

Residential Electric Vehicle Charging Incentives

Program Handbook

July 1, 2022 – June 30, 2023

Funding for the Electric Vehicle Infrastructure Demonstration (EVID) program has been fully reserved. Applications that have not already received a reservation notice will instead receive a conditional reservation notice upon application approval. Projects may begin construction upon receiving a conditional reservation notice, but funds are not guaranteed until a reservation notice has been issued.



PROGRAM WELCOME & OVERVIEW

Welcome to NV Energy's Residential Single-Family EV Charging Incentive Program (hereinafter Program). You are joining a growing number of Nevadans committed to a sustainable and clean energy environment and for that we thank you!

This Program has you in mind as we work together to increase the adoption of EVs throughout our communities and provide financial support to NV Energy customers that offsets the cost(s) of purchasing and installing an EV charger for their residence.

Inside this handbook you will find helpful guidance and information about how to apply and qualify for Program incentives.

The Program offers several incentives for which you can qualify, and they are as follows: an incentive of up to \$500 or 75% of project costs when an NV Energy customer consents to sharing charging data and uses a qualified charger; and \$250 or 75% of project costs when the customer does not provide consent or does not use a qualified charger. Applications are reviewed and approved on a first-come, first-served basis up to the first 1,000 paid customers.

Thanks again for your commitment to supporting a sustainable and clean energy environment. And when you save energy, you help preserve our natural resources for generations to come.

Please feel free to contact us for more information or with any questions at 866-786-3823 or via email at cleanenergy@nvenergy.com.

Sincerely,

The NV Energy Clean Energy Team

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1. DEFINITIONS

This section includes a list of commonly used acronyms and terms found throughout this handbook.

Application: The initial form to be completed by the customer wherein the project information is provided. The Application is then reviewed, and the customer is notified if additional information is needed.

Applicant: The party responsible for preparing the Application and Incentive Claim Package in the online application portal, typically the NV Energy Host customer of record.

Application Corrections: Requested by the reviewer if the Application is missing documentation or information necessary for approval.

Connector: The physical plug inserted into the vehicle receptacle.

Dealer: The company which sells and advertises the sale of new or used vehicles.

Electric Vehicle or EV: Any vehicle that uses electric motors for propulsion.

Host Customer: The NV Energy customer of record for the proposed installation location is also known as the Host Customer. The Customer name must appear exactly as the name on the NV Energy account and billing information. The Customer is responsible for making any changes to their NV Energy bill prior to application. Persons listed as co-Applicants on the NV Energy bill may apply as the Customer.

Incentive Claim Corrections: If the Incentive Claim Package is missing any documentation or information, NV Energy may ask the customer to provide the information so the incentive can be paid.

Incentive Claim Package: The final set of forms to be completed in the application process wherein final documentation is provided and project costs are established.

NV Energy: Referred to as the Company or NV Energy.

Plug-in Hybrid Electric Vehicle or PHEV: Any vehicle that uses an internal combustion engine and electric motors for propulsion wherein the battery is recharged by plugging a charging cable into an external power source.

Port: A charging connection to the electric vehicle which is capable of independently charging an electric vehicle simultaneously with any other port.

PowerClerk: NV Energy's online portal for Clean Energy program applications.

Project Administrator: Individual in charge of the application and claim reviewal.



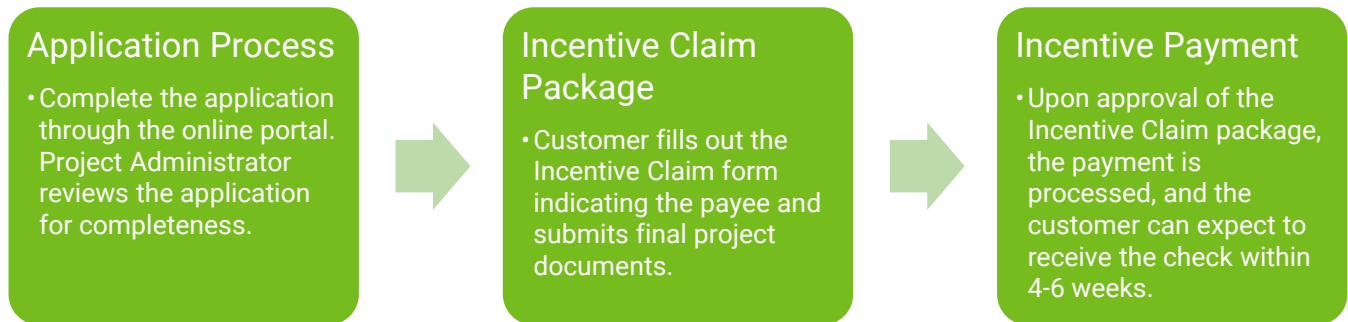
PowerShift by NV Energy's Residential Single-Family Electric Vehicle Charging Incentive Program:
Hereinafter referred to as the Program.

Reservation Notice or Reservation: The Reservation Notice is issued upon final approval of the application by NV Energy. It will confirm the amount of the incentive funds held for the customer, the installation address, output power and brand of EV charging system. The Reservation Notice expires one year from the date of issuance.

2. APPLICATION PERIOD AND SELECTION DATES

Applications will be accepted through NV Energy’s online application portal July 1, 2022 – June 30, 2023. The Applicant must complete the purchase of a qualifying electric vehicle within 60 days before or after the initial application is submitted. The Incentive Claim Package must be submitted by the expiration date listed on the Incentive Reservation Notice. If the Applicant fails to submit an Incentive Claim Package by the expiration date listed on the reservation, the reservation is forfeited and ineligible for the incentive payment.

FIGURE 1. INCENTIVE APPLICATION PROCESS



3. CUSTOMER ELIGIBILITY

The Customer must provide proof of vehicle purchase either 60 days prior or 60 days after application submittal.

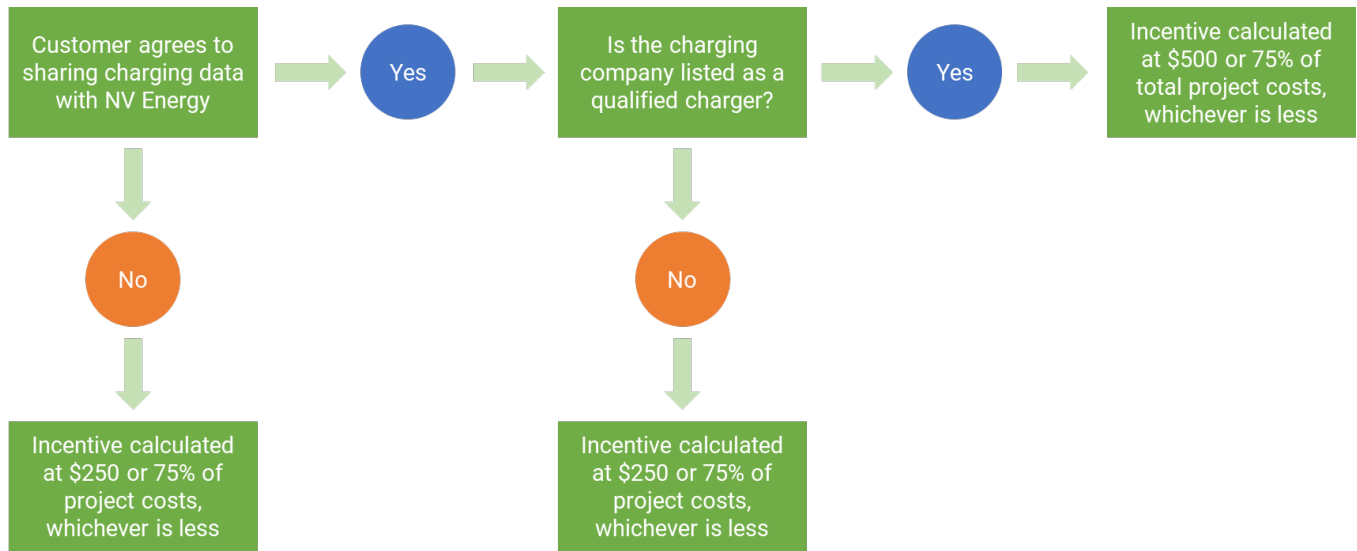
Proof of vehicle purchase includes:

- Title provided by the dealership or any other documentation provided demonstrating ownership such as:
 - DMV Electronic Dealer, Rebuilder or Lessor's Report of Sale or Lease.
- Vehicle registration:
 - This should display the Applicant's name (host customer) and address.
 - The vehicle's make, model, and date and year acquired.

4. INCENTIVES

The incentive will be provided to the first 1,000 NV Energy customers who meet qualifying guidelines. Incentives are \$500 or \$250. The customers who provide NV Energy access to their charging data and a utilize an NV Energy qualified charger will receive a higher incentive. Please refer to NV Energy’s [website](#) for a current list of qualified chargers.

FIGURE 2. INCENTIVE FLOW CHART



5. APPLICATION PROCESS

Applications are submitted online through NV Energy's online application portal and can be accessed here: [PowerClerk](#). Customers will be able to create and edit applications as needed.

If a customer purchases or installs the charger prior obtaining a notice of reservation, this is acceptable as long as they have acquired the EV within 60 days of application submittal date to NV Energy.

5.1. Application Submittal

All Residential Electric Vehicle Charging Incentive Program Applications and documentation must be submitted through the online application portal [PowerClerk](#). Any other form of submission will not be accepted.

To begin the Application, the customer must register for a [PowerClerk](#) account. As soon as the account has been confirmed, the application process may begin.

Duplicate applications or multiple submissions for the same project will be rejected. Project Administrators review applications based on a first-come first-serve basis in the order submitted. Upon application approval, a reservation notice will be issued to the customer.

Applications are reviewed within 10 business days to confirm Customer program eligibility and that they the required documentation is provided. Important communications are sent by email to program participants. Accurate email addresses are required for ALL program participants.

5.2. Required Documentation

An application must include:

- Vehicle Proof of Purchase with the vehicle's make, model, and date and year acquired.
- Vehicle Registration displaying the Applicant's name and address.
- Documentation of proposed equipment costs (i.e., quotes, estimates for purchase and installation).

Note: Vehicle Proof of Purchase and Vehicle Registration will not be mandatory in the initial application process if the vehicle has not been purchased however the vehicle should be purchased and/or delivered within 60 days before or after the initial Application is submitted.

If the Host Customer fails to purchase the Electric Vehicle and submit the Incentive Claim Package by the expiration date listed on the Incentive Reservation Notice, the expired reservation is forfeited and no longer eligible for an incentive payment.

Utility Bill: If NV Energy service has not been established, as in new construction or pending transfer of property title, the Applicant may submit, in place of the utility bill, a document indicating future service with the Host Customer's name and the physical address of the property as it will appear on the NV Energy account (utility bill). NV Energy service must be established before the system can be



paid an incentive. To demonstrate that service has been established, a copy of a recent utility bill or accurate NV Energy account number must be provided with the incentive claim package.

5.3. Application Fee

A \$35 non-refundable fee is required for all Applicants. The fee must be received by NV Energy within 30 days of submitting the application. Applications are placed in the review queue when the application fee is received and processed. If NV Energy receives duplicate fee payments for the same application, the first payment is posted, and subsequent payments are returned.

The fee may be submitted by check or electronically through the NV Energy ACI Worldwide payment portal, SpeedPay. The link to SpeedPay is provided in the application. The application number generated when the application is submitted must be written on checks and provided in SpeedPay. Application fee checks are not accepted prior to submission of an application. Cash is not accepted. SpeedPay is only available when an NV Energy account number exists. Residential and commercial new construction will not yet have an NV Energy account number, so SpeedPay will not be available; therefore, fee payments for new construction must be made by check.

Application fees may be paid online using SpeedPay (must be an NV Energy account holder to use) or application fees may be mailed to:

NV Energy Clean Energy Programs
6100 Neil Road
MS S2A35
Reno, NV 89520

Your application number, provided once you submit an application, must be referenced on the payment method of your choice.

5.4. Incentive Reservation

NV Energy will review applications in the order in which they are received via the online portal. Correct and complete applications will receive an Incentive Reservation Notice and will include the following information: application number, application type, residence address, date of reservation, expiration date of reservation, and maximum eligible incentive payment.

Applicants may change their residence address on an active reservation to another Nevada residence address, if the information provided is for the same customer. The new residence location will be recorded in the online application, but the reservation notice will not be revised. The terms of the original Reservation Notice would apply to the new residence location. A customer may withdraw a reservation at any time, with a written request to NV Energy.

5.5. Application Changes

If the application is deemed incomplete or lacking documentation, the reviewer will request application corrections to be submitted by the customer. The customer must resubmit the application with corrections within 20 calendar days for re-review. Deficient Applications that are not corrected within 20 calendar days of the applicant being notified of the deficiency are canceled and the



Application fee is forfeited.

Host Customer Changes: The Host Customer name for an application may be changed before Project completion by the original Host Customer with written request to NV Energy. The new utility account number in the name of the new Host Customer must be provided with the change request.

6. INCENTIVE CLAIM

6.1. Incentive Claim Process

To request the incentive, an Incentive Claim form must be filled out and submitted in the online application portal within three months or 90 days of the application date. The Incentive Claim form must be filled out after the purchase of the designated EV and prior to the expiration date listed on the Reservation Notice. Once submitted, Incentive Claims are reviewed within 10 business days, and the customer is notified via email if the claim has been approved. If the Incentive Claim Form is submitted after the expiration of the Incentive Reservation Notice or the electric vehicle is not purchased, the incentive is forfeited.

The Incentive Claim Package must include the following:

- Signed Incentive Claim Form.
 - Any charger cost documentation: electrician costs (if applicable) and/or charger costs (invoice, receipts).
 - Proof of ownership by submitting one of the following:
 - Copy of the final sales contract or DMV electronic dealer, rebuilder or lessor's report of sale, or lease showing the customer's name as the owner of the electric vehicle.
- OR
- A copy of the vehicle's registration showing the customer's name and residence address.

6.2. Incentive Claim Corrections

If an Incentive Claim is missing any required information or requires additional clarification, the reviewer will request Incentive Claim Corrections. The applicant must supply the documentation or clarifications necessary for re-review within 60 calendar days.

If the correction is not received within the first 30 days, NV Energy will send reminder notices to the applicant advising them that corrections must be submitted, or their application will be forfeited. In the case that an incentive application is forfeited the system may still be connected, but the reserved incentive funds and the application fee is forfeited.



7. INCENTIVE PAYMENT

Once the reviewer processes and accepts the Incentive Claim Form corrections the incentive payment will be issued by NV Energy.

Note: Customers who have enrolled in data sharing must allow NV Energy to have access to their charging session data for a period of three (3) years. Customers may be required to refund some or all of the incentives they have received if the charger ceases to share data and does not reconnect.

8. CANCELLATION, WITHDRAWAL AND FORFEITURE

Upon customer verbal or written request to NV Energy, an application may be cancelled or withdrawn.

An application is forfeited if the complete claim is not submitted by the expiration date listed on the Reservation Notice or the date granted for the extension.

Reserved funds for withdrawn, cancelled and forfeited applications are returned as available to the Program. Host Customers may reapply to the program, but subsequent applications are subject to the Program rules in place at the time of the new application.



9. CONTACT INFORMATION

For additional information and to find out more about PowerShift by NV NV Energy's products services contact us as follows:

Visit: [Electric Vehicles](#)

Email: cleanenergy@nvenergy.com

Call: 866-786-3823

Application Portal: [PowerClerk](#)