

Ontario's

# **Electric Vehicle (EV)**

# **ChargeON**

# **Program Guide**

**2025-2026**

# Electric Vehicle ChargeON Program

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## Electric Vehicle ChargeON Program

### 1 PROGRAM OVERVIEW

#### 1.1 EV ChargeON Program

The EV ChargeON Program (“Program” or “EV ChargeON”) supports the installation of public electric vehicle (EV) charging stations in Ontario communities. The Program aims to improve network coverage of EV chargers to reduce range anxiety by filling existing gaps and supporting long-distance travel.

EV ChargeON is a competitive, application-based grant program offering 25-75% of capital funding through post-construction rebates. The Program is open to eligible public and private sector applicants. The terms and expressions capitalized throughout this Program Guide are defined in Appendix A.

#### 1.2 Program Management and Administration

The Ontario Ministry of Transportation leads overall EV ChargeON program management and funding. The Ontario Centre of Innovation (OCI), through the Ontario Vehicle Innovation Network (OVIN) program, will administer the program and issue funding to successful Applicants on behalf of the Ministry. Proponents should contact [OVINCharge@oc-innovation.ca](mailto:OVINCharge@oc-innovation.ca) for program inquiries.

#### 1.3 The Program Guide

This Guide provides information on the EV ChargeON program. The Guide may be updated or modified at any time by OVIN and applicants are strongly encouraged to access the Guide from <https://www.ovinhub.ca/programs/evchargeon/> to ensure they are referring to the latest version.

Nothing in this Guide shall be construed as a contractual offer by OVIN. No contractual relationship exists between OVIN and a Program participant by virtue of this Guide and, without any limitation upon the foregoing, OVIN explicitly rejects all contractual obligations arising out of and in respect of this Guide and EV ChargeON.

The Guide should be reviewed before applying to the Program to ensure that all requirements are understood and fulfilled.

Successful applicants will be required to enter into a contractual agreement (“Agreement”) with OVIN to outline all obligations of the respective parties, including, but not limited to, the provision of EV ChargeON funds to the successful applicants by OVIN.

#### 1.4 How to Participate in the Program

To participate in the Program, Applicants must meet the Program terms and conditions, including the eligibility criteria, set out in this Program Guide and Agreement. Applicants must apply online through AccessOCI. Begin by completing the client intake form. An OCI Business Development Manager (BDM) or Sector Lead (SL) will respond directly to clients to confirm eligibility and invite you to submit the Full Application in AccessOCI. Applications must be endorsed by a BDM/SL prior to final submission.

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Recipients will be sent an Agreement confirming the approved Project and Program Funds. Approved Projects must be completed within 12 months from the date of the receipt of the Agreement. After completion, Recipients will submit a Project Completion Report and applicable invoices to OVIN for review. When the Project Completion Report is approved, OVIN will release the approved Program Funds.

### 1.5 Contact Us

For questions regarding Program requirements or eligibility, contact:  
[OVINCharge@oc-innovation.ca](mailto:OVINCharge@oc-innovation.ca)

### 1.6 Key Dates and Project Timelines

Date	Activity
<b>October 15, 2025</b>	EV ChargeON Program Guide is published.
<b>November 3, 2025</b>	Application period opens.
<b>December 15, 2025</b>	Application period closes at 5:00 p.m. EST.
<b>Winter 2026</b>	OVIN reviews and evaluates Applications.
<b>April 1, 2026</b>	Applicants are notified of the evaluation results. Recipients receive an Agreement.
<b>Spring 2026</b>	Recipient returns to OVIN a signed copy of the Agreement.
<b>At 6 months from Agreement</b>	OVIN outreach to Recipients for progress updates on approved Projects.
<b>Up to 12 months from Agreement</b>	Recipients have up to 12 months from receipt of Agreement date to complete installation and operationalize their approved EV charger(s). Recipients submit Project Completion Report to OVIN. OVIN reviews and, subject to compliance with Program requirements, releases Project Funds.
<b>Five years following Project Completion</b>	Recipients submit Annual Usage Reports to OVIN showing the usage data for the previous 12 months, starting on or about the first anniversary of Project Completion Date for a five-year period.

## 2 ELIGIBILITY CRITERIA

### 2.1 Eligible Applicants

Both public and private sector entities (i.e., legal entities incorporated or registered in Ontario) are eligible to participate in the EV ChargeON Program.

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To be eligible for the Program an Applicant must be:

- the current property owner (property owners can designate an agent to apply on their behalf), or, provide proof of access to the site, or, if the site is located in an Indigenous community, provide written evidence of Band Council support to install and operate/maintain the charging infrastructure for a minimum five-year period; and,
- a business<sup>1</sup>, not-for-profit corporation, municipality, Indigenous community, Indigenous organization, or broader public sector organization (e.g., hospitals, universities, colleges, school boards) located and operating in Ontario.

For greater clarity, the following entities are **not** eligible to apply under this Program:

- Individuals;
- Federal, provincial or territorial governments, and their respective ministries, departments, entities, agencies, and Crown corporations.

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<sup>1</sup> For the purposes of this Program, an Indigenous business is at least 51% owned and controlled by an Indigenous person(s). An Indigenous business can be sole proprietorship, limited company, co-operative, partnership, or not-for-profit organization.

### 2.2 Eligible Project Locations

EV chargers that cannot be used by the general public are ineligible for this Program. Projects must be located in the province of Ontario to apply.

Sites approved for funding as part of the initial intake of EV ChargeON (2023/2024) are ineligible for funding support as part of this intake.

### 2.3 Site, Infrastructure, and Project Requirements

A Site may include Level 2 Charging Stations, Level 3 Charging Stations, or a combination of the two, if the following requirements are met. Table 2.3 identifies site and project requirements to be considered eligible for Program funding:

Category	Requirements
<b>Number of Level 2 Ports</b>	<ul style="list-style-type: none"> <li>• <b>Level 2:</b> Minimum four Level 2 Ports per Site.</li> </ul>
<b>Number of Level 3 Ports</b>	<ul style="list-style-type: none"> <li>• <b>Level 3:</b> Minimum one Level 3 Port if co-located with a Level 2 Port. Minimum two Level 3 Ports if not co-located with Level 2 Port(s).</li> <li>• To provide redundancy to the Site, Tandem Installations are required to meet these minimums (i.e., a single Multi-Port Charger on its own does not fulfill the minimum requirements for Level 3 Ports).               <ul style="list-style-type: none"> <li>• If there is another public Level 3 Charger within 2 km of the proposed Site<sup>3</sup>, this redundancy requirement does not apply (i.e., a single Multi-Port Charger is acceptable).</li> </ul> </li> </ul>

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<b>Installation</b>	<ul style="list-style-type: none"> <li>• Commitment to performing work in accordance with local and provincial codes (e.g., AODA, building, electrical, zoning, parking, environmental).</li> <li>• Installed by a licenced electrical contractor in compliance with the Ontario Electrical Safety Code.</li> <li>• Not replacing an existing charger.</li> </ul>
<b>Chargers</b>	<ul style="list-style-type: none"> <li>• For reimbursement, equipment must be <b>purchased and installed within the Eligible Expenditure Period</b>, which begins <b>on the Agreement execution date</b> and ends <b>12 months thereafter</b>.</li> <li>• Permanent hard-wired installation (mounted or fixed).</li> <li>• Certified for use in Canada (e.g., CSA, UL, Intertek (ETL) and be commercially available.</li> <li>• Remain operational for a minimum of five years or be replaced with a charger of equal or higher output that remains operational for five years from the date of the original project installation.</li> </ul>
<b>Lighting and Site Visibility</b>	<ul style="list-style-type: none"> <li>• The Site must be visible from the nearest public roadway and has/will have adequate lighting for evening usage. Applicants are required to submit a site plan illustrating proximity to the road and lighting. Applications without a submitted site plan will be deemed incomplete and ineligible for funding. Appendix H provides requirements and guidance on submitting a site plan.</li> </ul>
<b>Signage and Wayfinding</b>	<ul style="list-style-type: none"> <li>• Site will have the following minimum signage requirements, including signage stating hours of operation, if applicable: Permanent signage identifying each dedicated EV parking space must comply with <b>R.R.O. 1990, Reg. 615, s. 27.1 (as enacted by O. Reg. 462/20)</b> and any applicable municipal by-laws, and adequate wayfinding signage to direct drivers to Site from parking lot entrance and/or the nearest street; and signage identifying station terms of use including hours/dates of operation, if applicable.</li> </ul>
<b>Parking</b>	<ul style="list-style-type: none"> <li>• One dedicated parking space per port for EV parking/charging only.</li> </ul>
<b>Payment Standards</b>	<ul style="list-style-type: none"> <li>• If payment is required, include at least one method of payment that does not require a charging network account, membership or app.</li> </ul>
<b>Accessibility</b>	<ul style="list-style-type: none"> <li>• Comply with the <i>Accessibility for Ontarians with Disabilities Act, 2005</i>, its standards, and requirements of local codes and regulations.</li> </ul>
<b>Operations and Maintenance</b>	<ul style="list-style-type: none"> <li>• Applicants will be required to submit completed Appendix E, Operations and Maintenance Plan template.</li> </ul>
<b>Budget</b>	<ul style="list-style-type: none"> <li>• Applicants will be required to submit completed Appendix G, Project Budget template and supporting cost estimates / quotes for outlined project expenditures.</li> </ul>
<b>Proof of Secure Funding</b>	<ul style="list-style-type: none"> <li>• Funding required to build and operate the project shall be secured.</li> </ul>



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- Contracts or agreements for professional services.

### Ineligible Expenses

Expenses not eligible for reimbursement but that must still be reported in TPC include:

- Salaries and benefits.
- Commissions, bonuses, or overtime payments.
- Overhead and administrative expenses (rent, utilities, memberships, office costs).
- GST, PST, HST, or other refundable/creditable taxes.
- Legal fees not directly reimbursable.
- Accessory capital costs not directly tied to EV charging infrastructure.
- Financing costs and interest charges.
- Expenditures for abandoned or cancelled projects.
- In-kind support.

Expenses not eligible for reimbursement but that should NOT be reported in TPC:

- Ongoing operating costs (electricity, networking fees, subscriptions, maintenance).

## 3 FUNDING OVERVIEW

### 3.1 Maximum Provincial Funding Contribution

The Ministry's contribution through this Program will be limited to a maximum of **one million dollars (\$1,000,000) per Project**. A single Applicant may submit multiple Applications where the total value of all Projects exceeds one million dollars. OVIN reserves the right to cap the number of approved Projects per Applicant.

Financial support is based on the total amount of funds available for the Program and the Program timeframe. Recipients are responsible for funding any cost overruns related to their Project.

The per-Project contribution depends on the location of the infrastructure and type of Applicant, up to the maximum amounts in the following table. Northern Ontario funding boundaries are shown in section 3.2.:

### Maximum Funding by Applicant and Location:

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	Northern Ontario	Rest of Ontario	Sites open less than 24/7/365
Indigenous Community or Business	75%	75%	25%
Municipalities with populations below 170k			
Businesses, not for profit corporations, and broader public sector		50%	
Municipalities with populations above 170k			
Maximum funding of \$1 million per project Stacking with other funding is allowed			

### 3.2 Funding Map Breakdown of Northern Ontario Region

For the purposes of Program funding, Northern Ontario is defined by the Ministry of Transportation’s Regional Boundaries of Northeastern and Northwestern Ontario. An interactive map showing regional boundaries is available at <https://www.ovinhub.ca/programs/evchargeon/>.

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### 3.3 Stacking of Government Funds

During the application process and following the signing of an Agreement, Applicants will be required to disclose all Project funding sources continuously until the Project is completed. This includes contributions from other federal and provincial governments and

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industry sources, whether that funding is firm or still in negotiations.

The EV ChargeON Program allows Applicants to “stack” other government (federal or provincial) funds. Total funding from federal and provincial levels of government cannot exceed 75% of Total Project Costs for *businesses*. For all other Applicant types, including Indigenous businesses, the stacking limit is 90% of Total Project Costs.

If the proposed total federal and provincial government assistance exceeds the stacking limits set out above, Ontario reserves the right to reduce its contribution to the Project until the stacking assistance limit is met.

## 4 APPLICATION AND EVALUATION

### 4.1 Applications Per Site

Sites can have multiple Charging Stations, and an Applicant can submit multiple Applications. Total funding provided to the Project shall not exceed one million dollars per project regardless of number of sites comprising the Project.

A Project including multiple Sites shall seek to achieve an overall shared objective through numerous Sites. For example, a Project may have multiple Sites along a highway corridor to fill a continuous gap in a specific region. Another example would be a municipality applying for one Project to achieve their public EV charging goals including multiple sites.

### 4.2 Mandatory Documentation for Project Eligibility

In addition to the requirements identified in Table 2.3, accompanying an Application Form and attachment templates, Applicants must submit documentation to confirm the validity of Project details, establish property ownership or access to the Site, or Band Council support for the Project, and demonstrate the merit of their proposed Project:

- **Proof of property ownership:** If the Applicant is the owner of the Site, provide proof of ownership by including a copy of at least one of the following: Title deed; most recent property tax assessment roll; or mortgage documentation.
- **Proof of access to Site:** If the Applicant is not the owner of the Site, provide proof of access to the Site indicating the name of the parties, duration, civic addresses and the responsibilities of both parties by including a copy of at least one of the following: lease agreement; legal agreement; or, if a lease does not include the authorization to install or build on site for the intended use, a completed Site Access Verification Form (Appendix B with assurance that the construction/installation of the infrastructure is authorized by the property owner.
- **Band Council support:** If the proposed Site is located on reserve, provide written evidence of Band Council support for the proposed Project.
- **Proof of incorporation (business Applicants only):** Provide a copy of the certificate or articles of incorporation issued by the applicable provincial, territorial, or federal authority, or another legally recognized document

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confirming the Applicant's corporate status.

- **Proof of funds:** Confirmation of Contribution from the Applicant ([Appendix C](#)) and/or Funding from Other Contributors ([Appendix D](#)).
- **Site Plan:** Illustrated plan showing location of proposed chargers on the site, proximity to adjacent streets / roadways, and existing or proposed lighting ([Appendix H](#)).

AccessOCI will not accept Applications where mandatory fields and templates are not complete or mandatory documentation is not attached.

### 4.3 Project Evaluation

Recipients will be determined based on eligibility and project strength based on program priorities. A proposed allocation of available funds will be determined following a comprehensive evaluation by OVIN.

Each Project proposal will be reviewed for completeness and assessed against eligibility criteria as identified in Section 2.3. Applications that meet the eligibility requirements will be scored based on their location based on current and forecasted charger needs across Ontario and subsequently evaluated, rated, and ranked against criteria for various project features relating to technology, user experience, and site amenities. ([Section 5](#)).

The final decision on successful projects is subject to the discretion of the Ministry.

## 5 MERIT CRITERIA

Projects will be scored on the following criteria:

### a) Geographic Location

Projects will be categorized by the following two classifications and scored accordingly using separate geospatial mapping tools that score areas according to currently available charging infrastructure and expected charging needs. The two areas of focus are:

- **Public Corridor Charging:** refers to EV charging needs of those travelling longer distances on highways and major roads. The objective is to ensure that EV drivers can travel over the majority of Ontario's road network connecting communities in an EV without being limited on vehicle range. Priority areas for projects in this category are identified on the EV Charging Planning maps within 1.6km of major roads based on criteria such as traffic, expected EV adoption, and distance between chargers. Corridor charging will be met primarily by DCFC charging. Projects will be scored using [Natural Resources Canada's Electric Vehicle Charging Planning](#) map and corresponding area priority rating scale.
- **Public Community Charging:** refers to EV charging needs of local communities which are served publicly by accessible chargers. The objective of projects in this category is to serve charging needs of local residents, businesses, and visitors who require public

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charging close to where they live, work, or visit, and lack access to private charging. Priority areas for projects in this category will be located within the boundaries of a ‘community’ and further than 1.6km away from a highway. Priority areas for this category are scored based on proximity to nearby chargers, neighbouring traffic volume, population density, and access to home charging opportunities. Community charging needs will be met with a combination of L2 and DCFC chargers, depending on the mix of parking habits and distances travelled by EV drivers.

#### b) Category

Category	Evaluation Approach
<b>Geographic Location</b>	<ul style="list-style-type: none"> <li>Scoring based on their alignment with priority areas, including as shown in NRCan’s Electric Vehicle Charging Corridor Planning map.</li> </ul>

#### i) Additional Project Characteristics and Evaluation Approach

The following characteristics will be used to assess, rate, and rank projects to recommend for funding (see Appendix I for more details).

Category	Evaluation Approach
<b>Charger Technology</b>	Points are awarded for projects that provide multiple connector types, use battery energy storage systems, incorporate demand management systems, and technology that is Made in Canada, whereby 51% of direct costs are Canadian, and the product must still undergo its final substantial manufacturing in Canada.
<b>User amenities and safety</b>	Points are awarded for sites that provide useful amenities for the user group(s) they are serving and for providing safety features such as monitored cameras, security staff/patrols, environmental protection from elements.
<b>Uptime targets and Performance Monitoring</b>	Points will be awarded for stations that will have operations and maintenance programs in place to optimize the uptime of each port and to maximize the output of ports to match vehicle charging speeds.
<b>Future Proofing - Expansion Potential</b>	Applicant has described how location can be expanded to accommodate more charging stations in the future and/or upgraded to faster charging. Answers could include site characteristics (site footprint, availability of utilities, installation of 3 phase power when not required, installing extra conduits).
<b>Turnover incentives</b>	Points will be awarded for sites that promote users to only use vehicle spaces while they are actively charging.

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<b>Washroom Access</b>	Points are awarded for washroom access.
<b>Site Design</b>	Points will be awarded for sites incorporating the following elements: <ul style="list-style-type: none"> <li>• At least one pull-through parking space to allow vehicles with trailers</li> <li>• Additional protective / security features beyond bollards</li> <li>• Additional accessibility features above AODA requirements</li> </ul>
<b>Work Plan</b>	Applicants that submit completed Appendix F, Work Plan template will be awarded points for completion.

## 6 REPORTING REQUIREMENTS

An Agreement will be provided to Recipients, confirming the approved Project and Program Funds. Recipients commit to providing reports that detail the completion of the Project, and the details of annual usage of the Charging Stations for five years following the Project Completion Date.

### 6.1 Funding Agreement

The Agreement will outline the terms and conditions that the Recipient accepts, and a signed copy of the Agreement will be returned to OVIN. The following documentation, by applicant type, must accompany the Agreement when it is resubmitted to OVIN.

#### Documentation by Applicant Type

Applicant Type	Mandatory documentation required with Agreement
<b>Municipalities</b>	<ol style="list-style-type: none"> <li>1. Council Resolution</li> <li>2. Enabling By-law</li> <li>3. Certificate of Insurance</li> </ol>
<b>Indigenous Communities and Indigenous Organizations</b>	<p><b>One of the following</b> that confirms support for the Project:</p> <ol style="list-style-type: none"> <li>1. Band Council Resolution;</li> <li>2. Political Territorial Organization Resolution</li> <li>3. Tribal Council Resolution;</li> <li>4. Métis Community Council Resolution;</li> <li>5. Provincial Council of the Métis Nation of Ontario (PCMNO) Resolution;</li> <li>6. Letter of Support from Chief, Band Council, Political Territorial Organization, Tribal Council, or Leader from an Indigenous Organization.</li> </ol>

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<b>Indigenous Businesses</b>	<p><b>One of the following</b> that confirms Indigenous status of the business owner:</p> <ol style="list-style-type: none"> <li>1. Indigenous Business Directory (IBD)</li> <li>2. Canadian Council for Aboriginal Business (CCAB) – Certified Aboriginal Business (CAB)</li> <li>3. Indian registration in Canada</li> <li>4. Membership in an affiliate of the Métis National Council</li> <li>5. Acceptance as an Indigenous person by an established Indigenous community</li> <li>6. Enrolment or entitlement to be enrolled in a comprehensive land claim agreement</li> </ol>
<b>Businesses</b>	N/A
<b>Broader Public Sector</b>	Written confirmation of Board of Directors support for the Project, including reference to Site location
<b>Not-for-Profit Corporation</b>	Written confirmation of Board of Directors support for the Project, including reference to Site location

#### 6.2 Project Completion Report

Following installation and operationalization of approved EV Chargers, Recipients will be required to submit a Project Completion Report to OVIN via email to [OVINCharge@oc-innovation.ca](mailto:OVINCharge@oc-innovation.ca) for program inquiries.

A project is considered operational when the charger conforms with up-time percentage as identified in the site Operations and Maintenance Plan. If a Recipient changes or is unable to complete a Site as described in an Application, or in the event there are any material changes to the information contained in the Application, they must notify OVIN as soon as possible.

Project Completion Reports are due within 12 months of the Agreement date. All Project Completion Reports must include the following information:

- Itemized financial report showing all eligible and ineligible expenses.
- Receipts and invoices for all expenditures that count towards the total project cost (e.g., equipment, installation, etc.)
- Final Charging Station purchase agreements
- Verification of network connectivity
- Site photos depicting the operational Charging Stations, the required signage, and the Site conditions
- Two weeks of usage data for each Charging Station, including the number of charging sessions and kWh drawn
- Electrical Safety Authority certificate of final inspection

OVIN will review each report submitted to ensure that it is completed to OVIN's satisfaction and will contact the Recipient for any clarifications and missing information as

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needed. Subject to compliance with Program requirements, OVIN will release the approved Program Funds.

### 6.3 Annual Usage Report

Charging Stations that are funded by the Program must be operated for a minimum duration of five years after the Project Completion Date.

Recipients must submit Annual Usage Reports to OVIN showing the usage data covering the previous 12 months, starting on or about the first anniversary of each Site's Project Completion Date for a five-year period. This data should exclude any personal, and/or proprietary information.

The data collected and submitted to OVIN must be in spreadsheet (.xlsx, .xls, or .csv) format and include:

- The date, time and duration of each charging session, including which charger type (L2/L3) and connector type (CCS/NACS/CHAdeMO) was used;
- The kWh drawn for each charging session;
- The date, time, duration and reason of any service outages or degradation (slower charging speed of ports).
- Charger uptime.

At its discretion, OVIN may share this information at an anonymized and/or geographically aggregated level on public-facing dashboards or other platforms.

OVIN reserves the right to seek remedies if recipients fail to submit annual usage reports.

## GENERAL

### 6.4 AccessOCI

AccessOCI is OVIN's application system for grant funding

### 6.5 Service Standards

OVIN and the Ministry are committed to upholding service standards to support adherence to project timelines and facilitate a positive applicant experience. The following standards will comprise each stage of the program:

- Acknowledge receipt of application and/or proposal within 5-8 business days.
- Provide funding decisions within 13-15 weeks from the end of the intake period.
- Send an agreement for review within 25-30 business days of issuing the Letter of Approval.
- Send payments within 25-30 business days of receipt of a duly completed and documented Project Completion Report.

### 6.6 Attribution of Provincial Funding

All written communications concerning the Agreement, and any approved Project will be prepared in a manner that supports the communications objectives and branding of both the

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Recipient and the Government of Ontario.

All public information material made by the Recipient concerning the Agreement and any approved Projects will clearly indicate that the approved Project is partially funded by the Government of Ontario.

### 6.7 Project Promotion

With respect to Project promotion:

- (a) The Recipient will inform OVIN of any promotional communication a minimum of 15 days before it takes place. The Recipient will also ensure recognition of the Province's contribution in annual reports, speeches or other opportunities, as appropriate.
- (b) The Recipient will share information promptly with OVIN on significant emerging media and stakeholder issues concerning the Agreement and any approved Project. OVIN will advise the Recipient, where appropriate, about media inquiries.
- (c) The Recipient and the Province reserve the right to refer to the Funding provided in their own separate, and non-EV ChargeON Program specific communications. Each commits to acknowledging the other's involvement in the EV ChargeON Program.
- (d) OVIN will inform the Province of promotional communication, significant emerging media and stakeholder issues as they are made aware by the Recipient.

### 6.8 Amendments to Agreement

Where Program Funds are provided to a Recipient under the Program, the Program Funds will be provided to the Recipient in accordance with the terms and conditions set out in an Agreement between the Recipient and OVIN.

The Agreement will be effective upon signing of the Agreement by both the Recipient and OVIN and will expire five years following the Project Completion Date, subject to extenuating circumstances.

### 6.9 Collection and Use of Information

OVIN will collect, use, and share an Applicant's documentation prepared in the administration of the Program for the purposes of assessing and reviewing the eligibility of the Applicant and the proposed Project. This information may be shared with:

- Other branches or Ministries of the Government of Ontario; and
- Other levels of government in Canada (e.g., Government of Canada).

The information may be shared with the parties mentioned above, or disclosed to third parties, for the purpose of:

- Determining the possible availability of funding for the Applicant's project under another program or initiative;
- Administration, including audit and evaluation of the Program; or

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- Audit, analysis and risk assessment of the Applicant or the Project.

The Ministry and/or OVIN may publicize a list of successful Projects, including a description of the Project, the name of the Recipient, the Project name and locations, and the amount of the contribution. This information may be used in:

- Website updates;
- Project funding announcements or other promotions; and
- In other government documents, including public reports on the progress of government initiatives.

The Applicant acknowledges that the information contained in an Application or submitted to OVIN in connection with the Program is subject to disclosure under the Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. F.31

#### **6.10 Non-Compliance with the Terms and Conditions of an Agreement**

If the Recipient fails to comply with the terms and conditions set forth in the Agreement, OVIN has the right to seek remedies, reduce the amount of funding approved to the Recipient, and/or terminate the Agreement.

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### Appendices

#### Appendix A: Definitions

When used in this Guide or the associated Application Form, the words set out below that import the singular include the plural and vice versa.

**AccessOCI** is the Vendor's online application system and portal that will be used to administer the Program.

**Applicant** means a community or organization that submits an Application Form to the EV ChargeON program for the purpose of obtaining funds for a Project.

**Application Form or Application** means the form that eligible Applicants use to identify their public EV charger needs within eligible community locations.

A **Battery Energy Storage System** is a system that stores electrical energy in batteries for later use.

**Charging Station or Charger** means the equipment or device that supplies electricity to charge an electric vehicle. A charging station can have one or multiple charging connectors and may allow multiple vehicles to charge simultaneously. While there are three levels of charging, only Level 2 and Level 3 EV charging stations are eligible for this Program. "Level 2" represents a charging station with a 208 – 240 volt alternating current (AC); and "Level 3 / DC Fast Charger (DCFC)" represents a charging station with a high voltage, direct current (DC) - up to 480 volts.

**Connector** means what is plugged into a vehicle to charge it. Multiple connectors and connector types can be available on one port, but only one vehicle will charge at a time. Connectors are sometimes called plugs. Specific connector types include SAE J1772 (Level 2), CHAdeMO, CCS and NACS (Level 3).

A **Demand Management System** refers to technology that supports maximizing and controlling energy consumption associated with charging electric vehicles.

**Electric Vehicle or "EV"** means a vehicle propelled by an electric motor with a battery as the motor's energy storage device and using an external electricity source to recharge the battery. There are presently two types of vehicles considered EVs: Battery Electric Vehicles and Plug-In Hybrid Electric Vehicles.

**Eligible Expenditure Period** means the period starting on the date when an Agreement is issued and ending on the Project Completion Date.

**EV ChargeON** refers to Ontario's Electric Vehicle ChargeON Program.

**Agreement** means an agreement entered into between OVIN and a Recipient, that sets out the terms and conditions under which OVIN agrees to provide EV ChargeON Funds to the Recipient, including those under the Agreement, and any amendments to the Letter of Agreement. The Agreement is executed when it has been signed by both the Recipient and

## Electric Vehicle ChargeON Program

OVIN.

**Guide** means this Program Guide entitled “Electric Vehicle (EV) ChargeON Program”.

**Hard-Wired** means an EV charger that provides a dedicated electrical line from a circuit breaker to the desired charging location (i.e., is not plugged into a wall outlet).

**Made in Canada** refers to technology whereby 51% of direct costs to manufacture are Canadian and has undergone substantial completion in Canada.

**Ministry** means His Majesty the King in right of the Province of Ontario as represented by the Minister of Transportation for the Province of Ontario.

**Multi-Port Charger** means a single charger that can charge more than one vehicle simultaneously.

**Program** means Ontario’s Electric Vehicle (EV) ChargeON Program.

**Program Funds or Funding or Funds** means the money OVIN provides to a Recipient pursuant to an Agreement to be used strictly towards expenditures that are eligible for EV ChargeON reimbursement for a Project and in accordance with and as set out in the Agreement.

**Project** means an initiative to install EV Charger(s) described in the Application Form, including any modification to the project which has been received the prior written approval of OVIN. A project may have more than one Site, but Project sites must be located in the same general region and seek to achieve similar objectives. An applicant may only submit one Project per application form but may submit multiple application forms. Each Project has a total funding cap of \$1 million.

**Project Completion Date** means the date on which the Recipient provides OVIN with evidence (in the form of a Project Completion Report), satisfactory to OVIN, that the Project is complete and accessible to the public.

**Project Completion Report** means the report, including documentation showing proof of costs incurred and proof of completion, that the Recipient must submit to OVIN before receiving Program Funds.

**Port** provides power to charge only one vehicle at a time even though it may have multiple connectors. The unit that houses ports is sometimes called a charging post, which can have one or more ports.

**Publicly Accessible** means that a Charging Station is made available to the general public to use, regardless of whether it is publicly or privately owned or that it is built on publicly or privately owned private entity.

**Site** means the location (identified by civic address, web map pin, and latitude/longitude coordinates) where a Project is proposed for EV charger installation under the Program. A

## Electric Vehicle ChargeON Program

Project may be comprised of one or more Sites.

**Recipient** means an Applicant whose Project has been approved and who has received, signed and returned a Letter of Agreement to OVIN.

**Tandem Installation** – A project where more than one Level 3 Charger each possessing one port are installed at the same location. A Multi-Port Charger on its own is not considered a Tandem Installation.

**Total Project Costs** refers to the sum of total eligible costs plus ineligible costs. TPC reporting is necessary for program oversight, transparency, and to enforce stacking rules (ensuring the total share of public funding does not exceed permitted limits).

**Projects are reimbursed for a percentage of eligible expenses, not total project cost.**

**Electric Vehicle ChargeON Program**  
**Appendix B: Site Access Verification Form**

Electric Vehicle (EV) ChargeON Program

Applicants to the EV ChargeON Program that do not own the property where the infrastructure is to be located, must provide OVIN with the assurance that the construction or installation of the infrastructure is authorized by the property owner for at least 5 years from the opening date of the station.

This form is to be completed by the property owner. OVIN reserves the right to require that the Applicant and property owner provide further information as required in order to review and approve the application.

---

(The Applicant)

Conditional upon the Ontario Centre of Innovation and the Applicant entering into an Agreement regarding the funding of the Project described in Electric Vehicle ChargeON Program Application Form, and in consideration of the benefits resulting from the property improvements that will accrue to

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(The property owner)

from the implementation of such Project, the property owner hereby warrants that it is the owner of the land(s) at the following address(es):

and hereby authorizes the installation or construction of infrastructure on that property.

---

Property owner  
(signature)

---

Property owner  
(print name)

---

Sign Date

## Electric Vehicle ChargeON Program

### Appendix C: Proof of Funding – Contribution from the Applicant

#### Electric Vehicle (EV) ChargeON Program

This form is to be completed by the Applicant for its financial contribution towards the Project.

Conditional upon the Ontario Centre of Innovation and the Applicant entering into an Agreement regarding the funding of the Project described in the Electric Vehicle ChargeON Program Application Form, I confirm that [REDACTED]

[REDACTED] will contribute the amount of [REDACTED] towards the Project at [REDACTED].

\_\_\_\_\_  
Name and Title  
(please print)

\_\_\_\_\_  
Signature of Duly  
Authorized  
Financial Officer

\_\_\_\_\_  
Sign Date

## Electric Vehicle ChargeON Program

### Appendix D: Proof of Funding – Funding from Other Contributors

#### Electric Vehicle (EV) ChargeON Program

This form is to be completed by the funding partner for its financial contribution towards the Project.

Conditional upon the Ontario Centre of Innovation and [REDACTED] entering into an agreement regarding the funding of the Project described in the Electric Vehicle ChargeON Program Application Form, I confirm that [REDACTED] will contribute the amount of [REDACTED] towards the Project at [REDACTED].

---

Name and Title  
(please print)

---

Signature of  
Duly Authorized  
Financial officer

---

Sign Date

## Electric Vehicle ChargeON Program

### Appendix E: Operations and Maintenance Template

- I. List the procedures that will be implemented to ensure the site is accessible to users (e.g., free of obstructions, charger displays are clean and readable, snow and ice are removed, site is adequately lit, unauthorized vehicles are removed, instructions are clear, cleaning/disinfection of touch points, etc.)
- II. List the regular maintenance procedures that will be followed to ensure continued charger operation (e.g., maintenance contract with established contractor, extended warranty purchase, or list of regular maintenance tasks to be completed by staff or contractor(s), etc.)
- III. Incident Responses: complete the following table describing procedures and response times for charger-related incidents:

Incident	Resolution Procedure	Response Time
Device Failure		
Vehicle Impacts		
Tampering / Vandalism		
Graffiti		

- i) Note how you will notify the public in the event of charging failure
- ii) Note the insurance company with which you will insure chargers, and the type of coverage provided (e.g., Comprehensive, loss, liability, etc.)

IV. Please briefly describe how the ongoing electricity costs, including distribution rates, at the proposed site have been assessed and confirmed that these costs are feasible within the Project budget over the next five years (e.g., consultation with local LDC; review of historical and projected electricity rates; internal financial modelling).

## Electric Vehicle ChargeON Program

### Appendix F: Work Plan Template

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

The Project timeline must be clear and feasible, including permitting processes and the purchase, installation, and commissioning of major equipment. The Project timeline must show completion within 12 months from the date of the receipt of the Agreement.

Add more rows as needed.

No	Activities	Key Milestones	Initiation Date (mm/dd/yyyy)	Completion Date (mm/dd/yyyy)	Notes

# Electric Vehicle ChargeON Program

## Appendix G: Budget

### Schedule A: Project Budget

*Instructions: Please fill in the grey cells. Please split cost into Base Cost and Taxes. Please estimate rebate of taxes in column I. Columns J and K are formulas that will calculate sub-totals and totals. Please refer to the program guide for clarification of eligible and ineligible expenses and definition of terms.*

#### Part 1: Eligible Expenditures for EV ChargeON Reimbursement

Capital Expenses	# of Charger	Total # of Ports	Cost in Cdn \$ (excl. Tax)	Taxes	Estimated Tax rebat	Net Cost	Sub-Total
<b>Charge</b>						\$ -	
L2						\$ -	
L3/DCFC						\$ -	
Other costs associated directly with charger acquisition						\$ -	\$ -
<b>Other infrastructure</b>			Cost in Cdn \$ (excl. Tax)	Taxes	Estimated Tax rebat	Net Cost	Sub-Total
Structures						\$ -	
Pavements						\$ -	
Electrical Systems						\$ -	
Lighting						\$ -	
Signage						\$ -	
Other (describe)						\$ -	\$ -
<b>Licences, Fees, Permits</b>			Cost in Cdn \$ (excl. Tax)	Taxes	Estimated Tax rebat	Net Cost	Sub-Total
Licenses						\$ -	
Permits/Fees						\$ -	\$ -
<b>Professional Fees (please provide breakdown)</b>			Cost in Cdn \$ (excl. Tax)	Taxes	Estimated Tax rebat	Net Cost	Sub-Total
						\$ -	
						\$ -	
						\$ -	\$ -
<b>Rental Fees for Installation Equipment (please provide breakdown)</b>			Cost in Cdn \$ (excl. Tax)	Taxes	Estimated Tax rebat	Net Cost	Sub-Total
						\$ -	
						\$ -	
						\$ -	\$ -
<b>Environmental Assessment costs</b>			Cost in Cdn \$ (excl. Tax)	Taxes	Estimated Tax rebat	Net Cost	Sub-Total
						\$ -	\$ -
<b>Total Eligible Expenses</b>						\$ -	-

#### Part 2: Total Project Costs: Expenses only towards total project costs (Ineligible for EV ChargeON Reimbursement)

<b>Salaries and benefits (Total)</b>	Cost Cdn \$	Net Cost	Sub-Total
		\$ -	\$ -
<b>Travel costs relating to the project delivery</b>	Cost in Cdn \$ (excl. Tax)	Taxes	Estimated Tax rebat
		\$ -	\$ -
<b>Overhead expenses</b>	Cost in Cdn \$ (excl. Tax)	Taxes	Estimated Tax rebat
		\$ -	\$ -
<b>In-kind support (please describe any in-kind support)</b>	Cost in Cdn \$ (excl. Tax)	Taxes	Estimated Tax rebat
		\$ -	\$ -
<b>Total Non-Eligible Expenses</b>		\$ -	-

<b>Total Project Costs</b>	\$ -
----------------------------	------

Potential reimbursement of 25-75% of Eligible Ex \$ -

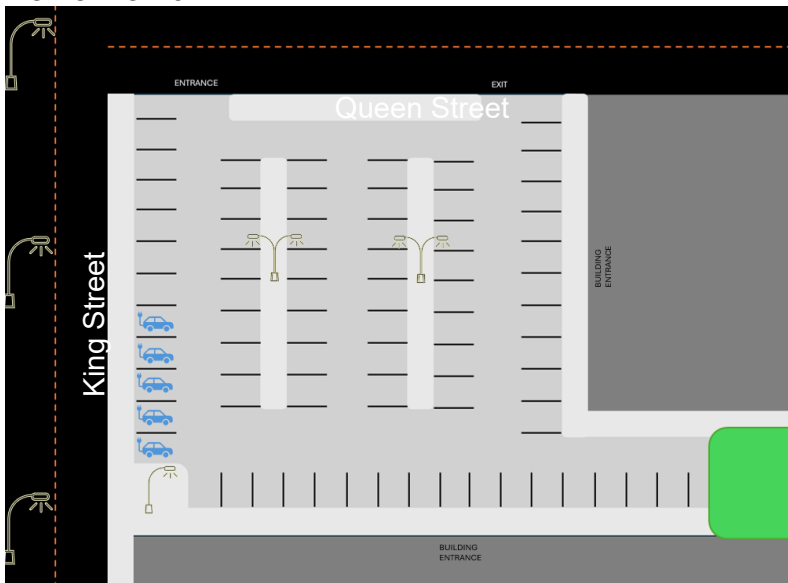
## Electric Vehicle ChargeON Program Appendix H: Site Plan Requirements and Examples

All submitted site plans must show, at minimum, the following attributes:

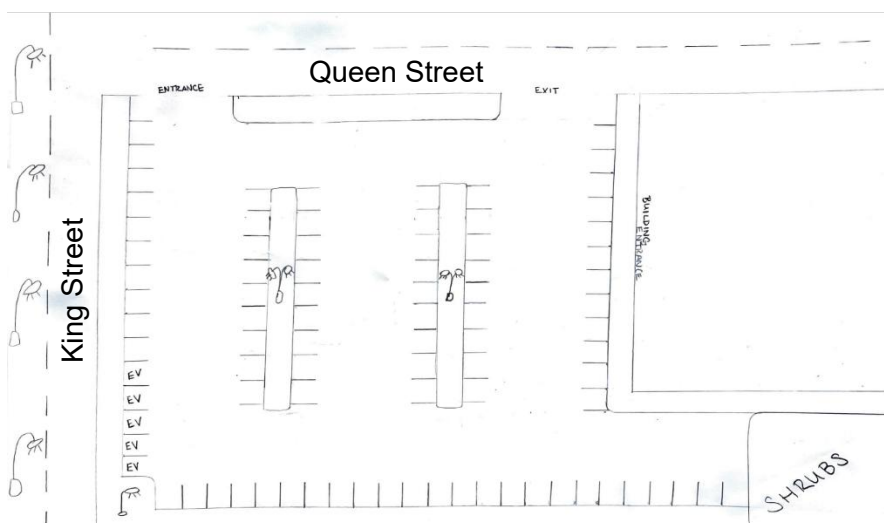
- Location of EV charging stations
- Location of lighting
- Entrance and Exit of Parking Lot
- Adjacent street / public right of way

Site plans do not have to be engineered drawings or completed by a design professional. The following examples show acceptable site plans created using PowerPoint and drawn by hand.

### PowerPoint:



### Hand-drawn:



## Electric Vehicle ChargeON Program

### Appendix I: Project Characteristics Scoring Examples

(This table shows example scores for hypothetical sites and does not factor in a geographic score that accounts for 15% of the overall score)

	Hwy 401 – Napanee (≈90%)	Thunder Bay (≈75%)	Downtown Guelph (≈60%)	Orillia Grocery (≈25%)
<b>Location</b>	Highway corridor	Highway corridor	Community	Community
<b>Hardware</b>	6 DCFC; CCS + NACS; Made in Canada	4 DCFC; CCS + NACS; with BESS	4 DCFC; CCS only	1 DCFC + 2 L2; CCS only
<b>Uptime</b>	≥98%, O&M	≥95%, O&M	≥90%, O&M	85%, no O&M
<b>Safety &amp; Amenities</b>	Cameras, lighting, tamper-proof	Lighting, bollards, tamper-proof (no cameras)	Cameras, lighting (no tamper-proof)	Lighting only
<b>Future Proofing</b>	Conduits to 12	Conduits to 6	None	None
<b>Turnover</b>	Fees + signage	Signage only	Signage only	None
<b>Washrooms</b>	Public, 24/7	Public, 24/7	Public, 06:00–23:00	With purchase, store hours
<b>Accessibility</b>	Above AODA	Baseline	Baseline	Baseline
<b>Design</b>	Pull-through	None	None	Pull-through
<b>Work Plan</b>	Submitted	Submitted	Submitted	Not submitted
<b>Projected Score</b>	≈90%	≈75%	≈60%	≈25%