
Grant Application

2011 Lower-Emission School Bus Program Bus Replacement



**939 Ellis Street
San Francisco, CA 94109
February 2011**

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Introduction

The Lower-Emission School Bus Program (LESBP) provides financial incentives to replace older school buses and retrofit middle-age diesel school buses to reduce the exposure of school children to diesel-related emissions.

The Bay Area Air Quality Management District is currently accepting LESBP grant applications to purchase new, clean school buses to replace 1993 model year and older school buses. There are approximately \$5 million available to fund LESBP replacement projects. Funds will be awarded to qualifying projects on a competitive basis based on their location in a highly impacted community, as defined by the Air District's Community Air Risk Evaluation (CARE) program, and their cost-effectiveness. Applications for alternative-fueled and hybrid buses are strongly encouraged.

The following information provides an overview of the program requirements. The complete program Guidelines are available at the California Air Resources Board (ARB) website: <http://arb.ca.gov/bonds/schoolbus/guidelines/2008lesbp.pdf>. Advisories to clarify the Guidelines are available at: <http://www.arb.ca.gov/bonds/schoolbus/schoolbus.htm>. Applicants are encouraged to review the Guidelines and advisories in their entirety prior to preparing and submitting a grant application.

The deadline for submitting grant applications is 4 PM on April 29, 2011.

Who Can Apply

Public school districts in California that own their own buses are eligible to receive funding for the replacement of older school buses. Where a Joint Power Authorities (JPA) has been formed by several public school districts, and the JPA holds ownership of the school buses, then the JPA is also eligible to participate. School transportation contractors, non-profit agencies, private schools, and other private companies are *not* eligible to apply for school bus replacement funds.

ARB Regulation Affecting School Buses

In December 2010, ARB amended their regulation to significantly reduce emissions from existing on-road diesel vehicles, including school buses. More information is available at: <http://www.arb.ca.gov/msprog/onrdiesel/onrdiesel.htm>, or by calling ARB's diesel hotline at (866) 6DIESEL (866-634-3735).

It is the school bus owner's responsibility to understand the requirements of the ARB regulation and how the regulation affects their fleet. *The awarding of a LESBP grant in no way extends any regulatory compliance deadline.*

Schedule

April 29, 2011	Deadline for submission of grant applications
June 10, 2011 (tentative)	Applicants notified of grant awards
August 31, 2011 (tentative)	Contract for funding executed
April 1, 2012	Deadline to received replacement buses
May 1, 2012 (tentative)	Deadline for submission of payment request
June 30, 2012 (tentative)	Replacement buses and any associated infrastructure paid

Replaced Bus Requirements

1. Model year 1993 and older buses, including those repowered with newer engines, may be eligible for replacement.
2. Any bus with a model year 1993 and older engine may be eligible for replacement.¹
3. Only replacement, not fleet expansion, buses will be funded.
4. Replaced buses must have a gross vehicle weight rating (GVWR) greater than 14,000 pounds. To document the bus' GVWR, *a copy of the bus' data tag must be submitted along with the application*, preferably in electronic format.
5. A replaced bus must have California Highway Patrol (CHP) safety certification (CHP Form 292) as of December 31, 2005, and continuous certification from that point forward, including when a school district would be awarded funding to replace the bus. If there has been a lapse in the bus' certification in this time frame, provide the Air District with a written explanation for that lapse. Buses with a lapse in certification will be considered on a case-by-case basis. *Applicants must submit copies of CHP certification forms along with the application.*
6. All replaced buses must be currently registered with the Department of Motor Vehicles (DMV). *A copy of the DMV registration must be submitted to the Air District.*
7. A replaced bus must be dismantled, and engine scrapped, within 60 days of receipt of the replacement bus.

Replacement Bus Requirements

1. New diesel-fueled, alternative-fueled and hybrid buses with a GVWR greater than 14,000 pounds are eligible for funds.²
2. Replacement buses must be delivered by April 1, 2012. The Air District may reduce its grant by \$100 per day for every day a bus is delivered after the deadline.
3. Up to \$165,000 will be awarded to purchase a new diesel-fueled bus and up to \$170,000 will be awarded to purchase an alternative-fueled or hybrid bus. Program funds can only be used to purchase a new bus that is equipped with essential or standard equipment. *A bus vendor quote for the replacement bus must be submitted to the Air District.*
4. Up to \$14,000 per new alternative-fueled bus is available to fund infrastructure when no local or existing facilities are adequate to meet the needs of the replacement bus. *An explanation about the need for this infrastructure (including the current alternative-fuel infrastructure on-site, the number of alternative-fuel vehicles on-site and the distance to the nearest alternative-fuel station) and a cost quote must be submitted to the Air District.*
5. Replacement buses must meet the following emission criteria:

NO _x (g/bhp-hr)	PM (g/bhp-hr)
0.50 NO _x FEL	0.01

FEL: Family Emission Level, g/bhp-hr: grams per brake horsepower-hour

¹ If a bus was previously retrofitted with LESBP funds within the last five years, a prorated repayment to the Air District may be required.

² Alternative-fueled buses may be powered by natural gas, liquefied petroleum gas (LPG) or propane, electricity, methanol, or ethanol fuels.

6. Grantees must obtain a copy of the ARB certification Executive Order (EO) for the engine of the replacement bus from the school bus distributor and *supply a copy of the EO for the engine to the Air District.*
7. New buses purchased under this program must be operated and maintained according to the manufacturer's warranty specifications. In addition, these buses must be owned and operated by the grant recipient for a minimum of five (5) years and at least 90% of the operating hours or mileage of all purchased buses must occur within the geographical boundaries of the Air District. The Air District may require repayment of grant funds if a grantee sells, or otherwise discontinues use of a bus purchased under this program.

Matching Funds Requirement

Although matching funds are not required, grantees are responsible for any costs over the Air District's award.

Authorizing Resolution Requirement

Grant applications must include a resolution from the school district governing board (or a duly authorized official with authority to make financial decisions) authorizing the submittal of the application and identifying the individual authorized to implement and administer the bus replacement project and, if requested, infrastructure project.

Contract, Reporting and Record Retention Requirements

Applicants will be notified of awards by mail. If approved for a grant award, grantees must enter into a contract with the Air District and adhere to all contract requirements, including project milestones. In addition, if applicable, school districts must report to the Air District upon contracts let for, and completion of, any funded alternative fuel or electric infrastructure.

Grantees *must* include a liquidated damages clause in the terms and conditions of the purchase order (PO) agreement for the bus to ensure prompt delivery of replacement buses. The specific language to be included in the PO will be provided to applicants upon approval of funding. The PO should also verify the engine's Family Number. *Grantees must provide a copy of the PO for the bus to the Air District.*

Once the new replacement bus has been registered, *the grantee must submit a copy of the registration for the new bus to the Air District.*

Grantees must retain all project-related records for the contract term plus two years.

Payment of Funds

Grantees can only be reimbursed for project costs incurred after the contract is fully executed (i.e., signed by both the grantee and the Air District). No work is to be done and no equipment is to be ordered until a fully-executed contract is in place.

Funds for replacement school buses will be paid by the Air District after delivery of the new school buses to the corresponding school district. Invoices for the replacement buses and proof of destruction of the replaced buses must accompany any request for payment of awarded funds. If requested by the grantee in writing, the Air District can issue payment for replacement buses in the form of a two-party check to the grantee and the bus vendor.

Grant Application Instructions

To apply for LESBP bus replacement funds, applicants must complete and submit:

- Part A of the Grant Application Form**, including:
 - the signed **Application Form** (by the School Superintendent or a designee), and*
 - a Board **resolution** (as described above).
- Part B of the Grant Application Form**, including for each bus to be replaced:
 - proof of CHP certification** as of December 31, 2005, and continuous through the time a school district would be awarded funding to replace the bus; if there has been a lapse in certification, provide a written explanation for the lapse;
 - copy of the bus registration**; and
 - photo of the bus's data tag** (preferably in electronic format)
- Part C of the Grant Application Form**, including for each bus to be purchased:
 - a **vendor quote**,
 - the ARB Executive Order for the bus' engine**,
 - If requesting an alternative-fueled bus**, information on refueling capability and delivery of fuel by bus delivery date, and
 - If requesting infrastructure**, an explanation of the need (including the current alternative-fuel infrastructure on-site, the number of alternative-fuel vehicles on-site and the distance to the nearest alternative-fuel station) and a cost estimate

Grant application forms must be mailed or delivered by **4 PM on April 29, 2011** to:

Geraldina Grünbaum
Supervising Environmental Planner
Bay Area Air Quality Management District
939 Ellis Street
San Francisco, CA 94109

For assistance in completing a grant application or for answers to any questions regarding the LESBP, please contact *Avra Goldman* at (415) 749-5093 or agoldman@baaqmd.gov.

Application forms can be found at: <http://www.baaqmd.gov/LESBP>.

**Lower-Emission School Bus Program
Bus Replacement Grant Application Form**

**Part A
SUMMARY INFORMATION**

APPLICANT INFORMATION

SCHOOL DISTRICT/JPA: _____

Street Address: _____

City: _____ County: _____ Zip _____

CONTACT PERSON:

• Name: _____ Title: _____

• Phone Number: _____ Fax Number: _____

• E-mail Address: _____

BUS INFORMATION

Number of buses requested by fuel type:

• Natural Gas: _____ Diesel: _____ Hybrid/Electric: _____ Propane: _____

• Total cost of bus(es) (including taxes): \$ _____

• Funds requested for infrastructure for alternative-fueled buses (if applicable, no more than \$14,000 per bus): \$ _____

• TOTAL FUNDING REQUESTED: \$ _____

AUTHORIZATION

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. If applicable, I am also including a Board resolution with this application.

Signature

Title

Date

Print Name

E-mail Address

Phone Number

Part B
INFORMATION ON EXISTING BUSES PROPOSED FOR REPLACEMENT

	BUS #1	BUS #2	BUS #3
Bus ID #			
Vehicle Identification Number (VIN)			
License Plate Number			
Bus Manufacturer			
Bus Model			
Bus Model Year			
Bus Type (C/D/special needs)			
Gross Vehicle Weight Rating (GVWR) (lbs)			
Mileage for last school year			
Total Mileage			
Storage Address (Address, City, zip code)			
Engine Manufacturer			
Engine Model			
Engine Model Year			
Engine Displacement			
Engine Serial Number			
Fuel Type			
Has the bus received LEBBP funding in the past? Yes / no			
<i>FOR JPAS ONLY:</i>			
Associated School District			
Percent of time associated with School District			

Applicant must also provide (1) a copy of continuous CHP certification as of December 31, 2005, (2) a copy of the bus registration, and (3) a photo of each bus' tag (preferably in electronic format).

Attach additional pages, as needed.

Part C
INFORMATION ON NEW BUSES

	BUS #1	BUS #2	BUS #3
Bus Manufacturer			
Bus Model			
Bus Model Year			
Bus Type (C/D/special needs)			
Gross Vehicle Weight Rating (GVWR) (lbs)			
Expected Date of Delivery			
Engine Manufacturer			
Engine Model			
Engine Model Year			
Engine Displacement			
Engine Horsepower			
Fuel Type			

Applicant must also provide (1) a vendor quote, (2) if requesting an alternative-fueled bus, information on refueling capability and delivery of fuel by bus delivery date, and (3) if requesting infrastructure funding, the reason for the need (including the current alternative-fuel infrastructure on-site, the number of alternative-fuel vehicles on-site and the distance to the nearest alternative-fuel station) and a cost quote.

Attach additional pages, as needed.