

PROGRAM GUIDE FOR THE CLEANBC – GO ELECTRIC FLEETS PROGRAM



Funded by the Province of British Columbia

CleanBC Go Electric Fleets Program

Program Overview

The CleanBC Go Electric Fleets Program is one of a suite of programs offered under the Province's CleanBC Go Electric Programs. The CleanBC Go Electric Programs are designed to reduce barriers to the adoption of zero-emission vehicles (ZEVs) to realize both their environmental and economic benefits. The programs have been highly successful in starting the transition to a transportation system that is powered by clean energy. Under the Zero-Emission Vehicles Act, the Province has also committed to 10% of new light duty vehicle (LDV) purchases being zero emission by 2025, 30% by 2030 and 100% by 2040. Funded by the Ministry of Energy, Mines and Petroleum Resources (the Ministry) and administered by Fraser Basin Council Society, the CleanBC Go Electric Fleets Program provides rebates to support public and private fleets transition to light-duty ZEVs, and support services for organizations seeking ZEV solutions for their fleet needs.

This document serves as guidance for the Go Electric Fleets Program, and identifies the requirements for administration, implementation, and oversight of the rebate. The document may be periodically updated as needed to clarify Program requirements and improve Program effectiveness

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1. Program Administration

Program Administrator

The Ministry of Energy, Mines and Petroleum Resources (EMPR) is responsible for overall CleanBC Go Electric Program design, management, and oversight, including oversight of the Go Electric Fleets Program management. The CleanBC Go Electric Fleets Program (Go Electric Fleets Program) is administered by Fraser Basin Council Society on behalf of the Ministry. In order to meet Program targets, the Ministry reserves the right to modify or cancel any component of the Go Electric Fleets Program at any time without notice. This program modification can include but is not limited to,

- ZEV Information and related training for fleets
- ZEV Fleet Advisors;
- Rebates for fleet assessments;
- Rebates for ZEV Infrastructure Assessments;
- Rebates for Electrical Infrastructure (electrical work) require to support a fleet; and
- Rebates for EV charging infrastructure.

The Program will be regularly reviewed and evaluated by EMPR staff. EMPR reserves the right to change or terminate the program at any time without notice.

Program Communications

Detailed program information and documentation, such as application forms, will be hosted on the Plug In BC website at <https://pluginbc.ca/go-electric-fleets>

Enquiries related to the administration of the Go Electric Fleets Program including, but not limited to, eligibility requirements, and application processing, should be directed to Patrick Breuer, Email: fleets@pluginbc.ca, Tel: 778-779-4339.

Enquiries related to the overall administration of CleanBC Go Electric Programs and zero-emission vehicle policy should be directed to the Ministry at: ZEVPrograms@gov.bc.ca

West Coast Electric Fleets Pledge

The Go Electric Fleets Program will support the work of the West Coast Electric Fleets (WCEF) initiative. The WCEF is an initiative that was launched in 2013 under the Pacific Coast Action Plan on Climate and Energy by the Pacific Coast Collaborative (PCC) jurisdictions: British Columbia, Washington, Oregon, and California. The plan included a commitment to “take actions to expand the use of zero-emission vehicles, aiming for 10 percent of new vehicle purchases in public and private fleets.”

To support the initiative, the Pacific Coast Collaboration published the WCEF Pledge¹ (Pledge) that allows public and private sector fleets to officially sign on to the PCC commitment. In order to qualify for financial rebates of the Go Electric Fleets Program, fleets must commit to the

¹ West Coast Electric Fleets, “Join the West Coast Electric Fleets,”:
<http://www.westcoastelectricfleets.com/fleet-pledge/>

Express level of the Pledge or higher, which commits fleets to at least 10 percent ZEVs for all new fleet procurement by 2025 and to annually revisit this pledge to consider a higher ZEV procurement goal.

Fleets that sign the Pledge at the *Express* level or higher will have access to ZEV education and training seminars and workshops for both fleet managers and staff. WCEF has also developed an online toolkit which allows fleet managers to analyze current fleet use and composition; calculate and compare costs of incorporating ZEVs into the fleet (including available local rebates); and understand and manage charging infrastructure, policies, and other related issues, in order to help fleets in purchasing ZEVs. The Proponent will assist fleets that sign the Pledge with using the resources available through WCEF and other resources.

While access to the Toolkit and WCEF webinars are available to all fleets, Go Electric Fleets Program funding rebates are restricted to participants in BC. To be eligible for the BC Go Electric Fleets Program, fleets must make the West Coast Electric Vehicle pledge at the Express Lane level, and be a fleet based in British Columbia. Once a fleet has committed to the Express level of the Pledge or higher they will join other BC-based fleets and be eligible for financial and technical support. All BC-based fleets who have taken the pledge at the Express level or higher will be automatically considered as Go Electric Fleet Program participants.

Public Sector Organizations

Government is committed to reducing Public Sector Fleet emissions by 40% by 2030. To accomplish this target, Public Sector Organizations (PSOs) require the tools and infrastructure to support a fleet. Due to the size and scope of PSO fleets and facilities, \$1,000,000 of program funds will be reserved specifically to provide increased financial assistance for PSOs to expand deployment of charging and refueling infrastructure, upgrade electrical infrastructure and enhance organizational knowledge and capacity through the program stream incentives below.

Eligible organizations include Health Authorities, School Districts, Colleges and Universities.

Crown Corporations, Government ministries and agencies are ineligible for the additional funds.

2. Zero-Emission Vehicle Fleet Advisor

Description

To support the uptake of ZEVs in BC fleets, the Go Electric Fleets Program will offer ZEV Fleet Advisors. The Fleet Advisor will provide expert support at no cost, in the form of consultation, education and advice. This suite of services provided by the ZEV Fleet Advisor is designed to guide and support fleets through the steps required for fleet procurement of ZEVs, including development of business cases, suitability assessments, installation of infrastructure, electrical assessments of facilities, and completing electrical modifications or service upgrades. The primary role of the Advisor is to provide knowledge on transitioning to ZEV fleets and reduce the institutional and technical challenges associated with the transition.

These services will include the following:

a) Consultation and Installation Support

Those interested in ZEVs for fleets and installing EV charging infrastructure at their facilities can contact a ZEV Fleet Advisor for an initial consultation. During the consultation, the ZEV Fleet Advisor will collect information on the building and site layout, parking space allocation and ownership situation, fleet vehicles, charging wants and needs, etc. The Advisor will help the interested party to initiate the process of transitioning to a ZEV fleet and having EV charging equipment installed at their facility and answer any questions they may have.

Companies that decide to continue with the implementation of ZEV fleets, including charging equipment, will have access to advisory support for proceeding through the different program areas, including:

- Development of business cases;
- Undertaking ZEV suitability assessments;
- Support with applying for hardware rebates;
- Identifying contractors for fleet and ZEV Infrastructure assessments; and
- Guidance in completing electrical modifications and service upgrades needed for a ZEV fleet.

b) Education and Outreach

The ZEV Fleet Advisor will also be able to provide interested parties with onsite education and hands on learning. This will allow for employers and staff to ask questions and address any concerns they may have, and to learn more about ZEV fleets and charging. This also allows for the Fleet Advisor to provide key decision makers with expert advice and direction in transitioning to ZEVs based on current and future needs.

Eligible onsite learning could include:

- Lobby events;
- Lunch and learn;
- Presentations or webinars at staff meetings; and,
- Presentations or webinars for management and decision makers.

c) Eligible Applicants

ZEV Fleet Advisor services are open to B.C. registered companies.

To be considered eligible under this program, a company must:

- Be located in B.C.;
- Be a B.C. based business with valid operating license or be a non-profit organization or a public entity; and
- Have corporate fleet vehicles registered in B.C.

d) Eligible Costs

ZEV Fleet Advisor services will be provided free of charge by Fraser Basin Council, under the Go Electric Fleets Program to eligible participants, up to a maximum of forty hours of total ZEV Fleet Advisor time. For services totaling more than forty hours, additional ZEV Fleet Advisor services can be provided at rates defined by the Go Electric Fleets Program.

e) Application Process

To request ZEV Fleet Advisor services please contact:

ZEV Fleets Advisor

778-779-4339

fleets@pluginbc.ca

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. ZEV Training Sessions

B.C. fleets that sign the West Coast Electric Fleet Pledge and become members in the Go Electric Fleets Program, would become eligible for additional training related to vehicle electrification. These would include quarterly webinars and in person meetings. In addition, FBC will host an annual CleanBC Go Electric Fleets symposium open to all fleets. The objective of the sessions will be to assist fleets in meeting their ZEV goals. This training will be designed to increase uptake and effectiveness of the program elements and allow for a networking opportunity to learn and share ideas on the best practices for ZEV adoption.

Additional training topics would include navigating specific tools on the WCEF and Go Electric Fleets websites, such as Total Cost of Ownership (TCO) calculators. In addition, Fraser Basin Council will develop an online fleet procurement analysis tool, which will help fleets to predict the return on

investments and choose right-sized vehicles. This tool will include Canada-specific metrics and assumptions and offer group training in addition to optional one-on-one support as follow-up.

The quarterly webinars will also function as a peer mentorship network, where representatives from the Go Electric Fleets Program participating organizations would share successes, challenges and lessons learned.

All fleets (Go Electric Fleets Program participants and non-participants alike) are encouraged to sign up for the WCEF newsletter, to receive notification of upcoming training and informational webinars, and for news and information related to EV adoption in fleets.

Go Electric Fleets Program participants will have the opportunity to access one-on-one guidance on best practices, tools, and new technology developments, with particular focus on life-cycle cost calculators and other beneficial tools. Additionally, Go Electric Fleets Program participants might be chosen as examples for case studies to share lessons learned.

4. Financial Support for Fleet Assessments

Description

To develop plans to support the transition to ZEVs, fleets may need to understand existing fleet usage and the benefits of replacing vehicles with ZEVs, including the total cost of ownership. The Go Electric Fleets Program will offer financial assistance for ZEV Fleet Assessments, including telematics tools that can offer fleets information that can be used in the development of ZEV suitability assessments and business cases.

The Program will provide financial assistance for fleets to develop a ZEV Fleet Assessment that will include a ZEV suitability assessment based on existing fleet usage, a business case for adopting ZEVs that includes infrastructure costing, and a project plan for the future ZEV adoption based on the assessment. The ZEV Fleet Assessment can be informed by either data from telematics tools or be a simple assessment without telematics. The ZEV Fleet Assessment must include information regarding vehicle suitability to meet operational requirements of the fleet, and a total cost of ownership assessment including operational cost savings and vehicle price premiums. Customers must agree to share the Fleet Assessment with FBC and the Ministry.

For clarity, if Go Electric Fleets Program participants already have ZEVs in their fleet, they may conduct ZEV telematics as a part of their ZEV Fleet Assessment. This allows fleets to track metrics of existing ZEVs to understand in detail the cost of operation, and to help make the business case to increase adoption, and/or shift to better drive and duty cycles.

a) Eligible Applicants

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

- Be a B.C. based business with valid operating license or be a non-profit organization or a public entity; and

- Be located in B.C.;
- Have fleet vehicles registered in B.C.;
- Sign-on the WCEF Pledge at the *Express* level or higher; and,
- Apply for pre-approval.

The following documentation must be provided at the time of applying for pre-approval:

- Proof of B.C. business license;
- WorkSafe BC number;
- Proof of fleet vehicles (comprised of either light-duty or mix of light, medium or heavy-duty vehicles) registered/leased in B.C.;
- WCEF pledge letter (*Express* level or higher); and
- A quote for the work to be completed.

Once you satisfy the above requirements, FBC will review your application. If approved, FBC will issue an approval letter.

b) Eligible Costs

For Fleet assessments using telematics

Successful applicants to this program component will be reimbursed for 50% of the costs to install telematics tools onto fleet vehicles and conduct a fleet assessment using telematics. The maximum rebate per applicant will be capped at \$10,000.

Eligible costs include:

- Telematics tools for up to 12 months;
- ZEV suitability assessment using data collected from telematics tools; and,
- Business case analysis using data collected from telematic tools.

For Fleet assessments without telematics

Successful applicants to this program component will be reimbursed for 50% of the costs to conduct a fleet assessment without telematics. The maximum rebate per applicant will be capped at \$3,000.

Public Sector Organizations

Successful applicants from Public Sector Organizations will be reimbursed 75% of costs for both options shown above up to a maximum of \$10,000.

Eligible organizations include Health Authorities, School Districts, Colleges and Universities.

Crown Corporations, Government ministries and agencies are ineligible for the additional funds.

Indigenous communities

Successful applicants from Indigenous communities and Indigenous businesses will be reimbursed 75% of costs for both options shown above with maximum funding remaining the same.

Eligible number of facilities

The program will allow an organization to be eligible for rebate for up to four different sites for both Fleet Assessment components.

c) Requirements

The Fleet assessment should evaluate:

- The existing fleet usage, informed by either telematics used or an audit.
- A technical cost-benefit assessment for ZEV adoption in the fleet including infrastructure for each vehicle.
- A project plan for further ZEV adoption based on the assessment for each vehicle.

The Fleet assessment must include:

- For assessments involving telematics tools, telematics tools must be installed on vehicles for a minimum of three months;
- Any assumptions, data, and calculation methodology used in the Fleet Assessment must be clearly explained and sourced.
- Applicants must agree to share data collected and the assessment report with FBC and the Ministry;
- The ZEV Fleet Assessment must be submitted with final documentation;
- Can be completed by a telematics provider or a third party such as a value-add fleet management company; and
- Only costs incurred after application approval will be considered eligible.

Once pre-approved for a rebate, applicants will have 60 days to install telematics tools onto vehicles. **Only costs incurred after application approval will be considered eligible.**

For Fleet assessments with telematics the project must be completed 14 months after pre-approval is granted.

For Fleet assessments without telematics the project must be completed 4 months after pre-approval is granted.

d) Fleet Assessment Application Process

- Applicants must apply for pre-approval. The pre-approval application form can be available for downloaded at www.pluginbc.ca/Fleets
- Following the completion of fleet assessment, pre-approved applicants must then submit final documentation to receive the financial rebate.

The following documentation must be provided at the time of applying for the fleet assessment rebate:

- The approval letter issued by FBC under the pre-approval process;
- A ZEV suitability assessment and/or business case report; and
- Proof of payment

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. Financial Support for ZEV Infrastructure Assessment

Description

As fleets transition to ZEVs, facilities may require infrastructure upgrades to support the energy demand of ZEVs. If fleets are seeking to transition to battery electric vehicles (BEV), the Go Electric Fleets Program will provide financial support for customers to undertake a ZEV Infrastructure Assessment of their facilities to understand the increased strain on the energy load of a facility, and to help plan and prepare for fleet electrification. If fleets are seeking to transition to hydrogen fuel cell vehicles (HFCV), the Go Electric Fleets Program will provide financial support to develop a proposed plan around accessing hydrogen fueling.

a) Eligible Applicants

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

- Be a B.C. based business with valid operating license or be a non-profit organization or a public entity; and
- Be located in B.C.;
- Have fleet vehicles (comprised of either light-duty or mix of light, medium or heavy-duty vehicles) registered/leased in B.C.;
- Sign on to the WCEF Pledge at the Express level or higher; and,
- Apply for pre-approval.

The following documentation must be provided at the time of applying for pre-approval:

- Proof of B.C. business license;
- WorkSafe BC number;
- Proof of fleet vehicles registered/leased to your organization (comprised of either light-duty or mix of light, medium or heavy-duty vehicles) registered in B.C.; and,
A quote for the ZEV infrastructure assessment.

Once you satisfy the above requirements, FBC will review your application. If approved, FBC will issue an approval letter.

b) Eligible Costs

Successful applicants to the ZEV infrastructure assessment rebate will be reimbursed for 50% of the costs up to a maximum of \$5,000. Organizations with multiple facilities may be eligible for additional funding upon approval from the Ministry. Organizations can have separate applications for different sites but can only receive rebates for a maximum of four sites.

Eligible costs include:

- For a BEV fleet, a study offering an analysis of an organization's electrical systems and options to address the increase in electricity demand needed to support fleet electrification; or

- For a HFCV fleet, a study offering an analysis of an organization's hydrogen fueling needs and a plan for access to fueling infrastructure that can meet the fleets hydrogen demands.

Medium-duty and heavy-duty vehicles can be included as a part of the ZEV infrastructure assessment for the fleet to take a holistic view of their potential energy demand.

Public Sector Organizations

Successful applicants from Public Sector Organizations will be reimbursed 50% of costs for both options shown above up to a maximum of \$10,000. Public Sector Organizations can have separate applications for different sites but can only receive rebates for a maximum of four sites.

Eligible organizations include Health Authorities, School Districts, Colleges and Universities.

Crown Corporations, Government ministries and agencies are ineligible for the additional funds.

Indigenous communities

Successful applicants from Indigenous communities and Indigenous businesses will be reimbursed for 75% of the costs up to a maximum of \$5,000.

Eligible number of facilities

The program will allow an organization to be eligible for rebate for up to four different sites for ZEV Infrastructure Assessment.

c) Requirements for the ZEV Infrastructure Assessment

The BEV infrastructure assessment should evaluate:

- Electrical capacity;
- Required vehicle charging schedules and demand increase;
- Energy management options;
- If electrical modifications of electrical service upgrades are needed;
- Conceptual design of electrical systems including charging infrastructure options;
- Energy bill impacts; and,
- Capital costs.

The HFCV infrastructure assessment should evaluate:

- Fleets hydrogen fueling access plan;
- Estimated quantity of hydrogen needed by the fleet (eg. kg/day, kg/week)
- Required vehicle refueling schedules;
- Consideration for back-up hydrogen fueling access if fleet is not located near more than one hydrogen fueling station;
- Fueling costs; and
- Capital and operations and maintenance costs if installing hydrogen fueling infrastructure at fleet facility

The ZEV infrastructure assessment must be submitted to the program administrators to receive the rebate.

Once pre-approved for a rebate, applicants will have four (4) months to complete the ZEV Infrastructure Assessment. **Only costs incurred after application pre-approval, and before the end of the four (4) month term, will be considered eligible**

d) the ZEV infrastructure Application Process

- Applicants must apply for pre-approval. The pre-approval application form is available on the Go Electric Fleets website.
- Pre-approved applicants after the completion of ZEV Infrastructure Assessments must apply for a financial rebate.

The following documentation must be provided at the time of applying for financial support:

- The approval letter issued by FBC
- An assessment/evaluation/analysis report of your electrical system
- A plan/layout for the future electrical upgrade based on the assessment
- Proof of payment for the infrastructure assessment

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.

6. Financial Support for Electrical Infrastructure (electrical work)

Description

If electrical modification and/or electrical service upgrades are needed to support fleet electrification, the costs associated with such projects can be a barrier to ZEV adoption. To support the facilities of an organization to be ZEV fleet ready, the Go Electric Fleets Program will provide financial support for the electrical work needed to provide enough energy to support a ZEV fleet.

a) Eligible Applicants

This Program component is open to B.C. registered companies, non-profit organizations or a public entities

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

- Be located in B.C;
- Have fleet vehicles registered/leased to your organization (comprised of either light-duty or mix of light, medium or heavy-duty vehicles) registered in B.C.;
- Sign-on the WCEF Pledge at the *Express* level or higher; and,
- Apply for pre-approval.

To be considered eligible under this Program, you must apply for pre-approval and provide the following details:

- Proof of B.C. business license;
- WorkSafe BC number;
- Proof of fleet vehicles registered/leased to your organization in B.C.;
- Attestation that the applicant has the authority to undertake the electrical work at the facility;
- If the facility is a leased location, written permission from property management or owner of the building is required;
- ZEV Infrastructure Assessment that details the need for the electrical modifications or service upgrades to accommodate a ZEV fleet; and,
- A quote for the work to be completed as determined in the ZEV Infrastructure Assessment.

Once you satisfy the above requirements, FBC will review your application. If approved, FBC will issue an approval letter.

b) Eligible Costs

This Program component will reimburse the costs of electrical work/service upgrades or modifications at the rate of 33% of total costs to a maximum rebate of \$20,000. Organizations can have separate applications for different sites but can only receive rebates for a maximum of four sites.

Eligible costs include:

- Engineering design services;
- New panels and breakers;
- New transformer;
- Wiring and conduit additions; and,
- Upgrades to utility service.

Public Sector Organizations

Successful applicants from Public Sector Organizations will be reimbursed for 50% of the costs up to a maximum of \$80,000. Public Sector Organizations can have separate applications for different sites but can only receive rebates for a maximum of four sites.

Eligible organizations include Health Authorities, School Districts, Colleges and Universities. Crown Corporations, Government ministries and agencies are ineligible for the additional funds.

Indigenous communities

Successful applicants from Indigenous communities and Indigenous businesses will be reimbursed for 75% of total costs to a maximum rebate of \$25,000.

c) Requirements

- To be eligible, an organization must first undertake an EV Infrastructure Assessment and clearly demonstrate the need for the electrical modifications or the electrical service upgrades to accommodate a ZEV fleet;

- Applicants must agree to share data collected with FBC and the Province; and,
- Applicants must obtain all required permits needed to complete the electrical work.

Once pre-approved for a rebate, applicants will have 90 days to complete the project with costs approved by program administrators. **Only costs incurred after application pre-approval will be considered eligible.**

d) Electrical Infrastructure Application Process

- Applicants must apply for pre-approval. The pre-approval application form is available [here](#)
- After completion of electrical infrastructure installation, pre-approved applicants must then apply for the financial rebate.

The following documentation must be provided at the time of applying for the rebate:

- The approval letter issued by FBC
- A proof of completion of electrical work
- Proof of payment: Sales receipt showing items/model, name and address of the purchaser, purchase date and purchase price or any other document that clearly shows the transfer of funds.

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.

7. Charging Infrastructure Rebates

Description

Access to charging infrastructure will be necessary for any fleets choosing to adopt electric vehicles (EVs) such as battery-electric or plug-in hybrid electric vehicles. However, the costs associated with EV charging equipment can be a barrier to adoption. To help organizations address this barrier, the Go Electric Fleets Program will provide financial assistance to customers to design, procure and install charging infrastructure, to be used by the fleet.

1. Level 2 charging stations

a) Eligible Applicants

This Program component is open to B.C. registered companies, non-profit organizations or a public entities

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

- Be located in B.C;

- Have fleet vehicles registered/leased to your organization (comprised of either light-duty or mix of light, medium or heavy-duty vehicles) registered in B.C.;
- Sign on to the WCEF Pledge at the Express level or higher; and,
- Apply for pre-approval.

b) Eligible Costs

This Program component will reimburse purchase and installation costs of eligible, new, Level 2 charging equipment at the rate of 50% of total costs, up to a maximum of \$2,000 per station. Rebates will be capped at \$25,000 per applicant. 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.

Public Sector Organizations

Successful applicants from Public Sector Organizations will be reimbursed the purchase and installation costs of eligible new Level 2 charging equipment at the rate of 75% of total costs, up to a maximum of \$4,000 per station and up to a maximum of \$50,000 per organization.

Eligible organizations include Health Authorities, School Districts, Colleges and Universities. Crown Corporations, Government ministries and agencies are ineligible for the additional funds.

Indigenous communities

Indigenous communities and Indigenous businesses will be reimbursed the purchase and installation costs of eligible, new, Level 2 charging equipment at the rate of 75% of total costs, up to a maximum of \$4,000 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 \$8,000 or 75% of total costs, whichever is lower.

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;
- 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.

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.

Once pre-approved for a rebate, applicants will have four (4) months to purchase and install eligible EV charging equipment. **Only costs incurred after application pre-approval, and before the end of the four (4) month term, will be considered eligible.**

c) EV Charging Equipment Requirements

- Be approved for sale and use in Canada (cUL, cETL, CSA certification);
- Be Level 2 (208 or 240 Volt) station, and feature a SAE J1772 standard plug head or a Tesla plug head used for private fleet use only;
- Be purchased or leased;
- Be a permanent installation;
- Be installed by a licensed electrical contractor.

A list of pre-approved Level 2 EV charging equipment models will be provided on the program website and maintained by the program administrator. 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 above. Charging equipment manufacturers and/or suppliers may request that their stations be included on the list by contacting the program administrator.

d) Charging Infrastructure Application Process

Applicants must apply for pre-approval. The pre-approval application form is available [here](#)

The following documentation must be provided at the time of applying for pre-approval:

- Proof of B.C. business license;
- Proof of fleet vehicles registered/leased to your organization (comprised of either light-duty or mix of light, medium or heavy-duty vehicles) registered in B.C.;
- Attestation that the applicant has the authority to undertake the electrical work at the facility;
- If the facility is a leased location, written permission from property management or owner of the building is required; and
- A quote for the work to be completed (design, procure and install charging infrastructure).

After the completion of charging infrastructure installations, pre-approved applicants must then apply for the financial rebate.

The following documentation must be provided at the time of applying for the charging infrastructure rebate:

- A proof of completion of electrical work with photographs
- Proof of payment: Sales receipt showing items/model, name and address of the

purchaser, purchase date and purchase price or any other document that clearly shows the transfer of funds.

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.

2. Direct current fast chargers (DCFCs)

a) Eligible Applicants

This Program component is open to B.C. registered companies, non-profit organizations or a public entities

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

- Be located in B.C;
- Have fleet vehicles registered to your organization (comprised of either light-duty or mix of light, medium or heavy-duty vehicles) registered/leased in B.C.;
- Sign-on the WCEF Pledge at the Express level or higher; and,
- Apply for pre-approval.

b) Eligible Costs

Applicants are offered two tiers of rebates for DCFC stations, installed for use by fleet vehicles, as detailed in the table below.

Charger Output	Maximum Rebate Amount	Maximum Rebate Amount for Indigenous Communities and Businesses
DCFC: 20kW to 49kW	50% of project costs up to \$20,000	75% of costs up to a maximum of \$35,000
DCFC: 50kW or higher	50% of project costs up to \$50,000	75% of costs up to a maximum of \$75,000

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;

The applicant must provide:

- Charging station invoice and proof of payment
- Installation invoice and proof of payment
- Proof of completions with photographs of the completed installations

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.

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.

Once pre-approved for a rebate, applicants will have six (6) months to purchase and install eligible EV charging equipment. **Only costs incurred after application pre-approval, and before the end of the six (6) month term, will be considered eligible.**

c) EV Charging Equipment Requirements

- Be approved for sale and use in Canada (cUL, cETL, CSA, cQPS certification);
- Be a Direct Current Fast Charger capable of charging rates of ≥ 20 kW;
- Be purchased or leased; and,
- Be installed by a licensed electrical contractor.

d) Charging Infrastructure Application Process

Applicants must apply for pre-approval. The pre-approval application form is available [here](#)

The following documentation must be provided at the time of applying for pre-approval:

- Proof of B.C. business license;
- Proof of fleet vehicles registered/leased to your organization (comprised of either light-duty or mix of light, medium or heavy-duty vehicles) registered in B.C.;
- Attestation that the applicant has the authority to undertake the electrical work at the facility;
- If the facility is a leased location, written permission from property management or owner of the building is required; and
- A quote for the work to be completed (design, procure and install charging infrastructure).

Following completion of charging infrastructure installations, pre-approved applicants must then apply for the financial rebate.

The following documentation must be provided at the time of applying for financial support:

- A proof of completion of electrical work with photographs
- Proof of payment (Invoices will not be accepted)

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.