

Massachusetts Electric Vehicle Charging Station Make-Ready Program Application Requirements

Key information needed to apply:

Customer information

- ◆ National Grid billing account number
- ◆ If you do not have a billing account number, please contact **800-322-3223**. If no billing account exists, it will be created as part of the work request process. Site Address (location of charging station)
- ◆ Service address zip code
- ◆ Name, address, and contact information (email and cell phone number)

Electric power requirements

- ◆ Is a new service required? Call **800-375-7405** to receive a work request number or apply online using the WR (Work Request) portal <https://ngus.force.com/electric/s/>
- ◆ Power source location, if known (e.g., panel in electrical room, panel outside of building)
- ◆ Power source type (e.g., 208 V 3-Phase)
- ◆ Electrical panel location
- ◆ Electrical panel type (e.g., new, existing)

Charging station site host information

- ◆ Segment type (e.g. workplace, fleet, public, multi-unit dwelling)
 - ◆ If segment type is fleet what is the estimate number of fleet vehicles supported by this application
- ◆ Facility sub-type (e.g. retail, municipal, educational)
- ◆ Will the stations be publicly accessible?
- ◆ Is this project located in an Environmental Justice Community (EJC)?
 - ◆ Check any address using the Massachusetts 2020 Environmental Justice Populations interactive map: <https://arcg.is/1b5SS9>
 - ◆ For Fleet applications, do the fleet vehicles supported by this project operate more than 50% of the time within census blocks that meet any of the Massachusetts EJC criteria?

Charging station equipment information

- ◆ Equipment and network provider chosen from National Grid's qualified equipment list: ngrid.com/ma-evcharging (under Program Documents)
(If not on list, please check with the Program Manager for eligibility process)
- ◆ Charger type (Level 2/DCFC)
- ◆ Manufacturer
- ◆ Model number
- ◆ Number of stations
- ◆ Number of ports/plugs
- ◆ Power rating (kW) per port/plug
- ◆ Total site load
- ◆ Port/plug type (J1772, CCS, CHAdeMO)
- ◆ Capable of bi-directional charging?
- ◆ Coupled with distributed generation or storage?
- ◆ Will an energy management system (EMS) be enabled at the site?
 - ◆ Will the Energy Management System be used to reduce the peak power draw for the purposes of limiting the required infrastructure?

Estimated project costs

- ◆ Customer's make-ready infrastructure cost
- ◆ EVSE cost (for station hardware and shipping, only)
- ◆ Networking cost
- ◆ Note: estimated project costs entered in the application must match the uploaded estimate

Third-party funding

- ◆ Will this application be applying for third-party funding? If not, provide an explanation for the exception.
- ◆ What is the source of your third-party funding
- ◆ What is the estimated amount of funding from this source
- ◆ Date of application
- ◆ Nature of funding use (e.g., EVSE, Utility Infrastructure, Customer infrastructure)
- ◆ Third party funding approval letter (if available)

Massachusetts Electric Vehicle Charging Station Make-Ready Program *(continued)* Application Requirements

Required documents for upload:

Project estimate

- ◆ EV Make-Ready and Charging Station Estimate — detailed contractor bid for entire project, including labor and materials for infrastructure construction, EVSE purchase, networking, maintenance, EVSE installation, and other costs (e.g., shipping)
- ◆ View the required template at ngrid.com/ma-evcharging (under Program Documents)
- ◆ Note: estimated project costs entered in the application must match the uploaded estimate

Site drawings — must include the information listed below

- ◆ Location of any other charging stations that have been installed through National Grid's programs
- ◆ Overhead aerial image of site
- ◆ Location of electrical panel serving the charging station
- ◆ Proposed location of charging station(s)
- ◆ Proposed location of electrical infrastructure, including distance to charging station
- ◆ Notes and other information to assist with evaluating this proposal

Third-party funding approval letter

You may have yet to receive a third-party funding approval letter; if available, please upload with the application

New service documents (Electric Connections)

- ◆ For new or upgraded service requests, several documents must be uploaded to the Electric Connections Portal: <https://gridforce.my.site.com/electric/s/>
 - ◆ Electric service request form for new EV charging service
 - ◆ Load sheet
 - ◆ One-line diagram
 - ◆ Property Information form
- ◆ Contact Electric Connections for more information and required documents

Visit the Application Portal at <https://nationalgridcleanenergy.my.site.com/tradepartners/>

For more information and Frequently Asked Questions, visit:

<https://www.nationalgridus.com/MA-Business/Commercial-and-Fleet-EV-Programs/Frequently-Asked-Questions#applications>