



CLEAN CARS FOR ALL

****SAMPLE DOCUMENT****

This document is for reference purposes only and may differ from the version received after applying to the program.

Clean Cars for All Program Terms & Conditions

Participant Eligibility

Participant must be the legal owner of the vehicle listed on their application, must live in a qualifying zip code, must live within the Bay Area Air Quality Management District's (Air District) jurisdiction, and must have an income at or below 400% of the current Federal Poverty Level as defined by the U.S. Department of Health and Human Services. Proof of vehicle ownership, residence, AND income acceptable to the Air District are required.

Participant may submit one application per household and lifetime. Household is defined as all individuals included in the tax return submitted in the Clean Cars for All (CCFA) application, household individuals included in the income affidavit, or household individuals included in any other income verification documents. Participant may not receive more than one grant per vehicle owner or joint vehicle owner even if owners are not in the same household.

Participants who received funding from Clean Vehicle Assistance Program, Driving Clean Assistance Program, Clean Cars 4 All Sacramento, Replace Your Ride, Tune-in & Tune-up, and Drive Clean in the San Joaquin or any other program deemed ineligible to be combined, stacked or received in addition to CCFA by the Air District or the California Air Resources Board are not eligible for the CCFA Program. Participants must retire their vehicle through Clean Cars for All and may not sell their vehicle or receive funding by retiring the same vehicle through the Consumer Assistance Program (CAP) or Vehicle Buy Back Program (VBB).

Income Eligibility

Participant must have an income at or below 400% of the current Federal Poverty Level as defined by the U.S. Department of Health and Human Services. Participant is required to submit tax return (Form 1040) or transcript documentation for the most recent year from the Internal Revenue Service (IRS) or the California State Franchise Tax Board to verify household income and number of persons in household, or alternative proof of income documentation with their application (i.e., CCFA Income Affidavit).

Retired Vehicle Eligibility

The vehicle to be retired must meet the following requirements:

- Currently registered to an individual with the California Department of Motor Vehicles (DMV) with a valid and unexpired registration sticker, or have all fees paid to the DMV and have a registration that has not been expired more than 120 days. Exceptions may be allowed, refer to Exceptions section below.
- Continuously registered in California with the DMV during the two consecutive years preceding the current registration expiration date, with no breaks in registration totaling more than 120 days. Exceptions may be allowed, refer to Exceptions section below.
- Gasoline or diesel-powered light or medium duty vehicle (up to 10,000 pounds Gross Vehicle Weight Rating [GVWR]).
- Model year must be 2005 or older.



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- Vehicle must be functioning. Participant may be required to undergo a tailpipe smog check test, completion of an Acceleration Simulation Mode (ASM) test or completion of a functionality test performed by the Air District, GRID Alternatives, or authorized dismantlers.

Title of the vehicle must be transferred to an authorized dismantler during the Post-Inspection.

Vehicles Not Eligible for Retirement

The following vehicles are not eligible to participate in the CCFA Program:

- Dismantled or salvaged vehicles that have not been reregistered pursuant to section 11519 of the Vehicle Code.
- Registered to a non-profit or business.
- Operated by a public agency or fleet licensed and registered pursuant to Health and Safety Code sections 44019 and 44020.
- Undergoing a transfer of ownership.

Exceptions

An unregistered vehicle or currently registered vehicle not meeting the Retired Vehicle Eligibility may also be eligible if proven to have been driven primarily in California for the last two years and not registered in any other state or country in the last two years. Documentation may include the following:

- Proof of insurance for two consecutive years, without lapses totaling more than 120 days; or
- Two invoices from an Automotive Repair Dealer registered with the Bureau of Automotive Repair. Invoices must be from two separate calendar years and the oldest may not be older than 24 months. Invoices must include the following:
 - Automotive Repair Dealer's valid registration number
 - Name and address of the Automotive Repair Dealer
 - Description of a repair or maintenance operation performed on the vehicle
 - Vehicle year, make, model and vehicle identification or license plate number matching the vehicle to be retired
 - Date of the repair or maintenance visit

Maximum Grants






Grants are limited to a maximum of \$12,000 per Participant for Participant and Participant household's lifetime. Grant amount is determined based on Participant income, zip code, the incentive type selected, and funding source.



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CCFA Grant Amounts

Hybrid Electric	Plug-in Hybrid	Battery Electric & Hydrogen Fuel Cell	Mobility Options	Public & Home Charging
				
\$5,000 - \$7,000	\$5,500 - \$9,500	\$5,500 - \$9,500	\$7,500	Up to \$2,000

The hybrid option can be made available to select grantees in qualifying zip codes at the Air District's discretion and depending on funding availability.

Participants who purchase or lease a plug-in hybrid or battery electric vehicle may be eligible for up to an additional \$2,000 in rebates towards a home charger, also referred to as Electric Vehicle Service Equipment (EVSE). See Home Charging Installation section below for more information. Participants who purchase or lease a plug-in hybrid or battery electric vehicle and cannot install a home charger may be eligible for a \$500 public charging card. Participants must request the public charging card within 60 days of purchasing a qualifying vehicle. EVSE and public charging are not guaranteed and is dependent on funding availability.

An additional \$500 may be awarded to Participants that purchase a plug-in hybrid, battery electric vehicle or fuel cell electric vehicle and that are enrolled in one of the following low-income programs:

- Bureau of Indian Affairs (BIA) General Assistance
- CalFresh/Supplemental Nutrition Assistance Program (SNAP)
- CalWORKS (TANF) or Tribal TANF
- Cash Assistance Program for Immigrants (CAPI)
- Free or Reduced National School Lunch Program
- Head Start Income Eligible (Tribal Only)
- Low Income Home Energy Assistance Program (LIHEAP)
- Supplemental Security Income (SSI)
- WIC - Women, Infants, and Children Supplemental Nutrition Program

This additional \$500 is only available for the 2021 application cycle for new applications submitted between January and June 2021. Participants who applied before or after this timeframe are not eligible. Participants need to provide proof of enrollment within 90 days of application date and documents must be deemed acceptable by Air District. The additional \$500 is subject to funding availability.

Project Documentation and Verification Process

Participation in the CCFA Program requires submittal of the following information/documentation: completed IRS Form W-9, two years of vehicle registration or acceptable proof of vehicle operation,



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vehicle certificate of title, most recent tax return or transcript documentation or acceptable proof of low income, proof of residency and current valid California Driver's license. The Air District will verify the project and Participant's eligibility using the information provided, however, additional information may be requested to verify the information contained in an application or a request for reimbursement.

Participant must respond to the Air District's requests for additional documentation or information within 14 calendar days or the application may be subject to cancellation.

Pre-Inspection

Participant must take their vehicle to be retired to an authorized dismantler for a Pre-Inspection. Participant has 14 days to complete a Pre-Inspection or the application may be cancelled. Participant agrees to allow the Air District or its agents access to their vehicle to perform the following functionality test:

Insert key, vehicle engine must start using keyed ignition system. In addition to the keyed ignition switch, ignition or fuel kill switch may be activated if required to start engine. The vehicle must start readily through ordinary means without the use of starting fluids or external booster batteries. The vehicle shall be driven forward for a minimum of 25 feet under its own power. The vehicle shall be driven in reverse for a minimum of 25 feet under its own power.

Participant agrees to allow the Air District or its agents to access their vehicle to perform the functionality test described under the Pre-Inspection section.

Approval of Award and Award Letter

The Air District or its designee will review applications and will approve eligible participants for grant funding. The Air District will issue an Award Letter to Participant once their application is approved. Participant must receive an Award Letter from the Air District before purchasing or leasing a vehicle at an authorized dealership. If Participant wishes to change the Clean Transportation Option on their Award Letter, they must contact the Air District to amend and issue a new award letter before purchasing or leasing a vehicle at an authorized dealership.

Award letters are only valid for 90 days from the date issued. Exemptions may be made on a case-by-case basis by the Air District. The Air District reserves the right to rescind award letters that have expired or for grantees that do not adhere to the Terms and Conditions.

Post-Inspection

Participant is responsible for bringing their vehicle to be retired to an authorized dismantler and may only complete the Post-Inspection and scrap their vehicle after an eligible replacement vehicle has been purchased or leased at an authorized CCFA dealership. Participant has 14 days after any return period has ended for the leased or purchased vehicle to complete the Post-Inspection and scrap their vehicle. For Participants that choose a Mobility Option, Participant agrees to scrap their old vehicle at an authorized dismantler within 30 days after receiving the Award Letter. Participants that complete a Post-Inspection early or scrap their vehicle early may be ineligible for funding. The Air District is not responsible for any vehicles that are scrapped early or purchase a replacement vehicle that does not



meet the CCFA Terms & Conditions. The Post-Inspection should be performed at the same authorized dismantler that performs the Pre-Inspection. The vehicle has no trade-in value, cannot be sold, and can only be retired under the CCFA Program. The vehicle may not be retired through VBB or CAP. If Participant receives funding for retiring the same vehicle through VBB or CAP, they are ineligible for the CCFA Program and may need to repay any funding received through the CCFA Program.

Payment and Reimbursement Process

The grant funding is applied at the point of sale, similar to a cash down payment, and Participant is responsible for any remaining balance. The dealership will be reimbursed directly by the Air District for the grant amount. The grant amount cannot exceed the total purchase price of the vehicle. The Air District is entitled to and may seek repayment of the Grant Award, or a pro-rated portion of the Grant Award, from the Participant if the Participant fails to comply with the requirements in these Terms and Conditions.

Replacement Vehicle Eligibility

Eligible replacement vehicles are determined based on applicant zip code, and may include hybrids, plug-in hybrids, battery electric vehicles, and fuel cell electric vehicles. All hybrid replacement vehicles must have an Environmental Protection Agency (EPA) rated minimum of 35 miles per gallon (MPG, combined city and highway). Participant may purchase a new or used vehicle or lease a new vehicle from an [authorized dealer](#). Each dealership has at least one Dealership Contact trained on how to process Clean Cars for All grants. Participant must work with designated Dealership Contacts or their team. Authorized dealers provide a minimum 3-day return period for used vehicle purchases. Leased vehicles must be new, [Clean Vehicle Rebate Project eligible](#), and cannot be a hybrid. The sales or lease contract must have the Participant's name and address as listed on the Award letter. If the Participant moves, they must request an address change on their award letter, and the address must be in an eligible zip code. Replacement Vehicles must align with the following requirements:

- Match the Clean Transportation Option(s) listed in the Award Letter
- Registered in California
- Model must be eight (8) years old or newer
- Have less than 75,000 miles on the odometer, unless approved by Air District
- Have a sale price at or below \$48,000 (before fees, accessories, tax, etc.), unless approved by Air District
- Cannot have modifications to vehicles emissions control systems, hardware, software calibrations, or hybrid system
- Cannot have any open recalls
- If financed, must have interest rate below 16%



Home Charging Installation

Eligibility

Participant must have purchased or leased a plug-in hybrid or battery electric vehicle through the CCFA Program **and** must complete the Post-Inspection and scrap the old vehicle.

Acceptable Chargers

All home chargers must be a Level 2 charger that is supplied by a dedicated 208-volt or 240-volt supply circuit. The following items are eligible for reimbursement:

- Level 2 charger with minimum 16 amp output
- Labor costs to prepare site and install charger
- Permitting costs
- Panel and sub-panel upgrades
- Material costs including, but not limited to conduit, wire, breakers, and miscellaneous fittings and connectors

Installation Estimate

Participant must submit installation estimates to GRID Alternatives or the Air District within 60 days of purchasing an eligible vehicle and prior to installation. To receive approval, submit the Installation Estimate (see Home Electric Vehicle Charger Installation Manual, Attachment A) form along with the contractor's official estimate to cleancars@gridalternatives.org. Participant's full name and installation address should appear on the estimate.

Approval

Once Participant receives approval from GRID Alternatives or Air District staff to move ahead with installation, Participant may proceed with the licensed contractor that provided the estimate. If Participant decides to use a different contractor than the one Participant received approval for, Participant must submit a new Installation Estimate form to receive another approval. Minimal changes to project costs, home charger selection, and scope of work (e.g., additional electrical work necessary to the charger installation) after an estimate approval do not require resubmission as long as they meet program requirements and must be reflected on the Home Charging Invoice Summary Form (see Home Electric Vehicle Charger Installation Manual, Attachment C) and on supporting documents with the final reimbursement request.

Installation

Participant must complete all installations within 60 days of receiving approval. Exemptions may be granted on a case-by-case basis. Level 2 home chargers can be plugged into an existing 208-volt or 240-



volt NEMA outlet or Participant may install an outlet or have the charger directly hard wired to an electric service panel.

Any required permits must be secured, and any work done must be coordinated with utility companies and permitting agencies as required by state and local laws. Required permits and associated costs must be submitted in order to receive reimbursement.

Participant must either be the property owner of the residence where the charging station is installed or Participant must receive written permission from the property owner (e.g., landlord, homeowners association, etc.).

Licensed Contractors

Participant must use a contractor with a valid California State License Board (CSLB) C-10 or C-46 License and at least one electrician on each crew, at any given time, must hold an [Electric Vehicle Infrastructure Training Program \(EVITP\)](#) certification as required by [Public Utilities Code 740.20](#). The EVITP certification requirement does not apply to single-family home residential electric vehicle chargers that use an existing 208/240-volt outlet.

Installations performed by non-licensed contractors and contractors who are not EVITP certified are not eligible for reimbursement, unless approved by the Air District. Participant and household members may not perform any installations, even if they are a licensed contractor. Participant should check their [contractor's license number](#) and [EVITP certification number](#) to verify that it is current and active.

Participant will pay the licensed contractor directly for the invoice balance after the installation is completed. The Air District will not directly reimburse contractors and will directly reimburse Participant when a reimbursement request with all required documentation is submitted.

Reimbursement

Once a Level 2 home charger is installed, Participant must receive a valid itemized invoice and proof of payment from the licensed contractor. Participant must submit a completed Reimbursement Request Form (see Home Electric Vehicle Charger Installation Manual, Attachment B), Invoice Summary Form (see Home Electric Vehicle Charger Installation Manual, Attachment C), and supporting documents within 14 days of the installation completion date or final payment of the invoice. Exemptions will be evaluated on a case-by-case basis.

Participant must also submit a photo of the installed charger at their home. If Participant purchases a portable charger, the charger must be plugged into the existing NEMA outlet.

Reimbursements shall not exceed the final amount invoiced for the complete installation of a residential Level 2 home charger or \$2,000, whichever is less.



Reimbursement checks will be mailed out by the Air District within approximately 90 days of receiving a correctly filled out Reimbursement Request Form (see Home Electric Vehicle Charger Installation Manual, Attachment B) and required supporting documents.

Mobility Options

Mobility Options grant funding will be distributed via pre-paid cards (by Prepaid Expense Card Solutions, or PEX cards), that will be valid for either 30 months from the date on the Award Letter or until all funds are expended, whichever occurs sooner. Exceptions may be considered on a case-by-case basis at the Air District's discretion. Grantees may only use the funds on these cards for approved purchases under the mobility option program. **Participant that uses their PEX card for non-approved purchases must reimburse the Air District the funds spent on non-approved purchases and will forfeit their award.** Approved purchases under the mobility option program currently include Bay Area public transit fares through Clipper Card. E-bikes and select accessories are eligible, but require approval from Air District prior to any purchases being made.

Public Transit

Participant that selects the \$7,500 grant for public transit will be mailed a PEX card within approximately 30 days of their Award Letter issue date. The PEX card will be loaded with the full grant amount but will include a monthly spending limit of \$300 per person in the household. Household, as defined above, includes all individuals listed in the Participant tax return submitted in the CCFA Application or household members included in the Income Affidavit.

The PEX card can only be used to load funds onto a **Clipper Card** (clippercard.com), which must be used by Participant (and members of their household as indicated on their CCFA application) on any of the following Bay Area transit systems:

- AC Transit
- BART
- Caltrain
- City Coach
- County Connection
- Dumbarton Express
- FAST
- Golden Gate Transit and Ferry
- Marin Transit
- Muni
- Petaluma Transit
- SamTrans
- San Francisco Bay Ferry
- Santa Rosa CityBus
- SolTrans
- Sonoma County Transit
- Tri Delta Transit
- Union City Transit
- VINE
- VTA
- WestCAT
- Wheels

Participant agrees to not use PEX card for any purpose other than the purchase of public transit funds via Clipper Card to be used for public transit by Participant and members of their household unless Participant has selected, and the Air District has approved, pairing the Public Transit mobility option



with another mobility option, in which case funds may be used for both public transit and another Air District-approved mobility option.

After signing these Terms and Conditions, Participant will receive a CCFA Award letter that shows the selected Mobility Option. After receiving the Mobility Option Award Letter, Participant agrees to scrap their old vehicle at an Air District-authorized dismantler within 30 days, then the dismantler will submit proof that their vehicle was scrapped to the Air District. Exceptions to the 30-day requirement may be granted on a case-by-case basis. If the Air District does not receive proof that Participant's vehicle was scrapped, Participant agrees that Participant must return any spent grant funds to the Air District and will forfeit any remaining unspent grant award.

Use of PEX card for any purpose other than that allowed in this agreement is prohibited and Participant agrees to reimburse the Air District for any ineligible purchases. Participant agrees that the PEX card and Clipper cards may not be sold, nor can they be transferred to anyone outside of Participant's household. Participant agrees that failure to abide by all applicable guidelines in this Terms and Conditions, as well as the Mobility Options Manual will also result in forfeiture of any remaining funds in the grant award.

Electric Bicycles (E-bikes)

Participant is eligible for a maximum award of \$7,500 for the purchase of e-bike(s) and accessories. Participant must purchase an e-bike¹; no conversions, retrofits, bicycles, mopeds or scooters are allowed. Participant may purchase multiple e-bikes up to the number of people in their household as listed in their application. For example, a family of four may purchase up to four e-bikes, while an individual applicant with a household of one may only purchase one e-bike.

Participant may request a list of eligible accessories from the Air District. There are no restrictions on makes or models of e-bikes or accessories. There are no price caps on e-bikes or accessories. Any remaining grant after the purchase of e-bike and accessories will be automatically converted to the PEX card for public transportation (e.g., one e-bike for \$4,000 and a public transit card worth \$3,500). This will encourage transit use and discourage spending more than necessary on the e-bike(s).

Participant must own the e-bike and accessories purchased for 12 months. If the Air District becomes aware that Participant sells their e-bike or accessories, the Air District will review the situation on a case-by-case basis and may seek a pro-rated reimbursement of the e-bike and accessories from Participant.

After signing these Terms and Conditions, Participant will receive a CCFA Award letter that shows the e-bike selection. After receiving the Award Letter, Participant agrees to scrap their old vehicle at an Air District-authorized dismantler within 30 days, then the dismantler will submit proof that their vehicle

¹ An e-bike (or electric bicycle) is a bicycle equipped with fully operable pedals and an electric motor of less than 750 watts. Class 1, 2, and 3 electric bicycles as defined in [Assembly Bill 1096](#) and [Section 312.5](#) of the California Vehicle Code are all eligible.



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was scrapped to the Air District. Exceptions to the 30-day requirement may be granted on a case-by-case basis. If the Air District does not receive proof that Participant's vehicle was scrapped, Participant agrees that Participant must return any spent grant funds to the Air District and will forfeit any remaining unspent grant award.

Use of PEX card for any purpose other than that allowed in this agreement is prohibited and Participant agrees that Participant will be required to reimburse the Air District for any ineligible purchases. Participant agrees that the PEX card may not be sold, nor can it be transferred to anyone outside of Participant's household. Participant agrees that failure to abide by all applicable guidelines in this Terms and Conditions will also result in forfeiture of any remaining funds in the grant award.

Fraud

Participant is responsible for ensuring the accuracy of the information provided in their grant application and the required documentation submitted to the Air District. Submission of false information on any required documents may be considered a criminal offense and is punishable under penalty of perjury under the laws of the State of California. The Air District may recoup funds which were received based upon misinformation or fraud. The Air District retains the authority to prohibit any entity from participating in the Clean Cars for All Program due to non-compliance with project requirements or fraud. The Air District or its designee reserves the right to forward Participant information to the Franchise Tax Board or other appropriate agency. Participant should also be aware that the California False Claims Act permits the Attorney General to bring a civil law enforcement action to recover treble damages and civil penalties against any person who knowingly makes or uses a false statement or document to either obtain money or property from the State or avoid paying or transmitting money or property to the State.

IRS and Tax Compliance

The Air District will issue a 1099-G to all participants that receive \$600 or more in funding. Participants who receive a PEX card through the Mobility Options grant will be issued a 1099-G if \$600 or more is spent per calendar year for the duration of the 30-month operational period. Participant should report grant funding reported on their 1099-G as taxable income unless otherwise advised by a tax professional.

Reports

Participant agrees to submit an online report after receiving an award at 12 months, 24 months, and 30 months. Participant agrees to submit reports to the Air District within 14 days of the report due date.

Vehicle Ownership and Operation for 30 Months

Participant agrees to retain ownership of the replacement vehicle purchased or leased for a minimum of thirty (30) months from the date of purchase or lease. The vehicle must be registered in the State of California for duration of the 30-month ownership period. Participants must notify the Air District within 30 days if for any reason they are not able to meet the 30-month ownership requirement and may be required to repay a prorated amount of the grant.



Change of Address

Participant must notify the Air District within 30 days if they move or change their address within the 30-month ownership period

Extensions

Air District may grant extensions for deadlines to Participant on a case-by-case basis. Extensions are dependent on funding availability, necessity, and are not guaranteed.

Waitlists

Applying to the CCFA Program does not guarantee a grant. Grants are subject to available funding and applications may be cancelled or moved to a Waitlist if no funding is available. If funds become available, grants will be given to qualified participants on the waitlist on a first come, first served basis, but the Air District reserves the right to prioritize applications, based on objective factors, at its discretion. Participants on the waitlist must maintain eligibility for the program and the Air District may request additional information upon application review.

Indemnification and Assumption of Risk

Participant agrees to indemnify and defend the Air District and its Directors, employees, and agents against any and all claims, loss, damage, or liability that arises out of, or is in any way connected with, the installation or use of equipment purchased with Air District funds. In addition, Participant agrees to assume all risk of damage to property or injury to persons that may occur from equipment purchased or work conducted that was paid for with Air District funds.

Failure to provide true information or to adhere to any of the Clean Cars for All Program Terms and Conditions will result in forfeiture of the award. The Air District reserves the right to modify the Clean Cars for All Program Terms and Conditions at its discretion.