list-style-type: none"> <li>• Charging station equipment purchases</li> <li>• Warranty (limited to 5 years and must be included as a one-time, upfront project cost)</li> <li>• Networking/Software limited to 5 years and must be included as a one-time, upfront project cost)</li> <li>• Cable management strategy (e.g. coil, retractable, etc.)</li> <li>• Mounting and associated equipment for pedestal or wall</li> <li>• Separate payment module</li> </ul>	<ul style="list-style-type: none"> <li>• Planning and Design</li> <li>• Installation costs</li> <li>• Labor</li> <li>• Power connection</li> <li>• Permitting</li> <li>• Upgrading electrical supply</li> <li>• Striping</li> <li>• On-site signage</li> <li>• Protective devices (e.g. bollards)</li> <li>• Shipping/Freight</li> <li>• Real estate costs, such as purchase or rent</li> <li>• Capital costs not directly related to charging station installation, such as construction of buildings or support parking facilities, etc.</li> <li>• Electricity consumption and demand charges</li> <li>• General post-installation operation and maintenance costs</li> <li>• Internet connection or cell signal</li> <li>• Networking/Software subscription (beyond first five-years)</li> <li>• Taxes</li> <li>• Warranty (beyond first five-years)</li> <li>• Any ancillary renewable (i.e. solar) or storage equipment</li> <li>• Lighting and Landscaping</li> </ul>

## EV Charging Station Requirements:

Eligible EV charging stations must meet the following standards:

- Must use a J1772 connector and be able to charge EVs produced by multiple manufacturers.
- Equipment must be a hard-wired Level 2 EV charging station and either mounted on a pedestal or wall.
- Must have charging amperage of 16-80 amps.
- Must be certified by the Underwriters Laboratories, Inc. (UL) or equivalent safety standard.

- Must be Energy Star Certified.
- Must be added to the Department of Energy's Alternative Fuel Data Center (not applicable to fleets). <https://afdc.energy.gov/stations>
- Must include all cables, connectors, interfaces, documentation for all components, any other necessary items for full operation.
- Must be qualified to withstand extreme weather conditions, including temperature extremes, flooding, heavy rains and high winds and must be protected from malfunctions due to condensation.
- For charging stations that are equipped to accept payment, the station must enable the payment option for all EV drivers without restrictions based on network membership or subscription (e.g. allow credit card without login).
- Must be a new station, not ordered until after pre-approval letter is issued by DNREC. Stations that are resold, rebuilt, rented, leased, or new parts installed in existing stations are not eligible.
- Must be installed by a Delaware licensed electrician – may be self-installed as long as the person is a DE licensed electrician.

## Site Plan and Parking Standards:

Project site design **must**:

- Be designed in consultation with an electrical contractor or electrician.
- Provide sufficient daytime and nighttime illumination to operate charging equipment.
- Have a level and well-maintained surface with parking stripping preferred.
- Meet ADA accessibility requirements
- Allow vehicles to safely park front-to-back or back-to-front to accommodate charging port variations across different vehicles by providing cords that are long enough. Cords should be a minimum of 18 feet and comply with the National Electric Code (NEC) article 625.
- Be designed to prevent physical damage to the charging equipment (e.g. bollards and curbing)
- Be located and designed so charging cords do not create blockages, tripping hazards, or barriers to pedestrian flow.
- Be located to prevent water from entering or accumulating within the components during conditions of heavy rain or flooding.