



## MassEVIP Direct Current Fast Charging (DCFC) Program Requirements

The Massachusetts Department of Environmental Protection (MassDEP) Massachusetts Electric Vehicle Incentive Program (MassEVIP) Direct Current Fast Charging (DCFC) Program provides incentive funding to property owners or their representatives in the Commonwealth to cover a portion of the cost of electric vehicle (EV) DCFC charging stations. **You are not eligible for funding if you order the DCFC charging station before you receive an approval letter from MassDEP.**

### INCENTIVE FUNDING DETAILS

EV Charging Station Type	Incentive Amount at Publicly Available Site	Incentive Amount for Non-Publicly Available Educational Site	Maximum Allowed Incentive Amount
DCFC	Non-Government Owned Property <sup>1</sup> : <ul style="list-style-type: none"> <li>• <b>Up to 80%</b> of DCFC charging station equipment for National Grid and Eversource program participants</li> <li>• <b>Up to 80%</b> of DCFC charging station equipment and installation for all others</li> </ul> Government Owned Property: <ul style="list-style-type: none"> <li>• <b>Up to 100%</b> of DCFC charging station equipment for National Grid and Eversource program participants</li> <li>• <b>Up to 100%</b> of DCFC charging station equipment and installation for all others</li> </ul>	<p style="text-align: center;"><b>Up to 60%</b> of DCFC charging station equipment for National Grid and Eversource program participants</p> <p style="text-align: center;"><b>Up to 60%</b> of DCFC charging station equipment and installation for all others</p>	\$50,000 per DCFC charging station

- \$1,500,000 is being allocated to this program.
- A minimum of \$200,000 in DCFC program funding is reserved for projects located in each MassDEP region (<https://www.mass.gov/service-details/massdep-regional-offices-by-community>).
- To be considered for funding, applications must be received by 5 PM on March 19, 2021.
- Projects will be considered for funding based on requirements and selection criteria set out in this document.
- The applicant must commit to providing funds, either directly from the applicant or another source, to cover the remaining cost of the EV charging station and installation, and all of the operating and maintenance costs, for a full consecutive three years after the charging station is operational.
- Funding from multiple MassDEP EVIP programs cannot be combined for a single EV charging station (i.e., DCFC Program funding cannot be combined with Public Access Charging Program funding, Multi-Unit Dwelling and Educational Campus Charging Program funding or Workplace and Fleet Charging Program funding).
- DCFC funding, combined with funding from other sources, must not exceed 100% of the costs paid for items listed as Costs Covered in Tables A and B below.
- MassDEP will not fund installation costs for projects funded through the National Grid<sup>2</sup> or Eversource<sup>3</sup> EV charging station programs.

<sup>1</sup> "Government" shall mean a State 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 or native village.



## MassEVIP Direct Current Fast Charging (DCFC) Program Requirements

- MassDEP reserves the right to ensure equitable distribution of MassEVIP funding geographically across the Commonwealth and among eligible applicants.
- MassDEP reserves the right to recover any funding provided to the applicant, and/or pursue any other legal actions deemed appropriate, if MassDEP determines that the applicant did not provide complete and accurate information or fails to meet the requirements or intent of the program.
- MassDEP reserves the right to grant only a portion of the maximum allowable funds per project. Submittal of an application does not guarantee funding.
- MassDEP reserves the right not to award grant funding for the entire \$1,500,000 offered under this DCFC solicitation.

Table A: Eligible Costs - National Grid and Eversource Program Participants

Costs <b>COVERED</b> include:	Costs <b>NOT COVERED</b> include:
<ul style="list-style-type: none"> <li>● A console wired into the electrical supply</li> <li>● A cable and connector to plug into the EV</li> <li>● Cable management strategy (e.g., coil, retractable, etc.)</li> <li>● Mounting, either pedestal or wall. Pedestal: hard-wired to a permanent pole or box. Wall: hard-wired to a wall and typically includes a mounting plate.</li> <li>● Separate payment module</li> <li>● Shipping/Freight for "Costs Covered"</li> </ul>	<ul style="list-style-type: none"> <li>● Upgrading electric supply</li> <li>● Land/parking space purchase or lease</li> <li>● Software subscription</li> <li>● Warranty</li> <li>● Taxes</li> <li>● Internet connection or cell signal</li> <li>● Planning or permitting for the project</li> <li>● Construction costs related to installation (including ADA EV parking space)</li> <li>● Signage and pavement painting</li> <li>● Shipping/Freight for "Costs Not Covered"</li> <li>● Bollards, curbs, wheel stops, setbacks, bumper guards</li> <li>● Electricity consumption and demand charges</li> <li>● Preventative and corrective maintenance on EV charging station</li> <li>● Others as determined by MassDEP</li> </ul>

<sup>2</sup> <https://www.nationalgridus.com/MA-Business/Energy-Saving-Programs/Electric-Vehicle-Charging-Station-Program>

<sup>3</sup> <https://www.eversource.com/content/ema-c/residential/save-money-energy/explore-alternatives/electric-vehicles/charging-stations>



# MassEVIP Direct Current Fast Charging (DCFC) Program Requirements

Table B: Eligible Costs – Applicants Not Participating in the National Grid and Eversource Programs

Costs <b>COVERED</b> include:	Costs <b>NOT COVERED</b> include:
<ul style="list-style-type: none"> <li>• A console wired into the electrical supply</li> <li>• A cable and connector to plug into the EV</li> <li>• Cable management strategy (e.g., coil, retractable, etc.)</li> <li>• Mounting, either pedestal or wall. Pedestal: hard-wired to a permanent pole or box. Wall: hard-wired to a wall and typically includes a mounting plate.</li> <li>• Separate payment module</li> <li>• Upgrading electric supply</li> <li>• Construction costs related to installation (including ADA EV parking space)</li> <li>• Signage and pavement painting</li> <li>• Shipping/Freight for "Costs Covered"</li> </ul>	<ul style="list-style-type: none"> <li>• Land/parking space purchase or lease</li> <li>• Software subscription</li> <li>• Warranty</li> <li>• Taxes</li> <li>• Internet connection or cell signal</li> <li>• Planning or permitting for the project</li> <li>• Shipping/Freight for "Costs Not Covered"</li> <li>• Bollards, curbs, wheel stops, setbacks, bumper guards</li> <li>• Electricity consumption and demand charges</li> <li>• Preventative and corrective maintenance on EV charging station</li> <li>• Others as determined by MassDEP</li> </ul>

## EV CHARGING STATION REQUIREMENTS

- DCFC - Direct Current Fast Charger (also referred to as a "DC Quick Charger" or "Level 3 Charger") for light duty vehicles, capable of rapidly charging EV batteries, using direct current at 480 volts.
- Certified to UL (Underwriters Laboratories, Inc.) standards by a Nationally Recognized Testing Laboratory (NRTL).
- Able to charge EVs produced by multiple manufacturers.
- Equipped with both CHAdeMO and SAE CCS connectors.
- Capable of 50 kW or greater.
- For charging stations that are equipped to accept payment, they must enable the payment option for all EV drivers without restrictions based on network membership or subscription (e.g., allow credit card payment without login).
- If there is a fee for use of the charging station, that fee must clearly be listed on or near the charging station. For example, \$0.45/kWh or \$1.00 for the first half hour and \$5.00 for each additional fifteen minutes.
- A phone number must be clearly visible on or near the charging station to report charger problems.
- Must be a new DCFC EV charging station, not ordered until after the approval letter is received from MassDEP. Stations that are resold, rebuilt, rented, leased, received from warranty insurance claims, or obtained as a gift or a prize, or new parts installed in existing stations, are not eligible.
- Energy Star certification is recommended for chosen EV charging stations.

## APPLICANT ELIGIBILITY AND LOCATION REQUIREMENTS

- Public, private or non-profit entities in Massachusetts, including secondary and higher education entities with 15 or more students on-site, are eligible to apply for and receive funding.
- Applicant must have evidence of ownership of the location identified in application or evidence that installation is allowed on the property (e.g., written permission of owner and/or pertinent language in lease, license agreement, or easement, etc.), and provide such evidence to MassDEP upon request.



## MassEVIP Direct Current Fast Charging (DCFC) Program Requirements

- Location must not be a residence. Residential properties are ineligible regardless of their ownership. Secondary and higher education dormitories are not considered residential for the purpose of this program.
- All applicants must allow practical access to, and use of, the parking space and the EV charging station for 24 hours per day, 7 days per week, at the location identified in the application and describe such access in the application.
  - Secondary and higher education institution applicants must at a minimum allow all students and employees to have this access.
  - All other applicants must allow the general public to have this access.
- For each station installed, one parking space must be designated for plug-in electric vehicle use only and marked clearly through permanent, visible signage. The grant recipient must actively enforce this requirement. Applicants are encouraged to paint the pavement to indicate the parking space is designated for EVs.
- Location must be safely and easily accessible, with adequate lighting and at a location that allows safe ingress and egress.
- EV charging station location shall be designed to protect the EV charging station from physical damage. Measures may include curbs, wheel stops, setbacks, bumper guards, and bollards.



- The charging station parking space and area around the charging station must be maintained, including snow removal and general cleaning.
- Directional signage to the EV charging station must be installed, starting at the entrance of the parking area.

### GENERAL PROGRAM REQUIREMENTS

- For new construction locations, install and operate the EV charging station within 24 months of the effective date of the contract with MassDEP.
- For existing locations, install and operate the EV charging station within 12 months of the effective date of the contract with MassDEP.
- Operate and maintain the EV charging station for three full consecutive years after the date the charging station is operational.
- Collect EV station usage data for three full consecutive years after the date the charging station is operational and provide it to MassDEP quarterly. Download instructions and reporting template here: <https://www.mass.gov/how-to/apply-for-massevip-direct-current-fast-charging-incentives>
- Register the EV charging station on the United States Department of Energy's (DOE) Alternative Fuels Data Center Station Locator [http://www.afdc.energy.gov/fuels/electricity\\_locations.html](http://www.afdc.energy.gov/fuels/electricity_locations.html). Applicants are also encouraged to submit the location to other EV charging websites such as [www.PlugShare.com](http://www.PlugShare.com).
- Market the EV charging station, as applicable, to the general public or secondary or higher education community via various strategies, for example: ride and drive events; education on



## MassEVIP Direct Current Fast Charging (DCFC) Program Requirements

proper EV charging station operation; flyers; internal/external newsletters and webpages; signage; etc.

### ACCESSIBILITY

- If, after reviewing this section, you have additional questions related to accessibility obligations, please contact Mr. Jeffrey Dougan, Assistant Director at the Massachusetts Office on Disability, for assistance with these requirements. He can be reached at [jeff.dougan@mass.gov](mailto:jeff.dougan@mass.gov).
- Applicants who are required to provide handicapped accessible parking spaces in their parking area as required by the 1991 or 2010 Americans with Disabilities Act Architectural Design Standards and/or the rules and regulations of the Massachusetts Architectural Access Board (521 CMR) must meet the accessibility requirements for EV charging spaces as provided in this section.
- Locations funded through the DCFC program must have at least 5% of the site's EV charging spaces, but not less than one such space, be accessible to persons with disabilities. If 5% calculates to a fraction, round the value up to the next whole number. This requirement is per parking area and is based on new plus existing EV charging spaces.

For example:

- A parking facility with 20 EV charging spaces or fewer requires at least 1 accessible EV charging space.
- A parking facility with 21 to 40 EV charging spaces requires at least 2 accessible EV charging spaces.
- Accessible EV charging spaces can share an access aisle with new or existing accessible parking spaces.
- Accessible EV charging spaces must provide access to both the CHAdeMO and CCS connectors. This requirement can be met with adjacent accessible EV charging spaces.
- Accessible EV charging spaces may be used by anyone and must not be reserved for persons with disabilities. Therefore do not install markings or signage restricting the space to ADA accessibility only.
- The following technical specifications are provided as guidelines to assist in the selection of equipment and design options made to comply with the [Massachusetts Architectural Access Board's rules and regulations \(521 CMR\)](#) and/or the [2010 ADA Design Standards](#).





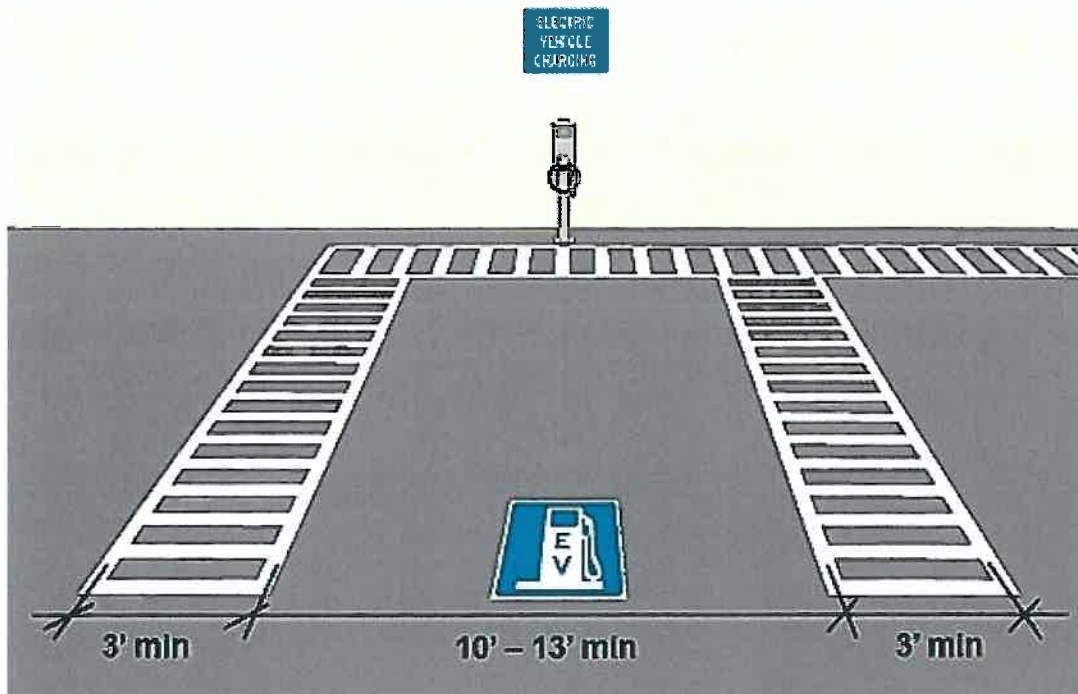
# MassEVIP Direct Current Fast Charging (DCFC) Program Requirements

**Off-Street and Perpendicular On-Street Accessible EV Charging Space Requirements** Such spaces must include:

- **A parking space and striped access aisle(s) with a combined minimum width of 16'.** **Striped access aisles may be placed on one side or on both sides of the parking space.** See examples 1 & 2 below. Note the examples are not the only design options available and are meant as suggestions only. The spacing suggestions from examples 1 and 2 are summarized in the following table:

Left aisle width	EV charging space width	Right aisle width	Total width
3'	10'	3'	16'
3'	13'	3'	19'
5'	11'	0'	16'
0'	11'	5'	16'
8'	8'	0'	16'
0'	8'	8'	16'

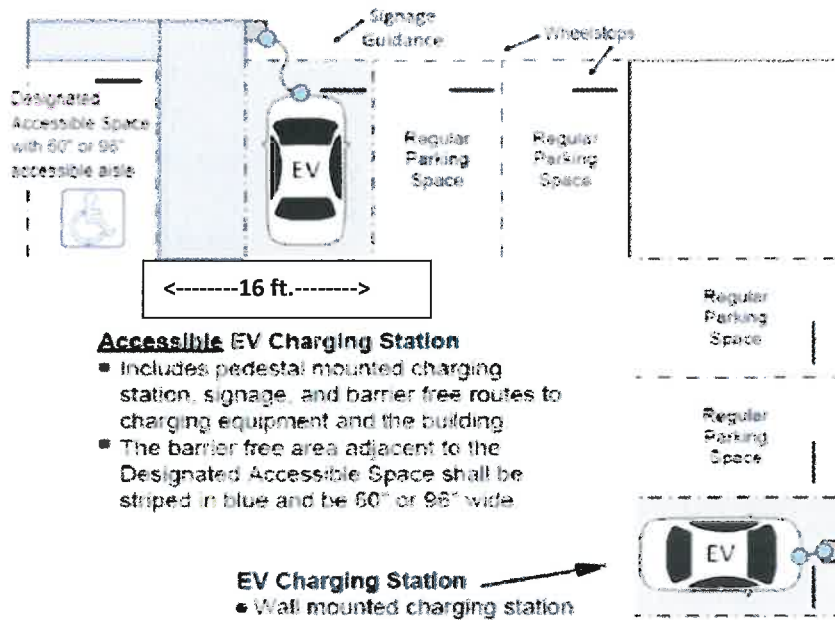
- Parking spaces and striped access aisles on a slope no greater than 1:50 (2%). This is measured in both directions.
- A minimum 8' 2" vertical clearance along the vehicular route to the accessible EV charging space.



Example 1: From [US Access Board Guidance](#)



# MassEVIP Direct Current Fast Charging (DCFC) Program Requirements



Example 2: Derived from [US Department of Energy Guidance](#)

## Accessible Route and Controls

There must be a sufficient path of travel to the EV charging station so that someone can exit their vehicle, access the EV charging station, return to their vehicle and get to their destination.

The width of the accessible routes must be a minimum of 48 inches. This includes the "departure" area from the EV charging station area to the building entrance(s).

There must be a clear space in front of the EV charging station of at least 30 inches x 48 inches.

The cross slope of the accessible route must be no steeper than 1:50 (2%).

If the striped access aisles of the accessible EV charging station space abuts a sidewalk, there must be a curb cut to access the connecting sidewalk or route.

At the controls of the EV charging station there must be a level landing (1:50/2%) measured in all directions.



# MassEVIP Direct Current Fast Charging (DCFC) Program Requirements

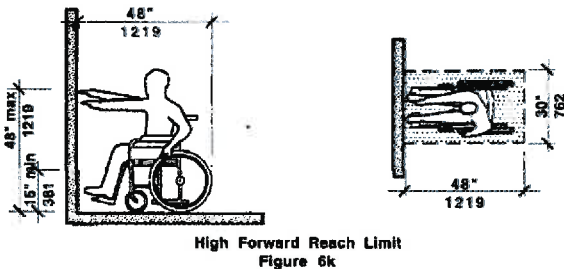
Per [521 CMR 39.5](#), the highest operable part of controls, dispensers, receptacles, and other operable equipment shall be placed within at least one of the reach ranges specified in [521 CMR 6.5](#), Forward Reach and [521 CMR 6.6](#), Side Reach. If on a platform, the measurement is from the ground itself, not the platform level.

**Forward Reach:** If the clear floor space only allows forward approach to the EV charging station, the maximum high forward reach allowed is 48 inches and minimum low forward reach is 15 inches. See Example 3 below for forward reach drawing and reach and clearances if the forward reach is over an obstruction.

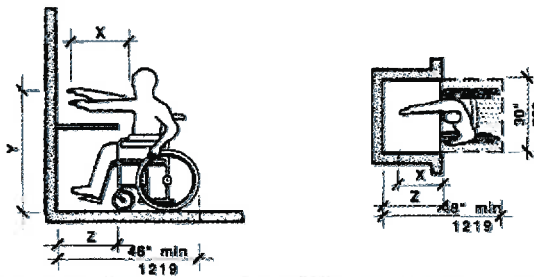
**Side Reach:** If the clear floor space allows parallel approach to the EV charging station, the maximum high side reach allowed is 54 inches and the low side reach is no less than 9 inches above the floor. See Example 4 below for side reach drawing and reach and clearances if the side reach is over an obstruction.

Controls and operating mechanisms shall be operable with one hand and shall not require pinching, or twisting of the wrist.

## Example 3: From [521 CMR 6.00: Forward Reach](#)



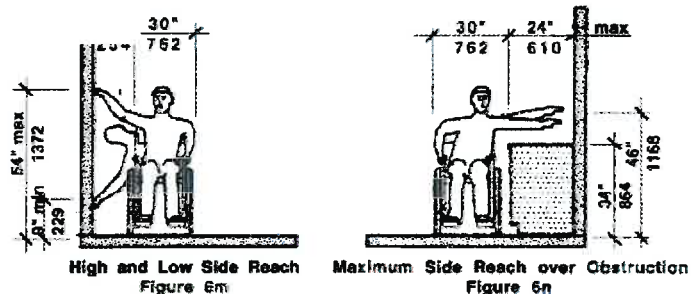
High Forward Reach Limit  
Figure 6k



NOTE: X shall be less than or equal to 25" (635 mm). Z shall be greater than X.  
When X is less than 20" (508 mm), then Y shall be 46" (1169 mm) max.  
When X is 20" to 25" (508 to 635 mm), then Y shall be 44" (1118 mm) max.

Maximum Forward Reach over an Obstruction  
Figure 6l

## Example 4: From [521 CMR 6.00: Side Reach](#)



High and Low Side Reach  
Figure 6m

Maximum Side Reach over Obstruction  
Figure 6n





# MassEVIP Direct Current Fast Charging (DCFC) Program Requirements

## PROJECT SELECTION CRITERIA

Projects submitted for funding through the DCFC Program must meet the requirements set out in this document. In addition, the application will be evaluated on the following criteria, in no particular order of importance:

- A. The project fills a gap in the DCFC infrastructure along travel corridors in the Commonwealth and/or provides charging that encourages electric vehicle interstate travel. See the Alternative Fuels Data Center Station Locator (<https://afdc.energy.gov/stations/#/find/nearest>) for current DCFC availability in Massachusetts and other states.
- B. The project is located in an area that contains an Environmental Justice area as identified at [http://maps.massgis.state.ma.us/map\\_ol/ej.php](http://maps.massgis.state.ma.us/map_ol/ej.php).
- C. The applicant, site host or vendor is listed as a certified business with the Supplier Diversity Office. More details about eligibility can be found at <https://www.mass.gov/supplier-diversity-office>.
- D. The project promotes equitable geographic distribution across the state (as delineated by the MassDEP regions <https://www.mass.gov/service-details/massdep-regional-offices-by-community>).
- E. Applicant proposes projects at multiple locations to cover a region of the Commonwealth or the entire Commonwealth. For example, XYZ retail center proposes to install DCFC stations at nine of their locations in MassDEP's Northeast region.
- F. The DCFC station is capable of charging at more than the minimum required 50 kW, such as at 100 kW, 150 kW or 350 kW.
- G. The installation will include infrastructure so that the DCFC station can be scaled to 100 kW, 150 kW or 350 kW charging capability in the future.
- H. The project drives technological and policy progress by:
  - o Installing additional make-ready infrastructure for future deployment of DCFC stations at the location identified in the application.
  - o Integrating renewable power supply (e.g., solar, wind).
  - o Integrating energy storage.
  - o Proposing other innovative approaches.
- I. The applicant commits to contributing more than the required cost share.
- J. The applicant provides electric utility confirmation of project viability.



# MassEVIP Direct Current Fast Charging (DCFC) Program Requirements

## APPLICATION PROCESS

Applications must be submitted no later than March 19, 2021.

- Interested applicants must complete the online application form at [https://massgov.formstack.com/forms/massevip\\_dcfc\\_20](https://massgov.formstack.com/forms/massevip_dcfc_20) and submit it (with attachments) to MassDEP.
- MassDEP will review the application for eligibility and completeness and will notify the applicant of the outcome of such review.
- Upon review of a completed application, and subsequent favorable determination of incentive award, MassDEP will issue an Approval Letter and the contract documents.
- The required contract documents are:
  - *Commonwealth of Massachusetts - Standard Contract Form*; and
  - *Commonwealth Terms and Conditions*; and
  - *Contractor Authorized Signatory Listing*; and
  - *MA-W-9 Request for Taxpayer Identification Number and Certification*; and
  - An End-User Agreement.

The contract documents are posted at <https://www.mass.gov/lists/osd-forms#contract-forms-and-attachments-for-all-goods-and-services->.

- Applicant, now a Grantee, will have 30 days to return the signed contract documents to MassDEP.
- MassDEP will countersign the contract documents and return to Grantee within 10 days.
- From the effective date of the contract with MassDEP, Grantee will have **12 months** for existing locations and **24 months** for new construction locations to complete the charging station acquisition, installation, and make the charging station operational.
- Grantee will coordinate the delivery and installation of the charging station directly with the vendor.
- Grantee must submit updates on its project implementation schedule upon request.

## PAYMENT PROCESS

- Upon the charging station being made operational, Grantee must submit a payment packet including, without limitation:
  - Completed payment request form, which will be provided at time MassDEP returns the contract documents; and
  - Final itemized invoices for the charging stations and installation; and
  - Proof of installation, including pictures of the installed and operational charging stations.
- MassDEP will direct the grant to Grantee or charging station vendor, as indicated by Grantee on the payment request form. It may take up to 45 days for the funds to be released.