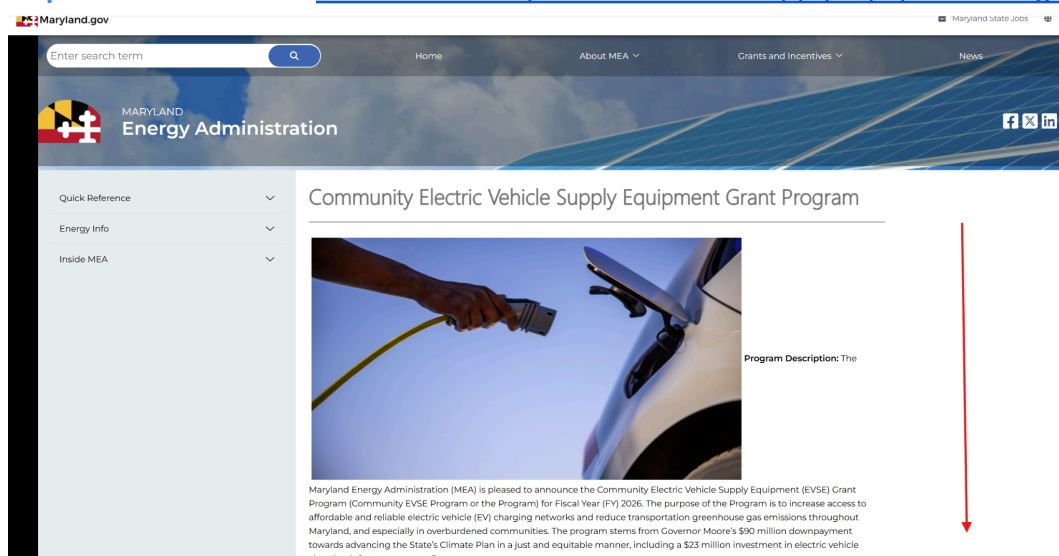


# Community EVSE Grant Program Application

## Instructions: Area of Interest 1

**First, navigate to the Community EVSE webpage on the MEA website.**

**Step 1:** Welcome to the [FY26 Community Electric Vehicle Supply Equipment Program webpage](#).



**Step 2:** Scroll down (as shown by red arrow) to the section noting “Area of Interest 1 Program Documents.” Click on the red text, “FY26 Community EVSE, AOI 1: EV Infrastructure Planning JotForm Application.”

**Program Type:** *Competitive, State-wide*

**Application Deadline:** February 25, 2026 at 3:00PM EST

**Program Funding:** MEA anticipates a total of \$10 million to be available for the Program in FY 2026. The total amount awarded may be more or less depending on the availability of funds and the number and quality of applications received.

Area of Interest ("AOI")	Anticipated Budget
1: EV Infrastructure Planning	\$500,000.00
2: EVSE Installations	\$9,000,000.00

The table below provides the percentage of the FY26 Residential and Commercial Electric Vehicle Supply Equipment (EVSE) Rebate Program budget that has been assigned to eligible applications. MEA will update this table regularly, and post the date of the last update below the table.

TOTAL FY26 EVSE REBATE PROGRAM BUDGET	TOTAL FUNDING REQUESTED	TOTAL BUDGET RESERVED
\$2,500,000	\$1,076,393.13	\$900,115.41

**Last Update to Total Budget Reserved: December 8, 2025**

**Area of Interest 1 Program Documents:**

- [FY 2026 Community EVSE Grant Program - AOI 1 FOA](#)
- [FY26 Community EVSE, AOI 1: EV Infrastructure Planning JotForm Application](#)
- [FY26 Community EVSE Budget Workbook Template](#)

**Area of Interest 2 Program Documents:**

- [FY 2026 Community EVSE Grant Program - AOI 2 FOA](#)
- [FY26 Community EVSE, AOI 2: EVSE Installations JotForm Application](#)
- [FY26 Community EVSE Budget Workbook Template](#)

For more information regarding the FY26 Community EVSE Grant Program, contact Anna Stern, Program Manager at [transportation.mea@maryland.gov](mailto:transportation.mea@maryland.gov) or by phone at (443) 695-8356.

Follow MEA on social media for updates: [Facebook](#) | [Twitter](#) | [LinkedIn](#)

Tell us about your experience with the Maryland Energy Administration. [Click here to complete a three question customer survey](#)

**Step 3:** Now it will open the AOI1 JotForm Application as shown below.



**Follow the below steps to apply via the AOI 1 JotForm Application.**

## Tab 1, Welcome Page

**Step 1:** The first page contains an Area of Interest 1 (AOI1) overview. Click the Next button (in blue) at the bottom of the page to continue.



**Program Description:**  
The Maryland Energy Administration (MEA) is pleased to announce the Community Electric Vehicle Supply Equipment (EVSE) Grant Program (Community EVSE Program or the Program) for Fiscal Year (FY) 2026. The purpose of the Program is to increase access to affordable and reliable electric vehicle (EV) charging networks and reduce transportation greenhouse gas emissions throughout Maryland, and especially in overburdened communities.

A key goal of AOI1 is to equip Maryland's local governments with the data, analysis, and strategic planning needed to make informed, community-driven decisions about where and how to deploy electric vehicle charging infrastructure. EV infrastructure planning is essential for assessing feasibility and building a strong foundation for future successful and cost-effective EVSE installations. AOI1 will help local governments fund community-level planning and/or site-level planning within their jurisdiction. Funding will aid jurisdictions in planning for accessible, reliable, and financially sustainable EV charging.

**Program Type:** Competitive, statewide.

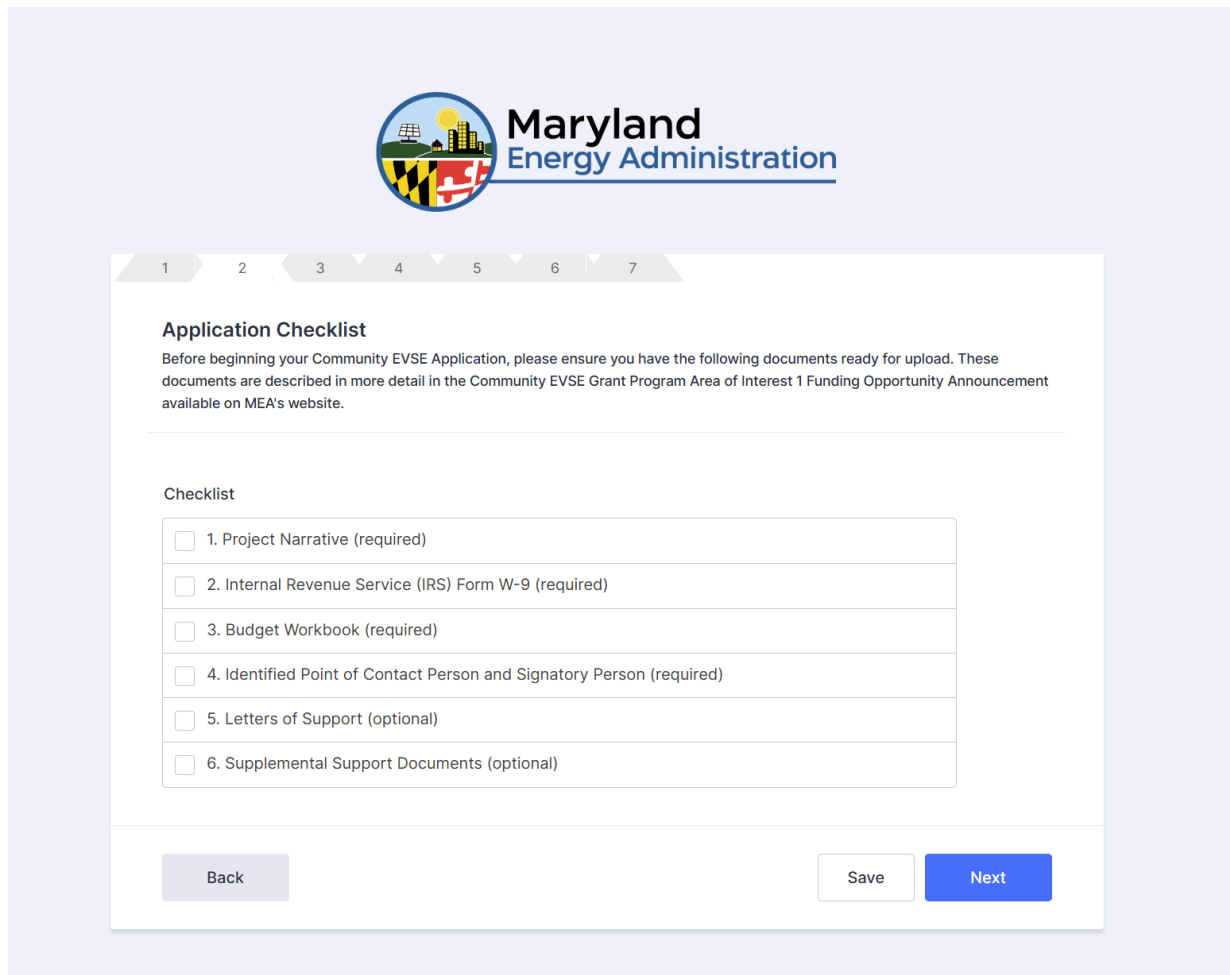
**Program Deadline:** Applications will be accepted until February, 25th, 2026 at 3:00 PM Eastern Time Zone.

**Program Funding Available:** MEA anticipates a total of five hundred thousand dollars (\$500,000) will be available for AOI1: EV Infrastructure Planning in FY 2026.

Save Next

## Tab 2, Application Checklist

**Step 2:** Acknowledge the materials you will be asked to upload throughout the application process. Check each item you will upload in the application.



The screenshot shows the 'Application Checklist' tab in a web application. At the top, there is a navigation bar with tabs numbered 1 through 7. Tab 2 is selected. Below the navigation bar is the Maryland Energy Administration logo. The main content area is titled 'Application Checklist' and contains a paragraph of instructions. Below this is a checklist table with six items, each with a checkbox. At the bottom of the form are three buttons: 'Back', 'Save', and 'Next'.

**Application Checklist**

Before beginning your Community EVSE Application, please ensure you have the following documents ready for upload. These documents are described in more detail in the Community EVSE Grant Program Area of Interest 1 Funding Opportunity Announcement available on MEA's website.

Checklist
<input type="checkbox"/> 1. Project Narrative (required)
<input type="checkbox"/> 2. Internal Revenue Service (IRS) Form W-9 (required)
<input type="checkbox"/> 3. Budget Workbook (required)
<input type="checkbox"/> 4. Identified Point of Contact Person and Signatory Person (required)
<input type="checkbox"/> 5. Letters of Support (optional)
<input type="checkbox"/> 6. Supplemental Support Documents (optional)

Back Save Next

## Tab 3, Applicant Information

This tab contains applicant-specific information.

**Note:** All fields marked with a red asterisk are required and will be flagged with an error message if information is missing from those fields.



1

2

3

4

5

6

7

### Applicant Information

**Applicant Entity Type \***

☐ Municipal government

☐ County government

**Name of Government Entity (as shown on W-9 form) \***

**Applicant Address as shown on W-9 Form \***

Street Address

Street Address Line 2

CityState

Zip Code

**Applicant Organization Website \***

**Step 3:** *Applicant Entity Type* - Choose your applicant entity type. All eligible applicants are listed on page 2 of the AOI 1 Funding Opportunity Announcement (FOA).

**Step 4:** Enter your W-9 information exactly as it appears on your IRS Form W-9.

**Step 5:** *Applicant Organization Website* - Insert the URL link to your government's website.



### Primary Point of Contact

The primary point of contact is the person that the Maryland Energy Administration (MEA) can contact regarding this application, employed by the applicant or an authorized agent.

#### Legal Name \*

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Prefix	First Name	Middle Initial	Last Name	Suffix

#### Position Title \*

#### Email \*

example@example.com

#### Phone Number \*

Please enter a valid phone number.

### Secondary Point of Contact (optional)

An additional point of contact include on application correspondence.

#### Legal Name

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Prefix	First Name	Middle Name	Last Name	Suffix

**Step 6: Primary Point of Contact** - Provide the information for the primary point of contact.

**Step 7: Secondary Point of Contact (optional)** - If applicable, provide the information for the secondary point of contact.



**Primary Authorized Signatory**  
Individual holding signatory authority to sign this application form and enter the Applicant into a Grant Agreement with MEA, if awarded.

**Legal Name \***  

PrefixFirst NameMiddle InitialLast NameSuffix

**Position Title \***

**Email \***  
  
example@example.com

**Phone Number \***  
  
(000) 000-0000  
Please enter a valid phone number.

**Secondary Authorized Signatory**  
Occasionally, government entities with multiple signatory persons will need to sign documents.

**Legal Name**  

PrefixFirst NameMiddle NameLast NameSuffix

**Step 8: *Primary Authorized Signatory*** - Provide the information for the organization's authorized signatory.

**Step 9: *Secondary Authorized Signatory*** - This step is optional. If applicable, provide information for a secondary authorized signatory. Two signatories are allowed to accommodate government requirements for multiple approvals.



### Project Specific Information

Please select what type of EV infrastructure project you are proposing. \*

- ☐ I am applying for Community Level Planning only.
- ☐ I am applying for Site Level Planning only.
- ☐ I am applying for both Community and Site Level Planning.

Proposed number of sites your jurisdiction will complete planning activities for.

e.g., 2

For site-level planning projects, please provide all known addresses for study sites. Click "+Add Row" for each study site.

Site Number (1, 2, 3, et  
c.)

Street Address

City

State

Zip

Is this site located in an Overburdened census tr  
act as defined by MD state statute (see FOA)?  
Y/N

+ Add Row

**Step 10:** *Please select what type of EV Infrastructure project you are proposing* - Choose your project scope type. Applicants are eligible to apply for Community-Level Planning only, Site-Level Planning only, or both Community-Level and Site-Level Planning. The planning definitions are provided on pages 2 and 3 of the AOI 1 FOA. **Note: If you intend to do either Site-Level Planning only or Both Community-Level and Site-Level Planning, the next two questions will be required.**



Please enter a valid phone number.

**Project Specific Information**

Please select what type of EV infrastructure project you are proposing. \*

☐ I am applying for Community Level Planning only.

☐ I am applying for Site Level Planning only.

☐ I am applying for both Community and Site Level Planning.

Proposed number of sites your jurisdiction will complete planning activities for.

e.g., 2

For site-level planning projects, please provide all known addresses for study sites. Click "+Add Row" for each study site.

Site Number (1, 2, 3, et c.)	Street Address	City	State
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Is this site located in an Overburdened census tract as defined by MD state statute (see FOA)?  
Y/N

Zip

+ Add Row

**Requested Grant Amount**

See below table for breakout of flat grant amounts based on applicant entity type and EV infrastructure planning types. Please enter your jurisdiction's requested grant amount after reviewing all minimum requirements and the table below.

**Step 11: *Proposed number of sites your jurisdiction will complete planning activities for*** - For applicants intending to do Site-Level Planning, the proposed number of project study sites must be identified and noted at this question.

**Step 12: *For site-level planning projects, please provide all known addresses for study sites. Click "+Add Row" for each study site*** - For applicants who have identified sites for Site-Level Planning, please enter the site addresses below. Refer to Table 3 (shown in the next question) and pages 4–5 of the AOI 1 FOA to determine the required minimum number of study sites. List at least the applicable minimum number of sites here. For applicants intending to conduct both Community-Level and Site-Level planning, site addresses may not yet be known - please enter specific sites only if they are known.

**Step 13: *Requested Grant Amount*** - Using Table 3, identify and list the applicable request amount here.





## Requested Grant Amount

See below table for breakout of flat grant amounts based on applicant entity type and EV infrastructure planning types. Please enter your jurisdiction's requested grant amount after reviewing all minimum requirements and the table below.

Table 3: AOI1 EV Planning Award Amounts					
Applicant Entity Type	Planning Project Type	Flat Incentive Amount	Minimum Number of Sites	Minimum Request per Applicant	Maximum Request per Applicant
Municipality	Community-Level Planning	\$50,000	N/A	\$40,000	\$90,000
	Site-Level Planning	\$40,000	4 sites		
County	Community-Level Planning	\$65,000	N/A	\$65,000	\$150,000
	Site-Level Planning	\$85,000	10 sites		

Please enter your requested grant amount \*

e.g. 40000 (no decimals or \$ allowed)

Back

Save

Next

Note: Do not include a "\$" or decimal point.

## Tab 4, Document Uploads

1234567

Document Uploads

Please Upload Your "Project Narrative" PDF Document (REQUIRED) \*

Browse Files

Drag and drop files here

Please Upload Your "IRS Form W9" - PDF Document (REQUIRED) \*

Browse Files

Drag and drop files here

Please Upload Your "FY26 Community EVSE, AOI 1 Grant Program - Budget Workbook" Excel Spreadsheet Document (REQUIRED) \*

Browse Files

Drag and drop files here

Can be found as an Excel on the MEA Program webpage.

Please Upload Your "Letter(s) of Support" - PDF Document(s) (OPTIONAL)

Browse Files

Drag and drop files here

Please Upload any Supplemental Attachments - PDF Document(s) (OPTIONAL)

Browse Files

Drag and drop files here

Back

There are errors on this page. Please fix them before continuing.

Save

Next



**Step 14: Please Upload Your “Project Narrative” PDF Document (REQUIRED)** - The Project Narrative should include the following items (see pages 5-6 of the AOI1 FOA) and stated again here:

**Project Narrative:** Provide an overview of how your jurisdiction will approach the project. The Project Narrative should not exceed seven (7) pages and include the following:

- i. **Applicant Overview:** Give a brief overview of how the jurisdiction is structured, potential personnel and departments involved in the project, and interest in EV charging.
- ii. **Project Overview:** Provide a project scope statement that explains the project purpose, goals and objectives, and strategies for achieving those goals and objectives. Applicants should describe what EV infrastructure measures the jurisdiction has completed thus far, what challenges they have faced, and propose how this grant might help to mitigate those challenges. The applicant should specify if they will complete community-level planning, site-level planning, or both. If site-level planning is proposed, provide the site addresses if known. The project scope should align with the Program’s goals of increasing community access to affordable and reliable EV charging networks and reducing transportation greenhouse gas emissions in Maryland.
- iii. **Budget Narrative:** Explain how you intend to use the award amount that is applicable to your applicant entity type. Provide estimates for community-level planning (if applicable). For applicants pursuing site-level planning, provide estimates for engineering designs, load analyses, site surveys, and associated services. If the applicant is applying for additional grants, rebates, financing, or loans, from other governmental or utility programs, please specify anticipated amounts.
- iv. **Project Timeline:** Applicants must include a realistic and feasible timeline for milestones and deliverables from soliciting and securing contractors, completing site visits, to finalizing site study results. Applicants are encouraged to provide a Gantt Chart or other visual aid to depict the project timeline. MEA expects awarded applicants to complete their projects within two (2) years of the executed grant agreement date.
- v. **Project Partners:** Provide a list of project partners along with their defined roles and responsibilities.

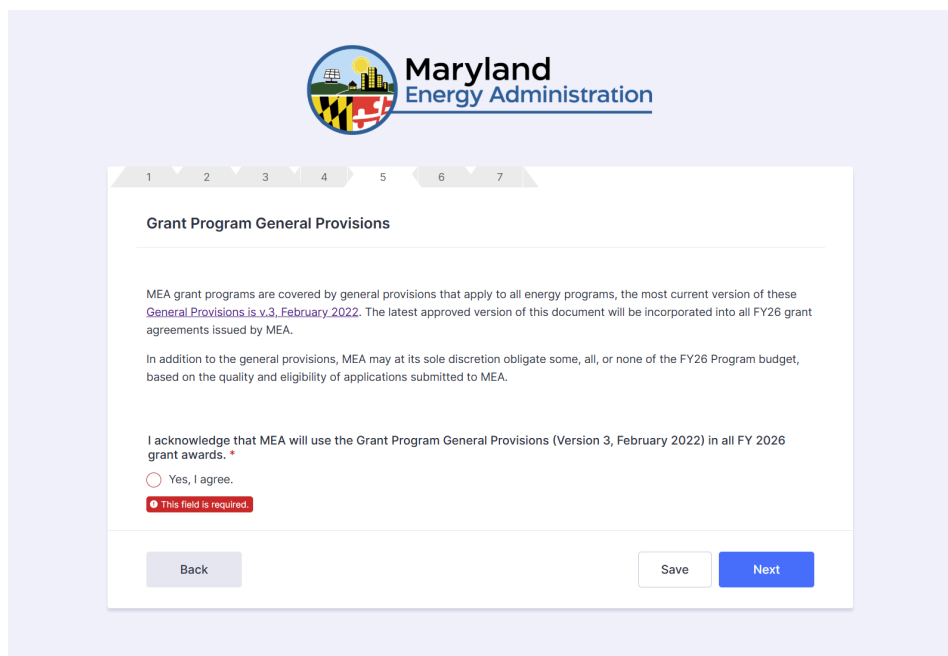
**Step 15: Please Upload Your “IRS Form W9” - PDF Document (REQUIRED)**

**Step 16:** Please Upload Your “FY26 Community EVSE, AOI 1 Grant Program - Budget Workbook” Excel Spreadsheet Document (REQUIRED) - Upload a copy of your Budget Workbook. Applicants can find the AOI 1 FY 2026 Community EVSE Budget Workbook template on the Community EVSE Grant [Program webpage](#).<sup>1</sup> Download the workbook and fill it out completely.

**Step 17:** Please Upload Your “Letter(s) of Support” - PDF Document(s) (OPTIONAL) - Letters of Support from project partners are encouraged but not required.

**Step 18:** Please Upload any Supplemental Attachments or Appendices - PDF Document(s) (OPTIONAL) - Supplemental Support Documentation includes any additional documentation you would like the evaluation team to consider.

## Tab 5, Grant Program General Provisions



The screenshot shows a web form titled "Grant Program General Provisions" from the Maryland Energy Administration. At the top, there is a navigation bar with tabs numbered 1 through 7, with tab 5 being the active tab. The form content includes a paragraph stating that MEA grant programs are covered by general provisions that apply to all energy programs, with a link to "General Provisions v.3, February 2022". It also mentions that the latest approved version will be incorporated into all FY26 grant agreements. Below this, another paragraph states that MEA may at its sole discretion obligate some, all, or none of the FY26 Program budget, based on the quality and eligibility of applications submitted to MEA. A third paragraph reads: "I acknowledge that MEA will use the Grant Program General Provisions (Version 3, February 2022) in all FY 2026 grant awards. \*". There is a radio button next to "Yes, I agree." which is currently unselected. A red error message "This field is required." is displayed below the radio button. At the bottom of the form, there are three buttons: "Back", "Save", and "Next".

**Step 19:** Acknowledge that MEA grant programs are covered by [general provisions](#).

<sup>1</sup> <https://energy.maryland.gov/Pages/CommunityEVSE.aspx>



## Tab 6, Confidentiality and Personal Information Statement

1234567

### Confidentiality and Personal Information Statement

In accordance with Section 4-501(c)(3) of the General Provisions Article of the Annotated Code of Maryland, MEA is required to advise Applicants of the following:

1. Any personal information requested in the Application is necessary to evaluate the eligibility of the Applicant for a Grant.
2. Failure to provide all required information will prevent MEA from processing the Application. Some of this information may be provided to other agencies of the State to process the payment of Grant Funds if the Applicant is awarded a Grant.
3. The Applicant's name, project information, and Grant award may be publicly accessible on our website if the Applicant is awarded a Grant.
4. As set forth in Section 4-502 of the General Provisions Article, an applicant has the right to inspect, amend, or correct a personal record as maintained by the Program.

All information submitted in a Grant Application is subject to the Maryland Public Information Act (PIA). If the Applicant believes information in the Application is confidential and therefore should be exempt from disclosure under the PIA, the Applicant shall clearly mark this information and identify it by page and section or line number. Upon request for information from a third party, MEA is required to make an independent determination whether the information must be disclosed under the PIA. Designating information as confidential does not guarantee that it will be exempt from disclosure.

I agree to the Confidentiality and Personal Information statement provided above. \*

☐ Yes, I agree.

This field is required.

Back

There are errors on this page. Please fix them before continuing.

Save

Next

**Step 20:** Acknowledge MEA's Confidentiality and Personal Information Statement.



## Tab 7, Sign & Submit Application

1234567

Submit Application

I certify that I am authorized to submit this application on behalf of my employer to the Maryland Energy Administration's Community EVSE Program. \*

☐ Yes, I agree.

Print Name \*

First Name

Last Name

Date \*

1216202512:14PM

Month

Day

Year

Hour Minutes

Signature \*

Sign Here

Powered by Jotform Sign Clear

**Step 21:** The designated Point of Contact or Authorized Signatory should print and sign their name and enter the date.

**Step 22:** Click the “Submit” button to submit your application to MEA.

## Post Submission

You will receive a submission confirmation email, confirming you have successfully applied for the FY26 Community EVSE AOI 1 Grant Program. If you need to make changes to your application, there will be a link in your submission confirmation email you can click to go back and edit your application.