County of San Diego
Electric Vehicle Charger Program

EVCP Program Guidelines

May 29, 2026

EVCP
COUNTY OF SAN DIEGO
ELECTRIC VEHICLE CHARGER PROGRAM

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1 Introduction

The following document is formally recognized as the County of San Diego Electric Vehicle Charger Program (EVCP) Program Guidelines and outlines the County of San Diego's (County) Electric Vehicle Charger Incentive Pilot Program (Program) to expand publicly accessible electric vehicle (EV) charging infrastructure on properties within unincorporated areas in San Diego County. Publicly accessible chargers are defined as those available for public use at locations such as retail centers, offices, multifamily residential complexes, and other sites that will provide public access to installed chargers. Tribal, State, and federally owned lands are not applicable for the incentive. Additional incentive bonuses are available for projects located in Equity Priority Areas and for eligible multifamily residential properties. Refer to the EVCP Eligibility and Equity Priority Area Map to check your site's general eligibility for the Program and if it qualifies as an equity priority site to receive additional rebates.

This pilot Program supports the County's 2019 EV Roadmap and 2024 Climate Action Plan (CAP), which set climate goals to reduce greenhouse gas emissions and install 2,040 Level 2 (L2) or equivalent chargers by 2028 on properties within unincorporated areas of the County. The Program also prioritizes equity by providing additional incentives for installations in Equity Priority Areas such as disadvantaged communities (DACs), equity areas identified from the County's implementation of the 2019 EV Roadmap, low-income communities (LICs) as defined by the California Environmental Protection Agency and Assembly Bill 1550, based on CalEnviroScreen 4.0 and the California Department of Housing and Community Development (HCD) income limits, as well as multifamily housing developments within unincorporated San Diego County. The Program has reserved at least 50 percent of funds and offers additional rebates for applications within Equity Priority Areas.

The following Program guidelines and requirements are informed by best practices identified through a review of comparable EV incentive programs including the California Electric Vehicle Infrastructure Project (CALeVIP), interviews with local installers and program administrators, feedback from the County, and community engagement previously completed by the County. These guidelines have been adapted to reflect local priorities and serve as the foundation for future Program design and implementation.

1.1 Program Definitions

Covered EV Charging Equipment Types

Public charging equipment eligible under this Program falls into two categories: Level 2 (L2) and direct current fast charging (DCFC). Table 1 displays key differences in the charging types.

Table 1 L2 and DCFC Charger Characteristics

Characteristic	L2	DCFC
Estimated Panel Size Required	240 V	480 V
Estimated Power Output	3.3 kW to 19.2 kW	50 kW to 500 kW
Estimated Charging Speed	20 to 40 miles of range per hour	50 to 250 miles of range per hour
Connector Types Supported	SAE J1772, NACS (Tesla)	CCS (current industry standard), NACS (Tesla) (becoming new industry standard), CHAdeMO
Ideal Use Cases	Vehicles parked for several hours (commercial offices, multifamily buildings, hotels)	Vehicles parked for few hours (malls, grocery stores, travel centers, and fleet depots)

Characteristic	L2	DCFC
Total Estimated Cost (Equipment + Installation)	$3,000 to $15,000 per charger	$75,841 to $440,000 per charger*

Sources:
GreenLancer. October 2025. Guide To Commercial EV Charging Station Cost & Installation
Qmerit. May 2024. How Much Does a Commercial EV Charging Station Cost? Top Factors to Consider
*California Energy Commission. 2021. California Energy Commission CALeVIP Data

EV Charging Infrastructure and Features

Terminology surrounding EV chargers has historically been used inconsistently, leading the charging infrastructure industry to align on a common standard called the Open Charge Point Interface protocol.[1] This Program will follow the Open Charge Point Interface for all charging related definitions. This protocol provides specific definitions for EV charging posts, chargers/ ports, and connectors, as shown in Figure 1.

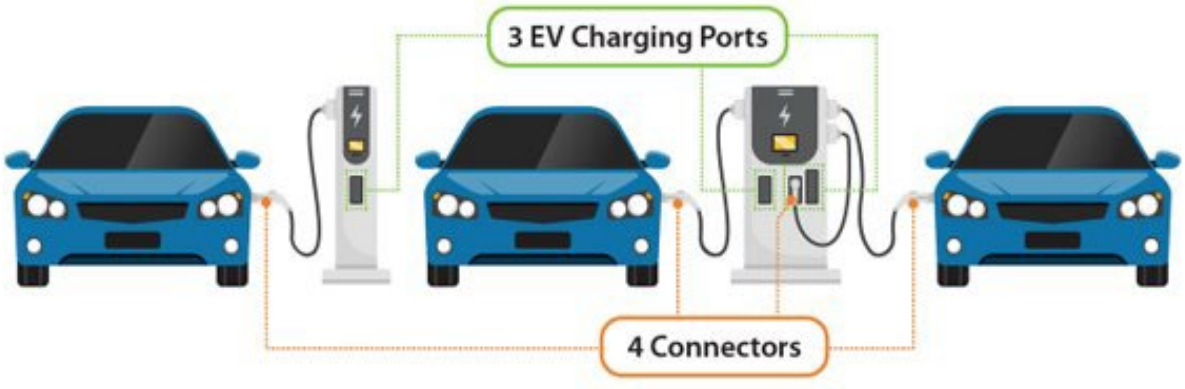
Charging Post: Charging posts are the standing infrastructure units that house EV chargers/ ports. Charging posts typically have one or two EV chargers/ ports. Dual-port charging posts are able to charge two cars at the same time.

Charger/ Port: An EV charger/port provides power to charge only one vehicle at a time even though it may have multiple connectors. EV chargers/ports are also sometimes referred to as electric vehicle supply equipment (EVSE) ports.

Connector: A connector is what is plugged into a vehicle to charge it. One charger/port may have multiple connector options as they are used to charge different EV types, however, only one car can charge at each charger/port at a time. Figure 2 displays the various connector types which include:

- Combined Charging System (CCS)
- CHAdeMO (being phased out)
- North American Charging Standard (NACS) (emerging as the industry standard)

Figure 1 Charging Posts, Chargers/ Ports, and Connectors

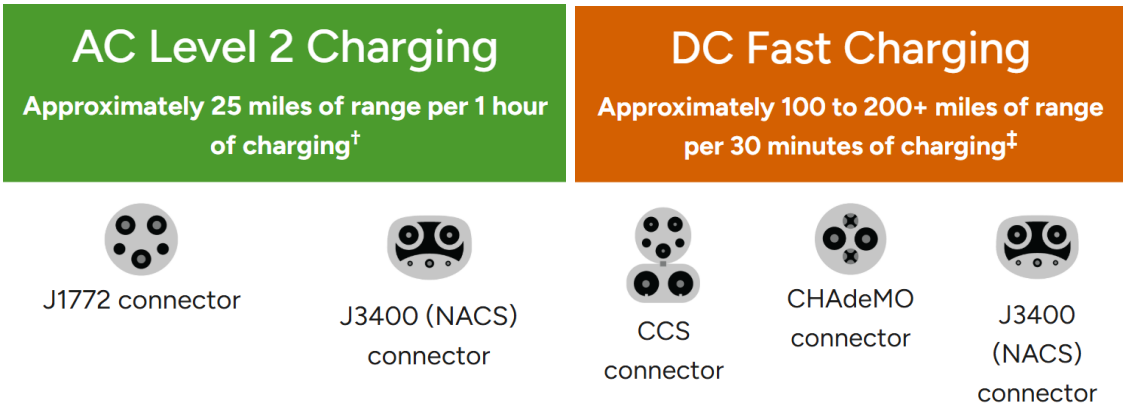


Source: U.S. Department of Energy. Electric Vehicle Charging Stations. Available at: https://afdc.energy.gov/fuels/electricity-stations

In Figure 1, there are two charging posts, three chargers/ ports, and four connectors; only three cars can charge at a given time using the three chargers/ ports.

[1] U.S. Department of Energy. Electric Vehicle Charging Stations. Available at: https://afdc.energy.gov/fuels/electricity-stations

Figure 2 Connector Types



Source: U.S. Department of Energy. Electric Vehicle Charging Stations. Available at: https://afdc.energy.gov/fuels/electricity-stations

Networked Charger: A networked charger is an EV charging unit connected to a management platform that enables remote monitoring, access control, and payment processing. These chargers are required for publicly accessible installations under this Program and typically involve higher upfront costs and ongoing subscription fees.

Non-Networked Charger: A non-networked charger is a standalone EV charging unit without connectivity to a management platform. It offers basic charging functionality without remote monitoring or payment features, making it suitable for private or amenity-based use. Non-networked chargers are not eligible under this Program.

Eligible Sites

Only properties located within unincorporated areas in San Diego County that are under the land use jurisdiction of the County are eligible for the Program. Portions of the unincorporated area that are covered by Federal, State, and Tribal lands are outside the County's jurisdiction and therefore are not eligible sites. The EVCP Eligibility and Equity Priority Area Map allows Program applicants to enter an address and determine if the site is eligible or not. All sites must meet the accessibility requirements described in the Applicant Eligibility section. Applicants are limited to one application per site. The EVCP program does not support DCFC at multifamily locations.

Equity Priority Areas

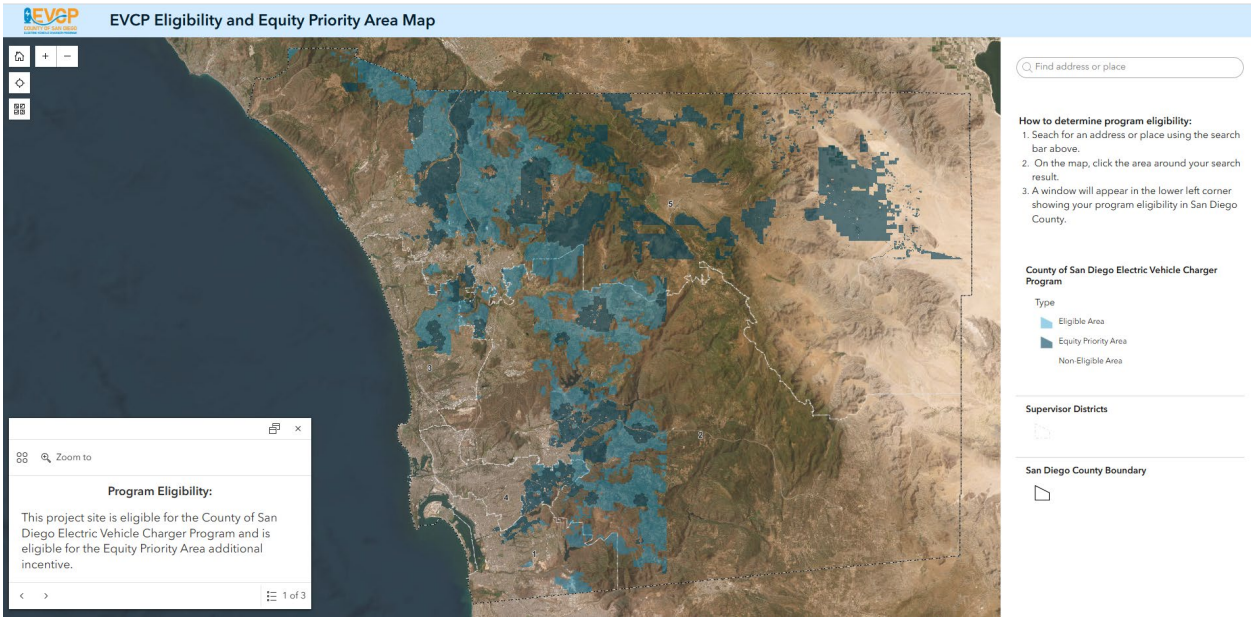
The Program incentivizes EV charger installations through reserved funding and additional incentives for projects within Equity Priority Areas. Equity Priority Areas are displayed in a map in Figure 3. The online, interactive EVCP Eligibility and Equity Priority Area Map allows Program applicants to enter an address and determine if the site is located in an Equity Priority Area and the associated funding opportunities.

The EVCP Eligibility and Equity Priority Area Map uses established State standards, including disadvantaged communities (DACs) and low-income communities (LICs) as defined by the California Environmental Protection Agency and Assembly Bill 1550, based on CalEnviroScreen 4.0 and the California Department of Housing and Community Development (HCD) income limits. The map also includes equity areas identified from the County's implementation of the 2019 EV Roadmap, which considers income, location of existing EV chargers, an amenity score, east-west travel corridors, multifamily housing, and additional equity factors. Eligible sites containing multifamily housing are considered to be Equity Priority Area sites to create accessibility for low- and moderate-income residents who generally lack home charging options.

Equity Funds: The Equity Fund contains 50 percent of all Program funds which are reserved for applicants within Equity Priority Areas.

General Funds: The General Fund contains the remaining 50 percent of Program funds which can be utilized by applicants in non-Equity Priority Areas.

Figure 3 EVCP Eligibility and Equity Priority Area Map



2 Program Guidelines

2.1 Program Structure and Incentive Amounts

Program Structure

The Program structure utilizes multiple rounds of funding and a lottery-based selection process to balance speed of EV charger deployment with equitable access to incentives. In each round, if Program funds are undersubscribed, all verified applicants will receive the incentive and remaining funding will be rolled over to the next round of funding. In each round, if Program funds are oversubscribed, a lottery will be used to select which projects receive funding. Projects that are not funded via the lottery in the current round will be automatically considered as eligible applicants for the subsequent round unless they indicate they do not wish to be included. Funding will be awarded through three application rounds.

Incentive amounts available for the first round are shown in Table 2 below. Incentive amounts offered will decrease with each round. Future incentive amounts will be determined before the initiation of each round. The first round will have the longest application submission window, with subsequent rounds having shorter applications periods.

Incentive Amounts and Equity Prioritization

The Program funds are divided into two streams of funding for applicants within Equity Priority Areas (referred to as the Equity Fund) and for applicants in non-Equity Priority Areas (referred to as the General Fund). Within each funding round, 50 percent of incentive funds will be reserved for the Equity Fund, with the remaining 50 percent allocated to the General Fund. If Equity Fund applications exceed 50 percent of funding within a round, additional eligible applications may also be funded. Applicants in Equity Priority Areas are eligible for additional incentives as described in Table 2 below.

Table 2 Incentive Amounts

Charge Type	Level 2	DCFC
Base Rebate	$5,000 per charger, or 75% of total project costs, whichever is less	50 kW-99.99 kW: $50,000 per charger, or 75% of the total project cost, whichever is less 100 kW+: $75,000 per charger, or 75% of the total project cost, whichever is less
Additional Rebate for Equity Priority Areas	Additional $1,000 per charger, or 100% of the covered project cost, whichever is less	50 kW-99.99 kW: Additional $5,000 per charger, or 100% of the covered project cost, whichever is less 100 kW+: Additional $10,000 per charger, or 100% of the covered project cost, whichever is less
Maximum Rebate per location*	$30,000 (approximately 6 chargers); Increases to $36,000 for Equity Priority Areas	$225,000 (approximately 3 100kW+ chargers); Increases to $255,000 for Equity Priority Areas

* Projects with both L2 and DCFC chargers will use the DCFC maximum rebate per location

2.2 Program Eligibility

Eligible Costs

Eligible Costs include hardware, installation labor and materials, design and engineering, electrical upgrades, networking, signage, and related infrastructure. Non-eligible costs include permitting fees, administrative overhead, operation and maintenance costs, and site amenities such as trash bins or canopies.

If a project is selected for funding, all eligible costs incurred from Program application window start date and onward will be counted towards total project costs permitted for reimbursement (up to the specified rebate amount). Information on current project start dates can be found on the Program website. Projects that are not ultimately awarded funding or not following Program guidelines assume responsibility for incurred costs at their own risk.

After project completion, incentive amounts distributed will be reduced if fewer chargers are installed than originally planned. However, if more chargers are installed than originally planned, no additional funding will be provided. Incentives are stackable, but only up to 100 percent of eligible total project costs.

Applicants are responsible for all applicable taxes associated with incentive payments. Incentives may be considered taxable income, and the Program Administrator and County do not provide tax advice. Applicants should consult a qualified tax professional to determine any tax obligations.

Applicant Eligibility

Eligible applicants are limited to properties located within eligible sites. The EVCP Eligibility and Equity Priority Area Map allows Program applicants to enter an address and determine if the site is eligible or not. Applicants must have legal authority or approval from the person(s)/entity with legal authority to install, operate, and maintain the chargers for the required Program term.

Eligible applicants may include property owners, authorized site managers, businesses, nonprofits, public agencies, Tribal governments, multifamily housing owners or operators, and EV charging developers who will own and operate the installed equipment.

To ensure public benefit, all chargers funded through the Program must be publicly accessible at locations, including offices, churches, shopping centers, etc., for a minimum of 18 hours per day. For chargers installed at multifamily properties, chargers must be made available to all residents of the property, but public access is not required. Multifamily housing properties include those with four or more dwelling units and are only eligible for L2 charger incentives.

This Program excludes properties associated with Federal, State, and City/County governments. This Program excludes properties located on Tribal land, as it is not located within the County's land use jurisdiction. Other agencies or jurisdictions including school districts, water districts, etc. are eligible.

Applicants may be excluded for noncompliance with laws, Program requirements, or unreasonable delays.

Equipment Eligibility

Equipment funded through the Program must meet basic safety, functionality, and accessibility standards. Only new equipment purchased after application to the Program are eligible for funding; refurbished or resold chargers are not eligible.

To qualify, equipment must be:

- New

- Certified by a Nationally Recognized Testing Laboratory.
- Networked to enable remote monitoring, data reporting, and public visibility.
- Equipment must be installed on a dedicated electrical circuit with metering capable of tracking energy delivered to the charger.
- Energy use data from networked chargers must be made available to the County and university research partners for six (6) years following charger installation to allow for accurate tracking of EV charging demand and corresponding greenhouse gas emissions reduction in line with the County's CAP as defined in the Post Incentive Obligations section below.
- Chargers must support multiple payment options to permit access for users and meet applicable electrical and building codes.
- For DCFCs, the Program does not specify a connector type to allow flexibility and compatibility with a broad range of vehicles and accommodate ongoing shifts in the North American EV market.
- The Program allows a mix of SAE CCS and NACS (SAE J3400).
- L2 chargers must be capable of 6.2 kW or greater per charger.
- DCFCs must be capable of 50 kW or greater per charger.

Applicants must ensure chosen equipment meets the above requirements. At the end of the project implementation window, if the installed charger does not meet the above criteria, no rebate will be awarded. Pre-approved DCFC equipment is listed on the CALeVIP approved equipment list. For L2 chargers and DCFC chargers not listed on the CALeVIP approved equipment list, applicants are encouraged, but not required, to contact the Program Administrator for verification that equipment is eligible before installation to ensure eligibility for the rebate. Any questions relating to approved equipment can be directed to the Program Administrators at evcp@sdcounty.ca.gov.

Installation, Operation, and Maintenance Requirements

All funded chargers must be installed by a team with at least one licensed Electric Vehicle Infrastructure Training Program (EVITP)-certified electrical contractor in accordance with State and local building codes and relevant safety standards and comply with California prevailing wages. Installations must include appropriate lighting, signage, and security measures to ensure chargers are safe and easily identifiable for public users.

Applicants must commit to maintaining and operating all chargers for at least six (6) years after installation. This includes maintaining network connectivity, ensuring equipment functionality, and providing usage data as required by the County. Applicants and Network Providers must maintain a 97% uptime (ability to charge) during the six (6) year period as defined in the EVCP Terms and Conditions available on the Program website.

Chargers must be registered in a public EV charger database, such as the Alternative Fuels Data Center, to ensure location visibility and accessibility for users. The County will also maintain a geodatabase of all chargers installed via the Program.

2.3 Implementation and Administration

Application Process

Applications will only be accepted during an announced application window. The Program utilizes a milestone-based application process to ensure project eligibility, accountability, and timely completion. All Program application forms except the EVCP Formal Incentive Acceptance Form are found on the Program website. The application process varies slightly depending on L2 or DCFC installation as explained below.

Final payments will be disbursed only after verification that all Program requirements have been met, including installation, inspection, and documentation of operational readiness. Funding amounts shall be made according to Table 2 and in compliance with the *Program Eligibility*

Eligible Costs section.

L2 Application Process

The application process begins with an online application via an online portal where applicants confirm eligibility and submit an initial application using the:

- EVCP Site Application Form, including:
  - Project Unique identifier
  - Site address
  - Type of site
  - Applicant information (relation to the project) and signature
  - Property owner information and signature
  - Proposed number of chargers
  - Charger types
  - Number of EVs and number of people living at site (only for multifamily housing properties)
  - How did you hear about the Program?
  - Have you submitted an application to this Program for a different site? Please report the unique identifier of previous applications to this Program.
  - As a site host, have you installed an EV charging station before?
  - As a site host, have you applied or are you currently applying for other green energy subsidy Programs?
  - Signature acknowledgement for the following:
    - Having read EVCP Terms and Conditions available on the Program website
    - Agree to data sharing as defined in the EVCP Terms and Conditions available on the Program website
    - By submitting this form, and if a subsidy is offered and accepted, I commit to install the charging station and to share data generated by it with the County and university research partners
    - In the event that there are more applicants than subsidies available, eligible applicants will be selected randomly to receive the subsidy. The County expects to have multiple rounds of incentives this year. Applicants who are not selected in this round will automatically be considered in future rounds unless they check the box below indicating they do not wish to be included.
    - Check this box if you do NOT want to be considered in future rounds if you are not selected in this round
    - Consent for follow up

At the end of the funding round application period, if the funds are undersubscribed, all verified applicants will receive the incentive. If funds are oversubscribed, a lottery will be used to select which projects receive funding. Projects that are not selected in the lottery will be automatically enrolled into the subsequent round of funding unless an applicant indicates on the application they do not wish to be included. Once initial application materials are approved and projects are selected, the Program will provide an estimated incentive and reserve the funds. Selected applicants will be notified and will have three (3) weeks to formally accept or deny the incentive funds via the EVCP Formal Incentive Acceptance Form. Once the applicant officially accepts the funds, the applicant will have 270 days to complete the project and submit all required documentation. Once the project is complete and operable, the applicant

will return the following forms and provide the following documentation before final review by the Program Administrator. After final review, funding will be distributed.

- EVCP Final Requirements Form, including:
  - Affidavit Ensuring Adherence to Electric Vehicle Infrastructure Training Program (EVITP) Requirements
  - Signed six (6) year maintenance agreement
  - Project final utility design plan set
  - Issued building permits
  - Signed final inspection card by inspector
  - Itemized receipt(s) of all eligible costs, including hardware, installation labor and materials, design and engineering, electrical upgrades, networking, signage, and related infrastructure
    - Paid equipment invoice
    - Paid design/ engineering invoice
    - Paid installation invoice
  - Site photos showing
    - Close up of each charger and space
    - Wide angle of charging area
  - Equipment Product Specifications Sheet confirming the following:
    - Nationally Recognized Testing Laboratory (NRTL) certification
    - Charger is networked
    - Payment options
    - Power rating
    - EV charger serial numbers
  - Confirmation of mailing address
  - Proof of listing on Alternative Fueling Station Locator
  - Disclosure of other rebates/ incentives received
  - Operational equipment and publicly accessible site verification
  - Estimated price for charging

DCFC or Combination Application Process

The process for a DCFC or Combination (DCFC and L2) application begins with an online application via an online portal where applicants confirm eligibility and submit initial application using the:

- EVCP Site Application Form, including:
  - Project Unique identifier
  - Site address
  - Type of site (multifamily sites are not eligible for DCFC)
  - Applicant information (relation to the project) and signature
  - Property owner information and signature,
  - Proposed number of chargers,
  - Charger types
  - How did you hear about the Program?

- Have you submitted an application to this Program for a different site? Please report the unique identifier of previous applications to this Program.
- As a site host, have you installed an EV charging station before?
- As a site host, have you applied or are you currently applying for other green energy subsidy Programs?
- Signature acknowledgement for the following:
  - Having read EVCP Terms and Conditions available on the Program website
  - Agree to data sharing as defined in the Terms and Conditions available on the Program website
  - By submitting this form, and if a subsidy is offered and accepted, I commit to install the charging station and to share data generated by it with the County of San Diego and university research partners
  - In the event that there are more applicants than subsidies available, eligible applicants will be selected randomly to receive the subsidy. The County expects to have multiple rounds of incentives this year. Applicants who are not selected in this round will automatically be considered in future rounds unless they check the box below indicating they do not wish to be included.
  - Check this box if you do NOT want to be considered in future rounds if you are not selected in this round
  - Consent for follow up

At the end of the funding round application period, if the funds are undersubscribed, all verified applicants will receive the incentive. If funds are oversubscribed, a lottery will be used to select which projects receive funding. Projects that are not selected in the lottery will be automatically enrolled into the subsequent round of funding unless an applicant indicates on the application they do not wish to be included. Selected applicants will be notified and will have three (3) weeks to formally accept or deny the incentive funds via the EVCP Formal Incentive Acceptance Form. Once the applicant officially accepts the funds, the applicant will have 450 days to complete the project and submit all required documentation. Due to the cost and complexity of DCFC installation, the Program provides a milestone payment for these projects. Combination (combo) projects that include both DCFC and L2 chargers may take the full 450 days for all chargers (including L2).

After project selection, a midway payment of up to 50 percent can be made after the following information has been submitted and approved by the Program Administrator:

- EVCP DCFC Milestone Requirements Form, including:
  - Current utility design plan set
  - Verification of submitted permits
  - Signed contract with proposed costs between landowner and installer
  - Confirmation that the charger will be installed on its own circuit
  - Status of construction, which will not affect funding eligibility for the midway payment

The final payment of the remainer of the incentive balance will be made after the following information has been provided and reviewed by the Program Administrator:

- EVCP Final Requirements Form, including:
  - Affidavit Ensuring Adherence to Electric Vehicle Infrastructure Training Program (EVITP) Requirements
  - Signed six (6) year maintenance agreement
  - Project final utility design plan set
  - Issued building permits

- Signed final inspection card by inspector
- Itemized receipt(s) of all eligible costs, including hardware, installation labor and materials, design and engineering, electrical upgrades, networking, signage, and related infrastructure
  - Paid equipment invoice
  - Paid design/ engineering invoice
  - Paid installation invoice
- Site photos showing
  - Close up of each charger and space
  - Wide angle of charging area
- Equipment Product Specifications Sheet confirming the following:
  - Nationally Recognized Testing Laboratory (NRTL) certification
  - Charger is networked
  - Payment options
  - Power rating
  - EV charger serial numbers
- Confirmation of mailing address
- Proof of listing on Alternative Fueling Station Locator
- Disclosure of other rebates/ incentives received
- Operational equipment and publicly accessible site verification
- Estimated price for charging

Application Changes and Extension Requests

Extension and Cancellation Appeal Policy

Projects must be completed and all required documentation submitted by the due date, which is calculated as 270 or 450 days from the date incentive funds are formally accepted for L2 and DCFC, respectively. Applicants may request one extension for up to 90 or 180 additional days, respectively, if the delay is due to factors outside of their control, such as equipment delivery issues, utility interconnection delays, labor shortages, inspection delays, or extraordinary events like natural disasters. Extension requests must include documentation demonstrating both the cause of the delay and consistent project progress and must be submitted before the original due date using the required form and supporting evidence.

Certain delays are not eligible for extensions and may result in automatic cancellation. These include delays caused by applicant-controlled factors such as redesigning projects or relocating chargers, excessive downtime between readiness and construction commencement, and lack of communication between applicant and Program Administrator. Applications will be automatically cancelled if the project surpasses the due date without a granted extension or if required documentation is incomplete or not submitted by the deadline.

Applicants may submit a single cancellation appeal within 30 days of the cancellation date. Appeals must include documentation showing that the delay was outside the applicant's control, evidence of substantial progress since the original due date, and confirmation that no extension has already been granted. Cancellation appeal decisions are final and at the discretion of the Program Administrator and County.

Extension requests and cancellation appeals must be submitted to the Program Administrator using the EVCP Extension and Cancellation Appeal Form. Forms must include the application number and relevant

documentation attached. Forms must include an explanation of the delay, supporting documentation such as supplier emails or utility correspondence, and either a revised project completion schedule for extensions or evidence of resumed progress for appeals.

Project Change Policy

Applicants must notify the Program Administrator of any project changes after application approval. Changes may include, but are not limited to, transferring point of contact (applicant) of the project, substituting equipment models, or changes in the number of chargers planned. Incentive amounts distributed will be reduced proportionally if fewer chargers are installed than originally planned. However, if more chargers are installed than originally planned, no additional funding will be provided. All changes must be reviewed and approved by the Program Administrator prior to implementation to ensure continued compliance with Program requirements.

Requests for changes must include a written explanation of the reason for the modification and supporting documentation, such as revised equipment specifications or updated site plans (for DCFC projects only) where relevant. The Program reserves the right to deny changes that would compromise eligibility, reduce public accessibility, or conflict with Program objectives. Unauthorized changes may result in cancellation of the application and forfeiture of reserved funds.

Applicants should submit change requests using the EVCP Project Change Request Form as early as possible to avoid delays in project completion. Approved changes may require additional verification steps, including updated permits or inspections, before incentive payment can be issued.

Post Incentive Obligations

To ensure long-term public benefit and compliance with Program goals, all applicants receiving incentives must adhere to the following obligations. Failure to meet these obligations may result in incentive repayment or disqualification from future Program participation based on the EVCP Terms and Conditions available on the Program website.

1. **Hours of Operation**: All chargers funded through the Program must be publicly accessible at locations, such as offices, churches, shopping centers, and similar sites, for a minimum of 18 hours per day. For L2 chargers installed at multifamily properties, chargers must be made available to all residents of the property; however, public access is not required.
2. **Minimum Operation Term**: Applicants must maintain and operate all funded chargers for a minimum of six (6) years following installation. This includes:
   - Ensuring equipment remains functional and safe;
   - Maintaining network connectivity and payment systems; and
   - Providing timely repairs and service as needed.
3. **Operational Requirements:** The applicant agrees to ensure that each charger in a proposed installation is “up” at least 97% of a site’s standard hours of operation and that the chargers shall remain in service at the Installation Address for a minimum of six (6) years as defined in the EVCP Terms and Conditions available on the Program website.
4. **Data Reporting Requirements**: To support Program evaluation and greenhouse gas reduction tracking, applicants are required to submit session/usage data for the EV charger(s) for Level 2 or DCFC for six (6) years after installation. Data should be submitted at least every six (6) months, commencing after charger commissioning. Applicants must grant the County and university research partners the right to directly acquire session/usage data directly from their network provider/operator, and network providers/operators must commit to timely provision of the session/usage data. Data should include at minimum: Station serial number, date and time of session start and conclusion, kWh of electricity consumed, and charger uptime statistics (see EVCP Terms and Conditions available on the Program website). Network providers/operators that already

collect additional data identifying who initiated a session (e.g., a customer ID #, etc.) and/or the vehicle plugged in (make, model, and year) shall include such information.

5. **Audits and Record Retention**: Applicants must retain all project-related records (including financial records, equipment and other personal property receipts, progress reports, payment requests, usage records and usage reports) for ten (10) years after the final payment has been received. The County reserves the right to audit projects and request documentation at any time during this period.

Technical Assistance

The Program will include support for project administration and application processes and guidance to promote compliance with eligibility and Program requirements. To find more information about the Program, please refer to the Program website. To reach a Program Administrator, send an email to evcp@sdcounty.ca.gov or call 619-481-5000 between 9am and 5pm Monday-Friday or leave a message.

The Program Administrator cannot provide technical support relating to installation, charging technologies, permitting, or other project specific questions. These questions should be directed toward the installer, Authority Having Jurisdiction, or other source.

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County of San Diego
Electric Vehicle Charger Program

EVCP Program Guidelines

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