

Participant Package: 2024 CEM EVI and HEV-TCP Workshop

Electric Vehicle Charging Infrastructure: Bringing Together International Modelers and Analysts

October 22 - 24, 2024

Madrid, Spain

Hotel Santo Domingo

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Greetings,

We are delighted to welcome you our workshop hosted by the Clean Energy Ministerial (CEM) Electric Vehicles initiative and the International Energy Agency (IEA) Hybrid and Electric Vehicles Technical Collaboration Program (HEV-TCP), beginning on Tuesday, October 22nd until Thursday, October 24th, 2024, in Madrid, Spain.

This workshop will bring together technical experts for 2.5 days of curriculum focusing on data and modeling tools to assess future EV charging infrastructure needs. The curriculum will focus on both light-duty vehicles – with a particular focus on solutions providing equitable charging solutions that are as convenient for consumers who can install private residential chargers and those who cannot – and commercial medium-and -heavy duty vehicles.

Workshop Purpose and Objectives

EVI and HEV TCP are organizing a workshop to convene global modelers and analysts working on projecting EV charging infrastructure needs (i.e., how many charging stations are needed, of what kind, where, and when). This workshop will bring together technical experts for 2.5 days of curriculum focusing on data and modeling tools to assess future EV charging infrastructure needs. The curriculum will focus on both light-duty vehicles – with a particular focus on solutions providing equitable charging solutions that are as convenient for consumers who can install private residential chargers and those who cannot – and commercial medium-and -heavy duty vehicles.

The workshop will provide significant opportunity for participant engagement, including sessions to address participant challenges and opportunities for collaboration through new partnerships, peer-to-peer learning, and sharing existing resources. The workshop will be organized by the U.S. Department of Energy’s National Renewable Energy Laboratory (NREL) on behalf of EVI, and Urban Foresight and Spain’s Institute for Energy Diversification and Savings (IDEA) on behalf of HEV TCP. Subject matter experts from leading research institutions will be invited to participate to share tools, resources and perspectives. The workshop will both build connections in the global modeling community to enhance global availability of tools, data, and other forms of analysis as well as support governments in developing countries to deploy EV charging infrastructure through careful planning, finance, and implementation.

Outcomes

The workshop will support improved knowledge exchange and solidify best practices on EV charging infrastructure assessment by driving towards the following outcomes:

- Improved capacity for attendees to model, design, and plan EV charging infrastructure networks for passenger and commercial vehicles;

- Shared best practices and solutions for modelers and analysts to achieve near- and long-term goals through EV charging infrastructure modeling methodologies and data;
- Summarized collective insights and recommendations to support EV charging infrastructure planning efforts globally; and,
- Enhanced collaboration and partnerships between research institutions to improve or develop data, tools, and models that meet the needs of developing country stakeholders.

More information on the workshop agenda can be found here: <https://www.cleanenergyministerial.org/events/ev-charging-infrastructure-workshop/>.

Format and Preparation

The workshop is designed to be highly interactive offering the opportunity for participants to engage in various ways to share experiences, knowledge and explore opportunities for collaboration with other peers during and post-workshop.

The emphasis is on training and peer-to-peer learning that build capacity, explore innovative solutions, and strengthen collaboration to enhance EV charging infrastructure modeling, analysis, development, and implementation globally. By making the sessions as practical and solution focused as possible, the intention is that you will leave with several practical ideas that you can commit to action.

To make the most of the opportunity, and to enable you to share your own knowledge with others, we ask that you do some preparation. **Before the event:**

- Consult with colleagues in your country and/or institution to identify the approaches, challenges, and needs for learning, technical assistance, and cross-country collaboration on specific topics related to EV charging infrastructure. That way you can fully participate in table discussions with your peers and explore these collaborative opportunities.
- Identify 2-3 priority topics for learning and technical assistance related to EV charging infrastructure modeling, analysis, development, and implementation and communicate these priorities during the workshop.

During the event:

- Be ready and open to share your experience and approaches with other peers.
- Identify concrete areas where you will apply learning and resources obtained at the workshop and where you can increase engagement in the GCAP regional platforms, thematic areas and global activities.

After the event:

- Report back on how learning and connections made at this workshop is being applied to advance EV charging infrastructure in your country or at your institution.

Poster Session

The poster session (sometimes referred to as exhibition hall or marketplace) offers another opportunity for workshop participants to showcase their efforts on EV charging infrastructure. Exhibitors will be able to connect with peers to learn from one another and explore collaboration. The poster session will display a mix of international, regional and local initiatives from a variety of stakeholders.

Participants wanting to share information during the poster session shall limit their posters to 1 meter square (3 feet square). A limited number of tables will be provided for placing materials including brochures and computers, photos, and pop-up banners. Please bring your posters or other materials with you when you arrive to the workshop venue on October 23. CEM EVI staff will assist you in hanging your poster to the wall with tape or guide you to your table for other materials.

Logistics

Date and Time

The workshop programming will take place from 22 - 24 October 2024. Participants should arrive to the workshop space at 8:00 AM to receive their name badges and get settled. Each day, sessions will start at 8:30 - 9:00am and will continue until approximately 5:00pm.

Venue

The workshop will be held at the Hotel Santo Domingo located at Calle San Bernardo 1, 28013, Madrid, Spain

- Website: <https://hotelsantodomingo.es/en>
- Phone: +34 915 47 98 00
- Whatsapp: +34 915 47 98 00

Accommodations

Sponsored participants will have their accommodations booked directly by the sponsoring organization. Please contact the 2024evworkshop@nrel.gov if you have any questions.

Self-sponsored participants are responsible for making their own hotel reservations and are therefore advised to contact the hotel of their choice directly to make their booking as soon as possible. We highly recommend that you book a room at the workshop venue.

HOTEL OPTIONS:

Hotel Emperador Gran Vía

Address: Gran Vía, 53, 28013, Madrid

Telephone: +34 915 47 28 00

<https://www.emperadorhotel.com/es/>

Hotel Palacio San Martín

Address: Plaza San Martin, 5, Madrid

Telephone: +34 917 01 50 00

<https://www.intur.com/hotel-palacio-san-martin-madrid/>

Hotel Preciados

Address: Calle Preciados 37, Corner of Santo Domingo Square, 28013, Madrid

Telephone: +34 914 54 44 06

<https://preciadoshotel.com/>

Hotel Mayorazgo

Address: Flor Baja, 3, 28013, Madrid

Telephone: +34 915 47 26 00

<https://hotel-mayorazgo-madrid.hotel-ds.com/es/>

Hotel Santo Domingo

Address: Calle San Bernardo 1, 28013, Madrid, Spain

Telephone: +34 915 47 98 00

<https://hotelsantodomingo.es/es>

Hotel Opera

Address: Cuesta de Santo Domingo, 2, 28013, Madrid

Telephone: +34 915 41 28 00

<https://www.hotelopera.com/>

Espahotel Plaza de España

Address: Plaza de España, 7, 28008, Madrid

Telephone: +34 915 42 85 85

<https://www.espahotelplazaespana.es/>

Hotel Sardinero

Address: Plaza Alonso Martinez, 3, 28004, Madrid

Telephone: +34 912 06 21 60

<https://www.hotelsardineroMadrid.com/es/>

Hotel Europa

Address: Carmen, 4, 28013, Madrid

Telephone: +34 915 21 29 00

<https://www.hoteleuropa.eu/es/>

Hotel Casón del Tormes

Address: Del Río, 7, 28013, Madrid

Telephone: +34 915 41 97 46

<https://www.casondeltormes.com/es/>

Meals

Lunches and coffee breaks will be provided during the first two days of workshop. Dinner will be provided on Wednesday October 23rd.**

***For our U.S. Government. guests, the cost of refreshments is \$15 and the cost of lunch is \$37. Cash or checks are welcome, checks can be made payable to the Alliance for Sustainable Energy, LLC.*

Drinking Water

Tap water is safe to drink in Spain. Please use these to fill your water bottles or drinking glasses. Water bottles in the hotel room are not complimentary and participants will be expected to cover the costs of these bottles if consumed.

Dress Code

The dress code for the workshop is business casual. Dinners are casual. Formal dress is not required. Participants are recommended to bring comfortable shoes for walking during the site visit to the Sustainable Mobility Hub Canalejas 360.

Registration and Identification Badges

Participants are asked to register and obtain identification badges at the registration desk prior to the opening of the workshop. Registration will start at 8:00 AM on 22 October 2024 at the workshop venue. Kindly bring identification on the first day of the workshop.

Language

The meeting will be held in English.

Visa and Entry Information for Spain

Participants are responsible for obtaining their own visa (including any transit visas) as needed. Please kindly verify if you require a visa to enter Spain.

We strongly advise participants to contact the appropriate embassy/high commission/honorary consulate as soon as possible in their home countries or stationed abroad immediately for more information on visa requirements.

Ground Transportation in Spain

For sponsored participants, ground transportation to/from the airport to the workshop venue will be available at pre-determined dates/times to be announced in the days prior to the workshop. Workshop organizers are not able to provide ground transportation outside of those scheduled dates/times.

Taxis and Ubers are readily available at your own cost. The hotel is 21 minutes from the MAD airport by car, 3 minutes' walk from a small grocery/market, and 10 minutes' walk from the center of Madrid. The Puerta del Sol, Plaza Mayor, the Royal Palace and the Plaza de España are less than 500 metres away from the hotel. The Prado Museum, the Reina Sofía Museum, Retiro Park and Santiago Bernabeu Stadium are only 15 minutes away by metro.

Travel Support

For CEM EVI sponsored participants, if any issues arise during the travel process, please contact:

Daria Antle

- WhatsApp: +1 210 324 2808
- Daria.antle@culmen.com

For other sponsored participants, please reach out to your sponsoring entity to determine the best path forwards.

Insurance

The workshop co-organizers are **not** responsible for medical, accident and travel insurance. Participants are strongly recommended to obtain comprehensive international travel and medical insurance to cover the full duration of your trip from departure to return to your home country. Please check your country's travel advice for travelling to Spain.

Vaccines

It is the responsibility of participants to determine and obtain the necessary vaccines for entry into Spain. General vaccination recommendations, as well as some specific recommendations for Spain can be found here:

https://cdn.who.int/media/docs/default-source/travel-and-health/vaccination-requirements-and-who-recommendations-ith-2022-country-list.pdf?sfvrsn=be429f2_4&download=true.

Currency

The currency in Spain is the Euro (€). Credit cards are widely accepted. Money exchange facilities are available around the city. Please check with your bank/ credit/ debit card company to see whether you can use your card(s) in the ATMs in Madrid. Please also note that there is no ATM in the hotel.

Weather

The temperature in Madrid during mid to late October ranges from 12°C to 22°C (54°F to 72°F). Due to the climate the city generally experiences a dry October with low humidity levels, but rain is always possible so please pack accordingly.

Time

The time zone for Madrid is Central European Summer Time (CEST or UTC +2).

Electricity

For Spain there are two associated plug types, types C and F, both of which have two round pins. Spain operates on a 230V supply with a frequency of 50 Hz, so if you're coming from a country where the standard voltage is 110V you'll need a voltage converter for devices that are not dual voltage.

Tipping

According to the event hotel, in Spain tipping is not common or expected. But in case you want recognize somehow the services provided, it will be according to how much you think your was experience worth. Some companies have internal polices that prohibit employees from receiving tips, something to keep in mind in case someone refuses to accept a tip.

Personal Safety Recommendations

Workshop organizers are **not** responsible for personal belongings. Please be vigilant of your personal safety and belongings by keeping these common safety tips in mind:

- Take precautions in public places and main tourist attractions
- Keep valuables (money, jewelry, camera) to a minimum and deposit valuables in hotel safety deposit box.
- Make a copy of your passport, insurance papers and any other important documents and keep them separately from the originals.
- Be wary of suspicious situations. Be aware of techniques used by scammers, such as exchanging fake banknotes, credit card scams, offering goods well below market value, among others. Be wary of suspicious situations to avoid falling into traps. When in doubt, seek safe guidance.
- Accredited tourist guides do not approach tourists on public roads. Choose official operators, agencies and professionals. Choose safe services, such as public transport, taxis and other means.
- Download important content and media in advance. In some border areas, the cell phone network may not work.

Important Telephone Numbers

- General Emergency: 999 or 112
- Ambulance: 061
- Fire brigade: 080
- National police: 091
- Local police: 092

Things To Do

1. Visit the Royal Palace of Madrid (Palacio Real)

The Royal Palace is the official residence of the Spanish royal family, though they do not currently live there. It features over 3,000 rooms, including the Throne Room and the Royal Armory. The surrounding Sabatini Gardens and Campo del Moro Park offer a tranquil escape from the city's hustle.

2. Explore the Prado Museum

The Prado Museum is one of the most significant art museums in the world, boasting a vast collection of European art from the 12th to the 20th century. Highlights include masterpieces by Goya, Velázquez, and Titian. Plan a few hours to fully appreciate its extensive collection.

3. Stroll through Retiro Park (Parque del Retiro)

Retiro Park is Madrid's largest and most beloved green space, perfect for a relaxing afternoon. You can rent a boat on the lake or explore the stunning Crystal Palace, which often hosts temporary art exhibitions. The park's also features a Rose Garden and numerous sculptures.

4. Admire the art at the Reina Sofia Museum

The Reina Sofia Museum is renowned for its impressive collection of modern and contemporary art, focusing on Spanish masters like Picasso and Dalí. Picasso's "Guernica" is the museum's most famous piece, depicting the horrors of war.

5. Walk through Plaza Mayor

The Plaza Mayor is one of Madrid's most famous squares, surrounded by impressive 17th-century buildings. Once the site of markets, bullfights, and public events, it now hosts outdoor cafés where you can enjoy a coffee while people-watching. The bronze statue of King Philip III stands at its center.

6. Visit the Temple of Debod

The Temple of Debod is an ancient Egyptian temple that was dismantled and rebuilt in Madrid. Situated in the Cuartel de la Montaña Park, it offers panoramic views of the city. The temple's interior is also open for visits, providing insights into its history.

7. Explore the Thyssen-Bornemisza Museum

The Thyssen-Bornemisza Museum offers a collection of European art, spanning eight centuries, from the Gothic period to the avant-garde. It is known for its mix of art, with works by artists like Rembrandt, Van Gogh, and Picasso. Together with the Prado and Reina Sofia, it forms Madrid's "Golden Triangle of Art."

8. Tour the Royal Theater (Teatro Real)

The Royal Theater is one of the most important opera houses in Europe, located just opposite the Royal Palace. You can take guided tours that explore its interior, including backstage areas, workshops, and rehearsal rooms. If time permits, you can try to catch an opera performance.

9. Visit the Santiago Bernabéu Stadium

The Santiago Bernabéu Stadium is home to Real Madrid, one of the world's most famous football clubs. A stadium tour lets you explore the locker rooms, the pitch, and the trophy room, which showcases the club's many achievements.

10. See a Flamenco show

You can experience authentic flamenco dance, a passionate mix of dance, singing, and guitar at venues like Corral de la Morería which offer dinner shows, giving you a chance to enjoy Spanish cuisine while watching the performance.

Workshop Organizers and Information

For more information on the EV Charging Infrastructure workshop, please visit:

<https://www.cleanenergyministerial.org/events/ev-charging-infrastructure-workshop/>.

If you have any queries about the workshop, please do not hesitate to contact:

- Holly Darrow at Holly.Darrow@nrel.gov and tel./WhatsApp: +1.303.502.6994

High-Level Workshop Agenda

Day 1: October 22, 2024

Time	Event
8:30	Participant Arrival, Pick Up Name Badges, Get Settled
9:00	Official Welcome and Opening <i>Diana Galperin, U.S. Department of Energy</i>
9:05	Organizing Partner Introductions <i>Isabel Del Olmo, IDAE, Carol Burelle, HEV-TCP, Sacha Sheffer, CEM-EVI</i> Brief introductions from representatives of the three organizing partners for this workshop – Instituto para la Diversificación y Ahorro de la Energía (IDAE), Hybrid and Electric Vehicle Technology Collaboration Programme (HEV-TCP), and the Clean Energy Ministerial Electric Vehicles Initiative (CEM-EVI).
9:25	Global State of EV Charging Markets and the Role of International Collaboration <i>Elizabeth Connelly, International Energy Agency</i> This presentation will highlight the state of EV charging globally.
9:50	Participant Introductory Exercise <i>Holly Darrow, National Renewable Energy Laboratory</i>
10:00	Coffee Break (+ Introductory Exercise)

10:30	Overview – Day 1 Agenda and Objectives <i>Holly Darrow, National Renewable Energy Laboratory</i>
10:45	Panel: Global Perspectives and Applications for EV Charging Infrastructure Modeling <i>Michael Weismiller, U.S. Department of Energy; Fatih Furkan Dogan, Türkiye Ministry of Transport; Sky Liu, China SAE; Adrian Ramirez-Nafarrate, Tecnológico de Monterrey</i> <i>Moderator: Maria Vicente Garcia, IRENA</i> This panel will explore diverse approaches to EV charging infrastructure modeling, with insights from global experts. Participants will discuss real-world use cases, highlighting how different markets are leveraging modeling to plan for current and future EV charging needs.
12:00	Working Lunch: ICCT Guide Review and Analysis of Gaps <i>Marie Rajon Bernard, International Council on Clean Transportation</i>
1:00	Interactive Presentation: Overview of Passenger EV Charging Infrastructure Modeling Concepts and Techniques <i>Eric Wood, National Renewable Energy Laboratory</i> This presentation will provide an overview of essential concepts and techniques for modeling passenger EV charging infrastructure globally. Network design topics such as balancing coverage vs. capacity, the roles of public, semi-public, and private infrastructure, en-route vs. destination charging, and estimating home charging access will be explored. Audience engagement is encouraged through interactive polling, providing real-time feedback on these topics.

2:00	<p>Panel: Modeling Equitable EV Charging Solutions for All</p> <p><i>Sione Misi, MEIDECC-Tonga; Kwasi Bona Otuo-Srebour, Driver Vehicle and Licensing Authority, Ghana; Arturo Perez de Lucia, Avere; Joann Zhou, Argonne National Laboratory</i></p> <p><i>Moderator: David Beeton, Urban Foresights</i></p> <p>This panel will explore how modeling can shape equitable EV charging infrastructure to serve diverse and underserved communities. Panelists will discuss strategies for ensuring fair access to charging, share best practices for addressing equity challenges, and examine the role of data and models in overcoming barriers to equitable infrastructure deployment.</p>
3:15	<p>Break</p>
3:45	<p>Lightning Talks: From Modeling to Deployment – Success Stories and Lessons Learned</p> <p><i>Sacha Scheffer, CEM-EVI; Mariola Panzuela, C40 Cities; David Mugambi Ungu, Kenya Power and Lighting Company; Manuel Pena Munoz, Fujitsu Research Europe; John Anderson, DLR</i></p> <p>Select speakers will present a 5-minute case study or success story related to the deployment of EV charging infrastructure, covering topics such as government policies, incentives, public-private partnerships, or innovative business models. Each presentation will be followed by a 5-minute Q&A session.</p>
5:10	<p>Day 1 Debrief and Key Takeaways</p> <p><i>Moderator: Mike Weismiller, U.S. Department of Energy</i></p>
5:40	<p>Event Close</p>

Day 2: October 23, 2024

Time	Event
8:00	Participant Arrival, Pick Up Name Badges, Get Settled
8:30	Welcome and Reflections on Day 1 <i>David Beeton, HEV-TCP</i>
8:45	Overview – Day 2 Agenda and Objectives <i>Diana Galperin, U.S. Department of Energy</i>
9:00	Interactive Presentation: Overview of Commercial EV Charging Infrastructure Modeling Concepts and Techniques <i>Brennan Borlaug, National Renewable Energy Laboratory</i> This presentation will provide an overview of essential concepts and techniques for modeling commercial EV charging infrastructure globally. Network design topics such as phased public infrastructure deployment, port sharing within and across fleets, en-route charging power requirements, and estimating depot charging access will be explored. Audience engagement is encouraged through interactive polling, providing real-time feedback on these topics.
10:00	Coffee Break (+ Voluntary Poster Session)
10:45	Panel: Alternative EV Charging Solutions – Battery Swapping, Wireless Charging, and Beyond <i>David Daniels, VTI; Xiao Lin, Task 48</i> <i>Moderator: Pierpaolo Cazzola, University of California Davis</i> This session will explore innovative alternatives to traditional plug-in charging methods, such as battery swapping stations and dynamic wireless charging systems. Panelists will discuss the potential of these technologies to complement or replace conventional

	<p>infrastructure, addressing key challenges like scalability, cost, and integration with existing systems. The session aims to provide insights on how these solutions could reshape EV infrastructure deployment in different regional and market contexts.</p>
12:00	<p>Working Lunch: Topic to be announced <i>Adrian Serna Tamez, CALSTART</i></p>
1:00	<p>EV Charging Infrastructure Modeling Gaps and Potential Solutions <i>Eric Wood, National Renewable Energy Laboratory</i></p> <p>2-4-8-All Exercise: Participants will begin discussions in pairs, gradually forming larger groups to work through a series of guided questions focused on identifying gaps and exploring potential solutions for EV charging infrastructure modeling.</p>
2:30	<p>Day 2 Debrief and Key Takeaways <i>Diana Galperin and Mike Weismiller, U.S. Department of Energy</i></p>
3:00	<p>Site Visit: Sustainable Mobility Hub Canalejas 360</p> <p>After a brief presentation by the Municipal Transportation Company at the hotel, we will start a Walk through the vibrant city center of Madrid with a visit to the Canalejas 360 Mobility Hub.</p> <p>While walking to the lively “Puerta del Sol”, the iconic pedestrianized square that serves as the geographical center of the city, the participants will learn more about the zero emissions zones of Madrid and some of the projects the city is working on.</p> <p>One of these projects is the Mobility Hub Canalejas which we will visit together with one of the directors. The Hub, due to its features and capacities, takes another step forward in electrification and becoming an infrastructure that responds to Madrid's mobility planning</p>

and management needs. The underground infrastructure is a benchmark space for sustainable mobility in general and electromobility in particular offering state-of-the-art ultra-fast chargers while integrating all mobility and last-mile distribution services in the capital.

Other useful information:

- Simultaneous translation will be offered during the whole visit through audio guides.
- Dynamics of the visit: The group of attendees will be divided into two groups to carry out the technical visit. While one group visits the hub, the other will go on a sightseeing tour of the historic center of Madrid and then the groups will exchange.
- Duration of the visit: 3 h
- The entire visit will be done walking

6:00 **Event close**

8:00 **Dinner**

A dinner will be offered to all those attending the workshop, hosted by IDAE.

Meeting point: At 8:00 pm, at “Los Galayos” restaurant

Location: Historic center of Madrid, in the Plaza Mayor itself.

C/ Botoneras, 5-Plaza Mayor, 1- 28012 Madrid

11-13 min walking from Hotel Santo Domingo

About the Restaurant: Los Galayos is a family business that has offered traditional cuisine renovated since 1894. This restaurant has an earned reputation for its traditional cuisine. Uses top quality raw materials. Many awards awarded, some to mention: Award for the best traditional cuisine restaurant in 2012 by the Metropolis Guide and in 2013 the National Award for the Best Hospitality Company by the FEHR. Likewise recognition for their dishes, during 2014 second prize for the best tapa at the Mahou Flavor Market and award

for the best tapa according to the Professional jury of the Devora Tapas Madrileña Route. In 2015, third prize for the best tapa at the Mahou Flavor Market. In 2016, the Gato Award for the terrace with the best gastronomic proposal.

Day 3: October 24, 2024

Time	Event
8:00	Participant Arrival, Pick Up Name Badges, Get Settled
9:00	Day 3 Agenda, Reflections on Days 1 & 2 <i>Brennan Borlaug, NREL</i>
9:20	Interactive Discussion: What's Next? <i>Diana Galperin, US Department of Energy</i>
9:50	Closing Remarks <i>Diana Galperin, US Department of Energy</i>
10:00	Break
10:30	Technical Assistance 'Speed Dating' <i>Brennan Borlaug, NREL, Elizabeth Connelly, IEA, Adrian Serna Tamez, CALSTART, Joann Zhou and James Miller, ANL</i> Technical experts from international organizations and research institutions will be available to address questions, give walkthroughs for specific tools/models, discuss opportunities for collaboration, and provide one-on-one technical assistance.
12:30	Official Event Close