



ChargeUP! Sarasota County

Electric Vehicle Charging Station Rebate Program

ChargeUP! Sarasota County is a program of Sarasota County government to provide rebates to certain types of businesses, non-profits and local governments within Sarasota County for the installation of Electric Vehicle (EV) charging stations.

Rebate Amounts: Program participants may be eligible for one of the following rebates on the total cost (purchase and installation) of a new, publicly available EV charging station:

- Businesses: 25 percent of cost, up to \$2,000 maximum
- Non-profits or government organizations: 50 percent of cost, up to \$4,000 maximum

The program is subject to limited funding availability, with rebates reserved on a first-come, first-served basis for approved applicants until funding is exhausted. Organizations are limited to one rebate.

Eligible Locations: In order to fill gaps in the current network of charging stations, rebates will be limited to installations at the following types of targeted locations:

- Tourism attractions
- Hotels
- Retail hubs
- Community centers
- Government properties with significant visitor numbers (county reserves the right to review the proposed location and discuss possible alternatives that attract more visitors)
- Major employers (more than 150 full-time equivalent employees at that location)

Geographic Distribution: Thirty percent of rebate funds will be reserved for charging stations in southern Sarasota County (south of Blackburn Point Road) to help balance the distribution of charging stations in the county.

Program Requirements:

- Location must be in Sarasota County.
- Location cannot have an existing EV charging station.
- Installation of the charging station must be completed and proof submitted to Sarasota County within three months of the reservation confirmation date or the rebate funds will be allocated to the next approved entity on the waiting list.
- The charging station must be:
 - Level 2 (240-volt) charger with a SAE J1772 charging plug or a Level 3DC Fast Charger (480-volt) with two ports (SAE Combo and CHAdeMO connectors);
 - Hardwired wall or pedestal mounted; and
 - Installed by a qualified and licensed contractor in accordance with all applicable codes, permitting, and inspection requirements.
- The Level 2 charging stations may be networked or non-networked, but must be listed on an online, publicly accessible charging station finder, such as [PlugShare.com](https://www.plugshare.com). The Level 3 Fast Chargers must be networked. If networked, usage data must be shared with Sarasota County at least annually. All participants must respond to a survey on usage and experiences with the charger annually.
- The organization may choose to charge a fee for vehicle use, but that fee may not be more than \$1.50 per hour (or equivalent for combined kW fee and access fee). If the parking area has a fee already for all types of cars, it is permissible for the charging fee to be in addition to that.
- The EV parking space must be available to drivers from the general public (not only your customers) at least 8 hours per day (during business hours), with a preference for 24 hours per day.



ChargeUP! Sarasota County

Program Requirements (cnt'd):

- The EV parking space must have visible signage indicating that it is for active charging of EVs only.
- The organization must commit to maintaining the station's functionality and accessibility for at least three years. If a change in ownership occurs, the county must be notified within 30 days.

Funding for this program is limited, and this program will expire when funds are exhausted. Rebate terms and conditions are subject to change at any time.

Participation Steps:

To participate in the **ChargeUP! Sarasota County** Rebate Program, an organization would simply follow these steps:

1. **Get Quotes:** Determine if your location is suitable for an EV station and obtain quotes from qualified product and installation vendors. Ensure they are aware you will be applying for a rebate and that the work must be completed within three months of the reservation confirmation date. Installation must be completed by a licensed electrical contractor.
2. **Apply:** Complete the [Program Participation Application form](#), including quote(s) from your selected vendor(s), and submit for review. If approved, a rebate reservation confirmation will be sent to you. If rebate funds have been fully reserved, you will be placed on a waiting list and notified if funds become available.
3. **Complete Installation:** From the date of your reservation confirmation, you have three months to complete installation and submit proof of an installed and functional charging station. If that deadline is not met, the reservation will be cancelled and the rebate funds will be reallocated to other approved applicants.
4. **Get Rebate:** Submit a [Rebate Request](#) to Sarasota County. Required documentation includes: Receipts and proof of payment for purchase and installation, statement from installation vendor that the station has been tested and is functioning as designed, a picture of the installed station with signage and a link or screenshot of the station's listing on publicly accessible charging station finder website(s). If the rebate request is approved, you will receive a rebate payment either electronically or by mail.

Application Checklist:

This checklist is to assist you in completing your application for the **ChargeUP! Sarasota County** Rebate Program. Incomplete applications will be returned. To be considered for participation in the Program, please provide the following:

- ☐ Completed and signed [Program Participation Application form](#);
- ☐ Copy of quotes for purchase and installation from your selected vendor(s), indicating type of charger selected and location of installation on your site;
- ☐ [W-9 form](#); and
- ☐ [Vendor Direct Deposit Enrollment form](#) (optional, but encouraged to enable electronic payment of rebate).

Application Submission Instructions:

Submit completed application and all supporting information to:

Email:

ChargeUP! Sarasota County Rebate Program
sustainablesarasota@scgov.net

Mail or In Person:

ChargeUP! Sarasota County Rebate Program
 c/o UF/IFAS Extension and Sustainability
 6700 Clark Road, Sarasota, FL 34241

For assistance in completing the application, you can call the Sarasota County Contact Center at 941-861-5000 or email sustainablesarasota@scgov.net.



ChargeUP! Sarasota County

Electric Vehicle Charging Station Rebate Program

Program Eligibility:

- Do you represent the owner of the property that is the subject of this rebate application?
 - ☐ Yes
 - ☐ No*
- Is the property currently in use as one of the following? (please check which one)
 - ☐ Tourism attraction
 - ☐ Hotel
 - ☐ Retail hub
 - ☐ Community center
 - ☐ Government property with significant visitor numbers (Estimated visitors per year: _____)
 - ☐ Major employer (Number of full-time equivalent employees at that location: _____)
 - ☐ None of these categories*
- Does the property already have an EV station installed?
 - ☐ Yes*
 - ☐ No
- Has the applying organization previously received or does it have a pending approved ChargeUP! Sarasota County Rebate?
 - ☐ Yes*
 - ☐ No
- Is the property within the boundaries of Sarasota County?
 - ☐ Yes
 - ☐ No*

(*Selection of these answers indicates ineligibility.)

Applicant Information:

What type of organization is applying

- ☐ Business
 ☐ Non-profit
 ☐ Government Agency

Organization name: _____

Property address where charger will be installed:

Street: _____ City: _____ State: _____ ZIP: _____

Organization address (if different than above):

Street: _____ City: _____ State: _____ ZIP: _____

Application contact:

First name: _____ Last name: _____

Title: _____

Telephone: _____ Email: _____

Project Information:

What type of EV charger will you install?

- ☐ Level 2 non-networked
 ☐ Level 2 networked
 ☐ Level 3 networked

Will you charge a fee for use of this EV station?

- ☐ Yes – How much? (e.g., \$1 per hour) _____
☐ No

What hours of the day will the station and its parking space be publicly available?

- ☐ 24 hours
☐ Other: From _____ to _____



ChargeUP! Sarasota County

Electric Vehicle Charging Station Rebate Program

Project Information (cnt'd):

How will the public know about the charger (check all that apply)?

- ☐ Listed on a networked web site
- ☐ Listed on [Plugshare.com](https://www.plugshare.com)
- ☐ Sign reserving the parking space (required)
- ☐ Directional signage to the charger
- ☐ Visible from the road
- ☐ Other (please specify) _____

How much is the station expected to cost? (attach quote to application)

Purchase: \$ _____

Installation: \$ _____

TOTAL (purchase + installation): \$ _____

NOTE: For printed applications, please enter amount. For digitally completed applications, system will fill in amount.

Required attachments:

- ☐ Copy of quotes for purchase and installation from selected vendor(s), indicating type of charger selected and location of installation on your site.
- ☐ [W-9 form](#)
- ☐ [Vendor Direct Deposit Enrollment form](#) (optional)

Property Owner Certification:

I certify that I am the owner or designated representative of the above mentioned property and that the information provided above is true and complete to the best of my knowledge. I understand that the installation must follow all relevant laws, regulations and permit requirements and that the county reserves the right to inspect the station prior to rebate approval. I expressly agree to maintain the subject EV charging station as functional and accessible to the general public, with exclusive parking for EVs and visible signage, for at least 8 hours per day, for a minimum of three years. I will share information on usage of the station with Sarasota County by either giving permission for the networking provider to share usage information (networked stations) or by responding to an annual survey (non-networked stations). I understand stations may be subject to occasional audits by county staff and that I may be required to return the provided rebate if these terms are not met. I acknowledge that Sarasota County has not played any role in determining the location, manufacturer, design, or installation of the EV charging station (other than through the issuance of required permits) and is accordingly not responsible for and disclaims all liability associated with the project. Furthermore, I hereby agree to indemnify and defend Sarasota County, its agents, employees and officials from all claims associated with the EV charging station at my sole cost and expense.

I understand that rebates will be reserved on a first-come, first-served basis for approved applicants, until the limited funds are expended. I understand that I must install the charging station and provide proof of completion to Sarasota County within three months of the reservation date or the rebate funds will be allocated to the next approved entity on the waiting list. I hereby acknowledge and agree that payment of rebate funds are contingent upon acceptance of this application, confirmation of rebate reservation, submission and approval of Rebate Request Form, and meeting all program requirements.

Name: _____

Title: _____

Authorized Signature: _____

Date: _____



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(Required for networked stations only)

With this form, I hereby authorize the EV charging station's networking provider to release the data on usage for the subject charging station to Sarasota County. I authorize the release of energy usage and charging session information for the three years following my participation in the **ChargeUP! Sarasota County** Rebate Program. I understand that these records will be used solely for the purpose of measuring performance and outcomes.

Owner/applicant name: _____

Charging station address: _____

Networking provider: _____

Signature: _____ Date: _____