Volkswagen Settlement Level 2 State Agencies Program Webinar
March 2022
Steven Rice, Environmental Specialist II, NC Division of Air Quality

Department of Environmental Quality
Links in this presentation are only active when used in presentation mode.
What to Expect Today

- Overview of Level 2 State Agencies program and application process
- When/how to submit your application
- What happens to your application once it is submitted
- Where to find answers after this workshop
- Question and answers

This is not a public forum for comments on implementation of the VW Settlement
NCDEQ VW Application Instructions

The Level 2 Request for Proposal (RFP) for State Agencies was released February 28, 2022

Application will be opened in the DAQ Grant Management System (GMS) on April 1, 2022

Applications are due: May 31, 2022, 11:59 PM EST
Level 2 State Agencies Program
<table>
<thead>
<tr>
<th>Program</th>
<th>Charger Type</th>
<th>Request for Proposal</th>
<th>RFP Release Date</th>
<th>Available Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>ZEV Infrastructure</td>
<td>DC Fast</td>
<td>Priority Corridors</td>
<td>February 12, 2022</td>
<td>$4,997,424</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Existing Sites</td>
<td>April 2022</td>
<td>$2,141,753</td>
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<tr>
<td>Level 2</td>
<td></td>
<td>State Agencies</td>
<td>February 28, 2022</td>
<td>$1,009,684</td>
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<td></td>
<td>Publicly Accessible</td>
<td>March 2022</td>
<td>$1,070,877</td>
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<td></td>
<td></td>
<td>Multi-Unit Dwellings</td>
<td>April 2022</td>
<td>$489,544</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Workplace</td>
<td>April 2022</td>
<td>$489,544</td>
</tr>
<tr>
<td>Total ZEV Infrastructure Funding Available</td>
<td></td>
<td></td>
<td></td>
<td>$10,198,826</td>
</tr>
</tbody>
</table>
Level 2 State Agencies Program

Eligible applicants include:

• Government organizations - state agencies, departments, institutions, public universities, community colleges, state parks, aquariums, museums, etc.

For more details, refer to the State Agencies RFP.
Level 2 State Agencies Program

Eligible locations include:

- Government-owned property
- Government-leased property with property site owner approval (leased property must have at least a minimum of five years remaining from date of project contract execution)
- State parks
- State museums and other state-maintained attractions
For public access projects - chargers must be accessible during site/attraction business hours to the general public without restriction.
Level 2 State Agencies Program

Project Requirements:

• Minimum of 2 ports per project.

• One application per unique charging location (address).

• Chargers must be maintained and operated for a minimum of five years from the date of project completion.

Additional requirements in the State Agencies RFP.
Level 2 State Agencies Program

Site Requirements:

• If the property/site is not state government owned, the applicant must provide a signed letter from the landowner indicating approval of the project.

• Projects must include at least one designated and clearly marked EV parking space per port.

Additional requirements in the State Agencies RFP.
Level 2 State Agencies Program

Accessibility:

• Consider accessibility, ease of use, and safety for disabled drivers, including those using wheelchairs or other assistive equipment.

• Key considerations include ensuring adequate space for exiting and entering the vehicle, unobstructed access to the EVSE, free movement around the EVSE and connection point on the vehicle, as well as clear paths and close proximity to any building entrances.

Level 2 State Agencies Program

- Commercial grade Level 2 charging station infrastructure
- Conduit, cable/wiring, electrical service box disconnect addition
- Concrete or asphalt replacement
- Paint striping and stenciling of the station parking spaces
- Signage
- Bollards
- Permit costs
- Labor for installation (electrical and trenching)
- Shipping of equipment
- Networking charges (maximum of five years, if paid in advance prior to claim reimbursement) – networked chargers only
- EVSE maintenance contracts (maximum of five years, if paid in advance prior to claim reimbursement)

For more details, refer to the State Agencies RFP.
How to Submit an Application

NCDEQ will only accept applications submitted through the NCDAQ Grant Management System (GMS) website, at https://www.ebs.nc.gov/irj/portal.

Prior to using the GMS, applicants must obtain an NCID and then complete and submit the online Enterprise Business Services External Request Application.

Applicants must also complete and email the State of North Carolina Substitute W-9 Form to daq.NC_VWGrants@ncdenr.gov to get registered in the system.
2022 Level 2 Charge Program

• Before beginning the application, please make sure you have the following information available.
• The application checklist can be found here: Checklist

General Application Requirements

- NCID
- Completed and submitted Enterprise Business Services External Request Application (new GMS users only)
- Completed and submitted State of NC Substitute W9 Form (new GMS users only)
- Applicant/All Project Affiliates/Organization Contact Information
- Project Information
- Organization Federal Tax ID

Level 2 ZEV Infrastructure Charging State Agency Program

- GPS coordinates of Charging Station Location
- Charging Equipment Information (# of ports, spaces, model, manuf., etc.)
- Itemized Materials/Services/Labor quote*
- Any other additional supporting documentation*

*Items must be uploaded to DAQ Grants Management System as an attachment with application.
Registering for a NCID

- To request access to the DAQ Grants Management System, you will need an NCID to complete the access request form.

- Setting up an NCID: https://ncid.nc.gov

- Instructions are found here: How-to-Create-a-NC-ID.pdf
IMPORTANT NCID INFORMATION

• If you already have an individual or government NCID there is no need to create a new NCID.

• If you are a current user of the NCDOT Grants system (Powell Bill, Governor Highway Safety Program (GHSP), Public Transportation Division (PTD), etc.) use your current EBS username on the Enterprise Business Services External Request Application.

• Once you have completed requesting a NCID, you will receive an email from New NCID User Registration ncid.notifications@nc.gov.

You MUST click the link in the email and follow the instructions to complete the registration of your NCID before submitting the Enterprise Business Services External Request Application.
Registering for a NCID

https://ncid.nc.gov/idmdash/#/default
Registering for a NCID

North Carolina Identity Management

New User Registration

Please indicate your user type from one of the following categories:

- **Individual**: Request access to the State of North Carolina services as an individual or citizen.
- **Business**: Request access to the State of North Carolina services on the behalf of a business.
- **State Employee**: Currently employed or assigned to work for an agency within the State of North Carolina government.
- **Local Government Employee**: Currently employed or assigned to work for a North Carolina county or municipality.

This system is the property of the State of North Carolina and is for authorized use only. Unauthorized access is a violation of federal and state law. All software, data transactions, and electronic communications are subject to monitoring.
Registering for a NCID

To create your account, NCID will email you a code. You will need this code once you complete the form below and click the "Continue" button.

**Desired Username**
Tespe@sFugt

**Prefix (Optional)**
Mr.

**First Name**
Dave

**Middle Initial (Optional)**

**Last Name**
Willis

**Suffix (Optional)**

Registering for a NCID
New NCID User Verification

New NCID User Registration <ncidnotifications@nc.gov>
to me —

Dave Willis,

Thank you for requesting a North Carolina Identity Management (NCID) account. To continue with your account registration, please do one of the following:

1. Copy and paste this 6 digit code below into your registration form: 455926

Or

2. CLICK HERE

If you did not request this new account, you do not need to take any action.

Regards,
NCID User Registration Team
Registering for a NCID
Registering for a NCID

IMPORTANT: DO NOT CLOSE YOUR BROWSER BEFORE COMPLETING REMAINING STEPS

Your new NCID account has been created. Please click on the continue button to complete the security questions and answers to activate your account. You will be redirected to the NCID login page (https://ncidsspr.nc.gov).

1. You will need to login with your new NCID account name and password
2. Select 6 different security questions and answers
3. Click on the “Save Answers” button to save your security questions and answers
4. You will be able to review the questions selected. You can change them or select “No Change”
5. At this point your account is active and you are logged out of NCID.

Continue
Registering for a NCID

If you forget your password or lock your account, you can access your account by answering your security questions.

Please choose your questions and answers that can be used to verify your identity in case you forget your password or lock your account. Because the answers to these questions can be used to access your account, be sure to supply answers that are not easy for others to guess or discover.

Please type your security answers:

1. Please select a question item from the list —

2.

3. Please select a question item from the list —

4.

5. Please select a question item from the list —

6.  

7. Please select a question item from the list —

8. 

9. Please select a question item from the list —

10. 

11. Please select a question item from the list —

12. 

13. Save Answers
Registering for a NCID

Thank you. Your security questions and answers have been successfully saved. If you ever forget your password or lock your account, you can reset your password or unlock your account by answering your security questions.
You must read and follow all the directions on the next slides to request access to the DAQ Grants Management System and then be approved before you can log into the system!

Approved means you received a “Welcome to the DAQ Enterprise Business System Portal” email.
DAQ Grant Management System (GMS)

- After getting your NCID
- Submit the Enterprise Business Services External Request Application.
- Complete the North Carolina Substitute W-9 Form for your agency and email it to svc.NCVWApplication@ncdenr.gov.

Each organization is allowed up to 3 authorized users.

Once the authorization is processed, you will receive a "Welcome" email from NCDOT IT SAP Support Services.
State of North Carolina Substitute W-9 Form

### Request for Taxpayer Identification Number

**1.** Social Security Number (SSN),
   OR
   Employer Identification Number (EIN),
   OR
   Individual Taxpayer Identification Number (ITIN)

**2.** *(PRESS THE TAB KEY TO ENTER EACH NUMBER)*

**4.** Legal Name (as shown on your income tax return):

**5.** Business Name/DBA/Disregarded Entity Name, if different from Legal Name:

### Contact Information

**6.** Legal Address *(DO NOT TYPE OR WRITE IN THIS FIELD)*

**Address Line 1:**

**Address Line 2:**

**City**

**State**

**Zip (9 digit)**

**County**

### Dunn & Bradstreet Universal Numbering System (DUNS) *(see instructions)*

**7.** Remittance Address *(Location specifically used for payment that is different from Legal Address, if applicable)*

**Address Line 1:**

**Address Line 2:**

**City**

**State**

**Zip (9 digit)**

**County**
THIRD PARTY ACCESS AUTHORIZATION FORMS

In cases where an applicant has a third-party submitting applications on their behalf, the following procedures must be followed:

• The applicant must provide in writing (email is sufficient) that they are authorizing the third-party to submit applications and other information on their behalf.

• The third-party will need to obtain their own NCID and submit an DAQ Access Authorization Request Application with the applicant’s organization address information and the third-party’s phone number and email address.
• DAQ Grant Management System (GMS) can be accessed at:
  https://www.ebs.nc.gov/irj/portal

• GMS Instructions can be found at:
  https://deq.nc.gov/about/divisions/air-quality/motor-vehicles-and-air-quality/volkswagen-settlement/grants-management

• Downloadable GMS Manual

• A sample application can be found on our Level 2 State Agency webpage.
DAQ Grants Management System Demo
DAQ Grants Management System Demo
DAQ Grants Management System Demo
DAQ Grants Management System Demo

<table>
<thead>
<tr>
<th>Organization</th>
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<tbody>
<tr>
<td>Organization Name</td>
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<tr>
<td>Project Title</td>
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</table>

<table>
<thead>
<tr>
<th>Project Details</th>
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<tbody>
<tr>
<td>Program Type</td>
<td>ZEV Infrastructure (EMA-9)</td>
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<td>Equipment Type</td>
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<td>Eligible Applicant Type</td>
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<tr>
<td>Project Type</td>
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<table>
<thead>
<tr>
<th>Project Location</th>
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<tbody>
<tr>
<td>Street Address</td>
<td>Please Select</td>
</tr>
<tr>
<td>County</td>
<td>Please Select</td>
</tr>
<tr>
<td>Latitude (*N): (decimal degrees)</td>
<td>Please Select</td>
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<tr>
<td>Available 12 hours or longer</td>
<td>Please Select</td>
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<tr>
<td>City</td>
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<td>Zip Code</td>
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<tr>
<td>Longitude (*W): (decimal degrees)</td>
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# DAQ Grants Management System Demo

<table>
<thead>
<tr>
<th>Project</th>
<th>Contact</th>
<th>Charger Details</th>
<th>Funding</th>
<th>Project Details</th>
<th>Certification</th>
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<td>First Name</td>
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<tr>
<td>Last Name</td>
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<tr>
<td>E-mail</td>
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<tr>
<td>Phone Number</td>
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<td></td>
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<tr>
<td>Project Manager</td>
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<td>Copy from Authorized Representative</td>
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<td>Financial Contact</td>
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<tr>
<td>First Name</td>
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</table>
## DAQ Grants Management System Demo

<table>
<thead>
<tr>
<th>Number</th>
<th>Manufacturer</th>
<th>Model</th>
<th>Number of Ports</th>
<th>Number of Spaces</th>
<th>Charging Capacity (kW)</th>
<th>Warranty Period (Years)</th>
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</thead>
<tbody>
<tr>
<td>Total</td>
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<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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</tbody>
</table>

← Previous   |   |   |   |   |   |   |   |   |   | Check | Save & Close | Next →
As outlined in the RFP, this program is through a rebate process and the maximum rebate is calculated per the amounts in the table below. Rebates are capped at $26,000 per applicant at any one time. Please refer to the request for proposal for detailed information on rebate caps.

<table>
<thead>
<tr>
<th>Project Type</th>
<th>Accessibility to Public</th>
<th>Maximum Rebate per Unit or (whichever is less)</th>
<th>Maximum % of Total Project Costs</th>
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<tbody>
<tr>
<td>Government-Owned Property</td>
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<td>$5,000</td>
<td>100%</td>
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<tr>
<td>Government-Owned Property</td>
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<td>$4,000</td>
<td>80%</td>
</tr>
<tr>
<td>Non-Government-Owned Property</td>
<td>Yes</td>
<td>$4,000</td>
<td>80%</td>
</tr>
<tr>
<td>Non-Government-Owned Property</td>
<td>No</td>
<td>$3,000</td>
<td>80%</td>
</tr>
<tr>
<td>Workplace &amp; Multi-Unit Dwelling</td>
<td>Yes</td>
<td>$4,000</td>
<td>60%</td>
</tr>
<tr>
<td>Workplace &amp; Multi-Unit Dwelling</td>
<td>No</td>
<td>$3,000</td>
<td>60%</td>
</tr>
</tbody>
</table>

From the Rebate Calculation Worksheet: (Link to Level 2 Rebate Calculator Spreadsheet)
Calculated Rebate Amount:

Next =>
### Application Form

<table>
<thead>
<tr>
<th>Budget Item</th>
<th>Project Total</th>
<th>Requested Funds</th>
<th>Matching Funds (Year Org)</th>
<th>Other Funding</th>
<th>Please specify source of other funding, if any</th>
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</thead>
<tbody>
<tr>
<td>DC01 Charging equipment cost</td>
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<td>$0</td>
<td>$0</td>
<td>$0</td>
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<td>DC02 Engineering and design costs</td>
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<td>$0</td>
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<tr>
<td>DC03 Warranty (or maintenance) costs</td>
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<td>$0</td>
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<tr>
<td>DC04 Other EVSE components</td>
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<td>DC05 Capital costs</td>
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<td>DC07 Electrical service upgrades</td>
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<td>DC08 Project management</td>
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<tr>
<td>DC09 Other costs</td>
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<tr>
<td><strong>Total Project Budget</strong></td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td></td>
</tr>
</tbody>
</table>

- Previous

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**DEQ**

Department of Environmental Quality

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40
Please provide a detailed description of the proposed project. Describe procurement, installation, activation/commissioning, testing and signage. Describe collaborations with interested utilities, local business, cities, counties or other entities. Describe sustainable business model for this project. Describe customer support service accessibility. Describe networking and networking security for both payment and data capture.

<table>
<thead>
<tr>
<th>Project</th>
<th>Contact</th>
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</tr>
</thead>
</table>

0 out of 3000
1. Please provide a detailed description of the proposed project. Describe procurement, installation, activation/commissioning, testing, and signage. Describe collaborations with interested utilities, local businesses, cities, counties, or other entities. Describe customer support service accessibility. Describe networking security for both payment and data capture, where applicable.

2. Likelihood of Use: Please describe how the applicant has demonstrated the need for the charging stations. Has the site location/agency been identified by NCDOA as a candidate for a replacement electric vehicle? If not, has the applicant conducted an employee survey to gauge interest/demand for charging stations? If the project is a state attraction, visitor counts.

3. Project Readiness: Is the site ready for construction or is there a viable make-ready plan in place?

4. Long-term Sustainability: Has the applicant developed an internal workplace charging management policy that governs access, security, usage, and other issues? (Access to EVSE, Security of equipment, Administration of EVSE operation and maintenance, and Plans for future expansion).
DAQ Grants Management System Demo

<table>
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</table>

By checking this box, I certify that all proposed activities will be carried out, that all money received will be utilized solely for the purposes for which it is intended, that records documenting the planning process and implementation will be maintained and submitted when requested, and DEQ is hereby granted access to inspect project sites and/or records. It is understood that if this project is selected an agreement with DEQ will be executed.

Authorized Representative

Name:   
Title:  
Date:   

[Check] [Save & Close] [Submit]
DAQ Grants Management System Demo

Confirmation

Your Application has been **Saved** successfully. - **Application ID** - 1000010853

Your application is not complete until all required documents have been submitted.

To download the Required Attachments Checklist, please click link: [Link to Checklist]

Click browse to select file (100 MB maximum) [Choose File] No file chosen [Attach]
Tips and Things to Know

• DO NOT WAIT TO THE LAST WEEK TO REQUEST GMS ACCESS OR APPLY!!!!!!!!!

• Budget information should be as accurate as possible

• DEQ reserves the right to partially fund awarded projects

• We will not accept paper, scanned, emailed, or faxed applications. We will not accept applications after the due date.

• Do not sign any agreements with vendors or start work until your contract is fully executed

• APPLICATION AWARD IS NOT A FULLY EXECUTED CONTRACT
Level 2 State Agencies Program Scoring

Cost Effectiveness (VW$ funded per kW charging rate * number of charging ports): 30 Points

Projects are ranked and points are calculated and assigned incrementally based on rank from a maximum of 30 for the most cost effective to least cost effective.

CE = VW$ / Maximum Available (kW * Ports)
Level 2 State Agencies Program Scoring

Project Details page – Likelihood of Use: 10 Points

• Has the applicant demonstrated a significant need for the charging stations?

• Has the applicant conducted an employee survey to gauge interest/demand for charging stations?
Level 2 State Agencies Program Scoring

Project Details page – Project Readiness: 10 Points

• To what extent are the key participants in the project (site, equipment provider, installation sub-contractors, operator) identified and committed to the project?
• Has the site been identified?
• Is the site ready for construction or is there a viable make-ready plan in place?
• How soon does the applicant propose to install and make operational the station or stations?
• Is the proposed timeline sensible, reasonable and likely to be met?
Level 2 State Agencies Program Scoring

Project Details page – Long Term Sustainability:
10 Points

• Has the applicant developed an internal workplace charging management policy that governs access, security, usage, and other issues?
  - Access to EVSE
  - Security of equipment
  - Administration of EVSE operation and maintenance
Environmental Justice: 15 Points

The Environmental Protection Agency defines environmental justice (EJ) as “the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income, with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies.” (US EPA). Historically, people of color and people of low-income, along with other vulnerable populations, have been disproportionally exposed to harmful pollutants.

To determine environmental justice (EJ) scores for the purpose of ranking and rating vehicles and projects, the following analysis was done at the block group level using the 2019 American Community Survey (ACS) five-year estimates. The ACS is a demographic survey conducted each year by the U.S Census Bureau to collect detailed demographic information. For this analysis, aggregated five-year data from the 2017 and 2019 surveys was used to increase reliability.

See Appendix B of the RFP.
Level 2 State Agencies Program Scoring

County NOx and VW concentration: 15 Points

Accounts for the number of registered subject VW vehicles and the mobile NOx emissions for a county.

See Appendix C of the RFP for county scores and a detailed description of how county scores are determined.
Level 2 State Agencies Program Scoring

Project is in a Historically Under-Resourced County: 10 Points

Historically under-resourced counties are counties that have an underserved population greater than 15% and are designated as a Tier 1 by the NC Department of Commerce as shown in Appendix C of the RFP.
Level 2 State Agencies Program

This is a Competitive reimbursement program.

- Applicants selected for funding shall have two years to complete their project from the date of a signed executed contract with NCDEQ.

- If after two years a project has not been completed, the awardee would need to request a contract extension from NCDEQ.
Reporting Requirements

• Quarterly Reporting Requirement
  • Quarterly reports on the status of the project are to be uploaded to the Grants Management System until the final project report is submitted.

• Annual Charging Station Utilization Reporting Requirements
  • Annual EVSE usage data is given to NCDEQ for the previous 12 months on January 30th of each consecutive year for a five-year period after installation of the charging station(s).

• Final Project Report
  • A final project report with a narrative summary of the project and photographic evidence of installation.
DAQ Site Visits

• DAQ Staff will perform site visits at all stations to verify installation and operation of the charging station prior to approval of any reimbursement claim.

• DAQ staff must be granted access to the charging site.
In Closing
NCDEQ VW Application Instructions

The Level 2 Request for Proposal (RFP) for State Agencies was released February 28, 2022

Application will be opened in the DAQ Grant Management System (GMS) on April 1, 2022

Applications are due: May 31, 2022, 11:59 PM EST
Level 2 State Agencies Program RFP Timeline

• Release of RFP: February 28, 2022
• Applications open in GMS: April 1, 2022
• Proposal applications due date: May 31, 2022
• Proposal application evaluations: June – July 2022
• Phase 2 project selections: August 2022
• Grant awards announced: Aug - Sept 2022
Where to get more information after today?

Level 2 State Agency Program website:

E-mail questions to: daq.NC_VWGrants@ncdenr.gov
Subscribe to our VW Email List!

If you are not currently on our mailing list and would like to receive email updates about the Volkswagen Settlement Program, please send an email with the word “Subscribe” in the subject line to daq.NC_VWGrants@ncdenr.gov.
Additional Resources

Additional resource contact information is available on our webpage for:

• Centralina Clean Cities Coalition
• Forsyth County Office of Environmental Assistance & Protection
• Land of Sky Regional Council
• Mecklenburg County Air Quality Agency
• NCSU Clean Energy Technology Center
• Piedmont Triad Regional Council
• PlugIn NC
• Sustainable Sandhills
• Triangle J Council of Governments (TJ COG)
• Western NC Regional Air Quality Agency
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