Standard Application and Multifamily Housing Portfolio Application Preparation Document

Please note: This document is solely for application preparation purposes.

*Applications sent by email or physical mail will **not** be accepted. Standard and Multifamily Housing (MFH) Portfolio Lane Applications **must be received online** by the closing date listed on the Charge Ahead Colorado website, so the Colorado Energy Office **strongly encourages** these applicants to submit their application(s) **well in advance of the deadline**.*

If you would like to download this preparation document to draft responses in advance prior to copying and pasting responses into the online application portal when ready to be submitted, click 'File' in the top left corner, then 'Download', and then 'Microsoft Word (.docx)'.

The Colorado Energy Office (CEO) and the Community Access Enterprise (CAE) offer statewide competitive grants for community-based Level 2 (L2) and Direct Current Fast-Charging (DCFC) electric vehicle (EV) charging stations, and 120V or 240V charging outlets–also called "Level 1" through the Charge Ahead Colorado grant program.

The purpose of the grant application is to provide the grant Evaluation Committee with a thorough understanding of the applicant's proposed project, level of planning, adherence to all program requirements, and preparedness to fund and implement the proposed project.

All applicants must review Sections 1 through 9 of the Charge Ahead Colorado Application Guide ("Guide") in full before submitting an application

The Charge Ahead Colorado Standard and Multifamily Housing Portfolio Applications are offered **three (3) times per calendar year in January, May, and September**, and are available to all **eligible applicants**. Standard and Multifamily Housing Portfolio Application rounds are typically open for approximately thirty (30) days and funding round dates are posted on the Charge Ahead Colorado website.

The Charge Ahead Colorado Rolling Application is **available year-round, only for applicants applying for funding for $50,000 or less to install Level 2 ports or charging outlets**. Please see the Charge Ahead Colorado - Word Formatted - Rolling Application Preparation Document here. Applicants applying for more than $50,000 or for any DCFC ports are **not** eligible for the Rolling Application and must instead apply through the Standard or Multifamily Housing Portfolio

Applications during an open round. Eligible applicants may receive **up to** three (3) total Rolling Application awards per calendar year.

Please refer to the Application Guide for additional information regarding the Charge Ahead Colorado program's objectives, requirements, eligibility, funding process, incentives, and more.

CEO **strongly encourages** substantial due diligence and planning before submitting an application. All Charge Ahead Colorado applicants seeking funding for projects limited to L2 charging ports and/or charging outlets should plan to complete and have projects operational within 12 to 18 months or less of notice of an award and receipt of an executed Small Dollar Grant Award (SDGA). All projects that include DCFC ports should plan to be completed and operational within 18 to 24 months or less of notice of an award and receipt of an executed SDGA. Strategies to speed up project completion timelines and demonstrated due diligence and/or communications with utilities or electricians will be provided prioritized scoring during the competitive evaluation process.

Please note the following:

- There is a **3,000 character limit** per long form question.
- Applicants **cannot** paste tables or charts into the online application fields.
    - Applicants can upload any helpful tables, charts, and supporting documentation towards the end of the online application.
- Changes **cannot** be made after submission through the online application portal.
- Funding applied for through the Charge Ahead Colorado program is **competitive** and is **not** guaranteed.
- Applicants requesting funding for EV charging at multifamily housing (MFH) are **only eligible for L2 charging stations and/or charging outlets**. DCFC stations are **not** eligible at MFH.
- The Evaluation Committee reserves the right to fund applications in full, partially, or not to offer a grant award.
- Applicants are encouraged to take advantage of all available incentives and programs for EV charging; including, but not limited to utility, local, state, and federal incentives.
- Charge Ahead Colorado awards are **reimbursable after project completion** and grant reimbursements will be based on the final invoicing of net eligible costs incurred and the minimum match amount required. CEO will not cover 100% of the net eligible costs and will not fund above the minimum match amount required.
- Eligible costs are **only** reimbursable if they are incurred or contracted for **during an executed SDGA term** with the Colorado Energy Office.

Note: The MFH Portfolio Lane Application is accessible through the Standard Application and the MFH Portfolio Lane Application questions **are included in this preparation document**. To prepare

responses to these questions in advance, **please scroll down** to the Multifamily Housing Portfolio Lane Application Questions section at the bottom of this document.

Applicants that do not include sufficient background information in the application fields will not be awarded.

If you have any questions or issues navigating the Charge Ahead Colorado application process, please email Mika Burdette, Program Manager, at mika.burdette@state.co.us.

Start here

Applicant:

Category: Charge Ahead Colorado - Standard Application

Subcategory: Charge Ahead Colorado - Standard Application

or

Subcategory: Charge Ahead Colorado - Standard Multifamily Housing Portfolio Application (only for applicants requesting funding to install L2 charging ports and/or charging outlets at three (3) or more MFH properties)

Application Name:

Please use the following naming convention for Application name: "Organization Name - Address of First Requested Location"

For example: Colorado Energy Office - 1600 Broadway Street

Section 1. Contact Information

Organization Information

*Applying Organization Name:

*Organization Type:

*Organization Street Address:

Unit or Suite # (if applicable):

*Organization City:

*Organization State:

*Organization ZIP Code:

*Organization County:

Organization Website:

Primary Contact Information

*First Name:

*Last Name:

*Title:

*Phone:

*Email:

*Organization:

Secondary Contact Information

*First Name:

*Last Name:

*Title:

*Phone:

*Email:

*Organization:

Section 2. Acknowledgements: Pre-Award

All Charge Ahead Colorado applicants are required to agree to the following acknowledgements.

1. ***Organization Representative:** As the project applicant, I confirm that I am an official representative of the organization that will own and operate the proposed charging station(s). I understand that only a representative from this organization is allowed to submit this Charge Ahead Colorado grant application.

2. ***Colorado Secretary of State - Registration and Good Standing:** I understand and acknowledge that my organization must be registered and in Good Standing with the Colorado Secretary of State's Office.

☐ ***Proprietary and Confidential Information:** I agree that this application contains no private or confidential business information. I understand that the Colorado Energy Office (CEO) asks applicants not to submit confidential information and will assume all information in this application can be shared with the public.

☐ ***Mandatory Criteria:** As the project applicant, I acknowledge that I have fully read and I agree to comply to the Mandatory Criteria Section as written in the Application Guide.

Section 3. Acknowledgements: Project Implementation

If awarded, all Charge Ahead Colorado applicants are required to agree to the following acknowledgements.

☐ ***Accessible Design Requirement:** As the project applicant, I certify and agree to meet all U.S. Access Board accessible design standards for this project to receive grant funding. I understand and agree to the following rules:

- **Port Requirements:** A minimum of 5% of all funded charging ports—or at least one (1) port per site—must meet accessible design standards at **each awarded address**.
- **Power Output:** Accessible features must be installed at the charging stalls with the highest power output at each site.
- **Parking Signage & Design:** Chargers must not be installed in or next to an ADA-compliant parking stall. Instead, accessible chargers must be in spaces marked "EV Charging Only" so **any** EV driver can use them, but designed with features that assist drivers who use mobility aids.

Charging outlets are exempt from this requirement.

For detailed guidelines, please review the U.S. Access Board, CAC Application Guide, and CEO EV Charging Station Accessibility Guidance Document.

Note: As of January 1, 2026, State law (under HB24-1161 - Motor Vehicle Access Individuals with Disabilities) will require that all EV charging installations constructed or replaced in Colorado incorporate the U.S. Access Board's accessible design recommendations, whether funded through Charge Ahead Colorado or not.

➢ Additional comments or questions about the accessible design requirement: (optional)

☐ ***Networking and Warranty Requirement:** As the project applicant, I certify and agree to meet all warranty, networking, and maintenance requirements for this project. I understand and agree to the following rules:

- **Warranty & Networking:** All awarded charging stations must include at least a 1-year warranty and 5 years of networking coverage. (Non-networked outlets do not need networking coverage.)
- **5-Year Commitment:** Awardees must keep the charging stations running, maintained, and sharing data in Colorado for at least 5 years.
- **Surveys & Reporting:** Projects with charging outlets must complete a one-time survey during the first 12 months after installation. If you install networked or smart outlets, you must also report ongoing data.

☐ ***Reporting Requirements:** As the project applicant, I understand and acknowledge that all Charge Ahead Colorado applicants **must** fully read and agree to adhere to the Reporting Requirements as written in the Application Guide.

☐ ***Effective July 1, 2026, retail Electric Vehicle Supply Equipment (EVSE) must register with the Retail EV Charging Program.** I acknowledge that these charging stations may need to comply with the Colorado Department of Labor and Employment's Retail EV Charging Program should they meet the criteria of that regulation by completing the following:

- Register the equipment with the Division of Oil and Public Safety within 30 calendar days after the first day on which the EVSE is placed into service.
- Meet the labeling requirements.
- Provide measurement and transaction information at the point of sale.
  - ☐ I confirm.
  - ☐ The charging station(s) is one of the following and exempt from this regulation: EVSE owned or operated by public utilities, free charging (workplaces, fleets, multi-family units, or amenities) where no retail transaction occurs based on the quantity of electricity, private residences where a retail transaction does not take place, or wholesale delivery of electricity.

Section 4. Acknowledgements: Project Closeout

If awarded, all Charge Ahead Colorado applicants are required to agree to the following acknowledgements.

☐ ***Final Required Documentation:** As the project applicant, I understand and acknowledge that all Charge Ahead Colorado applicants **must** fully read and agree to submit the Final Required Documentation as written in the Application Guide in order to receive payment of grant funding after an awarded project has been completed. I also understand and acknowledge that the Colorado Energy Office will withhold grant reimbursement until all Final Required Documentation has been received and approved by CEO.

☐ ***Grant Funding Reimbursement Process:** As the project applicant, I understand and acknowledge that all grant funding awarded through the Charge Ahead Colorado program will be provided as a reimbursement.

- Grant funding can not be reimbursed until after the awarded charging stations are successfully installed.
- Grant reimbursements will be based on the final invoicing of net eligible costs incurred and the grantee's minimum cost-share amount required.
- Eligible costs are only reimbursable if they are made or contracted for during an executed Small Dollar Grant Award (SDGA) term with the Colorado Energy Office.
- Any costs made or contracted for before receiving an executed SDGA from CEO are not eligible for match or grant funding, nor are expenses made after a SDGA term has expired.
- Grantees are responsible for project completion and reviewing all grant requirements as noted in the CAC Application Guide; otherwise, reimbursement can be delayed or withdrawn.

➢ With consideration of the grant funding reimbursement process as described above, would your organization like to receive information about bridge financing?

Bridge financing offers short-term loans to help cover equipment and installation costs until your grant reimbursement is delivered.

- Yes
- No

Section 5. Assigned and/or Deeded Parking

Are any of the parking stalls at the site(s) you intend to install EV charging at assigned and/or deeded parking spaces?

- Yes → Multifamily Housing (MFH) Technology Use Limitation Acknowledgement
  - I understand and acknowledge that outlet charging must be restricted to deeded and/or assigned parking use, and that Level 2 ports must be restricted to shared parking use.

- No

Section 6. Scope and Project Justification

1. ***Project Overview:** Organizations applying for funding must demonstrate to the Evaluation Committee that the charging stations will be running and maintained for at least five (5) years after installation.

   Please provide an overview of your proposed project. In your response, make sure to include:

   - Location(s): Where will the charging stations be installed?
   - Chargers: How many chargers are you requesting at each location, and what type are they?
   - Expected Users: Who will use these chargers (for example: employees, residents, or the general public)?
   - Site Traffic: How many total employees, residents, or visitors use or visit these locations?
   - Expected Usage: How often do you expect these chargers to be used—both when they first open and over time?
2. ***Project Cost:** Please provide the estimated total costs to install EV charging at each site where you are requesting grant funding.

   For each location, break down your cost estimate and include the following categories:

   - Grant Request and Grantee Funds: The specific dollar amount you are requesting from the Charge Ahead Colorado grant and the required funding your organization will contribute.
   - Equipment Costs: Total price for the charging hardware, including the charging units and mounting hardware.
   - Installation & Electrical Costs: Expenses for site design, engineering, permits, electrical upgrades (such as panel or transformer work), trenching, and labor.
3. ***Project Funding:** Has your organization secured the funding necessary to ensure the successful completion of this project, including the required match and any additional costs?

   Note: Applicants are allowed—and encouraged—to get quotes and bids from contractors before receiving a grant award or contract.

   To make sure your expenses qualify for reimbursement, **do not** take any of these actions until the Colorado Energy Office sends an executed Small Dollar Grant Award:

- Do not start any physical work or site preparation.
- Do not purchase materials or equipment.
- Do not sign contracts or enter binding agreements.
- Do not pay for or incur any project costs.

Any work started, materials bought, or contracts signed before your grant agreement is signed and fully executed **will not** be eligible for grant reimbursement.

4. ***Budget Approval:** Please describe any budget approvals from leadership, such as a Town Council, County Commission, HOA Board, or Company Management.

   To give the evaluation committee a strong answer, clearly address these points:

   - Source of Matching Funds: Specify where your required matching funding is coming from (for example: capital reserve accounts, operating budget, utility rebates, or a bridge loan).
   - Approval Status: State whether these funds are already approved or if a vote or sign-off is scheduled.
5. ***Charging Station Power Output and Port Details:** What are the technical specifications (power output and port count) for each charging station requested?

   For each charging station requested in this application, please provide:

   - Location Name & Address: Clearly name the specific site or property where the station will be installed.
   - Power Output (in kW): State the total expected power output rating in kilowatts (kW) per charging port (for example: 7.6 kW Level 2 or 50 kW DC Fast Charger).
   - Port Type: Indicate whether each station is single-port (charges 1 vehicle at a time) or dual-port (charges 2 vehicles at the same time).

   If you are requesting chargers across multiple locations or properties, please make sure to clearly label which power output and port type belong to each site.

6. ***Site Amenities, Location Advantages, and Hours:** What nearby amenities, location advantages, and access hours does the proposed charging site offer?

   In your response, please address the following for each location:

   - Nearby Amenities: Describe nearby features drivers can use while charging (such as well-lit parking, public restrooms, parks, shops, or restaurants).
   - Location Advantages: Explain if the site sits in a high-traffic or strategic area, fills a local "charging gap," or is located near a main highway, scenic byway, or state/national park.

- Hours of Access: State when the chargers will be available to the public (e.g., 24/7 or Mon–Fri, 8 AM–8 PM), and note if the lot is gated after hours.

7. ***Priority Locations of Charging Stations:** If grant funding is limited, please list your project locations and charging stations in order of priority (Priority 1 being your top choice). Briefly explain why each site was chosen for its priority rank.
8. ***Project Execution Without Grant Funding:** If your project is not awarded grant funding (or receives less funding than requested), how will your organization proceed?
9. ***Project Timeline, Milestones, and Resources:** What is your project's estimated timeline, and what resources will help ensure it finishes on schedule?

   In your response, please include the following:

   - Project Milestones: Provide target dates for key phases (such as ordering hardware, getting permits, completing utility upgrades, installing chargers, and launching the station).
   - Completion Timeframe: Show how the project will finish within the required timeframe (within 12 to 18 months for Level 2 chargers, or within 18 to 24 months for DC Fast Chargers).
   - Supporting Resources: Describe the internal staff, contractors, utility partners, or financing already in place to keep the project on track
10. ***EV Adoption, Charger Fit, and Maintenance:** How will this project increase electric vehicle (EV) adoption and ensure long-term, reliable charging?

    In your response, please answer the following:

    - Driving EV Adoption: How does this location fill a local charging gap or satisfy demand for nearby residents, commuters, or visitors?
    - Charger Selection: Why are the number and type of chargers (Level 2 vs. DC Fast Charger) appropriate for your expected site traffic?
    - Maintenance & Reliability: How will you keep the stations well-maintained, monitored, and operational over their 5-year lifespan?

Section 7. Installation Site and Charging Station Request

Select "Add Location" below to add a location(s). Enter information about each location for which you are applying for funding in the "Locations" section below.

A maximum of 10 locations can be requested per application.

*Number of installation sites you are applying for:

Locations

*Location Name:

*Location Number (e.g. 1, 2, 3, …):

*Location Type (Please select all that apply):

- ➢ Auto Dealership / Service Location
- ➢ Gas Station / Convenience Store
- ➢ Government - Federal
- ➢ Government - Local
- ➢ Government - State
- ➢ Grocery Store
- ➢ Hotel
- ➢ Leisure / Recreational
- ➢ Multifamily Housing
- ➢ Parking Lot / Garage
- ➢ Place of Worship
- ➢ Restaurant
- ➢ Retail / Shopping Center
- ➢ School / University / Medical Campus
- ➢ Tribal Government or Entity
- ➢ Utility
- ➢ Workplace
- ➢ Other (If other, please describe)
    - ☐ Describe other location type, if applicable:

*Location Funding Requested (amount in dollars):

- ➢ Location funding requested must be based on the maximum incentive per charging port (or the enhanced maximum incentive per charging port for projects eligible for enhanced incentives) linked here.

*Electric Utility:

Number of Charging Outlets Requested (MFH Only):

A minimum of 8 charging outlets can be requested through the standard application.

Number of Level 2 Charging Ports Requested:

Note: Applicants requesting funding for EV charging at multifamily housing (MFH) are **only** eligible for L2 charging ports or charging outlets. DCFC ports are **not** eligible at MFH.

Number of < 50 kW DCFC Ports Requested:

Number of 50-99 kW DCFC Ports Requested:

Number of 100 kW or Higher Power DCFC Ports Requested:

*Anticipated Date of Installation (MM-DD-YYYY):

*Street Address:

*City:

*State: Colorado

*ZIP Code:

*County:

*Have you completed a survey and/or conducted outreach to help substantiate the current and/or anticipated demand for EV charging at this location?

- ☐ Yes →
  - If yes, please describe the methods used and summarize the survey and/or outreach results below.

    You may also upload supporting survey documentation or outreach records in Section 10 of the application.
- ☐ No

*What methods will the property use to ensure that only intended residents or tenants can access the charging outlets? (e.i, lease enforcement, HOA rules, signage, physical access controls)

Note: This question is only displayed when the response for "Number of Charging Outlets Requested (MFH Only)" is greater than 0.

*Is the property planning on installing networked or smart charging outlets?

- ☐ Yes →
  - Will the property use a portal to track energy usage from outlet charging to bill residents?

☐ No →

- Will the property be utilizing direct or smart metering, smart panels, or EV Energy Management Systems (EVEMS) to track usage?
- If the property plans to bill residents for electricity usage, how will billing be structured and implemented? If the property does not plan to bill residents, please write N/A.

Note: This question is only displayed when the response for "Number of Charging Outlets Requested (MFH Only)" is greater than 0.

*As the requirement to install charging outlets is a minimum of 20% of deeded and/or assigned parking stalls (or no less than 8 charging outlets), how will the project support broader access over time?

Note: This question is only displayed when the response for "Number of Charging Outlets Requested (MFH Only)" is greater than 0.

Section 8. Qualifying Entities

Is this location / organization any of the following Qualifying Entity (QE) types?

- ➢ Community Center
- ➢ Disadvantaged Business Enterprise (DBE)
- ➢ Government Agency
- ➢ Income-Qualified Multifamily Housing
- ➢ Library
- ➢ Minority Business Enterprise (MBE)
- ➢ Non-Profit
- ➢ Place of Worship
- ➢ Recreation Center
- ➢ School (Not-for-profit or public)
- ➢ Small Business Enterprise (SBE)
- ➢ Tribal Government or Entity
- ➢ Veteran-Owned Small Business (VOSB)
- ➢ Women Business Enterprise (WBE)

If yes, please upload supporting documentation here. Note: Without providing supporting documentation, CEO will not be able to offer enhanced incentives.

Please see the Application Guide, Qualifying Entities to further review enhanced incentive eligibility requirements.

Upload Files (in the online application portal, if any)

Section 9. Site and Project Overview

1. *How will your proposed parking layout meet U.S. Access Board accessibility standards?

   In your response, please address the following:

   - Layout & Route: How will the site accommodate accessible charging stalls (including wider spaces, access aisles, and step-free routes to nearby facilities)?
   - Potential Obstacles: Are there any physical, structural, or terrain challenges at the site that might make accessibility difficult? If so, how will you address them?

2. *Will all of the L2 charging and/or DCFC stations be open to the public? If not all, how many? Please explain.

   Note: General public access is not a requirement for grant funding; however, any awarded charging station(s) must at least be commonly accessible to all residents for charging at multifamily housing, to all employees for workplace charging, and/or to all visitors for public or community charging. Outlets in deeded spaces are exempt from this requirement.

3. *Is your organization planning to charge a fee for charging station use?

   ☐ Yes →

   - If your organization is planning to charge users, please explain the anticipated fee structure.

   ☐ No

4. *Are any of the charging ports requested in this application intended to replace existing charging stations?

   a. Yes →

   - *How many of the requested charging ports at each location and what power level charging ports are intended to replace existing charging stations?
   - *Why do the existing charging stations need to be replaced? Can the existing charging stations be repaired? If not, why not?
   - *Do you have a warranty for the existing charging stations and have you tried contacting the charging station manufacturer? Please explain.

   ☐ No

5. For Direct Current Fast-Charging (DCFC) requests, please indicate the kW of your proposed station(s) (50, 62.5, 150 kW, etc.) and provide details regarding the anticipated business model, including utility rates, operational costs, cost to charge at the station(s), and anticipated revenue.

6. *Have you contacted an electrician and/or your utility to discuss the implications of installing a charging station(s) at this location(s)? Please summarize the discussion that took place including any information on cost implications, demand charges, potential interconnection requirements, site power capacity, etc.

7. *Is this location(s) new construction or a significant remodel?

Note: With the exception of income-qualified (IQ) multifamily housing (which is exempted from this restriction), charging stations required by State or local code will not be funded; however, charging stations in excess of State or local code requirements are eligible for funding.

☐ Yes → *Are charging stations required at this location(s) by State or local code and/or by your organization?

☐ Yes → *Please describe these code and/or organizational requirements and explain whether or not you are applying for charging stations that would be in excess of compliance with these State or local code and/or organizational requirements.

1. No

☐ No → *Are charging stations required at this location(s) by your organization?

- Yes → *Please describe these requirements and explain whether or not you are applying for charging stations that would be in excess of compliance with these organizational requirements.
- No

8. *Are any of the charging ports requested in this application intended for service and/or maintenance use?

Note: This question and #6 below are only displayed when “Organization Type” is selected as: Auto Dealership / Service

☐ Yes →

i. *How many of the requested charging ports at each location and what power level charging ports are intended for service and/or maintenance use?

ii. *Why are these charging ports needed specifically for service and/or maintenance use, rather than being made available to the public? Please

specify whether the charging ports are required by the manufacturer.

☐ No

9. *Are there any manufacturer requirements, certifications, or other manufacturer benefits associated with installing EV charging at any of these locations? Please explain.

10. *If there's a possibility that you will install additional charging stations in the future, have you considered pre-wiring for additional charging stations? Please explain.

Section 10. Additional Relevant Information and Documents

1. *Have you spoken with a ReCharge Colorado Coach?

   ☐ Yes → If yes, please describe your experience. (optional)

   ☐ No

   ReCharge Colorado Coaching Information

2. *How did you hear about the Charge Ahead Colorado program?

3. *Is there any additional relevant information that will assist the Evaluation Committee in understanding the proposed project?

4. *Are there any additional documents that would help support your application (i.e. sustainability plans, site design documents / photos, smart charging plans, etc.)?

   If yes, please attach the files and include a brief description of the documents being attached.

   Please do not upload any confidential information (either business or personal) to this application - this includes W-9s, bank statements, property disclosures, or any other confidential information.

   Any files uploaded should be considered public information.

   Upload Files (in the online application portal, if any)

Submission Affirmation and Signature Page

☐ ***Charge Ahead Colorado Attestation:** By signing and submitting this application, the applicant acknowledges having read and agreed to all of the guidelines as written in the Application Guide. The applicant also confirms the understanding that CEO may choose to update the Application Guide at any time, that it is the responsibility of the applicant to check for and review any Application Guide updates, and that all grant evaluations and awards are made based on the Application Guide as written at the time the

application is submitted. The applicant further acknowledges that all information submitted in this application is current and accurate to the best of their knowledge and agrees to cooperate with CEO to expedite the contracting process upon notice of an award.

I agree to the above statement.

*First and Last Name (will serve as electronic signature): _____

*Title _____

*Date _____

You have reached the end of the application preparation document.

*All Charge Ahead Colorado applications **must be submitted through the online application portal**.*

If you have any questions or issues navigating the Charge Ahead Colorado application process, please email Mika Burdette, Program Manager, at mika.burdette@state.co.us.

Multifamily Housing Portfolio Lane Application Questions

Note: The questions/sections below are displayed when you select "Charge Ahead Colorado - Standard Multifamily Housing Portfolio Application" as the subcategory under **Start Here**.

Section 5. Assigned and/or Deeded Parking

☐ **Multifamily Housing Portfolio Lane Acknowledgement:** In order to be eligible for the MFH Portfolio Lane of the Charge Ahead Colorado grant program, applicants must be requesting funding to install Level 2 (L2) charging or charging outlets at a minimum of three (3) different MFH properties - there is no maximum number of properties. Funding for DCFC is not eligible for multifamily housing and the Colorado Energy Office reserves the right to partially award projects.

Any entity awarded greater than $350,000 in a single grant agreement will be required to execute a Contract with the State of Colorado for implementation of the project. Applicants requesting funding greater than $350,000 should first review the Model State of Colorado Contract.

Section 6. Multifamily Housing Portfolio Lane - Scope and Project Justification

Note: The Multifamily Housing Portfolio Lane is solely available for Level 2 (L2) EV charging ports and/or charging outlets for deeded and/or assigned parking. Direct Current Fast-Charging (DCFC) ports are **not** eligible for this funding lane.

Organizations applying for funding need to demonstrate to the Evaluation Committee their ability to sustain the charging station project including operating and maintaining the station(s) for a minimum of five (5) years after becoming operational.

*At the proposed multifamily housing (MFH) site(s), which parking configurations are included in this application?

- Deeded and/or assigned parking
- Shared parking, including guest, visitor, or public parking
- Both of the above → If charging will be available for both deeded and/or assigned parking, describe how L2 charging ports and charging outlets will work together to meet the needs of MFH residents.

*Does your organization own and/or manage any multifamily housing (MFH) properties?

1. Yes →
    - *Please describe your organization's real estate portfolio, including how many properties are owned and/or managed by your organization in total and in Colorado specifically. Please also describe the type(s) of properties in your organization's real estate portfolio and how many / what percentage of these properties are MFH.
    - *How many, and which type(s) of these properties, currently have EV charging installed, approximately how many EV chargers are installed at each of these properties, and when were these EV chargers installed? If applicable, please describe the power level(s), current utilization, and your experience to-date with the installation, operation, and/or maintenance of these EV chargers, including any lessons learned and/or feedback you have received to-date in connection with them.

☐ No →

- *Please describe your organization's role(s) in this multifamily housing portfolio funding request (i.e. charging equipment provider, charging station operator, contractor, etc.), describe any additional partners, and include any additional

helpful background information. Clearly demonstrate access to the property through a letter of support or agreement with the site owner.

***Project Overview:** Please provide a detailed overview of the Multifamily Housing Portfolio project that you are submitting by answering the following questions.

a. *How many properties in total are you requesting to install EV charging at? Please provide a description of each of these properties, including how many total units and approximately how many residents there are currently / expected at each property.

*Please provide the estimated costs to install EV charging at each of the properties where funding is being requested.

***Project Funding:** Has your organization secured the funding necessary to ensure the successful completion of this project, including the required match and any additional costs?

Note: Applicants are allowed—and encouraged—to get quotes and bids from contractors before receiving a grant award or contract.

To make sure your expenses qualify for reimbursement, **do not** take any of these actions until the Colorado Energy Office sends an executed Small Dollar Grant Award:

- Do not start any physical work or site preparation.
- Do not purchase materials or equipment.
- Do not sign contracts or enter binding agreements.
- Do not pay for or incur any project costs.

Any work started, materials bought, or contracts signed before your grant agreement is signed and fully executed **will not** be eligible for grant reimbursement.

***Budget Approval:** Please describe any budget approvals from leadership, such as a Town Council, County Commission, HOA Board, or Company Management.

To give the evaluation committee a strong answer, clearly address these points:

- Source of Matching Funds: Specify where your required matching funding is coming from (for example: capital reserve accounts, operating budget, utility rebates, or a bridge loan).
- Approval Status: State whether these funds are already approved or if a vote or sign-off is scheduled.

*Please describe the current and/or anticipated demand for EV charging at each property, including who is likely to use the EV chargers at each property (e.g. only residents, residents and visitors, employees, the general public, etc.).

***Charging Station Power Output and Port Details:** What are the technical specifications (power output and port count) for each charging station requested?

For each charging station requested in this application, please provide:

- Location Name & Address: Clearly name the specific site or property where the station will be installed.
- Power Output (in kW): State the total expected power output rating in kilowatts (kW) per charging port (for example: 7.6 kW Level 2 or 50 kW DC Fast Charger).
- Port Type: Indicate whether each station is single-port (charges 1 vehicle at a time) or dual-port (charges 2 vehicles at the same time).

If you are requesting chargers across multiple locations or properties, please make sure to clearly label which power output and port type belong to each site.

Please indicate if there are any anticipated electrical upgrades necessary at any or all of the properties? If yes, which property(s), and how does your organization plan to address these needed upgrades? Please describe.

***Priority Locations of Charging Stations:** If grant funding is limited, please list your project locations and charging stations in order of priority (Priority 1 being your top choice). Briefly explain why each site was chosen for its priority rank.

***Project Execution Without Grant Funding:** If your project is not awarded grant funding (or receives less funding than requested), how will your organization proceed?

***Project Timeline, Milestones, and Resources:** What is your project's estimated timeline, and what resources will help ensure it finishes on schedule?

In your response, please include the following:

- Project Milestones: Provide target dates for key phases (such as ordering hardware, getting permits, completing utility upgrades, installing chargers, and launching the station).
- Completion Timeframe: Show how the project will finish within the required timeframe (within 12 to 18 months for Level 2 chargers, or within 18 to 24 months for DC Fast Chargers).
- Supporting Resources: Describe the internal staff, contractors, utility partners, or financing already in place to keep the project on track.

*If awarded, please explain how you will ensure the EV charging stations will be kept reliable and well-maintained. Describe any partnerships or collaborations, if any, that are currently in place to ensure the successful completion and ongoing operation and maintenance of this project (i.e. if you are already working with / soliciting bids from any electricians, contractors, and/or EV charging equipment providers).

*Please specify the name(s) of the legal entity(s) this grant agreement would need to be executed with, if awarded. Note: If the award would be to multiple entities, please clearly specify the name(s) of the legal entity(s) for each property(s) you are requesting funding for.

Section 7. Installation Site and Charging Station Request

Multifamily Housing Portfolio Application

Note: The Multifamily Housing (MFH) Portfolio Lane Application is only available to applicants requesting funding to install L2 charging ports or charging outlets at three (3) or more MFH properties. If you are applying for funding to install L2 charging ports or charging outlets at fewer than three (3) MFH properties or at properties other than MFH, please reference the Standard Application sections above instead. The Standard lane can accommodate requests of up to 50 ports in a single application and funding round.

Select "Add Location" below to add a location(s). Enter information about each location for which you are applying for funding in the "Locations" section below.

A minimum of 3 locations must be requested through the Multifamily Housing Portfolio application. A maximum of 10 locations can be requested per application.

*Number of installation sites you are applying for:

Enter information about each location for which you are applying for funding in the “Locations” section below.

Locations

*Location Name:

*Location Number (e.g. 1, 2, 3, ...):

*Location Type: Multifamily Housing

*Location Funding Requested (amount in dollars):

- Location funding requested must be based on the maximum incentive per charging port (or the enhanced maximum incentive per charging port for projects eligible for enhanced incentives) linked here.

*Electric Utility:

Number of Charging Outlets Requested:

A minimum of 8 charging outlets can be requested through the standard application.

Number of Level 2 Charging Ports Requested:

*Anticipated Date of Installation (MM-DD-YYYY):

*Street Address:

*City:

*State: Colorado

*ZIP Code:

*County:

*Have you completed a survey and/or conducted outreach to help substantiate the current and/or anticipated demand for EV charging at this location?

- ☐ Yes →
  - If yes, please describe the methods used and summarize the survey and/or outreach results below. You may also upload supporting survey documentation or outreach records in Section 10 of the application.
- ☐ No

*What methods will the property use to ensure that only intended residents or tenants can access the charging outlets? (e.i, lease enforcement, HOA rules, signage, physical access controls)

Note: This question is only displayed when the response for "Number of Charging Outlets Requested (MFH Only)" is greater than 0.

*Is the property planning on installing networked or smart charging outlets?

- ☐ Yes →
  - Will the property use a portal to track energy usage from outlet charging to bill residents?
- ☐ No →
  - Will the property be utilizing direct or smart metering, smart panels, or EV Energy Management Systems (EVEMS) to track usage?

- If the property plans to bill residents for electricity usage, how will billing be structured and implemented? If the property does not plan to bill residents, please write N/A.

Note: This question is only displayed when the response for "Number of Charging Outlets Requested (MFH Only)" is greater than 0.

*As the requirement to install charging outlets is a minimum of 20% of deeded and/or assigned parking stalls (or no less than 8 charging outlets), how will the project support broader access over time?

Note: This question is only displayed when the response for "Number of Charging Outlets Requested (MFH Only)" is greater than 0.

Section 8. Income-Qualified (IQ) Multifamily Housing

*Is this location an income-qualified (IQ) multifamily housing community?

1. Yes →
    a. If yes, please upload supporting documentation here detailing the percentage of units within each income threshold for verification purposes. Supporting documentation must clearly show at least 50% of the residents are or will be at 80% Area Median Income (AMI) or less, or must verify this location's participation in any one (1) or more of the following established programs: Housing Choice (Section 8) Vouchers, Low Income Public Housing, HUD Subsidized Project Based Section 8, Low Income Housing Tax Credit, or Multifamily Housing Operated by a Housing Authority.

    Note: Without providing supporting documentation, CEO will not be able to offer enhanced incentives. Please see the Application Guide, Appendix A: Definitions to further review income-qualified (IQ) enhanced incentive eligibility requirements.

    Upload income qualification documentation (in the online application portal, if any)
2. No