

Assessment Criteria and Guidance Notes

What is the grant?

A grant to support the installation of electric vehicle charge points (EVCPs) for use by the public, in off-street car parks associated with community buildings and village halls within South Cambridgeshire.

Who can apply?

- Parish councils
- Village hall or community centre/community building Trusts,
- charitable and not-for-profit organisations directly involved in running village halls, community centres, and community buildings with parking.

What can be funded?

Capital costs for purchase and installation of Electric Vehicle Charge Points for public use, including associated costs such as electrical works, enabling ground works, bay markings, barriers, and signs.

What cannot be funded?

- On-going revenue costs (for example, maintenance, software, electricity costs).
- EVCPs at locations which already have an EVCP(s) installed.
- EVCPs that are restricted in use to an individual, business or organisation. Chargers must be for public use.

How much can be applied for?

The maximum award for any EVCP installation is £5,000.

What supporting information is needed?

- A completed application form and any attached documentation that is needed to support responses to the questions in the form.
- A copy of confirmation of support from your local district councillor by letter or email.

- Confirmation of match funding including the source and amount of match funding.

How are applications assessed?

- Applications will need to meet the criteria set out in this guidance document, which will be demonstrated by completing by the application form.
- In addition, the applicant will need to demonstrate consideration of current or demand for EVCPs at their chosen location to provide evidence that the chargers in the chosen location have a good prospect of being used.

What are the conditions of funding?

- Funding must only be used for the agreed purpose and spent within 12 months of the award being made (unless otherwise agreed in writing)
- Successful applicants are to notify SCDC on commissioning of EVCPs installed as a result of the funding.
- Usage data from the EVCP must be provided to SCDC quarterly for 3 years from the date of successful commissioning.
- The successful applicant must commit to maintaining the EVCP in good working condition for 3 years from the date of commissioning.
- Any publicity must acknowledge the award provided.
- Unused grant must be returned to South Cambridgeshire District Council.

How are successful applicants paid?

- If successful, the applicant will receive the grant payment into the account stated on the application form, once we have received acknowledgement of the grant offer and acceptance of the terms and conditions.