

Electric small public service vehicle grant scheme 2022 (eSPSV22)

Information guide for eSPSV22 scheme applicants

This document is not a legal document and does not purport to be a legal interpretation of the relevant legislation

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1 General

- 1.1 The Grant Scheme documents include this guide, the Grant Offer Letter, and Grant Agreement. If you come across any inconsistency, follow the terms of the Grant Offer Letter or Grant Agreement.
- 1.2 We may review or supplement the terms and conditions of the scheme at any time. We may do this without incurring any liability for doing so.
- 1.3 We do not recommend buying an EV before receiving a Grand Offer letter.
- 1.4 We are not legally liable for a consequence of unsuccessful applications, any obligations assumed by an applicant in relation to eSPSV Grant, or other cases, related to this Scheme.

2 Background and purpose of eSPSV grant

- 2.1 This Scheme aims to raise awareness of the benefits of fully electric SPSVs and zero-emission capable wheelchair-accessible SPSVs to improve air quality in urban areas.
- 2.2 The Scheme is funded by the Department; We administer the scheme, have delegated authority from the Department, and act as licensing authority for SPSVs.
- 2.3 The Scheme is subject to State Aid Rules and the *de minimis* Regulation.

3 Duration of scheme

- 3.1 The Scheme began on **1 February 2022**.
- 3.2 When applications are completed, we process them on a first received basis.
- 3.3 We will stop processing applications after committing all available funding.
- 3.4 The scheme will end on an earliest of the following dates:
- Date on the NTA's website;
 - The date on which the available funding was used;
 - 31 December 2022.
- 3.5 **30 November 2022** is the last date we can receive and proceed with the application. If the end date changes, and the last possible receipt day changes consequently, we will notify you.
- 3.6 For eSPSV Grant to be paid, ensure that on or before the end date:
- The proposed EV has been licensed as an SPSV;
 - The proposed EV has passed its Initial Suitability Inspection;
 - You have submitted the completed relevant Grant Payment Form.

4 Who can avail of the scheme

- 4.1 The Scheme is available nationwide to:
- Persons (individuals or companies) applying for new SPSV licences;

- Existing SPSV licence holders who wish to upgrade their current vehicle with a replacement EV, subject, in each case, to a maximum of 10 successful Applications.

We may reject the application in case of a prosecution or complaint in respect of SPSV operation within the 24 months prior to the application or while it is in progress.

4.2 An enhanced level of eSPSV Grant support is available to:

- Existing SPSV licence holder;
- Owners of an SPSV registered for at least the previous 3 years;
- Owners of older vehicles (within 3 years of maximum permissible age) or vehicles with higher mileage (i.e., 300,000km or greater, as documented on an NCT certificate) and where they are scrapped and replaced by a BEV/FCEV or WAV EV. A Certificate of Destruction must be issued from an official End of Life Vehicles Authorised Treatment Facility.

Read more about this grant supports in Sections 5.1 — 5.3.

4.2 A standard level of eSPSV Grant support is available to:

- New SPSV licence holders;
- Applicants and existing vehicle licence holders with vehicles that are more than 3 years away from their maximum permissible age or with less than 300,000km mileage.

Read more about this Grant supports in Sections 5.4 — 5.6.

4.3 eSPSV Grants are available for approved EVs from the list at www.nationaltransport.ie.

4.4 There is a 3-year horizon for aid which means that the total amount of aid granted to one applicant shall not exceed €200,000 over any period of 3 fiscal years. An applicant will not be eligible for the scheme if they received aid under the de minimis Regulation or any other de minimis frameworks exceeding this amount in the current financial year and its previous 2 financial years.

4.5 If any aid awarding body requests information on how much de minimis aid has been received, an approved applicant needs to declare this amount.

4.6 The eSPSV Grant sum cannot be bigger than the Maximum Available Amount. The eSPSV Grant can be considered as an Excluded Aid, as it is described in the de minimis Regulation. If it falls within paragraphs (a) – (c), the Approved Applicant may separate the activities or the distinguish the costs. If it falls within paragraphs (d) or (e), an Applicant is not eligible for an eSPSV Grant.

5 Level of grant

5.1 The amount of the grant for BEV/FCEV that has replaced scrapped vehicles:

- New BEV/FCEV (<3,000kms and <3 months old) — €20,000;
- BEV/FCEV less than 1 year of age — €18,000;

- BEV/FCEV less than 2 years of age — €16,000;
- BEV/FCEV less than 3 years of age — €14,000;
- BEV/FCEV less than 4 years of age — €12,000.

5.2 The amount of the grant for WAV BEV/FCEV that has replaced scrapped vehicles:

- New WAV BEV/FCEV (<3,000kms and <3 months old) — €25,000;
- WAV BEV/FCEV less than 1 year of age — €23,000;
- WAV BEV/FCEV less than 2 years of age — €21,000;
- WAV BEV/FCEV less than 3 years of age — €19,000;
- WAV BEV/FCEV less than 4 years of age — €17,000.

5.3 The amount of the grant for WAV PHEV that has replaced scrapped vehicles:

- New WAV PHEV (<3,000kms and <3 months old) — €15,000;
- WAV PHEV less than 1 year of age — €13,000;
- WAV PHEV less than 2 years of age — €11,000;
- WAV PHEV less than 3 years of age — €9,000;
- WAV PHEV less than 4 years of age — €7,000.

5.4 The amount of the grant for BEV/FCEV without replacing scrapped vehicles:

- New BEV/FCEV (<3,000kms and <3 months old) — €10,000;
- BEV/FCEV less than 1 year of age — €9,000;
- BEV/FCEV less than 2 years of age — €8,000;
- BEV/FCEV less than 3 years of age — €7,000;
- BEV/FCEV less than 4 years of age — €6,000.

5.5 The amount of the grant for WAV BEV/FCEV without replacing scrapped vehicles:

- New WAV BEV/FCEV (<3,000kms and <3 months old) — €12,500;
- WAV BEV/FCEV less than 1 year of age — €11,500;
- WAV BEV/FCEV less than 2 years of age — €10,500;
- WAV BEV/FCEV less than 3 years of age — €9,500;
- WAV BEV/FCEV less than 4 years of age — €8,500.

5.6 The amount of the grant for WAV PHEV without replacing scrapped vehicles:

- New WAV PHEV (<3,000kms and <3 months old) — €7,500;
- WAV PHEV less than 1 year of age — €6,500;
- WAV PHEV less than 2 years of age — €5,500;

- WAV PHEV less than 3 years of age — €4,500;
- WAV PHEV less than 4 years of age — €3,500.

6 What vehicles are acceptable

6.1 To be eligible for the Scheme, an EV must meet the requirements from Section 6 and SPSV Vehicle Standards for the relevant licence category.

6.2 The EV must be a category M1 vehicle (i.e., a car) and meet the following requirements:

1. For BEV/FCEV:
 - a. Range exceeding 100km
 - b. Top speed exceeding 100kph
 - c. Tail pipe emissions of 0g CO₂/km
 - d. Not more than 4 years old
2. For WAV PHEV:
 - a. All electric range exceeding 50km
 - b. Top speed exceeding 100kph
 - c. Tail pipe emissions less than 50g CO₂/km
 - d. Not more than 4 years old

6.3 A list of EVs that meet the requirements and are acceptable to NTA are available at

www.nationaltransport.ie.

7 Scheme requirements

7.1 Applicants must:

- Ensure active SPSV services insurance throughout the Services Period;
- Be the registered owner of the vehicle, or have legal right to use and possess it, such as a lease or hire purchase agreement, for not less than 36 months from the date the Vehicle is licensed;
- Have tax cleared status throughout the Services Period;
- Have no prosecutions or complaints regarding SPSV operation in the 24 months before the application date and while completing the application;
- Sign and returned the Declaration to the Grant Letter (attached as Appendix C).

7.2 We use provided information to administer the SPSV licensing system, maintain public register of SPSVs, and work as assigned by the Taxi Regulation Acts 2013 and 2016, and the SPSV Regulations.

8 Repayment of grant by the recipient

8.1 In some cases, we may demand the repayment of the Grant. Please find them in Appendix B of the Grant Letter, specifically paragraph 7, and clause 9 (Cessation, Cancellation and Repayment).

9 How to apply

9.1 Before filling out Application Form, please ensure you have the following to hand:

- PPSN — Personal Public Service Number (individual) or TRN — Tax Reference Number (company);
- SPSV driver licence details;
- Electronic Tax Clearance certificate.

9.2. In completing Application Form, please keep in mind:

- We may reject or approve an application;
- We will verify all information provided on or with the application form;
- If your contact details change, you should notify us;
- If the application is unsuccessful, we will contact you to provide the reason. You may need to submit further information, so please allow plenty of time for this and additional processing;
- If the application is successful, we will issue a Grant Offer Letter with the next steps and the timelines for them. You will not need a vehicle registration number for these first steps;
- Any issued Grant Offer Letter is valid until the earliest of 3 calendar months from the date of the Grant Offer Letter, the Scheme End date, or 31 December 2022.

9.3 Complete the Application Form, sign it **by hand**, and post it to:

eSPSV22 Applications,

National Transport Authority,

PO Box 436,

City North Business Park,

Tuam Road, Galway.

9.4 When you receive the Grant Offer Letter, you need to accept it to create a Grant Agreement between you and NTA. For this, sign the Offer Letter and State aid Declaration to the Grant Letter (attached as Appendix C), and post it to our office.

9.5 To receive your license:

- Review Information Guide G1 (Applying for a new SPSV licence) and G6 (Changing a vehicle) at www.nationaltransport.ie;

- Purchase the approved suitable EV and prepare for the Initial Suitability Inspection. You will need an Irish vehicle registration number for the inspection;
- If you scrap an existing SPSV, you need to get a Certificate of Destruction from an official End of Life Vehicles Authorised Treatment Facility;
- If you need a new licence, complete the new vehicle licence application form (VL1) and post it to our office. We will review it and issue a Conditional Licence Offer for you. This offer will allow you to book the inspection;
- If you need a change of vehicle, complete an application for a Change of Vehicle according to Article 16 of the SPSV Regulations;
- Book an Initial Suitability Inspection at one of the SPSV inspection centres. When you have your license, submit the Grant Payment Form to our office.

9.6 When we confirm all information, we will issue the eSPSV Grant to your bank account within 20 Working Days.

10 Data protection

When processing your application, we collect and process your personal information. We will use it together with accessible records about the vehicle and the associated licence held by us.

We also use such information to perform our statutory oversight and enforcement functions in connection with the licensing of SPSVs and SPSV drivers. At www.nationaltransport.ie/further-information/spsv-privacy-statement you can get more details about:

- The personal data we collect
- How we use your personal data
- Individual rights about personal data
- How to exercise those rights

11 Compliance

We directly contact every Approved Applicant to ensure that the EV is used to provide the agreed Services.

12 Contact us

If you need any further information or help, please do contact us:

- Phone – 0818 064 000
- Email – espsvgrant@nationaltransport.ie

Glossary – A guide to the terms we use in this guide

Applicable Law

Any law applicable in the State without further enactment, including common law, statute, statutory instrument or orders made thereunder, proclamation, by-law, EU Directive, decision, regulation, rule, order, rule of court, instruments or delegated or subordinate legislation.

Applicant

A person (individual or a company with a designated driver proposed) who signs the application form eSPSV.

Application

The completed application form with all additional information.

Application Form

The application form used with an application under the scheme and available on the “Forms and Guides” section of NTA’s website.

Approved Applicant

An applicant who receives a Grant Offer Letter.

BEV

A battery electric vehicle.

Certificates of Destruction

The certificate issued by an End of Life Vehicle Authorised Treatment Facility in accordance with the European Union (End-of-Life) Regulations 2014 (SI No 281/2014) (as amended), the contents of which are noted on the NVDF.

Change of Vehicle

The replacement of a licensed SPSV with another licensed eSPSV.

Company

A company formed and registered under the Companies Act.

Data Protection Legislation

All applicable data protection law, including the General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679), the Data Protection Act 2018 and any regulations enacted thereunder and the European Communities (Electronic Communications Networks and Services) (Privacy and Electronic Communications) Regulations 2011.

***de minimis* Regulation**

Commission Regulation (EU) No 1407/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to *de minimis* aid (OJ L 352, 24.12.2013 p 1-8).

Department

The Department of Transport.

End of Life Vehicles Authorised Treatment Facility

A facility that is authorised to accept and process End-of-Life Vehicles in accordance with Applicable Law and a Waste Facility Permit.

End-of-Life Vehicle

As specified in the European Union (End-Of-Life) Regulations 2014 (SI No 281/2014) (as amended).

eSPSV

An EV licensed as an SPSV in accordance with any Applicable Law relating to SPSVs.

eSPSV Grant

The sum or sums of money made available by the Department to the Approved Applicant pursuant to, and in accordance with, the Grant Offer Letter and Grant Agreement.

EV

A BEV, FCEV or a PHEV.

Excluded Aid

As specified in the *de minimis* Regulation.

FCEV

A fuel cell electric vehicle.
<p>Grant Agreement</p> <p>The agreement between NTA and the Approved Applicant upon acceptance of the Grant Offer Letter.</p>
<p>Grant Offer Letter</p> <p>A letter in which NTA offers to provide an Approved Applicant with a grant subject to certain conditions, and which, upon acceptance of the Grant Offer Letter, is the Grant Agreement.</p>
<p>Grant Payment Form</p> <p>The form submitted by the Approved Applicant with all requested information under the Grant Agreement requesting payment of the eSPSV Grant in accordance with the Grant Agreement.</p>
<p>Initial Suitability Inspection</p> <p>An assessment for the licensing of a vehicle for use as an SPSV which determines that the vehicle meets the requirements as set out in the SPSV Regulations.</p>
<p>Maximum Available Amount</p> <p>The difference between:</p> <ul style="list-style-type: none"> • two hundred thousand euro (€200,000); and • the aggregate of any de minimis aid granted to you and your Affiliates during this financial year and the immediately previous two financial years (according to the de minimis Regulation or any other EU de minimis regulations, including but not limited to Regulation 360/2012).
<p>NTA</p> <p>The National Transport Authority.</p>
<p>NVDF</p> <p>The National Vehicle and Driver File.</p>
<p>Owner</p> <ul style="list-style-type: none"> • the registered owner of the eSPSV; or

- the person whom a member of An Garda Síochána or an officer of NTA can reasonably ascertain keeps or has possession or charge or control of the eSPSV, whether actual or constructive, including arising from a leasing or similar arrangement.

PHEV

A plug in the hybrid electric vehicle.

Scheme

This Electric Small Public Service Vehicle Grant Scheme 2022.

Service, or Services

means the carriage or intended carriage for reward of persons who travel while seated in a wheelchair, and other persons travelling with such person, in accordance with the SPSV Regulations.

Services Period

- the period of thirty-six months from the date of issue of the eSPSV Grant to the Approved Applicant's nominated bank account; and
- the period when it is impossible to use the Vehicle for the provision of Services due to damage or loss.

Single Undertaking

All enterprises having at least one of the following relationships with each other:

- One enterprise has a majority of the shareholders' or members' voting rights in another enterprise;
- One enterprise has the right to appoint or remove a majority of the members of the administrative, management or supervisory body of another enterprise;
- One enterprise has the right to exercise a dominant influence over another enterprise pursuant to a contract entered into with that enterprise or to a provision in its memorandum or articles of association;
- One enterprise, which is a shareholder in or member of another enterprise, controls alone, pursuant to an agreement with other shareholders in or members of that enterprise, a majority of shareholders' or members' voting rights in that enterprise,

provided that enterprises having any of the relationships through one or more other enterprises shall also be considered to be a single undertaking.

Small Public Service Vehicle, or SPSV

These terms have the meanings given to them in section 2 of the Taxi Regulation Acts 2013 and 2016.

SPSV Driver Licence

A licence to drive an SPSV granted to an individual in accordance with the SPSV Regulations.

SPSV Regulations

The Taxi Regulation (Small Public Service Vehicle) Regulations 2015 and 2016.

SPSV Vehicle Standards

The standards set out in Part 4 of the SPSV Regulations.

Tax

Any tax, levy, impost, duty, or other charge or withholding of a similar nature. It includes any penalty or interest due to failure to pay or delay in payment of any of them.

Vehicle

The EV being purchased by the Approved Applicant which is the subject of the eSPSV Grant.

Waste Facility Permit

A permit for the purposes of section 39, Waste Management Act 1996 and includes a waste permit granted under the Waste Management (Permit) Regulations 1998.

WAV

A wheelchair accessible vehicle in accordance with SPSV Regulations.

Working Day

A day (other than Saturday, Sunday, or public holiday) on which banks are open for general business in Ireland.