Dear Member,

The 2023 Residential Off-Peak Electric Vehicle Charging Station Program combines incentives for the installation of new Level 2 electric vehicle charging stations with an attractive EV Off-Peak Rate. In addition to the Off-Peak Rate, NHEC will provide participants with an incentive for the installation of up to two Level 2 charging stations. Each qualifying charging station may receive up to a $300 incentive. The maximum incentive per property is $600.

Below are important points you need to know in order to expedite the incentive process of your charging station. Please read carefully.

- **All projects must be pre-approved before installation begins.** Incentives will not be awarded retroactively for systems that did not receive pre-approval.

- Residential members may self-install, but it is strongly recommended that member’s use the services of a licensed electrician.

- Incentives are available only to Residential members and on a first-come, first-served basis. There are a limited number of incentives available in 2023.

- In order to participate in the program, the **member must install a UL approved meter socket to accommodate an NHEC EV meter** that will record off-peak and on-peak kWh usage.

- **Members with existing interconnected net metered systems** at their property will require a separate electrical account for the EV meter and will be required to pay a $290 line design fee.

- To receive the incentive, the project must be fully installed with the exception of the Time-of-Use meter that an NHEC representative will set at the post-installation inspection. All required applications and forms must be fully completed and received by NHEC no later than 12/31/2023.

Electronic applications are preferred and can be submitted at the following link: [https://www.nhec.com/residential-off-peak-ev-charging-station-application/](https://www.nhec.com/residential-off-peak-ev-charging-station-application/)

Submit all corresponding documentation (proposals, invoices, etc.) to energy@nhec.com

If preferred, please mail any paper applications & documents to:

NHEC EV Program
579 Tenney Mountain Highway
Plymouth, NH 03264.

Please call the program administrator at 603.536.8476 if you have any questions.
Pre-Installation / Pre-Approval:
Prior to beginning any electrical work/installing your EV charging station, you must complete the following steps in order to remain eligible for this program & rebate:

1. _____ Submit an application using the form available at https://www.nhec.com/residential-off-peak-ev-charging-station-application/

2. _____ (Preferred, but optional) Submit a copy of a proposal from the electrical contractor who will be performing the work to install your charging station. Submit this to energy@nhec.com

   It is very important that you share a copy of the simplified wiring diagram that is attached below with your electrical contractor. This is to ensure that proper installation of the secondary meter socket takes place, which is a requirement in order to be eligible for this program.

3. _____ Submit a copy of a receipt, invoice, or specification sheet which indicates the make & model of the EV charging station you will be installing. Ideally, this should also indicate the price of the charging station. Submit this to energy@nhec.com

4. _____ Await written pre-approval of your application before commencing any work towards the installation of your charging station & time-of-use meter socket

Final Approval / Post-Installation
After receiving written pre-approval, you may go ahead with the installation of your charging station & time-of-use meter socket. Once complete, the following steps must take place before your application can receive final approval and your rebate is issued:

1. _____ An inspection of your charging station & time-of-use meter socket must be performed by an NHEC technician. During this inspection, provided no issues, the NHEC will place a time-of-use meter into the meter socket so that you can begin participating on the time-of-use rates.

2. _____ You must submit a copy of the final invoice from your electrical contractor. Submit this to energy@nhec.com
Sample Wiring Diagram for Electric Vehicle Charging Stations

*Disclaimer - This sketch is provided as a sample for general guidance and illustrative purposes only. The sketch is not intended to provide a National Electric Code (NEC) compliant electrical design or directives for full NEC compliance - that is the responsibility of your qualified and licensed electrician. The installation must comply with NH Electrical Cooperative standards and Terms & Conditions.