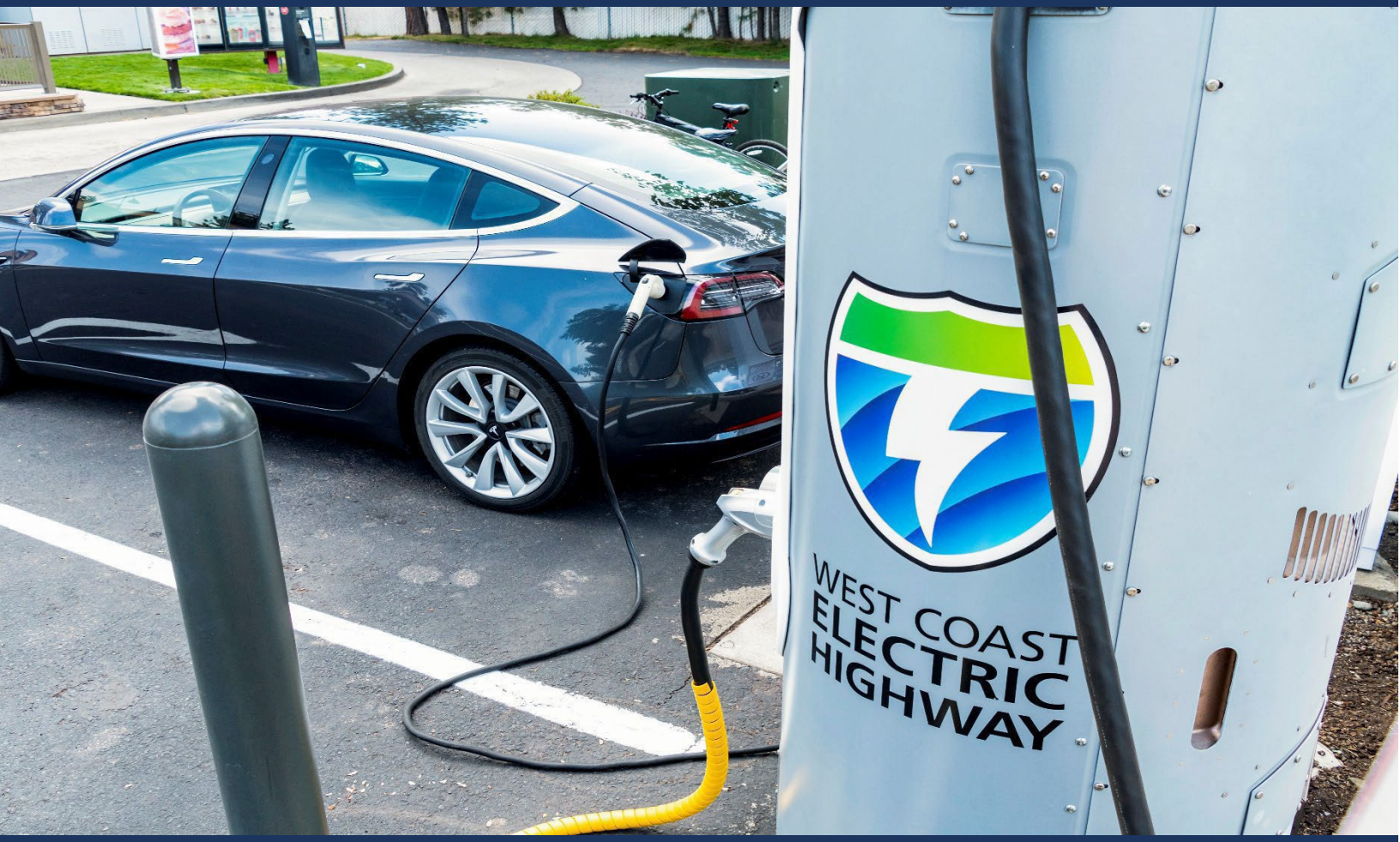
COMMUNITY CHARGING REBATES (CCR) GUIDELINES



Oregon Department of Transportation

Program Guidelines Version 5.0 - Effective October 1st, 2026

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The program guidelines were updated on October 16th, 2026. Updates include:

- To be responsive to the type of applications received, $560,000 in funding was moved from the non-priority DCFC funding bucket to the priority DCFC bucket (navigate to Funding Availability).
- Additional language was added to provide clarity regarding eligible instances of "fleet" charging (navigate to Eligible Locations).
- Additional language was added to provide clarity regarding equipment replacement (navigate to Equipment Requirements).
- MCS connectors were added as an eligible connector type for DCFC equipment (navigate to DC fast charging equipment requirements).

I. FUNDING OPPORTUNITY DESCRIPTION

A. BACKGROUND AND PURPOSE

EV charging infrastructure is a critical driver of EV adoption. While charger deployment in Oregon has grown steadily, it has not sufficiently kept pace with the growth in EVs on Oregon roads to fully meet the demand for public charging. ODOT's Transportation Electrification Infrastructure Needs Analysis (TEINA), released in July 2021, found there are significant EV charging gaps throughout Oregon. This highlighted an extraordinary need for charging infrastructure growth in both the near and long term to meet the zero-emission vehicle (ZEV) adoption goals established in Senate Bill 1044.

In 2024, Oregon's Department of Environmental Quality (DEQ) secured $197 million in federal funding from the U.S. Environmental Protection Agency (EPA) through a nationwide competitive grant for its Climate Equity and Resilience Through Action (CERTA) program. CERTA aims to deliver benefits such as lower greenhouse gas emissions, clean energy access, lower utility costs, energy-efficient housing construction, and improved health outcomes across Oregon. Of the total $197 million, the Oregon Department of Transportation will receive up to $10.9 million to be administered through the Community Charging Rebates (CCR) program, which provides rebates to public and private entities for installing Level 2 and DC fast charging stations principally within rural and predominantly low-income communities.

ODOT recognizes its vital role in ensuring equitable access to transportation infrastructure, including EV charging stations, for all Oregonians. Through its Community Charging Rebates program, ODOT aims to increase EV charging in Oregon communities, to encourage widespread EV adoption, and ensure Oregonians can transition to electric vehicles equitably.

B. PROGRAM OVERVIEW

The **Community Charging Rebates (CCR)** program aims to increase access to charging stations in Oregon communities to encourage widespread EV adoption. This program offers rebates to public and private entities to reduce the cost of purchasing, installing, and maintaining qualified Level 2 and DC fast charging equipment throughout Oregon. Rebates are awarded on a first-come, first-served basis, with the majority of funds (70%) reserved for projects in priority communities (defined as rural and predominantly low income).

Key Programmatic Changes for Round 5

During Round 4, several programmatic changes were implemented in accordance with the federal grant funding requirements. In Round 5 of the Community Charging Rebates Program, the following changes have been implemented:

- **Funding for DC Fast Charging (DCFC) equipment**: Previous rounds of the CCR program have funded Level 1 and Level 2 equipment. In Round 5, funding is available for DCFC equipment. See DC fast charging equipment requirements for more details.
- **Increased requirements for networks and Level 2 equipment:** Round 5 will have a limited pool of funding available for Level 2 equipment. ODOT has increased the requirements for

Level 2 equipment, such as having a max power rating of 9.6 kW or greater (as compared to 7.2 kW in Round 4). Additionally, ODOT has increased the requirements for networks. See Equipment Requirements for the full list of requirements for equipment and networks.

- **Waitlist system:** Previously, the CCR program opened and closed rounds within a certain date range (or until funding was fully reserved). Once a round was closed, applicants could no longer apply for funding. Round 5 will remain open until all funding is expended. Once all available funding has been reserved, remaining Applicants will be placed on a waitlist based on order of application submission. Applicants will be moved from the waitlist to reserved status if funding becomes available (such as when an application is denied or cancelled). See section Waitlist System for more details.
- **Funding buckets:** To address the program goal of increasing charging across the state, ODOT introduced new funding buckets for Round 5. Buckets restrict funding to specific counties. County-specific funding buckets will remain in place until January 31st, 2027, or the funding is fully reserved, whichever is sooner (if funds are not reserved by January 31st, 2027, they will become available to all regions). See Funding Availability for more details.

C. FUNDING TYPE AND AVAILABILITY

The CCR program provides cash rebates for the installation of Level 2 and DC fast charging equipment at eligible locations. Rebates are paid to applicants after eligible EV charging equipment has been installed and is operational, project costs have been paid in full, and all required documentation has been submitted through the post-installation application process and approved by ODOT. To qualify for a rebate, Applicants may either apply prior to project installation and reserve funding or apply for the rebate after installation. In either case, all costs must be incurred after October 1st, 2026, to be eligible (see Incentive Application Process for more information on the application process). Charging equipment purchased or any other installation costs incurred prior to the Round 5 Program launch date is not eligible for Round 5 of this Program.

Funding Availability

Round 5 of the CCR program will provide approximately $5.5 million in federally-funded rebates and will accept applications until funds are fully exhausted. The available funding is based on the equipment type and location of the charging station. The funding available is summarized in Table 1 below.

Focus On Rural and Predominantly Low-Income Communities

The majority of rebate funds (70%) are designated for projects located in priority communities. Priority communities are defined as rural and/or predominantly low-income. To determine whether a project qualifies as a priority community under this Program, type the project address into ODOT's Community Charging Rebates Priority Locator map, located on the CCR Program webpage.

Charger type	Priority Type/Charging Station Location	Funding Available
Level 2	**Non-priority**	$96,000
Level 2	**Priority:** Grant, Harney, Jefferson, Klamath, Lake, Morrow, Sherman, Union, Wallowa, or Wheeler	$152,000*
Level 2	**Priority:** Remaining counties	$152,000
DCFC	**Non-priority**	$960,000
DCFC	**Priority:** Grant, Harney, Jefferson, Klamath, Lake, Morrow, Sherman, Union, Wallowa, or Wheeler	$1,760,000*
DCFC	**Priority:** Remaining counties	$2,320,000

Table 1 Funding Availability Based on Location and Charger Type

*The funding buckets for Grant, Harney, Jefferson, Klamath, Lake, Morrow, Sherman, Union, Wallowa, and Wheeler counties will remain in place until January 31st, 2027 or the funding is fully reserved, whichever is sooner. Funding is being prioritized for these counties because, to date, these counties have not benefitted from an EV charging station funded by ODOT's Community Charger Rebates Program. If there is funding available from the buckets for these counties after January 31st, 2027, then this funding will be made available to priority projects in all counties.

Applications will be accepted, reviewed and reserved on a first-come, first-served basis within the funding categories listed above. Funding is available at the rebate levels identified in Table 2 below. While ODOT endeavors to maintain the funding categories listed in Table 1, we withhold the ability to modify these categories at our discretion based on the applications received and funding available.

Waitlist System

Previously, the CCR program opened and closed rounds within a certain date range (or until funding was fully reserved). Round 5 will remain open until all available funding is expended. Once all available funding has been reserved, Applicants will be placed on a waitlist based on order of application submission. If funding becomes available, the next applicant on the waitlist for the relevant funding category (see Table 1) will receive notification. The applicant will be informed of the funding amount available, potentially including partial awards based on funding availability. For example, if funding for two Level 2 charging ports becomes available, and the next applicant on the waitlist requested funding for four Level 2 ports, the applicant will be offered funding for 2 Level 2 ports. When notified, the applicant is required to accept their reservation in the CCR Application within 2 weeks in order to be moved to reserved status. Applicants that do not accept their funding reservation will have their applications cancelled and be removed from the waitlist.

Federal Funds Compliance and Full Financial Responsibility - New to Rounds 4 & 5

Payment to Program Beneficiary (rebate recipient), via the Oregon Department of Transportation's Round 5 Community Charging Rebates program, will be made from federal funds. Program Beneficiary (rebate recipient) accepts full financial responsibility for any costs incurred as a result of

the Program Beneficiary's failure to comply with program requirements and any applicable federal requirements. If, for any reason, the federal government fails to pay part of the cost or expense incurred by the Program Beneficiary (rebate recipient), or in the event the total amount of federal funds is not available, the Program Beneficiary (rebate recipient) will be responsible for any and all costs or expenses incurred under its Round 5 Community Charging Rebates program activities. The Program Beneficiary (rebate recipient) further agrees to pay any and all lawful claims arising out of or incidental to the performance of the activities covered by the Round 5 Community Charging Rebates Program in the event the federal government does not pay the same.

A single entity cannot receive more than $1 million in rebates among all federally funded rounds, beginning November 6, 2025 through November 31, 2028, or until all funds are expended.

Termination - New to Rounds 4 & 5

1) The Oregon Department of Transportation's Round 5 Community Charging Rebates program rebate application and/or reservation of funds may be terminated by mutual consent of both parties or solely by the Oregon Department of Transportation upon written notice to the Program Beneficiary (rebate recipient).

2) The Oregon Department of Transportation may terminate the Round 5 Community Charging Rebates program rebate application and/or reservation of funds effective upon written notice to Program Beneficiary (rebate recipient), or at such later date as may be established by the Oregon Department of Transportation in such notice, (i) if the Oregon Department of Transportation fails to receive sufficient funding, appropriations, limitations, allotments or other expenditure authority to allow the Oregon Department of Transportation, in the reasonable exercise of its administrative discretion, to make payments to the Program Beneficiary (rebate recipient) under the Round 5 Community Charging Rebates program rebate application and/or reservation of funds, (ii) if there is a change in federal or state laws, rules, regulations, or guidelines so that the program activities funded by the Oregon Department of Transportation's Round 5 Community Charging Rebates program are no longer eligible for funding, or (iii) if the Program Beneficiary is in default.

Future Funding Eligibility

If ODOT determines that an awarded project has failed to meet program requirements, ODOT reserves the right to deny applicants from active and future rounds of the program, or other ODOT funding, at its discretion.

D. REBATE AMOUNTS AND CATEGORIES

Rebates vary depending on project characteristics. Table 1 outlines the rebate amounts per port based on the project type. Rebates are based on either a maximum dollar amount per port or a percentage of Eligible Project Costs. As such, rebate amounts will not be the same for every project. A final rebate amount is determined by the per-port rebate multiplied by the total number of ports (with a maximum of $249,000 per project site) or a percentage of Eligible Project Costs, whichever is less. Rebates can be applied to project costs associated with equipment acquisition, installation, operation, and maintenance (see Eligible Project Costs for a detailed breakdown of Eligible Costs).

Charger type	County where charging station is located	Maximum rebate per port
Level 2	Grant, Harney, Jefferson, Klamath, Lake, Morrow, Sherman, Union, Wallowa, or Wheeler	$8,000, up to 95% of eligible project costs
Level 2	Any county that is **NOT** Grant, Harney, Jefferson, Klamath, Lake, Morrow, Sherman, Union, Wallowa, or Wheeler	$8,000, up to 80% of eligible project costs
DCFC	Grant, Harney, Jefferson, Klamath, Lake, Morrow, Sherman, Union, Wallowa, or Wheeler	$80,000, up to 95% of eligible project costs
DCFC	Any county that is **NOT** Grant, Harney, Jefferson, Klamath, Lake, Morrow, Sherman, Union, Wallowa, or Wheeler	$80,000, up to 80% of eligible project costs

Table 2 Program Rebate Amounts

The counties highlighted in the table above are specifically singled out for extra incentivization because, to date, these counties have not benefitted from an EV charging station funded by ODOT's Community Charger Rebates Program.

Applicants may apply for a combination of Level 2 and DCFC equipment at a single project site so long as the applicant **does not exceed the project site maximum ($249,000).**

The CCR program rebate may be combined with other state, local agency, or utility incentives and grants to further offset the cost of equipment purchase and installation. The program rebate cannot be combined with other federal incentives or grants. Additionally, if an applicant is applying for both an ODOT rebate and an additional incentive or grant, the Applicant must note this in ODOT's rebate application and notify the appropriate alternate program of dual participation. In addition, applicants must apply for other incentives first, prior to applying for ODOT's rebate. Any incentives or grants received from other sources will reduce the project's calculation of Eligible Project Costs, which is used in calculating the rebate payment. An applicant may receive more funding in incentives than was expended on the project. Applicants are not eligible to apply for a rebate for any EV charger that is part of a charging station receiving funding from the National EV Infrastructure (NEVI) formula program or the Electric Vehicle Charger Reliability and Accessibility Accelerator (EVC-RAA) program.

PROGRAM AWARD CAPS

All eligible applicants may apply for a maximum of $249,000 in rebates per project site across Rounds 4 and 5. A project site is defined as a single physical address. If the sites are very close in proximity but have different addresses, ODOT will review them to determine whether they can be considered as independent project sites or categorized under one site address.

No single entity may receive more than $1,000,000 in total Program rebates when federal funds are used for reimbursement. ODOT reserves the right to limit rebates to companies owned by or affiliated with the same entity to $750,000 per funding cycle.

II. PROGRAM REQUIREMENTS

A. ELIGIBLE APPLICANTS

To apply for a rebate under the Program, Eligible Applicants must:

1) Be a business, non-profit organization, or state, local, or Tribal government entity. Businesses and non-profits must be licensed to do business in Oregon, in good standing, and hold a valid Oregon Business License **(Note:** Tribal businesses without an Oregon Business License are Eligible Applicants. ODOT will work with Tribal business applicants on a case-by-case basis to determine the appropriate information required in lieu of an Oregon Business License).
2) Be the Site Owner of an eligible location or an Authorized Agent with a Site Verification Form, Site Host Agreement, land lease agreement, or comparable applicable agreement.

Third-party organizations may assist Eligible Applicants in the application process, or apply for a rebate on their behalf, but the rebate must go to the entity that incurs project costs.

The Oregon Department of Transportation (ODOT) is an Eligible Applicant for publicly accessible project sites if the location has parking that is provided primarily for public use, such as Department of Motor Vehicle (DMV) offices, Park and Ride lots, and select right-of-way use cases. ODOT is an Eligible Applicant for workplace project sites if the location has parking provided primarily for its employees. ODOT applications will be reviewed on a case-by-case basis to ensure they meet these requirements.

Ineligible applicants include federal government entities and individuals applying as individuals (not on behalf of an eligible applicant), including individual residents or tenants of multifamily housing.

Eligible Applicants must incur project costs to be eligible for the rebate. Leased charging equipment and service contracts are not eligible under this Program. Applicants who have received donated equipment but will incur other eligible project costs, such as for installation, are eligible for a rebate under this Program but will not be reimbursed for the value of donated equipment.

B. ELIGIBLE LOCATIONS

A project site must be located on real property in Oregon to be eligible for a rebate.

Eligible Applicants must install EV charging equipment at one of the following types of sites:

1) **Publicly Accessible Parking Site**: A parking site is considered publicly accessible if it is open to and accessible by the public for at least 60 hours per week and is reasonably expected to attract public visitors during those hours. However, if the site, such as an industrial location, while technically open to the public, is not a practical or welcoming place for public use due to its nature (e.g., not suitable for people to dwell or frequent for extended periods), it will still be classified as a workplace project. Examples of eligible Publicly Accessible Parking Sites include, but are not limited to, public or privately operated parking lots and garages, destinations and tourist attractions, retail parking areas, public parks and buildings, hotels, restaurants, transit stations, and right-of-way, curbside or on-

street parking. EV charging equipment at public sites may be intended primarily for patrons or employees but shall be available to any visitor to use. A publicly accessible parking space shall not include a parking space that is fenced off to public access, associated with a private residence or that is reserved for the exclusive use of an individual driver or group of drivers. Sites may charge a fee for parking and still be considered publicly accessible under this Program provided they meet the definitions listed above.

2) **Workplace Site:** A parking site with parking spaces that primarily serve employees. Fleet vehicles may also be served at this location if employees are able to use the chargers for their personal vehicles. Examples include office buildings, manufacturing facilities, universities, schools, hospitals, and other healthcare facilities. EV charging equipment installed at workplace sites under this Program may be restricted to employee use only or open to a broader user group, but employees must be given preferred access to EV charging over customers, contractors, or other visitors onsite to be eligible.

3) **Multifamily housing Site:** A parking site with at least five (5) parking spaces that primarily serves a multifamily housing complex with five (5) or more residences, such as apartment buildings, condominiums, and co-ops. Individual residents or tenants who are not the building owner are not Eligible Applicants. EV charging equipment installed at multifamily housing sites under this Program may be restricted to resident use only or open to a broader user group, but they must be commonly accessible and not dedicated solely to individual units.* Hotels and motels are not multi-family housing sites under this Program but rather considered publicly accessible sites for the purpose of applying for funding, as they typically provide access to charging stations for the general public. However, if a hotel or motel restricts charging access solely to employees and customers, it will be classified as a workplace project instead.

*Preference should be given to locating charging equipment in visitor or shared parking. If visitor or shared parking spaces are not available or if installation is not feasible, a multifamily housing site is eligible to apply if the Applicant can demonstrate that convenient access to EV chargers will be shared among residents. Costs must be incurred by an Eligible Applicant, such as a business or Homeowner's Association, and the Eligible Applicant is the rebate recipient. Such applications will be reviewed and approved on a case-by-case basis pending sufficient justification.

Note: A project is ineligible for this Program if the proposed location serves exclusively fleet vehicles (i.e. is not available for public use or employee personnel vehicles in addition to fleet vehicles). A project is ineligible for this Program if the proposed location is an individual residential home, even if a home-based business or a home office is present. Vacation rental properties listed through platforms such as Airbnb or VRBO are not eligible for the Program.

ODOT reserves the right to review and reclassify a project site if it determines that the site does not meet the intended criteria for its current classification.

C. EQUIPMENT REQUIREMENTS

Charging equipment and networking utilized under the CCR program must be listed on the Electric Power Research Institute's (EPRI) vetted product list under ODOT's approved product list.

As part of the qualification process, charging equipment vendors provide technical information to EPRI to verify that products meet minimum specifications. EV charging qualifications are updated on a periodic basis. The latest list of qualified chargers can be found on EPRI's website.

Level 2 charging equipment requirements

At a minimum, all Level 2 charging equipment must:

- Be new and installed for the first time. Previously installed or rebuilt equipment is ineligible. Installing new chargers at an existing charging station is eligible (Note: costs to remove existing equipment are not eligible).
- Be purchased and not leased.
- Have a max power level of 9.6 kW or greater.
- House either SAE J1772 or SAE J3400 (NACS) connectors
- Have a Service Level Agreement (SLA) or Maintenance Contract that covers 5 years of operations, paid in advance.
- Be network-capable
- Be certified by a Nationally Recognized Laboratory (NRTL) to UL 2594 standard.
- Be capable of withstanding temperature extremes, with normal operation from -22^{0}F to 104^{0}F (UL 2594).
- Be suitable for outdoor application and certified with a minimum rating of NEMA 3R or better to withstand extreme weather conditions, including temperature extremes, flooding, heavy rain, and high winds.
- Be Energy Star certified.
- Must be capable of being installed in compliance with ADA requirements.
- Have the ability to support remote demand response events.

DC fast charging equipment requirements

At a minimum, all DC fast charging equipment must meet the following requirements:

- Be new and installed for the first time. Previously installed or rebuilt equipment is ineligible. Installing new chargers at an existing charging station is eligible (Note: costs to remove existing equipment are not eligible).
- Be purchased and not leased.
- Have a Service Level Agreement (SLA) or Maintenance Contract that covers 5 years of operations, paid in advance.
- Be network-capable
- Be certified by a Nationally Recognized Laboratory (NRTL) to UL 2202 standard.
- Be capable of withstanding temperature extremes, with normal operation up to 104^{0}F (UL 2202).
- Be suitable for outdoor application and certified with a minimum rating of NEMA 3R or better to withstand extreme weather conditions, including temperature extremes, flooding, heavy rain, and high winds.
- House either SAE Combo Connector (CCS), SAE J3400 (NACS), or SAE J3271 (MCS) connectors

- Must be capable of being installed in compliance with ADA requirements.

D. NETWORK, OPERATIONS, MAINTENANCE, AND DATA REPORTING REQUIREMENTS

Networking & Interoperability

Charging equipment installed at all sites must be "networked" for a minimum of 5 years. The term "networked" refers to a combination of EV charging equipment components and software that allows for centralized management, administration, communication, diagnostics, and data collection.

Additionally, all charging stations funded under the CCR program must meet the following networking and interoperability requirements:

1) Interoperability of electric vehicle charging infrastructure:
    a. Charger-to-Charger-Network Communication: Chargers must conform to Open Charge Point Protocol 1.6J or higher
    b. Network switching capability: Chargers must be designed to securely switch charging network providers without any changes to hardware.
2) Charging network connectivity of electric vehicle charging infrastructure:
    a. Charger-to-charger-network communication:
        i. Chargers must communicate with a charging network via a secure communication method.
        ii. Chargers must have the ability to receive and implement secure, remote software updates and conduct real-time protocol translation, encryption and decryption, authentication, and authorization in their communication with charging networks.
        iii. Charging networks must perform and chargers must support remote charger monitoring, diagnostics, control, and smart charge management.
        iv. Chargers and charging networks must securely measure, communicate, store, and report energy and power dispensed, real-time charging-port status, real-time price to the customer, and historical charging-port uptime.
    b. Charging-network-to-charging-network communication: A charging network must be capable of communicating with other charging networks to enable an EV driver to use a single method of identification to charge at Charging Stations that are a part of multiple charging networks.

c. Disrupted network connectivity: Chargers must remain functional if communication with the charging network is temporarily disrupted, such that they initiate and complete charging sessions.

Operations & Maintenance

Recipients are responsible for operating and maintaining the charging equipment funded through the CCR program at the same location listed on the application for a period of no less than five (5) years from the Installation Date. The charging station pedestals, and all ancillary equipment, including cables, awnings, canopies, shelters, and information display kiosks or signage associated with the charging stations, must be in good working order and in compliance with all manufacturer requirements and recommendations for this period. Applicants and/or their subcontractors shall initiate the repair process within 24 hours following a notice of a malfunction or other operational issue and shall complete repairs in accordance with the provisions of any operations and maintenance plan. **If a station is inoperable for five days or more**, Applicants must notify ODOT at communitychargingrebates@ODOT.oregon.gov. If a station is sold or permanently inoperable prior to five (5) years of operation, ODOT may require the Applicant to pay a pro-rated portion of the rebate back, and/or transfer data reporting responsibilities to the new ownership entity.

To ensure the continued operation of the charging stations funded under this program and the reliability of Oregon's charging network, **Applicants installing chargers at all sites must have a maintenance contract or Service Level Agreement (SLA) with a party qualified to service and repair the equipment and networked operations covering 5 years of operation** (paid in full at the time of rebate application)**.**

Additionally, all charging stations must meet the following operations and maintenance requirements:

1) Payment methods:
    a. ODOT strongly encourages pricing in dollars per kWh, and at a rate that is fair and reasonable.
    b. Provide for secure payment methods, accessible to persons with disabilities, which at a minimum shall include a contactless payment method that accepts major debit and credit cards, and either an automated toll-free phone number or a short message/messaging system (SMS) that provides the EV charging customer with the option to initiate a charging session and submit payment;
    c. Not require membership for use;
    d. Not delay, limit, or curtail power flow to vehicles on the basis of payment method or membership; and
    e. Provide access for users that are limited English proficient and accessibility for people with disabilities. Automated toll-free phone numbers and SMS payment options must clearly identify payment access for these populations.
2) ***Customer service:*** Ensure that EV charging customers have mechanisms to report outages, malfunctions, and other issues with charging infrastructure. Charging station operators must enable access to accessible platforms that provide multilingual services. Charging

station operators must comply with the American with Disabilities Act of 1990 requirements and multilingual access when creating reporting mechanisms. Station(s) must include clear use instructions and customer support contact information. A toll free customer support telephone number must be clearly visible, posted on or near charging equipment, and accessible to customers during all hours of operation. The customer support service must be capable of dispatching or otherwise providing immediate assistance to address operational problems at the charging station, including rebooting the system if necessary.

3) ***Customer data privacy:*** Charging station operators must collect, process, and retain only that personal information strictly necessary to provide the charging service to a consumer, including information to complete the charging transaction and to provide the location of charging stations to the consumer. Chargers and charging networks should be compliant with appropriate Payment Card Industry Data Security Standards (PCI DSS) for the processing, transmission, and storage of cardholder data. Charging Station Operators must also take reasonable measures to safeguard consumer data.

4) ***Communication of price:***

   a. The price for charging must be displayed prior to initiating a charging transaction.
   b. The price for charging displayed and communicated via the charging network must be the real-time price (*i.e.*, price at that moment in time). The price at the start of the session cannot change during the session.
   c. Price structure including any other fees in addition to the price for electricity to charge must be clearly displayed and explained.

Data reporting

Rebate recipients must provide charging station utilization data to ODOT on **a biannual basis**, for a minimum of five (5) years in the format prescribed by ODOT. If a rebate recipient fails to submit required information by its due date, ODOT will not review, and may suspend, other incentive applications from that recipient until the reporting requirement is fulfilled.

A combination of both site-specific qualitative charging station data (e.g., location and equipment type) as well as quantitative charging session data (e.g., charging session start/end times) must be reported. ODOT will provide additional guidance on data reporting requirements to rebate recipients. As a condition of participation in the Community Charging Rebate program, Awardees will be required to sign an agreement that grants ODOT and/or its consultants the ability to retrieve read-only access to each CCR-supported station's charging session data directly from the equipment provider/network account. The goal of this is to facilitate automated data reporting that will require minimal input from the recipient once set up.

As a condition of participation in the Community Charging Rebates Program, recipients will be required to sign an agreement that grants ODOT and/or its authorized contractors read-only access to charging session data for each CCR-funded port directly from the charging equipment and/or charging network provider. The goal of this is to facilitate efficient, recurring data reporting while minimizing administrative effort for awardees. The following data must be provided:

- Charging Station ID
- Port ID
- Charging port type
- Charging session ID
- Charging session date
- Charging session start/end times
- Charging station time zone
- Total time plugged in
- Total time spent charging
- Total energy dispensed (kWh)
- Price per kWh
- Total transaction fees (where applicable)
- Maximum power output (kW)

ODOT understands that varying levels of data may be available based on the level and type of hardware and software used in the project but, nevertheless, anticipates that all approved vendors will be able to accommodate ODOT's **data reporting requirements**. **Applicants are responsible for selecting charging equipment and network services that support these requirements.** ODOT or it's authorized contractor may obtain data through an application programming interface (API), secure access to the charging network provider's reporting portal, periodic electronic data files, or another method approved by ODOT. Automated data access, such as an API, is preferred where available. **If operational charging data cannot be obtained directly from the charging equipment and/or charging network provider using an ODOT-approved method, recipients will be required to submit manual reporting of charging session and station utilization data on a biannual basis for a period of five (5) years, starting six months after project installation.**

Charging station data will be used for required data reporting, performance monitoring, program evaluation, and future program design. Personally identifiable information (PII), including information about specific charging stations, will never be shared publicly. However, ODOT may use charging session data gathered from CCR-supported stations to provide progress reports on the state of public EV charging in Oregon in aggregate (e.g., at the ZIP code, county, or census tract level).

Alternative Fuels Data Center

Prior to submitting for final payment, Applicants must report each new installed charger to the Alternative Fuels Data Center for listing on their Alternative Fueling Station Locator tool. Please include as much information about the station as possible. Chargers that are restricted to resident or employee use only (e.g., for workplace or multi-family housing sites) must be designated as "private" in the "Type of Access" field.

Future funding ineligibility

Applicants that fail to meet operations, maintenance, or data reporting requirements may be declared ineligible for future charging station funding opportunities from ODOT. **ODOT may request repayment of a prorated portion of the rebate if applicants fail to submit required data on a biannual basis.**

E. INSTALLATION REQUIREMENTS

All project installations must comply with all local, state, and federal laws, including any permitting and inspection requirements, environmental laws, and Oregon's Prevailing Wage law, as applicable.

Charging stations must be installed in compliance with National Fire Protection Association (NFPA) 70, National Electric Code (NEC) Article 625 and all applicable State and local Electrical Codes currently adopted and enforced within the jurisdiction of installation, including all work with circuits, electrical service, and meters. Charging stations must be installed by contractors who possess all legally required licenses to perform electrical installation work. During periods when electrical installation work is conducted, charging station installation must be supervised or performed by one or more electricians who hold an Electric Vehicle Infrastructure Training Program (EVITP) certification or certification from an equivalent training program that has been approved by the Oregon Electrical and Elevator Board. (Per Senate Bill 582 from the 82nd Oregon Legislative Assembly – 2023 Regular Session)

Installation Timeline

For applicants that reserve funding before installation, installation must be complete, and final documentation for reimbursement (post-installation application) must be submitted within 270 days (for Level 2-only projects) or 365 days (for DCFC-only or mixed-charger projects) of the Reservation Date (the date an applicant receives notice that funding has been reserved). Applications for reimbursement that are not received within 270 or 365 days (depending on equipment type) of the Reservation Date will be canceled, and the reserved funding will be reallocated. ODOT retains the discretion to provide case-by-case exceptions for timeline requirements.

F. SITE REQUIREMENTS

Charging Station Accessibility

Charging stations must meet Americans with Disabilities Act (ADA) requirements. Station configurations should be designed to be accessible to and usable by people with disabilities. For example, there should be ample room for those with disabilities to enter and exit their EVs comfortably, access ramps for wheelchair use, and charging connectors and payment mechanisms placed at a height that enables comfortable access for those in wheelchairs. Additionally, projects installing five (5) or more EV charging ports are strongly encouraged to offer one exclusive, van-accessible EV charging parking spot. All recipients are encouraged to incorporate the U.S Access Board's Design Recommendations for Accessible Electric Vehicle Charging Stations.

Signage & Striping

Charging stations must have as many EV-only parking spaces as number of ports installed, along with appropriate "EV Charging Only" signage (ex. a dual-port station must have two EV-only parking spaces). See Figure 1 below for examples of acceptable signage.

Figure 1 Examples of Acceptable "EV Charging Only" Signage

Multifamily housing sites installing EV charging in areas other than shared parking spaces may receive an exception for the signage requirement. In this case, "EV Priority" signage is required. See Figure 2 below for examples of acceptable "EV Priority" signage for multifamily housing sites that seek an exception.

Figure 2 Examples of Acceptable "EV Priority" Signage

Signage should be either pole or wall mounted. Wall mounted signage must be permanently mounted (e.g. taped or other non-permanent mounting mechanisms do not quality).

Rebate recipients may also include EV-only striping at their charging station. In limited cases, ODOT may allow EV-only striping in lieu of mounted signage. Applicants must seek approval to have striping only at their charging station. See Figure 3 below for examples of acceptable "EV-only" striping.

Figure 3 Examples of Acceptable "EV Charging Only" striping

Charging Station Availability & Other Features

- Premises must be well-lit from dusk to dawn.
- Locations should enable safe ingress and egress, with sufficient space for light-duty vehicles

to utilize EV charging stations and include parking spaces that are paved and adequately sized.
- Public sites must be clearly identified with signage that directs users to the site and appropriate parking spaces.
- Public sites must be available for use and accessible to the public at least as frequently as the business operating hours of the site host.
- Charging stations installed at multi-family housing must be commonly accessible and not dedicated solely to individual units. Exceptions will be made if it can be demonstrated that residents will be given shared and convenient access to EV charging facilities.

G. ELIGIBLE PROJECT COSTS

The following equipment and costs are eligible for rebate funds under this Program:

- EV charging equipment.
- EV charging equipment installation costs, including labor and materials.
- Planning and engineering design costs (e.g., site survey, site layout, etc.).
- Permitting costs.
- Electric service upgrades, including stub outs, transformer, electric panels, utility service order.
- Costs for minor grid upgrades, provided the work is necessitated solely by the construction or upgrading of the electric vehicle (EV) charging station and participation in the upgrade does not exceed the allocable cost of the minimum upgrades needed to match the planned power requirements of the EV charging station. A minor grid upgrade is defined as the work necessary to connect an EV charging station to the electric grid distribution network (e.g., extending power lines or upgrading existing power lines several miles).
- Costs to fully replace related equipment (e.g., switchgear, utility distribution equipment, battery storage) that are intrinsically related to the Electric Vehicle Supply Equipment (EVSE) and solely dedicated to the operation of EVSE.
- Charging station signage and striping.
- Local permit costs.
- Site lighting.
- Cord theft prevention technologies.
- ADA compliance (e.g., design, curb cuts, path of travel, striping, etc.).
- Costs to implement U.S. Access Board's Design Recommendations for Accessible Electric Vehicle Charging Stations
- Network agreement with network provider (must be paid up front for 5 years of coverage).
- Operations and maintenance contract or service level agreement (SLA), including equipment and network operations (must be paid up front for 5 years coverage).
- Extended equipment/parts warranties (warranties must be paid up front, limited to a maximum of 5 years of coverage).
- Electric micromobility accommodations (e.g., features enabling electric micromobility devices to securely lock to the charger, 110V outlet on L2 chargers).

Ineligible costs:

- EV charging equipment leasing costs (leased equipment is not eligible under this Program).
- Real estate acquisition costs.
- Construction or general maintenance of buildings and parking facilities.
- Disposal of existing on-site EV charging equipment and installation materials.
- Organization administrative or overhead costs.
- Electricity costs incurred by the chargers.
- Upgrades to utility-owned electrical infrastructure (e.g. improvements to offsite power generation, bulk power transmission, or substations).
- Any project costs that are offset by other incentive programs.
- Any costs incurred prior to the Program Effective Date (October 1st, 2026).

Applicants may begin incurring costs prior to applying for a rebate but do so at their own risk if funding is not reserved (see Incentive Application Process for more information on the application process). Until funding is reserved, there is no way to ensure that funds will still be available at the time of application. **Costs incurred before October 1st, 2026 are not eligible for reimbursement.**

III. PROGRAM DELIVERY

A. INCENTIVE APPLICATION PROCESS

Applicants will be considered on a first-come, first-served basis based on the funding buckets identified in the Funding Availability section. A minimum of 70% of funding will be invested in projects within priority (rural and predominantly low-income) communities. Funds will be allocated to approved projects until all available funding has been reserved.

Once all available funding has been reserved, Applicants will be placed on a waitlist list based on order of application submission. Applicants will be moved from the waitlist list if funding becomes available (such as when an application is denied or cancelled) for the category applicable to their project.

There are two components for applying to the Program:

1) **Pre-Installation:** Applicants can reserve funding prior to equipment installation. This step is optional, but highly encouraged.
2) **Post-Installation:** Applicants must apply to be reimbursed with rebate funds after eligible charging equipment is installed and activated.

All applicants are required to complete a post-installation application.

Pre-Installation Projects:

For applicants that complete a pre-installation application to reserve funding, they must submit their final documentation for reimbursement (post-installation application) within **270 days** (for Level 2-only projects) or **365 days** (for DCFC and mixed-charger projects) of the **Reservation Date** (the date an applicant receives notice that funding has been reserved). The equipment must be installed and operational prior to submitting final documentation for reimbursement. **Applications for reimbursement that are not received within 270 or 365 days of the Reservation Date will be canceled, and the reserved funding will be reallocated**. ODOT retains the discretion to provide case-

by-case exceptions for timeline requirements.

Reserved funding is calculated based on port counts multiplied by the base rebate amount. Once installation and activation occur, final rebate levels are awarded based on the lesser of the reserved amount or a percentage of eligible project costs (depending on what category the project falls into. See Rebate Amounts and Categories for more details). **This may result in final rebates that are less than the amount of funding reserved.**

To apply for a rebate *before* eligible charging equipment has been installed and reserve funding:

1) Be an Eligible Applicant with an Eligible Location.
2) Obtain one (1) independent quote for EV charging station equipment and installation. The following information must be listed on the document: the project site address, the quantity of chargers, the number of ports, and itemized estimated costs.
    - Note: the quote must reflect the same site design as that provided in the application form (e.g., number of ports by charger type)
3) Provide a signed Site Verification and Recipient Acknowledgement Form (provided on CCR program webpage), signifying that installation work is authorized by the owner of the real property and that the recipient understands and agrees to the Program requirements (**Note: this is required for all projects**).
4) Complete the online application and upload all required pre-installation documents. Note: to ensure you are viewing the correct application, please select **"Pre-Installation"** at the top of the application form, as displayed in Figure 4.

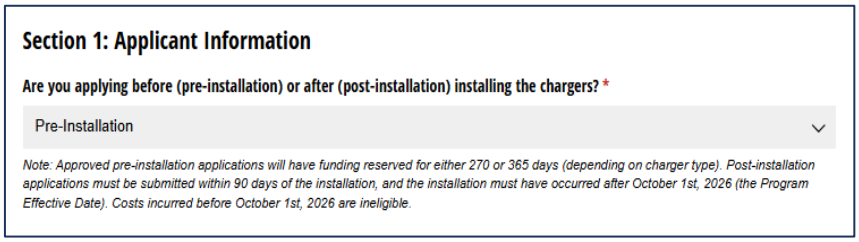

Figure 4 Pre-Installation Application Selection

ODOT will review submitted applications, confirm eligibility, and notify applicants they are eligible to reserve funds. After being notified via email that they are eligible to reserve funds, **Applicants must accept their reservation**. Once the reservation is accepted, applicants will receive their Reservation Date. Once a Reservation Date is provided and rebate funds are reserved, and Applicants have either 270 or 365 (depending on the charger type) calendar days from the Reservation Date to complete the project.

After installation and activation, complete the rest of the online application form (the post-installation portion) and submit all remaining required documents for review and processing. ODOT will review and confirm receipt of all required documents, approving application for payment. Applicants will receive rebate via a check in the mail within 45 business days of application approval.

If an application or its required documents are determined to be incomplete or illegible, the Applicant will be notified of the error and shall have ten (10) calendar days to correct any errors. If

errors are not corrected in this timeframe, the application will be canceled, and the reserved funds will be reallocated

Post-Installation application:

Eligible costs cannot be incurred until after the Program Effective Date (October 1st, 2026). Charging equipment with an Installation Date prior to (October 1st, 2026), is not eligible for Round 5 of this Program. Final rebate amounts are determined by calculating the lesser of the port counts multiplied by the base rebate amount or 80% - 95% (depending on project criteria) of eligible project costs. Visit the Rebate Amounts and Categories for more details.

All applicants must complete the post-installation portion of the application to receive funds. However, if an applicant would like to apply for a rebate after eligible charging equipment has been installed and activated without reserving funding, the applicant must complete the online application in its entirety and upload all required documents at that time (visit Required Documents for a list of required documents). **Note:** to ensure the correct application is displayed in this scenario, select **"post-installation"** at the top of the application form, as displayed in Figure 5 below.

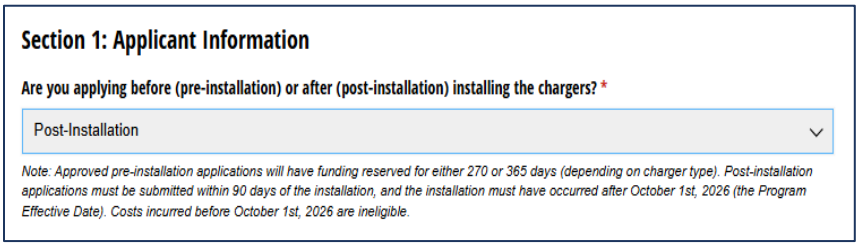

Figure 5 Post-Installation Application

As with pre-installation applications, ODOT will review and confirm receipt of all required documents and approve the application for payment. Applicants will then receive the rebate via a check in the mail within 45 business days of application approval.

If an application or its required documents are determined to be incomplete or illegible, the Applicant will be notified of the error and shall have ten (10) calendar days to correct any errors. If errors are not corrected in this timeframe, the application will be canceled, and the reserved funds will be reallocated.

B. REQUIRED DOCUMENTS

For pre-installation projects to reserve funding, Eligible Applicants must submit:

- Completed online application form (pre-installation portion)
- Site Verification and Recipient Acknowledgement Form (provided)
- Copy of one (1) independent itemized project quote from equipment providers/installers for installation of charging equipment.

Applicants must submit the following required documents to receive the rebate payment after installing the equipment:

- Completed online application form (post-installation portion)
- Copy of Permit(s): A scan of the final electrical inspection or a letter from the authority

having jurisdiction (AHJ) stating that no building permit is required. For unique circumstances, additional documentation (e.g., minor permit label) can be provided and will be reviewed.

- Current IRS W-9 form, signed and dated within the last year.
- The following photos:
  - Installed site photo: Photo of the charging equipment installed at the site that clearly shows the required onsite signage or pavement markings.
  - Serial number photo: required for each unit.
  - Customer support phone number photo, showing location on or near charging equipment.
  - Pricing display photo, clearly showing pricing per unit of sale and location on or near charging equipment (required for projects that charge a fee for charging).
- Network service agreement and proof of payment for five (5) years of network services.
- Maintenance contract or service level agreement (SLA) and proof of payment for five (5) years of maintenance services.
- Copy of itemized paid invoice for equipment.
  - Invoice should include purchase date, vendor information (name, company, contact information), total cost and itemization of charges, including:
    i. Make and model name of specific equipment purchased with per-unit costs.
    ii. Networking fees.
    iii. Other fees (if applicable).
- Copy of itemized paid invoice for all installation costs. Invoice should include installation and activation date, installer information (name, company, contact information), itemization of eligible costs, credits, discounts, and incentives received, if applicable, including:
  - Labor associated with installing the charging equipment (hourly rates and number of hours at each rate).
  - Materials and hardware other than the EVSE (such as electrical conduit, wiring, or bollards).
  - Electric service upgrades.
  - Any other Eligible Costs the applicant wants included in calculation of Total Project Costs, such as planning and engineering design costs, project signage or site lighting.

Note: An invoice may include ineligible costs such as land acquisition, leasing, or administrative costs, but these costs must not be included in the calculation of Total Project Costs to determine the total rebate amount.

IV. PROGRAM ADMINISTRATION

A. PROGRAM CONTACTS

ODOT is contracting an organization to provide technical assistance to applicants. The contact information of the organization contracted to provide technical assistance will be updated in this section once contracting is complete. All CCR Program questions should be directed to ODOT CCR Program staff:

- Email: communitychargingrebates@odot.oregon.gov

B. TECHNICAL ASSISTANCE

Technical assistance and support for potential and existing applicants will be provided by an organization contracted by ODOT in the near future. First-time applicants will be prioritized to receive technical assistance.

When active, technical assistance will include:

- Answering questions about the rebate eligibility and process.
- Assisting Eligible Applicants with filling out and submitting a rebate application.
- Providing high-level information about installing, maintaining, and operating eligible Level 2 and DC fast charging infrastructure.
- Providing high-level guidance regarding EV chargers that follow ODOT's minimum standards and requirements.
- Providing information about other resources related to Applicant's project, such as that pertaining to the Oregon Clean Vehicle Rebate Program or Clean Fuels Program.
- Developing guidance documents, FAQs, and other resources to assist with the application process.

APPENDIX A - DEFNITIONS

Authorized Agent – an eligible program applicant that is the EV charging equipment owner but not the real property owner. An Authorized Agent is permitted by the Site Owner to install EV charging equipment at the project site, incurs project costs and is the rebate recipient.

Charger: A device with one or more charging ports and connectors for charging EVs.

Charging Network: A collection of chargers located on one or more properties that are connected via digital communications to manage the facilitation of payment, electrical charging, and transfer data requests.

Charging Network Provider: The entity that operates the digital communication network that remotely manages the chargers. Charging network providers may also serve as charging station operators and/or manufacture chargers.

Charging Port (or "port"): The system within a charger that charges one EV. A charging port may have multiple connectors, but it can provide power to charge only one EV through one connector at a time.

Charging Station (or "station"): The area in the immediate vicinity of a group of chargers and includes the chargers, supporting equipment, parking areas adjacent to the chargers, and lanes for vehicle ingress and egress. A charging station could comprise only part of the property on which it is located.

Direct Current (DC) Fast Charging Equipment (DCFC) – charging equipment that enables rapid charging by delivering direct-current (DC) electricity directly to an EV's battery.

Electric Vehicle (EV) – a vehicle that is powered fully or in part by an electric motor that draws electricity from a battery and is capable of being charged from an external source.

Eligible Applicant – business, non-profit organization, or state, local, or Tribal government entity that is the owner of the EV charging equipment installed at the project site, or a third-party applying on the behalf of the EV charging equipment owner. The Eligible Applicant may or may not be the real property owner of an Eligible Location. If the Equipment Owner is not the real property owner, they must verify permission to install EV charging equipment at the project site through the Site Verification and Recipient Acknowledgement Form.

Eligible Location – a project site located in Oregon that meets the requirements of either a publicly accessible parking site, a workplace site, or a multi-family housing site, as outlined in Section II.B.

Eligible Project Costs – total project costs minus ineligible project costs and incentives or grants received from other programs: Eligible Project Costs = Total Project Costs – (Ineligible Project Costs + Other Grants or Incentives Received)

Equipment Owner – the owner of the EV charging equipment installed at the project site. An Equipment Owner may also be the owner of the real property (Site Owner) or their Authorized Agent. The Equipment Owner always incurs project costs and is always the rebate recipient.

EV Network Services Provider – the company providing network services for charging equipment with connectivity through a cloud-based server. The network provider manages the backend

software, database, and communications to enable equipment operations.

Installation Date – the date upon which all the following actions have been completed for the charging station, making it ready for use: it is affixed to its permanent location; connected to the electrical source, and ready for use (including connection to a network); received final approval by the local authority having jurisdiction (AHJ); completed any required utility metering installation and activation; and completed commissioning by the installer.

Level 2 Charging Equipment (L2 Charger) – equipment that supplies electricity to a plug-in electric vehicle's onboard charger in the form of alternating current (AC). L2 chargers require a 208/240-volt AC connection and typically add about 25 miles of range per hour.

Multifamily housing Site – a multifamily housing location with five (5) or more residences, such as apartment buildings, condominiums, and co-ops.

Networked Charging Equipment – charging equipment that is connected to the internet through cellular or wired broadband service to enable payment, access management and usage monitoring.

Priority Community – a census block deemed rural or predominantly low-income under this Program, using the EPA's definition. The Program reserves the majority of funds (70%) for projects in priority communities. A searchable map of communities that meet this definition can be found on the CCR Program webpage.

"Publicly Accessible" Parking Site – a parking site available for public use, without restrictions, for a minimum of 60 hours per week and that is reasonably expected to be visited by the public.

Qualified Charging Equipment – Charging equipment that meets ODOT's minimum specifications and is qualified by the Electric Power Research Institute (EPRI) through their verification process.

Reservation Date – the date on which the Eligible Applicant receives confirmation that their pre-installation application has been reviewed and verified by ODOT, and rebate funds have been reserved.

Right-of-Way Parking – the area between neighboring properties, which can include street surfaces, curbs, and sidewalks.

Site Owner – the real property owner of the eligible project site. A site owner is an eligible program applicant when they are also the owner of the EV charging equipment.

Third Party – an eligible program applicant that is neither the real property owner nor the EV charging equipment owner. A third-party applicant applies on behalf of the EV charging equipment owner. A third-party applicant does not incur project costs and is therefore not the rebate recipient.

Utility Incentive –financial assistance, through a grant, rebate or otherwise, that lowers the cost of the EV charging infrastructure and that is provided directly from an electric utility as defined in ORS 757.600.

Workplace site – a parking site that primarily serves employees who work at or nearby the location.