To help the Department of Energy (DOE) learn about workplace charging offerings in the U.S. and measure the impact and progress of the Workpalce Charging Challenge, please answer the following XX questions. You do not need to complete the questions in order. Your answers will automatically be saved so you do not need to complete all the questions in one sitting. If you do not know the answer to a question, select "I don't know." Thank you for participating in DOE's Workplace Charging Challenge!

OMB Control #: 1910-XXXX Exp Date: XX/XX/2017

	QUESTION	ANSWER FORMAT	DEFINITIONS TO INCLUDE	COMMENTS
	Charging Stations			
1	What is the city, state and zipcode in which each worksite with workplace charging is located?	Matrix		Collect first year only then add locations as respondent adds locations.
2	At each worksite, what is the month and year that your organization first made EVSE available to employees?	Matrix	EVSE	Collect first year only then add the year as respondent adds EVSE.
3	At each worksite with workplace charging: - How many of each type of EVSE have been installed? - How many of each type of EVSE have been installed within the past year (Jun 2013 through end of May 2014)? - How many of each type of EVSE are planned for installation in the upcoming year (Jun 2014 through end of May 2015)?	Matrix with fill-in-the-blank for number of EVSE and drop-down option for three types of EVSE	- EVSE counting (consistent with AFDC station locator definition) - Three types of EVSE: L1 = AC 110/120V, L2 = AC 208/240V, DCFC.	Matrix will automatically add year each time new data is added.
4	What is your best estimate for the total number of workplace charging units your organization is planning offer?	Multi-choice: - more than 1 EVSE for every PEV - 1 EVSE for every 1 PEV - less than 1 EVSE for every PEV - fixed number of EVSE regardless of the number of PEVs		
5	At each workplace with workplace charging, what was the source of funding for the procurement and installation of the EVSE: - Prior to Jun 2013? - In the past year (Jun 2013 through end of May 2014)?	Multi-choice within matrix (mark all that apply): - grant - federal tax incentive - state tax incentive - utility incentive - organization-self financed - other		Matrix will automatically add year each time new data is added.
	Employees			
6	At each worksite with workplace charging, how many employees are present on a typical workday?	Matrix		Collect once then display the next year.
7	At each worksite with workplace charging, who is allowed to access the EVSE?	Multi-choice within matrix (mark all that apply) - public - guests - employees - fleet vehicles - students - other Include optional narrative blank.		
8a	At each worksite with workplace charging, what was the total energy usage (kWh) by employee-owned PEVs in the past year (Jun 2013 through end of May 2014)?	Matrix		
8b	At each worksite with workplace charging, how many PEVs utilized EVSE during a typical workday in the past year (Jun 2013 through end of May 2014)?	Matrix	PEV	
9	At each worksite with workplace charging, approximately how many days per week are the EVSE fully occupied for at least part of the workday in the past year (Jun 2013 through end of May 2014)?	Matrix with option of 1-7		
10a	What was your organization's payment policy for workplace charging in the past year (Jun 2013 through end of May 2014)?	Multi-choice: - employees payed a fixed fee - employees payed a fee based on usage (i.e., electricity or time) - employees did not pay a fee - other		
10b	Provide additional information on fee administration, if desired.	Include optional narrative blank		

	Outreach & Education			
11	In establishing your workplace charging program, how helpful did your organization find the assistance offered by DOE's Workplace Charging Challenge?	Multi-choice: - not helpful - somewhat helpful - very helpful - not applicable Include suggestions for additional technical resources or asssistance in optional narrative blank.		
12	What kinds of positive recognition has your organization received in the form of media coverage, credit toward certifications or awards for your workplace charging efforts in the past year (Jun 2013 through end of May 2014)?	Multi-choice: - We have received positive recognition such as (include optional narrative blank.) - We have not received any positive recognition		
13	What has your organization done to promote PEV deployment among your employees and others in the past year (Jun 2013 through end of May 2014)?	Multi-choice (mark all that apply): - employee education - employee PEV purchase incentive program - fleet PEV use - outreach to prospective hires about EVSE availability at our worksite(s) - media outreach - outreach to stakeholders about charging/PEV technology - other Include optional narrative blank.		
14	Has your organization provided assistance to another employer in its workplace charging efforts in the past year (Jun 2013 through end of May 2014)?	Multi-choice: - yes - no If yes, please explain in narrative blank.		
15	Overall, how would you characterize your employees' response to your workplace charging program in the past year (Jun 2013 through end of May 2014)?	Multi-choice: - positive - neutral - negative Include optional narrative blank.		

		Site			
Corresponds with Question		1	2	3	4
1	Worksite location (city/state/ zipcode)				
2	First installation complete (month/year)				
3a	EVSE total (L1/L2/DCFC)				
3b	EVSE installed this year (L1/L2/DCFC)				
3c	EVSE planned next year (L1/L2/DCFC)				
4	EVSE planning estimates (ratio)				
5	Funding source (type of funding)				
6	Employee total (# of employees)				
7	EVSE access (type of individual)				
8a	Utilization - electricity usage (kWh)				
8b	Utilization - PEVs charging (# of PEVs)				
9	Fully occupied EVSE (# of days)				
10a	Billing policy (multi-choice)				
10b	Billing policy (narrative blank)				
11	Assistance receipt (multi-choice)				
12	Recognition (multi-choice)				
13	PEV promotion (multi-choice)				
14	Assistance provision (mutli-choice)				
15	Employee feedback (multi-choice)				

Term/acronym
Electric Vehicle Supply Equipment (EVSE)
Worksite
Workplace Charging
Plug-in Electric Vehicle (PEV)
EVSE Count
Level 1 EVSE
Level 2 EVSE
DC Fast Charging (DCFC)

Definition
Electric Vehicle Supply Equipment delivers electrical energy from an electricity source to charge a PEV's battery. It communicates with the PEV to ensure that an appropriate and safe flow of electricity is supplied. EVSE units are often referred to as "charging stations."
For the purposes of the Workplace Charging Challenge, a worksite is an employer facility where work takes place.
For the purposes of the Workplace Charging Challenge, workplace charging is EVSE available for employee use.
Plug-in Electric Vehicles derive all or part of their power from off-board sources of electricity. They include EVs and PHEVs. EVs are all-electric vehicles which are powered by one or more electric motors and produce no tailpipe emissions. PHEVs are powered by an internal combustion engine that utilizes gasoline and by an electric motor that uses energy stored in a battery.
EVSE are counted once for each outlet available. For example, 5 charging posts with 2 connectors each = 10 EVSE.
Level 1 EVSE provides charging through a 120-volt (V) AC circuit and requires electrical installation per the National Electrical Code. Most, if not all, PEVs come with a Level 1 EVSE cord set. On one end of the cord is a standard, three-prong household plug. On the other end is a J1772 standard connector, which plugs into the vehicle. Based on the battery type and vehicle, Level 1 charging adds about 2 to 5 miles of range to a PEV per hour of charging time.
Level 2 EVSE offers charging through a 240-V (typical in residential applications) or 208-V (typical in commercial applications) electrical service. These installations are generally hard-wired for safe operation (although a wall plug connection is possible). Level 2 EVSE requires installation of charging equipment and a dedicated circuit of 20 to 80 amp (A) depending on the EVSE requirements. Most Level 2 EVSE uses a dedicated 40 A circuit and uses the J1772 connector. Based on the battery type, charger configuration, and circuit capacity, Level 2 charging adds about 10 to 20 miles of range to a PEV per hour of charging time, depending on the power level of the onboard charger.
DC Fast Charging EVSE enables rapid charging and is generally located at sites along heavy traffic corridors and at public fueling stations. Some DCFC units are designed to use 480-V AC input, while others use 208-V AC input. A DCFC can add 60 to 80 miles of range to a light-duty PEV in 20 minutes. DCFC is not commonly used as a workplace charging option.