

North Coast Unified Air Quality Management District Rural School Bus Pilot Project Application Package

According to the US EPA, more than half of today's school buses have been in service for over a decade. These older school buses emit twice as much pollution per mile as a semi-truck. Consequently, health risks for students, especially younger children, increase significantly because their respiratory systems are still developing. The main goal of this grant program is accelerating the turnover of California school bus fleets to lower carbon transportation choices, especially in rural school districts who have less access to other funding sources.



Application Process

The application process takes place in two-phases. Application Part A collects basic information about the applicant and desired technology type. This application is used for initial project ranking and selection. Application Part B requires in-depth information about the new school bus selected and required documentation. Part B is only sent to applicants selected for funding. The two-part application process was intended to limit the burden on the applicant and the school bus vendors/dealers.

Applicants must complete Application Part A and return it to the North Coast Unified Air Quality Management District (NCUAQMD) during the open application period, June 20, 2018 through August 10, 2018.



Please submit the application using the online application submittal page listed below:

<http://www.ncuaqmd.org/index.php?page=rural.school.bus>

Applications may also be accepted by mail (post marks accepted) or emailed. Faxed Applications will not be accepted.

Applications may be mailed to:
NCUAQMD
Attn: Rural School Bus Pilot Project
707 L Street
Eureka, CA 95501

Or Emailed to:
ruralschoolbus@ncuaqmd.org
Subject: Application Submittal

Please be aware: You may not change technology type of the New School Bus once you have submitted an application.

Eligible Applicants Include:

- California Public School Districts
- California Public Charter Schools
- Joint Power Authorities (JPA's)
- County Offices of Education
- Division of State Special Schools of the State Department of Education

To be Eligible, applicants must own their school bus which must be 20 years old or older to receive funding.

Project Types

Applicants may select from the following replacement project types:

- **Zero-Emission school bus:** Under this option, funding is available for the purchase of a new, Zero-Emission school bus (fuel cell or battery electric). Additional funds are available to assist with the purchase of electric school bus infrastructure. This option does not require the old bus identified in Application Part A to be dismantled, if designated as a back-up school bus, thereby allowing fleet expansion.
- **Hybrid or Internal Combustion Engine school bus:** In this option, the old school bus listed in Application Part A is replaced with a new school bus and the old bus is dismantled. The new school bus may be either a hybrid or internal combustion engine vehicle. This option requires the use of renewable fuels.

The applications submitted this year will be used to create an eligibility list for multiple years of the program. Applicants may apply for up to 12 projects, in either project category. A separate application (Part A) is required for each old bus. Applicants may be awarded a maximum of three



Zero-Emission projects per funding year. Hybrid or Internal Combustion Engine school bus replacement projects are limited to one award per funding year.

Funding amounts

New School Bus Technology	Maximum Funding Level
Hybrid and internal combustion engine school buses and available incremental renewable fuel costs	\$165,000 (includes school bus, taxes, and incremental renewable fuel costs)
Zero-Emission school buses	\$400,000
Electric school bus infrastructure	\$5,000

Eligibility Criteria and Program Requirements

Baseline “Old School Bus”:

- Chassis must be 20 years old or older to receive funding (non-engine portion of the bus)
- Must be owned by the applicant
- Gross Vehicle Weight Rating (GVWR): greater than 14,000 pounds GVWR
- Current CHP Certification
- For Hybrid and Internal Combustion projects, the old school bus is required to be dismantled. Dismantled means the old school bus is permanently and irreversibly incapable of functioning as originally intended.
- For Zero-Emission projects, the old school bus is required to be designated as a back-up school bus or be dismantled.

New School Bus:

- All new school bus engines must be certified by CARB for sale in California, comply with durability and warranty requirements, and be the current model year available.
- New school buses must be delivered and operational no later than February 1, 2021.
- New school buses purchased under this program must be operated and maintained according to the manufacturer’s warranty specifications.
- New school buses must be owned and operated by the grant recipient for a minimum of three (3) years.
- New school buses must receive CHP Safety Certification before being placed in active service.
- For hybrid or internal combustion engines projects, grant recipient must purchase enough renewable fuel to power the bus for the mileage accumulated during the three year project life.
- New school buses with internal combustion engines are eligible for replacement funding if the engine’s emissions meet the following standards: 0.20 grams per brake horse power-hour (g/bhp-hr) oxides of nitrogen emission standard and 0.01 g/bhp-hr particulate matter standard.



Rural School Bus Pilot Project Application Part A

Applicant Information

School District or JPA:	Contact Name, Title:	
Mailing address:		
City:	State:	Zip Code:
Physical address:		
City:	State:	Zip Code:
School or JPA Phone:	Contact Phone:	
Local Air District:	Email Address:	
Type of Applicant: <input type="checkbox"/> Public School District <input type="checkbox"/> Charter School District <input type="checkbox"/> JPA <input type="checkbox"/> County Office of Education <input type="checkbox"/> Division of State Special Schools of the State Department of Education		

New School Bus Technology Type

Technology Type applying for : <input type="checkbox"/> Zero-Emission <input type="checkbox"/> Hybrid or Internal Combustion Engine Using Renewable Fuel
Zero-Emission Projects Only: Are you applying for infrastructure costs: <input type="checkbox"/> Yes <input type="checkbox"/> No Have you verified this technology will work for your route: <input type="checkbox"/> Yes <input type="checkbox"/> No
Hybrid or Internal Combustion Engine Projects Only: What Fuel type will you be applying for: <input type="checkbox"/> Diesel <input type="checkbox"/> CNG <input type="checkbox"/> Propane Have you verified the availability of RENEWABLE FUEL: <input type="checkbox"/> Yes <input type="checkbox"/> No
Total Grant Funding Requested: \$

Funding Disclosure

Has the engine or vehicle in this application been considered for or awarded replacement or retrofit funding? <input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, please give the agency name, status of application or agreement and funding amount requested/awarded:

Baseline School Bus (“old school bus”)

Vehicle Identification Number (VIN):		School Bus Type: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D	
Vehicle Manufacturer:	Model:	Year:	
Gross Vehicle Weight Rating (GVWR):	License Plate Number:	Fuel Type:	
Name of Registered Owner:		Horse power:	
Engine Manufacturer:	Engine Model:	Engine Year:	
Engine Serial Number:	Current Odometer Reading:	Is this school bus currently CHP Certified: <input type="checkbox"/> Yes <input type="checkbox"/> No	
School Bus Storage Address:			
Miles Traveled Last School Year:	Has the engine ever been replaced in this bus: <input type="checkbox"/> Yes <input type="checkbox"/> No	Has the odometer ever been replaced in this bus: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Total Engine Mileage:	Please Note: Project ranking is determined by the total mileage of the “old school bus” (chassis). Total engine mileage is collected for informative purposes only. If the odometer or engine has been replaced the Applicant must provide records to demonstrate old school bus mileage, should they be selected for funding. Only mileage that is verifiable will be accepted.		
Total “old school bus” mileage:			

Total Number of Applications being submitted, including this application (must be 12 or less):
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I hereby certify that all information provided in this application are true and correct. I understand that this application is for evaluation purposes only and does not guarantee project funding. I certify that to the best of my knowledge, the information contained in this application and in any documentation accompanying this application or submitted in furtherance of this application is true and accurate. I certify that I have the legal authority to apply for funding on behalf of the applicant entity and that I am authorized to sign this application on behalf of applicant.

Printed name of representative:	Title:
Signature of representative:	Date:



Project Evaluation and Selection Process

All projects must meet the minimum requirements stated in the Air Quality Improvement Program (AQIP) and Low Carbon Transportation Investments (LCTI) from the Greenhouse Gas Emission Reduction Fund Rural School Bus Pilot Project (RSBPP) Grant Agreement. This document can be found on the NCUAQMD website at the address below:

<http://www.ncuaqmd.org/index.php?page=rural.school.bus>

Applications received will be ranked based on the size of the air district they are located in, age of the old school bus, and mileage of the old school bus. Projects will be selected in order of their ranking, until funding has been exhausted. Priority ranking is given to school districts located within the boundaries of a small air district, as defined by the California Air Pollution Control Officers Association (CAPCOA). A listing of Air Districts are available here:

<http://www.ncuaqmd.org/files/List%20of%20Air%20Districts.pdf>

Application Part B

If initially selected for funding, applicants will be required to complete Application Part B within 30 days, and submit it to the NCUAQMD. Application Part B will require the following documentation to be considered a complete application:

- Board Resolution: A resolution from the school district or JPA governing board authorizing submittal of the application and identifying the individual authorized to implement and administer the project.
- A Copy of the current CHP Safety Certification (CHP form 292)
- A Copy of Current DMV School Bus Registration
- A Photo of the School Bus Manufacturers ID Tag clearly showing the VIN and GVWR
- A Photo of the Engine Serial Number and Model Year
- A Vendor Quote for the New School Bus
- Proof of Availability of Renewable Fuel (if applicable)
- An installation and material quote for electric charging infrastructure (if applicable). Installation quote must include the contractor's license number.
- CARB Executive Order showing new school bus engine meets required emission criteria

Once the information provided in Application Part B has been verified, the applicant will be required to enter into a 3-year agreement with the NCUAQMD. Agreements must be signed by both parties before the applicant may order a new school bus.

Failure to comply with this requirement will disqualify the applicant. A violation of any agreement term or condition may require the grant recipient to repay all or a portion of the grant award.

Post-Award Process

1. The grant recipient will have 30 calendar days from execution of the contract to place a purchase order for the new vehicle and/or equipment. The grant recipient must submit a copy of the purchase order for the bus and charging equipment (if applicable) to the NCUAQMD within 10 days of submitting the purchase order(s). Failure to provide a purchase order within 10 days may result in termination of the grant award and agreement.
2. The grant recipient must provide a written notification to the NCUAQMD of new school bus delivery, within 10 days of receiving the new school bus.
3. The grant recipient will be required to complete and submit a Dismantler Certification Form (if applicable), an Old Bus Designation Form (if applicable), and a Reimbursement Request Form with required documentation and photos, within 60 days of receiving the new school bus.
4. The NCUAQMD will complete submittals within 10 days of receipt, and payment for complete projects will be made within an additional 10 days, provided all requirements for payment have been met.

Annual Reporting Requirement

Grant recipients will be required to submit annual reporting to the NCUAQMD at 12, 24, and 36 month intervals, after the new school bus has been put into active service. The school bus will be considered in “active service” on the date the new school bus receives CHP certification. The grant recipients will be required to report the following information: mileage (odometer reading), maintenance, CHP certification status, renewable fuel quantities purchased and costs, at minimum. **The District will require the grant recipient to record the odometer reading of the new school bus at two dates each year: 1) The anniversary date the new school bus was placed into active service; and 2) On December 31st of each year.**

Renewable fuel purchase quantities will be verified using information and documentation provided with the required annual report. The grant recipient may request funds for incremental renewable fuel costs when they submit annual reporting. Requests must be received no later than March 1, 2021. Incremental renewable fuel costs accrued after this date are the sole responsibility of the grant recipients.

Questions?

If you have any questions or would like any additional information please contact the NCUAQMD by email at ruralschoolbus@ncaaqmd.org or by phone at (707) 443-3093.