



# EV Readiness Incentive

## For Efficiency Excellence Network EV Dealers

Invest in the equipment, tools and training your dealership needs to be able to stock and service plug-in electric vehicles, and receive 50% of costs back, up to \$20,000 per year.

### Incentive Application Instructions for EEN EV Dealer

#### Phase 1

1. Complete and submit this form to Efficiency Vermont. Include supporting documentation required for your project type (see chart on page 2).
2. Once approved, Efficiency Vermont will confirm your EV Readiness Incentive amount and provide the first half of your incentive up front.

#### Phase 2

3. Once your project is complete, submit project verification documentation to Efficiency Vermont (see chart on page 2).
4. Once verification is complete, Efficiency Vermont will provide the second half of your incentive.

#### Send completed form and supporting documentation to:

EV Dealer Program  
Efficiency Vermont  
20 Winooski Falls Way, Suite 500  
Winooski, VT 05404

Email: [RebateCoordinator@EfficiencyVermont.com](mailto:RebateCoordinator@EfficiencyVermont.com)

Fax: 802-658-1643

### Terms and Conditions

1. Incentive is for Efficiency Vermont Electric Vehicle Program Participating Dealers only, except dealerships located in the City of Burlington. Burlington dealerships should contact Burlington Electric Department for more information on available incentives.
2. Project eligibility is subject to Efficiency Vermont approval. See eligible project types on page 2.
3. Project must be approved by Efficiency Vermont and completed between October 1, 2021 and December 31, 2023 to qualify for incentive. Participating Dealer cannot receive incentives for projects completed prior to Participating Dealer enrollment in the Electric Vehicle Dealer Program.
4. Total incentive is based on the final project cost (minus any costs covered by OEM or electric utility). If the final project cost is different than the estimated project cost, the final incentive amount will be adjusted such that the total incentive is equal to 50% of final project cost, up to \$20,000.
5. Supporting documentation is required to receive both portions of the incentive. Participating Dealer must submit Phase 2 project verification documentation within 6 months of Efficiency Vermont project approval in order to receive final incentive.
6. Allow 60 calendar days for payment after Efficiency Vermont has approved your application.
7. Participating Dealer may submit an application for multiple projects and receive reimbursement up to \$20,000 per year. Efficiency Vermont will notify Participating Dealer if they have reached the annual incentive limit. Funding is based on the calendar year and incentive balances will reset in January.
8. Incentive offer is subject to change.
9. Efficiency Vermont reserves the right to withhold future incentives from Participating Dealer if Participating Dealer does not complete a project for which it has received a partial incentive.

# EV Readiness Incentive Submission Form

Dealership Name	Contact Name/Title		
Contact Mailing Address	City/Town	State	Zip
Contact E-mail Address	Contact Telephone #		

Select your project(s)	Project Type	Required Supporting Documentation for Phase 1	Required Supporting Documentation for Phase 2
	Charging station installation	Vendor quote for estimated equipment and installation costs	Final invoice for equipment and installation Photo of installed charging station
	EV service tools and equipment	Vendor quote for estimated equipment costs	Final invoice for equipment Photo of equipment at dealership
	EV service training or certification for service department staff	Vendor course description and cost	Certificate of completion or other documentation verifying course completion
	OEM electric vehicle certification	Documentation from OEM describing certification requirement	Final invoice, photo, certificate of completion, or other documentation that verifies requirement has been met
	Other - describe project below	Contact Efficiency Vermont	Contact Efficiency Vermont

Other Project – subject to Efficiency Vermont approval. Describe project:

Estimated date of completion: \_\_\_\_\_ Cost: \$\_\_\_\_\_

Is your OEM or electric utility helping to cover any costs?    Yes: \$\_\_\_\_\_    No

Requested incentive amount: \$\_\_\_\_\_

*By submitting this form, I agree to make every reasonable effort to complete the project for which I am requesting incentives. I certify that all information on this form is correct to the best of my knowledge, I meet the eligibility requirements listed on this form, and agree to the terms and conditions. I understand that Efficiency Vermont (or their designated contractor) reserves the right to conduct field inspections and may use information submitted in this form to do so.*

Applicant Signature: \_\_\_\_\_



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