



# Rockland Electric Company

## **Rockland Electric Company**

Charger Ready Programs

Program Manual Version 3

December 19<sup>th</sup> 2022-December 18<sup>th</sup> 2026

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## I. Purpose

The purpose of this document is to serve as a key resource for participants in Rockland Electric Company's (RECO) Charger Ready Program. This manual contains information including program summaries, eligibility requirements, available incentive levels, descriptions of key documents and equipment, and a walkthrough of the application process.

## II. Program Summaries & Eligibility Requirements

RECO will provide a suite of sub-programs to significantly expand clean electric transportation options in northern New Jersey and help make the transition to electric vehicles (EVs) more convenient and affordable. These programs will help develop new EV charging infrastructure in the region and support customers interested in clean transportation options with new incentives and incentives to help cover the cost of installing EV charging stations at homes and businesses.

With a focus on "make-ready" support, the Charger Ready Program aligns with the New Jersey Board of Public Utilities' (BPU) October 2022 Order, which outlined a shared responsibility model for EV infrastructure development. The approved make-ready programs provide incentives toward pre-wiring of electrical infrastructure at residential or commercial parking spaces to facilitate easy and cost-efficient future installation of EV chargers. These incentive programs are expected to last for four years through December 18, 2026, or until program funds are fully exhausted.

### **RECO's Charger Ready Program aims to meet three primary market needs:**

1. Address consumer concerns about how they will charge their EV at home and in commercial/public spaces by improving access to charging stations in an easy and more affordable manner
2. Encourage consumers to install "smart chargers" that have networking capability
3. Establish a foundation for more advanced managed charging programs

When a customer is ready to start construction on an EV charger project, it is recommended that a qualified electrician who is familiar with EV charging equipment be hired. If the electrical panel or service needs to be upgraded or new service installed, RECO should be contacted, and a new/upgraded service request be submitted. Costs and timing for new or upgraded electric service may vary depending on several factors (e.g., supply chain, projects in que).

The application for participation in the RECO Charger Ready Program does not include application for new and/or upgraded electric service. If you need new and/or upgraded service, requests can be submitted at: [New Business Project Center](#)

The RECO Charger Ready Program includes the following sub-programs and goals:

**Table 1: Charger Ready Sub-Programs and Goals**

Sub-Program	Level 2 Ports	DC Fast Charger Ports	Program Incentive: Customer Sided Cost	Program Incentive: Utility Sided Cost	Incentive Cap
<b>Charger Ready: Residential</b>	1,488	-	50% of make-ready customer sided costs, up to \$1000	100% of make-ready utility sided costs, up to \$5000	Capped at 90% of total project cost
<b>Charger Ready: Commercial</b>	413	-	Between 50% and 100% of the make-ready customer sided costs (depending on commercial customer tier – see Table 2), up to \$9,200	Between 50% and 100% of the make-ready utility sided costs (depending on commercial customer tier – see Table 2), up to of \$4,400	Capped at 90% of total project cost
	-	30	Between 50% and 100% of make-ready customer sided costs (depending on commercial customer tier – see Table 2), up to \$81,000	Between 50% and 100% of make-ready utility sided costs (depending on commercial customer tier – see Table 2), up to \$2,000.	Capped at 90% of total project cost

## II.1 Residential Charger Ready Program

The Residential EV Smart Charger Program offers incentives toward the installation of smart Level 2 (L2) EV charging equipment in homes that have RECO residential electric service. This offer is targeted at residential customers that have a garage or parking area under their control. Within the program cycle, a residential customer is eligible for an incentive for up to 50% of the eligible make-ready customer sided installation costs (net of other applicable incentives), capped at \$1,000, and up to 100% of the eligible make-ready utility sided installation costs (net of other applicable incentives), capped at \$5,000. In addition, each Charger Ready project is capped at 90% of the total project cost (net of other applicable incentives and non-eligible project cost).

The program is capped at 1,488 EV chargers on a first come, first served basis. Please check the Charger Ready online applications landing page for program remaining funds at: <https://RECOChargerReady.powerclerk.com/> (funds will not be reserved for residential projects).

### Residential Eligibility Requirements

#### Equipment Eligibility

- Must have a smart (Advanced Metering Infrastructure (“AMI”) meter
- Limited to projects with [Qualified Chargers](#)
- Limited to new EV charging infrastructure
- Costs for the EV charger itself are not eligible for an incentive
- Limited to projects to install new L2 Qualified Chargers at residential customers located in RECO’s service territory that meet RECO’s data measurement and reporting requirements
- Requires installation of a standard SAE J1772 L2 connector

#### Operational Eligibility

- Participants must share charging data from chargers installed as part of projects that receive make-ready incentive funds with RECO
- Make Ready work to be completed by a licensed electrician

#### Term

The Program begins on December 19, 2022, and lasts for four years, until December 18, 2026, or until program funds are fully exhausted.

## II.2 Commercial Charger Ready Program

The Commercial EV Charger Ready Program offers incentives toward the installation of both smart Level 2 (L2) EV charging equipment at sites that have RECO non-residential electric service with a garage or parking area under control. Within the program cycle and depending on the Incentive Tier in Table 2, a commercial customer is eligible for an incentive between 50% and 100% of the eligible make-ready customer sided installation costs (net of other applicable incentives), capped at \$9,200 for L2 chargers and \$81,000 for DCFC, and between 50% and 100% of the eligible make-ready utility sided installation costs (net of other applicable incentives), capped at \$4,400 for L2 chargers and \$2,000 for DCFC. In addition, each Charger Ready project is capped at 90% of the total project cost (net of other applicable incentives and non-eligible project cost). The incentive for DCFC stations with more than ten plugs and/or demand in excess of 2MW will be limited to costs that would be incurred to develop a site with a maximum demand of 2MW.

The incentive amount will not exceed 90% of the Customer-Side and Utility-Side costs combined, on a first come, first served basis. Please check the Charger Ready online applications landing page for program remaining funds at: <https://RECOChargerReady.powerclerk.com/> (funds may be reserved for commercial projects by applying through the online software application portal).

### Commercial Eligibility Requirements

#### Equipment Eligibility

- Must have a smart AMI meter
- Limited to projects with [Qualified Chargers](#)
- Limited to new EV charging infrastructure
- Costs for the EV charger itself are not eligible for an incentive
- Limited to projects to install new L2 and DCFC Qualified Chargers at commercial customers located in RECO's service territory that meet RECO's EVSE data measurement and reporting requirements
- Limited to incremental costs associated with EV charging infrastructure to support new charging stations
- For DCFC stations, the number of plugs eligible for the incentive will be defined as those plugs capable of simultaneously charging at 50 kW or greater

#### Operational Eligibility

- Make ready work to be completed by a licensed electrician
- Participants must share charging data from chargers installed as part of projects that receive make-ready incentive funds with RECO
- DCFC stations must comply with Federal Americans with Disabilities Act guidelines
- Publicly accessible chargers (including those not located at workplaces or MFDs) must be listed on the [U.S. Department of Energy Alternative Fueling Station Locator](#)
- Applicants must self-attest, on their Commercial Charger Ready application, that their EVSE will be used by light-duty workplace and/or fleet vehicles

**Table 2: Incentive Tiers**

Incentives for the Charger Ready Commercial Program will be adjusted based on the criteria shown in the table below. Charger Ready projects are all capped at 90% of the total project cost (net of other applicable incentives and non-eligible project cost).

Incentive Levels	Tier 1	Tier 2	Tier 3
Utility-side incentive level	100%	100%	50%
Customer-side incentive level	Up to 100%	Up to 90%	Up to 50%
Incentive Criteria			
Overburdened location	Yes	No	No
Standard plug	Yes	Yes	No
Publicly accessible plug	Yes	Yes	No
Meets all other eligibility requirements	Yes	Yes	Yes

**Term**

The Program begins on December 19, 2022, and lasts for four years, until December 18, 2026, or until program funds are fully exhausted.

**II.3 Multifamily Dwelling Charger Ready Sub-Program**

The Residential and Commercial Charger Ready Programs are designed to allow both Multifamily Dwelling (MFD) owners and tenants to participate. Both owners and tenants will follow the same and equipment and operational eligibility requirements as Charger Ready Residential and Charger Ready Commercial, as described throughout the Charger Ready Program Manual.

To confirm which program, Charger Ready Residential or Charger Ready Commercial, in which your MFD project qualifies to participate, please use the below chart:

Customer of Record	Multifamily Dwelling Owner		Multifamily Dwelling Tenant	
	Building is Master Metered	Separate Dedicated Meter for EV Charger	Apartment and EV Charger Are On the Same Meter	Separate Dedicated Meter for Charger
Charger Ready Commercial - L2	Yes	Yes	No	No
Charger Ready Commercial - DCFC	Yes	Yes	No	No
Charger Ready Residential- L2	No	No	Yes	Yes

## II.4 Direct Current Fast Charging Per Plug Incentive (DCFC PPI) Program

The DCFC PPI program is intended to address cost barriers and encourage DCFC deployment by effectively lowering operating costs through demand charge relief in the near-to-medium-term while station utilization increases to levels where such support can be lowered or eliminated. Each plug that meets the requirements of the DCFC PPI program is eligible for an annual incentive payment.

In order to qualify for an incentive, a plug must be rated with a power capacity of 50 kW or higher. Each qualifying plug (see DCFC PPI Requirements below) may be eligible for an annual incentive payment.

### DCFC PPI Requirements

- Available to new and existing DCFC plugs;
- DCFC EVSE must be connected to an AMI (smart meter) with no other equipment connected (*i.e.*, the site must be separately metered);
- DCFC plugs must be standard, non-proprietary (see Section III.4 Eligible Plug Types);
- Participants must take service under a demand based tariff;
- The number of plugs eligible for the incentive will be defined as those plugs capable of simultaneously charging at 50 kW or greater;
- DCFC stations with more than ten plugs and/or demand in excess of 2MW will only be allowed to participate in the DCFC PPI Program if development of the site does not cause RECO to incur new business costs greater than the cost that would be incurred to develop a site with a maximum demand of 2MW. If exceeded, the incentive will be lowered proportionately. For example, a site with 12 plugs will be eligible for ten twelfths of the incentive; and
- Plugs must comply with Federal Americans with Disabilities Act guidelines and must be listed on the U.S. Department of Energy Alternative Fueling Station Locator.

### Incentives:

Incentives	PROGRAM		PROGRAM INCENTIVE	INCENTIVE CAP	DCFC PLUG CAP
	Direct Current Fast Charging (DCFC) Incentive Subprogram		<ul style="list-style-type: none"> <li>• Annual per-plug incentive of 75 percent of demand charge.</li> <li>• Maximum dollar incentive of \$5,400 each year in years 1 and 2</li> <li>• Maximum dollar incentive of \$3,600 each year in years 3 and 4</li> </ul>	maximum 10 rebates per service address	31
Program Year	2023	2024	2025	2026	
50 KW AND HIGHER	\$5,400	\$5,400	\$3,600	\$3,600	

Applicants will receive incentives based on the Program Year that the plugs were enrolled. For example, a project that enrolls on March 31, 2024 will receive its first incentive in 2025. The amount of the per plug incentive will be capped at the 2024 amount of \$5,400 from the table above. The second incentive amount received in 2026 will be capped at the 2025 amount of \$3,600 per plug.

### ***Application Process***

The application for the DCFC PPI program is embedded in the Charger Ready application. An applicant must select that it is interested in the DCFC PPI program and provide the following:

- Account number associated with the applicable DCFC charger
- Signed program agreement

RECO will review the application and signed agreement and notify the applicant via email sent from PowerClerk that the DCFC plugs have been enrolled.

### ***Payment Disbursement***

RECO will disburse incentive payments to the participant on a yearly basis. The payment will be sent via check within 60 days after each 12 consecutive months of participation.

### ***Term***

The Program begins on December 19, 2022 and terminates on December 18, 2026.

## **II.5 DCFC Per Plug Incentive – Basic Generation Service (BGS) Program**

The DCFC PPI-BGS program is intended to address cost barriers and encourage DCFC deployment by effectively lowering operating costs through capacity charge relief in the near-term to levels where such support can be lowered or eliminated. Each plug that meets the requirements of the DCFC PPI-BGS program is eligible for an annual incentive payment.

DCFC Stations are eligible if:

- DCFC(s) is separately metered;
- Take BGS from the company (*i.e.*, get your energy supply from RECO and not from a Third Party Supplier);
- Maintain a billing demand of 500 kw or greater; and
- Take service on Service Class 7 or Service Class 2.

### ***Incentives***

Annual incentive of 75% of the BGS-CIEP capacity charge with an annual cap of \$12,600 per DCFC Plug

### ***How to apply***

Existing customers who are enrolled in the DCFC PPI program through the ChargerReady Commercial program can also enroll in the BGS-CIEP program by completing the application found within PowerClerk. Customers that have not applied to the DCFC PPI or ChargerReady program in PowerClerk can email us at [EVRECO@oru.com](mailto:EVRECO@oru.com) to receive an application. The EV Team will email the application and associated agreement to be filled out and sent back to the EV team for review.

### ***Payment Disbursement***

RECO will disburse incentive payments to the participant on a yearly basis. The payment will be sent via check within 60 days after each 12 consecutive months of participation.

### ***Term***

The Program begins on June 1, 2024 and terminates on May 31, 2026.

### III. General Requirements

Payment of an incentive is subject to eligibility and program funding. Incentives will be paid out on a first-come, first-served basis up to the funding amount. The incentive amount will not exceed 90% of the Customer-Side and Utility-Side costs combined.

Payment of an incentive is subject to Participant's agreement to the complete terms and conditions of the Program Agreement governing participation in the programs which can found at:

<https://RECOChargerReady.powerclerk.com/>.

#### III.1 Required Documents

In addition to completing an application, the participant must submit required supporting documentation depending on program type. If applicable, documentation must meet the following standards:

- **Valid RECO Electric Account #** of the charger installation location. This will be a required field during application submission. If you live in a master metered multi-family dwelling and do not have an electric account number but live in the RECO service territory, please identify your situation when submitting the application.
- **Installation Invoice** which must include:
  - Electrical company/contractor letterhead
  - Address matching electrical service address
  - Installation completed or energized date on or after October 12, 2022
  - Invoice must be marked as paid before incentive is paid
- **Serial Number** of the EVSE equipment

#### III.2 Eligible/Ineligible Costs

There are some customer incurred expenses that may be necessary for the installation of a new charger at a site but are not eligible for incentive through the RECO Charger Ready Program. Eligible costs include costs for charger "make-ready" materials and labor (e.g., panel, conduit, cable, breakers). Ineligible costs include costs for the EV charger, including the Qualified Charger itself, and closely related expenses which are outside the scope of this program (e.g., charger warranties, networking fees, EV signage, bollards, wheel stops).

#### III.3 Utility-Side Costs

Customers may be responsible for the payment of Utility-Side costs associated with upgrading or installing new service at an electrical service location where EVSE is planned to be installed. In projects requiring new or upgraded service, RECO customers will need to work with the RECO estimating team to understand the total costs of their project.

Costs and timing for new or upgraded electric service may vary depending on several factors (e.g., supply chain, projects in queue).

The application for participation in the RECO Charger Ready Program does not include an application for new and/or upgraded electric service. If you need a new and/or upgraded service, request can be submitted at: [New Business Project Center](#)

### III.4 Eligible Plug Types

**Plug Type:** For the Commercial Charger Ready Programs, plug connections must be Standard (Non-Proprietary) in order for the project to receive a maximum incentive. Non-standard plugs will still qualify for a partial incentive equal to 50% of the full incentive if the project meets all other eligibility requirements.

**Standard (Non-Proprietary) Plug:**

- J1772
- CCS
  - NACS with connected CCS adapter

**Non-Standard (Proprietary) Plug:**

- Tesla/ NACS
- CHAdeMO

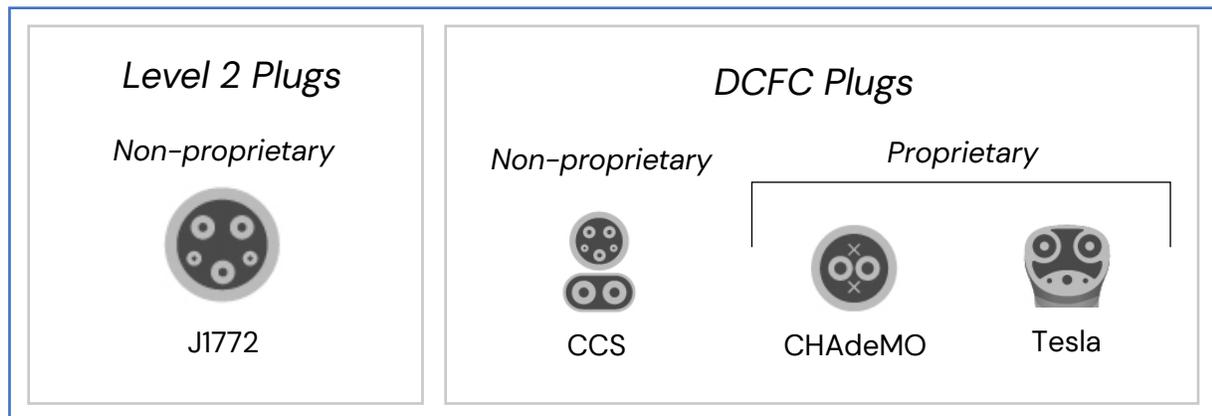


Figure 1. Proprietary and non-proprietary EV charging plugs.

### III.5 Overburdened Communities

Under the RECO Charger Ready Commercial Program, projects must be located in overburdened community to qualify for full incentives. A project that is located outside of an overburdened community qualifies for partial incentives. Specific impact on the incentive amount is shown in Table 2: Incentive Tiers, above.

An Overburdened Community (OBC), as defined in Order E020110730, is any census block group, as determined in accordance with the most recent United States Census, in which at least one half of the households qualify as low-income households and either:

- At least 40% of the residents of the census block group identify as Black, African American, Hispanic or Latino, Asian, Pacific Islander, or as members of a State recognized tribal community; or
- At least 40% of the households in the census block group have limited English proficiency

Locations of defined Overburdened Communities in the RECO service territory can be found at the link below: [Hosting Capacity Map](#)

## IV. Program Contacts

All questions related to the RECO Charger Ready Program should be directed to the RECO Charger Ready Program team at [ChargerReady@oru.com](mailto:ChargerReady@oru.com).

### IV.1 Charger Network contacts

All questions related to the installation and operation of a Qualified Charger should be directed to the appropriate Partner contact which can be found at [oru.com/ChargerReadyCommercial](http://oru.com/ChargerReadyCommercial) or [oru.com/ChargerReadyHome](http://oru.com/ChargerReadyHome).

## V. Definitions

- **“Community location”** – a charging location that is not a travel corridor location and that is established in a town center, commercial area, or retail center or near concentrations of multi-family dwellings to provide vehicle charging services to local plug-in electric vehicle drivers near where they live and work.
- **“Customer-side costs”** - costs necessary to make a Site ready to accept and operate an EV charger (excluding RECO reasonable costs necessary to establish adequate utility services, and utility-side costs, if any). Customer-side costs eligible for incentives based on a determination made by RECO may include (1) costs for such things as conduit, trenching, service panels, junction boxes, and wiring necessary to make a location able to accommodate an EV charger on a “plug and play” basis, (2) costs as might relate to permitting and electrical design, and (3) utility and back-up power generation charges, if any, for an outage deemed necessary by RECO to connect EV chargers to utility service. For clarity and the avoidance of doubt, an EV charger, as well as associated costs related to the establishment and use of an EV charger are not customer-side costs eligible for incentives.

- **“DC Fast Charger”** or **“DCFC”** – Direct Current Fast Charger and is an EV charger that provides at least 50 kilowatts of direct current electrical power for charging an EV through a connector based on fast charging equipment standards and which is approved for installation for that purpose under the National Electric Code through an Underwriters Laboratories certification or an equivalent certifying organization.
- **“EVSE”** –electric vehicle service equipment.
- **“EDC”** – Electric Distribution Company
- **“EVSE Infrastructure Company”** – an entity using private capital to deploy EV charging stations. An EVSE Infrastructure Company cannot be an EDC, affiliated with an EDC, or controlled by an EDC, unless otherwise approved by the BPU.
- **“Make-Ready”** – the pre-wiring of electrical infrastructure at a parking space, or set of parking spaces, to facilitate easy and cost-efficient future installation of EVSE, including, but not limited to, Level 2 EVSE and DC Fast Chargers. Making a site “Charger-Ready” includes expenses related to service panels, junction boxes, conduit, wiring, etc., necessary to make a particular location able to accommodate EVSE on a “plug and play” basis. “Make-Ready” is synonymous with the term “Charger-Ready.”
- **“Multi-Family Dwelling”** – Apartments, condominiums or mixed residential locations that feature a minimum of five units
- **“Overburdened community”** – any census block group, as determined in accordance with the most recent United States Census, in which at least one half of the households qualify as low-income households and either:
  - (1) at least 40% of the residents of the census block group identify as Black, African American, Hispanic, or Latino, Asian, Pacific Islander, or as members of a State recognized tribal community; or
  - (2) at least 40% of the households in the census block group have limited English proficiency. Overburdened community is synonymous with the previously used term “Equity Area.”
- **“Participant”** - An entity or individual that applies for and receives incentives through the Residential Charger-Ready Program or Commercial Charger-Ready Program. A Participant may include a developer, equipment owner, site host, customer, or other entity.
- **“Plug”** – the part of the charging station that connects to the EV. A charging station may have one or more simultaneously operable ports with the combined capacity up to the nameplate capacity of the charging station.
- **“Publicly-accessible plug”** – a plug located on public land, a community location, or a travel corridor. Such chargers are owned and operated by site owner, property manager or management company, EVSE Infrastructure Company or, in limited cases, an EDC that is accessible to the public 24 hours a day, seven days a week; however, generic parking restrictions or requirements, such as in a commercial garage, or emergency restrictions, including construction, street cleaning, etc., are not applicable. Such chargers may charge the EV owner a fee for charging with such fees clearly displayed to the user.
- **“Site owner and operator”** – site host, property manager, an EVSE Infrastructure Company, or an EDC with BPU approval that is responsible for installing EVSE.
- **“Smart charging station”**- defined as a charging station that can send and receive communications via wi-fi, cellular network, or other network connection.

- **“Smart charging network”** – a communications system that transmits, collects, and aggregates data from charging stations via a network connection, which enables customer- facing functionalities
- **“Travel corridor”** – heavily used public roads in the state, as designated by the New Jersey Department of Environmental Protection, which shall include, but need not be limited to, the Garden State Parkway, the New Jersey Turnpike, the Atlantic City Expressway, federal interstate highways, and the subset of federal or state roads which collectively support the majority of long-distance travel through and within the state, as well as the majority of daily travel by local drivers.
- **“Utility-side costs”** - costs to RECO to establish utility services to serve the Participant determined by RECO to be additional costs to the reasonable costs necessary to establish adequate utility services to serve the Participant to which the Participant would otherwise be entitled under the RECO applicable tariff, and such additional costs, if any, may include costs necessary to achieve objectives of the Participant in connection with the Project. Utility-sided costs may be needed if the existing service cannot handle the additional load and may include the costs for a transformer upgrade or to extend the service, install a new pole, and install a new transformer.

## VI. Program Equipment Descriptions

### VI.1 Level 2 EVSE

Level 2 EV charging stations offer 240-V or 208-V (commercial) charging. This voltage generally equates to 10-20 miles per charging hour. At a public charging station, a Level 2 charger can usually serve three or more electric vehicles per day. Options for mounting include wall mounted or pedestal type. The stations can be a single plug or dual plug per unit. In some cases, two dual plug units can be installed on one pedestal.

For the RECO Charger Ready program, incentives are limited to incremental Make Ready costs associated with installing new charging stations. The chargers themselves, do not qualify for incentives.

### VI.2 Direct Current Fast Charging (DCFC) Stations

DCFCs are EV chargers that charge faster than Level 1 and Level 2 EV chargers. DCFC converts AC electricity to DC within the charger itself, eliminating the conversion step within the EV. DCFCs operate between 400-1000V, supplying 50kW and above. This results in a faster charge, typically charging a vehicle to 80% in 20-30 minutes.

### VI.3 Qualified Residential Chargers

To qualify for an incentive, the Residential Charger Ready Program requires participants to purchase a charger from our Qualified Charger List. To view the [Qualified Charger List](#), please visit the [New Jersey Charger Ready for Home](#).

## VI.4 Qualified Commercial Chargers

To qualify for an incentive, the Commercial Charger Ready Program requires participants to purchase a Qualified Charger List. To view the [Qualified Charger List](#), please visit the [New Jersey Commercial Charger Ready Program](#).

## VI.5 Reporting Requirements

For all EV chargers enrolled in the program, the Participant must provide RECO (or a third party on behalf of RECO) with the ability to directly access the EV Chargers via the smart charging network to collect usage information and other relevant data for reporting to the BPU or as otherwise required in connection with the program. EV chargers that are not smart charging stations or part of a smart charging network or otherwise unable to provide the required data are not eligible for the Charger Ready program.

Eligible chargers that are confirmed to meet these reporting requirements are listed in the Qualified Chargers list above. These models are provided as menu selections within the program application.

Participants (including any Customer and Site Host) must agree to permit RECO to share charging data and AMI meter data associated with the operation of the project with the BPU and as otherwise required in connection with the program.

## VII. Managing Available Funding

Over the term of the RECO Charger Ready program, the total funding to be provided in the form of incentives to Participants is:

- Residential L2 Plugs - \$1,878,000
- Commercial L2 and DCFC Plugs - \$3,492,000

To help manage the available funding, funds will be designated and reserved for Charger Ready - Commercial projects as they are pre-approved. Notwithstanding the foregoing, to verify available incentive levels before Project completion, the Participant may have submitted a preliminary application ("Preliminary Application") for a preliminary incentive determination by RECO ("Preliminary Determination"), including a reservation of the anticipated funds for the Final Incentive Award (the "Anticipated Award") for commercial Participants, up to 50% of the Anticipated Award for the Project. Any Preliminary Determination and associated reservation of anticipated funds shall expire 60 days after issuance, unless, prior to the expiration of the Preliminary Determination, a commercial Participant requests a Notice to Proceed ("NTP") from RECO accompanied by one of the following documents: (1) a paid invoice (not a purchase order) for the purchase of the electric vehicle chargers, (2) a paid invoice from Rockland Electric Company for Contribution in Aid of Construction (CIAC) or Excess Distribution Fee (EDF), (3) if the Participant is a Site Host or Customer, proof of a reasonable and customary down payment to the Developer for construction of the Project, or (4) a copy of the Project's building permit. If the request for the NTP is acceptable to RECO in its sole discretion, RECO may issue the NTP to the commercial Participant and reserve 100% of the Anticipated Award. Any NTP and associated reservation of anticipated funds shall expire 180 days after issuance. Any Preliminary Determination made by RECO is made in reliance on the Project Information supplied by the Participant in the Preliminary Application and shall not be binding on RECO for purposes of determining the Final Incentive Award. The Final

Incentive Award will be determined based on the Project Information submitted with the Program Application. Without limitation, if the actual as-built eligible costs included in the Program Application are lower than the anticipated costs included with the Preliminary Application, the Final Incentive Award may be lower than the Preliminary Determination. If the project is still underway, the Participant may request an extension. RECO will consider the extension request and either approve or deny such a request in its sole discretion. RECO will consider program funding, proof of an active project, and the projected completion schedule in connection with the determination as to whether to approve or deny an extension request. Proof of an active project may include a signed contract, proof of charger purchase, proof of a customer's deposit payment, etc.

For Charger Ready – Residential projects, customers can input the project costs into the PowerClerk application system for a preliminary indication of the potential qualifying incentive amount. Funds will not be reserved for residential projects but will instead be distributed on a “first come, first serves” basis upon project completion. Remaining available funding will be noted on the application webpage. Any such preliminary indication should not be relied on as a determination of the final incentive award by RECO. The actual incentive award will be determined by RECO based on information submitted with the program application upon project completion.

## VIII. Description of Application Process

The RECO online application portal allows customers to apply online and provides 24/7 access to check application status. The online application can be found at: [RECO Charger Ready Application](#)

### Customer Critical Application Status

There are six application status's that require the input of the applicant to move the project application forward. These are described below to help illustrate the responsibilities expected of the applicant.

Any questions can be directed to the program implementation team at [ChargerReady@oru.com](mailto:ChargerReady@oru.com).

#### **Initial Submission:**

The initial submission of an application will require customers to gather a number of supporting documents. These documents will give the program team evidence for the quotes that are the basis of incentive payouts. A thorough and complete application at the start of the application process will help expedite application review and processing. An email confirmation will be sent to the participant upon receiving the application.

#### **Application Review Pending:**

This status indicates that the application has been received. The program team will conduct a review. Additional data information may be required for the application to proceed. The program team will review the incentive amount at this stage. If the application is approved for initial charger verification, an email notification will be sent to the participant with the incentive amount included.

#### **Application Corrections Pending:**

This status indicates that there are corrections or clarifications required on the application by the customer, as determined by the program team. The participant will receive an email notification

outlining the exact changes needed and how to input these changes. The participant will have fourteen [14] days to submit corrections.

**Initial Charger Verification:**

Once an application is in the “Initial Charger Verification” status, the participant must ensure the EV charger is properly networked and communicating with the chosen network provider. The verification team will utilize the information given in the application on the charging network that the charger will be using and the unique serial number(s). Note: the participant does not need to take action at this step, other than to ensure their charger is connected to Wi-Fi and online.

**Unable to Complete Initial Charger Verification:**

The verification team was unable to verify the status of the charger. The participant will receive an email notification outlining corrections required or if the charger was offline. The participant will have fourteen [14] days to submit corrections.

**Initial Charger Verified, Incentive Check Preparing:**

The verification team was able to verify the status of the charger. The program team will prepare the incentive check. The participant will receive an email notification with a Thank You Letter attached. The charger will enter the four-year reporting period. Note: the participant does not need to take action at this step, except to cash their check once received.

**Usage Reporting Phase:**

The program team will collect charger data as outlined in the terms and conditions. The charger will need to stay online and connected to Wi-Fi throughout this four-year reporting period.

## IX. Change Control Log

Qty	Date of Update	Section Updated	Description of Update
1	Version 2 8/01/2023	<a href="#">VI.3 Qualified Residential Chargers</a>	Removed Qualified Charger List and added links to Charger Ready website: <a href="http://oru.com/ChargerReadyHome">oru.com/ChargerReadyHome</a>
2	Version 2 8/01/2023	<a href="#">VI.4 Qualified Commercial Chargers</a>	Removed Qualified Charger List and added links to Charger Ready website: <a href="http://oru.com/ChargerReadyCommercial">oru.com/ChargerReadyCommercial</a>
3	Version 2 8/01/2023	<a href="#">IV.1 Charger Network contacts</a>	Removed Qualified Charger Contact chart and added link to Charger Ready website.
4	Version 2 8/01/2023	<a href="#">VII. Managing Available Funding</a>	Preliminary Incentive Offer Letter (PIOL) reserves 50% of total eligible incentive for two months. Notice to Proceed (NTP) reserves 100% of the total eligible incentive for six months.
5	Version 2 8/01/2023	Department email address	The Electric Vehicle Operations email address has changed from RECOev@oru.com to ChargerReady@oru.com. RECOev@oru.com will continued to be used for the Time-of-Day programs.
6	Version 2 8/01/2023	<a href="#">III.4 Eligible Plug Types</a>	Under “Standard (Non-Proprietary) Plug” section, “NACS with connected CCS adapter” was added.
7	Version 2 8/01/2023	<a href="#">Commercial Eligibility Requirements</a>	Sentence added highlighting that commercial EV chargers must be used by light-duty vehicles.
8	Version 3 6/4/2024	II.4 Direct Current Charging Fast Charging Per Plug Incentive (DCFC PPI) Program	Section/ paragraph added to describe the DCFC PPI incentive program.
9	Version 3 6/4/2024	II.5 RECO DCFC Per Plug Incentive (PPI) – Basic Generation Service (BGS) Program	Section/ paragraph added to describe the DCFC PPI-BGS incentive program.