

Office of Energy and Climate Change

Drive electric NSW EV kerbside charging grants



Funding guidelines – round 1

July 2023





Acknowledgment of Country Office of Energy and Climate Change as part of the Treasury cluster acknowledges the Traditional Owners and Custodians of the land on which we live and work and pays respect to Elders past, present and future.

Published by Office of Energy and Climate Change, NSW Treasury

Title Drive electric NSW EV kerbside charging grants

Sub-title Funding guidelines - round 1

First Published July 2023

ISBN 978-1-923076-06-8

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Introduction

The NSW Government is determined to take action on climate change, while continuing to grow our economy. That is why the NSW Government has committed to reach net zero emissions by 2050 with a plan to achieve this by 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. Reducing transport emissions is crucial to meeting 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. In 2022, the strategy was expanded to invest \$10 million into co-funding public, kerbside EV charging infrastructure. This infrastructure is to be delivered in residential areas where private, off-street parking is limited.

Almost 30% of drivers in NSW do not have access to off-street parking to charge an EV. The provision of strategically located kerbside charging infrastructure will give these drivers confidence that their charging needs can be met and that an EV is a suitable and well-supported purchase.



Purpose

These guidelines provide rules and guidance to applicants seeking funding to install kerbside charging infrastructure through round 1 of the EV kerbside charging grants. Applicants should read these guidelines in conjunction with the frequently asked questions page provided on the NSW Government kerbside charging grants [website](#).

Program objectives

The EV kerbside charging grants (the grants) aim to:




- support NSW's goal of being the easiest place in Australia to own and drive an EV
- increase EV charging options for EV drivers with limited or no access to off-street parking
- cater for an increasing number of EV drivers and instil confidence in those considering the transition to an EV
- test different kerbside charging technologies and commercial models to develop a sustainable kerbside charging market
- provide information and support on planning approvals pathways for kerbside charging.





EV kerbside grants snapshot

Snapshot

	Total grants available this funding round	\$3,000,000 (ex GST)
	Maximum NSW Government contribution per applicant	\$800,000 (ex GST)
	Eligible areas	Eligible Local Government Areas (LGAs) (see Appendix 2)
	Minimum number of charging sites and electric vehicle (EV) charge ports required per application¹	4 EV charging sites (see definition of 'site' in Appendix 1) with a total combined minimum of 8 EV charge ports (e.g. 4 dual port EV chargers, 8 single port EV chargers or a combination thereof)
	Maximum NSW Government contribution per EV charger	80% of the total installation and equipment costs capped at \$10,000 (ex GST) per charge port
	Maximum NSW Government contribution for EV charger software subscription	80% of the cost of a 3 year EV charger software subscription for each charging site (where the asset owner incurs third-party EV charger software subscription costs)
	Maximum installation timeframe after finalisation of funding agreement	12 months

1. Please be advised this is the minimum number of charging sites required per application. Applicants are encouraged to submit funding requests for more than the minimum number of charging sites, as not all requested sites may be successful.



EV kerbside grants overview

Funding round 1



The NSW Government will deliver the grants across multiple funding rounds between 2023 and 2026. A total of \$10 million of grant funding is available, with \$3 million to be made available in round 1.

The grants provide co-funding for eligible applicants to install, own, operate and maintain kerbside EV charging infrastructure in eligible LGAs that were assessed as having limited off-street parking for their population density.

Funding caps and budgets

A total of \$800,000 NSW Government contribution per applicant can be requested in round 1. The NSW Government contribution must be **no more than 80% of the total installation and equipment cost per requested EV charger, capped at \$10,000 per charge port.**

Where the asset owner incurs third-party EV charger software subscription costs, applications may include up to **80% of the cost of a 3 year EV charger software subscription for each charging site.**

	
<p>Up to 80% of total installation and equipment costs per charger <u>capped at \$10,000 per charge port.</u></p>	<p>80% of a 3 year software cost per EV charger <u>where third-party EV charger software is used.</u></p>







Funding must only be used for eligible activities related to the installation of kerbside EV chargers as outlined in the Eligible expenditure section on page 21.

Applicants are required to submit a budget and co-funding request for each charging site included within their application. Applicants are advised that some sites within an application may not be approved for funding (see Budget examples section on page 27).

Round 1 timeframe

Timeframes for submission, assessment, and project delivery in round 1 will follow the schedule in Figure 1.

Figure 1 Timeframes for submission, assessment and project delivery

	<ul style="list-style-type: none"> Grants open Applications submitted 	4 months
	<ul style="list-style-type: none"> Eligibility check Merit assessment 	2 months
	<ul style="list-style-type: none"> NSW Government approval Notification of assessment outcomes Funding agreement signed 	2 months
	<ul style="list-style-type: none"> Charging site installation 	12 months
	<ul style="list-style-type: none"> All charging sites evidenced as operational 	12 months
	<ul style="list-style-type: none"> NSW Government approval of reporting Project acquittal 	1 month

Milestone payments

There will be 4 milestones across each approved project. The final grant value and milestone payments will be detailed in each funding agreement. Indicative milestones are shown in Table 1.

Table 1 Indicative milestone payments

Milestone	Description	Nominal funding percentage
1	Signing of funding agreement and acceptance of the following documentation: <ul style="list-style-type: none"> project plan maintenance schedule risk plan. 	20%
2	At least 50% of all approved charging sites are operational and open to the public. Documentation for each operational site has been submitted and accepted by the NSW Government and includes: <ul style="list-style-type: none"> landowner's consent electricity supply authority grid connection approval electricity supply authority facilities access agreement (if required) planning approval (if required) council traffic committee approval (if required) Online Certificate Compliance Electrical Work (CCEW) evidence that each site meets the requirements outlined in these guidelines. 	30%
3	All charging sites outlined in the funding agreement are operational and open to the public. Documentation for each operational site has been submitted and accepted by the NSW Government and includes: <ul style="list-style-type: none"> landowner's consent electricity supply authority grid connection approval electricity supply authority facilities access agreement (if required) planning approval (if required) council traffic committee approval (if required) Online Certificate Compliance Electrical Work (CCEW) evidence that each site meets the requirements outlined in these guidelines reports as outlined in the funding agreement. 	40%

Table 1 Indicative milestone payments (continued)

Milestone	Description	Nominal funding percentage
4	<p>All charging sites outlined in the funding agreement are operational for 12 months. Documentation for each operational site has been submitted and accepted by the NSW Government and includes:</p> <ul style="list-style-type: none">evidence that each site meets the requirements outlined in these guidelinesreports as outlined in the funding agreement.	10%





Eligibility criteria

Eligible Local Government Areas

All Local Government Areas (LGAs) in NSW have been assessed by population density and residential dwelling type to determine the need for kerbside charging. Round 1 will focus on installing kerbside chargers in the LGAs that have been assessed as having the least access to off-street parking for their population density. All proposed charging sites must be in the eligible LGAs listed in Appendix 2.

Analysis by population density and residential dwelling type has also been conducted at a more granular level within these LGAs. This analysis is presented in the [kerbside charging map](#) which applicants may use as a guide in determining suitable kerbside charging sites within eligible LGAs.

Applicant requirements

To be eligible for co-funding, applicants must:

- be either:
 - an entity incorporated under the *Corporations Act 2001 (Cth)*
 - a state-owned corporation or subsidiary of an Australian state or territory owned corporation
 - a local government (council) as defined under the *Local Government Act 1993 No 30*.
- have and provide the ABN of their organisation and any other partner organisations in the application
- hold the following insurances:
 - \$20 million public liability
 - Workers' compensation.



Site requirements

To be eligible for co-funding, applicants must propose a minimum of 4 EV charging sites with a total combined minimum of 8 EV charge ports (e.g. 4 dual port EV chargers, 8 single port EV chargers, or a combination thereof) in their application (see Budget examples section on page 27 for examples).

There is no limit to the number of sites in an application so long as the NSW Government contribution cap of \$800,000 per applicant is not exceeded.

Applicants must commit to installing and commissioning all sites within 12 months of executing the funding agreement with the NSW Government.

Charging sites must meet the eligibility requirements listed in Table 2.

Table 2 Site eligibility requirements

Requirement type	Site eligibility requirements
Location	Be in one of the eligible LGAs (see Appendix 2)
Accessibility	Be available to the public 24 hours per day, 7 days per week
	Not restrict public access to the EV charger, except where the EV charger services a dedicated car share parking space (e.g. GoGet, Popcar)
	Not obstruct the following: <ul style="list-style-type: none"> vehicular, cyclist or pedestrian access to or from, an accessway, driveway, or building micromobility device or pedestrian movement along a cycleway or footpath. Further guidance can be found in the NSW Government Walking Space Guide
Safety	Be located between the footpath and the road so charging cables do not impact or cross the footpath
	Not be located on roads with greater than 50km/h speed limit
Future development	Not conflict with any existing or planned bike lanes
	Not be located where the road is scheduled for re-development in the next 2 years
Signage	Include instructional signage on how to use the EV charger. Signage must be: <ul style="list-style-type: none"> clearly visible to the user at the charging site or accessible via a QR code displayed on the EV charger include customer service contact details of the EV charger operator.
	Use NSW Government approved 'EV only' regulatory parking signage and pavement markings if parking signage is changed ² (example signage can be found in Appendix 3)

2. The NSW Government encourages applicants to provide 'EV only' dedicated parking spaces at each site however this is not a condition of funding. This decision will be left up to the applicant and the relevant traffic authority.

Letters of support

To be eligible for co-funding, applicants must provide letters of support from each council where proposed EV chargers are to be located.

For any EV chargers that interact with an electricity supply authority asset (e.g. electricity pole mounted, lighting pole mounted or kiosk EV chargers) applicants must also provide a letter of support from the relevant electricity supply authority.



Operational requirements

To be eligible for co-funding, applications must meet the operational requirements listed in Table 3.

Table 3 Operational requirements

Requirement type	Operational requirements
Ownership and operation	<p>Outline a clear model for the ongoing ownership, operation, and maintenance of each EV charger which outlines:</p> <ul style="list-style-type: none"> • a maintenance plan showing: <ul style="list-style-type: none"> – maintenance will be carried out in a timely manner (at a minimum, it must include regular inspections – no less than once per year or in compliance with <i>AS/NZS 3000:2018 Electrical Installations and AS/NZS Regulatory compliance mark for electrical and electronic equipment, Appendix P</i>) – response times for reactive maintenance (e.g. vandalism or unplanned equipment failure) – that all EV chargers will be maintained in a serviceable condition for at least 5 years from the date of installation and achieve a minimum availability/uptime of 99% per year across all the applicant’s co-funded chargers. • responsibility and resourcing for ongoing customer support and maintenance • methods of payment collection • any other services (e.g. advertising, signage, etc.).
Renewable energy	<p>Source renewable electricity for 100% of electricity used at all charging sites in perpetuity. Renewable energy sources must be either on-site renewable energy generators, off-site renewable energy generators, surrender of green products that certify renewable electricity generation (e.g. large-scale generation certificates) or a combination thereof</p>
Location	<p>Publish location details of each EV charger on at least the following online public platforms:</p> <ul style="list-style-type: none"> • Google Maps • PlugShare.
Branding	<p>Clearly display a ‘Supported by NSW Government’ branded decal sticker on all co-funded EV chargers. Any third-party branding or advertising must not conceal the NSW Government branding</p>

EV charger technical requirements

To be eligible for co-funding, all EV chargers must meet the technical requirements listed in Table 4 or be on the NSW Government approved [EV charger and software list](#).

Table 4 EV charger 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"> • <i>AS/NZS 3000:2018 Electrical Installations</i> • <i>AS/NZS 4417.1:2020 and AS/NZS 4417.2:2020 Regulatory compliance mark for electrical and electronic equipment.</i>
	A type 2 socket outlet (untethered cable) if AC output
	A minimum of 1 CCS2 cable if DC output
	OCPP 1.6 and/or OCPP 2.0 communications capability, over at least one of ethernet, wi-fi or 4G network
	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
	Can publicly show prospective users the availability status of the EV charger

Eligible expenditure

Funding must only be used for eligible activities related to the installation of EV chargers as outlined in Table 5.

Table 5 Eligible expenditure

Cost type	Description	Eligible for co-funding
Equipment	EV charger hardware	✓
	Associated components required to connect to an electrical supply (e.g. electricity meters, RCD protection)	✓
	Equipment required to connect charging stations to the internet (e.g. data cabling, modems)	✓
Installation	Civil and electrical works required for installation and connection to an electrical supply (e.g. civil and/or electrical design, electrical cabling, crash protection)	✓
	Electricity supply authority connection fees	✓
	Installation of NSW Government approved regulatory parking signage and pavement marking	✓
	EV chargers proposed in locations outside of eligible LGAs	✗
	EV chargers that have already been installed	✗
Administrative	Planning and approval fees (where applicable)	✓
	Grant application costs	✗
	Feasibility studies, business case development	✗
Software and services	Subscription for an approved EV charger software for each approved EV charger (where the asset owner incurs third-party software subscription costs)	✓
	Internet costs	✗
	Electricity costs (including any additional costs of sourcing renewable electricity, large-scale generation certificates or other certifications of renewable generation)	✗
Operational	Ongoing costs to operate or maintain EV charger	✗
Communications	Promotion or marketing costs	✗



Merit criteria

Applications that meet the eligibility criteria will be competitively assessed against the merit criteria listed in Table 6.

Table 6 Merit criteria

Merit criterion	Required information	Item being assessed (Site/ Application)
Site costs and value for money	<p>A site budget and revenue model which will be assessed on the quality and credibility of:</p> <ul style="list-style-type: none"> • total installation cost estimates • annual operational and maintenance costs • revenue forecasts and assumptions for multiple charger usage scenarios including: <ul style="list-style-type: none"> – number of charge sessions per day, expected dwell times, expected kWh delivered per charge session – fee structure and cost to end user – payback periods with and without NSW Government co-contribution. 	Site
Charging site selection	Rationale for charging site selection and how the site will deliver on the NSW Government program objectives including how the site will service residents who lack access to off-street parking.	Site
Charging site design	<p>Details about the site design including:</p> <ul style="list-style-type: none"> • the rationale for charger type and capacity (kW) at the site • how the charger will maintain or add to existing street amenity • how the parking bay alignment will provide ease of access to various vehicle charge port positions • site designs and plans. 	Site

Table 6 Merit criteria (continued)

Merit criterion	Required information	Item being assessed (Site/ Application)
Applicant capabilities and capacity	<p>A detailed project plan including:</p> <ul style="list-style-type: none"> • an overview of similar projects by the lead or supporting organisations in the application, including whether timeframes and budget expectations were realised • the lead or supporting organisations' financial capacity or a plan to meet expected project budget and costs • how the project will be managed and delivered on time and to budget including: <ul style="list-style-type: none"> – identification of roles and responsibilities within the lead and supporting organisations – identification of key project risks and how these will be managed – expected timeframes for each stage of the project – readiness of projects to commence installation including availability of hardware and software. • how chargers will be operated, maintained and decommissioned/ repurposed sustainably (e.g. financially, environmentally, socially) • responsibility and resourcing for timely customer support and maintenance. 	Application
User experience	<p>Approaches to creating a positive and enjoyable user experience including:</p> <ul style="list-style-type: none"> • ensuring fair use of chargers (e.g. idle fees, enforcement, scheduled charge sessions) • the use of 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 • how the charger will provide ease of access to disabled drivers (e.g. height of control panel, charge port or display screen). 	Application



Reporting requirements

A condition of funding is for applicants to report on the usage and operation of charging sites on a 6 monthly basis for 3 years following installation of each site. The objectives of the reporting are to increase:

- skills, capacity and knowledge of the EV charging industry
- public awareness and understanding of the EV charging infrastructure sector

- understanding of barriers to EV charging technology and solutions to address them
- understanding of the performance characteristics of EV charging technology
- understanding of the financial requirements for EV charging infrastructure.

Project reporting requirements are provided in Table 7 below.

Table 7 Reporting requirements

Reporting element	Required information
Renewable energy	Evidence of: <ul style="list-style-type: none"> • energy sourced from onsite renewable resources equivalent to electricity load of all EV chargers • surrender of any green products that certify renewable electricity generation (e.g. large-scale generation certificates) • GreenPower purchased equivalent to electricity load of all EV chargers.
Maintenance costs and events	Copies of servicing and maintenance logbooks and evidence of a minimum availability/uptime of 99% per year across all the applicant's co-funded chargers.
Usage data³	Data including: <ul style="list-style-type: none"> • number of charging sessions per day/week/month • length of each charging session • electricity consumed (kWh) per charging session • other data that may be beneficial in assessing the usage of the EV charger.
Additional program information (as requested by the NSW Government)	Insights into: <ul style="list-style-type: none"> • community sentiment • EV driver behaviour (including postcodes of unique users, where this data is collected) and sentiment • commercial viability of kerbside charging including utilisation rates • effectiveness of different ownership/operation models • appropriateness of government subsidy • real-world experience of the NSW planning pathways for kerbside EV charging • effectiveness of minimum operational and maintenance requirements • market factors influencing uptake of EVs and usage of infrastructure • other items that may help to assess the grant's impact.

3. Applicants agree to work with the NSW Government on a suitable data collection arrangement that supports these requirements.



Budget examples

Applicants are required to submit a budget (including costs and co-funding request) for each proposed charging site. Applicants are also encouraged to submit funding requests for more than the minimum number of charging sites as not all requested sites may be successful.

An agreed budget will form part of the funding agreement with the NSW Government. Please see example budgets below.

Example 1

An applicant is eligible for grant funding by requesting co-funding for a total of 7 charging sites and 13 EV charge ports for a total NSW Government co-contribution of \$125,200.

As 80% of the total installation and equipment costs for sites 3 and 5 exceed the \$10,000 per charge port cap, co-funding requests are capped at \$20,000 for site 3 and \$10,000 for site 5. Following assessment, co-funding has only been approved for 5 sites and 9 charge ports (sites 2 and 6 have not been approved) resulting in a total NSW Government co-contribution of \$86,800.

Table 8 Co-funding allocation across multiple sites

Site #	EV charger type	# of charge ports	Total installation and equipment cost (TIEC)	80% of TIEC	Co-funding request	Co-funding awarded
1	Electricity pole	2	\$22,000	\$17,600	\$17,600	\$17,600
2	Electricity pole	2	\$25,000	\$20,000	\$20,000	\$0
3	Lighting pole	2	\$26,000	\$20,800	\$20,000	\$20,000
4	Lighting pole	2	\$24,000	\$19,200	\$19,200	\$19,200
5	Lighting pole	1	\$18,000	\$14,400	\$10,000	\$10,000
6	Pedestal	2	\$23,000	\$18,400	\$18,400	\$0
7	Pedestal	2	\$25,000	\$20,000	\$20,000	\$20,000
Total		13	\$163,000		\$125,200	\$86,800

Example 2

An applicant is eligible by requesting co-funding for a total of 4 charging sites and 8 EV charge ports for a total NSW Government co-contribution of \$74,400.

As 80% of the total installation and equipment costs for site 3 exceeds the \$10,000 per charge

port cap, the co-funding request is capped at \$20,000 for site 3. Following assessment, co-funding has only been approved for 3 sites and 6 charge ports (site 4 has not been approved), resulting in a total NSW Government co-contribution of \$55,200.

Table 9 Co-funding allocation across multiple sites

Site #	EV charger type	# of charge ports	Total installation and equipment cost (TIEC)	80% of TIEC	Co-funding request	Co-funding awarded
1	Electricity pole	2	\$25,000	\$20,000	\$20,000	\$20,000
2	Lighting pole	2	\$19,000	\$15,200	\$15,200	\$15,200
3	Pedestal	2	\$35,000	\$28,000	\$20,000	\$20,000
4	Lighting pole	2	\$24,000	\$19,200	\$19,200	\$0
Total		8	\$103,000		\$74,400	\$55,200

As the applicant is using third-party EV charger software, they have requested co-funding for a 3 year EV charger software subscription for each of the 4 sites for a total NSW Government co-contribution of \$4,800. As the co-funding

request is 80% of the total software costs, this would be eligible for co-funding. Co-funding for software will only be provided for the 3 approved sites (site 4 has not been approved) for a total NSW Government co-contribution of \$3,600.

Table 10 Co-funding allocation for software subscriptions

Site #	3 year software cost	Co-funding request	Co-funding awarded
1	\$1,500	\$1,200	\$1,200
2	\$1,500	\$1,200	\$1,200
3	\$1,500	\$1,200	\$1,200
4	\$1,500	\$1,200	\$0
Total	\$6,000	\$4,800	\$3,600
	Co-funding	80%	80%



Applying for the grants

How to apply

All applicants must use the NSW Government's nominated online Grant Management System (GMS), SmartyGrants, to submit an application and all relevant documentation. The GMS can be accessed through the NSW Government kerbside charging grants [website](#). Instructions for how to use the GMS will be provided immediately after logging into the platform.

All applications will only be assessed after the funding round has closed. The NSW Government may seek supplementary information or clarification, as well as conduct due diligence, on an application at any time throughout the application and assessment process. This may include but is not limited to:

- inviting applicants to present their application to the NSW Government and/or the NSW Government consultants, assessment panel and advisers

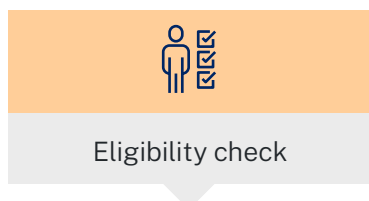
- commissioning or completing research, analysis and modelling to support assessments
- contacting any relevant federal, state, territory, local or international government agency about the application
- requesting applicants to disclose any material reasonably required in respect of the eligibility criteria and merit criteria.

To be successful, applicants must complete the entire online application which will then be assessed by the NSW Government. The NSW Government reserves the right to consider or not consider applications which have not been lodged or completed in full through the SmartyGrants system at the time of lodgement. The NSW Government will only accept late applications where it would not compromise the competitiveness and integrity of the process.

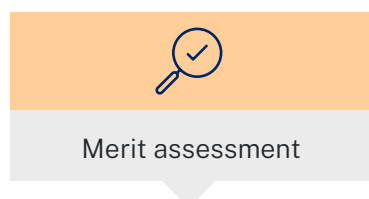


Assessment and approval process

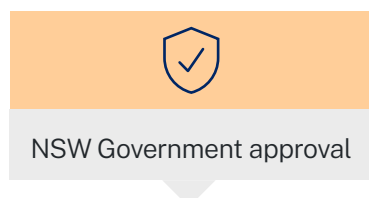
An overview of the assessment and approval process is outlined as follows:



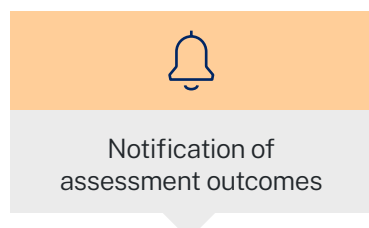
1. **Eligibility check:** An initial eligibility check to ensure no eligibility issues are apparent within the application. The NSW Government may ask applicants to clarify or provide additional information. Applicants will not be given any chance to substantially improve or change their application during assessment. The assessment panel will select which applications are eligible and which are ineligible to proceed to merit assessment.



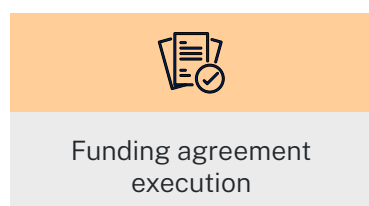
2. **Merit assessment:** Eligible applications will be competitively assessed against the merit criteria listed in Table 6. Funding must be sought across a minimum of 4 sites within each application with the understanding that some may be unsuccessful.



3. **NSW Government approval:** The assessment panel will make a final determination on applications and the sites to be approved for funding. This will also consider maximum funding caps for applicants and the total quantum of funding available within the round. The final funding approval will be made by NSW Government executives.



4. **Notification of assessment outcomes:** The NSW Government will advise all applicants of the outcomes of the assessment process. Successful applicants will be provided with a funding agreement and other project management documents. Unsuccessful applicants will be encouraged to apply for future funding rounds and informed of why their application was unsuccessful. If requested, further feedback may be provided by the NSW Government in a follow up session at an agreed time.



5. **Funding agreement execution:** All funding offers and any payment of funds will be conditional upon the execution of a funding agreement with the NSW Government. All successful applicants will be required to sign a funding agreement with the NSW Government within 30 working days. This agreement will confirm the project schedule and NSW Government payments. The NSW Government does not encourage variations to the funding agreement, however, where the applicant cannot accept the terms of the funding agreement, they may provide a variations table. It is at the discretion of the NSW Government to accept or deny these departures.

Applicants that receive funding under the EV kerbside charging grants program will be disclosed on the [NSW Government Grants Finder](#) website within 45 days of the funding agreement being entered into.

The NSW Government reserves the right to withdraw its offer of funding should an applicant not comply with any items listed in these guidelines. The NSW Government may reduce the grant funding if the eligible expenditure during the project implementation phase is less than the total grant amount agreed in the funding agreement.

Governance and probity

An external probity advisor has been appointed to ensure the process followed throughout the assessment process is fair and equitable for all applicants.

The NSW Government has developed an internal Probity and Governance Plan (the plan) to ensure high standards of probity throughout the planning and implementation of these grants. The plan underpins the following principles:

- treat all potential participants with impartiality and fairness, with all having equitable opportunity to access and respond to information and advice
- use a competitive process to rank applications in order of merit against the identified assessment criteria
- 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 prior to undertaking work or as soon as they arise.

The NSW Government has appointed O'Connor Marsden & Associates Pty Ltd (ABN 94 135 783 792) as the independent probity adviser for these grants. The probity adviser will monitor the conduct of the rounds and ensure they are delivered in line with the probity principles underpinning the delivery of these grants as described above, as well as the NSW Government Grants Administration Guide (September 2022).

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: Richard O'Neill Principal OCM Probity (roneill@ocm.net.au).

Support

Applicants may seek clarifications on any aspect of the program by writing to electric.vehicles@environment.nsw.gov.au. Any questions deemed to be public and relating to all applications will be published on the NSW Government kerbside charging grants [website](#), with registered applicants being notified. The NSW Government will not publish details of the applicant organisation that asked the question.

If an applicant believes their request for clarification is confidential, they should notify the NSW Government in the clarification request. A determination will be made by the NSW Government as to whether the request is confidential.





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 NSW Government. The NSW Government 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
- NSW Government staff or advisers
- where authorised or required by law to be disclosed.

The NSW Government will otherwise only disclose commercial-in-confidence information provided by applicants with their express 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 NSW Government makes a public announcement of the funding recipients for the round. 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 NSW Government's prior consent. The NSW Government may withdraw its offer if the applicant does not comply with this requirement.

Late submissions

The NSW Government has the discretion to extend the closing time and date for applications. This will be publicly communicated and applied to all applications.

The NSW Government, at its absolute discretion, may accept late applications if it does not affect any material fairness.

Suspension and cancellation

The NSW Government may suspend or cancel the round if it believes on reasonable grounds that:

- the round cannot continue, or be conducted, in a fair and orderly manner
- there is a change in NSW Government policy.

The NSW Government may suspend or cancel the round at any time before it publishes the outcome of the round. Any decision to suspend or cancel will be communicated to all applicants. The NSW Government will seek the advice of the probity adviser in making any such decision in a fair and objective manner, consistent with established probity guidelines.

If a round is suspended, the NSW Government will continue or cancel the round within a reasonable timeframe. If the NSW Government is satisfied that a suspended round can continue and be conducted in a fair and orderly manner, the round will be continued. If a round is cancelled, it may be rescheduled and the updated date(s) and application window will be published on the NSW Government kerbside charging grants [website](#).

Amendments to guidelines

The NSW Government reserves all rights to amend these guidelines (including total funding amount, milestone payments and timeframes for the grants) and the assessment process described herein. Amended guidelines will be published on the NSW Government kerbside charging grants [website](#).

Complaints

Complaints concerning round 1 should be emailed to electric.vehicles@environment.nsw.gov.au. Complaints will be reviewed by the NSW Government in the first instance. If the NSW Government cannot resolve the complaint within 30 business days of receiving a complaint, the NSW Government will provide details of a nominated complaints and review officer from the NSW Government, who will advise the 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 NSW Government.

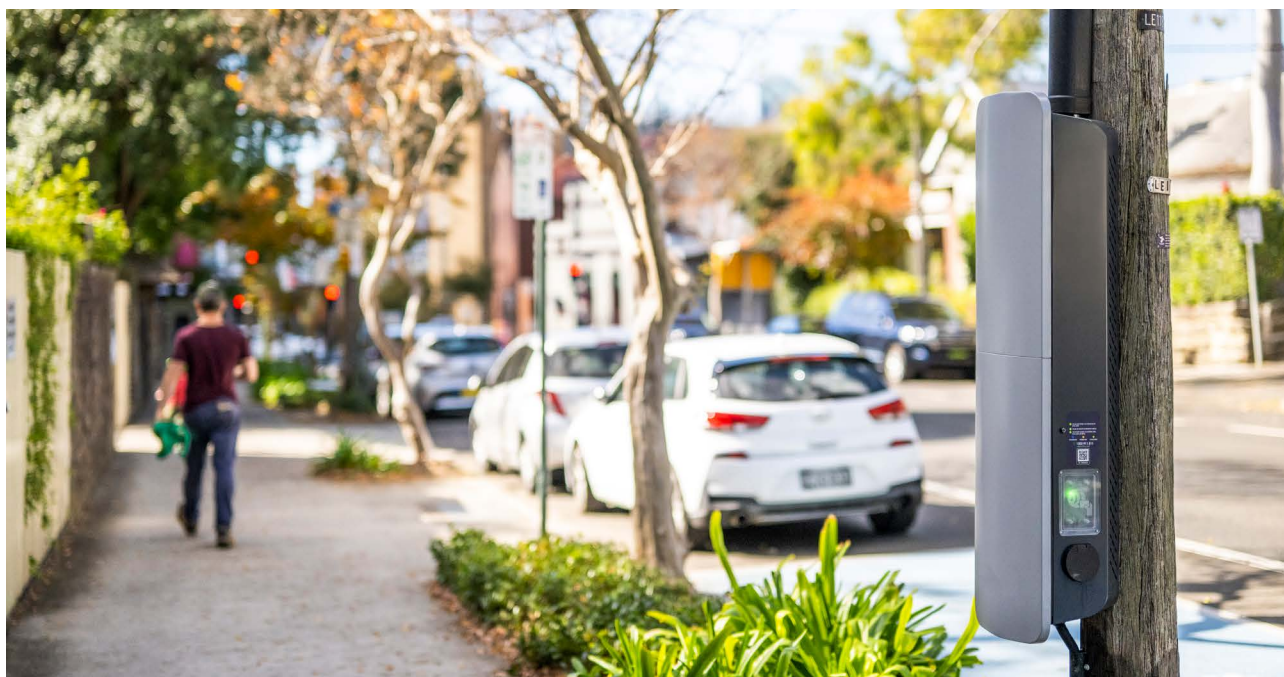
Conflicts of interest

The NSW Government will administer its conflict-of-interest procedures including procedures for all staff involved to declare their interests. All advisers engaged by the NSW Government to assist in the assessment of an application, or the preparation of funding agreements, 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 NSW Government's conflict of interest procedure.

If applicants are aware of any actual, apparent or potential conflicts of interest they must advise the NSW Government prior to or when submitting an application. Applicants must comply with any directions from the NSW Government in the management of a conflict of interest.

Round evaluation

The NSW Government will evaluate the round to determine the extent to which funded activities contributed to achieving the NSW Government's objectives. Information from applications and projects may be used for this purpose. The NSW Government may also interview applicants or ask applicants for more information as part of this process. Applicants may be contacted up to 3 years after charging sites have been installed for more information to assist with this evaluation.





Appendix

Appendix 1: Glossary

ABN: Australian Business Number.

Accessibility: Refers to EV charger site access for disabled drivers.

Accessway or driveway: An accessway relates to the path used to approach the road from within a property. It refers to what is happening within the site only, not on the road reserve. An accessway is also referred to as a driveway.

Applicant: An eligible organisation that applies for grant co-funding under the EV kerbside charging grants.

Application: An application for co-funding from the NSW Government's EV kerbside charging grants.

Charge port: A physical connector on the EV charger that connects to an EV's charging cable to provide an electrical charge to the EV battery.

Charge point operator: A commercial organisation responsible for the ownership or operation of an EV charger.

Co-fund: Financial support for successful project(s) under the EV kerbside charging grants provided by the NSW Government and an 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.

Council: A local government as defined under the *Local Government Act 1993 No 30*.

Dual port charger: An EV charger with 2 charge ports capable of charging 2 vehicles simultaneously.

Electricity supply authority: A body engaged in the distribution of electricity to the public or in the generation of electricity for supply, directly or indirectly to the public.

Electric vehicle (EV): A vehicle that is fully electric and powered by an electric drive train or a plug-in hybrid. EVs do not include non-plug-in hybrid vehicles.

EV charger: A unit of fuelling infrastructure that supplies electric energy for the recharging of electric vehicles, such as EVs. An EV charger is referred to as an 'EV charging unit' within the [State Environmental Planning Policy \(Transport and Infrastructure\) 2021](#).

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

EV charging software: Cloud-based software that an EV charger can use to enable use of the smart features available within the charger.

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

Grants: The EV kerbside charging grants.

Grants management platform (GMP): The online platform used to administer the EV kerbside charging 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 kerbside charging grants which may be amended and updated by the NSW Government.

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

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

Micromobility: Refers to a range of small, lightweight vehicles operating at speeds typically below 25km/h and driven by users personally. Micromobility devices include bicycles, e-bikes, electric scooters, electric skateboards, shared bicycle fleets and electric pedal assisted (pedelec) bicycles.

Minister: Refers to the relevant minister that has responsibilities to implement the [NSW Electric Vehicle Strategy](#).

NSW: The State of New South Wales.

OCPP: Refers to Open Charge Point Protocol, a communications protocol allowing robust communication with the EV charger.

Renewable energy: Energy that is produced from natural resources that do not run out when used – for example, solar or wind power.

SEPP: The [State Environmental Planning Policy \(Transport and Infrastructure\) 2021](#).

Single port charger: An EV charger with one charge port capable of charging a single vehicle.

Site: The precise location of proposed chargers identified by street name and nearest exact address.

Street furniture: Refers to parking meters, telephone booths, rubbish bins or recycling bins, planter boxes, street signs, benches, and bollards but does not include electricity or lighting poles or bus stops.



Appendix 2: Eligible LGAs

All Local Government Areas (LGAs) in NSW have been analysed by population density and residential dwelling type. Round 1 will focus on installing kerbside chargers in the LGAs that were assessed as having least access to off-street parking for their population density. The analysis may be reviewed and modified for subsequent funding rounds to ensure program objectives are achieved. The LGAs eligible in round 1 are listed in Table 11.

Table 11 Eligible LGAs

LGA	Sq Km	Population	House (no.)	Semi-detached (no.)	Unit (no.)	On-street charger access need
Sydney	26.7	211,632	2,081	17,935	76,760	91%
Waverley	9.4	68,605	4,405	4,969	17,590	82%
North Sydney	10.5	68,950	3,593	4,121	24,535	73%
Inner West	35.2	182,818	21,357	20,072	31,418	67%
Burwood	7.1	40,217	4,871	2,152	6,944	62%
Woollahra	12.3	53,496	4,894	4,602	12,170	52%
Canada Bay	19.9	89,177	12,769	3,307	18,011	48%
Georges River	38.3	152,274	27,051	5,995	18,946	43%
Randwick	36.3	134,252	13,790	8,601	28,527	42%
Lane Cove	10.5	39,438	5,832	801	8,750	39%
Bayside	50.6	175,184	22,373	7,970	33,875	37%
Canterbury-Bankstown	110.2	371,006	64,393	18,398	33,403	37%
Mosman	8.7	28,329	4,028	1,389	6,001	37%
Ryde	40.5	129,123	20,016	6,956	21,854	36%
Willoughby	22.4	75,613	12,337	2,145	13,007	36%
Cumberland	72.7	235,439	37,257	10,796	23,184	35%
Parramatta	83.8	256,729	35,872	12,253	43,561	34%
Strathfield	14	45,593	5,388	832	9,366	32%
Hunters Hill	5.7	13,559	2,891	731	1,024	28%
Fairfield	101.5	208,475	43,987	7,598	8,970	22%
Blacktown	238.8	396,776	98,390	14,480	8,158	19%
Ku-ring-gai	85.4	124,076	28,718	1,624	11,365	15%
Newcastle	186.7	168,873	45,617	10,724	9,410	12%
Northern Beaches	254.2	263,554	54,040	8,299	31,478	11%
Liverpool	305.7	233,446	50,658	7,098	11,301	8%
Sutherland Shire	333.6	230,211	50,676	11,559	20,656	8%

Appendix 3: Approved NSW regulatory parking signage and pavement markings

Table 12 Approved electric vehicle parking signage




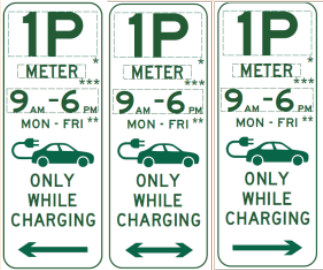
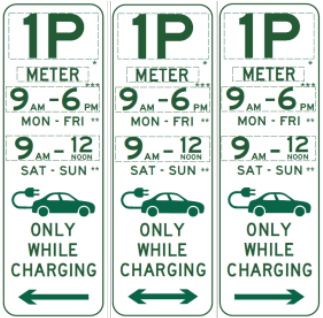


Sign	Name	Sign No.	Size (mm)
	Parking (1P-10P) Times (various) Mon-Fri Electric Vehicles Only (left, right or repeater) (example only)	r5-1-10n	225 x 450
	Parking (1P-10P) Times (various) Mon-Fri Sat-Sun Electric Vehicles Only (left, right or repeater) (example only)	r5-1-11n	225 x 600
	Parking (1P-10P) Times (various) Mon-Fri Electric Vehicles Only While Charging (left, right or repeater) (example only)	r5-1-12n	225 x 550
	Parking (1P-10P) Times (various) Mon-Fri Sat-Sun Electric Vehicles Only While Charging (left, right or repeater) (example only)	r5-1-13n	225 x 650
	Parking (1P-10P) (meter) Times (various) Mon-Fri Electric Vehicles Only While Charging (left, right or repeater) (example only)	r5-1-14n	225 x 600

Table 12 Approved electric vehicle parking signage (continued)

Sign	Name	Sign No.	Size (mm)
	<p>Parking (1P-10P) (meter) Times (various) Mon-Fri Sat-Sun Electric Vehicles Only While Charging (left, right or repeater) (example only)</p>	<p>r5-1-15n</p>	<p>225 x 700</p>
	<p>No Parking (symbolic) Electric Vehicles (symbolic) Excepted While Charging (left, right & repeater)</p>	<p>r5-40-1n</p>	<p>225 x 450</p>
	<p>No Parking (symbolic) Electric Vehicles (symbolic) Excepted (left, right & repeater)</p>	<p>r5-40-2n</p>	<p>225 x 450</p>

Source: Transport for NSW Traffic Signs - Traffic signs | Transport for NSW

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For more information

www.energy.nsw.gov.au/electric-vehicle-kerbside

electric.vehicles@environment.nsw.gov.au