

Office of Energy and Climate Change

Drive electric NSW EV ready buildings grants



Funding guidelines

August 2023





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Introduction

The NSW Government is determined to act on climate change while continuing to grow our economy. That is why the NSW Government has committed to reach net zero emissions by 2050. The plan to achieve this involves creating new jobs, reducing household costs and attracting investment to NSW.

The transport sector is currently the state's second largest source of CO₂ emissions and is predicted to become the state's leading source of emissions by 2035. It was responsible for 20% of all NSW emissions in 2020 and 89% of these emissions were from road transport. Half of the road transport emissions came from passenger vehicles. It is crucial to reduce transport emissions to meet our net zero target.

In June 2021, the NSW Government launched the [NSW Electric Vehicle Strategy](#) (the strategy) to make NSW the easiest and most affordable place to buy and operate an electric vehicle (EV) in Australia.

The Office of Energy and Climate Change (the office) has designed the EV ready buildings grants program (the grants) to provide AUD \$10 million of co-funding that is easy to access and will increase EV charging in apartments across NSW. The grants will contribute to the installation of EV charging infrastructure upgrades in apartment buildings.

It is estimated that 80–90% of EV owners will charge their vehicle at home – whether that is a single dwelling or an apartment building. In NSW, 15% of the population live in apartments and there are nearly 84,000 strata schemes.

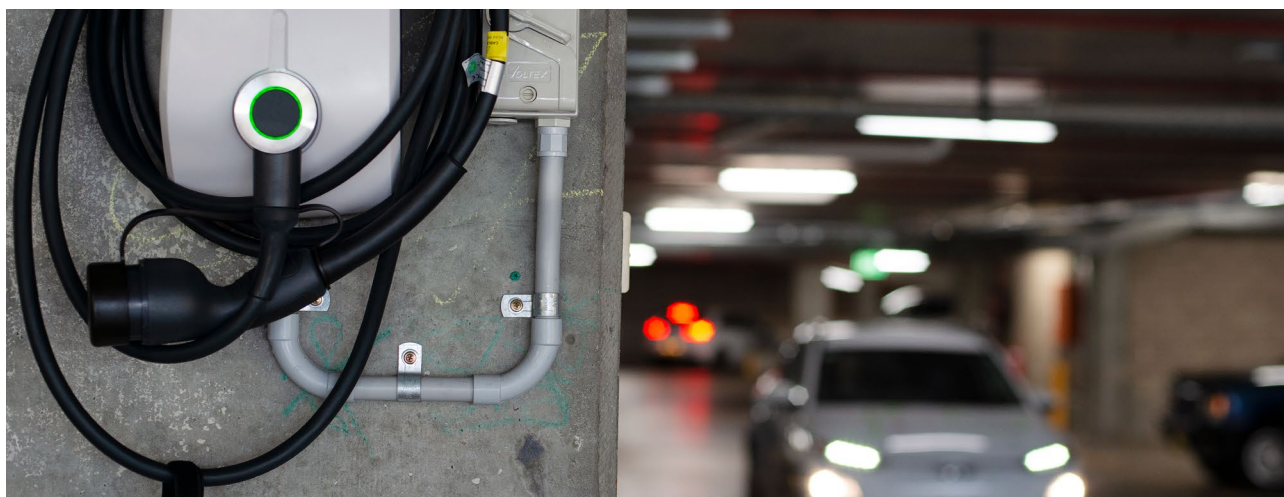
Retrofitting apartment buildings to be EV ready will accelerate the uptake of EVs amongst apartment residents and increase the desirability of rental properties amongst tenants. It also provides fair and equitable access for tenants to access EV charging at home.

However, retrofitting an existing apartment building to be EV ready is more complex and expensive than a single dwelling. It impacts on the overall building's electrical load and may require an upgrade of the existing electrical infrastructure. Many strata schemes lack the funding and knowledge to make their building EV ready.

Making buildings EV ready refers to the process of retrofitting an existing building with the electrical infrastructure needed to allow for EV charging. It involves identifying:

- the building's maximum electricity demand – the maximum actual usage of electricity for the building
- the building's electricity capacity – the maximum electricity the building can use before something in the building trips
- the number of charging points that may be installed – now and in the future
- the likely costs and funding sources
- the most optimal installation approach
- any approvals that need to be granted.

It then involves potentially upgrading switchboards and installing distribution boards, cabling, load management systems and other electrical infrastructure.



Purpose

These guidelines provide rules and guidance to applicants seeking funding to install EV charging infrastructure through the EV ready buildings grants. Applicants should read these guidelines in conjunction with the frequently asked questions page provided on the [NSW Government website](#).

Provide co-funding towards the installation of EV charging infrastructure upgrades in apartment buildings.

Program objectives

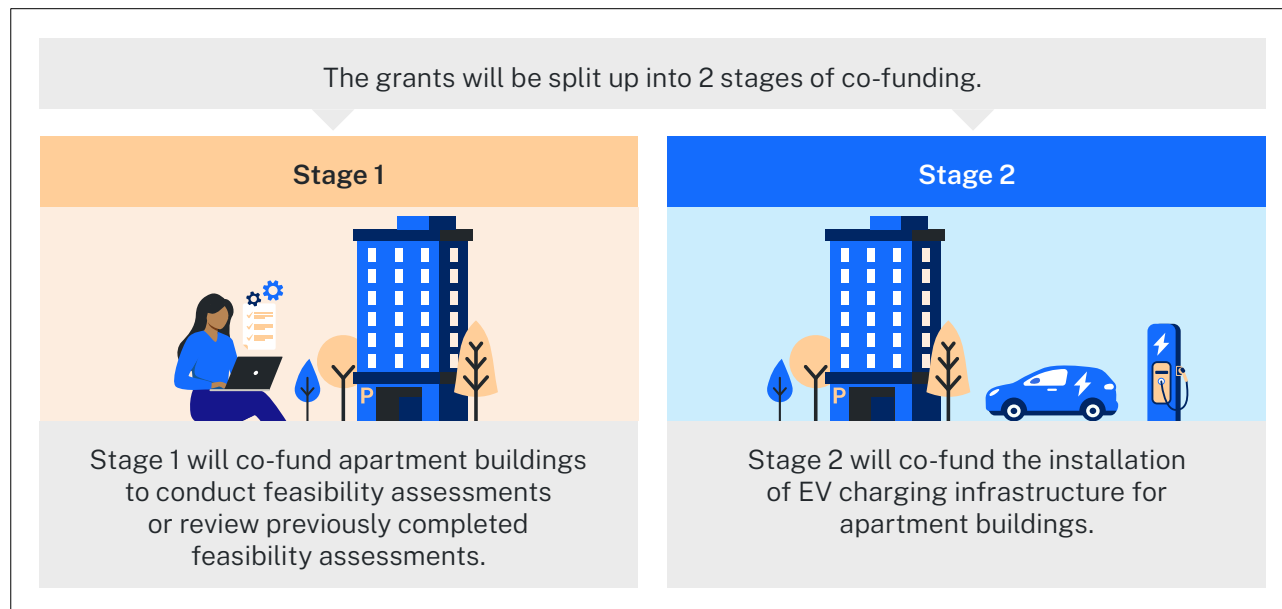
The EV ready buildings grants aim to:

- accelerate the uptake of EVs among apartment residents
- create a range of exemplar EV ready buildings to encourage others
- provide fair and equitable access for residents to access EV charging at home
- increase the desirability of rental properties amongst tenants and increase the sale or resale value of an apartment
- ensure widespread, world-class EV charging coverage in NSW.



EV ready buildings grants snapshot

Grants overview



Application journey



What can be co-funded?

Stage 1

Route 1: Applicant applies for a co-funded feasibility assessment

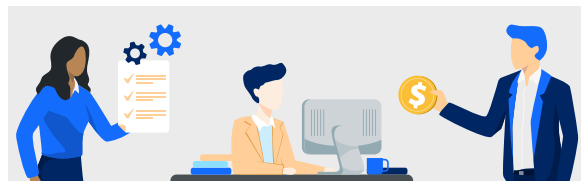
Site co-contributed amount = \$2,000 ex-GST

NSW Government co-funding amount (i.e. remaining costs)



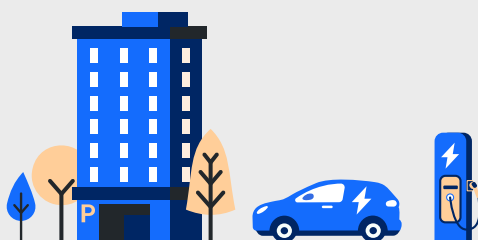
Total cost for feasibility assessment

Route 2: Applicant applies to receive a review of a previously completed feasibility assessment



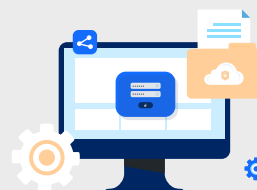
For applicants who have previously completed a feasibility assessment, the NSW Government will fund a feasibility report review.

Stage 2



The NSW Government will co-fund up to 80% towards the cost of retrofitting electrical infrastructure to make your building EV-ready (capped at a total cost of \$80,000 ex-GST per application)

- Funding may also cover up to 4 chargers per site, which must be available to all residents (i.e. located in common property locations such as visitor car spots).



The NSW Government will co-fund 50% towards the cost of software subscriptions for 2 years (capped at a total value of \$1,200 ex-GST per application).

Site and application eligibility

Stage 1



Located in NSW.



Registered strata scheme under the *Strata Schemes Development Act 2015*.



Classified as a class 2 building under the *National Building Code* with 10 or more units.



The building must have private and/or common property visitor (or shared) off-street common property parking as part of the strata scheme.



No more than 4 EV chargers already installed for buildings with less than 40 units, or no more than 10% of the number of parking spaces for buildings over 40 units.



Must be able to implement EV charging infrastructure upgrades that can be accessed by all residents.

Stage 2



Completed stage 1 of the program.



Gathered 2 x commercial quotes for the electrical infrastructure works.



Confirmation that EV charging infrastructure will be appropriately operated and maintained.



Confirmation that charging infrastructure will be accessible to all residents and tenants looking to install EV chargers.



Evidence of owners corporation approval for the installation of EV charging infrastructure.



Evidence of sufficient funds to complete the works (i.e. sufficient capacity in the Capital Works Fund).



Insurances: public liability, professional indemnity, workers compensation.



Funding details

The total NSW Government funding allocated for this program is AUD \$10 million. The funding amount and timeframes for the grant may change at the discretion of the office.

For a building to become EV ready, it is important that electrical infrastructure upgrades meet the current infrastructure of the building as well as the future needs and demands of apartment owners and tenants.

To help with this, the EV ready buildings grants will be delivered through 2 stages of co-funding. Stage 1 will act as a preliminary assessment stage which will determine the best approaches to make the building EV ready. Stage 2 will use the learnings from stage 1 to implement the EV charging infrastructure upgrades. These upgrades will equitably support residents by enabling EV charging for the building's available car spaces, with co-funding subsidising the electrical infrastructure of the building and shared chargers. The grants will not support the installation of private EV charging equipment for individual car spots.

Each stage requires separate online applications.

Stage 1 co-funding is for eligible owners corporations in eligible residential apartment buildings to conduct feasibility assessments.

Stage 2 co-funding is for eligible owners corporations with a finalised stage 1 feasibility assessment to install:

- EV charging electrical infrastructure
- up to 4 shared usage chargers in common areas
- software subscriptions for load management and shared charger billing usage capabilities.



Funding caps and budgets

Stage 1



- The applicant must commit to an initial payment of \$2,000 ex-GST to be paid directly to the independent consultant allocated by the NSW Government prior to the assessment commencing. The NSW Government will subsidise the remaining cost of the feasibility assessment on completion of the assessment.

Stage 2



- 80% towards the cost of retrofitting electrical infrastructure to make your building EV ready (capped at a total value of \$80,000 ex-GST per application).
- 50% towards the cost of software subscriptions for 2 years (capped at a total value of \$1,200 ex-GST per application).
 - This feature is optional.
 - If the applicant is requesting funding for software subscriptions, the cost of the subscription must be included within the stage 2 submission.



Stage 1 – EV charging feasibility assessment

The NSW Government will subsidise the cost of an EV charging feasibility assessment. The cost to the applicant will be \$2,000 ex-GST. The NSW Government will cover the remainder of the fee.

The feasibility assessment will be conducted by an independent consultant selected by the office, who will make recommendations to the applicant regarding the building's infrastructure upgrades. The report will detail upgrade options with different price points ensuring all installation possibilities are communicated to the applicant.

The feasibility assessment report will include:

- an assessment of the building including detail of specific electrical requirements (such as recommended switchboard upgrades, space for additional cabling and smart charging/load management system requirements)
- a suitability examination of the building that highlights potential challenges that may be faced during installation (such as capacity limitation of existing switchboards, physical space limitations of distribution boards, physical separation of apartments and their car spaces, cabling distances and access)
- any anticipated impact on electrical supply to site and/or impact on peak demand charges

- user pays options
- visitor parking considerations
- options for upgrading EV chargers including estimated costs and timings
- high-resolution photos of key areas (for example, distribution boards, car spaces and cable pathways).

Applicants who have had an EV charging feasibility assessment undertaken prior to applying will still be required to apply for stage 1. They will need to submit their feasibility assessment which will be assessed by an independent consultant provided by the office at no cost to the applicant. Should the report not provide a suitable solution for the building, or if any deficiencies are found, the applicant will be offered the opportunity to have a new feasibility assessment undertaken at a cost of \$2,000 ex-GST.



Note: if the applicant is providing their own feasibility assessment, the feasibility assessment will need to adhere to the requirements of the program feasibility assessments. A checklist of requirements is available on the [NSW Government EV ready buildings website](#).



Eligibility criteria – stage 1

Each site must be submitted as a separate application, even if sites are owned or managed by the one applicant. The following information is required at the point of application for each site.

Applicant requirements

To be eligible for stage 1 co-funding, the applicant must:

- be a nominated representative of a registered strata scheme (such as a member of the strata committee, a member of the owners corporation, strata manager or an independent project manager)
- have approval to undertake a feasibility assessment from the strata committee and provide evidence of the approval to the NSW Government
- have the relevant financial approvals in place to cover the cost of the feasibility assessment (\$2,000 ex-GST) and provide evidence of the approval to the NSW Government
- complete the stage 1 pre-application checklist, available on the [NSW Government EV ready buildings website](#).

Site requirements

To be eligible for stage 1 co-funding, a site must:

- be located in a NSW Local Government Area (LGA)
- be a registered strata scheme under the *Strata Schemes Development Act 2015 (NSW)*
- be classified as a class 2 building under the National Building Code with 10 or more units
- have private and/or common property visitor (or shared) off-street parking as part of the strata scheme
- have no more than 4 existing EV chargers installed for buildings with less than 40 parking spaces. Otherwise, the number of existing installed chargers may not exceed 10% of number of parking spaces
- be able to implement EV charging infrastructure that can be accessed by all residents equitably.



Note: evidence of approval can be submitted using a meeting motion. A templated version can be found on the [NSW Government EV ready buildings website](#).



Stage 2 – electrical infrastructure and building upgrades

The NSW Government will co-fund 80% (up to \$80,000 ex-GST) towards eligible electrical infrastructure and building upgrade projects. An approved feasibility assessment is a prerequisite to applying for funding in stage 2.

Once the feasibility assessment is complete, applicants will be able to apply for stage 2 funding using the recommendations identified in the feasibility assessment report.

The upgrades will retrofit the electrical infrastructure in the building to enable EV charger installations.

Requirements for stage 2 works:

- the project must be carried out by a licensed electrician who are to supply a Certificate of Compliance following project completion. The licensed electrician must be engaged by the applicant
- the approach for installation must align with the suggestions in the stage 1 feasibility assessment.

Upgrade costs

The cost to upgrade electrical infrastructure varies depending on the building's configuration and the configuration of the infrastructure solution. The cost advice provided by the independent consultant during the feasibility assessment will only be an estimate.

Guidance material

For more information regarding the different installation approaches that can be undertaken in strata buildings please read through our [suite of online guidance material](#). Step 3 under the 5 steps to EV readiness' provides information on the different approaches that may be considered.



Note: more information regarding the application process can be seen in the 'Applicant journey' in the EV ready buildings grants snapshot on [page 9](#).



Eligibility criteria – stage 2

Applicant requirements

To be eligible for stage 2 co-funding, an applicant must:

- be a nominated representative of a registered strata scheme (such as a member of the strata committee, a member of the owners corporation, strata manager or an independent project manager)
- have the relevant approvals in place from the owners corporation to undertake the requested electrical infrastructure works
- have the relevant financial approvals in place to cover the remaining costs of the electrical infrastructure works
- complete the stage 2 pre-application checklist.

Site requirements

To be eligible for stage 2 co-funding, a site must:

- have met the site requirements for stage 1
- have a completed stage 1 feasibility assessment which concludes with an approved feasibility assessment report with advice on how to proceed with stage 2 works
- provide a detailed project plan
- provide at least 2 commercial quotes for the electrical infrastructure works
- provide a commercial quote for the purchase of a 2-year subscription for approved smart software [software list](#) (if applicable)
- confirm charging infrastructure will meet the needs of residents currently looking to install EV chargers and maximise the number of resident car parking spots enabled for future charging installations
- for mixed use buildings, confirm the charging infrastructure will only service the residential parking area(s)
- confirm shared chargers meet EV charger technical requirements and will be accessible for all residents (if applicable)
- have received local council Development Approval (DA) for any shared chargers being installed (if applicable)

- implement a suitable billing solution for chargers (if applicable)
- commit to completing stage 2 works within 12 months of executing the funding agreement
- commit to undertake resident and owner opinion surveys prior to work commencing and at 6 and 12 months from the project completion
- commit to completing data collection works within 12 months of finishing stage 2 construction (if applicable).

Where an application does not meet these requirements, the office reserves the right to:

- contact an applicant to seek clarification on information included in their application to resolve any areas of non-compliance. Applicants need to resolve the matter with the office within the given assessment timeframe to ensure their application is assessed in time
- deem the application to be non-compliant and set it aside from further consideration
- deem the application to be non-compliant but progress to assessment against the evaluation criteria.



Eligible building types and approaches for installation

Applications will be assessed on a range of building typologies such as low rise, high rise, older stock and medium density. These criteria will ensure that a wide range of buildings are co-funded as part of the grants to develop a range of examples of EV charging infrastructure installation.

If multiple buildings propose upgrades within the same building typology, the office reserves the right to reject applications to ensure an equitable spread of typologies is achieved across the state. Types of buildings that are no longer open for applications will be communicated on the grants website and application portal.

Additional funding – software subscriptions

The NSW Government will co-fund 50% (up to \$1,200 ex-GST) towards eligible software subscriptions for 2 years.

As the approach for installation will differ from site to site, the software subscription is an optional feature. Some sites may not see the need to implement smart capabilities.

Benefits of software

The inclusion of software provides a range of benefits for the building, apartment owners and EV drivers. This includes understanding when and how charging is occurring, managing energy use, detecting any issues requiring maintenance and managing payment or promoting free charging.

Software for chargers installed in individual parking bays will not be co-funded.

Applicants will agree to participate in a data collection trial where 2 years of software subscription costs are funded in return for government access to de-identified charging data. The reporting mechanisms for this will be specified in the reporting requirements of the EV ready building grants of the stage 2 grants funding agreement.

The software solution must meet the technical requirements listed in [Table 1](#) or be selected from an [approved list](#) hosted by the EV Council.

The applicant will have the responsibility to obtain and licence the software.



Table 1 EV charger and software technical requirements

Requirement Type	EV charger technical requirements
Hardware	Have a minimum power output per EV charger port as follows: <ul style="list-style-type: none"> • single-phase – 7kW • 3-phase – 22kW.
	Compliant with: <ul style="list-style-type: none"> • AS/NZS 3000:2018 Electrical Installations • AS/NZS 4417.1:2020 and AS/NZS 4417.2:2020 Regulatory compliance mark for electrical and electronic equipment.
	A minimum of type 2 socket or outlet (if untethered cable) if AC output
	OCPP 1.6 and/or OCPP 2.0 communications capability, over at least one of ethernet, wi-fi or 4G network
If installed in an outdoor environment	Rated IP54 or higher for ingress protection
	Rated IK08 or higher for impact protection
Software	Can remotely manage the EV charger
	Is available and supported within Australia
	Is compatible with OCPP 1.6 and/or OCPP 2.0
	Is available on Android and iOS operating systems



Merit criteria – stage 2

All applications will be individually assessed against the merit criteria listed in Table 2.

Table 2 Merit criteria

Merit criterion	Assessed information
Cost of works and value for money	<ul style="list-style-type: none"> • Implement efficient and cost effective use of NSW Government co-funding to enable apartment building EV readiness. • The quality and detail in the project plan/budget: <ul style="list-style-type: none"> – indications regarding utilisation – operational and maintenance costs.
Building type and charging infrastructure design	<ul style="list-style-type: none"> • Rationale for how the installation will deliver on the grant objectives. • Building typology and location. • Charging infrastructure design and installation. • Any innovative/unique approaches to installing EV charging infrastructure.
Applicant capabilities and capacity	<ul style="list-style-type: none"> • The strata scheme’s financial capacity or plan to meet expected project budget and costs. • Information relating to how these projects will be managed to be delivered on time and to budget. • Details of the project plan which may include key risks, identifying key milestones and project budget. • Expected timeframes for each stage of the project. • Readiness of projects to commence installation including availability of hardware and software.
User experience	<ul style="list-style-type: none"> • Any innovative approaches to creating a positive and enjoyable user experience including contactless payment. • The use of hardware solutions that provide high reliability and have a proven track record. • The use of software solutions that provide a user-friendly interface.

Eligible expenditure

Funding must only be used for eligible activities related to the assessment and installation of EV charging infrastructure as outlined in Table 3.

Table 3 Eligible and ineligible expenditure

What the grants will co-fund	What the grants will not co-fund
<p>Stage 1</p> <p>The NSW Government will subsidise the cost of a feasibility assessment completed by an independent consultant.</p> <p>The NSW Government will review an existing feasibility assessment free of charge if the applicant has already completed a feasibility assessment prior to applying for the grants.</p>	<ul style="list-style-type: none"> • Grants application costs. • Buildings that do not meet the eligibility criteria. • Business case development or council approval costs.
<p>Stage 2</p> <p>The NSW Government will co-fund 80% (up to \$80,000 ex-GST) towards:</p> <ul style="list-style-type: none"> • electrical infrastructure upgrades: <ul style="list-style-type: none"> – load management systems – electrical cabling – residual-current devices – switchboards – distribution boards – circuit breakers – electrical surveys/load management assessments (if further assessment is required after the initial stage 1 assessment) – open charge point protocol (OCPP) management system – network upgrades. • the optional purchase and installation of AC EV charger(s) that meets the technical requirements found in Table 1, or is listed on the Electric Vehicle Council (EVC) charger list. <ul style="list-style-type: none"> – a maximum of 4 chargers per site – chargers must be available for all residents (located in common property locations – visitor car spots). <p>The NSW Government will co-fund 50% (up to \$1,200 ex-GST) towards:</p> <ul style="list-style-type: none"> • an optional 2-year software subscription that meets the technical requirements found in Table 1, or is listed on the EVC software list (software is available for shared common use chargers but chargers in private car parking bays will not be co-funded). 	<ul style="list-style-type: none"> • Chargers that have already been purchased and/or installed. • Chargers that do not meet the specifications outlined in Table 1, or those listed on the EVC list. • Chargers for private/individual use. • Software subscriptions that do not meet the specifications outlined in Table 1, or those listed on the EVC list. • Additional charging cables (EV drivers typically carry their own). • Ongoing costs to operate or maintain electrical upgrades and/or charging systems. • Internet costs. • Electricity costs. • Insurance costs. • Salaries or staffing expenses.

Reporting requirements

A requirement of the stage 2 funding is for resident surveys to be undertaken prior to commencement of the works, and then at 6 and 12 months following the completion of the works. The intent of these surveys is to collect information on resident attitudes and opinions towards EVs before and after the electrical

infrastructure has been installed. The reporting mechanisms and required privacy collection contents for this will be specified in the reporting requirements of the EV ready building grants of the stage 2 grants funding deed.

Applicants will also have the option to opt-in for open days where members of the public can tour their buildings to get an understanding of the upgrades and benefit of EV charging.



Timeframes

Indicative timeframes for submission and assessment of applications in stage 1 and 2 will follow the schedule in Table 4.

Table 4 Timeframes for submission and assessment of applications

Stage 1	Description	Timeframe
Application stage	Applicants demonstrate eligibility for the program and provide detail on the sites they would like to apply for.	Ongoing
Eligibility check	The office reviews applications and confirms eligibility requirements have been met.	6 weeks
Consultant appointed	The office appoints a consultant to undertake a feasibility assessment or assess an existing feasibility assessment.	8 weeks
Feasibility assessment report completed	The office will provide a copy of the completed feasibility assessment to the applicant.	4 weeks
Stage 2	Description	Timeframe
Application stage	Applicant submits a detailed funding application using information from the stage 1 feasibility assessment.	Ongoing
Eligibility check	The office reviews submitted details and confirms eligibility requirements have been met or seeks more information.	6 weeks
Application approved	The office approves the application.	6 weeks
Funding awarded	The office awards the co-funding through signing of the funding agreement with the applicant, after which the project can commence.	4 weeks
Construction works	Completion of the project works and commissioning of the EV charging infrastructure.	Up to 12 months

Payment breakdowns

For stage 1, the applicant will contribute \$2,000 ex-GST towards the cost of an EV feasibility assessment for their building. The remainder of the feasibility assessment cost will be subsidised by the NSW Government.

Applicants who have had an EV charging feasibility assessment undertaken prior to applying will need to submit their feasibility assessment which will be assessed by an independent consultant provided by the office at no cost to the applicant. Should the report not provide a suitable solution for the building, or if any deficiencies are found, the applicant will be offered the opportunity to have a new feasibility assessment undertaken at a cost of \$2,000 ex-GST.

For stage 2, there will be 3 milestones. The exact grant value and milestone breakdowns will be detailed in each successful applicant funding agreement and will follow the schedule outlined in Table 5.

Table 5 Indicative milestone payments – Stage 2

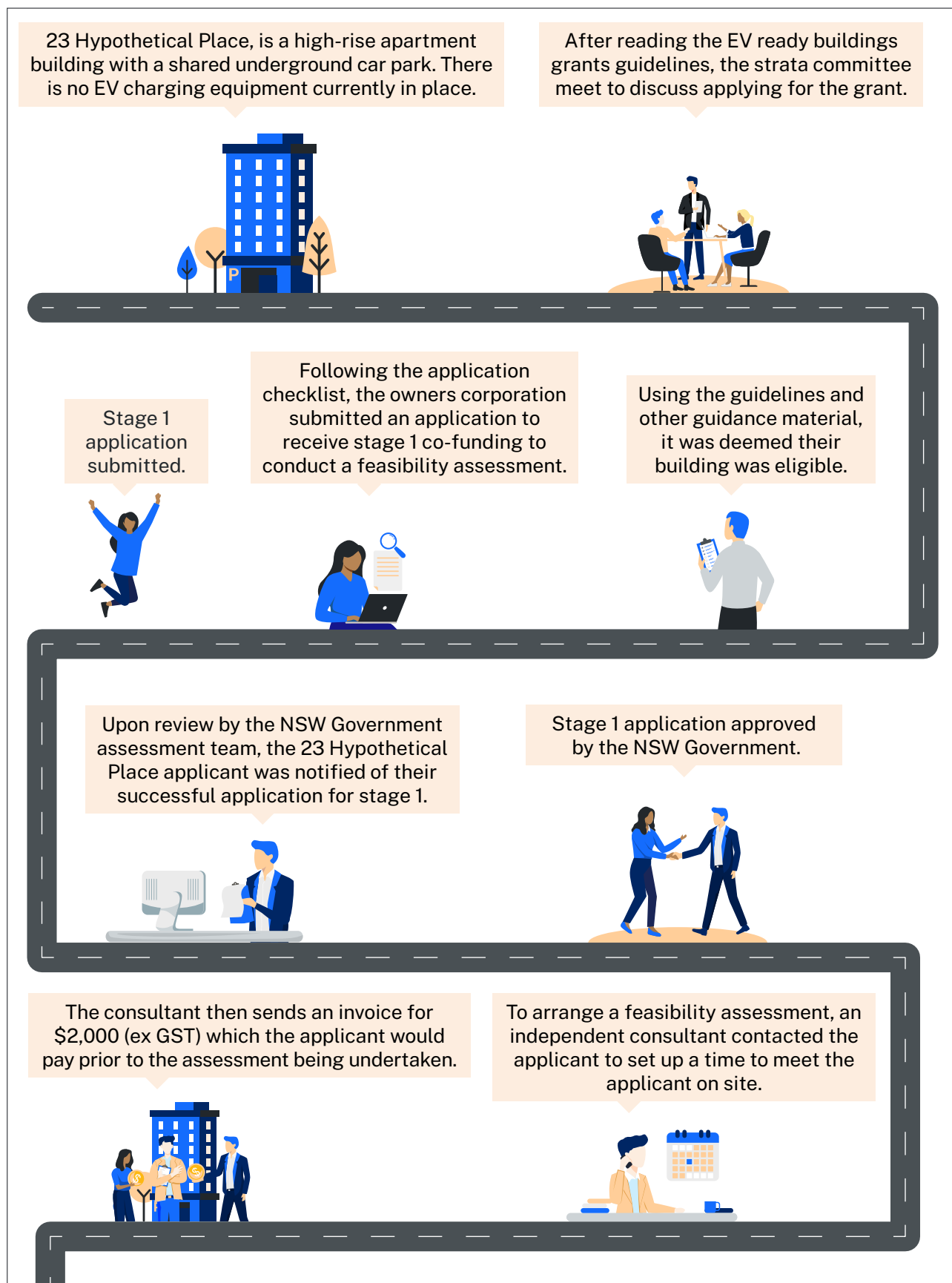
Milestone	Description	Funding percentage
1	Signing of funding agreement and provision of project documentation.	10%
2	Completion of the project works and commissioning of the EV charging infrastructure.	85%
3	Provision of survey and usage data 12 months post project completion.	5%





Application example

Application example



Application example (continued)

Once the assessment was completed, the report was submitted to the NSW Government to confirm the consultant had assessed all relevant criteria and was then forwarded to the applicant for their review.

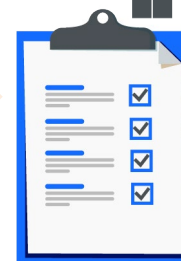
The report highlighted the different electrical and building upgrade options available to make the site EV ready and included estimated costs and timings.



Feasibility assessment report complete.

The preferred option noted in the report was to implement a whole-of-building approach. This was deemed relevant for the following reasons:

- the total car spaces in the building were high
- the demand for EVs amongst owners and tenants was high
- the owners saw the opportunity as an economic benefit with the upgrades potentially adding value to the building and individual apartments
- the owners corporation had sufficient funds to undertake this project.



The strata committee met to discuss the estimated costs.



It was decided that they would submit a stage 2 application and obtain 2 quotes from electrical contractors to undergo the whole of building approach recommended in the report.



The owners corporation approved, by a **Sustainability Infrastructure Resolution**, the installation of the whole of building approach and the submission of a stage 2 application at a general meeting.



Application example (continued)

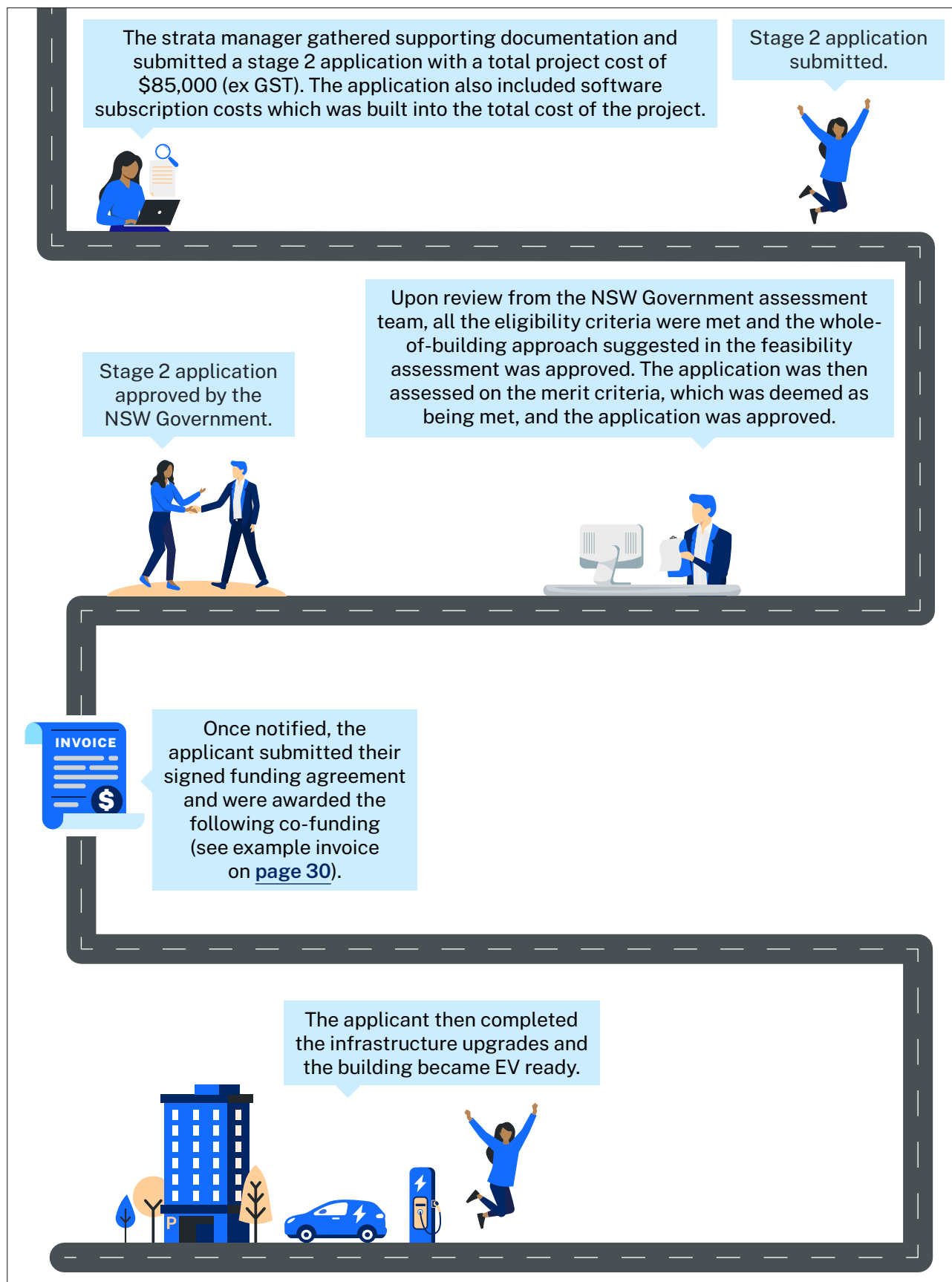


Figure 1 Example costs for application

INVOICE #1			
Site:		Date:	2024
23 Hypothetical Place		Due Date:	2024
Stage 1			
Item	Total cost for applicant (ex-GST)		
Completion of a subsidised feasibility assessment by independent consultant	\$2,000.00		
Stage 2			
Item	Total cost for applicant (ex-GST)	Co-funding requested (ex-GST)	Co-funding provided (ex-GST)
Electrical infrastructure upgrades (totalling \$60,000.00 ex-GST) including:	Electrical infrastructure upgrades – \$60,000.00	\$64,000.00	\$64,000.00
<ul style="list-style-type: none"> • load management systems • electrical cabling • residual-current devices • switchboards • distribution boards • circuit breakers • electrical surveys/load management assessments (if further assessment is required after the initial stage 1 assessment) • open charge point protocol (OCPP) management system • network upgrades. 	Purchase and installation of 4 x 7kW smart chargers in shared car spaces – \$20,000.00	(80% of \$80,000.00)	(80% of \$80,000.00)
	Total \$80,000.00		
Purchase and installation of 4 x 7kW smart chargers in shared car spaces (totalling \$20,000.00 ex-GST)			
A 2-year software subscription for load management and/or billing capabilities from the EV software list (individual charger software will not be co-funded)	\$5,000.00	\$1,200.00 (50% of \$5,000.00 capped at \$1,200.00)	\$1,200.00 (50% of \$5,000.00 capped at \$1,200.00)



Applying for the grants

How to apply

All applicants must use the office's nominated application portal, SmartyGrants. SmartyGrants can be accessed via the [NSW Government EV ready buildings website](#). Instructions for how to use SmartyGrants will be provided immediately after logging in to the platform.



Application process – stage 1

Applications for stage 1 will be continuously open until all funding is allocated and must be created via the [NSW Government EV ready buildings website](#). There is a 5-step application process to apply for stage 1 grants, which is outlined below. Applications that do not meet the requirements of these guidelines may be considered, at the discretion of the office. To apply:

Step 1: Pre-application checklist

Read these guidelines and the stage 1 pre-application checklist available on the [NSW Government EV ready buildings website](#).

Step 2: Begin application

Visit the [NSW Government EV ready buildings website](#) to begin the application. The online form requires applicants to complete their pre-application checklist as well as upload key information and supporting evidence for their building.

If the information entered does not meet the eligibility criteria, applicants may not be able to submit their application until these requirements are met.

Step 3: Determine the route for application

There are 2 routes available when applying for the grants:

- Applying for co-funding to complete a feasibility assessment.
- Applying for a review of an already completed feasibility assessment.

Applicants will be asked which route they will be undertaking. Both routes will require the same baseline information and supporting evidence. Applicants applying for a review of their completed feasibility assessment will be required to upload their feasibility assessment report.

Step 4: Submit application

Applicants submit their application.

Step 5: Receive notification of outcome

Applicants will receive an email notification as per the timeframes outlined in Table 4 confirming the outcome of their application.

Successful applicants applying for co-funding to complete a feasibility assessment can proceed with the assessment. The assessment must be completed within 8 weeks of notification of their application's success. Applicants will be instructed on the steps involved for payment. The applicant's co-payment must be made directly to the consultant prior to work beginning.

Applicants applying for a review of their completed feasibility assessment will not be required to make any payment. The assessment team will review the feasibility assessment and contact the applicant if any amendments are required. These amendments must be made within 8 weeks of notification. Should an applicant's existing feasibility assessment be deemed not suitable, the applicant will be required to apply for a co-funded feasibility assessment.

Application process – stage 2

Applications for stage 2 will be continuously open until all funding is allocated and assessed. Applications must be created via the application portal.

There is a 6-step application process to apply for stage 2 grants which is outlined below. Applications that do not meet the requirements of these guidelines may be considered, at the discretion of the office. To apply:

Step 1: Completion of stage 1 works

Once applicants have completed stage 1 works, a notification will be sent with a link to apply for stage 2. This link will allow the applicant to log in using their stage 1 credentials.

Step 2: Pre-application checklist

Read these guidelines and the stage 2 pre-application checklist. This checklist clarifies and confirms the eligibility requirements and highlights steps to take before applying.

Step 3: Obtain 2 or more quotes

Choose electrical contractors (either an EV charging company or a licensed electrical contractor) and **EV charging software** (where required). Seek quotes to include in the application for the electrical infrastructure upgrades.

At least 2 quotes must be obtained, however should the application provide additional quotes this will increase the demonstration of value for money.

Step 4: Obtain approval from the Owners Corporation

Convene a General Meeting of the Owners Corporation to approve the works.

Step 5: Submit an application

Use the link provided from step 1 to begin the application.

The online form requires applicants to complete their pre-application checklist as well as upload their quotes, key information and supporting evidence for the proposed site.

If the information entered does not meet the eligibility criteria, applicants may not be able to submit their application until these requirements are met. All applications will be assessed according to the timeframes outlined in Table 4.

Step 6: Receive notification of outcome

Applicants will receive an email notification according to the timeframes outlined in Table 4 confirming the outcome of their application.

Successful applicants can proceed with stage 2 works. Stage 2 works must be completed within 12 months of the signing the funding agreement.

Application assessment

The office will assess applications as they are received. Applications are assessed on:

- the ability to meet all eligibility and merit criteria
- the provision of supporting documentation as requested.

This is not a competitive process. Applications will be assessed individually against the criteria outlined in these guidelines.

If an application does not meet eligibility criteria, it will not be considered further in the assessment process. Submitting an eligible application does not guarantee the application will be successful. Should an application be missing information, the office may ask the applicant for clarifying information prior to assessing the application.

If multiple buildings propose upgrades within the same region or locality, the office reserves the right to reject applications to ensure equitable geographic coverage is achieved across the state. Applications will be considered on a first come, first served basis. Areas that are no longer open for applications will be communicated on the grant website and application portal.

Notification of assessment outcome

Confirmation of application – stage 1 and 2

Applicants that meet eligibility criteria and submit a completed application form will receive an email notification confirming the application has been received by the office for assessment. It is intended that applicants will be notified of the outcome within 6 weeks (stage 1) and 12 weeks (stage 2) of their application submission.

Successful applicants – stage 1 and 2

If successful, applicants will receive an email specifying:

- the approved site
- the exact co-funding amount
- the completion dates being:
 - 2 months for the completion of feasibility assessments (stage 1)

- 12 months for the completion of infrastructure upgrades (stage 2).

- supporting documentation required to receive grant payment within the installation timeframe
- next steps.

For applicants completing a co-funded feasibility assessment, a payment of \$2,000 ex-GST must be made prior to the assessment taking place. Once the assessment has been completed, the independent consultant is to submit their report via the application portal. Once assessed and approved by the office, the report will be sent to the owners corporation.

For applicants who have previously completed a feasibility assessment, an independent consultant will review the report via the application portal. If there are any additional requirements for the report, the consultant will write the required amendments in an addendum report and provide this to the applicant. If the applicant-supplied report does not meet the eligibility requirements described in the pre-application checklist, the applicant will be required to undertake a co-funded feasibility assessment.

For all payments, if evidence is deemed to not meet the requirements, the office will contact applicants to request further documentation or evidence. Payment will be withheld until applicants submit this required evidence.

Read the details outlined in the terms and conditions section of these guidelines before applying.

Unsuccessful applicants

Unsuccessful applicants will receive an email advising that their application is unsuccessful on this occasion. If an applicant meets the eligibility criteria but are deemed unsuccessful (i.e. due to poor scoring on merit criteria), they can re-apply for the grants in the future.

The office encourages unsuccessful applicants to continue to use the information provided in these guidelines to upgrade their buildings to make them EV ready.

How to receive payments

Stage 1

A letter of agreement will have to be signed by the applicant. Once completed the applicant will receive an invoice for \$2,000 ex-GST directly from the appointed consultant. The invoice will have to be paid prior to the commencement of the feasibility assessment.

Stage 2

The payment process for stage 2 co-funding consists of 3 instalments including:

- upfront payment (10% of the total co-funding amount) on execution of the funding agreement
- end of project payment (85% of the total co-funding amount)
- software subscription payment on completion of the works (if applicable)
- reporting phase payment (5% of the total co-funding amount one year after completion).

To be eligible for the end of project payment, applicants must submit:

- a certificate of compliance showing a licensed electrical contractor installed the appropriate electrical infrastructure at the approved site
- a final invoice showing the purchase of a 2-year EV charger software subscription (if applicable)
- photo evidence that shows upgraded electrical infrastructure
- load management testing report (if applicable)
- insurance certificate.

To be eligible for the data collection payment, applicants must provide:

- survey results completed 6 and 12 months after project completion
- access to de-identified charging data from EVSE (electric vehicle service equipment) software (if applicable) for a one year period following installation.





Further
information

How we handle your confidential information

Unless otherwise stated, any commercial-in-confidence information provided by an applicant as part of, or in connection with, a registration, application or negotiation process will be treated confidentially by the office. The office may disclose commercial-in-confidence information provided by applicants to the following parties:

- the minister or minister's office
- the NSW Ombudsman and Audit Office of NSW
- office staff or advisers
- where authorised or required by law to be disclosed.

Except for with respect to the above, the office will otherwise only disclose commercial-in-confidence information provided by applicants as part of their application with their expressed consent.

How the applicant must handle confidential information

All funding offers must be kept confidential until the execution of a funding agreement by both parties and the office makes a public announcement of each funding recipients. Any public communication by the applicant regarding the project between the time of application and execution of the funding agreement can only be done with the office's prior consent. The office may withdraw its offer at any time, including if the applicant does not comply with this requirement.



Applicant obligations

- Ensure co-funding is used only for the approved works.
- Ensure that the approved stage 2 works are completed within the required timeframes specified in these guidelines.
- Comply with the reporting requirements set out in these guidelines and in the funding agreement.
- Ensure the installation works are purchased by the owner's corporation as detailed in the approved application.
- Ensure the electrical infrastructure upgrades are completed at the location specified in the approved application.
- Ensure the co-funded electrical infrastructure upgrades are purchased, received and installed in line with electrical installation requirements and standards.
- Comply with all Commonwealth, State and local government laws relevant to the project or the applicant's registration as a strata scheme.
- Not provide misleading, false or inaccurate information in or related to the application or project and notify the office immediately on becoming aware of any misleading, false or inaccurate information having been provided to the office.
- Provide the office or its representatives with access to the site/s where the applicant has installed upgrades to enable the office to determine if the upgrades are as specified in the approved application and are operational and accessible.

- Comply with all policies, guidelines, and reasonable directions the office provides.
- Comply with the terms of the funding agreement.
- Agree to provide documentation relating to your site and allow the office to de-identify and publish the documentation, including (but not limited to) stage 1 assessment documentation, site layout drawings, electrical drawings, photographs of completed installations, quotes provided during the process, resident survey data, billing data, load management data and project plans. By submitting an application, the applicant provides to the office an enduring, non-exclusive and royalty free license to make use of the materials gathered during the grants program for the purposes of promoting the grants program and sharing lessons learned from successful applicants.

Funding agreement

Successful applicants must enter into a funding agreement with us to receive funding. This agreement will detail the applicant, and any other relevant parties', obligations in relation to the stages 1 and 2.

We do not encourage departures from the funding agreement template. Applicants should be aware that we expect the terms of an executed funding agreement to reflect the applicant's careful and diligent expectations for the project's development. For example, applicants should ensure that there is a rigorous and realistic basis for the milestone timing, associated payment and outcomes for the project as set out in the funding agreement.

Funding payment

Conditions of payment

The office provides no guarantee that an application will be funded and no undertaking is given on the amount of individual or total grant monies that will be provided.

For successful applications, the office will support stage 1 works by co-funding costs for a feasibility assessment. The co-funding will be paid direct to the consultant on the condition that:

- a \$2,000 ex-GST payment is made by the applicant to the independent consultant conducting the feasibility assessment prior to the independent consultant commencing the feasibility assessment
- successful applicants are not in breach of any terms in these guidelines.

Applicants who are applying for stage 1 and are only requiring a review of their completed feasibility assessment will not be required to pay any monies for the review of their completed feasibility assessment. Funding must only be used for the project. Applicants will be required to identify objectively verifiable project milestones.

For successful applications, the office will support the initial stage 2 works with a 10% upfront payment. The second 85% instalment will be paid on the condition that:

- procurement by the applicant and certified installation by a licensed electrician have been performed to the satisfaction of the office within 12 months of the funding agreement execution
- relevant software subscriptions have been purchased (where applicable as part of the application)
- the office received a copy of a correctly rendered invoice detailing payment claimed for the purchase and installation of electrical infrastructure upgrades and any software subscription per the requirements in these guidelines, and the related application approved by the office for co-funding

- the office receives sufficient evidence of compliance with the funding agreement (including photos) at the approved application address
- the office received the correct applicant bank details
- successful applicants are not in breach of any terms in the funding agreement.

The office will support the final stage 2 works with a 5% payment. This instalment will be paid on the condition that:

- data has been sufficiently collected with all appropriate consents, and reported to the office 12 months after stage 2 construction works are completed
- the office receives sufficient evidence including data from 2 surveys and deidentified charging data from the software subscription (where applicable)
- the office received a copy of a correctly rendered invoice detailing payment claimed for the final milestone as mentioned in these guidelines
- the office received the correct applicant bank details
- successful applicants are not in breach of any terms in the funding agreement
- the applicant has agreed to provide the office a perpetual, non-exclusive and royalty free license to make use of the materials gathered during the grants program for the purposes of the NSW government, including promoting the grants program and sharing lessons learned from successful applicants. More details can be found in 'Disclosure and promotion' below.

Withholding, suspension and repayment

The office's obligation to make a payment may be reduced or suspended when applicants have:

- performed only part of the co-funded works within the timeframes noted in the guidelines (2 months for stage 1 works, 12 months for stage 1 construction works, 12 months for data collection requirements)
- failed to provide sufficient evidence so the office is not satisfied (acting reasonably) that all works have been finished by the due date
- provided information or made a representation during the application process, or as part of an audit carried out by the office, that is considered by the office, acting reasonably, to be inaccurate, misleading, deceptive, deceitful or fraudulent, and where further information is needed to resolve discrepancies and apparent inconsistencies
- been identified as not having complied with these guidelines or the funding agreement, including but not limited to:
 - the electrical infrastructure works not being purchased, received or installed as per the approved application
 - the software subscription has not been purchased and connected (where applicable)
 - using the electrical infrastructure upgrades not for its intended purpose of charging electric vehicles
 - promoting on-site charging without charging being connected and operational.

If the office withholds or suspends any payment, it is the responsibility of applicants to fix any non-compliance before future payments are considered.

Applicants must repay to the office any grant amounts received by the applicant as a result of misleading, false or inaccurate information or to which the applicant has mispend or was not otherwise entitled.

Applicants must repay any grant overpayment, including payments determined by the office (in accordance with these guidelines or the funding agreement) that the applicants were not entitled to receive within 28 business days of a demand being sent by the office. Any grant repayments the office claims from the applicant will be a debt due and owing by the applicant.

The office may exclude applicants that fail to repay any grant overpayments from future funding rounds and future grants.

Goods and Services Tax (GST)

Unless otherwise defined in this agreement, words or expressions used in this clause have the same meaning as defined in the GST Law.

Grants provided by the NSW Government are classified as income, and tax may be payable by applicants. Applicants are responsible for investigating the tax structure and treatment related to their individual organisation.

Insurance

It is the responsibility of applicants to have and maintain appropriate insurance to cover any liability incurred in relation to the procurement, installation and operation of the co-funded electrical infrastructure upgrades and software, without limitation. The office may request evidence of such insurances at any time.

Liability and indemnities

Applicants whose applications are approved must indemnify, and keep indemnified, the office, the Crown in right of the State of New South Wales and their officers, employees and agents from, and against, any loss (including legal costs and expenses on a solicitor/own client basis) or liability incurred or suffered by, or made against, any of those indemnified arising directly or indirectly from any claim by any person as a result of, or in connection with:

- the funding, the feasibility assessment (stage 1) or the electric vehicle infrastructure project (stage 2)
- any unlawful or negligent act or omission by the applicant, the applicants' employees, or subcontractors in connection with the feasibility assessment (stage 1) or the electric vehicle infrastructure project (stage 2)
- any illness, injury, or death of any person in connection with the feasibility assessment (stage 1) or the electric vehicle infrastructure project (stage 2) caused or contributed to by the applicant, the applicants' employees or contractors
- any loss or damage to real or personal property in connection with the feasibility assessment (stage 1) or the electric vehicle infrastructure project (stage 2) caused or contributed by the applicant, the applicants' employees or contractors
- the use of the feasibility assessment report other than as expressly intended as its purpose under the stage 1 or stage 2 funding agreements
- any electrical infrastructure upgrades as part of the project
- any act or omission by the applicant, employees or subcontractors in connection with stage 1 or 2 works that are in infringement of any intellectual property or privacy rights of the office or any third party.

The applicants' liability to indemnify the office does not exclude or reduce the liability of, or benefit to, a party that may arise by operation of the common law or statute. Additionally, the office is not responsible for the installation of individual chargers and is not responsible for how each charger is used.

Provision of false or misleading information

The office takes fraud very seriously. It is an offence to provide false or misleading information to the office.

If applicants provide any information or make any representations that the office considers, or may be, inaccurate, intended to mislead, deceptive, deceitful or otherwise fraudulent, the office may take the following actions against individuals or organisations acting as the applicant:

- refuse to consider applications by, or in any way related to, the applicant
- refuse to accept or consider related applications
- withdraw any related funding offer
- require the return of any payment received by the applicant
- report the matter to the NSW Police.



Auditing

Successful applicants may be subject to audits to confirm the:

- legitimacy of information provided in the application and ongoing information provided
- purchase, receipt, installation and operation of the co-funded electrical infrastructure upgrades
- acceptable use of the electrical infrastructure upgrades.

Audits may happen at any time, with reasonable notice, and the office may contact relevant parties/authorities to confirm the above. If an audit reveals non-compliance, the office may take action against the applicant, as described under the provision of false or misleading information section above or as specified in the funding agreement.

Application withdrawal

Applications may be withdrawn by the applicant during a funding round. This requires the applicant to contact the office in writing at evrb@environment.nsw.gov.au to communicate the withdrawal request. Withdrawal of an eligible application will result in the cancellation of the submission. All withdrawn applications will become ineligible and will not be assessed further. Subsequent applications may be submitted in the future.

The office may cancel an eligible application on behalf of the applicant if:

- requested by the applicant in writing during the application and assessment process
- satisfied that the applicant is unable to withdraw the application during the application and assessment process due to a fault or malfunction relating to the grants management platform.

Disqualification of applicants

The office reserves the right to disqualify applicants from participating in the grants program for an identified period. This may be done if the office believes on reasonable grounds that an applicant has engaged in misconduct relating to any part of the application or assessment process. In determining whether to disqualify an applicant, the office may consider whether the applicant has:

- breached any part of these guidelines
- breached a direction given by the office during the funding application process
- been involved in, or is suspected of, being involved in current, or in the future, conduct intended to affect the integrity of the process.

Suspension or cancellation of funding

The office may suspend or cancel funding if it believes on reasonable grounds that the grants cannot continue or be conducted in a fair and orderly manner.

The office may suspend or cancel funding at any time before publishing the outcome. Any decision to suspend or cancel will be communicated to all applicants. The office will seek the advice of the probity adviser in making any such decision in a fair and objective manner.

If funding is suspended, the office will either decide to continue or cancel the funding. If the office is satisfied that funding can continue and be conducted in a fair and orderly manner, it will continue. If funding is cancelled, it may be rescheduled and the updated application dates will be published on the [NSW Government EV ready buildings website](#).

Governance, probity, and complaints

Probity

The office consults with a probity advisory firm throughout the delivery of the grants. The grants delivery will also be guided by the following principles:

- treat all potential applicants with impartiality and fairness, with all participants having equitable opportunity to access and respond to information and advice
- use a fair assessment process to assess applications against eligibility criteria and geographic coverage
- maintain accountability and transparency of the process, assessing all applications in a systematic manner
- ensure confidentiality and security of all applicant information, including any intellectual property, proprietary and privacy issues
- identify and manage conflicts of interest before carrying out any work or as soon as they arise.

The office appointed O'Connor Marsden & Associates Pty Ltd (ABN 94 135 783 792) as the independent probity adviser for the grants. The probity adviser will monitor the conduct of the grants and ensure they are delivered in line with the probity principles underpinning the delivery of the grants, as described above. Should any applicant have questions or concerns about the probity of the incentive and bid process, they are welcome to bring these directly to the probity adviser's attention: Sarah Mullins, Partner, OCM Probity (smullins@ocm.net.au).

Conflicts of interest

The office will administer its conflict-of-interest procedures, including procedures for all office staff involved to declare their interests. Any external advisers engaged by the office to assist in the assessment of an application are required to disclose any conflicts of interest they may have in relation to applicants and may be excluded from work if required under the office's conflict of interest procedure.

Potential applicants aware of any actual, apparent or potential conflicts of interest must advise the office before or when submitting an application. Applicants must comply with any directions from the office in the management of a conflict of interest.

Complaints

Complaints about the grants can be emailed to evrb@environment.nsw.gov.au.

Complaints will be reviewed by the office in the first instance. If the complaint cannot be resolved within 30 business days, the contact details of a nominated complaints and review officer will be provided to advise next steps. If the complaint is still not resolved satisfactorily, the NSW Ombudsman can be engaged for external review of the administrative actions of the office.

Disclosure of information and promotion

Reporting and data sharing

Applicants agree to provide the required written and photographic evidence outlined by the office in these guidelines. Successful applicants that are eligible for a co-funded software subscription agree to provide the NSW Government with access to de-identified operational data for a 2-year period following installation (to be supplied by the software supplier).

Privacy, Confidentiality and disclosure of information

The NSW Government uses information you supply to us for processing and assessing your application. While we do not publicly release your application as a matter of policy, we may be required to do so under the *Government Information (Public Access) Act 2009* or other lawful requirement. The office may also disclose information you supply to us for the purpose of evaluating and/or auditing this funding program. If you require strict commercial and/or personal confidentiality, you should address this in your application. More information on the *Government Information (Public Access) Act 2009* is available on the website.

The office may publish information of funding results on the [NSW Government EV ready buildings website](#) and in accordance with the NSW Grants Administration Guidelines. Information contained in applications may also be shared with local councils and other state or Commonwealth Government agencies to seek clarification on an application or applicants.

A condition of co-funding in stage 2 is that the applicant will provide, and the office will de-identify and publish, documentation relating to each site, including (but not limited to) stage 1 assessment documentation, site layout drawings, electrical drawings, photographs of completed installations, quotes provided during the process, resident survey data, billing data, load management data and project plans.

By submitting an application, the applicant provides the office a perpetual, non-exclusive and royalty free licence to make use of the materials gathered during the grants program for the purposes of the NSW Government, including promoting the grants program and sharing lessons learned from successful applicants. Unless otherwise stated, any commercial-in-confidence information provided by an applicant as part of, or in connection with, a registration, applications or negotiation process will be treated confidentially by the office.

The office may disclose commercial-in-confidence information provided by applicants to the following parties:

- the minister or minister's office
- the NSW Ombudsman and Audit Office of NSW
- office staff or advisers
- where authorised or required by law to be disclosed.

Unless specified above, the office will otherwise only disclose commercial-in-confidence information provided by applicants with their expressed consent.

To understand how data is collected, stored, and protected when visiting the Energy website visit www.energy.nsw.gov.au/privacy.

Publicity and acknowledgement

The office may ask successful applicants to contribute information on their project outcomes for use in program evaluation or in NSW Government communication materials. Successful applicants may be asked to participate in joint media events with NSW Government.

While not all successful applicants will be required to do so, all applicants should be prepared to participate in an open day or other type of promotional media event if requested.

Further information and support

These funding guidelines have been approved by us, the Office of Energy and Climate Change (the office). The guidelines may be amended from time to time or withdrawn. The office has the authority to award funding and execute and vary the agreements that allow the NSW Government to provide this funding under the guidelines.

Further information can be accessed through the [NSW Government EV ready buildings website](#).

Clarification questions or queries in relation to these guidelines, the application process and the EV ready buildings grants can be emailed to the office at evrb@environment.nsw.gov.au.

This office mailbox is monitored during business hours with increased monitoring frequency when funding is open to ensure any application enquiries are resolved. The office will aim to respond to all enquiries within 3 business days.

The office, in response to any question raised by a potential applicant that is deemed to be public, may upload information onto the frequently asked questions (FAQ) page which can be found on the [NSW Government EV ready buildings website](#). The office will not publicise details of the applicant organisation that has asked the question.

Limitations

No representation, warranty, or guarantee

The NSW Government, its ministers, the Treasury (which includes the Office of Energy and Climate Change) and each of their officers, employees and agents (the office parties) do not give any representation, warranty or guarantee, whether express or implied, in relation to the information contained in any materials released by the office associated with this program, including their completeness, accuracy, currency or reliability or the process by which they were prepared. The office does not and will not give opinions regarding, legal, accounting, regulatory, taxation or any other matters. Without limiting the foregoing, in relation to those matters:

- nothing in the funding materials (including without limitation, these guidelines, or the funding agreement) is or should be regarded as advice
- you must satisfy yourself by undertaking your own investigations or seeking advice at your own cost.

Nothing contained in the funding materials is, or may be, relied upon as a promise, guarantee, representation, or warranty.

The materials are not an offer, recommendation or invitation by the office or the NSW Government in respect of any contract or commitment. The applicant must rely entirely upon its own investigations, review and analysis in relation to its assessment of whether or not to apply to and participate in this program.

No obligation to update

The funding materials, the information contained herein and the matters to which it relates may be amended, updated, or withdrawn at any time, at the office's discretion.

No liability

The NSW Government expressly disclaims all liability for any loss or damage incurred by any person arising from, or because of, any person's use of or reliance on any information, statement, opinion or matter (express or implied) contained in, derived from, or omitted from the materials and the application process, except for any liability which cannot be excluded as a matter of law.

Other limitations

The funding materials are not an offer, recommendation or invitation by the NSW Government in respect of any contract or commitment and (subject to a funding agreement being fully executed) nothing in the materials will form the basis of any contract or commitment.

You must rely entirely upon your own investigations, review and analysis in relation to your assessment of whether to apply to and participate in the program.



Appendix

Appendix 1: Glossary

Applicant: an eligible strata scheme that applies for grant co-funding under the EV ready buildings grants.

Application: an application for co-funding from the office's EV ready buildings grants.

Battery electric vehicle (BEV): a vehicle that is fully electric and powered by an electric drive train. BEVs do not include plug-in hybrid or hybrid vehicles.

Charging network: a charging infrastructure system made up of multiple charging stations for the purpose of providing recharging at convenient locations.

Co-fund: financial support for successful projects under the EV ready buildings grants, provided by the NSW Government with a contribution from the applicant.

Conflict of interest: a situation where a person makes a decision or exercises a power in a way that may be, or may be perceived to be, influenced by either material personal interests (financial or non-financial) or material personal associations.

Electric vehicle (EV): for the purpose of these guidelines, electric vehicle refers to battery electric vehicle (BEV) and fuel cell electric vehicle (FCEV).

Electric vehicle service equipment (EVSE): a unit of fuelling infrastructure that supplies electric energy for the recharging of electric vehicles, such as BEVs.

Electricity capacity: the maximum the building can use before something in the building trips.

Eligibility criteria: the eligibility criteria for applications set out in these guidelines.

EV charging software: cloud-based software that a smart network can use to enable use of the smart features to manage a building's EV chargers.

Funding cap: the maximum amount of co-funding a successful applicant may receive from the office.

Grants: the EV ready buildings grants.

Grants management platform (GMP): the online platform used to administer the EV ready buildings grants.

GST: goods and services tax imposed by *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* as amended or varied.

GST law: *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* as amended or varied.

Guidelines: this current document, being the approved framework for the operation and administration of the EV ready buildings grants which may be amended and updated by the department.

kW (kilowatt): refers to 1,000 watts and used as a unit of measurement to express the output of power, such as for EV electric motors.

Manufacturer: any entity that manufactures a product or has a product designed or manufactured and markets that product under its name or trademark.

Maximum electricity demand: the maximum actual usage of electricity for the building.

Minister: refers to the relevant minister that has responsibilities to implement the NSW Electric Vehicle Strategy.

NMI: National Meter Identifier.

NSW: the State of New South Wales.

Network: unless stated otherwise, the electricity system operated by either a distribution network service provider or a transmission network service provider.

Office: the NSW Government agency responsible for the administration of the EV ready buildings grants, which at the time of publishing of these guidelines is the NSW Office of Energy and Climate Change.

Program: the approved NSW EV Strategy program named the 'EV ready buildings grants program' which includes \$10 million of approved government spend.

Site: the address at which an eligible applicant proposes to install co-funded electrical infrastructure upgrades.

Smart chargers: chargers that share data connections with the vehicle being charged and a charging operator.

You: the applicant as a representative of an organisation participating under the grants.

Drive electric
NSW EV ready
buildings grants



For more information

www.energy.nsw.gov.au/business-and-industry/programs-grants-and-schemes/electric-vehicles/electric-vehicle-ready

evrb@environment.nsw.gov.au