

# CALeVIP Extension Policy v 2.0

Effective Jan. 16, 2023



## 1. General

Projects funded by the California Electric Vehicle Infrastructure Project (CALeVIP) must be completed within a defined period to receive funding as follows:

- Projects with Level 2 chargers are allotted 270 total days from Funds Reserved to Final Completion.
- Projects with DCFC, or a mix of DCFC and Level 2 chargers, are allotted 450 total days from Funds Reserved to Final Completion.

If a project exceeds these initial time frames, an extension must be requested and approved according to the policy outlined in this document. *All applications that are past their expiration date without an approved extension are subject to cancellation.*

## 2. Requesting an Extension

### A. Timing

All application extension requests must be made no less than 15 days prior to application expiration.

Requests made later than 15 days from application expiration will not be accepted, resulting in canceled applications. As a result, applicants are encouraged to request extensions as soon as the need is known.

### B. Extension Request Process

The process to request an extension will proceed as follows:

1. Requests for extensions must be made via the Extension Request Form. This form can be obtained by emailing a request to the rebate processing specialist assigned to the application.
2. Complete the Extension Request Form and provide required documentation. The Extension Request Form is designed to collect the minimum amount of information and documentation required to evaluate an extension 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.
3. After reviewing the submission, the rebate processing specialist assigned to the application will inform the applicant of the new expiration date (if approved) or of the rejection reason (if denied).
4. If an extension is granted, the applicant also will be required to sign up for the Construction Progress Tracker (CPT) and begin tracking progress moving forward.

## 3. Excusable Extension Reasons and Required Documentation

Extension requests are categorized as excusable or non-excusable. If a delay is outside of an applicant's control, it is considered excusable. The following extension reasons are considered excusable and are eligible for extensions. Applicants must provide documentation of the reason for the delay, as detailed below.

Extensions will typically be granted in 90-day increments, however, time allotted for approved extensions may vary based on extension reason and will be determined by the Center for Sustainable Energy (CSE) during extension review.

Important items to note:

- Each project will be allowed a maximum of two extensions, which must be for different extension reasons.
- If a project 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.
- Projects that have received extensions prior to this policy update will be allowed a maximum of two additional extensions if requested from Dec. 15, 2022, or later.

EXTENSION REASON	REQUIRED DOCUMENTATION
Equipment Delivery	Notification of delay and shipping ETA from equipment distributor
Permit Approval by Authority Having Jurisdiction (AHJ)	Evidence of permit processing status (e.g., email from AHJ rep, screenshot from AHJ permit portal, correction responses, etc.)
Utility Design	Evidence of utility status/timelines (email, screenshot)
Utility Interconnection	Evidence of utility interconnection status/timelines (email, screenshot) NOTE: If all other work on a project is complete, a utility interconnection extension will be granted an open-ended deadline.
Public Health Orders (limiting on-site presence and operations)	Copy of communication from governing authority, detailing limitations
Labor Shortages	Email a detailed explanation of the delay and evidence of upcoming scheduled labor and time frame

## 4. Non-Excusable Delays

Delays that are within an applicant's control will be considered non-excusable. The following extension reasons are considered non-excusable and are not eligible for extensions:

### 1. Unreasonable delay between project readiness and beginning of construction

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

*Expected time frames:* It is expected that the applicant will begin construction within 30 days of project readiness. An applicant has an absolute maximum of **90 calendar days** from project readiness to begin construction. Projects that fail to begin construction within **90 calendar days** of project readiness will be ineligible for extensions.

## 2. Lack of communication with CSE

CSE will make commercially reasonable efforts to follow up with applicants regarding project milestones and delays via email. \*If CSE does not receive a response to progress update emails or milestone update requests from the Construction Progress Tracker, projects will become ineligible for extensions.

*Expected time frames:* CSE will follow up with two additional follow-up emails, spaced at least seven calendar days apart. If a response is not received within seven calendar days of the second follow-up email, CSE will consider the project abandoned and the project will become ineligible for extensions. Additionally, response notifications of milestones from the Construction Progress Tracker (CPT) are also required and nonresponse within seven calendar days from the milestone date in the CPT could result in ineligibility for extensions.

*\*Note: Applicants are responsible for maintaining accurate contact information and informing CSE of any changes of the project's primary point of contact. Applicants or associated parties should utilize the project contact list to inform CSE of changes to their preferred contact person. Delay resulting from applicant's failure to update point of contact constitutes an unexcused delay.*

## 3. Unreasonable Permitting Delays

**CA AB 970**, signed into law Aug. 8, 2021, puts a limit on AHJ's maximum permit review timelines for EV charging stations. Effective Jan. 1, 2023, AHJs have a maximum of 50 business days to approve or deny permit applications for EV chargers. If a permit application is not explicitly approved or denied within this time frame, it is considered automatically approved.

Applicants are expected to become familiar with this bill, as it applies to their own permitting timelines and to follow up with AHJs regarding permitting timelines. The applicant is expected to maintain active communication with permitting authorities, responding to corrections and questions during permit review and proactively following up with permitting processes.

AB 970 provides applicants 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 provide evidence of either A) an approved permit or B) communication with AHJ citing CA AB 970.

*Expected time frames:* A permit that has been applied for but not approved within 120 calendar days will be considered unreasonably overdue and will be subject to cancellation of reserved funds.

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