

Application Form – Document 1 of 2

Program Guide & Definition

Terms used in this form are defined in the Applicant Guide.

What do I need to do to apply?

To complete this form, please review the Applicant Guide carefully to ensure all submission requirements are met and that the applicant can fulfill all the terms and conditions of the Plug-In Thunder Bay program. Applicants are required to submit an electronic copy of the application form.

To submit a full application, please complete the following steps:

1. Complete this application form and budget.
2. Save the completed form and attached the form to an email to **Kirsten Kabernick**, a signature is required on the electronic copy of the application.
3. Send the email to **kirsten.kabernick@thunderbay.ca**

The deadline to submit the application is **June 30th, 2024** at 4:30pm EST.

The application portal may close earlier than June 30th, 2024 if all funds have been committed.

Please fill in all fields on this form that apply to your proposed project to the best of your ability.

Refer to the Applicant Guide for additional information.

SECTION A – APPLICANT INFORMATION

Organization Information

Name of organization:

Mailing Address:

City/Town:

Province:

Postal Code:

Telephone Number:

Email Address:

Contact Identification

Last Name:

First Name:

Position/Title:

Signing Authority Identification

Last Name:

First Name:

Position/Title:

Organization Type

- Electricity or gas utilities
- Companies
- Industry associations
- Research Association
- Standards organizations

- Electricity or gas utilities
- Indigenous and community groups
- Academic institutions
- Provincial, territorial, regional, or municipal governments or their departments or agencies
- Other:

SECTION B – PROJECT SUMMARY

Project Title:

Funding Requested from the program (\$):

Project Activities and Timeline

Planned Start Date:

Planned End Date:

Please provide and describe the list of key activities in a logical sequence, including timelines, and/or duration of each, and descriptions where needed. Activities are the steps that will be taken to carry out the project, activities should be specific, measurable, realistic, and relevant.

The project timeline must be clear, feasible, including marketing and promotional activities, installation, etc.

The project timeline must show completion by June 30th, 2024. Applicants of successful projects will have two (2) months after the date of the letter of conditional approval to sign a contribution agreement.

Activities	Principal Milestones	Initiation Date (dd/mm/yyyy)	Completion Date (dd/mm/yyyy)	Notes

SECTION C – MANDATORY CRITERIA

IMPORTANT: You must ensure that your project application meets all the mandatory requirements in order to be considered for funding. In addition, you must include all proofs or supporting documents request in the Applicant Guide and in this Application Form.

- You acknowledge that EV chargers will be installed in Canada.
- You acknowledge that all EX chargers will be new installations or expansions of existing installations (not for the replacement of an existing installation).
- You acknowledge that all EX chargers installed will be connected as defined in 1.2.1 of the Applicant Guide.
- You acknowledge that for all EV chargers with multiple connectors, that each connector must be capable of charging a vehicle and support a dedicated parking space simultaneously.
- You acknowledge that EV Chargers that will be installed are certified (CSA, ULC, UL or Interlink) for use in Canada and commercially available, as well as, offer one or more of the following connectors:
 - SAE J1772 plug head (Level 2 (208/240v);
 - SAE J1772 Combo (fast-EV chargers);
 - CHAdeMO (fast-EV chargers);
 - Proprietary charging connectors (see section 1.5 of the Applicant's guide for details on their eligibility for funding).
- You confirm that the project will be completed by June 30th, 2024.

This will be validated based on the above information provided in *Project Activities and Timelines*.

SECTION D – MERIT CRITERIA

Location Details

Type of location (check the box below that applies):

- Public place
- On-street
- Multi-family building
- Workplace
- Light-duty vehicle fleet

Charger location (address):

Is the site accessible? Yes No

What is the land access?

- Own the land
- Access to the land
- Have the capacity to obtain access to the site where the project will be installed

Charger Details

Type	Number of Charger(s) being Installed by your Organization
Level 2 (208 / 240 V) connectors, 3.3 kW to 19.2 kW	
Fast charger, 20 kW to 49 kW	
Fast charger, 50 kW and above	

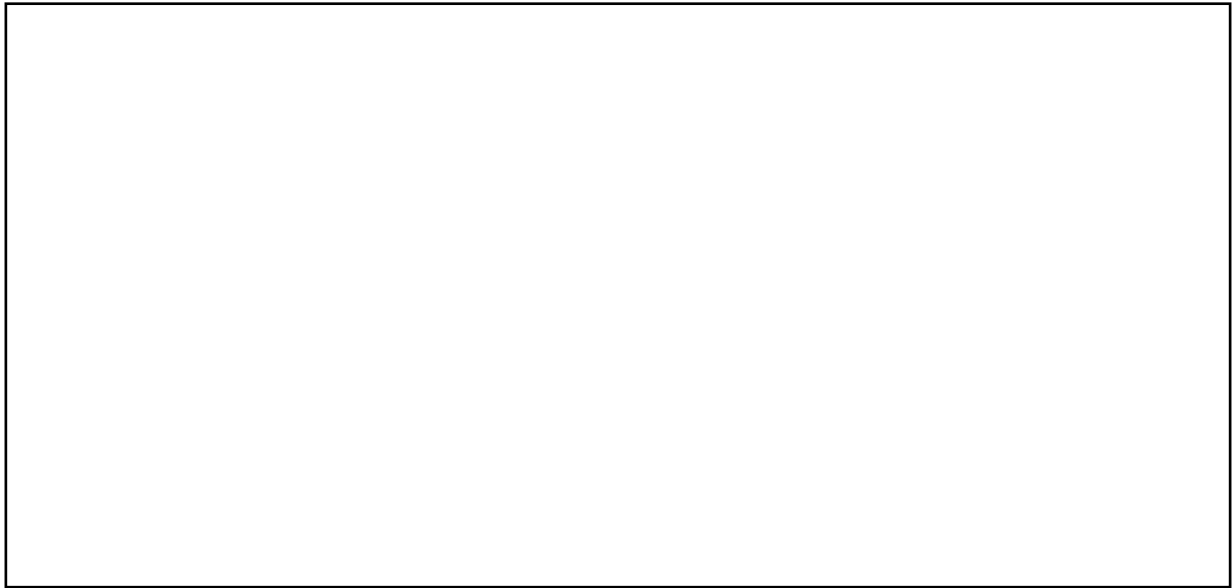
Total Number of Chargers:

Total Number of Connectors:

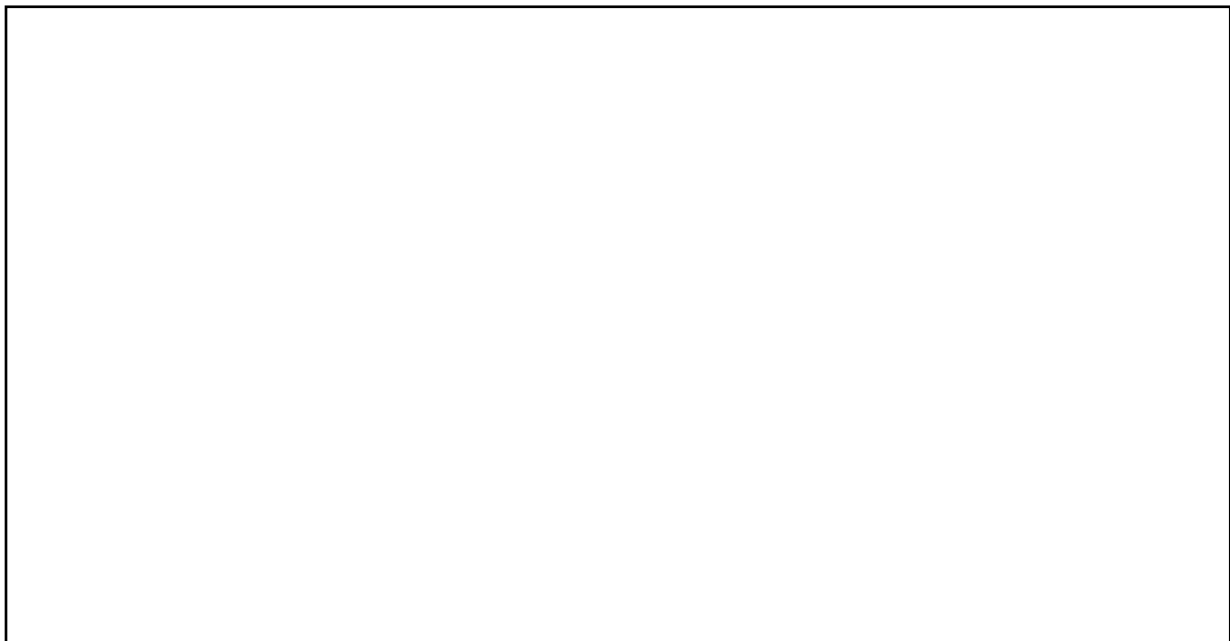
Are you engaged with the energy supplier? Yes No

Are you purchasing the equipment? Yes No

1) Project Background and Rational (highlight needs assessment, target user, commitments, strategies, benefits to stakeholders, expected outcome of the project, the business model for operating the charging station, and pricing scheme)



2) Technical Details (outline the methodology on site selection and the technical needs for the charging station)



3) Capacity to Deliver Project (outline the number, qualifications, and relevant experience of personnel and resources assigned to the project team)

4) Quality Management (demonstrate your methodology proposed for the performance of work and cost/schedule controls)

5) Project Budget

To be completed within Application – Document 2 of 2

6) Marketing Plan (for the stations, including signage and promotional activities)

7) Operation and Maintenance Plan (for the stations, such as service standards, routine maintenance, customer support service, customer payment options, etc.)

SECTION E – APPLICATION FORM – Document 2 of 2

Please complete the Application Form – Document 2 of 2 (Excel document) which contains the project Budget Overview.

SECTION F – SUPPORTING DOCUMENTATION CHECKLIST

Applicants must ensure that the following documents are included with their application package.

- Application Form – Document 1 of 2 (PDF document)
- Application Form – Document 2 of 2 (Excel document)
- Any documents that support your application assertions
- An attestation dated and signed by a duly authorized officer (see next page for the Applicant's Attestation)

*Please note that incomplete applications will not be considered for funding

Applicant's Attestation

By submitting this application, the applicants attest that:

It is acting on behalf of all partners and collaborators and has received written permission from them to do so.

- All funding (cash and in-kind) identified by the Applicant and its partners and collaborators in the proposal is expected to be available for commitment at the time of the signing of the contribution agreement by duly authorized representatives of the project Applicant and its partners and collaborators.
- Any proprietary or confidential information provided as part of the submission, by any party, is provided with the approval of that party. Federal reviewers are bound by the requirements of the Access to Information Act and the Privacy Act regarding the treatment of confidential information.
- It understands and acknowledges that should the project be accepted for co-funding from the Program no liability and no commitment or obligation exists on the part of CEDC to make a financial contribution to the project until a written contribution agreement is signed by both parties, and, furthermore, that any costs or expenses incurred or paid by the Applicant prior to the execution of a written contribution agreement by both parties are the sole responsibility of the Applicant, and no liability exists on the part of CEDC.
- It understands and acknowledges that CEDC officials will not entertain any request by Project Proponents to review or revisit CEDC's project approval decisions.
- It understands and acknowledges that CEDC reserves the right to alter or cancel the currently envisaged process at its sole

discretion.

- It understands and acknowledges that no Member of the House of Commons shall be admitted to any share or part of the Contribution Agreements, or any resulting benefit.

The individual signing below attests that he/she has the authority to sign a legally binding contribution agreement between CEDC and the project Proponent.

Name of Duly Authorized:

Title:

Signature:

Date: