Recharge the Adventure New Hampshire (RANH) Grant Program

Frequently Asked Questions (FAQs)

Section 1. Definitions 2

Section 2. Applicant eligibility 2

Section 3. Funding parameters 3

Section 4. Project and site eligibility 4

Section 5. EVSE eligibility and operation requirements 5

Section 6. Application submission and process 6

Section 1. Definitions

1.1. Electric Vehicle Supply Equipment (EVSE)

The term “electric vehicle supply equipment,” or EVSE, means the equipment that controls and transfers electricity from a power supply to an electric vehicle (EV). This is also known as an EV charger, charging station, or charging infrastructure.

EVSE is inclusive of a housing unit or enclosure, electronics inside the housing, firmware, power connection, ports, cables and connectors.

1.2. Port

A port is the alternating current (AC) output system that charges an EV. The port provides power to charge only one vehicle at a time even though it may have multiple connectors. A charger with two charging ports that can charge two vehicles simultaneously is known as a “dual port” charger.

1.3. Connector

A connector is the device that is plugged into a vehicle to transfer electricity. Multiple connectors and connector types (such as J1772 or J3400) may be available on one port, but only one vehicle may charge at a time. Connectors may also be referred to as “plugs.”

Section 2. Applicant eligibility

2.1. Who is eligible to apply to the RANH grant program?

New Hampshire government entities (such as municipalities, counties and state agencies), and private and nonprofit entities who are in good standing with the New Hampshire Secretary of State.

2.2. Can multiple entities pool their funds for one shared project?

Yes, these would be considered project partners. Project partners should be listed on the application form Appendix A and budget form Appendix B, along with a breakdown of matching funds provided by each partner. However, applicants to the RANH grant program must be single entities. If selected, the applying entity would sign the grant agreement and be the sole entity to receive reimbursement.

2.3. Are recipients of other NHDES grant programs allowed to apply?

Yes, participants of NHDES’ other grant programs (such as the New Hampshire Clean Diesel and Granite State Clean Fleets programs) are welcome to apply.

2.4 Can we apply to the RANH program even if a third party will own and operate the EVSE?

Yes, third-party ownership and operation of the EVSE is allowed under the following conditions:

- The ownership structure must be disclosed in the Appendix A application form.
- A letter of support or permission from the property owner/site host on their letterhead for the third party to own and operate the Level 2 EVSE for a minimum of five (5) years, must be submitted as an attachment to the application.
- Applicants must be prepared to, upon request from NHDES, provide an executed site host agreement granting permission from the property owner/site host for the third party to own and operate the Level 2 EVSE on the proposed site for a minimum of five (5) years.
- The third party must be aware of, and commit to providing, the biannual reporting data to NHDES, including by granting NHDES read-only administrator rights to its network accounts so NHDES can retrieve the data directly.

Section 3. Funding parameters

3.1. How much funding is available for a specific project?

There is a maximum reimbursement amount of **80% of eligible costs up to a maximum of $10,000 for each Level 2 EVSE port** installed under this program.

There is a maximum grant award per project location (i.e., New Hampshire town/city, regardless of applicant) cap of **$100,000**.

3.2. What is considered an eligible project cost?

Examples of eligible project costs include:

- The cost of the Level 2 EVSE and associated signage, lighting and pavement striping.
- Construction, engineering and labor costs related to site design, preparation and installation.
- Necessary upgrades to customer-owned electric supply to make the site ready to accept the proposed Level 2 EVSE and exclusively used to power the EVSE.
- Mandatory five-year agreements for warranty, maintenance, software/networking and customer support service plans.

See **Item 4.4** of the RFP for the full list of eligible and ineligible costs.

3.3. Can Level 2 EVSE be purchased under a lease-to-own contract?

No, funding may not be used for a lease-to-own project, but financing a project through a conventional loan is allowed.

3.4. Does the applicant need to provide funding sources for the entire project?

Yes. This is a reimbursement program *only.* Applicants must be prepared to pay for the entire project upfront before seeking partial reimbursement of eligible project costs.

3.5. Can funding from other grant or incentive programs be used to provide the non-New Hampshire Volkswagen Environmental Mitigation Trust (VW Trust) cost-share for the project?

Yes, with several caveats. RANH funding may be matched with funds received from other grants/incentives, provided the terms of the sources being used allow VW Trust funds (i.e., non-federal settlement funds) to be used as external funds/cost-share. All funding sources must cover all aspects of the entire project, not just a component of the project (e.g. VW Trust funds may not be used to fund *solely* the construction costs, while another source of funds the Level 2 EVSE costs). Other grants/incentives may only be used to cover the eligible costs of the project, and the combined funding may not exceed the overall cost of the project (e.g. a grantee cannot profit from any funding source, or the total combined grants/incentives). Applicants must state on the application form if they intend to use other grants/incentives as their non-VW Trust cost-share (i.e., match) and must disclose the status of the other sources being proposed to satisfy the applicant's mandatory match.

3.6. What if an applicant does not have funding approval yet for their project?

Applicants can apply to the RANH grant program even if they don't yet have funding approval in place for their proposed project. The status of the funding must be disclosed in the application. Further, if the applicant's project is selected and an award is offered, the applicant can refuse the offer. If the applicant has signed a grant agreement with NHDES that has been approved by the New Hampshire Governor & Executive Council, and the project encounters a funding or procurement issue that will affect the grantee's ability to complete the project, the grantee can withdraw from the agreement.

Section 4. Project and site eligibility

4.1. Can applicants submit applications for multiple projects?

Yes, applicants are welcome to submit multiple projects for consideration. Applicants submitting multiple project sites must submit them each as separate project proposal applications. Each application will be scored separately. There is no limit to the number of applications an entity may submit, however there is a maximum grant award cap of $100,000 per town or municipality (i.e., New Hampshire town/city) location, regardless of applicant.

4.2. I've already installed the Level 2 EVSE and completed my project. Can I still apply for this program?

No, projects that have already been started or completed prior to the submission of a project proposal are not eligible for funding.

4.3. Can I install Level 2 EVSE at a residential property such as a multifamily housing complex?

No. Private residences, including multifamily housing complexes, are not eligible sites under this program.

4.4. Does my site have to be accessible year-round or are seasonal sites eligible?

Level 2 EVSE installed under this program must be accessible (including by plowing/snow removal if necessary) year-round. Seasonal access restrictions are not permitted.

4.5. Can I use this program to install Level 2 EVSE for guest- or customer-only use at my business or property?

No. Applicants must not place restrictions (such as restricting use to guests, customers or fleet vehicles) on Level 2 EVSE accessibility to the general public. Charging for the use of the Level 2 EVSE and assessing parking fees is allowed. See **Item 3.1 of the RFP** for more details.

4.6. Does my project need to meet accessibility requirements under the Americans with Disabilities Act (ADA)?

The RANH program is not subject to ADA compliance, as the funding source is the VW Trust, rather than a federal grant program or incentive. However, state and local governments (Title II), and places of public accommodation and commercial facilities (Title III) may need to ensure their projects conform to ADA accessibility requirements. More information, including on how to design accessible EVSE stations, may be found on the U.S. Access Board's Design Recommendations for Accessible Electric Vehicle Charging Stations webpage.

Section 5. EVSE eligibility and operation requirements

5.1. Can this program be used to fund Level 1 or Level 3 (Direct Current Fast Charging) EVSE?

No, only Level 2 EVSE is eligible under this program.

5.2. Do Build America, Buy America (BABA) requirements apply?

The RANH program is not subject to BABA requirements, as the funding source is the VW Trust, rather than a federal grant program or incentive.

5.3. Can I purchase used, refurbished, rebuilt, or repaired EVSE for my project?

No. All Level 2 EVSE purchased under this program must be new equipment and free of any faults or defects.

5.4. Can I purchase non-networked or "dumb" chargers under this program?

No. While charging for the use of the Level 2 EVSE is optional, applicants to the RANH program must provide charging session data on a biannual basis to NHDES. Non-networked chargers are unable to provide the required session data, making them ineligible for this program.

5.5. Are there station uptime requirements?

Yes. All Level 2 EVSE funded under this program must be operable at least 95% of the time. Failure to meet the 95% uptime requirements may result in NHDES requesting repayment of a prorated amount of the grant award.

Section 6. Application submission and process

6.1. Who can applicants contact if they are having trouble accessing or submitting the application forms?

Applicants may reach out to the NHDES Mobile Sources team via email at ms-grants@des.nh.gov or call (603) 271-5552. See **Item 2.1 of the RFP** for more details.

6.2. How do applicants apply?

Applications should be submitted electronically by email to the Mobile Sources team at ms-grants@des.nh.gov using the following subject line in the email: "**RANH Proposal – [Entity** Name]."

If submitting multiple proposals, submit each in a separate email and suffix the subject line with "**Project [#]**." See **Item 2.3 of the RFP** for more details.

6.3. How are applications scored?

This RFP is a competitive solicitation. Project proposal applications will be reviewed for completeness and eligibility and will be assessed based on scoring criteria approved by a scoring committee. See **Section 5 of the RFP** for more details and reference **Item 5.1** for scoring criteria.

6.4. When do I find out if my application has been selected?

NHDES aims to notify applicants of their selection status within one (1) calendar month of the closing date of each application window. For example, NHDES will aim to notify an applicant who has applied by the November 15 application deadline of their selection status by December 15.

6.5. If I've been notified that my project has been selected, when can I start?

Applicants may not begin to incur project implementation costs until a grant agreement has been approved by the New Hampshire Governor & Executive Council (G&C). **Any costs incurred prior to the effective date of the grant agreement without the prior written approval of NHDES are ineligible for reimbursement. Any steps taken towards project implementation prior to G&C approval are taken entirely at the applicant's own risk — G&C approval of a project is never guaranteed**. If the grant agreement is approved by G&C, NHDES will send a formal Notice to Proceed letter to the applicant, at which point the project may begin to expend funds. See **Item 2.4 and Section 6 of the RFP** for more details.

6.6. How long does the grantee have to complete the project/install the Level 2 EVSE?

Project completion dates will be outlined in each project's grant agreement. In general, it is anticipated that projects selected under this RFP will achieve completion by December 31, 2028. See **Item 2.4 of the RFP** for more details.

6.7. What are the reporting requirements for this grant program?

Grantees will be required to submit biannual reporting data as specified in the grant agreement. Grantees will be required to furnish NHDES with read-only administrator rights to its Level 2 EVSE network account(s), in order that NHDES may retrieve charging session data directly from the Level 2 EVSE service provider(s). Failure to report is considered a violation of the terms of the grant agreement. Reimbursement is contingent upon, in part, the grantee being in compliance with all reporting requirements. See **Items 3.5 and 6.1 of the RFP** for more details.