

Residential EVSE Application Guide

Getting Started: Navigation and Account Creation

1) You are able to create an account or login to an existing account by clicking on the login button at the top right corner of the home page.

Maryland Energy Administration Home Programs

Contact Us Login

HOME > EVSE PROGRAM DETAILS

APPLICATION FOR REBATE

Electric Vehicle Supply Equipment Rebate

Commercial applicants can apply for both Level 2 or Level 3 electric vehicle supply equipment (EVSE) chargers, while residential applicants can only apply for Level 2 EVSE chargers.

Apply

Residential applicant rebates are for up to \$700. Commercial applicant rebates cannot exceed \$125,000 in aggregate.

Level 2	Level 3
Level 2 chargers use 240-volt AC power and are common for home, workplace, and public charging, adding 25-50 miles of range per hour.	Level 3 chargers, also known as DC fast chargers, use high-voltage DC power and are designed for rapid charging, adding up to 20 miles of range per minute.

Please read for specific information, criteria, and requirements.
[Funding Opportunity Announcement](#)

2) You are able to view the Funding Opportunity Announcement on the home page as well. This document has the details of the program and all requirements.

3) Once on the login page you will be able to login to your existing account, or you are able to create an account by clicking on the sign up button.

Back to Homepage

Create an account for your energy project

Sign up for an account. It's free!

Sign Up

Maryland Energy Administration

English (US)

Username

Password

Login

Forgot your password? Not a member?

Back to Sign In

Create your account

What role best fits you?

Resident

A homeowner or tenant applying for a program.

Organization

A company or property management applying for a program.

Contractor

A contractor applying on behalf of a resident or company.

Your information

First Name

Maryland

Last Name

Resident

Phone Number

(410) 222-3333

Address

Street Line 1

111 Main Street

Suite / Apt / Bldg

City

Baltimore

State

MD

Postal Code

1111

Country

US

Create a password

Email

email@me.com

Password

Retype Password

→ [Agree & Sign Up](#)

4) After clicking the sign up option you will be able to fill out the information needed to create your account.

Tips:

- Use your full legal name (no middle initials are necessary).

- We recommend using your primary residence as the address, and you will be able to add a different mailing address directly on your application later in the process.

- Use a strong password for your account as your application will contain sensitive personal information.

5) After filling out and checking your account information, click agree & sign up at the bottom of the page. Once you have created your account you will be sent back to the home page where you can begin your application.

What should I expect?



Apply for a Residential or Commercial rebate



Provide equipment and installation details



Upload receipts and invoices including proof of installation



Submit and await approval in 60-90 days

What do I need?

- Equipment manufacturer and model
- Complete, signed, and dated Form W-9
- Receipts of equipment
- Invoice for installation
- Photos of all equipment installed

Commercial Projects

For Commercial projects, you may be eligible for the Community Electric Vehicle Supply Equipment Grant Program

Note: Maryland's Excise Tax Credit for Plug-In Electric Vehicles program is administered by Maryland's Motor Vehicle Administration (MVA), not the Maryland Energy Administration. The MVA handles vehicle titling. Details on the MVA's EV tax credit program can be found on their webpage [here](#). Questions can be directed to MVA through [Contact MVA](#).

6) We recommend reviewing the "What do I need?" list on the home page to be sure you have all of the documents ready for your submission.

Application Process: Creation, Review, and Submission

7) The first step in the application process is to select if your application will be for the residential or commercial program. For this guide we will show the process for a residential application.

A screenshot of a web application interface. At the top, there is a progress bar with six dots, the first of which is filled. Below the progress bar is the question "What type of property is the installation for?". There are two options: "Residential" and "Commercial". The "Residential" option is highlighted with a red box and a red arrow pointing to it from the left. The "Commercial" option is also in a box. At the bottom right, there is a blue "Next" button, also highlighted with a red box.

8) Once you have selected the residential option you will be prompted to provide the personal information for your application. You are able to auto fill most of the sections with your account information if you choose.

A screenshot of a web application interface. The title is "Please provide us with your personal information." Below the title is the instruction "Enter your information as it is shown on your tax documents". There is a blue button labeled "Use My Account Info" highlighted with a red box. Below this are several input fields: "*First Name:" with the value "Maryland", "Middle Name (optional)" which is empty, "*Last Name:" with the value "Resident", "*SSN" with a masked value "000000", "*Phone Number:" with the value "(123) 456-7899", and "*Email:" with the value "email@me.com". At the bottom right, there are two buttons: "Previous" and "Next", both highlighted with a red box.

Tips:

- Make sure to use your full legal name
- All fields with the red asterisks (*) are required fields
- Your information will be kept secure

9) Next you will be prompted to enter a mailing address. This is the address the awarded rebate will be sent to. You are able to auto fill the fields with your account information, use the search bar to find and auto fill your address information, or simply fill in the fields.

What is your mailing address?

Your mailing address is where payment will be delivered to.
The Installation address may be different than your mailing address.

Use My Account Info

Search for your address

***Mailing Address**
111 Main Street
Suite / Apt / Bldg

***City** Baltimore ***State** MD ***Zip Code** 11111
[Previous](#) [Next](#)

10) Next you will be prompted to enter the installation address, this is the address that the EV charging equipment was installed. You can auto fill with the information from your mailing address, but the mailing and installation addresses do not need to match.

What is the address where the installation took place?

Use Mailing Address

Search for your Address

***Street Address**
111 Main Street
Suite / Apt / Bldg

***City** Baltimore ***State** MD ***Zip Code** 11111
[Previous](#) [Next](#)

11) Next you will be prompted to enter the details of your equipment and installation. If your equipment make and model do not appear in the drop down list you are able to check the box to manually enter the equipment details.

Please provide us with the details of the equipment you installed.

Only Level 2 equipment is eligible for the rebate. We do not accept used or previously owned equipment.

EVSE Manufacturer - Model
Tesla - Universal HPWC

My Manufacturer or Model isn't listed here

*Purchase Date *Installation Date

Waive Equipment Cost Part of Rebate Waive Install Cost Part of Rebate

Equipment Cost (charger cost only) Install Cost


You are eligible to receive an estimated rebate of **\$700***

12) You can use the calendar option to fill in the purchase date of your equipment and the installation date, or you can enter it manually. Below the dates you can enter the costs of your equipment and installation. The equipment cost can only include the charger itself, all other costs would be included in the installation costs.

13) If you would like to apply for only the equipment costs or only the installation costs, then you are able to check the boxes accordingly and the form will update.

Install costs only example:

Waive Equipment Cost Part of Rebate Waive Install Cost Part of Rebate

Install Cost

Equipment costs only example:

Waive Equipment Cost Part of Rebate Waive Install Cost Part of Rebate

Equipment Cost (charger cost only)

14) Next you will be prompted to upload your supporting documents.

Please upload documented proof of your installation and equipment.

Proof of purchase and installation is required to approve your application and provide you with a rebate.

Highly recommend compressing your files before uploading them.
Preferred formats are jpeg, png and pdf.

W-9
Upload your W-9 with information that matches your application.

*Upload W9
 Or drop files

W-9 2024 Highlighted.pdf

Preferred formats are jpeg, png and pdf.

Photos of Equipment Installed
Upload photos of the equipment mounted, displaying the installation and plugged in to the vehicle.

*Upload photos
 Or drop files

> Installed Equipment Example

Paid Invoices
Upload paid invoices displaying a line item for each individual price and quantity for both the equipment and installation. Make sure your invoices show proof of payment made.

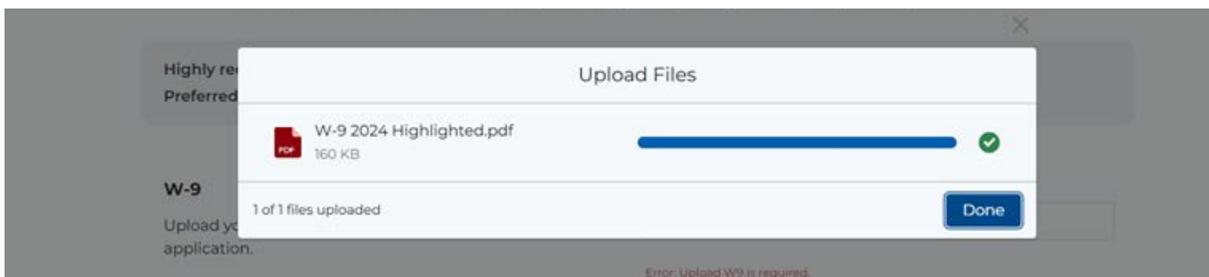
*Upload Invoices
 Or drop files

> Invoice Example

Receipts
Upload receipts displaying a line item for each individual price and quantity for both the equipment and installation.

*Upload Receipts
 Or drop files

> Receipt Example



15) You are able to upload your documents by clicking on "Upload Files" which will open your computer's file manager where you can make your selection. We highly recommend the file formats jpeg, png, and pdf. You are able to see examples of the different documents by clicking on the option below the description.

16) Next you will be prompted to read and accept the Applicant Terms & Agreement, and you will be prompted to draw your signature for your application.

The screenshot shows a web form titled "Apply your signature". At the top, there is a section for "Applicant Terms & Agreement" with a list of three affirmations and a checked checkbox stating "I have read and agree to the Applicant Terms & Agreement". Below this is a section for "Apply your signature" with two tabs: "Draw" (selected) and "Type". A drawing area shows a handwritten signature. Below the drawing area are "Save Signature" and "Clear" buttons. Further down are two input fields: "*Type your full name" with the text "Maryland Resident" and "*Date" with the text "07-11-2025". At the bottom right are "Previous" and "Next" buttons.

17) You are able to draw or type your signature by choosing the option above the white text box. Once your signature is complete make sure to save your signature and type your full name in the box below with the date you are submitting.

18) Next you will be able to review all of the information you have filled out for your application and click submit. You will receive an email confirming your submission and providing you with a unique application ID.

The screenshot shows a review and submission section. It contains a paragraph of text: "By clicking Submit Application, you have reviewed the accuracy of your application and understand that your application will be reviewed in the order it was received. Not all applicants are guaranteed to receive a rebate from this program." Below the text are "Previous" and "Submit" buttons.