

Carl Moyer Memorial Air Quality Standards Attainment Program 2011 District Yearly Report and Certification Form – Due August 29, 2011

Air District: _____

This report uses cumulative tracking (beginning with Year 8) to determine district status as of 6/30/2011 in meeting program milestones. Use answers from worksheets 1, 2, and 3 to complete questions that start on page 4. Worksheet 1 is not required by districts covered by a contingency plan per 2011 Guidelines Chapter 3 section R.3.(B).

Worksheet 1: Calculation of progress in reaching contract execution milestone		
	Instructions	Comments
<p>A. Cumulative target amount of funds under executed contract.</p> <p>\$ _____</p>	<p>A1. Using "Reporting Utility" in CARL, select "Required Reports" tab and then "Executed Contract Report."</p> <p><input type="checkbox"/> Check here for districts reporting Year 8 data in CARL. Select "MY 8" under "Funding Year Start" and "MY 13" under "Funding Year End".</p> <p><input type="checkbox"/> Check here for districts reporting Year 8 data in a spreadsheet. Select "MY 9" under "Funding Year Start" and "MY 13" under "Funding Year End".</p> <p>A2. Select "Display Report," print, and attach to this form.</p> <p>A3. Using the topmost table, enter into "A" the <u>total</u> value listed in the "Target, Project Portion" column.</p>	<p>"A" is a target that represents <u>all</u> Carl Moyer Program Years 8, 9, 10, 11, and 12 project fund allocations for regular Moyer, Rural Assistance (RAP), and Multidistrict programs, plus required match, less in-kind contributions.</p> <p>Note: Report in-kind contributions, if any, by selecting "Report Interest and In-kind Match" from the main CARL page and entering the amount for each funding year.</p>
<p>B. Cumulative actual amount of funds under executed contract.</p> <p>\$ _____</p>	<p>Using the same "Executed Contract Report," look at the table titled "Summary of Executed contracts by Funding Source" and enter into "B" the total shown for "Executed Total."</p>	<p>"B" is the sum of executed contract amounts for projects reported in CARL for the range of years selected in A1.</p>
<p>C. ONLY For districts reporting Year 8 data via spreadsheet. Enter the amount of funds under <u>executed contracts</u> for Year 8 as reported by spreadsheet for Carl Moyer Program, Rural Assistance Program, Multidistrict Program, and match funded projects. If project funding is split, only enter the amount associated with Year 8.</p> <p>\$ _____</p>	<p>"C" is necessary only if you have <u>not</u> entered Year 8 data into CARL. <i>Only if reporting Year 8 data via spreadsheet</i>, check one of the boxes below:</p> <p><input type="checkbox"/> No update needed. Check here if no updates are needed to the Year 8 spreadsheets certified by the district and submitted to ARB for a previous Yearly Report. Do not resubmit spreadsheets.</p> <p><input type="checkbox"/> Update being submitted via spreadsheet. Check here if you have made changes to your Year 8 data submitted with a previous Yearly Report and are sending an updated Year 8 spreadsheet. Send electronic copy to Sibyl Britton at sbritton@arb.ca.gov and cc. your Carl Moyer Program liaison.</p> <p>Add the following data points after the last row in the "background" tabs for each piece of equipment:</p> <ul style="list-style-type: none"> - Fully executed contract date - Payment amount - Payment date (can be date that staff approved payment) - Project paid in full? (Yes / No) 	<p>Year 8 data provided via spreadsheet must be manually factored into the cumulative calculations in this Yearly Report.</p>
<p>D. Other funds under executed contract.</p> <p>\$ _____</p>	<p>If you have projects entered into CARL that do not show in the CARL report used above, enter the amount of funds under executed contract for those projects and attach a sheet that lists each project's name, number, executed contract amount, and expended amount.</p>	
<p>E. Difference between executed contract target and amount achieved.</p> <p>\$ _____</p>	<p>E = A – B – C – D</p> <p>Use this result to answer question 1 below.</p>	<p>A zero or a negative number for E is good; it means that your district has reached or surpassed its target.</p>

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Worksheet 2: Calculation of progress in reaching fund expenditure* milestone

* An entire project (i.e., a contract) counts as expended when at least one piece of equipment in the project is paid in full by 6/30/2011. Withhold allowances covered in a project's contract are counted toward the expended amount.

	Instructions	Comments
<p>F. Cumulative target amount of funds expended by 6/30/2011.</p> <p>\$ _____</p>	<p>F1. Using "Reporting Utility" in CARL, select "Required Reports" tab and then "Expended Report."</p> <p><input type="checkbox"/> Check here for districts reporting Year 8 data in CARL. Select "MY 8" under "Funding Year Start" and "MY 13" under "Funding Year End".</p> <p><input type="checkbox"/> Check here for districts reporting Year 8 data in a spreadsheet. Select "MY 9" under "Funding Year Start" and "MY 13" under Funding Year End".</p> <p>F2. Select "Display Report," print, and attach to this form.</p> <p>F3. Using the topmost table, enter into "F" the <u>total</u> value listed in the "Target, Project Portion" column.</p>	<p>"F" is a target that represents <u>all</u> Carl Moyer Program Years 8, 9, 10, and 11 project fund allocations for regular Moyer, Rural Assistance (RAP), and Multidistrict programs, plus required match, less in-kind contributions.</p> <p>Note: Report in-kind contributions, if any, by selecting "Report Interest and In-kind Match" from the main CARL page and entering the amount for each funding year.</p>
<p>G. Cumulative actual amount of funds expended by 6/30/2011.</p> <p>\$ _____</p>	<p>Using the same "Expended Report", look at the table titled "Summary of Expended Projects by Funding Source" and enter into "G" the total shown for "Expended Total".</p>	<p>"G" is the sum of the expended amounts for each project reported in CARL for the range of years selected in F1.</p>
<p>H. ONLY For districts reporting Year 8 data via spreadsheet. Enter the amount of funds <u>expended</u> for Year 8 as reported by spreadsheet for Carl Moyer Program, Rural Assistance Program, Multidistrict Program, and match funds. If project funding is split, only enter the amount associated with Yr. 8.</p> <p>\$ _____</p>	<p>See directions for cell C in Worksheet 1 on page 1 regarding indicating whether you are submitting an updated Year 8 spreadsheet.</p>	<p>Year 8 data provided via spreadsheet must be manually factored into the cumulative calculations in this Yearly Report.</p>
<p>I. Other funds expended.</p> <p>\$ _____</p>	<p>If you have projects entered into CARL that do not show in the CARL report used above, enter the amount of funds that have been expended for those projects and attach a sheet that lists each project's name, number, executed contract amount, and expended amount.</p>	
<p>J. Difference between expended target and actual amount expended.</p> <p>\$ _____</p>	<p>J = F – G – H – I</p> <p>Use this result to answer question 2 below</p>	<p>A zero or a negative number for J is good; it means that your district has reached or surpassed its target.</p>

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Worksheet 3: Calculation of progress in reaching fund liquidation* milestone

* A project counts as liquidated when all pieces of equipment in the project are paid in full by 6/30/2011.
 Withhold allowances covered in a project's contract are counted toward the liquidated amount.

		Instructions	Comments
K. Cumulative target amounts of funds liquidated by 6/30/2011.		<p>K1. Using "Reporting Utility" in CARL, select "Required Reports" tab and then "Liquidated Report."</p> <p><input type="checkbox"/> Check here for districts reporting Year 8 data in CARL. Select "MY 8" under "Funding Year Start" and "MY 13" under "Funding Year End."</p> <p><input type="checkbox"/> Check here for districts reporting Year 8 data in a spreadsheet. Select "MY 9" under "Funding Year Start" and "MY 13" under Funding Year End."</p> <p>K2. Select "Display Report," print, and attach to this form.</p> <p>K3. Using Tables 1 and 2 under the heading "Fiscal Year 2005-2007 (year 8, 9) Allocation," enter into "K" the respective totals listed for "Target, Project Portion" for Moyer and related grant funds (Table 1) and match funds (Table 2).</p>	<p>"K" contains two targets:</p> <ul style="list-style-type: none"> ▪ One that represents all Carl Moyer Program Years 8 and 9 project fund allocations for regular Moyer, Rural Assistance (RAP), and Multidistrict programs ▪ One that represents the associated required match, less in-kind contributions. <p>Note: Report in-kind contributions, if any, by selecting "Report Interest and In-kind Match" from the main CARL page and entering the amount for each funding year.</p>
Project Target \$ _____ (Obtain from Table 1 of CARL liquidated report – see the instructions column)	Match Target \$ _____ (Obtain from Table 2 of CARL liquidated report – see the instructions column)		
L. Cumulative actual amounts of funds liquidated by 6/30/2011.		Using the same "Liquidated Report," look at Tables 3 and 4 under the heading "Summary of Liquidated Projects by Funding Source." Enter into "L" the respective totals listed under "Liquidated Total" for Moyer and related grant funds (Table 3) and match funds (Table 4).	"L" is the sum of the liquidated amounts for each project reported in CARL for the range of years selected in K1.
Project Actual \$ _____ (Obtain from Table 3 of CARL liquidated report – see the instructions column)	Match Actual \$ _____ (Obtain from Table 4 of CARL liquidated report – see the instructions column)		
M. ONLY For districts reporting Year 8 data via spreadsheet. Enter the amount of funds liquidated for Year 8 as reported by spreadsheet for Carl Moyer Program, Rural Assistance Program, and Multidistrict Program funds. Separately enter the amount of Year 8 match funds liquidated. If project funding is split, only enter the amount associated with Year 8.		See directions for cell C in Worksheet 1 on page 1 regarding indicating whether you are submitting an updated Year 8 spreadsheet.	Year 8 data provided via spreadsheet must be manually factored into the cumulative calculations in this Yearly Report. If any Year 8 projects reported via spreadsheet are NOT liquidated, please clearly identify them on the spreadsheet. Your liaison will follow up with you regarding how to report on these projects in the future. This is the last Yearly Report that will accept Year 8 information in spreadsheet format.
Yr. 8 Project Actual \$ _____	Yr. 8 Match Actual \$ _____		
N. Difference between target and actual amounts liquidated.		<p>N = K – L – M</p> <p>Use this result to answer question 3 below</p>	Zeros or negative numbers for N is good; it means that your district has reached or surpassed its target.
Project \$ _____	Match \$ _____		

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1. Amount of Carl Moyer Project and Match Funds Under Executed Contract

Is the amount derived in **Worksheet 1, cell E** zero or less? Check the appropriate box:

- Yes - The District has reached the June 30, 2011, cumulative contract execution target. Skip to number 2
- No - The District has not met the cumulative contract execution target. Attach an explanation and check one or both boxes below, as appropriate. Your Carl Moyer Program liaison will follow up with you to assist in your progress.
 - Attached are the District's plans for executing contracts for the remaining funds, or taking other actions such as returning funds to ARB or redirecting funds to another district. Please include a timeline.
 - For rural districts only, the District opts to contribute funds to the Rural District Assistance Program in the amount of \$_____. Complete the Return/Redirection of Funds form, which can be found on ARB's Carl Moyer Program website under "forms" (http://www.arb.ca.gov/msprog/moyer/admin_forms/admin.htm). Note that funds from Year 12 grants must be contributed by March 1, 2012. Any transfer of funds held by the district must be made directly to another district.

2. Amount of Carl Moyer Project and Match Funds Expended

Is the amount derived in **Worksheet 2, cell J** zero or less? Check the appropriate box:

- Yes - The District has met the June 30, 2011, cumulative expenditure target. Skip to number 3.
- No - The District has not met the cumulative expenditure target.

Total amount of shortfall \$_____.

Of the unexpended funds identified above, **those held by your district must be returned promptly to ARB for reallocation.** Complete the Return/Redirection of Funds form, which can be found on ARB's Carl Moyer Program website under "forms" (http://www.arb.ca.gov/msprog/moyer/admin_forms/admin.htm), and send a check made payable to the California Air Resources Board **by August 29, 2011**. Relevant funds granted to you but still held by ARB will also be reallocated.

3. Amount of Carl Moyer Project and Match Funds Liquidated

A. Is the amount of **project** funds derived in **Worksheet 3, cell N** zero or less? Check the appropriate box

- Yes - The District has met the June 30, 2011, cumulative project fund liquidation target.
- No - The District has not met the cumulative project fund liquidation target. Your liaison will contact you to discuss next steps.

B. Is the amount of **match** funds derived in **Worksheet 3, cell N** zero or less? Check the appropriate box

- Yes - The District has met the June 30, 2011, cumulative match fund liquidation target.
- No - The District has not met the cumulative match fund liquidation target. Your liaison will contact you to discuss next steps.

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4. Projects funded with the \$2 DMV fee

- For match projects and projects for which the District is claiming State Implementation Plan (SIP) credit, report project details via CARL and not in the spaces below.
- For all other project types (i.e., not match, not claimed for SIP credit), report the amount of \$2 motor vehicle fees expended on projects from 7/1/10 - 6/30/11 for each of the following categories.

\$ _____ Agricultural Assistance

\$ _____ Lower-Emission School Bus replacement projects

\$ _____ Voluntary accelerated vehicle retirement or repair

\$ _____ Carl Moyer Program-eligible projects

5. Enforcement Actions Taken

Briefly describe any enforcement actions taken by the District between 7/1/10 and 6/30/11.

6. Recaptured Funds

Report below regarding funds recaptured by your district from 7/1/10 – 6/30/11. These are funds returned by the grantee from liquidated projects (projects that are completed and for which all invoices are paid. *There is no need to alter CARL records for such projects.* These recaptured funds will be added by ARB to your Year 13 target in CARL. Your liaison will notify you when this addition is completed.

Amount of funds recaptured	Project name/number	Funding year of project
<i>Example: \$40,000</i>	<i>XYZ Trucking/ M08-1234</i>	<i>Year 8</i>

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7. Carl Moyer Program Interest

Report below on interest earned from Carl Moyer Program funds, Rural District Assistance Program funds, and Multidistrict Program funds from 7/1/2010 through 6/30/2011. Any such interest funds that you do not add to your Year 14 target must be returned to ARB by 10/31/2011.

Worksheet 4: Reporting interest earned between 7/1/2010 and 6/30/2011 and adding it to your Year 14 CARL target		
	Instructions	Comments
<p>A. Total amount of interest earned between 7/1/2010 and 6/30/2011.</p> <p>\$ _____</p>		
<p>B. <u>Amount from A above</u> that you are adding to your district's Year 14 Carl Moyer Program funds.</p> <p>\$ _____</p> <p><u>Enter amount here and in CARL.</u></p>	<p>CARL instructions:</p> <ul style="list-style-type: none"> ▪ At the CARL home page, select, under "Administration," "Report Interest and In-Kind Match." ▪ Under "Update Allocation Table," select "Report Carl Moyer Interest" and then select the 2010 to 2011 fiscal year. ▪ Under "Update Year 14 Data," enter, into "project funds," the amount you want to add to your Year 14 target. ▪ If you wish to use some of this for administration, enter (now or at a later date) the amount into "Administration Funds." This amount must not exceed 5% of the total interest earned if the district has one million or more inhabitants, or 10% if it's less than a million. 	<p>When entering funding and payment information for projects funded with these interest funds:</p> <ul style="list-style-type: none"> ▪ Specify "Moyer Interest" as the funding source ▪ Indicate Year 14 as the funding year. <p><i><u>Important Note:</u></i></p> <ul style="list-style-type: none"> ▪ <i>For specifying funding and payment information for interest-funded projects, use the target year to which that interest has been added. For example, when you spend the interest funds that you added to your Year 13 target, call them Year 13 interest funds.</i> ▪ <i>Projects identified as being funded with Moyer interest Year 12 and earlier are not credited toward meeting any progress tracking targets. Interest-funded projects reported as liquidated in the 2010 Yearly Report must remain labeled in CARL as Year 12 or earlier.</i>
<p>C. <u>Amount from A above</u> to be returned to ARB by 10/31/2011.</p> <p>\$ _____</p>	<p>Submit the Return/Redirection of Funds form located at (http://www.arb.ca.gov/msprog/moyer/admin_forms/admin.htm) along with the returned funds. Do <u>not</u> enter this interest amount into CARL or it will be added to your Year 14 target.</p>	

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8. Signatures of Responsible Parties

A. I certify the project and financial data entered into the Carl Moyer Program database (CARL) and/or spreadsheets associated with this report are complete and accurate, and that there are no known instances of fraud associated with this information. I certify that the District has documentation of the reported contract commitments and expenditures. I understand that the completeness and accuracy of this report and the data in the CARL and/or spreadsheets are the District's responsibility.

I certify that all funds from Years 1-7 (fiscal years 1998-1999 through 2004-2005) are liquidated or that I have informed ARB in writing (please attach) regarding any funds from those years that have not been liquidated.

Signature of Air Pollution Control Officer Type/Print Name Date Signed

Signature of Program Administrator Type/Print Name Date Signed

B. I certify that the financial data in this report are accurately reflected in the District's official financial records and there are no known instances of fraud associated with this information.

Signature of Chief Financial Officer
or District Board-designated alternate
(not the APCO or program administrator) Type/Print Name Date Signed

Send this hard copy originally-signed report and attachments to:

Sibyl Britton
Air Resources Board,
MSCD Carl Moyer Program
P.O. Box 2815, Sacramento, CA 95812

Send electronic spreadsheet reporting Year 8 projects (if applicable) to:

1. Sibyl Britton at sbritton@arb.ca.gov
and
2. cc. your Carl Moyer Program liaison

**If you have any questions about this Yearly Report,
please contact your Carl Moyer Program liaison**
