

The logo for the CHARGE! program, featuring the word "CHARGE!" in a bold, blue, sans-serif font inside a blue-bordered box. The box is set against a light blue circular background with a stylized plug or charging symbol.

CHARGE! PROGRAM APPLICATION FACILITY FORM



The Bay Area Air Quality Management District (Air District) is accepting applications for the FYE 2023 cycle of the *Charge!* Program. The *Charge!* Program provides grant funding to offset the cost of purchasing and installing new chargers for light-duty electric vehicles (EV) at workplaces, destinations, transit parking locations, along transportation corridors, and multi-unit dwelling facilities. More information is available at: www.baaqmd.gov/charge.

Charge! Program applicants must verify that the proposed installation of EV charging infrastructure is authorized by the property owner and applicant for each facility listed in the application. The property owner and applicant must complete this Application Facility Form, including required signatures, and then upload the completed form as an attachment to the corresponding facility in the online Fluxx application.

FACILITY ADDRESS

The facility address must match the address listed in the online Fluxx application and match the corresponding supplemental documents (facility maps, quotes).

Facility Address: _____

City: _____ State: _____ Zip Code: _____ County: _____

APPLICANT ORGANIZATION

The applicant organization is the entity that, if approved for *Charge!* Program funding, will enter into a funding agreement with the Air District and be contractually obligated to install and operate the funded EV charging infrastructure, in addition to completing and submitting all necessary reports.

Applicant Organization: _____

Primary Contact Name: _____ Title: _____

Phone: _____ Email: _____

I certify that to the best of my knowledge, the information contained in this Application Facility Form and in any documentation accompanying the *Charge!* Program application or submitted in furtherance of this application is true and accurate. Also, I understand that any misstatements or omissions of material facts may disqualify this application and any monies awarded based on it. The applicant has read, understood, and agrees to comply with the requirements listed in the *Charge!* Program Guidance. This application is for evaluation purposes only and does not guarantee project funding.

Signature of authorized representative of applicant organization: *signature* _____

Title: _____ Date: _____

PROPERTY OWNER

Provide the name of the individual, organization, public agency, or trust that owns the property:

Property Owner: _____

Primary Contact Name: _____ Title: _____

Phone: _____ Email: _____

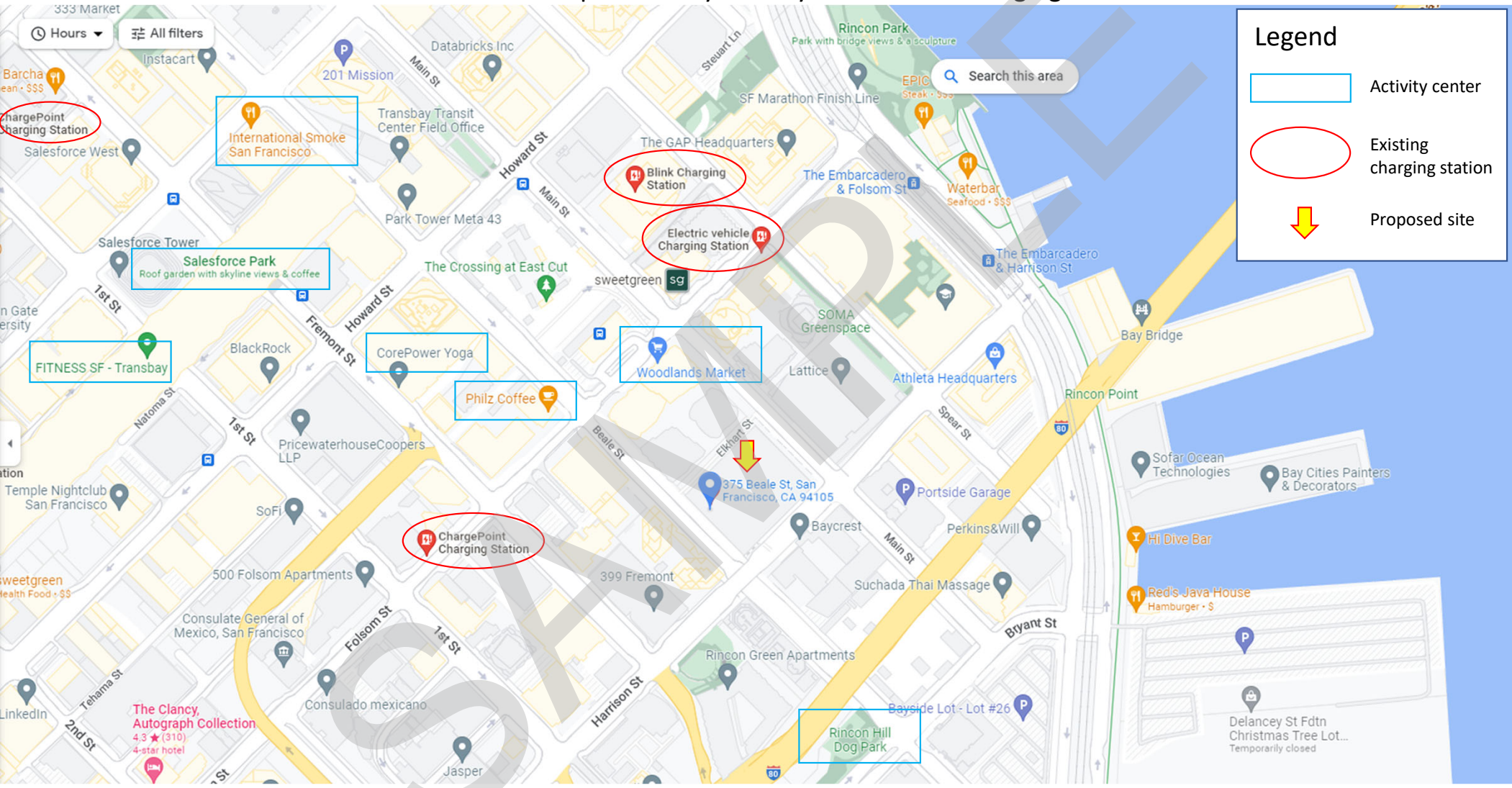
The property owner hereby represents that the property owner is the vested owner of the real property located at _____, the property owner consents to the applicant organization's intent to install and operate EV charging infrastructure at the property, and the authorized representative signing below has the authority to complete and submit this Application Facility Form on behalf of the property owner.

Signature of authorized representative of property owner: _____ *signature*

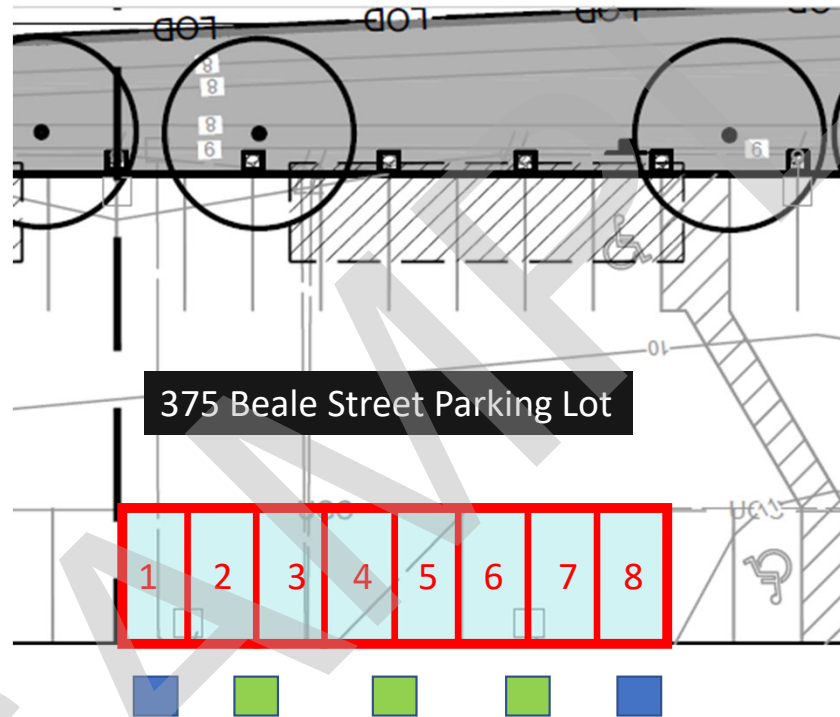
Title: _____ Date: _____

SAMPLE



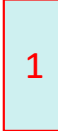
375 Beale Street – Map of Nearby Activity Centers and Charging Stations



375 Beale Street – Site Map and Proposed EV Charging Station Locations



Legend

-  Dual-port Level 2 (High)
-  Single-port Level 2 (High)
-  1 Parking Space

EVSE Vendor Inc.

Address, City State Zip

California State Contractor License Number

#12345678

COST ESTIMATE

DATE: November 15, 2022

FROM: EVSE Vendor

BID/ PROJECT:

BAAQMD EV Charging Station Pricing

ITEM	DESCRIPTION	UNIT	QTY	PRICE	TOTAL
1	Installation of 2" Conduit for EV Chargers	LS	8	\$ 3200.00	\$ 3200.00
2	Installation for Pull boxes for EV Chargers	LS	8	\$ 2800.00	\$ 2800.00
3	Installation of Conductors for EV Chargers	LS	8	\$ 3,500.00	\$ 3,500.00
4	Installation of Breakers for EV Chargers	LS	8	\$ 2,000.00	\$ 2,000.00
5	Installation of Concrete bases for EV Chargers	LS	8	\$ 15,000.00	\$ 15,000.00
				TOTAL:	\$ 20,500.00

CHARGING STATION SPECIFICATION SHEET SAMPLE



[CHARGING STATION TYPE]

[CHARGING STATION FEATURES]

**[INFORMATION ABOUT ENERGY MANAGEMENT,
NETWORK, CUSTOMER SUPPORT]**

[PRODUCT SPECIFICATIONS TABLE]

- **MODEL**
- **POWER**
- **INPUT/OUTPUT**
- **CHARGE CONNECTOR TYPE**
- **NETWORK INFORMATION**
- **SAFETY & COMPLIANCE SPECIFICATIONS**
- **OPERATIONAL SPECIFICATIONS**
- **PEDESTAL SPECIFICATIONS**

[INSTALLATION GUIDE]

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Bay Area Air Quality Management District</p> <p>2 Business name/disregarded entity name, if different from above</p>	
	<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions. 375 Beale Street, Suite 600</p> <p>6 City, state, and ZIP code San Francisco, CA 94105</p> <p>7 List account number(s) here (optional)</p>	<p>Requester's name and address (optional)</p>

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number										
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Or										
Employer identification number										
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Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	<p style="font-size: 24px; font-family: cursive;">Signature</p>	<p>Date ▶ November 15, 2022</p>
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Charge! Program Sample Letter of Commitment

[Agency Letter Head]

[Date]

Attn: Anthony Fournier, Technology Implementation Officer
Technology Implementation Office
Bay Area Air Quality Management District
375 Beale Street, Suite 600, San Francisco, CA 94105

Dear Anthony Fournier,

As the **[Title of the person with the authority to submit the application]** of **[Name of the organization]**, I authorize the enclosed submittal of the Charge! Program grant application for **[Brief description of the project]**. *[If someone else will be the day-to-day contact for the project, please state this here and provide the person's name, title, and organization affiliation.]*

[In this paragraph, describe your organization's background and your organization's experience that will lead to successful implementation of the project.]

[Name of organization] agrees to comply with all of the funding program and eligibility requirements contained in the Charge! Program application guidance. Through the enclosed Charge! Program grant application, we are applying for **[\$[Amount Requesting]** and have secured matching funds in the amount of **[\$[Matching funds amount]** from **[Source of matching funds]** for the balance of costs for the project to be completed. We also agree to acquire and place the EV charging station(s) into service within nine months from the date a funding agreement is executed and operate the station(s) until the usage requirements are met for a minimum of three years.

Thank you for considering our project for funding. Should you have any questions regarding the application, please contact **[Name, Title]** by email at **[Email address]** or by phone at **[Phone number]**.

Sincerely,

[Name of the person with the authority to submit the application]
[Title of the person with the authority to submit the application]