

North Central Texas Council of Governments North Texas Electric Vehicle Infrastructure Call for Projects	
Application	
Submission Instructions	
Applications with altered language or forms will be void. Program requirements and eligibility criteria are explained in the North Texas Electric Vehicle Infrastructure Call for Projects (CFP) Guidelines. Applicants must review this document before completing this application and will have to certify that they read and understand the "Certifications" portion of the application. Refer to the CFP Guidelines for submission instructions at www.nctcog.org/evcharginggrant.	
Staff Contact Information	
Joslyn Billings Air Quality Planner III (817) 695-9294 Email: AQgrants@nctcog.org	Jared Wright Senior Air Quality Planner (817) 608-2374 Website: www.nctcog.org/evcharginggrant
Application Checklist	
Please use the following steps and the Guidelines to ensure that the Application Submittal Process is complete. All documents are available online through www.nctcog.org/evcharginggrant. ☐ Step 1: Review Guidelines ☐ Step 2: Reviews FAQs ☐ Step 3: Submit an Online Intent to Submit Form (Optional) ☐ Step 4: Ensure the Online Risk Assessment is completed ☐ Step 5: Submit a completed and signed application along with the attachments specified on page 18 of the Guidelines. Agencies are encouraged to adopt NCTCOG's Clean Fleet Policy and submit a copy of the adopted policy by the application deadline. To find the policy or see if your organization has already submitted it, visit www.nctcog.org/clean-fleet-policy.	

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Applicants are encouraged to contact the Deployment Dream Team, Kimley-Horn and Associates, Inc, which has been procured by NCTCOG to assist with project development and implementation streamlining. Kimley-Horn and Associates, Inc. can assist with developing project applications for this Call for Projects. Contact Kimley-Horn at EVDreamTeam@Kimley-Horn.com. Applicants may also use other resources such as previous grant applications, studies or other consultant services.	
Part 1: Applicant Profile	
1	Applicant Legal Name: (for contracting purposes)
2	Entity's Unique Entity Identifier (UEI #): (if your entity does not have an UEI number, you can start the registration process at www.SAM.gov)
Project Contact	
3	Project Contact: (the individual managing project implementation)
4	Title:
5	Phone Number:
6	Email Address:
7	Mailing Address:
Authorized Official	
8	Authorized Official: (must be an individual who is authorized to enter into a grant agreement with NCTCOG for project implementation)
9	Title:
10	Phone Number:
11	Email Address:
12	Mailing Address:
Part 2: Project Summary	
13	Please provide a brief summary of your total project:
14	Total number of sites submitted:
15	Total project cost: (Sum of all activities' Total Eligible Costs in Part 3)
16	Total amount of grant funding requested: (Sum of all activities' Funding Expected in Part 3)
17	Are you able to pay the federal 80% share of the project costs in full prior to requesting reimbursement? (Yes or No) (Note: This funding cannot be combined with other federal funding, Texas Emissions Reduction Plan (TERP) funds, Texas Volkswagen Environmental Mitigation Program funds. The project funding must be reduced by the value of any tax credits.)
18	Of the total number of sites included in the application, how many would you like to be built? (For example, if you are submitting two sites for consideration but really only want to build one facility, you would answer 'one'.)

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Part 3: Site Information

Complete the fields for "Station Location Information", "Charger Information", "Consistency with National Environmental Policy Act (NEPA) Clearance", and "Scoring Criteria". Complete a Site for each location at which chargers will be installed. Complete a column for each site proposed in your application. If you require additional sites, please download an additional Project Activity Details Form from our webpage and attach to your application. Applicants are encouraged to review the EV charging station requirements outlined in 23 CFR Part 680 as all federally funded charging stations must meet these requirements. Please complete all fields to the best of your ability.

	Station Location Information	Example	Site 1	Site 2	Site 3
19	Provide a brief site description:	Chargers will be added in front of City Hall, with one dual port DCFC and one dual port Level 2 charger. Overall, the entire site will be capable of charging 4 vehicles simultaneously.			
20	Location/facility name:	City Hall			
21	Physical Address:	3100 Place St.			
22	City:	Anytown			
23	Zip Code:	12345			
24	County:	Square			
25	Does this location currently have charging equipment?	No			
26	What brings visitors to this location?	Residents coming to City Hall			
27	Are the chargers intended to serve the local community, or drivers traveling through the community?	Local community			
28	Approximately how many visitors come to the site or nearby destinations per day, if known?	50			
29	Days/Hours site facility is open:	M-F, 8:00 am - 5:00 pm			
30	Days/Hours station will be publicly available: <i>Federal regulations laid out in 23 CFR Part 680 require federally funded EV charging stations to be open to the public at least as frequently as the business operating hours of the site host. DCFC stations installed within a mile of a designated alternative fuel corridor and intended to serve travelers through the community must be open 24/7.</i>	6:00 am - 7:00 pm daily			
31	Are there any physical barriers that prevent access to the charging station? If so, when are they deployed?	Yes; parking lot gate closed at 7:00 pm daily			

Charger Information	Example	Site 1	Site 2	Site 3
A charging station is defined as the area in the immediate vicinity of a group of chargers and includes the chargers, supporting equipment, charging areas adjacent to the chargers, and lanes for vehicle ingress and egress. A charging port is defined as the system within a charger that charges one EV. A charging port may have multiple connectors, but it can provide power to charge only one EV through one connector at a time. Federal regulations laid out in 23 CFR Part 680 require federally funded EV charging stations to have at least 4 network-connected ports capable of dispensing power simultaneously. The SAE J1772 connector is the standard for Level 2 stations and SAE CCS for DCFC stations. It is expected that all DCFC stations will offer at least one SAE J3400/North American Charging Standard (NACS) connector. NCTCOG will administer the procurement of the EV charging vendor to ensure compliance with all federal requirements on the chargers. Selected applicants will have the opportunity to provide input on the charger procurement.				
32	How many Level 2 ports are planned?	2		
33	How many DCFC ports are planned?	2		
34	Total number of charging ports (Must total at least 4):	4		
35	Minimum number of ports interested in receiving funding for at location:	4		
36	Desired Level 2 charger power level (kW) (Must be a minimum of 6 kW per port):	12 kW		
37	Desired DCFC power level (kW) (Must be a minimum of 150 kW per port):	150 kW		
38	Number of SAE J1772 connectors:	2		
39	Number of SAE J3400 Level 2 connectors:	0		
40	Number of SAE CCS connectors:	2		
41	Number of SAE J3400 DCFC connectors:	2		
42	Total number of charging connectors:	6		
43	How many vehicles will be able to charge at one time?	4		
44	Total development phase costs:	\$0		
45	If development phase costs are expected, please explain why these services can't be provided by the NCTCOG procured Deployment Dream Team.	N/A		
46	Total estimated equipment cost:	\$224,000		
47	Total estimated design cost:	\$41,000		
48	Total estimated engineering cost:	\$20,000		
49	Total estimated construction cost:	\$3,000		
50	Total estimated installation cost:	\$64,000		
51	Total estimated eligible costs:	\$352,000		
52	Total grant funding expected:	\$352,000		
53	How was the project budget determined?	Estimates were provided by the Deployment Dream Team		

	Consistency with National Environmental Policy Act (NEPA) Clearance	Example	Site 1	Site 2	Site 3
54	Is any right-of-way acquisition needed?	No			
55	Is the applicant the permitting authority? If no, has the applicant confirmed the project is consistent with zoning and permitting of the Authority Having Jurisdiction?	Yes; Coordinated and confirmed permit process with Anytown.			
56	Is the installation within an existing paved area?	Yes			
57	What is the approximate depth of excavation needed?	Under 5 feet			
58	What are the required modifications to install an EV Station? (Does it require relocation or installation of new utilities, reconfiguration of a parking lot or driveways or changes in access, or additional pavement and/or removal of trees?)	Installation of new conduit to parking lot, additional pavement slab for the charging station.			
59	Please describe any impacts to vegetation in the installation area.	Regularly mowed grass will be removed for new concrete pads.			
60	Is the site within the flood plain or on a regulated material site?	No			
61	Is the site at or near a historical property (45 years old or older)?	No			
62	Will additional lighting be needed and will it be nearby residential properties?	No, site has lighting.			
63	Will traffic increase to the site and cause an increase in noise levels?	Possible slight increase in road noise or site traffic, though EVs are quiet.			
Scoring Criteria		Example	Site 1	Site 2	Site 3
1. Areas with Insufficient Charging					
64	Closest existing public access EV charging station (address and driving distance): <i>Nearby stations can be found using a number of different mapping tools, including PlugShare, ChargeFinder, and the Alternative Fuels Data Center (AFDC) Station Locator. If you know of any existing sites that are not currently listed on the AFDC Station Locator, please send those details to cleancities@nctcog.org.</i>	3.5 miles, 123 Nowhere St., Anytown, TX, 12345			
65	Please provide additional reasons any existing charging stations may not support the area's needs.	Available chargers are at hotels that intend them for guests, not truly "public"			

2. Areas with Potential Demand					
66	Who do you anticipate will be the primary users of the site and how do you expect they will use the site? <i>Please attach supporting letters as appropriate.</i>	To be answered by applicant			
67	Please describe any plans for this station to serve public or private fleets operating in the area. <i>Please attach letters from other organizations as appropriate.</i> If you plan for this station to serve your organization's fleet, it is highly encouraged that the agency adopt NCTCOG's Clean Fleet Policy, located at https://nctcog.org/clean-fleet-policy. For agencies who plan for organizational fleet use, adoption of the Clean Fleet Policy will be factored into the scoring of this section. Please attach relevant documentation to your application.	To be answered by applicant			
68	Please describe any plans for the station serve as a multi-modal hub to support other modes of transportation. <i>Examples of multi-modal hubs include stations located at transit park-and-rides and stations that can serve rideshare drivers at airports or train stations.</i>	To be answered by applicant			
69	Please describe any other ways in which this site will contribute to success, goals, or plans of the applicant or region.	To be answered by applicant			

3. Public Engagement					
As part of the public engagement assessment, NCTCOG will be evaluating public feedback received via the Texas Department of Transportation Interactive Map and the Regional EV Charging Station Projects website (www.publicinput.com/nctcogEVcharging) among other factors. Applicants are encouraged to spread the word about these feedback opportunities to their residents to increase feedback by the application deadline.					
70	Please describe any public engagement you did as part of developing this application and how that contributed to your project. Please attach any other information indicating public engagement or support.	To be answered by applicant			
71	<i>Please describe any other community input you've received that is relevant to your application.</i>	To be answered by applicant			

4. Feasibility and Risk					
72	How soon do you plan to go to construction (month and year)? What steps have you taken to ensure project readiness and station utilization? Please attach any relevant materials to your application if applicable.	To be answered by applicant			
73	What physical safety features will be included to prevent damage to the station?	To be answered by applicant			
74	What security or surveillance measures be implemented?	To be answered by applicant			
75	What resiliency features will the station include?	To be answered by applicant			
76	What is the estimated additional cost of these resiliency features?	\$0			
77	Are you willing to support chargers that support bi-directional capabilities (vehicle to grid, vehicle to building, etc.)?	Yes			
78	Who is the site Electric Interconnection Provider (such as Oncor, Texas-New Mexico Power, CoServ, etc.)?	Oncor			
79	Is a new or upgraded electrical service required as part of the installation?	New service			
80	If new service, has the electrical utility company been contacted to confirm capacity?	Yes			
81	If an existing service in need up upgrades, what is the existing capacity of the service, and what additional capacity is needed?	N/A			
82	Has the utility company provided any documentation or correspondence (such as a "Will-Serve" letter) confirming project feasibility and available electric capacity for the site? Please attach any available documents.	Will-Serve letter attached			
83	Did you work with the NCTCOG procured Deployment Dream Team, Kimley-Horn and Associates, Inc., to develop your application, in part or in whole?	Yes			
84	If not, did you receive assistance from another consultant or similar entity? What entity?	No			

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Part 4: Certifications and Assurances			
Third-Party Preparation			
85	Was this application substantially completed or otherwise prepared by a third party, including a consultant, dealer, or other person not employed by the applicant? (Yes/No)		
	If yes, I certify that I have read the complete application after all forms and information were completed. I agree with the information provided, and the date provided below is the date I signed the form. Failure to sign the application or signing it with a false statement may make the submission or any resulting contracts voidable.	Name of Authorized Official	Title
Third-Party Preparer's Information			
86	Name:		
	Title:		
	Company Name:		
	Address:		
	Phone Number:		
Applicant Acknowledgements, Certifications, and Assurances			
87	We confirm understanding that all chargers must comply with each of the following requirements:		
	Each charger will be located on applicant-owned property and owned by the applicant entity.	☐	
	Each charger will be located on existing parking/development.	☐	
	Each charger will be purchased from, constructed by, and installed by a vendor procured by NCTCOG in order to ensure compliance with 23 CFR 680 requirements.	☐	
	Each station must remain operational and open to the public throughout the 5-year operations and maintenance period.	☐	
	Each charger will be open to the public according at least the hours of the site host facility; or sites within a mile of an Alternative Fuel Corridor and intended to serve drivers traveling through the community will be open 24/7.	☐	
	We confirm understanding that all chargers must comply with each of the following requirements:	☐	
	We understand that no work can proceed until an agreement is signed with NCTCOG.	☐	
88	I have read, understand, and agree with the terms of the NCTCOG North Texas Electric Vehicle Infrastructure Call for Projects Guidelines. I hereby certify that, to the best of my knowledge and belief, all information provided in this application, the submitted risk assessment and any attachments is true and correct. I further certify that I have read the complete application after all forms and information were completed. I agree with the information provided, and the date provided below is the date I signed the form.		
	I understand that I am formally submitting an application on behalf of the applicant for grant funding and am authorized to do so. I also understand that submission of an application is not a guarantee of funding and that grant awards are subject to the availability of funds.		
	In addition, I understand that prior to incorporating these forms and information into a grant contract, the data and information may be revised by the NCTCOG for accuracy and that my acceptance of a grant agreement will constitute agreement with those revisions. In addition, I acknowledge that emissions reductions provided by each Activity shall be used by the NCTCOG to meet air quality requirements and goals, and that I may not utilize emissions reductions to satisfy other air quality commitments as long as a federal interest remains in the equipment unless otherwise agreed to by NCTCOG.		
	Signature (Authorized Official):		
	Name:		
	Title:		
	Date:		