



Wes Moore, Governor
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Program Overview Document

Community Electric Vehicle Supply Equipment Grant Program

Fiscal Year 2025

1) 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) 2025. The purpose of the Program is to increase access to affordable and reliable electric vehicle (EV) charging networks and reduce transportation greenhouse gas emissions in low and moderate income, overburdened, and underserved communities in Maryland. The Program accomplishes this by providing grant funding through three Areas of Interest (AOI).

1. EV Infrastructure Planning
2. EV Make-Ready
3. EVSE Installations

Please review the Funding Opportunity Announcement (FOA) documents for each individual AOI for more information regarding applicant eligibility, project requirements, incentive amounts, and evaluation criteria. Applicants may apply to multiple or all of the Community EVSE Program AOIs offered in FY 2025.

2) Program Type: The Program is non-competitive and grants will be issued on a first come-first served basis while funding is available.

3) Application Deadline: Applications will be accepted on a rolling basis (first come-first served) until Friday, March 28, 2025, at 5:00 PM Eastern Time Zone or until all program funding has been awarded, whichever occurs first.

4) Areas of Interest: The FY 2025 Community EVSE Program is split into three AOIs described in Figure 1 below. Each individual AOI will have specific requirements regarding applicant eligibility, project requirements, incentive amounts, and evaluation criteria. Please review the FOA documents for each individual AOI for more information.

Figure 1: Community EVSE Program AOI Descriptions	
Area of Interest	Description
1: EV Infrastructure Planning	Funds are provided to help applicants offset the cost of retaining a consultant to develop a feasibility analysis for the planning and development of EVSE installations. Feasibility studies should help applicants conceptualize the EVSE and associated infrastructure to make informed decisions on mobilizing the project for construction.
2: EV Make-Ready	Funds are provided to help applicants offset construction costs of converting existing parking spaces to EV-Capable or EV-Ready parking spaces at multifamily housing (MFH) properties. Parking space conversions should enable residents to install EVSE in the future.
3: EVSE Installations	Funds are provided to help applicants offset costs of EVSE installations for Level 2 or Level 3 (including Direct Current Fast Charging systems) equipment for EVs. Funds may also be used to offset the costs of installing storage with Level 1 charging for electric-bikes or electric scooters (e.g. bike racks or lockers with integrated charging equipment).

5) Applicant Eligibility: Applicant eligibility is determined by the type of the organization applying. Eligible and ineligible applicants are specified below.

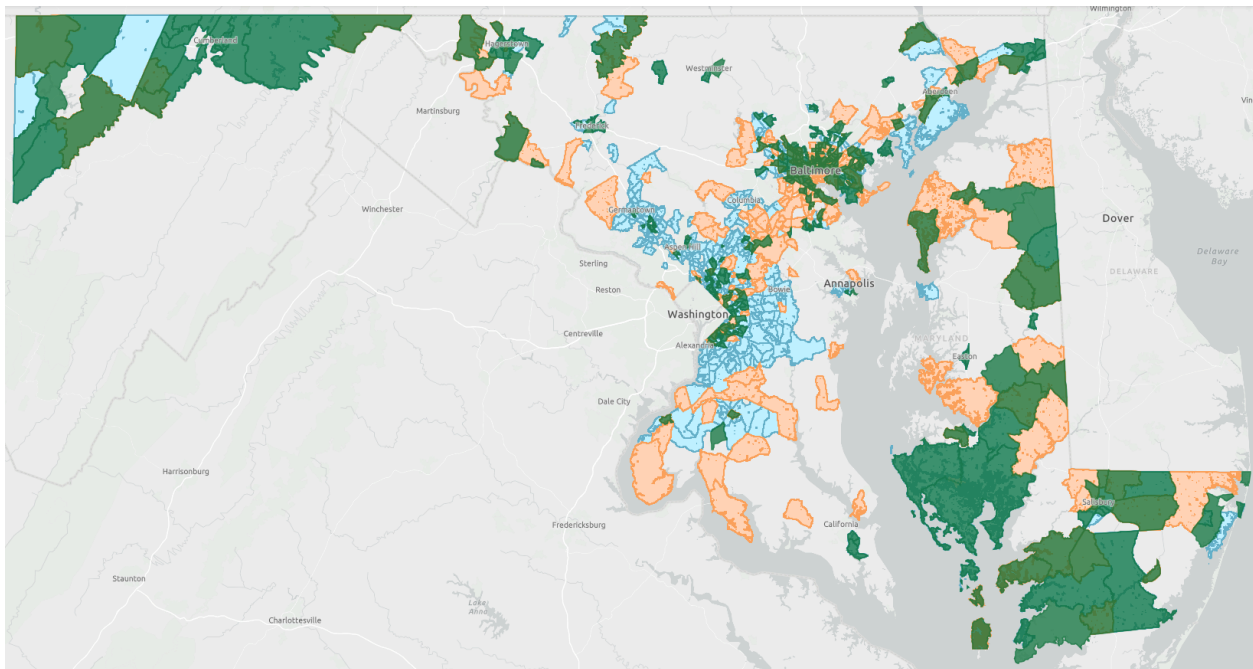
Eligible Applicants:

1. Businesses and limited liability companies registered and in good standing with the Maryland State Department of Assessments and Taxation (SDAT),
2. Incorporated Non-profit entities that are in good standing with SDAT; and,
3. Units of state, local, municipal, and Maryland recognized tribal governments.

Ineligible Applicants:

1. Residential homeowners including single family homes, rowhomes, townhomes, duplexes, or condominiums,
2. Regulated Energy Utility Companies,
3. Units of federal or foreign governments (even if the property is located in Maryland).

6) Project Location Eligibility: All projects, regardless of AOI, must be located on a property in a low and moderate income,¹ overburdened,² or underserved community³ in Maryland. The applicant organization is not required to be located in one of these communities, only the property where the project is located does. Applicants may determine a project’s eligibility by following the instructions on MEA’s [Census Tracts and Renewable Portfolio Standard \(RPS\) Alternative Compliance Payments webpage](#). The map below shows communities in low and moderate income (green), overburdened (orange), and underserved (blue) census tracts in Maryland.



7) Program Funding: MEA anticipates a total of \$10 million will be available for Community EVSE Grants in FY 2025. The total program funding is further split between the three AOIs as denoted in *Figure 2: Community EVSE AOI Funding*. MEA may, at its sole discretion and without advance notice, reallocate funding between the AOIs as needed.

Figure 2: Community EVSE AOI Funding		
Area of Interest	Program Budget Amount	Program Budget Percentage
1: EV Infrastructure Planning	\$1 million	10 percent
2: EV Make-Ready	\$2 million	20 percent
3: EVSE Installations	\$7 million	70 percent

¹ “Low and Moderate Income Community” is defined in the [State Government Article §9–20B–05\(i\)\(2\)\(i\)](#)

² “Overburdened Community” is defined in the [Environment Article §1–701\(7\)](#)

³ “Underserved Community” is defined in the [Environment Article §1–701\(8\)](#)

8) Eligibility Requirements: Eligibility requirements are specific to each AOI and are explained in each AOI’s respective FOA. All applications must meet the minimum eligibility requirements for the specific AOI to be considered for funding.

9) Eligibility Review: Applications will be reviewed to ensure they meet the eligibility requirements for the specific AOI. Applications that meet the eligibility requirements will be considered for funding on a first-come, first-served basis until available funding is exhausted for that AOI.

10) Application Documents: Documents required to complete an application package are specific to each AOI, and information on how to prepare an application can be found in each AOI’s respective FOA.

11) Grant Awards and Invoicing All grants awarded through the Community EVSE Program will be distributed solely as cost-reimbursement. Applicants selected for an award must have the financial capability to cover expenses upfront and then seek reimbursement from MEA. Reimbursement for project expenses will occur on a quarterly basis specified in greater detail in the “Reporting and Invoicing” section below. Please note that payment for all awards is issued by the Comptroller of Maryland, and payment is anticipated to take 8 - 12 weeks. MEA requires all program participants to enroll in the Comptroller’s Electronic Fund Transfer (ETF) Program. Applicants must contact the Comptroller with questions regarding the ETF program or if there is any issue with an award payment.

12) Reporting and Invoicing: Applicants selected for a grant award from the Community EVSE Program (all AOIs) will be required to submit quarterly progress reports to MEA. Applicants will also submit quarterly invoices (reimbursement requests) to MEA for eligible project costs incurred during that quarter. Quarterly progress reports and invoices must be submitted within 30 days after the end of the preceding quarter according to the schedule in *Figure 3: Grant Reporting and Invoicing Schedule* below. All expenditures must meet MEA’s standards of being reasonable, necessary, and approved for the completion of approved grant activities. Additionally, expenses must comply with the fiscal rules of the State of Maryland. It’s important to note that MEA will not reimburse any costs incurred by selected applicants prior to the issuance of a legally executed grant agreement. All quarterly progress reports and invoices must be submitted to MEA through the online application portal, Jotform, which will be available on MEA’s [Community EVSE Grant Program webpage](#).

Figure 3: Grant Reporting and Invoicing Schedule		
Reporting Period	Time Period	Submission Deadline
First Quarter	January 1 - March 31	April 30
Second Quarter	April 1 - June 30	July 30
Third Quarter	July 1 - September 30	October 30
Fourth Quarter	October 1 - December 31	January 30

13) Grant Program General Provisions: MEA grant programs are covered by general requirements that will be made part of the grant agreement between MEA and a grantee. A copy of the General Provisions document is available on MEA’s website; this document will be incorporated into all MEA Fiscal Year 2025 grant agreements.

14) Application Submission Instructions: The Program utilizes an online application portal, Jotform, that all applicants are required to use when submitting Community EVSE grant applications. The online application portal is accessible through MEA’s [Community EVSE Grant Program webpage](#). Applications must include all of the materials provided within the “Required Application Documents” section of each AOI’s FOA. An incomplete application package is deemed ineligible until all necessary supporting documents and information are provided to MEA. As grants are awarded on a first-come, first-served basis, applications will not be processed until the date that MEA receives all necessary application documents and information, rather than the initial application date. Submission of an application does not guarantee an applicant will receive a grant award.

15) Contact Information: Please contact the following MEA staff members if you have any questions about the Community EVSE Program or this Program Overview Document.

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