

Multifamily EV Carsharing Pilot Project Pre-Approval Application – First Tranche

In 2021, HOURCAR launched a new multifamily EV carshare project with funding from the US Department of Energy. The Multifamily Electric Vehicle (EV) Carsharing Pilot Project exists to create environmentally friendly mobility options for residents of Multi-Dwelling Units (MDUs) and their community in the Twin Cities Metro Area. Working with Xcel Energy, HOURCAR will place 50 charging stations and shared electric vehicles at 25 sites over the next two years.

Pre-Approval Overview and Selection Process

This is the pre-approval application for the first of three application rounds for this project. In this round, we will be selecting five (5) site hosts—owners, developers, or managers of residential real estate—interested in offering electric vehicle carsharing (and optional charging services) to residents at one or more of their properties. We anticipate construction and on-site installation of charging equipment to occur in Fall 2021, with EV charging capacity and carsharing operational by early 2022. Income-restricted, mixed-income, and market rate sites are all eligible to apply in this round. We will, however, prioritize applicants whose overall site meets the Minnesota Department of Commerce Conservation Improvement Programs (CIP) definition of Qualified Low-Income where at least 66% of residential units are affordable at 60% Area Median Income (AMI) or below.

This pre-approval application allows each applicant to submit up to five proposed sites for consideration. Proposed sites may consist of a property or a group of properties within walking distance to one another. Properties can be made up of one or multiple buildings. Existing properties and developments under construction will be considered if they are scheduled to be open by December 31st, 2021.

After your application is submitted, we will contact you to confirm submission. The application has a priority deadline of June 30th, 2021 and will close on July 30th, 2021. We will begin the pre-approval selection process starting on June 30th and will notify selected sites on a rolling basis throughout July and August.

Filling out this pre-approval application is the first step to become a site host for the project. Pre-approved site hosts will be invited to participate in a preliminary assessment with Xcel Energy and two resident engagement sessions with HOURCAR. Final approval will be contingent on the completion of these two additional steps. If one or more of your sites are not selected to move forward in the approval process for this application round, we will consider your site(s) for subsequent rounds.

I understand. Let's keep going!

Project Details

Xcel Energy MDU EV Service Pilot

In order to participate in Xcel Energy's MDU EV Service Pilot, site hosts must agree to dedicate two on-site parking spaces to be used as EV charging spaces for a period of ten years. Xcel Energy will undertake construction costs to bring power to the site. The capital and installation cost of one Level 2 dual-port charger will be amortized and billed monthly over the ten-year period; we anticipate this cost will be roughly \$30-\$60 per month. Payments for the charger and the cost of electricity for charging will be borne by HOURCAR during the Multifamily EV Carshare Pilot. The charger will be used to charge HOURCAR electric vehicles for the Multifamily EV Carshare Pilot, and will not be available for private charging. Site hosts can request additional dual-port chargers to be installed on site for use by residents who own electric vehicles. Depending on the site conditions, there may be additional installation and capital costs to install additional chargers, which would be agreed to by Xcel Energy and the site host before beginning construction. Any additional costs for the chargers not dedicated to the carsharing program will be borne by the site host, and can either be paid up-front or amortized and paid monthly over the ten-year period.

HOURCAR Multifamily EV Carshare Pilot

Site hosts must also agree to participate in HOURCAR's Multifamily EV Carshare Pilot for a minimum of two years. During this initial two-year period, HOURCAR will place two shared electric vehicles on site at the dedicated charging spaces for use by residents and the surrounding community. For site hosts approved in the first tranche, operations and maintenance (O&M) costs for the vehicles will be fully underwritten by the US Department of Energy for the first two years, from January 2022 to December 2023. During the initial two-year period and any subsequent extensions, HOURCAR will pay the amortized cost of the dual-port charger and any electricity costs for charging the two shared electric vehicles. In order to use the carshare service, residents must sign up, meet HOURCAR's [membership requirements](#), and pay for use of the vehicles. HOURCAR plans to make special rates available for low-income users of the service.

If at the end of the initial two-year period the site host and HOURCAR wish to continue the carsharing service, a cost share agreement would be drawn up between the two parties. The cost share agreement would define the terms by which HOURCAR and the site host would share costs if revenue from use of the vehicles were less than the O&M costs required to operate the service.

If the site host and/or HOURCAR elect not to extend the carsharing service, the charging spaces dedicated for EV carshare will become available for private charging by residents who own electric vehicles, and site host will become responsible for any amortized monthly payments and electricity costs for the chargers during the remainder of the ten-year MDU EV Service Pilot.

For sites approved in subsequent tranches we anticipate that there will be some degree of upfront cost share on both the EV infrastructure and the carsharing program.

[] I understand. Let's Keep Going!

Applicant Information

1. Please enter your name, first and last.
2. What is your organization and title?
3. What is your email?
4. What is a good phone number to reach you by?

Proposed Sites

This pre-approval application allows each applicant to submit up to **five** proposed sites for consideration. Proposed sites may consist of a property or a group of properties within walking distance to one another seeking to share. Properties can be made up of one or multiple buildings. For this application round, existing properties and developments under construction will be considered if they are scheduled to be open by Dec. 31st, 2021. Income-restricted, mixed-income, and market rate sites are all eligible for this project. We will, however, prioritize applicants whose overall site meets the Minnesota Department of Commerce Conservation Improvement Programs (CIP) definition of Qualified Low-Income where at least 66% of residential units are affordable at 60% Area Median Income (AMI) or below.

For each site you will be submitting please fill out the below questions. **You may submit up to five sites.**

1. Site name and address. If there are multiple buildings, please provide the address for each building.
2. What is the applicant's relationship to the proposed site?
 - a. Developer
 - b. Owner
 - c. Manager
 - d. Other
3. Owner's name, business address, and contact information. If there are multiple properties on site, please provide ownership information for all properties.
4. Manager's name, business address, and contact information. If there are multiple properties on site, please provide management information for all properties.
5. What is the residential unit count of the properties on site? Please break down by bedroom size. For example - 30 two-bedroom units, 100 one-bedroom units...
6. What percentage of units are reserved for tenants earning 60% of Area Median Income or below?
7. What is the total number of on-site parking spaces? Are they located underground, in a surface lot, or structured garage? Are these spots assigned to residents or unassigned? How many spaces are intended for guests?
8. For existing properties on site please provide a year over year vacancy rate for the last three years (by building if available).
9. Have you ever engaged an electrical contractor to understand the electrical capacity of your site?
10. Are there any other uses (commercial, industrial, etc.) housed on this site? If so please provide information about the current use.

11. Are any of the properties/buildings on this proposed site currently under construction? If so, please provide the name of the property and the projected open date. Please also provide a narrative detailing your plan for lease-up. If not, please write n/a or no.
12. Are there culturally specific groups that may need translation assistance or other types of assistance to use the carsharing service?
13. As part of the approval process, HOURCAR will be hosting on-site (COVID permitting) community engagement sessions with each pre-approved site during the latter half of the summer. What is your capacity to assist with such engagement? Ex. Distributing fliers/surveys, newsletters, event pre-planning, in-person engagement, providing staff capacity for events, providing translation services, etc.