

## **Q&A for Municipal Zero-Emission Vehicle (ZEV) and ZEV Infrastructure Rebate Program**

- 1) I would like information on applying for the \$5000 rebate for electric vehicles and rebates for public charging infrastructure.**

The full RFP is available online through the NYS Grants Gateway [Grant Opportunity Portal](#). If you click on “Browse for Opportunities” and then “Search for Opportunities” (search for “ZEV”), you will arrive at the two ZEV rebate opportunities available for municipalities.

- 2) The award date on this opportunity is BEFORE the deadline. Is this a misprint?**

The awards will be made on a rolling basis beginning no earlier than 10/17/16 and through 3/31/17, or until funds are exhausted.

- 3) As a county sponsored Community College, are we eligible to participate in the 2016 Zero-Emission Vehicle and Infrastructure Municipal Rebate Program?**

You need to be a County, City, Town or Village of the State of New York to be eligible. A college itself would not be eligible.

- 4) Can you tell me if a SUNY college (state university) is able to use this grant?**

You need to be a County, City, Town or Village of the State of New York to be eligible. A college itself would not be eligible, and state entities are not eligible.

- 5) If I want the full details of the rebate opportunity, how do I find more information?**

The Request for Applications is available through the Grants Gateway Opportunity Portal at [https://grantsgateway.ny.gov/IntelliGrants\\_NYSGG/module/nysgg/goportal.aspx](https://grantsgateway.ny.gov/IntelliGrants_NYSGG/module/nysgg/goportal.aspx).

- Click on “Browse Now”.
- Click on “Search for Opportunities”.
- Type “ZEV” into “Search by Grant Opportunity” box and click “Search”.
- Click on the Clean Vehicle Purchase or Lease, or the Clean Vehicle Infrastructure Opportunity.
- Click on “View Grant Opportunity” to open or download the Request for Applications.

- 6) At a technical level I am unfamiliar with the equipment needed for vehicle charging. Where can I find additional information to help me as I consider applying to the infrastructure rebate program?**

A good place to get background and technical information is the NYSERDA website, including the following pages:

- <https://www.nyserderda.ny.gov/Cleantech-and-Innovation/Electric-Vehicles/Info/Planners-and-Municipalities>
- <https://www.nyserderda.ny.gov/Cleantech-and-Innovation/Electric-Vehicles/Info/Installers-and-Inspectors>

**7) Can you let me know whether it is realistic to apply for a single charging station?**

Yes, it is completely appropriate to apply for a rebate towards a single charging station.

**8) Can you please forward the details of the ZEV Infrastructure rebate program so we can share with interested municipalities?**

We suggest you point interested parties to the [Governor's Press Release](#) or to the Climate Smart Communities [web page](#).

**9) Our municipality is purchasing a low-speed, neighborhood electric vehicle, which is street-legal but has a maximum speed capacity of about 25 mph. Are these eligible for the rebate program?**

No. The definition at §54-1521 (the authorizing legislation) reads as follows (**bolding has been added**):

c. "eligible vehicle" means and includes a new motor vehicle that:

- (i) has four wheels;
- (ii) was manufactured for use primarily on public streets, roads and highways;
- (iii) the powertrain of which has not been modified from the original manufacturer's specifications;
- (iv) is rated at not more than eight thousand five hundred pounds gross vehicle weight;
- (v) has a **maximum speed capability of at least fifty-five miles per hour**; and
- (vi) is propelled at least in part by an electric motor and associated power electronics which provide acceleration torque to the drive wheels sometime during normal vehicle operation, and that draws electricity from a hydrogen fuel cell or from a battery that:
  - (A) has a capacity of not less than four kilowatt hours; and
  - (B) is capable of being recharged from an external source of electricity.

**10) To be eligible, a vehicle charging station must do the charging in public and be accessible to all members of the public (for their privately owned vehicles)? Or it must be used to charge vehicles owned by the government?**

The primary purpose of a rebate-eligible charging station must be for public charging, i.e., the general public travelling in and through the municipality who would like to charge privately-owned vehicles. The municipality is not prohibited from requesting payment for electricity, or from also using the station for municipal fleet charging.

**11) How do I register for the Grants Gateway? I am having trouble.**

Below is a link to the Grants Reform website video tutorials page, where there is a tutorial on registering for the Grants Gateway.

<http://grantsreform.ny.gov/youtube>

If this tutorial does not sufficiently clarify the process, please contact [grantsreform@its.ny.gov](mailto:grantsreform@its.ny.gov).

**12) Do automobile dealers need to register as part of the ZEV Rebate Program?**

No, there is no need for auto dealers to register.

**13) Is October 17 the date that awards will start to be made or is that the date that applications can start to be submitted?**

You may submit your application at any time, assuming you have already registered with the Grants Gateway. No rebates will be awarded earlier than October 17.

**14) Is Legislative approval required in order to apply for one of the rebates?**

There is no legislative approval required to submit an application for a rebate.

**15) Can you provide me with any details on when the consumer ZEV rebate program becomes effective and how to apply?**

NYSERDA is developing the rebate program for consumers, and information will be available on how to apply once it is announced. In the meantime, you may be interested in the resources outlined on their web site at: <https://www.nyserda.ny.gov/Cleantech-and-Innovation/Electric-Vehicles/Support-and-Discounts>.

**16) Can the NYSERDA ZEV rebate program be combined with the DEC municipal rebate program?**

NYSERDA is developing a rebate program for consumers, and additional information will be available once it is announced. If the NYSERDA rebate program is made available to municipalities in addition to consumers it could be combined with the municipal ZEV rebate program.

**17) What vehicles are eligible for the rebate?**

NYS does not have a list of eligible vehicles, only a definition of an eligible vehicle. If the specifications of a vehicle meet the definition in the law, then it is eligible. The statutory language that describes eligible vehicles is found at ECL §54-1521 (1)(c):

“c. “eligible vehicle” means and includes a new motor vehicle that:

- (i) has four wheels;
- (ii) was manufactured for use primarily on public streets, roads and highways;
- (iii) the powertrain of which has not been modified from the original manufacturer’s specifications;
- (iv) is rated at not more than eight thousand five hundred pounds gross vehicle weight;
- (v) has a maximum speed capability of at least fifty-five miles per hour; and
- (vi) is propelled at least in part by an electric motor and associated power electronics which provide acceleration torque to the drive wheels sometime during normal vehicle operation, and that draws electricity from a hydrogen fuel cell or from a battery that:
  - (A) has a capacity of not less than four kilowatt hours; and
  - (B) is capable of being recharged from an external source of electricity.”

**18) Is a school district eligible to participate in the 2016 Zero-Emission Vehicle and Infrastructure Municipal Rebate Program?**

No. You need to be a County, City, Town or Village of the State of New York to be eligible.

**19) Is a Borough President's Office eligible to submit an application under the Municipal ZEV rebate program?**

Yes. A borough is the governmental entity that is equivalent to a county within the boundaries of the City of New York.

**20) Is there a minimum amount of costs that that municipality must incur themselves? In other words, I am trying to understand how much private investment can be used to satisfy the 20% match amount.**

A twenty percent (20%) local match on the rebate amount is required for ZEV infrastructure projects. Private investment in ZEV infrastructure projects will be considered as a source of eligible match, and could be used to satisfy the match requirement in its entirety.

**21) I have searched online for the municipal ZEV grant opportunity, but have not been able to locate it.**

The Request for Applications is available through the Grants Gateway Opportunity Portal at [https://grantsgateway.ny.gov/IntelliGrants\\_NYSGG/module/nysgg/goportal.aspx](https://grantsgateway.ny.gov/IntelliGrants_NYSGG/module/nysgg/goportal.aspx).

- Click on "Search Now".
- Type "ZEV" into "Search by Grant Opportunity" box and click "Search".
- Click on the relevant ZEV opportunity (vehicles or infrastructure).
- Click on "View Grant Opportunity" to open or download the Request for Applications.

**22) Our village is interested in adding electric vehicles and charging stations. What program is appropriate for us?**

NYSDEC is currently able to award rebates under the Municipal ZEV Rebate Program. The program includes a rebate opportunity for purchase or lease of eligible clean vehicles, and an opportunity for installation of infrastructure for recharging or fueling eligible clean vehicles.

The Request for Applications for the Municipal ZEV Rebate Program, which outlines all the details and requirements, is available through the NYS Grants Gateway Opportunity Portal at [https://grantsgateway.ny.gov/IntelliGrants\\_NYSGG/module/nysgg/goportal.aspx](https://grantsgateway.ny.gov/IntelliGrants_NYSGG/module/nysgg/goportal.aspx).

- Click on "Search Now".
- Type "ZEV" into "Search by Grant Opportunity" box and click "Search".
- Click on the relevant ZEV opportunity (vehicles or infrastructure).
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**23) I am having trouble beginning an application for ZEV Infrastructure in the Gateway. There is no "Apply for Opportunity" button when I sign into the portal with the "Grantee Delegated Administrator" role in the Grants Gateway.**

A Grantee in the "Delegated Administrator" role cannot open or develop the on-line application. Below is a list of Grantee roles and the functionality associated with each role in the Gateway.

A delegated administrator must log-in and assign someone with the roles of Grantee and Grantee Contract Signatory. These two roles can both initiate an application, but only the Grantee Signatory role

can submit the application once the application has been completed. Individuals can have multiple roles in the system, but when the Delegated Administrator sets up an individual having more than one role in the system, that individual must be added as a 'NEW' member in each role they have. More information, including a chart of the Grantee Roles and their specific online application capabilities can be found in item #6 of the "Grantee Quick Start Guide" at <http://www.grantsreform.ny.gov/Grantees>.

Role	Create and Maintain	Initiate Application	Complete Application	Submit Application	Only view the Application
Delegated Admin	✓				
Grantee		✓	✓		
Grantee Contract Signatory		✓	✓	✓	
Grantee Payment Signatory		✓	✓		
Grantee System Administrator		✓	✓	✓	
Grantee View Only					✓

**24) It appears that the ZEV rebate can go to municipalities that buy or lease eligible vehicles. If leasing, what are the requirements for the term of the lease?**

Vehicles can be either purchased or leased as long as the lease term is at least 36 months. Costs for purchase or leasing of an eligible going back to April 1, 2016 are eligible for rebate.

**25) Is there an archived version of the Sept. 5 webinar addressing ways NYS is supporting municipal efforts to increase adoption of ZEVs?**

Yes, the September 5<sup>th</sup> Climate-Smart Communities webinar recording and slides are now available on our website: <http://www.dec.ny.gov/energy/84359.html>

**26) What are the requirements for a dealership with regard to participation in the municipal ZEV rebate program?**

The statutory language for "eligible purchase" states: "the purchase by a municipality to own or lease... eligible vehicle placed into service on or after April first, two thousand sixteen **at a dealer located within New York.**" This implies that eligible vehicles have to be physically located and purchased or leased at a dealership within the boundaries of the State of New York.

**27) A climate change mitigation easement is required if the municipality does not own the site where infrastructure will be placed. If the land is already under a conservation easement and protected in perpetuity, do we need to obtain another easement? If so, can you provide guidance?**

We do not have a model easement available for use as a climate change mitigation easement; we are anticipating that when necessary, municipalities will develop and execute an easement encompassing the requirements that area laid out in the RFA (see below). If there is already a conservation easement in place, an additional climate change mitigation easement may be unnecessary, as long as the conditions outlined in the RFA (see below) are met.

**“Climate Change Mitigation Easement (applicable only to Clean Vehicle Infrastructure subcategories)**

For infrastructure projects, if the project site is not owned by the applicant municipality, the municipality shall obtain a climate change mitigation easement from the owner of the property pursuant to Environmental Conservation Law (ECL) §54-1513. Climate change mitigation easements shall be enforced in the manner described for all conservation easements in ECL §49-0305. The municipality shall develop, execute, and file with the appropriate County clerk’s office the climate change mitigation easement, which must ensure that:

- The property shall be accessible to the municipality for any necessary work to achieve the funded purpose throughout the anticipated life of the project;
- The property shall provide the identified public benefit, e.g., publicly accessible clean vehicle charging or fueling, throughout the anticipated life of the project;
- The property shall be used to achieve climate protection and mitigation goals pursuant to ECL Article 54 Title 15 “Climate Smart Community Projects,” e.g., reduction of greenhouse gas emissions from municipal and community transportation, throughout the anticipated life of the project.
- The property owner shall provide information and data to the municipality, or will provide access to the municipality for collection of data, as specified in the rebate contract.
- A minimum ten year term for the easement to adequately reflect the useful life of both subcategory types of infrastructure.”

**28) We manufacture a plug-in hybrid vehicle that we would like to sell in NY. If funds still remain can we help promote the Municipal Clean Vehicle Rebate Program?**

The Municipal Clean Vehicle Rebate Program still has funding available. It will be open until 3/31/17, or until we exhaust the money. It is open to cities, towns, villages and counties of the State of New York for purchase or leasing of eligible clean vehicles, or installation of infrastructure for charging or refueling of clean vehicles. The program does not provide any recommendations to municipalities on specific vehicles or equipment to purchase or install.

**29) Are hybrid vehicles eligible for the rebate?**

Plug-in hybrid electric vehicles are eligible but conventional hybrids are not.

The definition at §54-1521 (the authorizing legislation) reads as follows:

c. “eligible vehicle” means and includes a new motor vehicle that:

- (i) has four wheels;
- (ii) was manufactured for use primarily on public streets, roads and highways;
- (iii) the powertrain of which has not been modified from the original manufacturer’s specifications;
- (iv) is rated at not more than eight thousand five hundred pounds gross vehicle weight;
- (v) has a maximum speed capability of at least fifty-five miles per hour; and
- (vi) is propelled at least in part by an electric motor and associated power electronics which provide acceleration torque to the drive wheels sometime during normal vehicle operation, and that draws electricity from a hydrogen fuel cell or from a battery that:

(A) has a capacity of not less than four kilowatt hours; and

(B) is capable of being recharged from an external source of electricity.

**30) Will municipalities need to track or estimate the emissions reductions that result from ZEV infrastructure projects that receive rebates?**

Yes. ZEV infrastructure projects must prepare a facility usage and emissions reduction data monitoring and reporting plan.

**“Monitoring and Reporting Plan (applicable only to Clean Vehicle Infrastructure subcategories)**

If an award is received, the Contractor shall provide data for the duration of the two-year contract term on the use of the installed facility and an estimate of the greenhouse gas emissions reductions achieved to the Department as part of its regular reporting pursuant to the Master Contract for Grants or Department Letter of Agreement. For EVSE infrastructure projects, the Contractor shall issue a log-in ID with viewing (not administrative) rights to the Department for collection of charging and other data. “

Potential emissions calculation tools

- Explains calculations of greenhouse gas equivalencies:  
<https://www.epa.gov/energy/ghg-equivalencies-calculator-calculations-and-references>
- Generic calculator:  
<https://www.epa.gov/energy/greenhouse-gas-equivalencies-calculator>
- New York specific information about ZEV emissions (select NY from dropdown):  
[http://www.afdc.energy.gov/vehicles/electric\\_emissions.php](http://www.afdc.energy.gov/vehicles/electric_emissions.php)
- The MOVES model is used for more elaborate air quality and emissions calculations:  
<https://www3.epa.gov/otaq/models/moves/index.htm>

**31) Will the ZEV rebate be applicable to forklifts, lift trucks and related fueling infrastructure for private-sector companies?**

No. The definition of an eligible vehicle for the municipal ZEV rebates program is found in Environmental Conservation Law §54-1521 and is as follows:

c. “eligible vehicle” means and includes a new motor vehicle that:

- (i) has four wheels;
- (ii) was manufactured for use primarily on public streets, roads and highways;
- (iii) the powertrain of which has not been modified from the original manufacturer’s specifications;
- (iv) is rated at not more than eight thousand five hundred pounds gross vehicle weight;
- (v) has a maximum speed capability of at least fifty-five miles per hour; and
- (vi) is propelled at least in part by an electric motor and associated power electronics which provide acceleration torque to the drive wheels sometime during normal vehicle operation, and that draws electricity from a hydrogen fuel cell or from a battery that:
  - (A) has a capacity of not less than four kilowatt hours; and
  - (B) is capable of being recharged from an external source of electricity.

This would appear to exclude equipment such as forklifts and similar industrial and/or other equipment, as those are not manufactured for use primarily on public streets.

**32) Our private enterprise was previously awarded funding through a state program to install EVSE charging equipment throughout NYS. How can our company participate in this program and offer our EVSE equipment to municipalities?**

NYSDEC can only make rebate awards to municipalities, who are free to choose whichever eligible infrastructure is most appropriate for their circumstances. Private companies are free to market to municipalities, but NYSDEC is not making any recommendations to municipalities about what vehicles or ZEV equipment to choose as part of this program.