

Golden State Priority Project Extension and Cancellation Appeal Policy

Effective 03/03/25

All key terms are defined at the end of this policy.

1. Golden State Priority Project Closeout Schedule and Stakeholder Expectations

Incentive Recipients, Applicants, Collaborators, and key stakeholders such as Site Owners are expected to proactively manage their applications and monitor their project expiration dates. The Incentive Recipients, Applicants and Collaborators will be held to their current project due date unless an extension has been requested and approved in accordance with this policy.

Golden State Priority Project (GSPP) installations and final documentation must be completed and submitted to the Center for Sustainable Energy (CSE) in accordance with each application's listed due date (i.e. 450-days after funding reservation). Eligible extensions may be granted to extend the application due date to no later than the final deadline listed for each incentive project listed below. No extension will be granted for an application past the final project deadline. Each final project deadline must be adhered to below:

- Golden State Priority Project – Window 1, Eastern and Central Regions (GSPP-1)
 - All GSPP-1 installations must be completed and final documentation must be submitted to CSE by 11:59pm (Pacific Time) by **April 2, 2025**
 - **Update as of 3/3/25: GSPP1 projects with chargers in the ground as of April 2, 2025 that are only awaiting final energization from the utility may be eligible to receive one 90-day extension to complete their project. We will require photos of the installed chargers and confirmation from the utility, via an email or letter, stating the site is awaiting energization and lists the estimated date of energization. Any applications that do not meet these criteria will not be considered for an extension past April 2, 2025.**
- Golden State Priority Project – Window 2, Northern and Southern Regions (GSPP-2)
 - All GSPP-2 installations must be completed and final documentation must be submitted to CSE by 11:59pm (Pacific Time) by **January 15, 2026**

The listed dates above are the final deadlines for each project and all Incentive Recipients, Applicants, and Collaborators are expected to complete their installations, interconnect the chargers, and submit all necessary documentation prior to each application's corresponding project deadline. It is up to the Applicants and Collaborators to meet all stated deadlines. Applicants and Collaborators should ensure that all submitted documentation complies with the *CALeVIP 2.0 Rebate Invoicing Procedures and Sample Supporting Documents* available on the [CALeVIP Document Library](#).

- Applicants and Collaborators who know their installations are not feasible or cannot be completed by the project deadline should request a cancellation by contacting CSE (calevip@energycenter.org). **Please note that applicants may not cancel their application in GSPP1 or GSPP2 to reset their timelines by applying to a new project.**
- Applications funded by the Golden State Priority Project must be completed within a defined period to receive funding. All projects are allotted 450 total days from funds reserved to final completion.
- If an application exceeds these initial timelines, an extension must be requested and approved according to the policy outlined in this document. No extension will be granted beyond the final project deadline. **All applications that expired without an approved extension are subject to cancellation. See Section 6 of this document for more information on cancellations and the appeal process.**

For general expectations of application progress timing, Applicants and Collaborators can review the Construction Progress Tracker (CPT) training video accessed here, [CALeVIP CPT Training](#). Applicants must keep the CPT up to date throughout the application life to communicate progress to CSE.

2. Requesting an Extension

A. Timing

Applicants and Collaborators are expected to proactively monitor their application due dates and request extensions, cancellations, or other application changes promptly. All application extension requests must be requested before the application due date. Extensions are not guaranteed, and Applicants and Collaborators must follow the criteria outlined in this policy.

Applicants and Collaborators are responsible for knowing their application's due date and are encouraged to request an extension as soon as they know one is needed. The application's current due date can be found by logging into your dashboard on CSE's application portal. All approved extension requests will receive an updated due date via email that will be updated within the dashboard on the application portal. Applicants and Collaborators may contact CSE if any questions or assistance is required regarding their application.

B. Extension Request Process

The process to request an extension will proceed as follows:

1. Requests for an extension must be made using the GSPP Extension Request Form. This form can be obtained in the [Document Library](#) on the CALeVIP website.
2. Complete the GSPP Extension Request Form and gather the appropriate required documentation as detailed within the specified Excusable Extension Reason listed within section 4 of this document. The completed CALeVIP 2.0 Extension Request Form must be emailed along with any required documentation to calevip@energycenter.org with "Extension Request" as the subject and the application numbers in the body of the email. The Extension Request Form is designed to collect the minimum amount of information and

documentation required to evaluate an extension request. Applicants and Collaborators should send any additional documentation of factors contributing to project delays to support their request. The Applicants and Collaborators should send any additional documentation of project delays to support their request. Failure to provide the required information may result in a denial of the extension request. Additionally, if the information provided is found to be false or misleading, the extension request will be denied and may be considered in the review of future applications.

3. Within the extension request email, the Applicant or Collaborator must submit an updated installation project schedule and submit the required documentation by the new requested due date.
4. After reviewing the submission, additional information may be requested via email based on the request form responses and supporting documentation. CSE will then notify the Applicant or Collaborator of the new due date (if approved) or of the rejection reason (if denied).
5. If an extension is granted, the Applicant and Collaborators must continue tracking progress through the CPT. Applicants that do not maintain the CPT may be cancelled.

4. Excusable Extension Reasons and Required Documentation

Extension requests are categorized as Excusable or Non-Excusable. If a delay is outside of Incentive Recipient, Applicant, and Collaborator control, it may be considered Excusable and eligible for an extension. The Applicant or a Collaborator must provide documentation that supports the reason for the delay, as detailed in the table below. If the delay is within the Incentive Recipient, Applicant, and/or Collaborator’s control, it may be considered Non- Excusable and will not be considered for an extension and will be cancelled if not completed by its current due date.

Extensions will typically be granted in ninety (90)-day increments. However, time allotted for Excusable extensions may vary based on the reason for the extension and will be determined by CSE during the extension request review process.

Important items to note:

Each application will be allowed a maximum of two (2) extensions. Each extension must be for a separate and distinct reason. Extensions will be assessed on a case-by-case basis and are not guaranteed. Not all applications will be eligible for two extensions.

- **If an application is encountering more than one delay at the same time, applicants should submit an extension request based on the most impactful and time-consuming reason. Please add information on other delays to the GSPP Extension Request Form on the [Document Library](#).**
- **Delays associated with changing the location of chargers will not be considered an Excusable extension reason and those applications will be cancelled.**

Excusable Extension Reason	Required Documentation
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Equipment Delivery Delay	<p>Email notification of delay and shipping estimated time of arrival from equipment supplier.</p> <p>Documentation including the following:</p> <ul style="list-style-type: none">✓ Type of equipment that is causing the delay✓ Name of equipment supplier✓ Equipment vendor contact information (name, email, and phone number)✓ Order/invoice number
Permit Approval Delay by Authority Having Jurisdiction (AHJ)*	<p>Evidence of permit processing status.</p> <p>Documentation must include the following:</p> <ul style="list-style-type: none">✓ AHJ representative contact information (name, email, phone)✓ Permit number <p>Additional optional support information that can help:</p> <ul style="list-style-type: none">✓ Screenshot from AHJ permit portal✓ Expected date the permit will be issued✓ Evidence that delay is due to AHJ <p>Note – An issued permit is required for an Applicant/Collaborator to meet its sixty (60) day Checkpoint Milestone. The Applicant/Collaborator is responsible for contacting CSE to request an extension for the Checkpoint Milestone deadline to avoid auto-cancellation of the application at that stage. An extension to the Checkpoint Milestone deadline does not count as one of the two allowed project extensions and does not extend the 450-day timeline. It is up to the Applicant/Collaborator to apply for an application extension as one of the two Excusable extensions if the delay extends the application over 450 days.</p> <p>*If your application's assigned Tier required proof of permit, your application is not eligible for this Excusable extension.</p>

<p>Utility Design Delay*</p> <p>*If your application’s assigned Tier required proof of final utility design, your application is not eligible for this Excusable extension.</p>	<p>Evidence of utility status/timelines.</p> <p>Documentation must include the following:</p> <ul style="list-style-type: none"> ✓ Utility contact information (name, email, phone) ✓ Installation address ✓ Expected timeline to complete the design <p>Note –the final utility design is required for an applicant to meet its sixty (60) day Checkpoint Milestone. The Applicant/Collaborator is responsible for contacting CSE to request an extension for the Checkpoint Milestone deadline to avoid auto-cancellation of the application at that stage. An extension to the Checkpoint Milestone deadline does not count as one of the two allowed project extensions and does not extend the 450-day timeline. It is up to the Applicant/Collaborator to apply for an application extension as one of the two Excusable extensions if the delay extends the application over 450 days.</p>
<p>Equipment Provider Discontinues Operations</p>	<p>After passing the Checkpoint Milestone, if the company supplying the chargers discontinues operations and is unable to fulfill the equipment order, Applicants and Collaborators may submit an extension request along with an equipment change request. Equipment changes must be selected from the current eligible equipment list.</p>

<p>Utility Interconnection Delay</p>	<p>Evidence of utility interconnection status/timelines.</p> <p>Documentation must include the following:</p> <ul style="list-style-type: none"> ✓ Utility contact information (name, email, phone) ✓ Installation address ✓ Expected timeline to complete the design <p>Upgrading major infrastructure, such as extensive timelines of upgrading substations, are not eligible for this Excusable extension.</p> <p>Note – if all other work on an application is complete, a utility interconnection extension will be granted until the project’s final deadline, listed in Section 1 of this document.</p>
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<p>Labor Shortages for EVITP Certified Electricians</p>	<p>A detailed explanation of the delay and evidence of difficulty scheduling/securing an EVITP-certified electrician</p> <p>The Applicant/Collaborator must show evidence that multiple EVITP-certified electricians or installers were contacted and the reason they could not complete the work. This Excusable Extension does not cover delays within the Applicant/Collaborator's control, such as insufficient scheduling or timing. Other labor shortage extension requests will not be allowed.</p>
<p>Final Inspection Delay by Authority Having Jurisdiction (AHJ)</p>	<p>Evidence of permit and final inspection processing status.</p> <p>Documentation must include the following:</p> <ul style="list-style-type: none"> ✓ AHJ representative contact information (name, email, phone) ✓ Permit number <p>Additional optional support information that can help:</p> <ul style="list-style-type: none"> ✓ Screenshot from AHJ permit portal ✓ Expected date the final inspection will be issued ✓ Evidence that delay is due to AHJ
<p>Force Majeure</p>	<p>Unforeseeable extraordinary events that would have been impossible to plan for using commercially reasonable methods, such as natural disasters. Eligibility for an extension based on the delay is up to the discretion of CSE and must be outside of the Applicant and Incentive Recipient's control.</p>

5. Non-Excusable Delays

Delays that are within an Applicant/Collaborator's control will be considered Non-Excusable, and are not eligible for extensions:

1. **Unreasonable Delay Between Application Readiness and Beginning of Construction**

The purpose of GSPP is to facilitate the rapid deployment of EV charging infrastructure. If an application has an issued permit, equipment on hand, utility design approved, and available labor, the **application is considered ready for construction**.

2. **Lack of Communication with CSE**

CSE will make commercially reasonable efforts to follow up with the Incentive Recipient, Applicant, Collaborators, and Site Host regarding application milestones and delays via email.* If CSE does not receive a response to progress update emails or milestone update requests from the CPT, projects will become ineligible for extensions.

Expected Timeframes: CSE will follow up an additional follow-up email, if a response is not received by the deadline, CSE will consider the application abandoned and the application will become ineligible for extensions. Additionally, response notifications of milestones from the CPT are also required and failure to respond within seven (7) calendar days from the milestone date in the CPT could result in ineligibility for extensions.

**Note: Applicant/Collaborators are responsible for maintaining accurate contact information and informing CSE of any changes of the primary point of contact for the application. Applicants and Collaborators should utilize the application contact list to inform CSE of changes to their preferred contact persons. Delays resulting from the Applicant or Collaborators' failure to update the primary point of contact are Non-Excusable.*

3. **Unreasonable Permitting Delays**

California Assembly Bill 970 (AB 970) signed into law August 8, 2021, puts a limit on AHJs' maximum permit review timelines for EV charging stations. Effective January 1, 2023, AHJs have a maximum of fifty (50) business days to approve or deny permit applications for EV chargers. If a permit application is not explicitly approved or denied within this timeframe, it is considered automatically approved.

Applicants and Collaborators are expected to become familiar with AB 970 as it applies to their own permitting timelines and to follow up with AHJs regarding permitting timelines. Applicants and Collaborators are expected to maintain active communication with permitting authorities, responding to corrections and questions during permit review and proactively following up with the permitting process.

AB 970 provides Applicant/Collaborators with a degree of control over the issuance of EV charging permits. Therefore, it is required that, within 120 calendar days of permit submittal. Applicants and Collaborators need to provide evidence of either: (1) an approved permit; or (2) a communication with the AHJ citing AB 970.

Expected Timeframe: A permit applied for but not approved within 120 calendar days will be considered unreasonably overdue and subject to cancellation of their applications.

4. Project Redesign or Charger Relocation:

Delays for redesign, including permitting, utility redesign, charger relocation, or easement issues, will not be eligible reasons for an extension. Any delays associated with changing the location of chargers will not be considered an excusable extension reason and those applications will be cancelled, as applications are expected to have received final issued design plans prior to submitting their application.

All applications that are past their due date without an approved extension are subject to cancellation.

6. Cancellations

Applicants and Collaborators should be aware of and are responsible for managing their current due date(s) at all times.

Applications are automatically cancelled if the required information is not submitted by midnight of the current due date.

Appeals of cancelled applications are not guaranteed and may be granted on a case-by-case basis at CSE's discretion. Decisions as to cancellation appeals are final and unappealable. A cancellation appeal will not be granted if the Applicants or Collaborators forgot a due date or mismanaged application timelines. A cancelled application can only be appealed and reactivated once and must be requested within thirty (30) days of the cancellation date.

A cancellation appeal must be documented in the same way as an extension request. Applicants and Collaborators will be required to provide clear documentation of application progress since the cancellation date and/or the most recent due date. Documentation must show that the reason for the most recent extension has been resolved and/or that substantial progress has been made through photos of construction progress or other documentation.

A cancellation appeal will not be granted if two (2) extensions have already been granted.

7. Contact Information

Please email calevip@energycenter.org for extension and cancellation appeal requests with the required documentation in section 4 and 6 of this document. Applicants and Collaborators should include "Extension Request" or "Cancellation Appeal Request" in the subject line of the email with their application number in the body.

8. Important Definitions:

1. Applicant: The individual or entity designated by the Incentive Recipient as the Applicant on the Application. The Incentive Recipient may replace the Applicant with a different Applicant at any time by submitting a fully completed and executed Applicant Reassociation Form.
2. Checkpoint Milestone: Beginning on the application's Funds Reserved Date, an Applicant has 60 days to fulfill the Checkpoint Milestone. To pass the Checkpoint Milestone, an Applicant will need to upload proof of the order for the site's charging equipment and switchgear, Issued Permit, and Final Utility Service Design. Any Application failing to pass the Checkpoint Milestone within 60 days of their Funds Reserved Date will be cancelled.
3. Collaborator: An individual who is added by the Applicant to an Application that can act on the Applicant's behalf. The Applicant is responsible for verifying any application information added by a Collaborator. If the Incentive Recipient determines that a collaborator is no longer representing them or acting on their behalf, the collaborator can be removed at the Incentive Recipient's discretion. Both the Applicant and the Incentive Recipient shall have the sole and absolute discretion to remove a Collaborator. Once removed, the Collaborator shall not be allowed to act in connection with the Application.
4. Incentive Recipient (Applicant Organization): The Incentive Recipient, previously referred to as the Applicant Organization, is the person or entity that is identified in the Application as the person or entity that will receive the incentive funding after completion of an eligible installation. The Implementation Manuals and the Terms and Conditions make the Incentive Recipient and the Applicant jointly and severally financially responsible for both the rebate funds issued for any repayment of any portion of the rebate that may be required under the Implementation Manual and/or the Terms and Conditions. Any previous references to "Applicant Organization" will here on out adhere to this Incentive Recipient definition.
5. Site Owner: The entity that owns the installation site, in full or in part, and grants authorization for the proposed installation to occur in accordance with all program requirements.