



**Tennessee Electric Vehicle
Infrastructure (TEVI) Program
Application Packet**

The Tennessee Department of Transportation (TDOT) is soliciting applications for grant funding under the TEVI Program. Awardees will purchase, install, own, operate, maintain, and report on Program-funded electric vehicle (EV) charging infrastructure throughout the state of Tennessee. Applicants interested in applying to the TEVI Program must complete all Application Packet information listed below.

Completed Application Packets should be emailed to TDOT.TEVI@tn.gov no later than 6:00PM (CST) on November 1, 2023, with the following subject line:

ApplicantName_EvaluationZone_TEVI_Application

Applicants are encouraged to review the TEVI Program Guidance Document, which can be found on the [TEVI website](#), to support the completion of this Application Packet.

Application Packet Contents:

Please note that templates in **Section I** (listed below) are not site specific, but designed to be re-used if the applicant is applying for more than one Project site. Templates in **Sections II-VIII** are site-specific and must be completed for each proposed Project site.

Section	Template	Site Specific	
		YES	NO
I	Project Team and Qualifications		
II	Applicant Certification Statement		
III	Site Host Identification		
IV	Environmental Screening		
V	Utility Coordination		
VI	Application Narrative		
VII	Application Budget		

Applicant Acknowledgement

Signing below indicates certification that if selected for funding, the Applicant will:
 1) enter into an award agreement; 2) submit/adhere to reporting requirements; and
 3) submit a cybersecurity plan.

_____ (signature)	_____ (date)
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I. Project Team and Qualifications

Applicant Type <i>(please select at least one)</i>			
Corporation		Local Power Company (LPC)	Local Government
Tribal Organization		Non-Profit	Other: _____

Project Team Point of Contact (POC) <i>(required)</i>	
Business Name <i>(if applicable)</i> :	
Contact Name:	
Phone Number:	
Email Address:	
Mailing Address:	

Project Team Members	
<i>If known, please complete the section below. If Team Members are unknown, indicate "unknown" below. Duplicate listings of Project Team Members is acceptable.</i>	
Site Host:	
Contractor:	
Charging Infrastructure Supplier:	
Utility:	
Local Jurisdiction:	
Operations and Maintenance Provider:	
Other <i>(please specify)</i> :	

Certifications and Affiliations *(optional)*

Please list any team member certifications or affiliations (i.e., Licensed Professional Engineer (TN), Electric Vehicle Infrastructure Training Program (EVITP) certification, etc.)

Work, Skills, or Project Experience *(recommended)*

Please list any team members with previous work experience, skills, or project experience related to EV charging infrastructure. If applicable, please include locations, power level, and if chargers are still in service. Please also include any design, construction, operations, and maintenance experience related to EV charging infrastructure.

References *(optional)*

Please provide contact information for any references who could provide insight into the candidate’s skills and work performance.

Additional Information *(optional)*

Please provide any additional details about the Project Team.

Please provide an explanation for how your Project Team plans to address the following considerations:

Electrical Safety

<p>Please describe how your Project Team will address electrical safety.</p>	
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Fire Prevention and Safety

<p>Please describe how your Project Team will address fire prevention and safety.</p>	
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Load Management / Demand Response

<p>Please describe how your Project Team will address concerns around load management and demand response and what strategies may be implemented to reduce loads during peak energy usage.</p>	
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II. Applicant Certification Statement

Applicant Name:	
Site Address:	
Evaluation Zone:	

Financial Liabilities

Does the Applicant have any outstanding financial liabilities with State or local governments in Tennessee?		YES	NO
i.	Is the Applicant delinquent on any taxes to the State of Tennessee (“State”) or to a City or County in Tennessee?		
ii.	Does the Applicant have financial obligations past due to the State or a State agency?		
iii.	Is the Applicant the subject of any existing tax lien filed in the State of Tennessee?		

Criminal History

Has the Applicant (including any related company or officers of the Applicant) been:		YES	NO
i.	Convicted of a felony?		
ii.	Convicted of any violation of State or Federal securities law?		
iii.	Named a party to any consent order or court entry with respect to an alleged State or Federal securities law violation?		

Civil Suits

Has the Applicant (including any related company or officers of the Applicant) been:		YES	NO
i.	A defendant named in an action (civil or criminal) filed with a State or Federal court in Tennessee?		

In the case where an Applicant has responded **YES** to any of the above questions, please provide a brief narrative explanation and attach to this Applicant Certification Statement.

Statement of Certification by Applicant's Authorizing Agent

Applicant's Authorizing Agent¹ must read the Statement of Certification below and indicate agreement and acceptance by signing below. If the Application is selected for funding, this statement will be included as a legally binding exhibit in the Award Agreement.

- I. The Applicant has read and agrees to comply with the National Electric Vehicle Infrastructure (NEVI) Standards and Requirements Final Rule.²
- II. The Applicant has read and agrees to comply with all requirements outlined in the TDOT Notice of Funding Opportunity (NOFO).
- III. The Applicant will use the funding awarded under the Program for the specific purposes defined in the NOFO.
- IV. The Applicant certifies that the equipment to be purchased, and work to be done under this Program, will conform with the requirements defined in the NOFO (including but not limited to requirements specified by the Build America Buy America Act, the National Environmental Policy Act, and the Davis Bacon Act).
- V. The Applicant, or approved authorized representative, will be responsible for the operations and maintenance (O&M) of Program-funded EV charging infrastructure for a minimum period of five (5) years from the date of EV charging infrastructure is commissioned and open to the public.
- VI. The Applicant will submit all reports and documentation as required by in the NEVI Standards and Requirements Final Rule, including but not limited to quarterly, one time, and annual reports.
- VII. The Applicant will provide TDOT (or their authorized agent) with access to the equipment to be funded by this Program, the facilities where the equipment is located, and documentation related to funding received from this Program based on reasonable notice of a request for access.
- VIII. The Applicant will use the equipment purchased or installed with funding from the Program in accordance with the manufacturer's specifications.
- IX. The Applicant has received approval from the organization's governing body or chief executive to apply and make use of the funding under this Program.
- X. The Applicant is in compliance with all Federal and Tennessee environmental laws and will remain in compliance with all Federal and Tennessee environmental laws for the duration of the project reporting period.
- XI. The applicant agrees there is no known potential conflict of interest.

¹ Representative authorized to sign on behalf of the business or entity.

² <https://www.federalregister.gov/documents/2023/02/28/2023-03500/national-electric-vehicle-infrastructure-standards-and-requirements>

XII. As an authorized agent of the Applicant, I hereby submit this proposal to TDOT. I understand that additional information may be requested. I also understand that this document in no way constitutes a commitment of funds by the State of Tennessee for any of its programs.

I hereby represent and certify this information, to the best of my knowledge and belief, is true, complete, and accurately describes the proposal for which funding assistance is being requested.

Signature of Applicant or Authorized Agent:	
Date of Signature:	
Authorizing Agent's Name <i>(if different than applicant)</i> :	
Authorizing Agent Title or Relationship to Applicant:	
Applicant (Entity) Name:	
Authorizing Agent Phone Number:	
Authorizing Agent Email Address:	
Authorizing Agent Mailing Address:	

III. Site Host Identification

Application Address	
Parcel Number(s)	
Legal Address ³	

The Property Owner (Host) of the land where the EV charging infrastructure Project is proposed supports the Applicant’s application for TEVI Program funding. If awarded funding, the Applicant and Property Owner agree to include a Final Site Host Agreement as part of the execution of the TEVI Program contract agreement with TDOT.

EV Charging Infrastructure Project Applicant

Name:

Title:

Organization:

Signature:

Property Owner (Host⁴) of Site of Proposed EV Charging Infrastructure Project

Name:

Title:

Organization:

Signature:

³ If property is not platted, note “See attached” on the line above and provide a metes and bounds legal description inclusive of coordinate system.

⁴ Or Authorized Agent, documentation of authorization to be attached to this Packet when submitting.

IV. Environmental Screening

A goal of this Program is to develop EV charging infrastructure with minimal impact to the surrounding environment. TDOT will use the Environmental Screening Questionnaire to ensure the selection of sites that help to meet this goal. The Environmental Screening Questionnaire will be used to assist in addressing requirements of the National Environmental Policy Act (NEPA) and policies and procedures as determined by TDOT and the Federal Highway Administration.

Proposed Location Site Information

General Site Information		
Applicant Name:		
Proposed Location (Address or Latitude/Longitude):		
Please indicate the general land use of the proposed site. If in an existing parking lot, indicate the type of land use the parking area serves.	Commercial Residential Agricultural Recreational Industrial	
Is the Applicant the owner of the proposed site for the charging infrastructure?	Yes	No

Environmental Screening Questionnaire

In general, if the proposed EV charging infrastructure site is located within a previously developed area, which is determined to be low-impact, and associated activities such as installation of signage, construction of new utility distribution poles or underground utilities, etc. are completely within previously disturbed areas, additional review may not be required. This may include, but is not limited to, areas such as parking lots, gas stations, recently graded land, and sites situated on fill material. If the answer to any question below is YES, further review of environmental impacts by TDOT or by the Conditional Awardees, as directed by TDOT, may be required. Once selected, a change in site location may result in additional environmental review and clearance. If this occurs, the Conditional Awardee may be financially responsible for costs associated with environmental review and clearance of the new site location.

Question	YES	NO
Will development of the charging site require ground disturbances (e.g., new utility poles) outside of existing developments such as parking lots, roadways, buildings, or other impervious surfaces and/or outside of previously disturbed land (e.g., greenfields)?		
Will development of the charging site require impacts to an existing structure?		
Does this project involve the use of property protected by Section 4(f) of the Department of Transportation Act (49 USC 303)? This includes publicly owned parks, recreational areas, wildlife and waterfowl refuges, and historic sites.		
Will development of the charging site require a temporary or permanent change in access to the facility or existing roadway?		
Are there any known hazardous material sites that would be impacted by the development of the charging site?		
Is the proposed charging site located within a Regulatory Floodway or any other area of a 100-year floodplain as shown on FEMA Flood Insurance Rate Maps ?		
Will development of the charging site require the removal of trees with diameters greater than three inches measured at breast height or any forest clearing?		
Will development of the charging site require filling in of jurisdictional waters (streams and wetlands) and/or filling in streamside management zones?		
Is the proposed charging site located within an area designated as a critical habitat for any federally protected species?		
Will development of the charging site result in impacts to caves, sinkholes, streams, or wetlands?		
Is the proposed charging site located on the same property as, or adjacent to, a structure 50 years old or greater?		
Is the charging site located within a zoned historic district with the National Register of Historic Places ?		
Is the charging site located on property owned by a federally recognized Native American tribe?		

Applicants may find the resources listed below helpful in responding to parts of the Environmental Screening Questionnaire:

- [U.S. Environmental Protection Agency - EnviroMapper](#)
- [U.S. Environmental Protection Agency - NEPAAssist](#)
- [TDEC Division of Underground Storage Tanks](#)
- [FEMA Flood Insurance Rate Map](#)
- [National Wetlands Inventory - Wetland Mapper](#)
- [TDEC Division of Water Resources - Data Viewer](#)
- [U.S. Fish and Wildlife Service - Critical Habitat for Threatened & Endangered Species Mapper](#)
- [National Register of Historic Places](#)
- [Tennessee Historical Commissioner Viewer](#)
- [Tennessee Historic Cemeteries Viewer](#)

Additional Environmental Information or Concerns

The following additional questions are designed to help inform TDOT of the proposed location’s state of environmental readiness:

Contamination and Remediation: Are any project partners, including the site host, aware of any site contamination, remediation, or cleanup activity associated with hazardous materials? If yes, please clarify.

Existing Condition of Site: Describe the current state and use of the site and detail any development that would be required to prepare for EV charging infrastructure installation. Include any applicable site development needs including plans for site acquisition, site construction, or other site preparation other than electrical power-related preparation.

Permitting: Are there any permits or other approvals that are required to complete this project? If so, provide the status of each permit and an anticipated timeline to obtain approval. Example permit types could include air/land use, electrical, structural, zoning, local agency, or environmental.

Risk: Identify potential risks, issues, challenges, and needs related to the candidate site and plans for mitigating these risks.

Applicant Certification

This certification must be completed and signed by an authorized representative or agent for the Applicant who can attest to the Environmental Screening Questionnaire’s quality, accuracy, and completeness and verify that the above questions have been answered to the best of the Applicant’s knowledge.

Applicant Signature: _____ Date: _____

V. Utility Coordination

This Utility Coordination template will provide TDOT with information to determine if the Application site will have sufficient available electric power supply for NEVI-compliant EV charging infrastructure and will provide details on non-binding cost and schedule estimates for utility make-ready and interconnection aspects of the proposed Project. This template is to be completed by the Applicant with information provided by the electric distribution utility / local power company servicing the proposed location.

Applicant Information

Applicant Authorized Agent:	
Site Location Information	
Subject Site Address	
Parcel No.	
Latitude / Longitude	
Number of Chargers Anticipated	
Anticipated Power Level of Each Charger (kW)	

Site Electrical Distribution Service Requirements		
Type of Service⁵	YES	NO
New Service (no existing service line)		
Existing Service Line		
Upgrade of Existing Service		
Primary or Secondary		
Primary Service (>600 volts)		
Secondary Service (≤ 600 volts)		
Proposed In-Service Date:		
Number and Size of Conductors:		

⁵ For any “Other” type of electrical service, please submit documentation, as an attachment to this packet, allowing TDOT to confirm the “Other” Type of Service (e.g., on-site solar generation) being proposed as an energy source is compliant with all requirements of the NEVI Standards and requirements [Final Rule](#).

Requested Voltage/s (e.g., 3-phase 277/480V 4 wire):	
Service Capacity (amps):	
Load Requested (kVA):	

Subject Site Map Exhibit (to be attached to this packet)

Provide a Figure (attach to this packet) with an aerial view of the site. Illustrate (1) the distribution transformer location, (2) termination point, and if known, (3) the nearest 3-phase source.

Engineering and Construction Cost Estimate

This section of the Application is to be completed by the Applicant with information provided by the electric distribution utility servicing the proposed location.

Description	Anticipated Cost & Schedule	
Engineering and Construction- Cost and Schedule (1) Provide high-level cost estimate, including power transformer, terminator pole (if applicable), service lateral or conductor, and metering. (2) Include estimate (in months) for utility to procure materials and complete construction of utility-side infrastructure.	\$	
	/ /	/ /
	(est. months to complete)	
Additional Engineering and Construction- Costs and Schedule (1) Estimate to include additional costs for primary line extension to customers' location and upgrades required to accommodate new load. (2) Include estimate (in months) for utility to complete additional work.	\$	
	/ /	/ /
	(est. months to complete)	
Applicant construction cost responsibilities for electric distribution service.	\$	
Utility construction cost responsibilities for electric distribution service.	\$	
Total Estimated Timeline:	/ /	to / /
Total Estimated Cost to Applicant:	\$	

DC Fast Charging Rate Identification

Has the utility adopted the optional DC fast charging rate that was developed by TVA?		
Yes	No	Unknown

VI. Application Narrative Template

Applicants should complete the following Application Narrative Template with detailed information about how their proposed project meets the TEVI Program evaluation criteria. In the sections below, please follow these steps:

- 1) Check all that apply, if there are additional elements you would like considered in your Project, please narrativize additional elements in the text box provided.
- 2) Provide additional narrative descriptions of the items checked along with any additional project details relevant for consideration in the evaluation of the Project Application.
- 3) Attach any back-up documentation such as maps, site plans, quotes, etc., as relevant, to support the information provided in this section.

Applicants should refer to the NOFO and the TEVI Program Guidance Document (Section IV Considerations for Developing a Highly Responsive TEVI Proposal), located the [TEVI website](#), to complete the following.

Amenities

(check all that apply)

Dine-in restaurants (within 0.25 miles safe walking distance)	Convenience store (within 0.25 miles safe walking distance)
Open space, benches, picnic tables	Walking paths
24/7 public restrooms	Access to micro mobility
Restrooms open during business hours	Public Wi-Fi access

Detail a plan for amenities that will be offered at the EV charging infrastructure site including, but not limited to, amenities listed above. Include an outline for ADA access considerations:

Committed Cost-Share Contribution

(check percentage that applies)

21% - 30%	31% - 40%
41% - 50%	> 50%

Detail dollar amount (\$) and type / source of cost-share contribution to the Project:

Detailed Budget Information

(check all that apply and attach supporting documentation)

<input type="checkbox"/>	Non-binding quote for equipment	<input type="checkbox"/>	Non-binding quote for construction and installation
<input type="checkbox"/>	Non-binding quote utility upgrade	<input type="checkbox"/>	Non-binding quote for O&M

Outline all known budget cost information and indicate if non-binding quotes are included with the submission of the Application Packet:

Future Proofing

(check all that apply)

<input type="checkbox"/>	Pull-through charging design	<input type="checkbox"/>	Higher power level per port (>150kW)
<input type="checkbox"/>	Greater number of ports (>4)	<input type="checkbox"/>	Conduit for additional / future expansion

Detail a plan for future proofing at the EV charging infrastructure site including, but not limited to, considerations listed above:

Justice40

(check all that apply)

<input type="checkbox"/>	Located in a Federally defined disadvantaged community (DAC) ⁶	<input type="checkbox"/>	Plan for including or benefitting DACs as defined by the Justice40 Program.
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Detail a plan for how the Project will comply with the Justice40 initiative:

⁶ <https://screeningtool.geoplatform.gov/en/#3/33.47/-97.5>

Long-Term Stewardship

Detail a plan for long-term stewardship beyond the Program’s required five (5) year O&M period:

Project Site Readiness

(check all that apply)

	Site is located on an existing developed area (paved / gravel lot, or mowed lawn)	Ready availability or low efforts required for sufficient electric power service
	Pre-planning work underway with local jurisdictions	Sites has existing EV charging infrastructure (upgrade only).

Outline the readiness of the Project site for the EV charging infrastructure project:

Project Team Experience

(check all that apply)

	Lead Applicant has administered projects using Federal funding	Project team has experience installing EV charging infrastructure
	Contractor has Tennessee licensed electrician with 630.106(j) ⁷ compliant certification on installation team	Site host has experience operating and maintaining EV charging infrastructure

Outline known EV charging infrastructure project or grant experience of the planned Project Team:

⁷ <https://www.federalregister.gov/d/2023-03500/p-379>

Safety (physical and cybersecurity)

(check all that apply)

<input type="checkbox"/>	Overhead lighting at site	<input type="checkbox"/>	Video surveillance system at site
<input type="checkbox"/>	Emergency call button at site	<input type="checkbox"/>	On-site security personnel
<input type="checkbox"/>	Emergency power shut-off at site	<input type="checkbox"/>	NEVI compliant data processing ⁸

Detail plans for physical and cybersecurity safety for the site and the Project including, but not limited to, options listed above:

Workforce Development

Detail an approach for workforce development support around EV charging infrastructure deployment in Tennessee:

Project Innovations and Additional Information

(check all that apply)

<input type="checkbox"/>	Additional connector types (e.g., NACS)	<input type="checkbox"/>	Site designed for future expansion
<input type="checkbox"/>	Design accommodates med-heavy duty commercial EV charging	<input type="checkbox"/>	Solar electric generation supplying power to project's EV chargers
<input type="checkbox"/>	Site host agreements or MOUs in place with Property Owner	<input type="checkbox"/>	Battery storage supporting EV chargers

Outline elements of the Application that propose novel innovative concepts, designs, or considerations beyond the minimum requirements:

⁸ <https://www.federalregister.gov/d/2023-03500/p-386>

VII. Project Budget

Applicant Name (entity):	
Site Address⁹:	

Cost Category	Project Development Expense	O&M Year 1	O&M Year 2	O&M Year 3	O&M Year 4	O&M Year 5
Design						
Environmental						
Permitting						
Bonding						
Utility infrastructure upgrades						
Site preparation and construction						
Hardware and software						
Networking and data contract						
Maintenance services contract						
Total Project Costs						

	Dollar Amount	Percent (%)
Requested Federal Share <i>(not to exceed 80% of total project cost)</i>		
Recipient Share / Cost-Share <i>(minimum 20%)</i>		
Project Total		

⁹ If an address has not been assigned, please provide a parcel number