

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**. *Please note customer service is only able to provide an account number to the customer of record. 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://gridforce.my.site.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 also be using third party funding?
- ◆ 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

If you will be receiving third-party funding and have an approval letter, please upload to the EV application portal.

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
- ◆ If a new service is required, please include locations of all existing underground utilities.
- ◆ 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>