

# CleanBC - Go Electric EV Charger Rebate Program

A Program funded by the Province of British Columbia



## CleanBC - Go Electric EV Charger Rebate Program

The Provincial climate and energy strategy, CleanBC, sets ambitious greenhouse gas reduction targets across all sectors including transportation. To reach the targets the adoption of zero-emission vehicles (ZEVs) will be integral. The Zero-Emission Vehicles Act legislates that 10% of all new light-duty vehicle sales must be ZEV by 2025, 30% by 2030 and 100% by 2040. The CleanBC - Go Electric EV Charger Rebate Program addresses a key barrier to ZEV adoption, access to charging infrastructure.

Funded by the Ministry of Energy, Mines and Low Carbon Innovation (the Ministry) and administered by BC Hydro and FortisBC, the CleanBC - Go Electric EV Charger Rebate Program (the Program) provides rebates towards the cost of the purchase and installation of eligible electric vehicle (EV) charging equipment, and support services for multi-unit residential buildings and workplaces seeking solutions for their EV charging needs.

Goals of the program include:

- EV-ready homes and workplaces across B.C.
- Customers have seamless access to a station and installer at the point-of-purchase of a ZEV and at the utility customer interface.

The Program consists of the following components:

1. Rebates for single-family home EV charging equipment and installation;
2. Rebates for multi-unit residential building (MURB) EV charging equipment and installation;
3. Rebates for MURBs to develop and implement an EV ready plan
4. Rebates for workplace EV charging equipment and installation; and
5. Support to assist MURBs and workplaces to plan and install EV charging stations

This guide provides details of the eligibility requirements and application process to participate in this Program. The guide may be periodically updated as needed to clarify Program requirements and improve Program effectiveness.

For questions relating to the guide or design of the Program, please contact:

[CEVEnquiries@gov.bc.ca](mailto:CEVEnquiries@gov.bc.ca)

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# 1. CleanBC - Go Electric EV Charger Rebate Program Administration

## Program Administrator

The Program is administered by BC Hydro and FortisBC on behalf of the Ministry. The Ministry is responsible for overall CleanBC Transportation Program management, and oversight of the administration of the Program. In order to meet Government objectives, the Ministry reserves the right to modify or cancel any component of the Program at any time without notice.

The EV Charging Advisor for MURBs and workplaces component of the Program will be delivered by Fraser Basin Council in coordination with BC Hydro and FortisBC.

## Program Communications

All program information, resources and application forms for the Program will be made available on BC Hydro and FortisBC websites. Program information will also be hosted on the Province's EV central resource webpage and will link to Program websites of BC Hydro and FortisBC.

BC Hydro and FortisBC will coordinate with the New Car Dealership Association of BC and the Automotive Retailers Association to facilitate customer access to the program at the point-of-purchase of a ZEV.

Enquiries related to the administration of the Program including, but not limited to, eligibility requirements, and application processing, should be directed to ***evchargerincentives@bchydro.com or EV@fortisbc.com.***

# 2. Single-Family Home Charging Installation Rebates

## Description

Because the vast majority of EV charging occurs at home, the Program provides a financial reimbursement rebate to support the purchase and installation of eligible, new, Level 2 (208V or 240V AC) electric vehicle charging stations for single-family homes (SFHs). For the purposes of this rebate category, duplexes and townhomes with private garages or dedicated parking, are considered SFHs, and would be eligible. Dedicated parking is a private parking space on the applicant's property that will accommodate a ZEV.

Applicants may only apply for one Level 2 charging station. However, for multiple residences, a single owner may apply for more than one charger and installation rebate, based on proof of title for each separate home. The total approved number of charging stations may be capped to ensure the program funds are equitably distributed. Only costs incurred on or after September 26, 2019 will be considered for eligibility.

#### **a) Eligible Applicants**

To be considered eligible under this Program, a SFH home must:

- Be located in B.C.;
- Be constructed no later than six months prior to the equipment installation date, which must be clearly stated on the installer invoice; this rebate is intended for retrofit solutions only, new builds are ineligible; and
- Have dedicated parking for residents.

#### **b) Eligible Costs**

The Program will reimburse eligible purchase and installation costs of eligible, new, Level 2 charging equipment up to 50% of costs, up to a maximum of \$350 per approved station. All work must be completed, and applications submitted no later than 90 days after the installation of the charging station. Rebates will be issued until program funds are fully expended.

Indigenous communities are eligible for rebates of 75% of costs to purchase and install eligible, new, Level 2 charging equipment up to a maximum of \$750.

Eligible costs include:

- Purchase of the charging station;
- Labour and construction costs for the installation of the charging station by a licensed electrical contractor;
- Electrical and other related permits; and
- Electrical design to accommodate the charging stations.

**The rebate cannot be combined with rebates from ZAPBC. Reimbursement of eligible costs will not be issued if a rebate offer was received from ZAPBC, and the applicant must repay the rebate if post-receipt it is found that the applicant subsequently received a rebate from ZAPBC.**

**If the Provincial rebate is combined with any other rebates, the Provincial rebate will be capped so that the total rebates do not exceed total costs of the purchase and installation of the charging station. The applicant must repay the difference if post-receipt it is found the applicant received rebates in the amount higher than total costs.**

a) **Ineligible Costs** include, but are not limited to:

- Installation of non-EV charging infrastructure;
- Painting of parking area;
- Taxes paid on charging station, labour, etc; and
- Charging infrastructure already required under regulation, building codes, or other programs.
- Installation of electrical outlet only

#### **c) EV Charging Equipment Requirements**

- Be approved for sale and use in Canada (cUL, ULC, cETL, CSA, or cQPS certification);
- Be a Level 2 (i.e. 208 or 240 Volt) station, and feature a SAE J1772 standard plug head (the only exception to the SAE J1772 plug head requirement is the Tesla Wall Connector charger. The Tesla Mobile Connector charger is not eligible.);
- Be purchased, not leased;
- All level 2 chargers must be wall-mounted at the electrical service address provided in the rebate application.
- Hardwired charging stations and plug-in chargers are eligible
- Chargers must be purchased and installed after September 26<sup>th</sup>, 2019 to be considered for eligibility

A list of pre-approved Level 2 EV charging equipment models will be provided on the Program website and maintained by BC Hydro and FortisBC. This list will be continually updated and maintained but will not be exhaustive. If an applicant purchases a station not on the list, it will be eligible if the station meets the criteria outlined in the equipment requirements above. Charging equipment manufacturers and/or suppliers may request that their stations be included on the list by contacting [alliance@bchydro.com](mailto:alliance@bchydro.com).

**To be eligible, applicants must agree to a potential site visit to verify program requirements have been completed.**

#### **d) Application Process**

For applicants living in a SFH, the EV charging equipment must be purchased and installed before applying to the Program.

To apply for this rebate, the following documentation must be provided at the time of application:

If you had the EV charger installed by a licensed electrician:

1. A complete copy of the paid itemized receipt for the purchase of an eligible electric vehicle charging station (receipt/invoice must include dealer/website/retailer name, address and phone number, purchase date and price, product make and model);
2. The paid invoice or itemized receipt for the electric vehicle charging station installation; and
3. A copy of the EV charger contractor installation form for single-family homes which has been completed and signed by the electrical contractor.

If you installed the EV Charger yourself:

1. A complete copy of the paid itemized receipt for the purchase of an eligible electric vehicle charging station (receipt/invoice must include Canadian dealer/website/retailer name, address and phone number, purchase date and price, product make and model);
2. The paid invoice or receipt for the electrical inspection cost; and
3. The certificate of inspection issued by the appropriate authority (i.e. municipality or Technical Safety BC).

If you already had a 240V outlet to plug your charger into:

1. Charger invoice

A complete copy of the paid, itemized receipt for an eligible charger showing proof of payment. Must include the retailer's name, address and phone number.

This option is only available to those who had a pre-existing 240-volt outlet which they plugged their new charger into. In the application, you'll need to confirm that the outlet is compliant with local electrical code requirements and that a permit was obtained for its installation.

The applicant must complete the Program Application in full and attach all required supporting documentation regarding purchase and installation. Incomplete applications will not be approved or used to reserve funds; applicants will be asked to submit again.

Applicants must agree to participate in follow up interviews and/or surveys conducted by or on behalf of BC Hydro, FortisBC or the Province, if selected to do so.

**If the Province changes or terminates the Program, a completed eligible application form received prior to a change or the termination of the Program will be administered in accordance with the Program as it existed on the date of the application.**

## 3.0 MURB Support

### Description

MURB residents face barriers to accessing EV charging in their homes and, as a result, becoming EV owners. This is due to the added administrative layers associated with buildings containing multiple residences, Strata bylaws and rules, more complex technical requirements and associated higher costs. To support residents in MURBs to overcome barriers to EV adoption, the program is offering two pathways:

- 1) rebates towards the development of an EV Ready Plan and rebates to install electrical infrastructure required to implement their EV Ready Plan.
- 2) rebates towards the purchase and installation of charging stations.

### 3.1 MURB EV Ready Plan and Electrical Infrastructure Rebates

To help MURBs plan for widespread EV adoption, rebates will be offered for MURBs to develop an EV Ready Plan. This plan, to be developed by a registered professional electrical engineer and/or licensed electrical contractor, will provide MURBs with a strategy to provide at minimum, each residential unit at least one EV Ready parking space. Specifically, EV Ready means the parking space features an energized outlet with a cover that provides a final connection point in an electrical wiring installation for a Level 2 EVSE. The energized outlet with a cover should be installed within .5M to 1.5M of the stall and no more than 3M. Units that do not have parking spaces are exempt from the EV Ready requirement. Additionally, rebates are offered for customers to install electrical infrastructure required to implement their EV Ready Plan.

#### a) Eligible Applicants

This Program component is open to B.C. residents, building owners, managers, or other building representatives (such as strata councils) who reside in or have oversight of an eligible MURB in B.C. and for whom providing parking spaces with Level 2 EV Charging will require:



- Use of common or base building electricity, and/or
- Changes to common property.

The MURB must be located in B.C. and be constructed no later than August 31, 2020. This rebate is intended for retrofit solutions only, new MURB builds are ineligible. In municipalities that require 100% of parking stalls to be EV Ready, any MURBs built since those bylaws were in place would be ineligible.

#### b) Eligible Costs and Rebate Amounts

Eligible costs include:

An EV Ready Plan that provides a strategy to make each parking space EV Ready (i.e. the parking space features an energized outlet with a cover that provides a final connection point in an electrical wiring installation for a Level 2 EVSE. The energized outlet with a cover must be installed within .5M to 1.5M of the stall and no more than 3M).

- EV Ready Plans that meet the specific requirements will be eligible for 75% of the costs to a maximum of \$3,000
- A maximum of one EV Ready Plan per MURB complex
- Successful applicants to the Electrical Infrastructure rebate will be reimbursed for up to 50% of the costs of electrical work needed to make a parking stall EV Ready (excluding costs associated with a charging station itself), up to \$600 per parking space. The maximum rebate will be capped at \$80,000 per MURB complex or rental MURB complex. Eligible costs for the electrical infrastructure rebate include:
  - Engineering design services;
  - Legal services;
  - Electrical and communication infrastructure installation (but not for charging stations);
  - Associated construction costs;
  - Permit costs; and,
  - Utility extension fees.
- If you receive rebates from the EV Ready program offer to implement your EV Ready Plan, then under the MURB Charger Rebate program stream below you can receive up to \$1,400 per station installed, up to a maximum of \$14,000 per MURB complex.
- Summary of total maximum rebates available for EV Ready Offer
  - 75% of the costs to a maximum of \$3,000 for an approved EV Ready Plan
  - 50% of the costs up to a maximum of \$600 per parking space made EV Ready. Max electrical infrastructure rebate up to \$80,000 per MURB

- complex.
- Up to \$1,400 per charging station, up to a max of \$14,000 per MURB complex
- When combined, total max rebate for EV Ready Offer is \$97,000

### c) EV Ready Plan Requirements

The EV Ready Plan must provide an approach so a minimum of one EV Ready parking space per residential unit is<sup>1</sup> provided (i.e. the parking space features an energized outlet with a cover that provides a final connection point in an electrical wiring installation for a Level 2 EVSE. The energized outlet with a cover must be installed within .5M to 1.5M of the stall and no more than 3M), excluding units that do not have parking stalls.

The EV Ready Plan can be completed by a licensed electrical contractor and/or a registered professional electrical engineer and must include:

#### EV Ready plan requirements

##### Ensure your plan meets the eligibility criteria for the rebate

##### What is the EV Ready Plan?

The EV Ready Plan outlines a strategy that provides a minimum of one EV Ready parking space per residential unit. This helps ensure Multi-Use Residential Buildings have an approach to make their building future proofed to provide all residents with a simple process to access EV charging at their parking space.

##### What does EV Ready mean?

EV Ready means the parking space features an energized outlet with a cover that provides a final connection point in an electrical wiring installation for a Level 2 EVSE. The energized outlet with a cover must be installed within .5M to 1.5M of the stall and no more than 3M.

##### Who can create the EV Ready Plan?

To be eligible for the rebate, your plan must meet the program requirements. The plan can be created by a licensed electrical contractor and/or a registered professional electrical engineer.

Please note that BC Hydro will accept only one proposed solution with a single cost that describes the stratas and/or building owners preferred option. This single cost must include for EV Readiness as described in the program, and address all costs, including

those associated with network/telecom equipment and infrastructure as needed to ensure its operation.

## YOUR EV READY PLAN MUST INCLUDE THE FOLLOWING ELEMENTS

### 1) Property and Company Details

- a. Date the EV Ready Plan was prepared:
- b. Building address (indicate if it's a strata or rental building):
- c. Name and contact information of who the Plan was created by: (must be a licensed electrical contractor and/or a registered professional electrical engineer)
  - i. *Within the EV Ready Plan, the electronic signature of the Plans author declaring they understand and have met the EV Ready Plan requirements.*
- d. Strata and/or contact for the building:
- e. Number of residential units:
- f. Number of residential parking stalls:
- g. Number of visitor parking stalls
- h. Number of parking stalls to be made EV Ready (Minimum requirement of one EV Ready stall per residential unit)

### 2) Electrical capacity assessment

- a. What is the existing electrical main service size?
- b. What is the existing peak demand on the Main service and how it was determined?
- c. What is the spare capacity prior to EVSE installation?
- d. What is the potential EVSE load based on the recommended number of EVSE's per circuit?
- e. What would be the spare capacity after EVSE installation?
- f. Provide a clear statement for:
  - a) Is a service upgrade required, and if so, what is required? Or
  - b) Is the existing service sufficient and why?

### 3) Minimum charging performance guidelines

A charging performance assessment is the analysis of required charging power in order to achieve reasonable driving range, when all parking spaces are used by an EV.

Include an explanation of how the charging performance was determined. Ensure that your plan considers and accounts for the variables that affect charging performance, which include, at minimum, the following factors:

- a. Distance travelled by vehicles and how this was determined
  - b. Climate (e.g. colder temperatures)
  - c. Topography (e.g. hillier landscapes)
  - d. Demographics of building residents (e.g. age, household sizes)
  - e. Vehicle sizes
  - f. Charging rates/times per vehicle as they relate to the selected solution
- See Appendix A for the minimum charging performance guidelines
4. **Recommended solution for parking spaces to be made EV Ready**
    - a. Identify one selected option that meets or exceeds the EV Ready Program requirement for a parking stall to feature an energized outlet with a cover that provides a final connection point in an electrical wiring installation for a Level 2 EVSE. The energized outlet with a cover must be installed within .5M to 1.5M of the stall and no more than 3M.
    - b. Identify the charger to breaker ratio of the recommended solution (e.g.- 4 chargers per 40A breaker)
    - c. Identify any existing EV chargers and how they will be integrated into the new EV charging system, including load analysis and the effects on the main distribution.
    - d. Identify conditions of the existing telecom/network infrastructure and if it can handle the new EV charging equipment.
    - e. For new EV installations, identify the costs associated with the telecom/network hardware and infrastructure that is required to ensure its operation and functionality.
    - f. Specify what Level 2 Networked EVSE models will be compatible with the one recommended design solution
    - g. Designation that when an EV energy management system is implemented, the EV supply equipment must be compatible with it
  - For designs where integration with an existing Energy Management System or establishment of a new EV Energy Manager System is intended, the electrical infrastructure should include all communications equipment, control systems installation, licensing, and permitting required to operate the system

## 5) Cost estimates sufficient for budgeting purposes

- a. Include a cost estimate to install the electrical infrastructure, telecommunication/network upgrades if required, and EVSE (if applicable) for the one design option being recommended.

<sup>1</sup> An EV energy management system controls EV charger electrical loads and is comprised of monitor(s), communications equipment, controller(s), timer(s) and other applicable devices.

#### d) Electrical Infrastructure Requirements:

To be eligible for the electrical infrastructure rebate of up to \$600 per parking stall the applicant must first apply for pre-approval before starting their project and the following is required:

- An approved EV Ready Plan
- At least one parking space per dwelling unit to be made EV Ready (i.e. the parking space features an energized outlet with a cover that provides a final connection point in an electrical wiring installation for a Level 2 EVSE. The energized outlet with a cover must be installed within .5M to 1.5M of the stall and no more than 3M.
- Junction box needs to be labelled for EV Charging only
- Electrical permits as required by Technical Safety B.C. or your municipality. [Check your jurisdiction.](#)
- Back-end infrastructure installed with any Building or EV Energy Management System is activated;
- Back-end infrastructure achieves applicable charging performance requirements;

\* If the EV Ready Plan documents that meeting the EV Ready Program requirement (i.e. the parking space features an energized outlet with a cover that provides a final connection point in an electrical wiring installation for a Level 2 EVSE) is not possible without an electrical service upgrade for a building given its electrical capacity and EV charging performance requirements, a lesser percentage of stalls to be made EV Ready will be considered for rebates.

Once pre-approved for a rebate, applicants will need to complete their project and apply online within four months of their pre-approval date. **Only costs incurred after application approval will be considered eligible.**

#### e) Application Process

Apply online at [bchydro.com/evcharger](http://bchydro.com/evcharger) if you are a BC Hydro customer or [fortisbc.com/EV](http://fortisbc.com/EV) if you are a Fortis Electric customer.

If the Province changes or terminates the Program, a completed eligible application form received prior to a change or the termination of the Program will be administered in accordance with the Program as it existed on the date of the application.

## 3.2 MURB Charger Rebates

The 2<sup>nd</sup> program stream for MURBs offers charging station equipment/installation rebates. In this program stream, applicants submit an initial application to reserve a rebate, and then only receive the reimbursement rebate once all work is completed and paid for and final application requirements are met.

### a) Eligible Applicants

This Program component is open to B.C. residents, building owners, managers, or other building representatives (such as strata councils) who reside in or have oversight of an eligible MURB. The MURB must be located in B.C. and be constructed no later than August 31, 2020; this rebate is intended for retrofit solutions only, new MURB builds are ineligible.

### b) Eligible Costs

- Up to 50% of purchase and installation costs of eligible, new, Level 2 (208-volt or 240-volt) charging stations to a maximum of up to \$2,000 per station.
- Single port stations count as one charging station, dual port stations count as two charging stations. As such, applicants who apply for a dual port station would receive up to \$4,000 or 50% of total costs, whichever is lower.
- If you receive the Electrical Infrastructure rebates under the EV Ready program offer to implement your EV Ready Plan, then you can receive up to \$1,400 per station installed up to a maximum of \$14,000 per MURB complex
- Multiple applications, for example from individual owners, are allowed for one MURB complex but the total rebates for one site cannot exceed \$14,000.
- Customers can have separate applications for different sites but can only receive rebates for a maximum of four sites. Indigenous communities are eligible for rebates of 75% of costs to purchase and install eligible, new, Level 2 charging stations up to a maximum of \$4,500 per station.

Applicants residing in MURBs that were built after the implementation of municipal bylaws requiring EV ready parking stalls will be reimbursed 50% of the cost of purchase and installation of eligible, new, Level 2 (208V or 240V AC) charging stations,

up to a maximum of \$350 per station. Building owners, managers, or other building representatives can apply for multiple charging stations for these buildings, but the rebate will be capped at \$5,000 per application.

**Eligible Costs include:**

- Purchase of the charging station;
- Labour and construction costs for the installation of the charging station and associated conduit by a licensed electrical contractor;
- Electrical and other related permits;
- Parking and electrical design to accommodate the charging stations and conduit;
- EV parking signage; and
- Cost of network connection fees (maximum of 2 years can be included).

**Reimbursement of eligible costs will not be issued if:**

**Work is incomplete.** All Program requirements must be shown to be fulfilled before the payment will be issued. To avoid disappointment, if you are unsure about a requirement, please contact BC Hydro or FortisBC before completing the work.

**Rebates received from ZAPBC:** The EV charging equipment and installation rebates cannot be combined with the rebate offer from ZAPBC, and the applicant must repay the rebate if it is found that the applicant received a rebate from ZAPBC after receiving a rebate under this program.

**If the Provincial rebate is combined with any other rebate, the Provincial rebate will be capped so that the total rebates do not exceed total costs of the purchase and installation of the charging station. The applicant must repay the difference if post-receipt it is found the applicant received rebates in the amount higher than total costs.**

**Ineligible Costs** include, but are not limited to:

- Installation of non-EV charging infrastructure;
- Administration such as communication between property management and residents, copy or documentation fees;
- Painting of parking area;
- Taxes paid on charging station, labour, etc; and
- Charging infrastructure already required under regulation, building codes, or

other programs.

### c) EV Charging Equipment Requirements

- Be approved for sale and use in Canada (cUL, ULC, cETL, CSA, or cQPS certification);
- Be a Level 2 (208 or 240 Volt) station, and feature a SAE J1772 standard plug head;
- Be purchased, not leased;
- Be a permanent installation;
- Be networked. A networked level 2 charger must be connected to a central system via standard internet protocol. The communication to the central system can be either an open protocol (such as OCPP, OpenADR, or other) or a proprietary system; stations must remain networked for a minimum of 2 years.
- Be installed by a licensed electrical contractor.

The Tesla Wall Connector charger and the Tesla Mobile Connector chargers are not eligible for MURB rebates.

A list of pre-approved Level 2 EV charging equipment models will be provided on the Program website and maintained by BC Hydro and FortisBC. This List will be continually updated and maintained but will not be exhaustive. If an applicant purchases a station not on the list, it will be eligible if the station meets the criteria outlined in the equipment requirements above. Charging equipment manufacturers and/or suppliers may request that their stations be included on the list by contacting [alliance@bchydro.com](mailto:alliance@bchydro.com).

To provide for future EV growth within the MURB, the Applicant must also ensure that their licensed electrician installs oversized conduit according to the following requirements:

- Size of Conduit
  - Must install over-sized conduit that is a min of 2" to allow wiring for at a minimum 6 Level 2 charging stations at 40A each, or the total number of parking stalls, whichever is less
- Length of Conduit
  - Must run conduit (pre-wiring not required) to provide future service to all parking stalls, or 30m into the parking area, whichever is shorter
- Must install junction boxes at intervals for future runoffs; and
- Must include a label stating "FOR USE WITH ELECTRIC VEHICLES ONLY" in conspicuous places at the service panel/sub-panel and along the conduit raceway.

**To be eligible, applicants must agree to a potential site visit to verify program**



**requirements have been completed.**

Once pre-approved for a rebate, applicants must purchase and install eligible EV charging equipment, and complete applications within four months. **Only costs incurred after application approval, and before the deadline to install, will be considered eligible.**

### **Eligible Electricians**

For any costs to be reimbursable, the charging station installation must be conducted by a licensed electrical contractor. It is encouraged that the charging stations be installed by electricians who have completed the Electric Vehicle Infrastructure Training Program (EVITP).

### **d) Application Process**

To apply for this Program, there is a 3-step process. The applicant must complete the Program Application in full and attach any required supporting documentation. Incomplete applications will not be approved or used to reserve funds; applicants will be asked to submit again.

Step 1: Submit your application for review and pre-approval

Documentation required:

- Proof of approval to install charging station(s) from the authority having jurisdiction over the MURB;
- Electric vehicle (EV) charger contractor consultation form: multi-unit residential building; and
- A quote for the work to be completed. This quote must be from a licensed electrician or electrical contractor, be line itemized and cover all program eligibility requirements.

After application has been submitted for review and approval:

- Notice of pre-approval within 30 days of submission.

Step 2: After pre-approval of application:

- Purchase approved number of eligible EV charging station(s); and
- Complete installation of charging station and conduit.

Step 3: Submit final documentation no later than four months after your pre-approval date.

Documentation required:

- A complete copy of the paid itemized receipt for the purchase of an eligible electric vehicle charging station (receipt/invoice must include Canadian

dealer/website/retailer name, address and phone number, purchase date and price, product make and model);

- The paid invoice or itemized receipt for all required labour and construction undertaken by a licensed electrical contractor; and
- Paid invoices or itemized receipt for any other eligible costs accrued.
- EV Charger MURB contractor installation form

After application has been submitted for final review and approval:

- Issuing of rebate payment within 90 days, if reviewed and accepted; and
- Applicant agrees to participate in follow up interviews and/or surveys conducted by or on behalf of BC Hydro, FortisBC or the Province if selected to do so.

**If the Province changes or terminates the Program, a completed eligible application form received prior to a change or the termination of the Program will be administered in accordance with the Program as it existed on the date of the application.**

## 4. Workplace Charging Rebates

### Description

After charging at home, the workplace is the most important secondary charge point for EV drivers. However, workplaces can face barriers to deploying EV charging due to the technical requirements and associated costs. The Workplace rebate is intended to help address the financial burden for workplaces to support increased EV adoption. In this program stream, applicants submit an initial application to reserve a rebate, and then only receive the reimbursement rebate once all work is completed and paid for, and final application requirements are met.

Providing workplace EV charging creates access to EV charging for employees who do not have home charging, demonstrates the employer's leadership and commitment to employees and customers, and supports employer goals for improving employee commuting practices and reducing carbon emissions.

#### a) Eligible Applicants

This Program is open to B.C. residents, B.C. registered companies, building owners, managers, or other building representatives who reside or have oversight of an eligible workplace or building. Provincial Government (Ministries) and Crown Corporations are not eligible for the workplace charger program. The workplace property may be owned or leased.

To be considered eligible under this Program, a workplace must:

- Be located in B.C.;
- Have a minimum of 5 employees that work primarily based on the premises;
- Be constructed no later than August 31, 2020; this rebate is intended for retrofit solutions only, new builds are ineligible; and
- Have dedicated parking for employees: the rebated charging stations must be dedicated for the use of employees only (not fleet vehicles), during employee working hours.

### **b) Eligible Costs**

The Program will reimburse purchase and installation costs of eligible, new, Level 2 charging equipment up to 50% of costs, up to a maximum of \$14,000 after preapproval. The maximum reimbursement per station is \$2,000 per level 2 station. Single port stations count as one charging station, dual port stations count as two charging stations. As such, applicants who apply for a dual port station would receive up to \$4,000 or 50% of total costs, whichever comes first. Organizations can have separate applications for different sites but can only receive rebates for a maximum of four sites.

Indigenous businesses are eligible for rebates of 75% of costs of eligible, new, Level 2 charging equipment up to a maximum of \$4,000 per station.

### **Eligible costs include:**

- Purchase of the charging station;
- Labour and construction costs for the installation of the charging station, and associated conduit by a licensed electrical contractor;
- Site assessments of the building's requirements and costs to install EV charging infrastructure. A site assessment to include:
  - Analysis of electrical capacity
  - Review of panel capacity
  - Review of physical electrical set up in building and identifying points of interconnection;
- Identification of potential design options for up to 100% electrification;
- Electrical and other related permits;
- Parking and electrical design to accommodate the charging stations and conduit;
- EV parking signage; and

- Cost of network connection fees (maximum of 2 years to be considered towards eligible costs).

**Reimbursement of eligible costs will not be issued if work is incomplete.** All Program requirements must be shown to be fulfilled before the payment will be issued. To avoid disappointment, if you are unsure about a requirement, please contact BC Hydro or FortisBC before completing the work.

**If the Provincial rebate is combined with any other rebate, the Provincial rebate will be capped so that the total rebates do not exceed total costs of the purchase and installation of the charging station. The applicant must repay the difference if post-receipt it is found the applicant received rebates in the amount higher than total costs.**

Ineligible Costs include, but are not limited to:

- Installation of non-EV charging infrastructure;
- Administration such as communication between property management and residents, copy or documentation fees;
- Painting of parking area;
- Taxes paid on charging station, labour, etc; and
- Charging infrastructure already required under regulation, building codes, or other programs.

### **c) EV Charging Equipment Requirements**

- Be approved for sale and use in Canada (cUL, ULC, cETL, CSA, or CQPs certification);
- Be Level 2 (208 or 240 Volt) station, and feature a SAE J1772 standard plug head;
- Be purchased, not leased;
- Be a permanent installation;
- Be networked. A networked level 2 charger must be connected to a central system via standard internet protocol. The communication to the central system can be either an open protocol (such as OCPP, OpenADR, or other) or a proprietary system; stations must remain networked for a minimum of 2 years and
- Be installed by a licensed electrical contractor.

The Tesla Wall Connector charger and the Tesla Mobile Connector charger are not eligible for Workplace rebates.

A list of pre-approved Level 2 EV charging equipment models will be provided on the Program website and maintained by BC Hydro and FortisBC. This List will be continually updated and maintained but will not be exhaustive. If an applicant purchases a station not on the list, it will be eligible as long as the station meets the criteria outlined in the equipment requirements above. Charging equipment manufacturers and/or suppliers may request that their stations be included on the list by contacting [alliance@bchydro.com](mailto:alliance@bchydro.com).

**To be eligible, applicants must agree to a potential site visit to verify program requirements have been completed.**

Once pre-approved for a rebate, applicants must purchase and install eligible EV charging equipment, and complete application within four months. **Only costs incurred after application approval, and before deadline to install, will be considered eligible.**

### **Eligible Electricians**

For the any costs to be reimbursable, the charging station installation must be conducted by a licensed certified electrical contractor. It is recommended that the charging stations be installed by electricians who have completed the Electric Vehicle Infrastructure Training Program (EVITP).

### **d) Application Process**

To apply for this Program, there is a 3-step process. The applicant must complete the Program Application in full and attach any required supporting documentation. Incomplete applications will not be approved or used to reserve funds; applicants will be asked to submit again.

Step 1: Submit your application for review and pre-approval.

Documentation required:

- Proof that the applicant has the authority to install charging stations at the workplace. If the workplace is a leased location, written permission from property management or owner of the building is required;
- Electric vehicle (EV) charger contractor consultation form: workplace; and
- A quote for the work to be completed. This quote must be from a licensed electrician or electrical contractor, be line itemized and cover all program eligibility requirements.

After application has been submitted for review and approval:

- Notice of pre-approval within 30 days of submission.

Step 2: After pre-approval of application:

- Purchase approved number of eligible EV charging station(s); and
- Complete installation of charging station and conduit.

Step 3: Submit final documentation no later than four months after your pre-approval date.

Documentation required:

- A complete copy of the paid itemized receipt for the purchase of an eligible electric vehicle charging station (receipt/invoice must include Canadian dealer/website/retailer name, address and phone number, purchase date and price, product make and model);
- The paid invoice or itemized receipt for all required labour and construction undertaken by a licensed electrical contractor;
- Paid invoices or itemized receipt for any other eligible costs accrued; and
- EV Charger contractor installation form: workplace.

After application has been submitted for final review and approval:

- Issuing of rebate payment within 90 days, if reviewed and accepted; and
- Applicant agrees to participate in follow up interviews and/or surveys conducted by or on behalf of BC Hydro, FortisBC or the Province if selected to do so.

**If the Province changes or terminates the Program, a completed eligible application form received prior to a change or the termination of the Program will be administered in accordance with the Program as it existed on the date of the application.**

## 5. EV Charging Station Advisor for MURBs and Workplaces

### Description

To support the uptake of electric vehicles in British Columbia, the Program will offer an EV Charging Advisor to MURBs and workplaces. The EV Charging Advisor will provide expert support at no cost, in the form of consultation, education, advice, and installation support for EV charging equipment and the development of EV Ready Plans. This suite of services is designed to guide and support MURB and workplace participants through the steps required for approval and of development of EV Ready Plans and charging equipment installations by property managers, building owners, and strata councils. The

primary goal of the EV Charging Advisor is to provide knowledge on EV technology and reduce the institutional and technical challenges associated with MURB and workplace charging.

The EV Charging Advisor services will be provided by Fraser Basin Council in coordination with BC Hydro and FortisBC. Customers will access the EV Charging Advisor through the [evadvisor@plugincb.ca](mailto:evadvisor@plugincb.ca) email, or inquires via the Program websites of BC Hydro and FortisBC. The EV Charging Advisor services will include the following:

#### **a) Consultation and Installation Support**

Those interested in developing an EV Ready Plan or installing workplace or MURB EV charging stations can contact an EV Charging Advisor for an initial consultation. During the consultation the Advisor will collect information on the building and site layout, parking space allocation and ownership situation, charging wants and needs, amount of interest, etc. The Advisor will help the interested party to initiate the process of developing an EV Ready Plan or having EV charging equipment installed at their facility and answer any questions they may have. The Advisor will make efforts to make site visits to MURBs that request so, including those outside the lower mainland.

MURBs or workplaces that decide to continue with the develop of an EV Ready Plan or implementation of EV charging equipment will have access to support throughout the phases of the project, including:

- Support with applying for rebates;
- Assistance, if necessary, with obtaining quotes from certified contractors and determining project and EV charging equipment specifications; and
- Guidance in conversations with landlords.

#### **b) Education and Outreach**

The EV Charging Advisor will be able to provide interested parties with onsite education events. These events will allow for employers, staff, residents etc. to ask any questions or address any concerns they may have and to learn more about EV charging. It will also allow for the Advisor to provide key decision makers with expert advice and direction in choosing charging equipment based on current and future needs.

Eligible events could include:

- Lobby events;
- Lunch & Learns;
- Presentations or webinars at Annual General Meetings (AGMs) and/or Special General Meetings (SGMs) for Strata Councils; and

- Presentations or webinars for management and decision makers at workplaces.

### c) Services out-of-scope

**Site inspections:** Applicants are responsible for obtaining a quote and site inspection from a certified electrician.

**Single-family homes:** While not having access to the EV Charging Advisor, SFH applicants will have access to online, telephone and email resources to help them make charging equipment decisions appropriate for their needs. These resources will include: a list of available hardware eligible for rebates, recommended certified electricians, a regularly updated list of Frequently Asked Questions, and other supporting materials.

### d) Eligible Applicants

The EV Charging Advisor is open to B.C. residents, B.C.-registered companies, building owners, managers, or other building representatives (such as strata councils) who reside or have oversight of an eligible MURB or workplace.

To be considered eligible under this Program, a MURB or workplace must:

- Be located in B.C.;
- Be constructed no later than August 31, 2020; this rebate is intended for retrofit solutions only, new construction is ineligible.
- If a MURB, contain 3 or more self-contained residential units. Eligible MURBs may be multiple resident buildings or mixed-use buildings;
- If a MURB, be in the form of condominiums, rental apartments, town houses, or housing co-ops;
- If a workplace, have a minimum of 5 employees that work primarily based on the premises
- Have dedicated parking for residents or employees, and if a MURB the incentivized charging stations must be accessible to the use of existing or future residents of the MURB, and if a workplace the incentivized charging stations must be for employee use only during working hours.

### e) Eligible Costs



EV charging solutions services are provided free of charge to eligible participants, up to a maximum of five hours of total EV Advisor time. For services totaling more than five hours, additional EV Advisor services can be provided at rates defined by the Program.

**f) Requesting an EV Charging Station Advisor**

To request the assistance of an EV Charging Station Advisor please email [evadvisor@pluginbc.ca](mailto:evadvisor@pluginbc.ca) and the EV Charging Advisor will follow up with you.

**If the Province changes or terminates the Program, a completed eligible application form received prior to a change or the termination of the Program will be administered in accordance with the Program as it existed on the date of the application.**

**Appendix A:  
EV Ready Program - Charging Performance Minimum Guidelines**

**Purpose of the Guidelines**

Performance guidelines ensure adequate power is delivered to residential parking spaces for the purposes of EV charging. Without such performance guidelines, electrical designs may include excessive load sharing, resulting in insufficient power to provide an adequate rate of charging.

The following table outlines minimum charging performance guidelines.

Annual Distance in Kilometers	9,125	12,775	16,425	21,900
Daily Kilometers Travelled	25	35	45	60
Breaker Amperage	Maximum number of EVSE per circuit	Maximum number of EVSE per circuit	Max number of EVSE per circuit	Max number of EVSE per circuit
20	3	1	0	0
30	7	4	2	0
40	10	6	4	2
50	14	8	5	3
60	17	11	7	4
70	21	13	9	5
80	24	15	10	6
90	28	17	12	7
100	31	20	13	8
125	35	26	18	11
150	45	32	22	14
200	62	40	31	20

**Variables Affecting Charging Performance That Should be Considered**

1. Distance travelled by vehicles
2. Temperature – the climate where the MURB is located
3. Demographics of the building residents (i.e. age, household sizes)
4. Topography where MURB is located – (eg. mountains, hills, flat)
5. Size of vehicles in the building