

Golden State Priority Project (GSPP) – Northern and Southern

September 13 – December 12, 2023



Tiering Resource Guide

At the time of application submission, applicants are required to include documentation demonstrating progress with new or upgraded utility service and permitting via the **Permit/Utility Service Application Package** document slot. These documents confirm that applicants are moving forward with the permitting and/or utility service design required for the proposed EV charging installation projects.

Documents provided in this document slot will determine an application's tier. Once assigned to a tier, applications will be randomly assigned a place in the funding reservation queue according to their assigned tier or will be added to the Conditional Waitlist. Rebate funding will be reserved in queue order until funding runs out, with Tier 1 applications reviewed first. Tier 3 reflects minimum requirements to be eligible to receive rebate funding.

Tier	Required Documents at Application
Tier 1 - Highest	Final utility design completed AND issued permit
Tier 2 - Medium	Final utility design completed AND Permit application submitted
Tier 3 - Lowest Minimum requirement to be eligible for funding	Documentation submitted for final utility design AND Permit application submitted
Conditional Waitlist	New or upgraded utility service application submitted

At the time of application submission, applicants can apply to the Conditional Waitlist by demonstrating application for new or upgraded utility service. Applicants are encouraged to continue to progress with utility service and permitting processes, as Tier 3 minimum requirements must be met before an application can be moved off the waitlist and into the queue of eligible of applications.

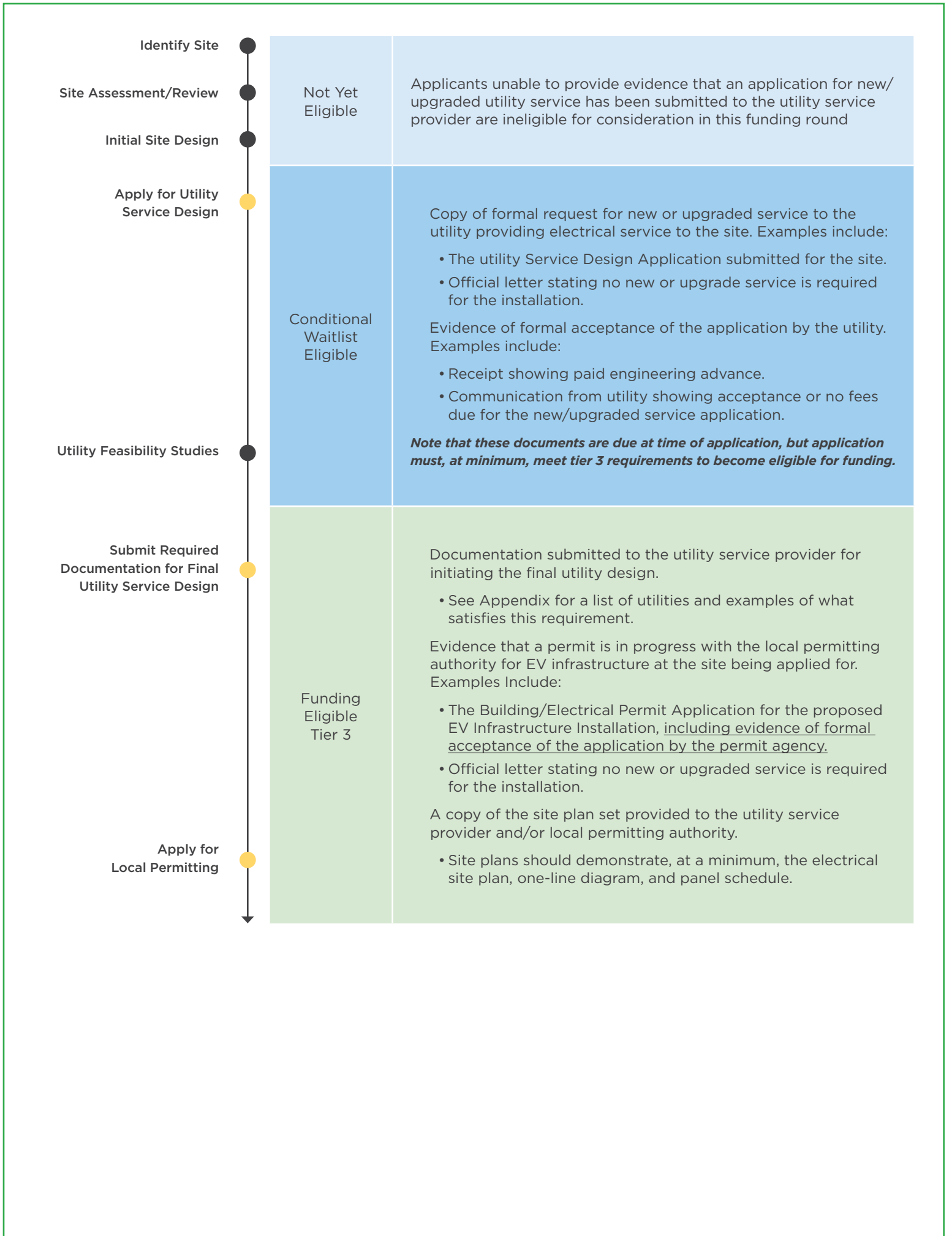
Note: All applications require submission of a completed Site Verification Form (found at: https://calevip.org/sites/default/files/docs/golden-state-priority-project/CALeVIP_Site_Verification_Form.pdf).

Tiering Submission Checklist

Use the steps below to complete your EVI project. Yellow circles represent documents that should be submitted in the Permit/Utility Application Package document slot. Identify the tier your application falls in and use the checklist.

All submitted documents should adhere to the following guidelines:

- Seal, logo, or branding of the organization providing document, where applicable.
- Address of proposed installation site or other identifying feature to CALeVIP application.
- Scope of work should specify or reference EV infrastructure installation, where applicable.
- All relevant text fields completed.
- All required signatures.



Obtain Final Utility Service Design



Funding Eligible Tier 2

Evidence that a permit is in progress with the local permitting authority for EV infrastructure at the site being applied for. Examples Include:

- The Building/Electrical Permit Application for the proposed EV Infrastructure Installation, including evidence of formal acceptance of the application by the permit agency.
- Official letter stating no new or upgraded service is required for the installation.

A copy of the final utility service design provided by the utility service provider. Examples include:

- The final utility design that includes the utility-approved design for the Infrastructure required to provide new or upgraded electrical service to the site.
- Official letter stating no new or upgraded service is required for the installation.

Coordinate with Permitting Agency



Obtain Issued Permit



Funding Eligible Tier 1

A copy of the final utility service design provided by the utility service provider. Examples include:

- The final utility design that includes the utility-approved design for the Infrastructure required to provide new or upgraded electrical service to the site.
- Official letter stating no new or upgraded service is required for the installation.

A copy of the issued permit provided by the local permitting authority.

- The issued permit submitted should not be expired and should include the date the permit was issued.

Order all Electrical Equipment (including EVSE)



Ready to Construct



Construction Mobilization



Not Eligible

Any proposed installation for which construction has begun prior to the close of the application window is ineligible for funding reservations from all GSPP funding rounds.

APPENDIX:

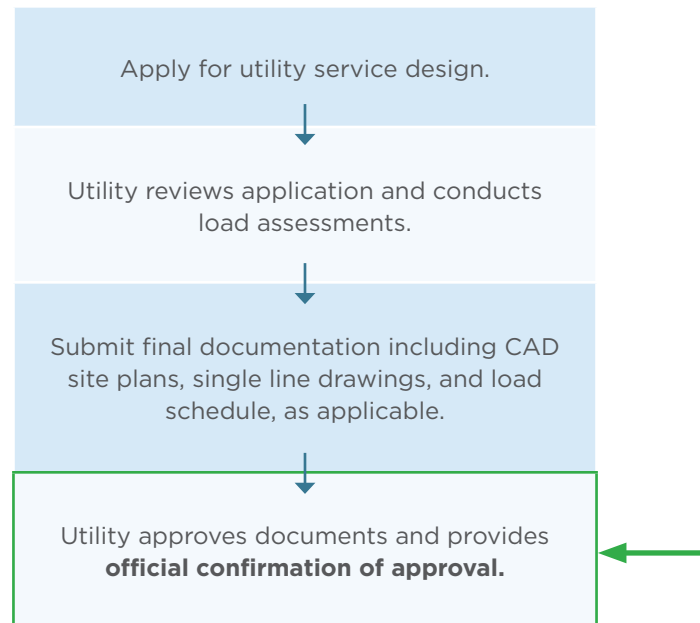
Final Utility Service Design in Progress



To meet the minimum Tier 3 requirements for the GSPP Northern/Southern funding round, applicants must provide evidence of a final utility service design in progress.

Evidence of a final utility service design in progress is generally obtained well after applying for a utility service design. The exact stage and required documents can vary for each utility, however, generally this is the checkpoint where applicants provide final documentation to the utility to begin final design.

(See simplified example below.)



Documents normally provided during the initial application (Initial Utility Application) are different from those typically provided to begin the final utility service design (Final Utility Service Design in Progress):

Initial Utility Application

Documents submitted to utility at this checkpoint often include:

- Utility application form
- Simplified site plans, including charger location and transformer location.

Utility has all documents to begin load/site assessment.

Final Utility Service Design in Progress

Documents submitted to utility at this checkpoint often include:

- CAD site plans
- Single line drawings
- Load schedule

Utility has all documents to begin design.

Note: Some smaller utilities and many municipal utilities have a combined permit/utility process or require that the documentation to begin final design is submitted with the initial application.

The following table provides more specific guidance that summarizes required documentation and resources for various utilities throughout the northern and southern regions. Additional utilities and/or resources will be added as information is available.

Northern Region

Northern Region Utility	Checkpoint	GSPP Required Document	Resource
Pacific Gas and Electric Company	PG&E Estimation/Design in Progress	PG&E confirmation through portal	Customer Roadmap
Sacramento Municipal Utility District	60-day SMUD approval and commitment package	SMUD official confirmation and completed commitment package	SMUD roadmap (End of Step 2)
Roseville Electric	Electrical engineer approves site plans	Proof of site plan approval	Not yet available
Redding Electric Utility	Required documents submitted to REU	Ask what documents can be used	Flow Chart
Liberty Utilities	Point of Commitment Form	Commitment form signed by Liberty Utilities and applicant	Not yet available
Kirkwood Meadows Public Utility District	Conditional Will Serve Letter	Official Conditional Will Serve Letter	Design Packet
Shelter Cove Resort Improvement District	Utility Upgrade Board Approval	Proof of board approval	Not yet available

Southern Region

Southern Region Utility	Checkpoint	GSPP Required Document	Resource
Southern California Edison	Design documents submittal	SCE confirmation that design documents were submitted	Not yet available
Los Angeles Department of Water and Power	Customer Package complete	Customer Package complete	Presentation
City of Anaheim Public Utilities Department	Mailed in electrical service drawings	Confirmation from utility that completed drawings have been received	Not yet available
City of Vernon Municipal Light Department	Step 4: Submittal of electrical drawings for utility and electrical inspector approval	Email confirmation of submittal	Flow Chart
Burbank Water and Power	Confirmation of electric service	Confirmation of electric service	Not yet available
Colton Electric Utility Department	Initial utility application	Completed application submitted	Not yet available

Document Submission Best Practices

All documents submitted to CALeVIP 2.0 should be of good quality and adhere to our Quality Submittal Standards:

- Complete with date and signature.
- Completion of all relevant text and fields on documentation.
- Copy free of handwritten changes.
- Contains the relevant utility application number.
- Installation address, organization name and/or property owner name matches that of the address organization/owner verified on the application.
- All information included must be verifiable.
- Clear, legible scans/photos of submitted documents.
- Complete pages of document copies, free of cutoffs.

California Energy Commission reserves the right to cancel applications if documentation is suspected of fraud or illegitimacy. For more information, please review the latest Terms and Conditions on the Document Library: calevip.org/document-library.

Final Utility Documents FAQs

What if I don't see my utility in the above chart? How will I know what to submit?

Even if you do not see your utility, you can still confidently submit your evidence of a final utility service design in progress by ensuring that you submitted all necessary documents for the utility to begin your design. If you are unsure if you have met this checkpoint with your utility, submit an Application Assistance request (calevip.org/technical-assistance). A technical assistance team member will review your application with you to ensure it meets the minimum requirements.

How can I make sure I am submitting the correct final utility service design in progress document?

You can submit an Application Assistance Request (calevip.org/technical-assistance). A technical assistance team member will review your application with you to ensure it meets the minimum requirements.

What is the difference between an initial application to the utility and the final utility service design in progress checkpoint?

Generally, the initial application expresses interest to the utility for a service upgrade. After the utility receives this document, they often will complete a load study and site review. Once the review is completed, applicants typically submit final documentation to proceed with the final utility service design. Confirmation that these final documents have been received is marked as the final utility service design in progress checkpoint. After this step, the utility should not need anything else from the applicant to begin the design.

What is a good indicator that the final utility service design in progress checkpoint has been reached?

A good indicator is when the utility needs no further documents from the applicant to begin official design.