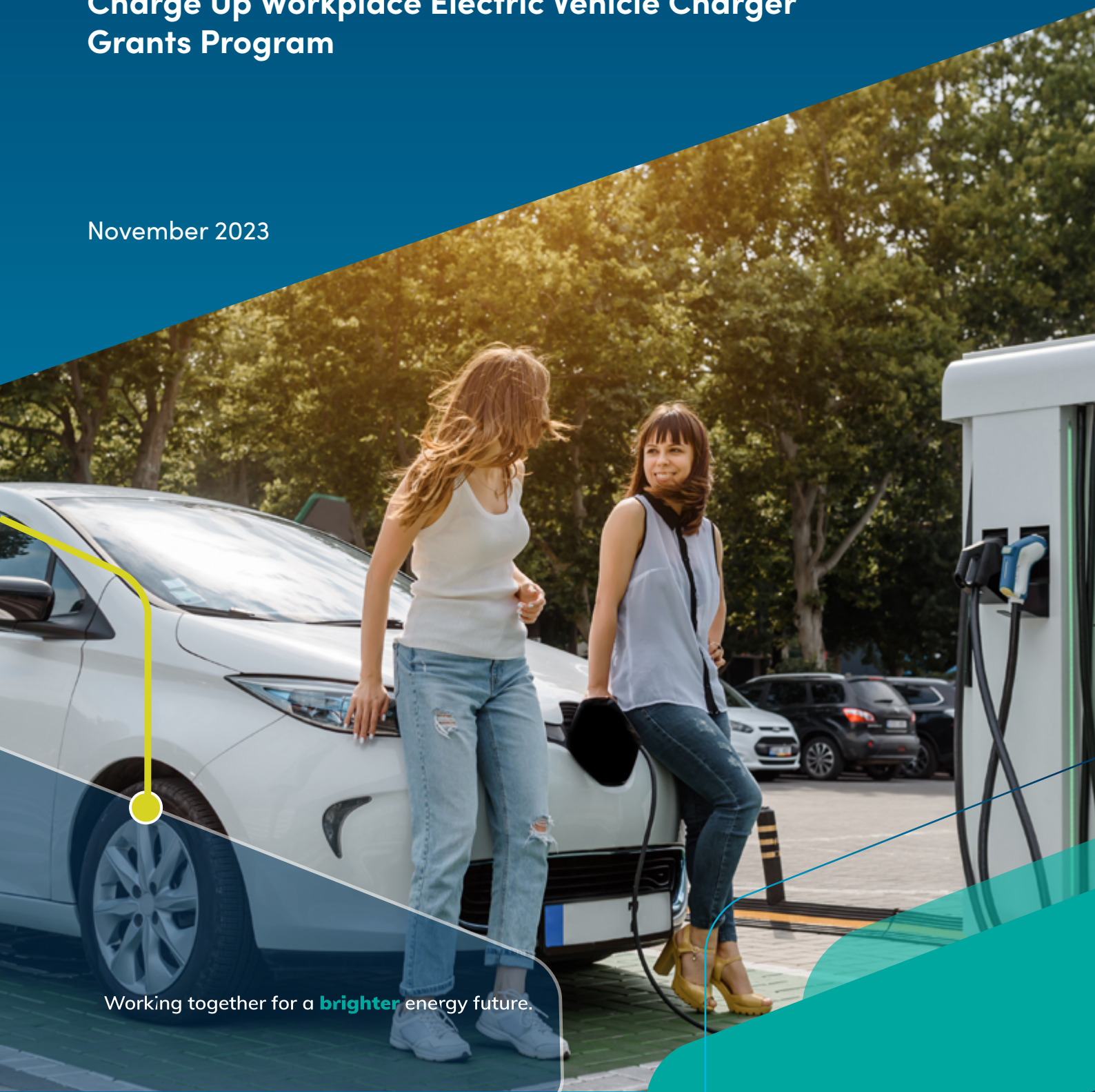
Government of **Western Australia**
Department of **Mines, Industry Regulation and Safety**
Energy Policy WA

CHARGE UP

Applicant Guide

Charge Up Workplace Electric Vehicle Charger Grants Program

November 2023



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Version 2.1

Contents

Applicant Guide

This Applicant Guide sets out the key steps in round 2 of the Charge Up Electric Vehicle Charger Grants Program, from eligibility and project conception, through to reimbursement. It also provides supplementary information on the benefits of daytime charging (Appendix A) and some examples, with dollar amounts, showing how the project funding works (Appendix B).

This Applicant Guide should be read in conjunction with the Round 2 Charge Up Workplace Electric Vehicle Charger Grants Program Funding Guidelines.

Overview

There are 8 key steps involved in the project from start to finish. These are:

1. Determine if your organisation is eligible

2. Scope the EV charger installation project for each site

3. Get quotes

4. For DC charger installations, understand if you need network upgrades

5. Submit an application

6. Receive notification of the outcome

7. If successful, install chargers

8. Submit evidence for reimbursement

These steps are explained further in the following sections.

1. Determine if your organisation is eligible

An organisation must be eligible in order to receive approval under the grant. You do not want to find yourself in the position where you invest time and potentially money in getting quotes, only to find you are an ineligible organisation.

Please read the below information about which organisations are eligible and which ones are not. If you're unsure, you're always welcome to reach out to the Charge Up team at chargeup@dmirs.wa.gov.au.

Who is eligible

The following types of organisations are eligible to apply for the grant:

- All **not-for-profits** registered with the Australian Charities and Not-for-profits Commission
- All **local government authorities** established under the Local Government Act 1995
- All **small to medium enterprises** (SMEs) as defined by the Australian Bureau of Statistics, being either a small business employing less than 20 people, or a medium business employing between 20 and 199 people (this includes a franchisee of a large business if the franchisee is a small or medium business)
- **Landowners:** SMEs that wish to install the charger(s) at a business premise they own, but do not occupy, are eligible for funding, provided a substantial proportion of occupants are eligible organisations with access to the charger(s)
- **Shared car parks:** if the charger(s) are proposed to be installed at a site with a shared carpark, a substantial proportion of site occupants must be eligible organisations
- **Charge point operators:** SMEs that wish to install the charger(s) at a site as a charge point operator are eligible for funding if installation of the charger(s) would not be commercially viable without grant funding, and a substantial proportion of site occupants are eligible organisations with access to the charger(s)

Who is not eligble

The following types of organisations are **not** eligble to apply for the grant:

- Home based businesses
- Entities owned by a State or Federal Government
- Large businesses e.g. banks and telecommunication companies (applicants are required to declare that they are not part of a corporate group with aggregate turnover in excess of $250 million)
- Political organisations and unions
- Organisations seeking grant funding on behalf of another organisation. This includes:
  - Organisations seeking grant funding as an auspicor for another organisation
  - Strata and property management companies seeking grant funding on behalf of an owner or tenant in a strata property
  - Property developers or builders for sites under development

Please note, a strata management company may support an application made by a **strata company**. In such instances, relevant personnel from the strata company must sign off on the application.

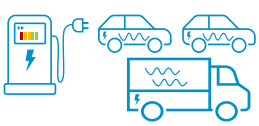
2. Scope the EV charger installation project for each site

In Round 2, applicants can receive grant funding to cover 50 per cent of the cost of up to four EV chargers per site, at up to five sites. Grant funding can be provided for EV chargers ranging in size from 7kW up to 350kW.

FIGURE 1: USE CASES FUNDED BY THE CHARGE UP GRANTS PROGRAM

How many and what size charger(s) you need will depend on your intended use case. Charge Up can provide funding for the following use cases:

- **Charging employee EVs:** Charging EVs that are used by the eligible organisation's employees during operating hours and/or for commuting to and from work



- **Fleet charging:** Charging EVs owned by the eligible organisation that are primarily used to undertake the activities of the organisation within operating hours

- **Destination charging:** Charging EVs owned by customers or other visitors to an eligible organisation's premises (for example, to shop, dine or recreate). Users typically pay to charge their EV and bring their own cable

- **Public charging station:** Charging sites that are open to the public at large, usually providing DC fast charging. Users pay to charge their vehicle

Once you have determined your use case, it is a good idea to engage an organisation with relevant expertise, such as an EV charging installation company or electrician, to help you determine your charging infrastructure needs.

Other factors you will need to consider when deciding the size and number of chargers to install include:

- whether there are any business/operational needs which require charging vehicles at a particular capacity (kW);
- the number of existing or planned EVs that will use the charger(s); and
- the expected level of utilisation of the charger(s).

The following general rules apply for the assessment of applications:

- AC chargers (up to 22kW) are supported for charging employee vehicles.
- AC and smaller DC chargers (up to 50kW) are supported for destination charging.
- Larger DC chargers (50kW or greater) are supported for fleet and public charging purposes only.

This means, for example, that if you submit an application to install a fast, higher cost charger of 150kW which is used only by employees for their commute to and from work, your application will not be approved.

Notwithstanding these general rules, any size charger can be approved for any type of project if the applicant demonstrates it is necessary to support the nominated use case.

Applicants for DC charger grants are encouraged to speak to the Charge Up team for advice on the eligibility of their organisation and the use case of the charger(s) prior to submitting an application.

The Charge Up team can be contacted by email at chargeup@dmirs.wa.gov.au or phone on 6551 4611.

One site per application

Applicants must submit a separate application for each site. This helps expedite smaller projects that can be finished in a short timeframe. For example, your organisation may have two project sites with one being a simple site (e.g. AC charger only) and the other being more complex (e.g. large DC charger needing network upgrades). By allowing each site to be submitted separately, you can quickly complete the simple site and receive your reimbursement, while the complex site progresses over a longer period. To learn more about project duration go to the section How long can a project take?

Who can help me develop a project and how much will it cost?

You may wish to work with an organisation with relevant expertise, such as an EV charging installation company or electrician, to help you map out a project. For larger and/or more complex projects, costs to prepare quotes may be charged. Please note that these costs are not funded under the grant program.

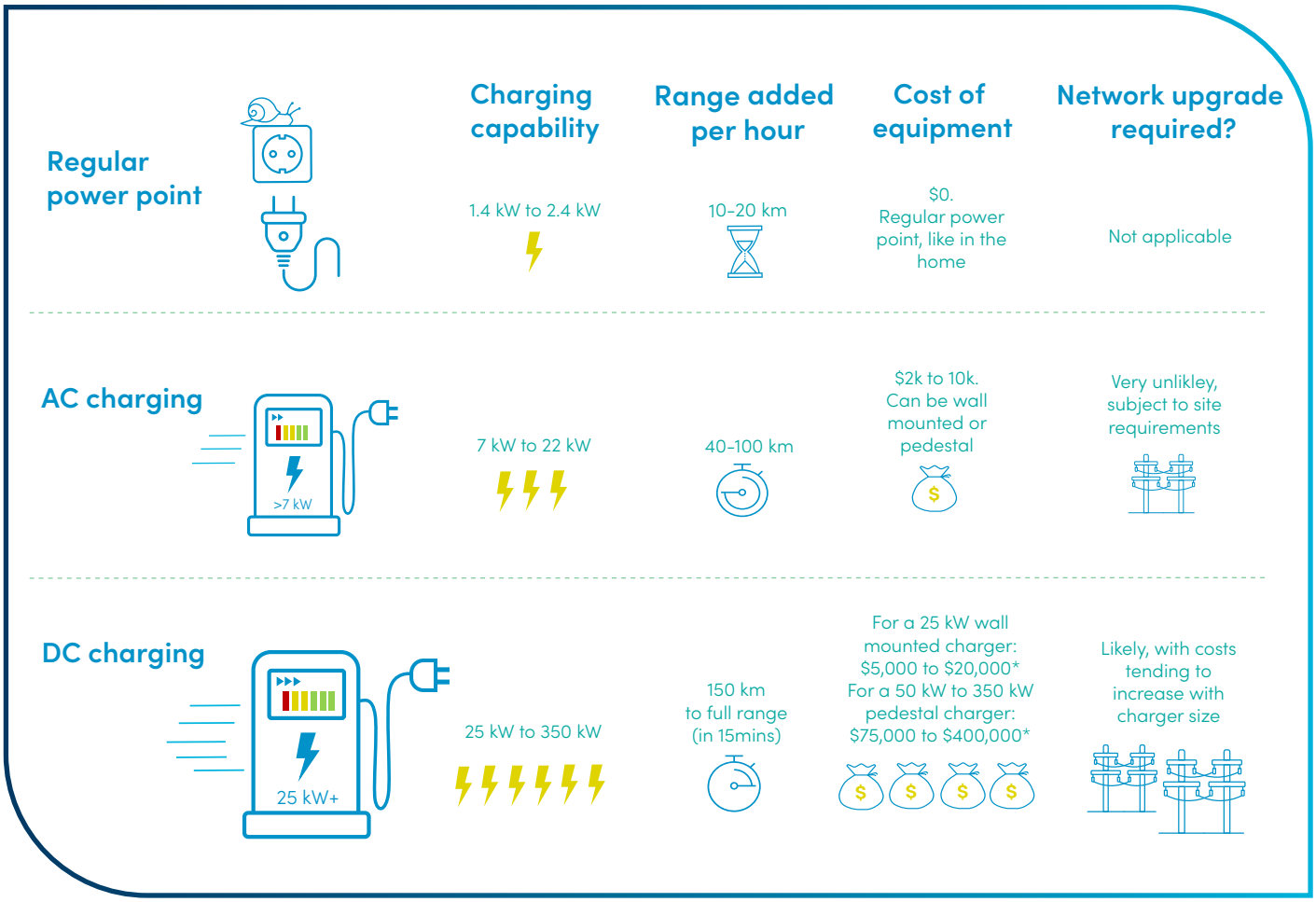
Key differences between AC and DC chargers

A summary of the different types of EV chargers is provided in Figure 2 (on the following page). It shows their charging capability, the range (km) they typically add to an EV per hour and the cost of the equipment.

AC chargers are less expensive and deliver a slower rate of charge. DC chargers are higher cost and tend to be more expensive the faster the rate of charge they deliver.

Importantly, Figure 2 highlights that network costs are likely to be required for DC charger installation. For information about the network upgrades process go to the section 4. For DC charger installations, understand if you need network upgrades. For information about how much grant funding can be dedicated to network upgrades, go to the section What will I receive funding for?.

FIGURE 2: TYPES OF EV CHARGERS



Where is a suitable site address?

This question is relevant when you are considering the installation of a DC charger, have a number of potential installation sites and want to select a site with the lowest network upgrade costs.

For example, you may be an organisation with multiple sites in the metropolitan area and have flexibility in which site you can install a DC charger for your fleet vehicles. Or you may be a local government authority planning to install a DC charger for the general public, and have several options on council owned land under consideration.

Where this applies, we encourage you to contact the Charge Up team as we may be able to work with your network operator to identify the lowest cost option.

How can I make charging more attractive during the day?

There are important benefits to charging during the day and at other off-peak periods (see **Appendix A - Benefits of daytime charging**). When completing an application, you will be asked about what time of day the charger can be accessed and used. If the charger is available (for example, it's in an open car park) for a substantial portion of the evening peak of 5-9pm, you will be asked to demonstrate a mechanism to make it attractive to charge during daytime hours (9am to 5pm) or overnight (9pm to 9am). This could be by:

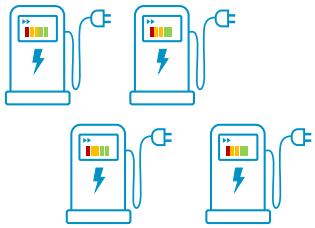
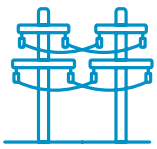
- making the price for charging between 5pm to 9pm more expensive than at other times;
- reducing rate of charge from 5pm to 9pm;
- turning off or preventing access to the charger from 5pm to 9pm; or
- another approach (describe in application).

What will I receive funding for?

The grant provides co-funding for EV chargers, installation, network upgrade costs and software.

Detail on what the funding covers is outlined in Figure 3. Examples of project funding and amount allocations are in **Appendix B - Funding examples.**

FIGURE 3: WHAT CAN BE FUNDED

FUNDING ITEM	CONDITIONS
50% of the purchase cost of up to 4 EV chargers per site 	a. Chargers can be 7kW to 350kW in size b. Chargers must be selected from the approved list c. Only one site can be entered per application, however, an applicant may apply for up to five sites with an individual application for each site d. Applicants must commit to maintaining the charger in place for a minimum of five years
50% of installation costs 	Subject to the following caps: a. For installations where the largest charger is less than 150kW, $5,000 per site in the Greater Perth area and $10,000 per site in regional and remote areas b. For installations where the largest charger is 150kW or larger, $10,000 per site in the Greater Perth area and $20,000 per site in regional and remote areas
50% of electricity network costs 	Only covers network costs associated with the installation, subject to the following caps: a. Up to $150,000 per site for Western Power network costs b. Up to $225,000 per site for Horizon Power network costs
50% of the cost of software for a period of two years 	a. Software must be selected from the approved list b. Select software before selecting a charger as some chargers may not be compatible with the software you choose c. Software is mandatory to receive grant funding

1 The Greater Perth area is defined by the Australian Bureau of Statistics, and regional and remote areas are defined as all parts of the State that are not in the Greater Perth area

2 Installation costs may include:

- a minimum two-year maintenance agreement, which is mandatory to receive grant funding for public charger(s)
- a credit card reader (these are strongly encouraged for public chargers, so users do not have to download software)
- an energy management system

What will not be funded?

The grant program will not co-fund:

- Grant application costs
- Feasibility studies, business case development or council approval costs (if required)
- Chargers that have already been purchased and/or installed
- Chargers not listed on the approved EV charger list
- Software subscriptions not listed on the approved EV charger software list
- Additional charger cables (EV drivers typically carry their own)
- Ongoing costs to operate the charger(s)
- Internet costs
- Electricity supply costs
- Salaries or staffing expenses
- Promotion or marketing costs (including signage)
- Optional costs such as bay painting, installing bollards and adding cable holders
- Equipment that is installed for future EV charging infrastructure

How long can a project take?

Generally speaking, AC charger installations can be completed in a relatively short time frame (e.g. several weeks) as all companies who have AC chargers on the list have committed to making them available within three months and most installations are reasonably straight-forward.

However, DC charger installations can take a lot longer (over one year in some cases) primarily due to longer equipment delivery times and network upgrade works. As indicated on the approved list, some DC chargers are available within three months, but others can take up to nine months to be available after orders have been made. If the network operator needs upgrade your site, this will also take time.

3. Get quotes

You must submit quotes for the cost of the EV charger(s), the cost of a two-year software subscription and the installation costs.

Quote requirements

- The EV charger(s) (hardware) must be on the approved list. For quotes to be valid, they must detail the make, series and model number of your charger(s).
- All quotes for software must be:
  - For a software platform on the approved list
  - From an approved supplier
  - Priced as a two-year upfront subscription
- Quotes for installation should provide detail on what works will be undertaken. A line item of "installation" with no further detail will not be approved.
- For public chargers, which is a charger used by visitors or the general public (as opposed to a charger used by fleet vehicles and/or employees only), then you also need to include the costs for a two-year maintenance plan.

  Usually your installer or hardware supply company can provide this. It may be a line item in your hardware or installation quote or standalone quote.
- Items within the quote, including cost sub-totals must be clearly itemised.

More information is included in Appendix C - Sample quotes.

Turnkey services

- Approved Software Suppliers can provide a turnkey service, where they manage the supply and installation of the EV charger(s), as well as supplying the software. This means that you receive one quote covering all required cost items.
- Electrical contractors can also provide a turnkey service, where they manage the supply and installation of the EV charger(s), as well as supplying the software. However, the electrical contractor's quote must be supported by a separate quote from an Approved Software Supplier on the approved supplier's letterhead.

4. For DC charger installations, understand if you need network upgrades

DC charger installations often require network upgrades.

What is a network upgrade?

A network upgrade increases the power supply to a site. This can allow a new piece of equipment, such as a DC charger, to operate.

How do I know if I need a network upgrade?

The electrician or EV charging installation company that prepares your project quote/s should know if the power supply needs to increase in order for you to complete your project. They should make contact Western Power or Horizon Power and follow the regular process for this enquiry and mention the Charge Up Workplace Grants Program.

How do I get a quote for a network upgrade?

Network upgrades are made by the network operator (Western Power or Horizon Power). They will engage an engineer to determine the scope of works and costs. A quote to complete the upgrade will be provided to your (via your contractor) and should be submitted with your application.

The Charge Up team is working with the network operators to expedite the time it takes for them to provide you with a quote.

5. Submit an application

To submit an application, head to the online application portal, complete the application questions, upload all quotes and press submit.

You may choose to submit your application prior to getting quotes from the network operator. This will not be considered a final submission. If you do so, the project team will determine your organisation's eligibility and provide an indication of your project's likely success based on the use case, before you pay the network operator to provide a quote for your network upgrade.

Please be aware that network costs are a consideration in project assessment.

6. Receive notification of the outcome

Once your application has been submitted, your application will be assessed.

The Charge Up team will endeavour to notify you of the outcome of your application via email within 20 business days of submission. The timeframe for assessment and notification of the outcome of your application will vary depending on the complexity of the project, and whether you have engaged with the team through the application process.

7. If successful, install chargers

If successful, you will receive an email notifying you that you have been approved for grant funding and you can progress with your project.

Once your application has been approved, you may contact your installer and proceed with installation.

Applicants who are successful in Round 1 or 2 can also apply in future funding rounds (if any).

8. Submit evidence for reimbursement

Successful applicants must return to the application portal to submit evidence the work is complete and paid for in order to receive funds as a reimbursement.

Payment will be made by direct bank transfer following receipt of:

- Final invoices for all applicable costs including EV charger(s), installation, a software subscription, a maintenance plan (for public chargers only) and network upgrade costs
- Photographs of charger(s) installed in situ
- Photographs of the serial number for each charger installed
- Key information about the installed chargers (manufacturer, model, etc.) to support registration of the charger on the DER Register.

We will endeavour to ensure that approved funds are transferred to the nominated bank account within 20 business days after receipt of all of the required documentation.

Applicants must install the EV charger(s) within 180 days (AC chargers) or 18 months (DC chargers) of being notified of the application approval. Applicants who do not install the charger(s) within this timeframe will not receive funding as part of Round 2, but can re-apply in future rounds of the grants program.

Appendix A

Benefits of daytime charging

Benefits of daytime charging

The best time to charge your EV is during the daytime, taking advantage of all the clean, low-cost electricity produced by the thousands of rooftop solar systems on the grid. Charging during the day reduces our dependence on fossil fuels, helps reduce network costs, and supports grid stability.

Daytime charging has a range of advantages:

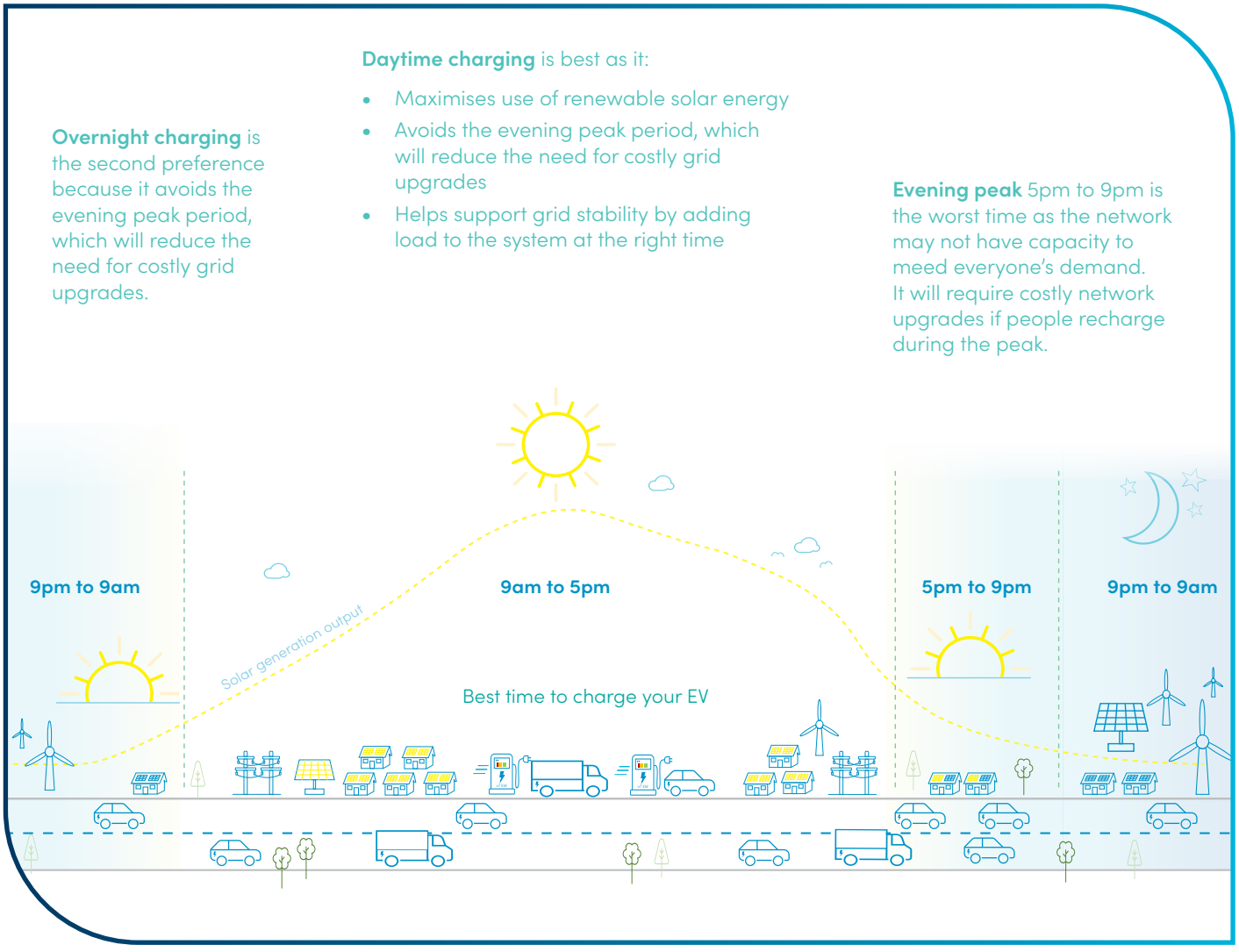
- It is a greener option
- It can help avoid costly network upgrades
- It helps keep the grid stable

Charging your EV overnight is the next best option, as it can still help avoid costly upgrades, although the proportion of renewable energy used to charge your car would be less.

Charging during peak demand periods (5pm to 9pm) is least preferable, as it puts more strain on the network, as well as missing out on the high volumes of solar generation.

The benefits of daytime charging are discussed further in the following sections.

FIGURE 4: CHARGING PERIODS



Daytime charging is a greener option

The main types of fuel that produce power in our grid are currently gas, coal, wind and solar. The amount of electricity generated by each of these fuel types changes over the course of a day.

During sunlight hours, huge volumes of electricity generated from rooftop solar panels flow into the network and make up a large part of the daytime fuel mix. At night, when no solar energy is produced, we rely on fossil fuels (gas and coal) instead. This means charging your EV during the day is a greener option, as it makes use of the abundant renewable energy available.

Daytime (and off-peak) charging can help avoid costly network upgrades

The State's electricity network is like a freeway. It can only carry so much traffic (electricity) and the amount of electricity it carries changes over the day. The electricity network has been built to meet peak demand. The evening (from 5pm to 9pm) is the peak time for electricity use, when hundreds of thousands of households are cooking, turning on lights, using heating or air conditioners, and watching TV.

There is a risk that when more people have EVs, the extra electricity use from charging EVs at peak times could overload network equipment (e.g. distribution power lines and street transformers).

Allowing a large number of EVs to charge during peak times would require costly upgrades to the electricity grid. Ultimately, these costs would be paid by all Western Australians, because the costs of building and maintaining the grid are a component of everybody's electricity bill (approximately 40 per cent of the average bill). By charging our EVs outside the peak, we can help avoid these costs.

Daytime charging supports grid stability

When rooftop solar generation is high and electricity demand is low (such as during weekends with mild temperatures and low or no cloud cover), it becomes more difficult to keep large-scale 'base load' generators (gas and coal power stations) online. These base load generators play an important role in maintaining power system security, so it is vital at least some of them are on at all times.

The energy output of these base load generators is constant and controllable. They can be turned up and down to help maintain a stable electricity system. Solar generation is less constant and less controllable.

When the grid is flooded with solar power, the base load generators have to be turned down, or off. Having fewer base load generators online, means the electricity system is more vulnerable to unexpected events – this raises the risks of widespread electricity supply interruptions.

EV charging presents an opportunity to improve utilisation of the electricity network and mitigate these issues. For instance, if more people charge their EVs during the day, their EVs can soak up all the excess solar and 'make room' for more large-scale generators to operate. This smoothing out of electricity demand also improves overall network utilisation, which reduces costs for all consumers.

While the long term aim is to move away from coal and gas, until reliable, controllable alternatives become available, we still rely on having some of this base load generation available to keep the system secure.

Using renewable energy to charge EVs

Organisations that use renewables to power their sites and / or EV chargers help reduce ongoing electricity costs as well as lowering their carbon emissions. While powering EVs from renewable energy is a preferred approach, it is not a requirement for owning and operating an EV charger supported by these grants.

EV chargers can be powered by renewable energy in a few different ways, including:

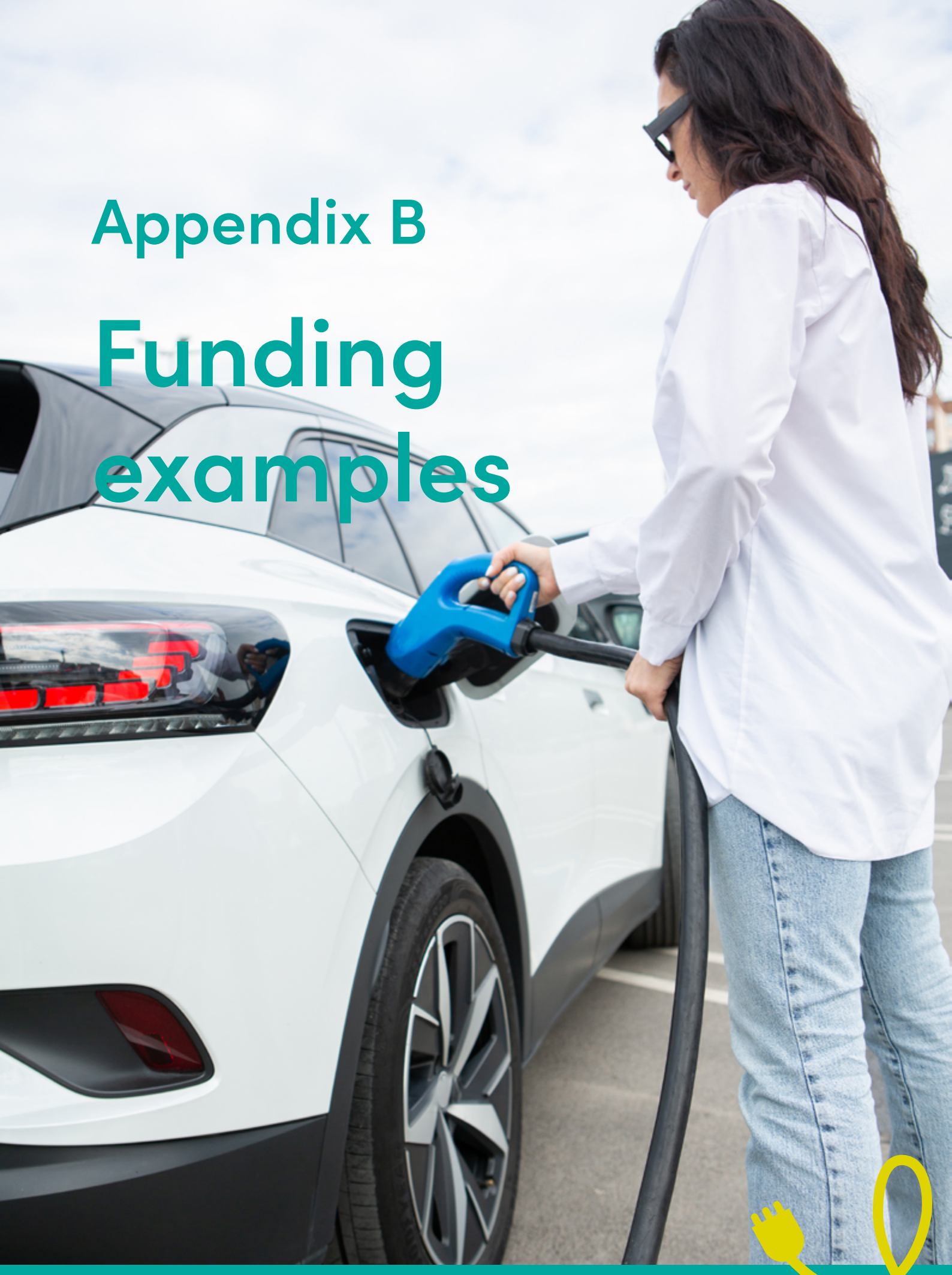
- Installing solar panels
- Purchasing certified GreenPower (if renewables are not on-site)

GreenPower is a government accredited form of renewable energy that can be purchased through most electricity retailers in Australia. It is a great alternative if you want to use renewable energy at your home or business, but don't have the infrastructure at your site.

For more information visit: www.greenpower.gov.au.

Appendix B

Funding examples



Examples of the grant contributions to eligible project costs

Below are three examples of eligible projects, including some general guidance on installation considerations.

Please ensure you conduct your own research and obtain quotes from qualified and experienced professionals.

Guidance on how each of the types of costs for purchasing, installing and using an EV charger are supported under the Charge Up Workplace Grants Program is also provided.

Example 1: Small business installing an EV charger for use by employees

A small business owner (applicant) in the Greater Perth area with ten employees wishes to install one EV charger (with two ports) for staff use. The applicant and/or its employees may or may not already drive an EV. The applicant has several reasons for installing an EV charger:

- To make it easier to replace existing business vehicles with EVs
- To provide a workplace benefit for staff
- To communicate to customers that the business cares about taking action on climate change

Opening hours for the business are 9am to 5pm on weekdays only and EVs used or owned by employees are expected to largely remain on site during the working week. The applicant can therefore be confident a significant proportion of the EV charging will occur during the day. The applicant obtains a quote from an EV charger supplier and successfully applies for the grant.

COST ITEM	TOTAL COST	BUSINESS COVERS	GRANT COVERS
Charger: One 7kW charger with two ports	$3,000	$1,500	$1,500
Installation costs for one 7kW charger	$4,000	$2,000	$2,000
Software subscription for two years, $180 per annum, per port	$720	$360	$360
TOTAL COST	**$7,720**	**$3,860**	**$3,860**

The applicant considers the following:

- It is able to identify a suitable location for a wall-mounted charger that is between two parking bays
- The workplace would like to make EV charging free for employees but would like to monitor usage data. It selects a software program that meets this need first and then considers which EV charger to purchase

Example 2: A charity intends to install EV chargers at three sites within the Greater Perth area

The charity intends to install EV chargers at three of its sites to make it easier to replace existing fleet vehicles with EVs. The charity does the following:

- Arranges a detailed quote for each site – a quote for each site is needed as funded items (EV charger hardware, software and installation) are assessed on a site-by-site basis.
- With the help of an EV charger supplier, the charity considers which vehicles will use these chargers, how long vehicles are stationary, and whether they can charge at times other than the evening peak.
  - The charity decides to install two 7 kW chargers at site 1, which will predominantly be used for overnight charging
  - At the two other sites, the charity decides to install two 22 kW chargers to be used to provide daytime charging for pool vehicles
- Installation at these sites represents the first phase of the charity's electrification journey. The charity considers current and future software requirements and hardware compatibility when making choices for this phase

COST ITEM	TOTAL COST	CHARITY COVERS	GRANT COVERS
Chargers at site 1: Two 7kW chargers	$4,000	$2,000	$2,000
Installation costs for site 1	$8,000	$4,000	$4,000
Chargers at site 2: Two 22kW chargers	$7,000	$3,500	$3,500
Installation costs for site 2	$10,000	$5,000	$5,000
Chargers at site 3: Two 22kW chargers	$7,000	$3,500	$3,500
Installation costs for site 3	$12,000	$7,000	$5,000
Software subscription for two years	$4,000	$2,000	$2,000
TOTAL COST	**$52,000**	**$27,000**	**$25,000**

Notes about the funding contribution:

- The WA Government has contributed less than 50 per cent of the installation costs for site 3 because of the funding cap of $5,000 for installation costs for each site (in the Greater Perth area)

Example 3: Café owner in regional Western Australia intends to install EV chargers to increase its patronage

The owner of a café, which operates 7am to 3pm in a regional area, (applicant) intends to install an EV charger to draw more visitors to the business. The applicant engages an EV charger supplier to provide a quote and assist with the grant application. The following considerations apply:

- The cafe does not have a suitable location to install a less expensive wall-mounted charger, so the applicant has decided to install pedestal mounted (free-standing) chargers
- The applicant does not own the car park where the chargers will be installed, so arranges completion of a landowner consent form
- The applicant would like users to pay a fee, and has chosen a software package that will enable this. By working with an EV software supplier, the café owner ensures that the EV charger selected is compatible with the software to be used
- The applicant wants EV drivers to know about its charger and ensures it is listed on an online charging map

The applicant arranges several quotes and submits the quote it is most satisfied with in its application, which is later approved. The grant funding contributions to the project costs are summarised in the following table.

COST ITEM	TOTAL COST	CAFÉ COVERS	GRANT COVERS
Chargers: Two 22kW chargers (each with 2 ports)	$16,000	$8,000	$8,000
Installation costs	$12,000	$6,000	$6,000
Software subscription for two years, $250 per annum, per port	$2,000	$1,000	$1,000
TOTAL COST	**$30,000**	**$15,000**	**$15,000**

Notes about the funding contribution:

- There is no funding cap on grant contributions for EV chargers and software
- As the café is located in regional Western Australia the regional co-funding cap on installation of $10,000 applies. The grant can meet 50% of the total installation costs, which is $6,000 (compared to a maximum of $5,000 for charger installations in the Greater Perth area)

Example 4: Local government authority installing an EV charger in a beach side car park

A local government authority (LGA) intends to install a 150kW DC chargers in a beach side car park in the Greater Perth Area, for use by the general public. The applicant engages an EV charger supplier to provide a quote and assist with the grant application. The following considerations apply:

- The car park does not have a suitable location to install a less expensive wall-mounted charger, so the applicant has decided to install a pedestal mounted (free-standing) charger
- The applicant (the LGA) owns the car park land and can provide evidence that this is the case and the relevant consent to install the charger
- The applicant would like users to pay a fee, and has chosen a software package that will enable this. By working with an EV software supplier, the LGA ensures that the EV charger selected is compatible with the software to be used
- The applicant wants EV drivers to know about its charger and ensures it is listed on an online charging map

The applicant arranges several quotes and submits the quote it is most satisfied with in its application, which is later approved. The grant funding contributions to the project costs are summarised in the following table.

COST ITEM	TOTAL COST	LGA COVERS	GRANT COVERS
Chargers: One DC charger 150kW	$86,000	$43,000	$43,000
Installation costs	$10,000	$5,000	$5,000
Software subscription for two years	$1,400	$700	$700
Network augmentation (Western Power costs)	$66,000	$33,000	$33,000
TOTAL COST	**$163,400**	**$81,700**	**$81,700**

Notes about the funding contribution:

- There is no funding cap on grant contributions for EV chargers and software, 50 per cent of these costs have been covered by the grant

Part C

Sample quotes

Commercial quote requirements

To enable the correct grant funding amounts to be calculated, the quote(s) you provide with your application must itemise the costs for:

- EV charger hardware (including manufacturer name, type, size (kW), and model number)
- EV charger installation
- A two-year subscription for software of your choice that is on the Approved List of Software and EV Chargers

Costs that are not in one of these three categories are not eligible for grant funding, and must be listed separately on the quote. Example quotes are provided for three common supply arrangements: turnkey service from an Approved Software Supplier, turnkey service from an electrical contractor, and the situation where a grant applicant engages an installer and Approved Software Supplier separately.

EXAMPLE QUOTE #1 - TURNKEY SERVICE FROM AN APPROVED SOFTWARE SUPPLIER

The Approved Software Suppliers on the approved list can provide a turnkey service, where they manage the supply and installation of the EV charger(s), as well as supplying the software. In this scenario the grant applicant will receive a quote covering the required cost items.

Please itemise **hardware, software** and **installation** components.

Costs on top of EV charger should not be included. Leave as a separate line item.

Software providers may charge per port or per charger.

Add optional extras as separate line items.

Chargers R Us ABN: 12345 Bill to: Electric Way Cafe Pty Ltd	Site: 1 Grant Street, Success, WA	Date: Due Date: Balance Due:	03 Feb 2024 17 Feb 2024 $21,000.00
Item	**Qty**	**Rate (ex GST)**	**Amount (ex GST)**
EV Charger (hardware) Include manufacturer name, description, model number and series as per the approved list	2 chargers	$3,000	$6,000
Installation Civil works Electrical works	1	$10,000	$10,000
Software 2-year software subscription Price per annum per port (name of software)	4 chargers/ports	$250	$2,000
Maintenance (mandatory for public chargers) 2-year maintenance plan Involving internal and external every 12 months		$1,000	$1,000
OPTIONAL – Bay painting	2	$500	$1,000
OPTIONAL – Bollard supply and installation	4	$500	$2,000

EXAMPLE QUOTE #2 - TURNKEY SERVICE FROM AN ELECTRICAL CONTRACTOR

Electrical contractors can also provide a turnkey service, where they manage the supply and installation of the EV charger(s), as well as supplying the software. In this scenario the grant applicant will receive a quote covering all three required cost items. However, the electrical contractor's quote must be supported by a separate quote from an Approved Software Supplier that is on the approved list of software and EV chargers. Generally this quote will be addressed to the electrical contractor from the Approved Software Supplier. The grant applicant will need to provide both quotes when applying.

Quote addressed to the grant applicant from the electrical contractor

Please itemise hardware and installation components.

Costs on top of EV charger should not be included. Leave as a separate line item.

Software providers may charge per port or per charger.

Add optional extras as separate line items.

789 Electrical Pty Ltd
ABN: 12345

Bill to: Electric Way Cafe Pty Ltd | Site: 1 Grant Street, Success, WA | Date: 03 Mar 2023 | Due Date: 17 Mar 2023 | Balance Due: $21,000.00

Item	Qty	Rate (ex GST)	Amount (ex GST)
7kW Socket dual port charger (include manufacturer, model and series)	2 chargers	$3,000	$6,000
Electrical installation and commissioning	1	$10,000	$10,000
2-year software subscription Price per annum per port (name of software)	4 ports	$250	$2,000
OPTIONAL – Bay painting	2	$500	$1,000
OPTIONAL – Bollard supply and installation	4	$500	$2,000

Quote addressed to the electrical contractor from an Approved Software Supplier

Software providers may charge per port or per charger

Chargers R Us
ABN: 678910

Bill to: 789 Electrical Pty Ltd | Site: 1 Grant Street, Success, WA | Date: 03 Mar 2023 | Due Date: 17 Mar 2023 | Balance Due: $2,000.00

Item	Qty	Rate (ex GST)	Amount (ex GST)
2-year software subscription Price per annum per port (name of software)	4 ports	$250	$2,000

EXAMPLE QUOTE #3 - GRANT APPLICANT ENGAGES AN INSTALLER AND APPROVED SOFTWARE SUPPLIER SEPARATELY

A grant applicant can engage a supplier and/or installer (i.e. an electrical contractor or EV charger installation business) and an Approved Software Supplier separately. This means the applicant will obtain two or three quotes covering the three required cost items. The grant applicant will need to provide all quotes when applying.

The first quote will generally cover supply and installation of the EV charger(s). These can also be separate quotes if the applicant is seeking to have the EV chargers from a supplier and having them installed by an electrical contractor.

Please itemise hardware and installation components.

Costs on top of EV charger should not be included. Leave as a separate line item.

Add optional extras as separate line items.

789 Electrical Pty Ltd
ABN: 12345

Bill to: Electric Way Cafe Pty Ltd | Site: 1 Grant Street, Success, WA | Date: 03 Mar 2023 | Due Date: 17 Mar 2023 | Balance Due: $19,000.00

Item	Qty	Rate (ex GST)	Amount (ex GST)
7kW Socket dual port charger (include manufacturer, model and series)	2 chargers	$3,000	$6,000
Electrical installation and commissioning	1	$10,000	$10,000
OPTIONAL – Bay painting	2	$500	$1,000
OPTIONAL – Bollard supply and installation	4	$500	$2,000

The next quote should be from an Approved Software Supplier, covering an approved software for the two-year period.

Software providers may charge per port or per charger

Chargers R Us
ABN: 678910

Bill to: Electric Way Cafe Pty Ltd | Site: 1 Grant Street, Success, WA | Date: 03 Mar 2023 | Due Date: 17 Mar 2023 | Balance Due: $2,000.00

Item	Qty	Rate (ex GST)	Amount (ex GST)
2-year software subscription Price per annum per port (name of software)	4 ports	$250	$2,000

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