

**Edmonton's Electric Vehicle Charger  
and E-Bike Rebate Program**

# Participation Guide

2020

**CHANGE  
MOBILITY  
FOR CLIMATE**



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## INTRODUCTION

The Electric Vehicle Charger and E-Bike Rebate (ECEB) Program aims to increase electric vehicle (EV) and E-Bike adoption in Edmonton by providing financial incentives for E-Bikes and EV charging stations, thus reducing the financial barriers to EV and E-Bike ownership. A general increase in adoption of EVs and E-Bikes will reduce the number of trips using internal combustion engine (ICE) vehicles, thereby reducing the associated greenhouse gas (GHG) emissions.

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## PROGRAM OVERVIEW

The ECEB Rebate Program offers rebates on EV charging stations (Level 2 only) and electric bicycles (E-Bikes) deployed within the City of Edmonton. The Program provides funding under the following three categories:

- **Category 1** - Residential home rebates for single-family homes and small multi-unit residential buildings (MURBs - 4 units or less) such as semi-detached homes or duplexes. This rebate applies to existing homes and new construction.
- **Category 2** - Commercial rebates for businesses (including institutional buildings), workplaces, and large multi-unit residential buildings (MURBs - 5 units or more) such as condominiums and apartments. This rebate applies to existing buildings only.
- **Category 3** - Electric Bike (E-Bike) rebates on the purchase of a new E-Bike only.

### Rebate Amounts and Application Limits

<b>Category 1</b> Residential-Grade Charging Stations	<b>Existing homes</b> - Lower of \$600 or 50% of the installed cost of the Level 2 charging station (before tax), capped at one per household for the duration of the Program. Pre-approval recommended.  <b>New Construction</b> - Lower of \$300 or 50% of the installed cost of the Level 2 charging station (before tax), capped at five per applying company per the calendar year and must be pre-approved (limit of 1 per residence).
<b>Category 2</b> Commercial-Grade Charging Station (MURB or Workplace charging)	Lower of \$2,000 or 50% of the installed cost of the Level 2 charging station (before tax), a cap of five chargers per applying company per calendar year. Pre-approval recommended.
<b>Category 3</b> Electric Bikes (Power Bicycles or E-Bikes)	Lower of \$750 or 30% of the purchase price (before tax) with a cap of one per residence.

**Note:** Installed cost can include electrical upgrades as needed for a Level 2 EV charging station.

## Eligibility Criteria

The technical eligibility criteria for the EV charging station and E-Bikes to be incentivized through ECEB is as follows:

- **Category 1: Residential-grade Charging Station (for single-family homes, semi-detached homes, Existing small MURBs, New Construction small MURBs)**
  1. Must be a New EV charging station
  2. Must be purchased & NOT leased
  3. Must be a Level 2 (208/240 V) station
  4. Must be approved for sale and use in Canada (ULC, cETL, or CSA certification)
  5. Must be a mounted or fixed model, not transportable
  6. Must be installed by a licensed Master Electrician upon obtaining the relevant Electrical Permit (Under the Alberta Safety Codes Act and Permit Regulations an Electrical Permit is required to install, alter or add to an electrical system)
  7. Must be a resident of the City of Edmonton.
  8. The EV charging station must be installed to be on a breaker no greater than 40 amps, with a conductor no larger than #6 AWG Copper or #4 AWG Aluminum. It is the responsibility of the applicant to ensure this is communicated to the installation contractor. No exceptions will be made.

A Qualified Product List (QPL) of residential grade EV charging station meeting the technical criteria listed above is provided on the program website.

- **Category 2: Commercial-grade Charging Station (for existing large MURBs, existing workplaces, institutional buildings)**
  1. Must be a New EV charging station
  2. Must be purchased & NOT leased
  3. Must be approved for sale and use in Canada (ULC, cETL, or CSA certification)
  4. Must be a mounted or fixed model, not transportable
  5. Must be Level 2 (208/240 V) station
  6. Must include a label stating “EV Charging only” at the charging station location
  7. Must be installed by a licensed Master Electrician upon obtaining the relevant Electrical Permit (Under the Alberta Safety Codes Act and Permit Regulations an Electrical Permit is required to install, alter or add to an electrical system)
  8. Must be a business in the City of Edmonton.
- **Category 3: E-Bikes**
  1. Must be a new electric bike
  2. Must be approved for sale and use in Canada
  3. Must be purchased & NOT leased
  4. Must be a resident of the City of Edmonton
  5. Has steering handlebars and is equipped with pedals
  6. Is designed to travel on not more than three wheels in contact with the ground
  7. Is capable of being propelled by muscular power
  8. Has one or more electric motors that have, singly or in combination, the following characteristics:

- (i) it has a total continuous power output rating, measured at the shaft of each motor, of 500 W or less,
  - (ii) if it is engaged by the use of muscular power, power assistance immediately ceases when the muscular power ceases,
  - (iii) if it is engaged by the use of an accelerator controller, power assistance immediately ceases when the throttle is released or the brakes are applied
  - (iv) it is incapable of providing further assistance when the bicycle attains a speed of 32 km/h on level ground.
9. Bears a label that is permanently affixed by the manufacturer and appears in a conspicuous location stating, in both official languages, that the vehicle is a power-assisted bicycle as defined in this subsection
10. Has one of the following safety features:
- (i) an enabling mechanism to turn the electric motor on and off that is separate from the accelerator controller and fitted in such a manner that it is operable by the driver, or
  - (ii) a mechanism that prevents the motor from being engaged before the bicycle attains a speed of 3 km/h.

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## PARTICIPATION PROCESS OVERVIEW

All applications to the ECEB program will be accepted through the Program's [online application](#) system. Applications can be completed by either the applicant or the applicant's installer, contractor, or designated representative, in which case the applicant will need to complete an online form which their contractor (or representative) will submit as part of the application process.

### Application Process: EV Charging Stations

EV charger rebate applications **will require the creation of a user account**. Once a user account is created, applicants will submit information about the proposed project including building location and EV charger installation cost details. Applicants will have the option to save a draft application and return to complete it later or to submit it right away. The portal will display the application processing status at any given point in time. It is recommended that applicants submit applications for pre-approval before undertaking work to ensure eligibility and funding availability. Once submitted for pre-approval or for rebate consideration upon project completion, applications will be reviewed to ensure: submission of all required documentation, that the applicant meets the eligibility criteria for the program, and that the equipment for which they are applying is eligible.

### Required Documentation

- A copy of the EV charging station purchase receipt and/or invoice with installation costs (residential / commercial).
- EV charging station specification sheet or price quote with the model number.
- Proof of residence or ownership in the City of Edmonton (e.g. utility bill, municipal tax bill, etc).
- An "Electrical Permit Final Inspection Report" which can be obtained from the City after completion of the EV charging station installation.

### Application Process: E-Bikes

E-Bike rebate applications will be submitted directly through an online form **without the need of an online account creation**.

#### Required Documentation

- A copy of the E-Bike purchase receipt
- Proof of residence or ownership in the City of Edmonton (e.g. utility bill, municipal tax bill, etc).

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## APPLICATION DEADLINES

Starting June 3, 2020 eligible participants can apply for rebates for eligible EV charging stations or E-Bikes. Applications must be received within:

- 60 days of charger purchase; or,
- 60 days from the date the pre-approval is received
- 60 days of E-Bike purchase

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## QUESTIONS

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