



Wood Smoke Reduction Incentive Program Frequently Asked Questions

1) *When can I apply for funding?*

The program opens and begins accepting applications on Friday, August 26, 2016 (10 am). Applications will be accepted until Program funding has been depleted. In the event that there are more applications submitted than there is funding available, new applicants will be placed on a waitlist. Once the initial round of funding has been allocated, new applicants will be placed on a waitlist. Air District staff will notify any waitlisted applicants if, and when, additional funding becomes available. **Note: Projects that are started or completed before 1) being applied for and 2) receiving a Notice to Proceed from Air District staff are not eligible.**

2) *Is there a deadline to apply? In what order will applications be evaluated?*

No, there is no specific deadline to apply. Forty percent (40%) of the funds are reserved and will be awarded to applicants that meet one or more of the following Highly Impacted Resident conditions: low-income residents, residents located in areas highly impacted by wood smoke, and households registered with the Air District because their wood-burning device is their sole source of heat. The remaining 60% of the funds will be awarded on a first-come, first-served basis. Once the initial round of funding has been allocated, new applicants will be placed on a waitlist. Air District staff will notify any waitlisted applicants if, and when, additional funding becomes available.

3) *How can I find out whether I am in the Bay Area Air Quality Management District's jurisdiction?*

The Bay Area Air District's jurisdiction covers all of the counties of Alameda, Contra Costa, Marin, San Francisco, San Mateo, Santa Clara, Napa and the southern portions of the counties of Solano and Sonoma. For residents who live in the counties of Sonoma or Solano, the [Bay Area Air Quality Management District Jurisdiction Map](#) tool is available to help applicants check whether their property is located within the Air District's jurisdiction. Just type in your physical address (street address and city) into the search tool and the map will show you whether your property is within our area. You can access this map on the Air District's website at www.baaqmd.gov/WoodSmokeGrant.

4) *I don't have internet access; can I still apply for funding?*

Yes. While the online application will be the fastest and most convenient way to apply for this program, anyone who doesn't have internet or email access can apply in one of two ways:

- *Have a friend, relative, or contractor help with the application:* A person may delegate the application process to another person, such as a friend family member, or contractor. The designee can complete the application and upload the required documentation on behalf of the applicant. Please be sure to include applicant contact information as a secondary contact during the application process.
- *Request a paper application:* Call (415) 749-5195 to request a paper application. Please be aware that paper applications may take longer to process than online applications.

More information about the Program is available online at www.baaqmd.gov/WoodSmokeGrant

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5) I already completed (or started work on) my project. Can I apply for funding retroactively?

No. Applicants who have had any work related to their project performed before the Air District issues a Notice to Proceed are not eligible for funding. This includes having a contractor do any work on your property or having purchased equipment.

6) I have more than one fireplace or wood-burning stove in my home. Can I apply to replace more than one device and receive multiple awards?

No, funding from this Program is limited to one project option per property. However, program participants with more than one wood-burning device in their home are encouraged to consider replacing all of their wood-burning devices. You may get better pricing from contractors/vendors (on a per device basis) for doing multiple projects and you will not be disqualified from receiving funding from this Program as long as your invoice clearly identifies the costs that are directly related to the approved project listed in the Notice to Proceed.

7) If I just want to block up my chimney, can I participate?

Decommissioning (rendering inoperable) a fireplace or wood-burning stove is an eligible project option. This type of project qualifies for up to \$750 in funding (where the total award amount does not exceed the actual cost of the project). You will need to show proof that your fireplace was rendered inoperable (see the next question for more details).

8) How do I show proof that a fireplace or wood-burning stove has been decommissioned (or “rendered inoperable”)?

- Wood-burning stoves and fireplace inserts will need to be removed and then scrapped at a recycling facility. In order to show that this has been done properly, a scrappage receipt from the recycling facility will need to be submitted along with the reimbursement request.
- Fireplaces will need to be permanently rendered inoperable. This involves either completely removing the fireplace structure or permanently sealing it (such as welding or filling with concrete). A balloon insert in the chimney will not suffice for this program.

9) If I want to replace my fireplace or wood-burning stove with an EPA-certified woodstove, can I participate?

No. This Program is designed to reduce wood smoke pollution; therefore, replacing a wood-burning device with another wood-burning device is not an eligible project option. However, this Program does provide funding for projects that involve either decommissioning wood-burning devices or replacing fireplaces or wood-burning stoves with a cleaner qualifying device.

10) Are outdoor fireplaces or fire pits eligible?

No. Only wood-burning devices used for indoor heating purposes are eligible for replacement or decommissioning.

11) What types of projects are eligible for funding?

The following project types are eligible for funding:

- Decommissioning a wood-burning stove or fireplace
- Replacing an existing fireplace or wood-burning stove with either

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- an electric heat pump, or
- a natural gas- or propane-fueled heating stove or fireplace insert

The following replacement devices are **NOT** eligible project options:

- Gas logs (for decorative purposes)
- Electric fireplaces
- Pellet or wood-burning stoves

12) What are electric heat pumps? Are these the same as electric fireplaces?

Electric heat pumps are an energy-efficient alternative to furnaces and air conditioners. In the wintertime, they use electricity to move, or circulate, warm air into your home. To learn more about electric heat pumps, please visit energy.gov/energysaver/heat-pump-systems. Note that electric heat pumps are **not** the same as electric fireplaces; electric fireplaces do not qualify for funding under this program.

13) What is Highly Impacted Resident funding and how do I apply for it?

In addition to the base award that is associated with each of the different project options, applicants may request additional funding if they meet one or more of the following Highly Impacted Resident conditions*:

- **+ \$1,500: Designated High Wood Smoke Area** – Properties must be located in a community designated by the Air District as being highly impacted by wood smoke, based on the ZIP Codes shown below. Note: the ZIP codes shown below are for properties' physical addresses, which may be different than PO Box mailing address ZIP codes.

Community	Property ZIP Codes
Glen Ellen	95442, 95431, 95452
Sebastopol	95472
Sausalito	94965
San Geronimo Valley	94973, 94933, 94938, 94963
West Marin	94956, 94924, 94937, 94940, 94946, 94950, 94970

Community	Property ZIP Codes
Angwin	94508
Calistoga	94515, 94567
Campbell	95008
Half Moon Bay	94019
SW San Mateo	94060, 94020, 94021, 94074
Berkeley	94702

To check whether your home qualifies, the [High Wood Smoke Area tool](#) is available to help applicants check whether their property is located within a qualifying area within the Air District's boundary. Just type in your physical address (street address and city) into the search tool and the map will show you whether your property is within a designated High Wood Smoke Area. You can access this map on the Air District's website at www.baaqmd.gov/WoodSmokeGrant.

- **+ \$1,500: Sole Source of Heat Exemption** - Applicant must have previously received approval from the Air District for having a wood-burning device as their property's sole source of heat.
- **+ \$8,500: Enrollment in a qualifying low-income assistance program:** Applicant must provide proof of enrollment in one of the following qualifying programs:

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- PG&E CARE program
- Supplemental Security Income (SSI)
- Women, Infants and Children (WIC)
- Low Income Home Energy Assistance Program (LIHEAP)
- CalFresh/SNAP (Food Stamps)
- Free or Reduced National School Lunch Program
- Bureau of Indian Affairs General Assistance
- CalWORKs (TANF) or Tribal TANF
- Head Start Income Eligible (Tribal Only)

* Awards are limited to a maximum of \$12,000 per property and may not exceed the actual total project cost. See the Program Requirements for a complete list of eligibility requirements.

14) My tenant is enrolled in a Low-Income Assistance Program at my property - am I eligible for additional funding?

No. This assistance is reserved for low-income homeowners only. If the property owner (landlord) is not personally enrolled in one of the qualifying low-income programs listed above, then you are not eligible for funding under the low-income Highly Impacted Resident category.

15) Can I do the project myself? Is there a list of approved contractors?

No. Any work performed for this Program must be done by a contractor licensed by the State of California. Contractors will be required to fill out a certification form provided by the Air District, and applicants will be required to submit the completed form along with their reimbursement request. Work performed directly by the homeowner, or anyone who is not a licensed CA contractor, is not allowed under this Program and will result in project cancellation.

The Air District does not require, or make recommendations for, specific vendors or licensed contractors. Applicants should ensure that the business they wish to hire has a valid contractor's license number with the [Contractor's State License Board](#), and are encouraged to check references, in order to select the licensed contractor that best fits their needs.

16) I received my Notice to Proceed but I won't be completing my project within the 90-day deadline. What happens to my award?

Applicants who have been issued a Notice to Proceed must complete their project and submit a reimbursement request within 90 days. If you have received a Notice to Proceed but have decided to not move forward with your project, or if you are unable to complete it within the 90-day deadline, please notify the Air District as soon as possible so that we can reallocate those funds to another Bay Area homeowner on the waitlist.

17) How much pollution am I reducing by removing my fireplace?

Wood smoke contains a complex mix of harmful chemicals including gases and tiny particles that can easily penetrate the lungs and small passageways of the respiratory system. By removing a fireplace, you can prevent over 300 pounds of these chemicals from being emitted into the air every year.