

**Lower-Emission School Bus Program  
AIR DISTRICT GRANT DISBURSEMENT REQUEST  
Fiscal Year 2007-2008**

**See instructions on reverse**

<i>Enter information for the air district in which these funds will be spent.</i>	
1. Air District: _____ Grant #: _____	
Lower-Emission School Bus Program Funding by Category	Amount of Funds
2. Total Grant Award	
3. Standard Amount of Total Grant Award Allowed for District Administration <sup>(a)</sup>	
4. Grant Award Funds for Projects Received to Date	
5. Grant Award Funds for District Administration Received to Date	
6. Grant Award Funds for Projects Under Fully Executed Contracts to Date	a. To replace pre-1977 MY buses
	b. To replace 1977-1986 MY buses
	c. To pay for retrofits
	d. Total (a+b+c)
7. Current Funds Request from Grant Award for Projects	
8. Current Funds Request from Grant Award for District Administration	
9. Total Funds Request from Grant Award (Item 7 + Item 8)	
<p>(a) This is a part of, not in addition to, the Total Grant Award in Item 2. This is two percent of Item 2 – the Total Grant Award. The actual final amount may vary. The air district may use up to five percent of the grant award that is designated for retrofits to implement the program's retrofit component (in addition to the aforementioned two percent).</p>	

10.

I certify to the best of my knowledge and belief that the information contained in this grant disbursement request is correct and complete and is in accordance with the grant. In addition, I hereby authorize the Air Resources Board to make any inquiries to confirm this information.

**Air District:** \_\_\_\_\_

  

<p>_____  <b>Signature of Authorized Program Official</b>  <b>(Air Pollution Control Officer, Executive Officer, or equivalent)</b></p> <p>Name: _____</p> <p>Title: _____</p> <p>Date: _____</p>	<p>_____  <b>Signature of Authorized Fiscal Official</b>  <b>(Chief Financial Officer or equivalent)</b></p> <p>Name: _____</p> <p>Title: _____</p> <p>Date: _____</p>
---	--

**Lower-Emission School Bus Program  
AIR DISTRICT GRANT DISBURSEMENT REQUEST  
Fiscal Year 2007-2008**

**INSTRUCTIONS TO COMPLETE GRANT DISBURSEMENT REQUEST**

**NOTE:** Items 1 through 9 must be completed with data that apply to the air district in which the disbursement will be expended. If this is a request for a disbursement from the grant award of an air district that chose to have its program implemented by another air district, then the air district entered in Item 1 will be different from the air district entered in Item 10. If this is a request for a disbursement from the grant award of an air district that is implementing its own local program, then the same air district will be entered in Items 1 and 10. The completion of this form should be a cooperative effort between program and fiscal staff of the implementing air district (Item 10).

**A.** Please note that receipt of disbursements from the 2007-2008 FY grant award is conditional based upon the following:

1. The Policies and Procedures Manual of the air district entered in Item 10 must be approved by the ARB;
2. The air district entered in Item 1 must meet, or have already met, the requirements for documentation of expenditure of previous years' funds, as described in Section Q.1 of Chapter V of the Lower-Emission School Bus Program Guidelines, approved by the Air Resources Board (ARB or Board) on March 27, 2008, and issued on April 15, 2008 (Guidelines);
3. All requirements for receiving disbursements, set forth in Section J of Chapter V of the Guidelines, must be met by the air district listed in Item 1 and/or the air district listed in Item 10, as applicable; and
4. The air district listed in Item 10 must submit a Grant Disbursement Request form to the ARB.

**B. Items 1-10 to be completed by air districts**

**Item 1:** The disbursement will come from the grant award of this air district, and must be expended within this air district.

**Item 3:** Standard Amount of Total Grant Award Allowed for District Administration.

*The amount in Item 3 is a part of, not in addition to, the Total Grant Award in Item 2. Item 3 represents two percent – the standard percentage of its Total Grant Award that an air district may use for administrative costs – of the Total Grant Award (Item 2). The actual final amount may vary. The air district may use up to five percent of the grant award that is designated for retrofits to implement the program's retrofit component (in addition to the aforementioned two percent).*

**Items 7 and 8:** Current Funds Request from Grant Award for Projects and Current Funds Request from Grant Award for District Administration.

*Note: An air district may receive up to 65 percent of its 2007-2008 FY grant award through June 30, 2009.*

*Initial Disbursement: For its initial disbursement from its 2007-2008 FY grant award, the air district should request: 100 percent of the grant award designated for replacing pre-1977 model year buses, if applicable; 10 percent of the remainder of the grant award; and 50 percent of the administrative funds. Since administrative funds may vary, the air district should request 50 percent of the amount in Item 3.*

*Additional Disbursements: See Section J.2 of Chapter V of the Guidelines for the requirements for additional disbursements.*

**Item 9:** Total Funds Request from Grant Award. *Total of Items 7 and 8.*

**Item 10:** This is the implementing air district – the air district that has been designated to implement the program within the air district that is listed in Item 1.