

# THE CARL MOYER PROGRAM GUIDELINES

## 2017 Revisions

### VOLUME II: VOUCHER INCENTIVE PROGRAMS AND AGRICULTURAL ASSISTANCE PROGRAM



Approved by the Board: **APRIL 27, 2017**

California Environmental Protection Agency

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 **Air Resources Board**



### **In Memory of Dr. Carl Moyer**

**(1937 - 1997)**

This program is named in honor of the late Dr. Carl Moyer, whose extraordinary dedication, hard work, vision, and leadership made this program possible. He created and masterminded this program, in a noble effort to unite business and government in the name of public interest to improve California's air quality.

This update was a collaborative effort and has benefited from the valuable contributions of the participating air districts and all other stakeholders. The Air Resources Board appreciates the considerable efforts of air district staff both in the development of these guidelines as well as the day-to-day implementation of the Carl Moyer Program.

#### **Disclaimer**

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# **THE CARL MOYER PROGRAM GUIDELINES**

## **VOUCHER INCENTIVE PROGRAMS AND AGRICULTURAL ASSISTANCE PROGRAM**

### **VOLUME II**

(The Carl Moyer Program 2017 Guidelines are comprised of two Volumes. Volume I includes the program overview, program administration, source category chapters and appendices. Volume II includes the On-Road and Off-Road Voucher Incentive Programs, and the Agricultural Assistance Program.)

# **THE CARL MOYER PROGRAM GUIDELINES**

## **PART 2 of 3**

### **ON-ROAD VOUCHER INCENTIVE PROGRAM AND OFF-ROAD VOUCHER INCENTIVE PROGRAM**



Voucher Incentive Program

***REDEEM AND CLEAN!***

MOYER PROGRAM FOR  
ON-ROAD HEAVY-DUTY VEHICLES

REVISED AND APPROVED: APRIL 27, 2017

California Environmental Protection Agency

 **Air Resources Board**

## **SUMMARY**

These guidelines describe the minimum criteria and requirements for the Carl Moyer Memorial Air Quality Standards Attainment Program (Moyer Program) On-Road Heavy-Duty Vehicles Voucher Incentive Program (VIP). The VIP provides a streamlined approach to reduce emissions by replacing existing, high-polluting vehicles with newer, lower-emission vehicles. The VIP provides real emission benefits by retiring the high-polluting vehicle earlier than would have been expected through normal attrition or by regulation. Moyer Program funds for voucher projects are used to offset part of the cost of the replacement vehicle.

Air pollution control and air quality management districts (air districts) shall utilize these guidelines as a stand-alone document and need not refer to the current Moyer Program guidelines in implementing this program. Air districts must follow all VIP guidelines in order to offer vouchers as a funding option. Air districts have the discretion to set certain local eligibility requirements based upon local priorities. The Air Resources Board, as an intended third party beneficiary, reserves the right to enforce the terms of the VIP at any time during the three year voucher term to ensure emission reductions are obtained. These guidelines provide implementation documents in the appendices section that must be used for funding voucher projects and may not be modified (unless otherwise noted).

# CARL MOYER MEMORIAL AIR QUALITY STANDARDS ATTAINMENT PROGRAM

## VOUCHER INCENTIVE PROGRAM GUIDELINES FOR ON-ROAD HEAVY-DUTY VEHICLES

### A. Projects Eligible for Funding

The following heavy-duty vehicle VIP projects are eligible for funding:

**New or Used Replacement Vehicle Purchase:** The purchase of a new or used vehicle with a 2013 or later model year engine certified to a Standard (STD) level of 0.20 grams per brake horsepower hour (g/bhp-hr) Oxides of Nitrogen (NOx) and 0.01 g/bhp-hr Particulate Matter (PM) or cleaner to replace the existing vehicle that is to be scrapped.

### B. Project Funding Amounts

The maximum total project funding amounts associated with reducing the eligible costs of a VIP project are pre-determined and shown in Appendix O, to be updated annually. Funding amounts are determined based on surplus emission reductions dependent on the compliance path chosen under the Truck and Bus Regulation. Vehicles reported under mileage-limited compliance options will be funded no more than the mileage limits of the compliance option and must provide mileage documentation. Vehicles reported under the NOx Exempt Areas Option will only be funded for mileage in the NOx Exempt areas as indicated in the usage map in the application. Low-Use exemption vehicles are not eligible. Funding amounts shown in Appendix O are not applicable to vehicles with 2010 model year emissions equivalent engine requirements before January 1, 2019. Each funding table provides guidance on when funded vehicles can count toward meeting compliance requirements.

### C. Program Requirements

#### 1. General Program Criteria

- (A) *Fleet Size Limitations:* Only fleets with ten or fewer vehicles are eligible to participate. Determination of fleet size must be based on the definitions and criteria in the Statewide Truck & Bus Regulation at California Code of Regulations, title 13, section 2025. Diesel vehicles with an original manufacturers Gross Vehicle Weight Rating (GVWR) greater than 14,000 pounds regardless of whether the vehicles operate in California, that are under common ownership or control even if they are part of different subsidiaries, division, or other organizational structures of a company or agency, including those leased for more than one year, must be included when determining fleet size. Drayage trucks must also be included when determining fleet size.

- (B) *Weight Class:* Vehicles with GVWR greater than 14,000 pounds are eligible to participate in the VIP under the corresponding funding amounts specified in Appendix O.
- (C) *Fleet Compliance Information:* All fleet owners must provide a current Truck Regulation Upload, Compliance, and Reporting System (TRUCRS) report and certificate showing the fleet is currently in compliance. Drayage truck owners may provide a copy of the Drayage Truck Registry (DTR) Compliance Search Page showing the Vehicle Identification Number (VIN) and compliance status. Other compliance tools issued by ARB may be used as they become available. Air pollution control and air quality management districts (air districts) are not required to validate fleet information and will not be held liable if fleet owners falsify fleet information.
- (D) The following vehicles are not eligible for funding:
  - (1) Vehicles subject to the solid waste collection vehicle rule commencing with California Code of Regulations, title 13, section 2021;
  - (2) On-road diesel-fueled heavy-duty vehicles over 14,000 pounds owned or operated by a municipality that are subject to the fleet rule for public agencies and utilities commencing with California Code of Regulations, title 13, section 2022;
  - (3) Vehicles subject to the fleet rule for transit agencies commencing with California Code of Regulations, title 13, section 2023;
  - (4) Vehicles subject to the rule for mobile cargo handling equipment at ports and intermodal rail yards commencing with California Code of Regulations, title 13, section 2479;
  - (5) Vehicles with a GVWR of 14,000 pounds or less.
- (E) *Emission Reduction Technologies:* Emission reduction technologies must be certified by the California Air Resources Board (ARB) and must comply with durability and warranty requirements. For the purposes of the VIP, a technology granted a conditional certification by ARB is considered certified.
- (F) *Vehicle Leasing is Not Allowed:* If financing is necessary, the vehicle purchase must be financed with a conventional purchase loan.
- (G) *Obtaining Financing:* The participant may obtain public and/or private financing to assist in the purchase of a replacement vehicle, but may not apply for additional public funded grants.



- (H) Emission reductions obtained through VIP projects must not be required by any federal, State or local regulation, memorandum of agreement/understanding with a regulatory agency, settlement agreement, mitigation requirement, or other legally binding document.
- (I) No emission reductions generated by the VIP shall be used as marketable emission reduction credits, or to offset any emission reduction obligation of any person or entity.
- (J) No project funded by the VIP shall be used for credit under any federal or State emission averaging banking and trading program during the funded surplus period.
- (K) Engines operating under a regulatory compliance extension such as a settlement agreement granted by the ARB, a local air district, or the United States Environmental Protection Agency (U.S. EPA) are not eligible for funding. Engines operating under extensions and options incorporated in the regulation are eligible.
- (L) Emission reductions funded by the VIP may not be used to generate a compliance extension or extra credit for determining regulatory compliance, and must be excluded when determining regulatory compliance during the funded surplus period.
- (M) Projects funded by the VIP must be included when defining the size of the fleet to determine regulatory requirements.
- (N) *Local Eligibility Requirements:* Air districts have the option to limit eligibility to applicants that reside within the air district's air basin or operate their vehicles within specified air basins.
- (O) For trucks reported in TRUCRS under the Log Truck Phase-In option: The replacement truck must exclusively engage in logging for the duration of the funded surplus period.

## 2. Participant Requirements

- (A) *General Participant Requirements:* All participants must meet the following requirements to be eligible for funding:
  - (1) *Ownership Requirements:* The participant must currently own and operate the existing vehicle, documented through providing a copy of the current existing vehicle title. If the existing vehicle title is not available at the time of application, all of the following may be used as alternative ownership documentation until a duplicate title is received from the California Department of Motor Vehicles (DMV): 1) copy of current and valid vehicle registration, and 2) copy of the DMV Vehicle Registration Inquiry Report, and 3) copy of the DMV receipt for duplicate title request. A copy of the duplicate title must

be received by the air district before payment is issued to the dealership.

- (2) *Prior Minimum Usage Requirement:* The existing vehicle must have met the mileage or fuel usage requirements in Appendix O, as applicable, in each 12 month period for the previous 24 months. Participants must submit documentation verifying usage for the previous 24 months for the existing vehicle. Examples of documentation may include, but are not limited to: logbooks, fuel records, maintenance records, and tax records. Depending on the compliance option used, mileage documentation may be required.
- (3) *Operation in California:* The applicant must certify on the application that the existing vehicle(s) has operated at least 75 percent of the time in California during each 12 month period for the previous 24 months.
- (4) *Military Service Provision:* If an applicant has been on active military duty at any time during the previous 24 months, documentation prior to deployment and covering the same length of time as the deployment period may be used to meet the title, registration, usage, and operation in California requirements as described in Sections C.2.(A)(2)-(3) and C.3.(D)-(F). The applicant must submit a copy of DD Form 214, Certificate of Release or Discharge from Active Duty to verify military service during the deployment period.
- (5) *Local Eligibility Requirement (If Applicable):* Applicants must meet at least one of the following conditions as specified by the air district:
  - a. The owner/applicant resides within the air district's air basin. The owner/applicant's address or business address (P.O. Boxes not eligible) must be documented either on the vehicle title, DMV registration, or vehicle's insurance documents.
  - b. The owner/applicant operates the existing vehicle(s) within the eligible operational areas specified by the air district. The owner/applicant must indicate in the operational area map in the application the percentage of annual mileage or usage that occurs in each area within California.
- (6) *Applying for Funding in a Participating Air District:* Applicants may only apply to one participating air district at a time.
- (7) *Application Package:* To be approved for VIP funds, the applicant must meet all guideline requirements, submit an application, and

submit all of the documentation listed in the Application Package (Appendix A).

- (B) *Participant Requirements for Replacement Projects:* All replacement project participants must meet the following requirements to be eligible for funding:
- (1) *Specified Participating Dealership:* The participant must specify the participating dealership used for the purchase of the replacement vehicle. If the application is approved, the participant must purchase the replacement vehicle from the specified dealership. If the participant chooses to change dealerships, the participant must submit a new VIP application to the air district.
  - (2) *Voucher Redemption Deadline:* The dealer and owner must agree on a date in which the replacement vehicle will be delivered. The voucher will be redeemable within 30 calendar days of issuance or by the delivery date agreed upon by the dealer and owner, whichever is later. Except as described below, the vehicle must be delivered in the same calendar year that funding was approved by the air district. If the delivery date occurs in the calendar year following the application approval date, the air district must determine the eligible funding amount based on the funding tables in Appendix O for the year in which delivery occurs. If the owner is unable to purchase the replacement vehicle after a voucher has been issued, the owner must notify the dealer and air district immediately so that funds can be reallocated.
  - (3) *Two-for-One Option:* Except for log trucks reported in TRUCRS under the Log Truck Phase-In option, owners may replace two existing vehicles with one replacement vehicle as long as all VIP requirements are met. The two existing vehicles must have cumulatively met the mileage or fuel usage requirements in Appendix O. If the two existing vehicles have different engine model years, then the newest engine model year shall be used to determine the funding amount. Participants who utilize this option must submit a complete application for each existing vehicle. The two existing vehicles must be in the same GVWR class of 14,001-19,500 pounds, 19,501-33,000 pounds, or 33,001 pounds or greater. The applicant should specify on each application that the applicant is choosing this option by checking the Two-for-One Option box. Replacement trucks are eligible for only one grant based on combined usage – the amount of the grant is not doubled.
  - (4) The owner must agree to the following terms after being approved for a replacement voucher:
    - a. Register the replacement vehicle with DMV.

- b. Maintain insurance as required by law.
- c. Own and operate the replacement vehicle at least 75 percent of the time within California for the term specified on the Receipt of Replacement Voucher (Appendix G).
- d. Return annual usage reports for three years after voucher redemption.
- e. Do not make any modifications to the emission control system on the replacement vehicle engine.
- f. Be available for a follow up inspection, if requested by the air district or ARB.
- g. Allow ARB to verify replacement vehicle registration with DMV.
- h. Notify all involved parties including the air district and ARB of any intent to change ownership or registration status of the replacement vehicle during the 36 month voucher term. The new owner must comply with the terms and conditions of the voucher. The air district must approve the change in ownership before the sale.
- i. If the replacement vehicle is in an accident, the accident must be reported to the air district within ten business days. The participant must provide the police report, a letter from the insurance company regarding the accident, and other information requested by the air district. The participant must repair the vehicle or replace it with a substitute vehicle that can take over the terms of the contract or voucher. The substitute vehicle must be powered by a 2013 model year or newer engine, be in the same weight class, and cannot have more than 600,000 miles for HHD vehicles, 350,000 miles for MHD vehicles, and 250,000 miles for LHD vehicles.
- j. Notify the air district of change of mailing address within ten business days.
- k. Repay the voucher funding amount if the owner does not follow one or more terms as specified in the Application or Receipt of Replacement Voucher. ARB and/or the air district will specify repayment terms.

**3. Existing Vehicle Requirements.** All existing vehicles must meet the following conditions before a VIP application will be approved and awarded a voucher.

- (A) *Eligible Model Years for the Existing Engine:* The model year of the existing engine must be 2009 or older. If the existing vehicle is a drayage

truck, the existing engine model year may only be 2007 through 2009. Verification of the model year must be submitted in the application package. Verification can include a picture of the model year on the engine plate or written documentation from the manufacturer or participating dealer that matches the engine serial number to a particular model year.

- (B) *Eligible Fuel Types:* The existing vehicle must currently operate on diesel fuel or alternative fuel such as compressed natural gas.
- (C) *Weight Class:* The existing vehicle must meet the criteria for either a light heavy-duty (LHD) vehicle, a medium heavy-duty (MHD) vehicle, or a heavy heavy-duty (HHD) vehicle, as defined below.
  - (1) To qualify for LHD funding levels, eligible vehicles must have an original manufacturer GVWR of 14,001 to 19,500 pounds.
  - (2) To qualify for MHD funding levels, eligible vehicles must have an original manufacturer GVWR of either MHD 19,501 to 26,000 pounds or MHD 26,001 to 33,000 pounds.
  - (3) To qualify for HHD funding levels, eligible vehicles must have an original manufacturer GVWR of 33,001 pounds or greater.
  - (4) GVWR may be documented with a photo of the vehicle manufacturer tag or a copy of the manufacturer build sheet.
- (D) *Vehicle Title:* A copy of the existing vehicle title must be submitted with the application package. The title must show the applicant as the current sole owner with no active lienholders. The title need not be a California title. In addition, the applicant must have owned and operated the vehicle the previous 24 months. If the title does not show sole ownership for the previous 24 months, the applicant must be listed as one of the owners or shown as a registered owner on registration documentation for the previous 24 months. If the existing vehicle title is not available at the time of application, then all three of the following must be used as alternative ownership documentation until a duplicate title is received from DMV: 1) copy of current and valid vehicle registration, and 2) copy of the DMV Vehicle Registration Inquiry Report, and 3) copy of the DMV receipt for duplicate title request. If the existing vehicle title or alternative ownership documentation shows an active lien-holder, then the vehicle does not qualify to participate in the VIP. A copy of the duplicate title must be received by the air district before payment is issued to the dealership.
- (E) *California Registration:* The existing vehicle must either be 1) currently registered and have been registered in California for the past 24 months; or 2) must have been registered in California for the previous eight consecutive months supplemented by alternate documentation showing

California operation for the past 24 months. For the term specified above, at a minimum, the application package must include copies of the DMV registration, and proof of insurance, and California operation for the previous 24 months with no lapses (except for seasonal vehicles and those eligible under the military service provision). The existing vehicle must be based in California. Applicants may provide proof of California registration by providing copies of California International Registration Plan (IRP) documents. Out-of-state registration and out-of-state IRP do not qualify for the VIP.

- (F) *Seasonal Vehicle Exception:* If the existing vehicle operates seasonally, then the existing vehicle may be eligible to participate in the Voucher Incentive Program if it has been registered in California for three to six continuous months per 12 month period for the previous 24 months. DMV partial year registration documentation for each period the vehicle was registered must be included in the application package. Trucks that are registered seasonally must meet the minimum annual usage requirements in Appendix O during the registered months.
- (G) *Operational Condition Verification:* The existing vehicle may have a salvage title, but must be in operational condition to qualify for funding. Operating condition must be determined through an inspection by a participating dealership prior to submitting the application or by air district staff upon air district request. An operational vehicle must be able to start, move in all directions, and have all operational parts.
- (H) *Engine Verification:* If the existing vehicle engine tag is missing, then verification of the engine information can be done with the engine serial number. The participant will be required to provide verification of the engine make, model, model year, engine serial number, and horsepower from the manufacturer. Verification can include a letter or a printout from an engine manufacturer or participating dealer.
- (I) *Glider Kits:* Glider kits are replacement chassis and cabs for on-road heavy-duty vehicles. Glider kits are generally identified with a VIN starting with the letters "GL". In situations where the model years of the glider kit vehicle's chassis and engine differ, approval determination shall be made using the model year of the engine. Existing glider kit vehicles are eligible to participate in the voucher program. The replacement vehicle has to be a complete Original Equipment Manufacturer vehicle; i.e., the replacement vehicle cannot be a glider kit.
- (J) *Existing Vehicle Body Components:* The body of the existing vehicle does not play a part in the participation in the program. Program funds can only be used to purchase the new vehicle, not external body components or parts used for a particular vocation (e.g., dump body). The common practice for vehicle owners to remove non-emission related body components from the existing vehicle and place them on the replacement

vehicle is still permissible as long as the components do not exist on the replacement vehicle and are not a part of the paid components for the replacement vehicle.

- (K) *Operation of Existing Vehicle After Approval for a Voucher.* If the existing vehicle is in an accident or has an engine failure AFTER receiving approval for a voucher from the air district but prior to replacement, then the existing vehicle will still be eligible for receiving funds from the program as long as all other VIP requirements have been met.
- (L) *Delivering the Existing Vehicle to the Dealer Prior to Taking Ownership of the Replacement Vehicle:* The participant must deliver the existing vehicle in similar condition as it was in the pre-inspection. The air district or dealer can reject the condition of the existing vehicle if it is deemed unroadworthy or if parts were stripped from the existing vehicle. Reimbursement of the voucher will be withheld until the dealer or air district approve the condition of the existing vehicle.

**4. Replacement Vehicle Requirements.** All replacement vehicles must meet the following requirements before funding is awarded to the participant:

- (A) *Purchased from a Participating Dealership:* The replacement vehicle must be purchased from an air district-approved participating dealership.
- (B) *Title:* The replacement vehicle must have a clean title prior to purchase. The replacement vehicle must not have a salvage title and must not have been in an accident, repaired, and became available for resale.
- (C) *California Registration:* The replacement vehicle must be registered in California or in the California IRP.
- (D) *Model Year:* The replacement vehicle must have a 2013 model year or newer engine.
- (E) *New or Used:* The replacement vehicle can be new or used. Used vehicles with an original manufacturer GVWR of 33,001 pounds or greater must have less than 500,000 miles of operation, and used vehicles with an original manufacturer GVWR of 19,501 through 33,000 pounds must have less than 250,000 miles of operation. Used vehicles with an original manufacturer GVWR of 14,001 through 19,500 pounds must have less than 150,000 miles of operation.
- (F) *Engine Emission Standards:* New and used replacement vehicles qualify for funding based on engine emissions standards of at least 0.20 g/bhp-hr NO<sub>x</sub> and 0.01 g/bhp-hr PM. The corresponding funding levels are found in Appendix O.
- (G) An ARB Executive Order certifying that the engine meets the selected emissions standard must be included with the application package.

- (H) *Weight Class:* The replacement vehicle must be in the same weight class as the existing vehicle (either LHD 14,001 to 19,500 pounds, MHD 19,501 to 26,000 pounds, MHD 26,001 to 33,000 pounds, or HHD). An MHD vehicle can replace an HHD vehicle if they both have the same axle configuration (e.g. an existing HHD vehicle with two axles can be replaced with an MHD vehicle with two axles) but the funding amount must be at the MHD funding level.
- (I) *Engine Class:* The engine's primary intended service class must match the replacement vehicle's weight class (i.e., an MHD diesel engine is used in a vehicle with a GVWR of 19,501- 33,000 pounds and an HHD diesel engine is used in a vehicle with a GVWR greater than 33,000 pounds). As an exception, an HHD engine may be installed in an MHD vehicle if necessary for vocational purposes, but only if the GVWR is within ten percent of the engine's intended service class (i.e., GVWR of 29,701 pounds or greater). Also, an MHD engine may be installed in an HHD vehicle, but only if the GVWR is within ten percent of the engine's intended service class (i.e., GVWR of 36,300 pounds or less). For these exceptional cases, the funding amount must be in accordance with the medium heavy-duty (GVWR of 26,001 - 33,000 pounds) funding levels. The following are eligible cases under these exceptions:
- (1) A baseline MHD vehicle may be replaced with an MHD vehicle equipped with an HHD engine and granted a funding amount up to \$40,000.
  - (2) A baseline HHD vehicle may be replaced with an MHD vehicle (Section C.4.(H)) equipped with an HHD engine and granted a funding amount up to \$40,000.
  - (3) A baseline HHD vehicle may be replaced with an HHD vehicle (Section C.4.(H)) equipped with an MHD engine and granted a funding amount up to \$40,000.
- (J) *Warranty Requirements:* All replacement vehicles must have a minimum of a one-year / 100,000-mile major component engine warranty. The warranty must cover parts and labor. It is recommended that the highest-grade warranty be purchased in order to avoid expensive repairs in the future. No CMP funds will be issued for maintenance or repairs related to the operation of the vehicle. The participant takes sole responsibility for ensuring that the vehicle is in operational condition.
- (K) *Engine and Emission Control Modifications:* Emission controls on the replacement vehicle engine cannot be modified in any manner. Unauthorized modification to engine performance (including changes in horsepower), emission characteristics, engine emission components (not including repairs with like-original equipment manufacturers replacement



parts), or any other modifications to the engine's emission control function is not allowed.

**5. Air District Requirements.** Air districts must implement the following program requirements:

- (A) The VIP guidelines and attachments provide all requirements for the program, therefore air districts/dealers/grantees are not required to refer to the CMP Guidelines for Moyer funded VIP projects.
- (B) Each air district must have a resolution or minute order of their Governing Board that commits the air district to comply with all VIP requirements. If an air district Governing Board granted broad authority to adopt a program like VIP, the granted authority must be sufficient to comply with all VIP requirements.
- (C) Air districts may not add limitations to project criteria or make changes to the VIP Guidelines.
- (D) An air district may request CMP funds if the air district chooses to use those funds to implement the VIP as these funds become available. In order for an air district to be approved for a funding request to implement the VIP, the air district must provide verification of board approval to implement the VIP, a copy of at least one active dealer agreement, and a copy of at least one active dismantler agreement.
- (E) Air districts must dedicate a portion of their VIP funding exclusively to small fleets with three vehicles or less. At a minimum, the portion of funding allocated for small fleets must be 70 percent of the total VIP funds and the remaining portion may be allocated to fleets with four to ten vehicles. Air districts must monitor the funding levels for each fleet size category to ensure that both categories are adequately funded. Air districts must ensure that funds for small fleets are not depleted while funds still remain for larger fleets. Air districts may only modify the minimum percentage of funding if necessary due to demand and proximity to the grant funds liquidation deadlines outlined by the program guidelines. Air districts must reject VIP applications if funds are not currently available. Air districts cannot create a list of pre-approved VIP projects to receive funding in a future date.
- (F) Air districts must create an addendum to their current CMP Policies and Procedures using the air district VIP Policies and Procedures (Appendix B) within two months after they begin implementation of the VIP. Air districts are not required to submit this addendum to ARB but it must be available upon ARB request.
- (G) Air districts must use the program documents provided in the appendices. The documents may only be modified to include air district logos and air

district contact information. The documents will be provided electronically to the participating air districts. See additional guidance in Section C.5.(O).

- (H) Air districts must work to contract with vehicle dealerships located in their air district before contracting with dealerships located outside of their air district. Air districts that do not have dealerships within their air district can proceed directly to contract with dealerships located outside of their air basin. Air districts can contract with dismantlers located within or outside of their air district.
- (I) Air districts must contract with vehicle dealerships and dismantler yards. Dealership and dismantler yard agreements must contain the language provided in Appendix C and D, respectively. If a dealership has multiple locations, then the air district either needs to have one agreement for each location or list each location in one agreement. Air districts are responsible for dealer training, including updating this training whenever substantive changes are made to the VIP Program and/or this supplemental guidance document. Additional districts may be added to an existing air district's dealership and dismantler agreements with no further training required as long as at least one air district has met the requirements of Section C.5.(L). In addition, air districts that enter into new agreements with trained dealerships and dismantlers that already have existing agreements are not obligated to repeat training requirements. The process for selection of dealerships and dismantler yards must be specified by the air district in the air district's VIP Policies and Procedures.
- (J) Air districts must ensure participating dealerships and dismantlers meet all VIP requirements. Air districts must receive all requested documents from the dealership or dismantler prior to signing an agreement. Air districts must maintain records verifying their participating dealerships and dismantlers meet the VIP requirements.
- (K) Air districts must provide participating dealership and dismantler contact information to ARB within ten business days of entering into agreement.
- (L) Air districts must ensure at least one representative from each participating dealership is trained on the terms, conditions and requirements of the Program. Air districts must describe how this will be accomplished in the air district's VIP Policies and Procedures.
- (M) Air districts must work in coordination with ARB in outreach efforts to increase participation of vehicle owners, dealerships, and dismantler yards. Air districts must specify outreach efforts in the air district's VIP Policies and Procedures.

- (N) Air districts must provide all applicants and dealerships with application packages, inspection forms, and any other applicable VIP materials. Air districts that are invoking a local eligibility requirement must provide the dealerships pre-evaluation materials to help determine applicant eligibility.
- (O) Air districts may utilize the internet to securely receive applications, supporting documentation, and other voucher forms. However, the original Receipt of Replacement Voucher (Appendix G) that includes the applicant's original signature must be received by the air district. Digital signatures may be used in lieu of original signatures only if they comply with California Government Code section 16.5, and Title 2, California Code of Regulations, sections 22000-22005. Scanned or faxed signatures are not acceptable for the Receipt of Replacement Voucher. Air districts are responsible for ensuring that their electronic versions of the program documents meet all program requirements. The electronic VIP forms must contain the same information and applicant fields as the equivalent forms in the appendices but may also include the air district's logo and other designs unique to the district webpage. For clarity and to aid program review and enforcement efforts, air districts should make every reasonable effort to make the electronic forms look as similar as possible to the forms contained in the appendices. Air districts are also responsible for ensuring their websites and electronic forms meet the minimum security requirements and current standards.
- (P) Air districts cannot restrict where participating dealers can send completed applications.
- (Q) Air districts must review and approve applications on a first-come, first-served basis, based on the date of receipt of the application by the air district.
- (R) Air districts must approve or reject applications within 15 business days of receipt.
- (S) Air districts must review an application package and approve a project once all program requirements have been met. To facilitate the review of the application package, the air district must confirm that all requirements on the Air District Review Checklist: Initial Review have been met (Appendix E). The following application form fields in Table 1 are mandatory and must be filled in completely before the application may be approved (Section C.5.(W)):

**Table 1  
Mandatory Application Form Fields**

<p><b>Applicant Information:</b></p> <ul style="list-style-type: none"> <li>• Owner Name</li> <li>• Mailing Address (including City, State, Zip)</li> <li>• Physical Address (if different from mailing)</li> <li>• Owner Phone</li> <li>• TRUCRS ID/DTR Number</li> <li>• Fleet Size</li> </ul>	<p><b>Third Party Information:</b></p> <ul style="list-style-type: none"> <li>• Third-Party Name</li> <li>• Mailing address (including City, State, Zip)</li> <li>• Physical Address (if different from mailing)</li> <li>• Phone</li> <li>• Third Party Signature &amp; Date (only required if a paid party other than the dealership completes the application)</li> </ul>
<p><b>Existing Vehicle and Engine Information:</b></p> <ul style="list-style-type: none"> <li>• Vehicle Make</li> <li>• Vehicle Model</li> <li>• Vehicle Model Year</li> <li>• Vehicle Identification Number (VIN)</li> <li>• License Plate Number</li> <li>• Odometer Reading</li> <li>• Vehicle Operational</li> <li>• GVWR</li> <li>• Engine Make</li> <li>• Engine Model</li> <li>• Engine Model Year</li> <li>• Serial Number</li> <li>• Engine Family Number</li> <li>• Engine operational</li> <li>• Fuel used</li> <li>• Retrofit Device Make (if applicable)</li> <li>• Retrofit Device Model (if applicable)</li> <li>• Diesel Emission Control Strategy Family Name (if applicable)</li> <li>• Retrofit Device Serial Number (if applicable)</li> </ul>	<p><b>Replacement Vehicle and Engine Information:</b></p> <ul style="list-style-type: none"> <li>• Vehicle Make</li> <li>• Vehicle Model</li> <li>• Vehicle Model Year</li> <li>• Odometer Reading</li> <li>• GVWR</li> <li>• Engine Make</li> <li>• Engine Model</li> <li>• Engine Model Year</li> <li>• Engine Family Number</li> <li>• Engine operational</li> <li>• Fuel used</li> <li>• CARB Executive Order Number</li> </ul>
<p><b>Dealership Information:</b> All fields must be filled out or a business card must be attached</p>	<p><b>TRUCRS Option/DTR Compliance and Usage</b></p> <ul style="list-style-type: none"> <li>• TRUCRS Documentation and Compliance Options/DTR Compliance Documentation</li> <li>• Operational Area</li> </ul>
<p><b>Inspection Forms:</b> all applicable forms must be filled in based on the information required above for the existing and replacement vehicles.</p>	
<p><b>Applicant Recitals</b> Owner must sign and date application</p>	

- (T) Air districts must enter the VIN into the CARL database as part of the initial review of the application to ensure that the existing vehicle has not already applied for funding. If the VIN has already been entered into the CARL database, then the air district must reject the application.
- (U) Air districts may enter into a contract, written agreement, or memorandum of understanding with a 1) participating dealership to perform pre-inspections and/or post-inspections, or 2) with a participating dismantler to perform dismantle inspections. If an air district chooses to use dealerships or dismantlers to perform inspections, air district staff must conduct and document at least one inspection on each project without the use of a contractor; however, air districts may work in partnership to conduct the inspection. Air districts must ensure all inspection requirements are met and shall retain legal responsibility for full compliance with the inspection provisions of these Guidelines. If the air district decides to conduct the inspections, the inspections must be scheduled and completed within the following timeframes:
  - (1) Pre-inspection of the existing vehicle must be completed within five business days of the receipt of the application or request by the applicant or dealership.
  - (2) Post-inspection of the replacement vehicle must be completed within three business days of being notified by the dealership.
  - (3) Pre-dismantle inspection of the existing vehicle must be completed within three business days of being notified by the dealership. The pre-dismantle inspection is to verify the existing vehicle is in similar operating condition as in the pre-inspection. If the existing vehicle has been stripped of major parts or accessories, the air district may withhold payment until the existing vehicle is restored to its previous state.
- (V) For approved projects, the air district must provide an Approved Voucher Package to the dealership, as applicable. Documents may be provided electronically. An approved voucher package includes the following documents:
  - (1) Voucher (Appendix F)
  - (2) Receipt of Voucher (Appendix G)
  - (3) Dealer Reimbursement Invoice (for immediate signature and return to the air district – Appendix H)
  - (4) Post-inspection (replacement vehicle) and Pre-dismantle (existing vehicle) Inspection Forms (Appendix I)
  - (5) Dealer Reimbursement Package Checklist (Appendix J)

- (W) If a submitted application is incomplete, illegible, or has any unclear or missing documentation, the air district must reject the application immediately and notify the applicant. At their discretion air districts may request missing or unclear documentation or information from applicants before issuing rejections if the requirements of C.5.(X) can be met.
- (X) *Rejected projects:* Air districts must remove the existing vehicle VIN entered at the initial review stage from the CARL database if the application has been rejected. Air districts must mail or email an application rejection letter and the application package to the applicant if their application has been rejected. This letter must be issued by the end of the 15 business day review period. The air district must state the reason(s) for the rejection on the rejection letter. If an application is rejected because the VIN is already in the CARL database, then the air district should note this is the reason for rejection on the rejection letter and keep it in the project folder. The air district must also notify the dealer by mailing or emailing a copy of the rejection letter. A template of the rejection letter is in Appendix K.
- (Y) *Payment Goal:* A goal of the program is to ensure payment can occur when the existing vehicle is turned into the dealership and the replacement vehicle is ready for purchase. The air district shall work towards achieving this goal and should notify the dealership of any delays in issuing payment.
- (Z) *Project Payment Options:* In order to achieve the payment goal, air districts have two project payment options. The first option is to immediately begin the disbursement process for the approved voucher project after receiving a signed Reimbursement Invoice (Appendix H). Payment must not be distributed until an air district-approved Reimbursement Package has been submitted by the dealership. The second option is to begin the disbursement process and issue payment within ten business days of receipt of a completed reimbursement package. Air districts must include in the air district's VIP Policies and Procedures the option that is implemented.
- (AA) *Air District Payment Checklist:* Air districts should use the Air District Payment Review Checklist to help review if a complete reimbursement package has been submitted and payment can be issued (Appendix L). Air districts must retain with the project documents evidence that payment has been made. Such evidence could be a copy of the check, or other evidence consistent with standard fiscal operating procedures within the air district. Allowable forms of evidence must be documented in the air district's Policies and Procedures.
- (BB) If the process of payment is delayed, the air district must notify the dealership by phone or email at the earliest possible time of such delay.

- (CC) If the reimbursement package is not complete, the air district will mail or email a reimbursement package rejection letter explaining the discrepancy to the dealership (Appendix M) and keep a copy of this letter.
- (DD) Air districts must enter all project data information into the CARL database within 15 business days of approving an application for a voucher. The replacement vehicle VIN should not be entered until sale of the vehicle is finalized. Payment information including the confirmed replacement vehicle VIN must be submitted within 15 business days after payment is issued.
- (EE) Air district staff or a designated contractor must conduct the dismantle inspection of the existing vehicle at the dismantler within 60 calendar days of being notified the existing vehicle has been delivered to the dismantler yard. Inspection forms are in Appendix I. The dismantle inspection should include verification of engine destruction, vehicle frame rails are completely severed, and verification the dismantler yard has filed the "Application for Salvage Certificate or Non-Repairable Vehicle Certificate" (REG 488C) or a Notice of Acquisition/Report of Vehicle To Be Dismantled (REG 42) with DMV. Verification can include a copy of the form filed with DMV. Air districts must also receive official verification from the dismantler that the REG 42 form has been accepted by DMV. This verification may occur after the dismantle inspection.
- (FF) Air districts must mail out annual Usage Reports (Appendix N) to participants each year for three years after voucher redemption. The air district must also input data from the returned reports into CARL. Semi-annually, air districts will notify ARB if a grantee does not return usage reports. ARB reserves the right to enforce the terms of the voucher.
- (GG) *Records Retention:* Air districts must retain all records of approved voucher projects for a minimum of five years from the date of issuing the voucher. For rejected projects, air districts must maintain a copy of the application, the rejection letter, and method of notification for three years from the date the application was received.
- (HH) *Audit and Monitoring:* Air districts must allow ARB to monitor their voucher program, which includes an Incentive Program Review of the air district's implementation of the program. Most ARB VIP reviews will occur during a regular CMP Incentive Program Review; however, ARB may request project information on an as-needed basis.
- (II) *Audit of Participating Dealers:* Air districts that do not conduct 100 percent of required inspections themselves must audit five percent of each type of inspection (pre, post, pre-dismantle, and dismantle). Audits should be done randomly and occur throughout the implementation timeline of the air

district. Table 2 includes the audit requirements for the air districts to follow.

**Table 2**  
**Air District Audit Requirements**

Type of Audit Inspection	Purpose(s)	Timing of Audit Inspection
Pre-inspection	<ul style="list-style-type: none"> <li>• Verify existing vehicle is in operational condition</li> <li>• Verify existing vehicle application information</li> </ul>	After application is submitted to air district but prior to approving the application.
Post-inspection	<ul style="list-style-type: none"> <li>• Verify replacement vehicle meets emission standard</li> <li>• Verify application information</li> </ul>	After replacement truck is delivered, and prior to payment being issued
Pre-dismantle inspection	<ul style="list-style-type: none"> <li>• Verify existing vehicle is in operational condition and has not been stripped of parts</li> <li>• Verify existing vehicle application information</li> </ul>	After existing truck is delivered to dealership and payment is issued. Existing truck is at dealership location
Dismantle inspection	<ul style="list-style-type: none"> <li>• Verify engine destruction</li> <li>• Verify that frame rails are completely severed</li> <li>• Obtain copy of REG 42 form filed with DMV</li> </ul>	After engine and frame rail destruction.

(JJ) *Meeting Environmental Justice Requirements:* Air districts with environmental justice (EJ) requirements shall not apply the requirements to VIP application review. After each year of implementation, the air district may review each funded project to determine if it helps to meet air district EJ requirements. If those requirements have not been met, other CMP funded projects will need to be used to fulfill the EJ requirement.

**6. Dealership Requirements.** Dealership participation is an important component of the VIP. Dealers are responsible for providing participants with assistance in the application process. This includes ensuring compliance with all program requirements.

(A) Participating vehicle dealers are required to:

(1) Enter into an agreement with at least one air district in order to be a participating dealer in the VIP. Dealerships may choose to enter into agreements with more than one air district. Template language



that will be included in this agreement can be found in Appendix C; the air district will provide the dealer with exact language.

- (2) Warrant that it meets the following minimum qualifications, and will continue to meet these qualifications throughout its participation in the Program:
  - a. Dealership has had a valid business license issued in California for a minimum of the last two years.
  - b. Dealership has had a valid vehicle dealership license with DMV for a minimum of the last two years.
  - c. Dealership maintains a minimum of one employee that has successfully completed the training by the air district regarding the terms, conditions and requirements of the Program. If a participating dealership maintains more than one location for truck sales, then each location must have at least one employee trained on the VIP.
  - d. Dealership agrees to allow the air district or ARB to inspect vehicles or audit program records covered under this Agreement during normal business hours.
- (3) Provide accurate information about the VIP to applicants.
- (4) Help participants complete the VIP application package. It is important to make sure that all information is filled out correctly and that the participant understands the VIP requirements.
- (5) Show the voucher amount on the replacement vehicle invoice. The voucher does not reduce the purchase price of the vehicle, but is an incentive to the vehicle owner that will result in a lower price paid by the participant. The receipt of voucher funds does not lower the base price nor does it reduce the tax basis of the vehicle. The dealer may not have the applicant pay, even at the applicant's request, the full purchase price of the replacement vehicle, and later reimburse the voucher amount to the applicant.
- (6) Submit the completed application package to the air district. ARB recommends that dealers submit applications to the air district closest to an applicant's physical address. Incomplete application packages will be rejected and returned to the applicant. The dealer will also be notified of the reasons for rejection (Appendix K).
- (7) Ensure the title for the replacement vehicle is registered to the participant in California. If the replacement vehicle is not registered in California, the voucher will be invalid and not be paid.

- (8) Ensure the replacement vehicle is delivered in California.
  - (9) Ensure any used vehicles do not exceed the maximum miles of operation allowed for the original manufacturer GVWR:
    - a. 14,001 to 19,500 pounds must have less than 150,000 miles,
    - b. 19,501 to 33,000 pounds must have less than 250,000 miles, and
    - c. 33,001 pounds or greater must have less than 500,000 miles.
  - (10) Ensure the existing vehicle is delivered to the dealership prior to releasing the replacement vehicle.
  - (11) Ensure the existing vehicle is in similar condition as found in the pre-inspection. The dealer should reject the condition of the existing vehicle if it is deemed unroadworthy or if parts were stripped from the existing vehicle. Reimbursement of the voucher will be withheld until the dealer (or air district) approves of the condition of the existing vehicle and is delivered to the dealership.
  - (12) Ensure the existing vehicle and its original, signed title remains in dealership custody and is sent to a participating dismantler yard for destruction within 60 calendar days of dealership taking truck possession. Immediately notify the air district of the location and date of delivery of the existing vehicle to the dismantler.
- (B) *Application Package:* To ensure that an application package is complete, the dealer must ensure that all the following items are complete and included in the participant's submission to the air district. An applicant checklist is available for participants and dealerships to use (Appendix A). The following must be completed before a voucher will be issued:
- (1) Submit a signed and complete application.
  - (2) Submit all other applicant-required documentation as listed in these guidelines and on the application checklist.
  - (3) If required by the air district, inspect and provide documentation showing that the existing vehicle is operational and roadworthy. The air district may decide to conduct the inspections and will notify the dealership of this.
  - (4) Submit digital photographs of the existing vehicle to the air district. The air district will specify the required format of digital photos as listed on the inspection form in appendix I. Before submitting photographs to the air district, dealers must verify that photographs are clear with a minimum capture resolution of 640X480. Dealers

can submit photos of more than one truck inspection on a disk or other media as long as the pictures are clearly labeled. All Vehicle Identification Numbers (VIN) and engine serial numbers (ESN) must be legible.

- (C) *Dealer Reimbursement Package:* Prior to receiving reimbursement, the dealer must submit a reimbursement package to the air district. A checklist is available for the dealers (Appendix J). Parts not requiring an original signature may be provided electronically if allowed by the district. The following documents should be included in the reimbursement package:
- (1) Reimbursement Invoice (Appendix H) should be signed and returned to the air district upon receipt.
  - (2) Final dealership invoice signed by the applicant that shows the final purchase price less the voucher award.
  - (3) Original Receipt of Voucher signed by the participant (original signature required).
  - (4) The Voucher.
  - (5) Copy of DMV registration paperwork showing vehicle registered to the participant in California.
  - (6) Copy of finance documentation (if vehicle was financed) showing the lender and the financed amount. If a lender separate from the dealer is used, a copy of the check provided to the dealer must be provided. The grant and financed amount must not exceed the vehicle cost.
  - (7) Copy of replacement vehicle warranty.
  - (8) Copy of title of existing vehicle signed and dated by applicant.
  - (9) Inspection forms and pictures of the existing vehicle after it is turned in to the dealership as specified in Appendix I.
  - (10) Inspection forms and pictures of the replacement vehicle as specified in Appendix I.
  - (11) Location of the dismantler yard that the existing vehicle will be destroyed.
  - (12) Date the existing vehicle is delivered to or picked up by a participating dismantler.

## 7. Dismantler Requirements

- (A) For replacement projects, ARB requires that the existing vehicle is destroyed. Destruction of the existing vehicle chassis and engine permanently removes the old, high-emitting vehicles from operation. This requirement has been established to ensure that emission reductions are real. It prevents the existing vehicles from being moved into another locale to continue emitting high levels of pollutants. Air districts will establish a list of participating dismantlers that existing vehicles can be delivered to or picked up for destruction.
- (B) A dismantler must enter into an agreement with at least one air district to participate in VIP. Appendix D lists the terms that must be included in the air district/dismantler agreement. The following are requirements for participating dismantlers:
  - (1) Participating vehicle dismantlers are required to meet the following requirements in order to participate in the VIP and provide verification to the air district:
    - a. Be licensed by DMV as a Dismantler for a minimum of the last two years;
    - b. Have a current, valid California Environmental Protection Agency (Cal/EPA) Hazardous Materials Generators Permit;
    - c. Comply with all local, State and federal laws and regulations;
    - d. Owner must have a minimum of one active employee who received training by the air district on the requirements of the Program. If a dismantler has more than one location, then the dismantler must have at least one active employee trained by the air district at each location that will be accepting VIP trucks; and
    - e. Have had a valid business license issued in California for a minimum of the last two years.
  - (2) Funding is not available for the dismantling of any existing vehicle.
  - (3) The dismantler must agree to do the following:
    - a. Destroy the existing vehicle within 60 calendar days of receipt. Destruction of the vehicle includes completely severing the frame rails so that the frame is no longer capable of being used in a vehicle.

- b. The existing vehicle and engine must be destroyed and rendered useless. At a minimum, the destruction must include the following:
  - i. Both frame rails must be completely severed between the front and rear axles.
  - ii. A hole must be put in the engine block with a diameter of at least three inches at the narrowest point. The hole must be irregularly shaped (i.e. no symmetrical squares or circles). A section of the oil pan flange must be removed as part of the hole or have a line cut through it that connects to the hole.
- c. The dismantler must notify the air district that a vehicle is destroyed and ready for inspection.
- d. The destruction of the engine and vehicle must be documented by the air district. Air district staff or a designated contractor must verify in-person the vehicle identification numbers and engine serial number.
- e. The dismantler must provide verification that the existing vehicle is registered with DMV as non-repairable. Verification of filing DMV Form 488C or REG 42 must be provided to the air district at the dismantle inspection. Within 90 calendar days of the dismantle inspection date, the dismantler must also provide verification to the air district from DMV that the existing vehicle has been registered with DMV as non-repairable (non-revivable) with a transaction code L10 (non-original Junk Non-Revivable) or C26 (Junk Non-Revivable Original).

#### **D. Definitions**

For the purposes of the VIP, definitions are as follows:

Body Components: Any components of a vehicle specific to the actual vocation of the vehicle. This does not include any components that are directly related to the propulsion of the vehicle, common component of a vehicle (e.g., steering wheel, seats, etc.), or related to the rigid structure of the tractor.

Dismantler: A place of business whose purpose is to destroy heavy-duty vehicles and engines that also meet the requirements of Section C.7.

Drayage Truck: Drayage trucks are defined in California Code of Regulations, title 13, section 2027. More information on trucks that must comply with the Drayage Truck Regulation can be found at:

<http://www.arb.ca.gov/msprog/onroad/porttruck/porttruck.htm>.

Existing Vehicle: The vehicle that will be turned in by the applicant for dismantling and destruction.

Gross Vehicle Weight Rating (GVWR): The maximum allowable total weight of a road vehicle and a loaded trailer as established by the original vehicle manufacturer. The original GVWR is typically found on an information tag or plate permanently affixed to the vehicle.

Heavy-duty vehicle (HDV): A vehicle with an original GVWR of 14,001 pounds or greater.

Heavy Heavy-Duty Vehicle (HHD): A vehicle with an original manufacturer GVWR of 33,001 pounds or greater.

Light Heavy-Duty Vehicle (LHD): A vehicle with an original manufacturer GVWR of 14,001 to 19,500 pounds.

Medium Heavy-Duty Vehicle (MHD): A vehicle with an original manufacturer GVWR of 19,501 through 33,000 pounds. Note: Replacement vehicles must be in the same weight class as the existing vehicle (LHD 14,001 to 19,500, MHD 19,501 to 26,000 pounds, MHD 26,001 to 33,000 pounds, or HHD).

Participating Dealership: A dealership that has an agreement with an air district to participate in the VIP.

Participating Dismantler: A dismantler that has an agreement with an air district to participate in the VIP.

Primary intended service class: The primary intended service classes are designated as light, medium, and heavy heavy-duty diesel engines as defined in

40 CFR §86.085-2:

1. The primary service application group for which a heavy-duty diesel engine is designed and marketed, as determined by the manufacturer. The primary intended service classes are designated as light, medium, and heavy heavy-duty diesel engines. The determination is based on factors such as vehicle GVWR, vehicle usage and operating patterns, other vehicle design characteristics, engine horsepower, and other engine design and operating characteristics.
  - (A) Light heavy-duty diesel engines usually are non-sleeved and not designed for rebuild; their rated horsepower generally ranges from 70 to 170. Vehicle body types in this group might include any heavy-duty vehicle built for a light-duty truck chassis, van trucks, multi-stop vans, recreational vehicles, and some single axle straight trucks. Typical applications would include personal transportation, light-load commercial hauling and delivery, passenger service, agriculture, and construction. The GVWR of these vehicles is normally less than 19,500 pounds.

- (B) Medium heavy-duty diesel engines may be sleeved or non-sleeved and may be designed for rebuild. Rated horsepower generally ranges from 170 to 250. Vehicle body types in this group would typically include school buses, tandem axle straight trucks, city tractors, and a variety of special purpose vehicles such as small dump trucks, and trash compactor trucks. Typical applications would include commercial short haul and intra-city delivery and pickup. Engines in this group are normally used in vehicles whose GVWR varies from 19,500-33,000 pounds.
- (C) Heavy heavy-duty diesel engines are sleeved and designed for multiple rebuilds. Their rated horsepower generally exceeds 250. Vehicles in this group are normally tractors, trucks, and buses used in inter-city, long-haul applications. These vehicles normally exceed 33,000 pounds GVWR.

Seasonal Vehicle: An “Agricultural Vehicle”, “Log Truck”, “Low Mileage Work Truck”, or “Specialty Agricultural Vehicle” based on the definitions in 13 CCR section 2025:

“Agricultural Vehicle” means a vehicle that is eligible to utilize the requirements for agricultural vehicles in California Code of Regulations, title 13, section 2025 and meets one of the definitions of (A) through (E) below.

- (A) A vehicle, or truck-tractor and trailer combination, owned by a farming business and used exclusively in one or more of the following ways:
  - (1) In agricultural operations.
  - (2) To transport harvested farm products to the first point of processing.
  - (3) to directly support farming or forestry operations, which may include supply trucks, cattle trucks, and other vehicles but does not include vehicles that do not directly support farming operations such as personal use vehicles, vehicles rented or leased to others for nonagricultural uses that do not qualify, or vehicles used in a transportation business other than to transport harvested farm products to the first point of processing.
- (B) A vehicle, or truck-tractor and trailer combination, owned by a bee keeping business and used exclusively to transport their own bees or honey to the first point of processing.
- (C) A truck, or a truck-tractor and trailer combination, that is required to display a hazardous material placard during delivery and exclusively delivers fertilizer or crop protection chemicals that require placard identification for use in agricultural operations from a distribution center to a farm and back, and is owned by a business holding a valid fertilizer or pest control license.
  - (1) Owners of such vehicles must hold:

- a. A valid pest control dealer license issued by the California Department of Pesticide Regulation as required under Food & Agricultural Code, Division 6, Chapter 7, Article 6, section 12101; or
  - b. A valid fertilizing materials license issued by the California Department of Food and Agriculture as required under Food & Agricultural Code, Division 7, Chapter 5, Article 4, section 14591(a).
- (2) Such vehicles must exclusively carry products defined under one of the following, and be required to display an appropriate placard, as required by the United States Department of Transportation:
- a. 49 CFR, CHAPTER 1, PART 173.127 (Division 5.1); or
  - b. 49 CFR, CHAPTER 1, PART 173.132 (Division 6.1); or
  - c. 49 CFR, CHAPTER 1, PART 173.115 Class 2, (Division 2.1, 2.2, and 2.3); or
  - d. 49 CFR, CHAPTER 1, PART 173.136 Class 8; or
  - e. 49 CFR, CHAPTER 1, PART 173.140 Class 9.
- (D) A truck, or truck-tractor and trailer combination, designed for in-field operations, that is exclusively engaged in agricultural operations on the farm. Examples include truck configurations designed to spread manure, dispense hay, and dispense freestall bedding. It also includes water trucks and trucks designed or modified to be used exclusively for the dusting, spraying, fertilizing, or seeding of crops. Except as allowed in (A) above, trucks, or truck-tractor and trailer combinations that transport any products, materials, personnel, or equipment are excluded.
- (E) A truck, or truck-tractor and trailer combination, including yard trucks, that exclusively transports any unprocessed horticultural, viticultural, aquacultural, forestry, dairy, livestock, poultry, bee or farm products such as raw, unprocessed crops, livestock, fish, or fowl between the farm and where the first point of processing occurs after harvest. Also included are trucks that are used to harvest crops for silage, and trucks that transport unprocessed agricultural materials from forest or farm to a biomass facility.

“Log Truck” means a heavy-duty vehicle with a manufacturer’s GVWR greater than 33,000 lbs and has log bunks permanently attached that exclusively transports logs.

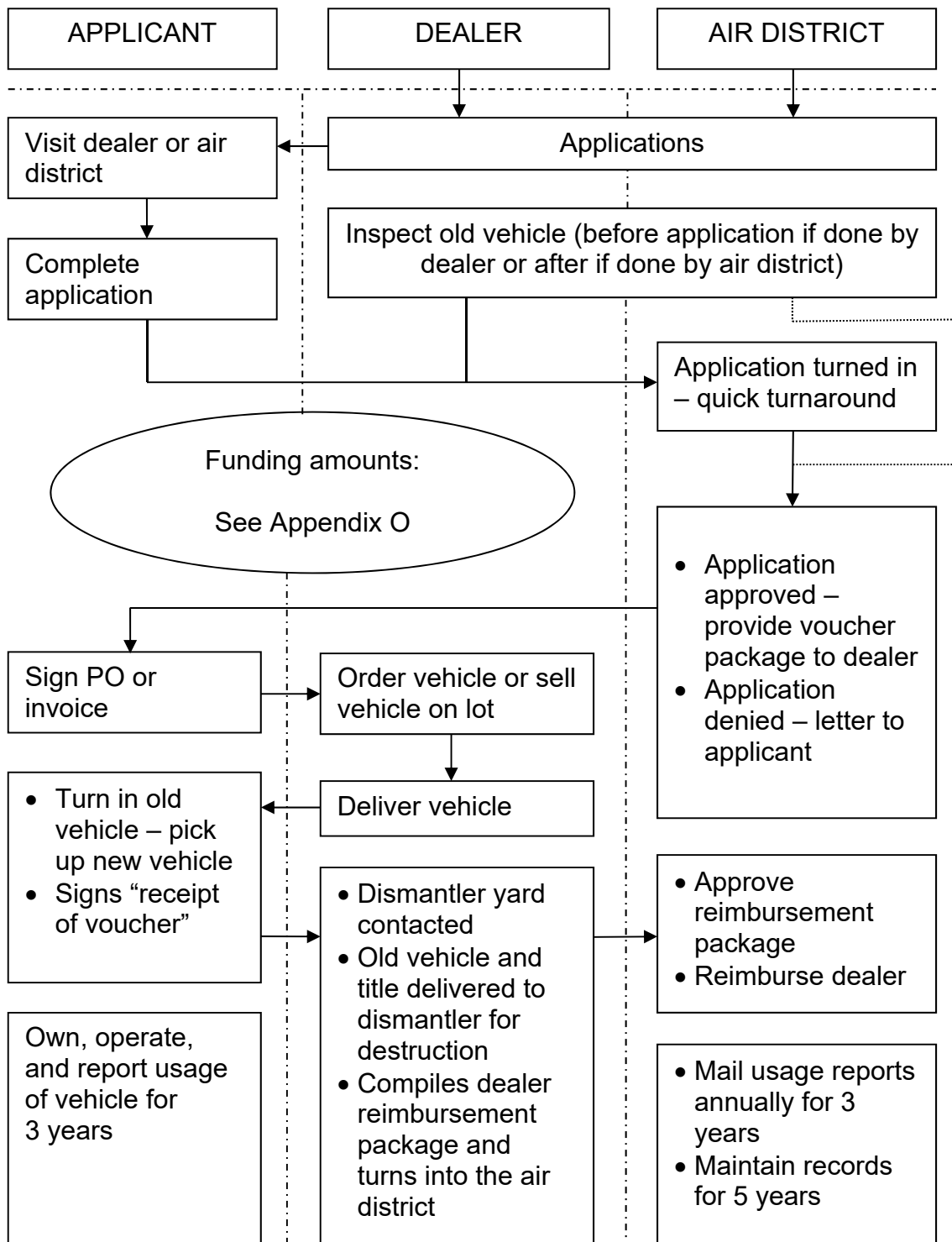
“Low-Mileage Work Truck” means a vehicle that meets the definition of a “Work Truck” as defined in California Code of Regulations, title 13, section 2025 and is reported in TRUCRS under the Low Mileage Work Truck Option.



“Specialty Agricultural Vehicle” means an agricultural vehicle having one of the following body types and has been approved for the exemption in California Code of Regulations, title 13, section 2025(d)(55) by the Executive Officer:

- (F) A truck, or a truck-tractor and trailer combination, designed or modified to be used exclusively for the fueling, repairing, or loading of an airplane or helicopter used for the dusting, spraying, fertilizing, or seeding of crops; or
- (G) A truck, or a truck tractor and trailer combination, that is equipped with a self-loading bed and is designed and used exclusively to transport field manufactured cotton modules to a cotton gin; or
- (H) A truck equipped with a water tank owned by a farmer, not operated for compensation, and used exclusively in agricultural operations to provide dust suppression on dirt roads providing access to agricultural fields and for the transportation of water for crop or tree irrigation or for livestock; or
- (I) A feed truck or mixer-feed truck specially designed for dispensing feed to livestock. It does not include trucks designed to supply storage silos with feed; or
- (J) A truck with a self-loading bed designed to be used in the process of harvesting lettuce. This type of vehicle is commonly referred to as a Fabco truck.

## Voucher Incentive Program Truck Replacement Flow Chart



## Appendix A

### VOUCHER INCENTIVE PROGRAM Application Package

- Please print clearly or type all requested information on this application.
- Submit all supporting documentation listed on the application checklist.
- Complete one application for each heavy-duty on-road vehicle.
- **If the submitted application is incomplete, illegible, or any documentation is missing or unclear, the application will be rejected immediately and returned to the applicant.**

#### Eligibility Criteria

To be eligible for funding in the Voucher Incentive Program (VIP) projects must meet the criteria described in the VIP Guidelines. These criteria include, but are not limited to, the following:

- **Fleet Size**: Owner/ Applicant may not own more than ten on-road heavy-duty diesel-fueled vehicles with a Gross Vehicle Weight Rating (GVWR) greater than 14,000 pounds. Owners of on-road vehicle fleets with more than ten vehicles are not eligible to participate. Vehicles with a GVWR greater than 14,000 pounds that are leased for more than a year must also be included in the fleet size. Determination of fleet size must be based on the definitions and criteria in the Statewide Truck & Bus Regulation in California Code of Regulations, title 13, section 2025.
- **Regulations**: The purchase and use of this low-emission vehicle is not required by any local, State, and/or federal rule or regulation, including the Drayage Truck Regulation. **Note**: VIN numbers will be added to the Drayage Truck Registry as “non-compliant” for up to three years after replacement truck delivery if the existing engine was 2006 or older.
- **Compliance Extensions**: Applicant may not use VIP funded projects to generate a compliance extension or extra credit for determining regulatory compliance during the funded surplus period.
- **Existing Engine Model Year**: For replacement projects, the applicant must prove that the existing vehicle is equipped with a model year 2009 or older engine.

- Weight Range: Applicant must document that the existing vehicle meets the criteria for either a light heavy-duty vehicle, a medium heavy-duty vehicle, or a heavy heavy-duty vehicle as defined below:
  - To qualify for light heavy-duty (LHD) funding levels, eligible vehicles must have an original manufacturer GVWR of 14,001-19,500 pounds. **OR**
  - To qualify for medium heavy-duty (MHD) funding levels, eligible vehicles must have an original manufacturer GVWR of either MHD 19,501-26,000 pounds or MHD 26,001-33,000 pounds. **OR**
  - To qualify for heavy heavy-duty (HHD) funding levels, eligible vehicles must have an original manufacturer GVWR of 33,001 pounds or greater.
- Vehicle Title: Applicant must prove ownership of the existing vehicle for the previous 24 months. The title must show that there is no lien holder.
- Registration: Applicant must prove that the existing vehicle is currently registered and has been registered in California for the previous 24 months, or for the previous eight continuous months with 24 months of California operation documentation. For seasonal vehicles, California registration is required for three to six continuous months per 12 month period for the previous 24 months.
- Insurance: Applicant must prove that the existing vehicle has been insured for the term consistent with the registration documentation.
- Usage: Applicant must provide the previous 24 months of vehicle usage documentation (fuel consumption or miles driven). Depending on the compliance option used, mileage documentation may be required. Fuel documentation must show specific fuel usage of the existing vehicle. Usage covering the entire fleet is not acceptable. The existing vehicle must have met the selected minimum annual mileage or fuel usage requirements in Appendix O, as applicable, in each 12 month period over the previous 24 months.
- Military Service Provision: If a participant has been on active military duty at any time during the previous 24 months, documentation prior to deployment and covering the same length of time as the deployment period may be used to meet the title, registration, usage, and operation in California requirements. Participant must submit a copy of DD Form 214, Certificate of Release or Discharge from Active Duty to verify military service during the deployment period.
- Applying for Funds: Applicant may only apply for funds through the Voucher Incentive Program to one air district at a time. Applicant cannot apply for any other grant funds to replace this vehicle.
- Two-for-One Vehicle Replacements: If an applicant is applying to replace two existing vehicles with one replacement vehicle, then two applications and

supporting documentation must be submitted. Please specify this on the application by checking the Two-for-One Option.

## VOUCHER INCENTIVE PROGRAM Application Checklist

Applicant Information		Dealer Information	
Company:		Dealership:	
Owner:		Salesperson:	
Phone:		Phone:	
FAX:		FAX:	
Email:		Email:	
<i>Option: attach business card</i>		<i>Option: attach business card</i>	
√	<b>Applicant Requirements</b>		
<input type="checkbox"/>	Completed application (signed & dated; scanned or faxed copy acceptable)		
<input type="checkbox"/>	If Military Service Provision applicable, copy of DD214 Certificate of Release or Discharge from Active Duty. Check the box on the application marked "Military Service Provision".		
<input type="checkbox"/>	Copy of existing vehicle title (no lien holder for replacement projects)		
<input type="checkbox"/>	Vehicle usage documentation (for previous 24 months) <input type="checkbox"/> Fuel records <input type="checkbox"/> Mileage records		
<input type="checkbox"/>	Vehicle usage documentation for the existing vehicle must prove : <input type="checkbox"/> selected mileage level per year for previous 24 months <b>OR</b> <input type="checkbox"/> selected gallons per year consumed for previous 24 months		
<input type="checkbox"/>	Copy of existing vehicle DMV registration for the previous 24 months – if existing vehicle is registered for part of a year, provide proof of registration for all months registered; or DMV registration for previous eight consecutive months with 24 months of California operation documentation. <b>AND</b> Copy of existing vehicle insurance cards (consistent with the term of the registration documentation)		
<input type="checkbox"/>	Inspection Form for the existing vehicle signed by a participating dealership or air pollution control/air quality management district (air district)		
<input type="checkbox"/>	Digital photos of the existing vehicle		
<input type="checkbox"/>	Verification of existing engine model year from the manufacturer or dealership		
<input type="checkbox"/>	Quote and specification sheet for the replacement vehicle signed and dated by the dealership		
<input type="checkbox"/>	Air Resources Board (ARB) Executive Order for replacement vehicle engine		
<input type="checkbox"/>	If replacing two existing vehicles with one replacement vehicle, submit an application and the above information for each existing vehicle. Check the box on the application marked "Two-for-One Option".		
<input type="checkbox"/>	TRUCRS/DTR certificate and report showing compliance and fleet information.		

# VOUCHER INCENTIVE PROGRAM Application

Date Received:  
(For office use only)

## Applicant Information

Military Service Provision

Owner Name:		Company Name:	
Mailing address:		Fleet Size*:	
City:	State:	Zip Code:	
Physical address:			
City:	State:	Zip Code:	
Owner Email:		Owner Phone:	
TRUCRS ID / DTR Number:			

\* As defined in Truck & Bus Regulation. Fleet Size must include vehicles leased for more than one year.

## Third Party Information

This box needs to be filled out if application is completed by anyone being paid to complete the application on the owner's behalf. Dealers do not need to complete this section.			
Third-Party Name:		Company Name:	
Mailing address:			
City:	State:	Zip Code:	
Physical address:			
City:	State:	Zip Code:	
Phone:		Email:	
<b>Third Party Signature:</b>		<b>Date:</b>	

## Existing Vehicle and Engine Information

Two-for-One Option

<b>VEHICLE INFORMATION:</b>			
Vehicle Make:	Vehicle Model:	Vehicle Model Year:	
Vehicle Identification Number:	License Plate Number:	Manufacture Date:	
Odometer Reading:	Vehicle operational? <input type="checkbox"/> Yes <input type="checkbox"/> No		
DOT Number (if interstate):	CHP number (if applicable):	Fleet ID (optional):	
Cab Style: <input type="checkbox"/> Conventional <input type="checkbox"/> Cab-over		Original Manufacturer GVWR:	
<b>Engine Information:</b>			
Engine Make:	Engine Model:	Engine Model Year:	Manufacture Date:
Serial Number:	Engine Family Number:	Horsepower:	
Engine operational? <input type="checkbox"/> Yes <input type="checkbox"/> No	Fuel used? <input type="checkbox"/> Diesel <input type="checkbox"/> Other: _____		

### Existing Vehicle Retrofit Device Information (as shown on label)

Retrofit device make:	Retrofit device model:
Diesel Emission Control Strategy Family Name (begins with "CA"):	Retrofit device serial #:

### Replacement Vehicle and Engine Information

<b>VEHICLE INFORMATION:</b> <input type="checkbox"/> New <input type="checkbox"/> Used			
Vehicle Make:	Vehicle Model:	Vehicle Model Year:	
Vehicle Identification Number (if available):	License Plate Number (if available):	Manufacture Date:	
Odometer Reading:	Vehicle operational? <input type="checkbox"/> Yes <input type="checkbox"/> No		
DOT Number (if interstate):	CHP number (if applicable):	Delivery Date:	
Cab Style: <input type="checkbox"/> Conventional <input type="checkbox"/> Cab-over	Original Manufacturer GVWR:		
<b>Engine Information:</b> ≤ 0.01g/bhp-hr PM and is at or below the following standard (STD) or family emissions limit (FEL) NOx level: <input type="checkbox"/> 0.20 g/bhp-hr			
Engine Make:	Engine Model:	Engine Model Year:	Manufacture Date:
Serial Number (if available):	Engine Family Number:	Horsepower:	
Engine operational? <input type="checkbox"/> Yes <input type="checkbox"/> No	Fuel used? <input type="checkbox"/> Diesel <input type="checkbox"/> Other: _____	CARB Executive Order Number:	

### Dealership Information (or attach business card)

Contact Person:	Business Name:		
Phone:	Address:		
City:	State:	Zip Code:	



## TRUCRS Reporting and Compliance Options for Truck and Bus Regulation/DTR Registration for Drayage Truck Regulation

Check all that apply (first box required)

- Fleet is reported in TRUCRS and the attached TRUCRS documentation includes (in its entirety): a Compliance Certificate, Compliance Status printout, a Vehicle Info printout that includes the entire fleet and compliance options used, and the Company Info printout with printout dates that are the same as the application date; or for drayage trucks, attached DTR documentation shows VIN and compliance
- Fleet is currently reported under the NOx Exempt Area Option, Low mileage Work Truck Option, Agricultural Vehicle Option, or Log Truck Phase-In Option. Only mileage documentation will be accepted.

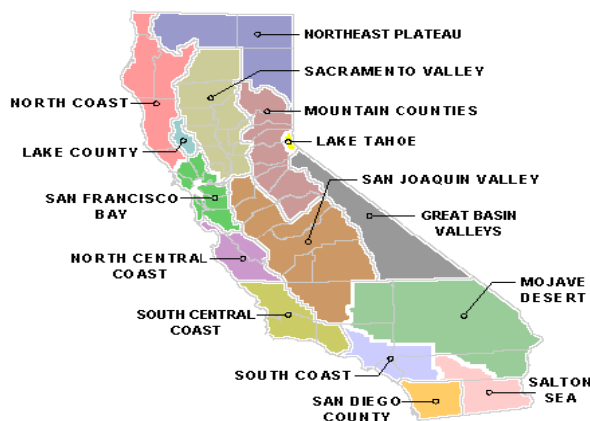
NOx Exempt Option: Each year during the previous 24 months, what percentage of the total mileage was in NOx Exempt areas? Year 1: \_\_\_\_\_ Year 2: \_\_\_\_\_

### Operational Area

Using the map below, estimate the percentage of your annual mileage or usage that normally occurs in each area (based on previous two years).

North Coast:	Northeast Plateau:
Lake County:	Sacramento Valley:
San Francisco Bay:	Mountain Counties:
North Central Coast:	Lake Tahoe:
South Central Coast:	San Joaquin Valley:
South Coast:	Great Basin Valleys:
San Diego County:	Mojave Desert:
Outside California:	Salton Sea:
<i>Note: The total of all percentages must equal 100.</i>	

**California Air Basins**



By submitting this application, I certify under penalty of perjury, under the laws of the State of California that the information on this application is accurate and true:

- I am the owner of the existing vehicle(s);
- The existing vehicle is part of a fleet with no more than ten on-road heavy-duty diesel-fueled vehicles according to the fleet size definition of the Truck and Bus Regulation including vehicles leased more than one year, and drayage trucks;
- The existing vehicle(s) has operated at least 75 percent of the time in California during each 12 month period for the previous 24 months;
- I am not under contract and will not apply for additional grant funds from any other entities or programs for this vehicle;
- I understand and agree that, if my application is approved for a replacement vehicle purchase, my existing vehicle(s) identified on this application will be destroyed;
- The purchase of this low-emission vehicle is NOT required by any local, State, and/or federal rule or regulation, including the Drayage Truck Regulation, and will not be counted toward meeting compliance requirements prior to the dates indicated in the applicable funding table from Appendix O in the VIP Guidelines;
- I understand that for a period of three years from delivery date, I will not engage in any activities that are subject to the Drayage Truck Regulation, including accessing any regulated port or intermodal rail facility if my existing engine(s) was model year 2006 or older;
- I understand that I must be in compliance and remain in compliance with all applicable federal, State, and local air quality rules and regulations;
- I understand that an incomplete or illegible application, or if any required documentation is missing, this application will be immediately rejected and returned to me;
- I understand that I can reapply for project funding if this application is rejected because it was incomplete, illegible, or missing required documentation;
- I understand as an applicant that incentive programs have limited funds and shall terminate upon depletion of program funding;
- I have the legal authority to apply for incentive funding for the entity described in this application;
- I understand that ARB, as an intended third party beneficiary, reserves the right to enforce the terms of the VIP and the Voucher at any time during the three year voucher term;
- I understand that the air district and ARB reserve the right to deny me future funding if I do not meet all the terms and conditions of the VIP and Voucher received;
- The information provided in this application and all supporting documentation are true and correct and meet the minimum requirements of the Voucher Incentive Program; and
- I agree to the above statements by signing below.

Owner Signature:

Date:

Printed Name:

Title:

**Please attach all documentation listed on the application checklist**

*Please submit this application to the air district below. If you have any questions in completing your application, please contact:*

<Air District Contact Information>

## Appendix B

# VOUCHER INCENTIVE PROGRAM AIR DISTRICT VIP POLICIES AND PROCEDURES

### NOTE to AIR DISTRICT:

The program elements listed do NOT constitute an air pollution control or air quality management district's (air district's) entire Policies and Procedures. This is an addendum to the air district's already existing Policies and Procedures in order to explain how to administer the Voucher Incentive Program (VIP). The terms have been prepared to facilitate the air district's preparation of their VIP Policies and Procedures. The air district must ensure the intent of the VIP Guidelines is met and include the program elements listed below in the air district's VIP Policies and Procedures.

#### 1. PROGRAM APPROVAL

How the air district is obtaining approval to implement the Carl Moyer Memorial Air Quality Standards Attainment Program's (Moyer Program) On-Road Heavy-Duty Vehicle Voucher Incentive Program.

#### 2. SELECTION OF DEALERSHIP

The processes the air district goes through to solicit and select dealership to go into agreement with.

#### 3. DISMANTLER SELECTION

The processes the air district goes through to solicit and select dismantlers to go into agreement with.

#### 4. PAYMENT PROCESS

The option in which the air district chooses to reimburse and issue payment to the dealership. There are two options:

- a. To start the disbursement process as soon as they receive a Reimbursement Invoice, OR
- b. To start the disbursement process and issue a check within ten business days of receiving a completed Reimbursement Package.

#### 5. DOCUMENTATION

The method in which the air district chooses to document the activities and progress of the VIP.

## **6. AUDITS**

How the air district chooses to audit and inspect the projects. There are two options:

- a. The air district can choose to do all inspections.
- b. If the air district chooses to have dealerships and/or dismantlers conduct inspections, the air district must audit five percent of each inspection (pre-inspection, post-inspection, pre-dismantle, and dismantle inspection). The audits should be done randomly. The air district must outline how they will conduct audits in the VIP Policies and Procedures.

## **7. DEALER TRAINING**

The air district's method for providing training for the participating dealers on the Voucher Incentive Program. If the air district chooses to have dealers and/or dismantlers conduct the inspections, the air district must specify the media in which the inspection photographs will be submitted to the air district. If the air district has a local eligibility requirement, the air district must specify the tools and materials that must be used to determine eligibility. The air district must work with the Air Resources Board (ARB) in coordinating training and materials.

## **8. DISMANTLER TRAINING**

The air district's method for providing training for the participating dismantlers on the Voucher Incentive Program.

## **9. OUTREACH**

The air district's plan on outreach and meeting the outreach goal for the Voucher Incentive Program.

## Appendix C

# **VOUCHER INCENTIVE PROGRAM DEALERSHIP AGREEMENT TERMS TO BE INCLUDED IN MASTER AGREEMENT BETWEEN THE AIR DISTRICT AND DEALER**

### NOTE to AIR DISTRICT:

The terms listed do NOT constitute the air pollution control or air quality management district's (air district's) entire Agreement; standard air district Agreement language (such as, confidentiality, termination, indemnification, insurance, etc.) must be included in conjunction with the items below. The terms have been prepared to facilitate the air district's preparation of Agreement. The air district must include the terms listed below, which supersede any additional terms included by the air district.

1. The air district has not reviewed the Dealership's operations or reached any conclusion on the quality of the Dealership's operations. The air district is permitting the Dealership to enter into this Agreement solely because the Dealership has represented to the air district that it is aware of the California Air Resources Board (ARB) Voucher Incentive Program (VIP) Guidelines (Guidelines) goals, and agrees to abide by the Program requirements and Guidelines.
2. The air district and Dealership agree that if the California Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the Program, this Agreement shall be of no further force and effect. In this event the State shall have no liability to pay any funds whatsoever to the air district and Dealership or to furnish any other considerations under this Agreement.
3. Payment: The air district will not pay or otherwise directly reimburse or compensate in any way the Dealership for its services rendered in keeping with this Agreement, but the benefit received by Dealership under this Agreement is the opportunity to participate in the Program, which includes the corresponding opportunity for the Dealership to profit from the sale of vehicles to Program Participants.
4. Reduction in Vehicle Purchase Price: The dealership should show the voucher amount on the replacement truck invoice. This amount should not reduce the sales price of the truck but should reduce the amount the participant will pay for the truck. The receipt of voucher funds does not lower the base price of the truck and does not reduce the tax basis of the truck.
5. Voucher Payment: The Dealership will be reimbursed by the air district for the voucher amount once the Dealership submits a complete Reimbursement Package to air district as outlined in the Guidelines and in this Agreement.

6. Dealership Obligations: The Dealership agrees to provide general information to Program participants about the Program. The air district will provide training to Dealership staff. The Dealership agrees to assist Program participants to correctly complete and submit the Application Package to the air district. It is important to verify that all information is filled out correctly and that the participant understands the Program.
  - a. Before the air district may approve a voucher, an Application Package must be completed and submitted to the air district. The Application Package must include all required documentation as outlined in the Program Guidelines.
  - b. After the air district notifies the Dealership of application approval, the Dealership will order the replacement vehicle with an engine that meets the emissions standards corresponding to the project funding level as specified in Appendix O and have the replacement vehicle delivered to the Dealership. The replacement vehicle must be delivered in California.
  - c. Ensure that the existing vehicle and its original, signed title remains in dealership custody and is sent to a participating dismantler yard for destruction within 60 calendar days of dealership taking vehicle possession. Immediately notify the air district of the location and date of delivery of the existing vehicle to the dismantler. The air district will provide a list of participating dismantlers to the Dealership.
7. Dealership Qualifications: The Dealership warrants that it meets the following minimum qualifications for participation in the Program, and will continue to meet these qualifications throughout its participation in the Program.
  - a. The Dealership has had a valid business license issued and has been a dealership in California for a minimum of the last two years.
  - b. The Dealership maintains a minimum of one employee that has successfully completed the training by the air district regarding the terms, conditions and requirements of the Program. If a participating dealership maintains more than one location for truck sales, then each location must have at least one employee trained on the VIP. Language must be included in the dealership agreement requiring each location to have at least one employee that is trained on the VIP.
  - c. The Dealership agrees to allow the air district or ARB to inspect vehicles or audit program records covered under this Agreement during normal business hours.
8. Inspections: The inspections described below require inspection forms to be completed and photographs taken to document the vehicle and engine. Specific requirements are outlined in the Guidelines.

- a. The air district may enter into a contract, written agreement, or memorandum of understanding with a participating dealership to perform pre-inspections and/or post-inspections. If the air district chooses to use dealerships to perform inspections, air district staff must conduct and document at least one inspection on each project without the use of a contractor. The air district must ensure all inspection requirements are met and shall retain legal responsibility for full compliance with the inspection provisions of these Guidelines. If the air district requests the Dealership to conduct an inspection, then the inspection must be conducted as follows:
    1. Pre-Inspection: Submit completed inspection form and photos to the air district with the application
    2. Post-Inspection: Submit completed inspection form and photos to the air district with Dealer Reimbursement Package (Appendix J)
    3. Pre-Dismantle: Submit completed inspection form and photos to the air district with Dealer Reimbursement Package (Appendix J)
  - b. If the air district conducts inspections, then inspections must be conducted in accordance with the VIP Guidelines.
9. Dealership Reimbursement: The Dealership must submit a Reimbursement Package to the air district. A description of documents in the Reimbursement Package is listed in the Guidelines. The Reimbursement Package must include:
- a. Reimbursement Invoice (Appendix H) should be signed and returned to the air district upon receipt
  - b. Final dealership invoice signed by the applicant that shows the final purchase price less the voucher award
  - c. The original Receipt of Voucher signed by the participant (original signature required)
  - d. The Voucher
  - e. Copy of DMV registration
  - f. Copy of finance documentation (if vehicle was financed)
  - g. Copy of replacement vehicle warranty information
  - h. Copy of existing vehicle title signed and dated by participant
  - i. Copy of title for used replacement vehicles to show vehicle is not salvaged

- j. Inspection forms and pictures of the existing vehicle after it is turned in to the dealership as specified in Appendix I.
- k. Inspection forms and pictures of the replacement vehicle as specified in Appendix I.
- l. Location of the dismantler yard where the existing vehicle will be destroyed.
- m. Date the existing vehicle is delivered to or picked up by a participating dismantler.

10. Noncompliance: Noncompliance with this Agreement or Guidelines may result in the cancellation of the Agreement, recapturing of voucher funds, or any other remedy available under law. ARB and the air district may disqualify the Dealership from Program participation and seek other remedies as available under the law for noncompliance with this Agreement or Program requirements.



## Appendix D

# **VOUCHER INCENTIVE PROGRAM DISMANTLER AGREEMENT TERMS TO BE INCLUDED IN MASTER AGREEMENT BETWEEN THE AIR DISTRICT AND DISMANTLER OWNER**

### NOTE to AIR DISTRICT:

The terms listed do NOT constitute the air pollution control or air quality management district's (air district's) entire Agreement; standard air district Agreement language (such as, confidentiality, termination, indemnification, insurance, etc.) must be included in conjunction with the items below. The terms have been prepared to facilitate the air district's preparation of agreement. The air district must include the terms listed below, which supersede any additional terms included by the air district.

1. The air district has not reviewed the Owner's operations or reached any conclusion on the quality of the operations. The air district is allowing the Owner to enter into this Agreement solely because the Owner has represented to the air district that it is aware of the Air Resources Board (ARB) Voucher Incentive Program (VIP) Guidelines (Guidelines) goals, and agrees to abide by the Program requirements and Guidelines.
2. The air district and Dismantler agree that if the California Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the Program, this Agreement shall be of no further force and effect. In this event the State shall have no liability to pay any funds whatsoever to the air district and Dismantler or to furnish any other considerations under this Agreement.
3. Payment: Owner will not be paid or otherwise reimbursed directly by the air district or the ARB. Rather, the benefit received by Owner under this Agreement is the opportunity to participate in the Program, which carries the corresponding opportunity to profit through the receipt – for cash or free – of materials that Owner will dismantle with the intent to make a profit. Funding is not available from the air district through this Agreement for any dismantler or material costs, including hazardous waste abatement fees, labor costs, fines, permits, or other charges resulting from destruction or disposal.
4. Owner Obligation: The Owner must comply with the following requirements in accordance with the Guidelines, and submit certification to the air district verifying that the requirements have been met. Within 60 calendar days of receiving vehicles under this Agreement, Owner will:

- a. Destroy vehicle and render it physically useless; and
  - b. Notify the air district when the vehicle (chassis and engine) has been properly destroyed and schedule a destruction-inspection with the air district; and
  - c. The dismantler must provide verification that the vehicle is registered with DMV as non-repairable. Verification of filing the form with DMV must be provided to the air district at the dismantle inspection. Within 90 calendar days of the dismantle inspection date, the dismantler must also provide verification to the air district from DMV that the replaced vehicle has been registered with DMV as non-repairable (non-revivable) with a transaction code L10 (Junk Non-Revivable) or C26 (Junk Non-Revivable Original).
  - d. As specified in California Code of Regulations, title 13, section 2706(i)(3)(G), no party shall advertise, sell, lease, or offer for sale or lease, a used verified diesel emission control strategy.
5. Owner Qualifications: The Owner warrants that it meets the following minimum qualifications for participating in the Program, and will continue to meet these qualifications throughout its participation in the Program. The Owner must provide written proof that it meets the following qualifications within 48 hours if requested by air district staff.
- a. Owner must have a current, valid Dismantler's license issued by the California Department of Motor Vehicles.
  - b. Owner has a current, valid California Environmental Protection Agency Hazardous Material Generator and Storage Permit.
  - c. Owner must be in compliance with all local, State, and federal regulations, permits and requirements.
  - d. Owner must have a minimum of one active employee who received training by the air district on the requirements of the Program. If a dismantler has more than one location, then the dismantler must have at least one active employee trained by the air district at each location that will be accepting VIP trucks.
  - e. Dismantler has had a valid business license issued and has been a dismantler in California for a minimum of the last two years.
6. Dismantler Inspection: Once the air district is notified, a dismantler-inspection will be scheduled and photos documenting the destruction of the engine will be taken in accordance with the Guidelines. The Owner shall not move the vehicle off of their property or part out a vehicle until a dismantler inspection by the air district or a designated contractor has been performed and given approval by the air district.

7. Use of Engine or Vehicle Pending Destruction: The Owner may not use or permit the use of, the engines or vehicles, except use that is necessary to move it for destruction or storage.
8. Compliance: Because the prompt destruction of vehicles and engines is one of the critical components of the Program, and the parties agree that it will be difficult to determine the monetary damages arising from the Owner's breach of the requirement to destroy the vehicle within 60 days, the Owner agrees that if it fails to destroy the engine and vehicle within the 60-day period, it will pay the air district up to \$500 per day until the engine and vehicle is destroyed and provide verification that the vehicle has been registered as non-repairable with DMV. The Owner may request that the air district extend the 60-day period, and the air district will not unreasonably withhold its approval of the extension request. Only written extensions are effective. The Owner will not generally be eligible for an extension if the cause of the delay was within its control.
9. Noncompliance: Noncompliance with this Agreement or Guidelines may result in the cancellation of the Agreement, recapturing of voucher funds, or any other remedy available under law. ARB and the air district may disqualify Dismantler from Program participation and seek other remedies as available under the law for noncompliance with this Agreement or Program requirements.

## Appendix E

<b>VOUCHER INCENTIVE PROGRAM</b> <b>Air District Review Checklist: Initial Review</b>
--

Owner: _____ Company: _____ Dealership: _____ Submittal Date: _____	<input type="checkbox"/> Approved <input type="checkbox"/> Rejected Voucher # _____ Voucher Amount: \$ _____ Expiration date: _____
--	--

Verify that the following information/documents are included in the application. Use back side of checklist for additional comments if necessary.

### Existing Vehicle Requirements

- Verification that engine model year is 2009 or older
- Vehicle is diesel fueled or uses alternative fuel such as CNG
- Photo of vehicle manufacturer tag or copy of manufacturer build sheet shows that existing vehicle meets the criteria for either a light heavy-duty vehicle, a medium heavy-duty vehicle, or a heavy heavy-duty vehicle as defined below:
  - To qualify for light heavy-duty (LHD) funding levels, eligible vehicles must have an original manufacturer Gross Vehicle Weight Rating (GVWR) of 14,001-19,500 pounds.
- OR-**
  - To qualify for medium heavy-duty (MHD) funding levels, eligible vehicles must have an original manufacturer GVWR of 19,501-26,000 pounds or 26,001-33,000 pounds.
- OR-**
  - To qualify for heavy heavy-duty (HHD) funding levels, eligible vehicles must have an original manufacturer GVWR of 33,001 pounds or greater.
- CARL VIN – cross check to ensure applicant has not applied for or already received funding for the existing vehicle
- If the applicant chose the two-for-one option, both existing vehicles meet all requirements of the Program

## Replacement Vehicle Requirements

- Replacement vehicle is not a glider kit (the VIN does not start with the letters “GL”)
- Replacement vehicle with an original manufacturer GVWR of 33,001+ has less than 500,000 miles; or
- Replacement vehicle with an original manufacturer GVWR of 19,501-33,000 has less than 250,000 miles; or
- Replacement vehicle with an original manufacturer GVWR of 14,001-19,500 has less than 150,000 miles

## Documentation Requirements

- Application complete, signed and dated – scanned or faxed copy acceptable
- Copy of DD Form 214 Certificate of Release or Discharge from Active Duty, if applicable
- Copy of TRUCRS/DTR certificate and other documentation showing the fleet is in compliance and compliance path chosen.
- Copy of the existing vehicle title proving current sole ownership and if needed, other documentation showing ownership for the previous 24 months (titles with active lien holders are not eligible for replacement funding)
- Documentation of a minimum of 24 months of existing vehicle usage. Specific vehicle is identified in documentation.
  - meets the selected annual mileage in Appendix O for previous 24 months, **OR**
  - meets the selected annual fuel usage in Appendix O for previous 24 months
- Copy of DMV registration
  - previous 24 months of CA registration, or
  - eight consecutive months of CA registration, with 24 months of California operation documentation
- Copy of Vehicle Insurance Cards (consistent with the term of the registration documentation)
- Documentation showing local eligibility, if applicable.
- Quote and specification sheet for the replacement vehicle (with date and price) signed by the dealership

- Delivery date is listed and included on the voucher
  - Voucher amount is reduced from quote
  - Owner is listed as buyer
- Air Resources Board (ARB) Executive Order for the replacement engine, which demonstrates the engine meets Guideline requirements of  $\leq 0.01\text{g/bhp-hr PM}$  and is at or below the following standard (STD) or family emissions limit (FEL):
- STD of 0.20 g/bhp-hr NOx

**Existing Vehicle Inspection Requirements**

- Signed inspection form of the existing vehicle from either the dealer or the air district
  - Existing vehicle is operational – clear evidence has been provided
- Digital photos taken at the inspection of the existing vehicle are legible

Digital photo information for existing vehicle/engine make, model year, VIN, serial number matches application information. The photos of the engine should help verify application information. If no engine tag is available, a print out of the engine specifications will suffice.

**Air District Requirements**

- Issue voucher for
  - Replacements - new or used: \_\_\_\_\_
  - MHD or HHD: \_\_\_\_\_
  - 0.20 NOx standard or cleaner: \_\_\_\_\_
  - VOUCHER AMOUNT: \_\_\_\_\_
- Funding year: \_\_\_\_\_
- Existing engine model year: \_\_\_\_\_
- Annual mileage: \_\_\_\_\_
- OR fuel use: \_\_\_\_\_

- The following application form fields are mandatory and must be filled in completely before the application may be approved.

<p><b>Applicant Information:</b></p> <ul style="list-style-type: none"> <li>• Owner Name</li> <li>• Mailing Address (including City, State, Zip)</li> <li>• Physical Address (if different from mailing)</li> <li>• Owner Phone</li> <li>• TRUCRS ID/DTR Number</li> <li>• Fleet Size</li> </ul>	<p><b>Third Party Information:</b></p> <ul style="list-style-type: none"> <li>• Third-Party Name</li> <li>• Mailing address (including City, State, Zip)</li> <li>• Physical Address (if different from mailing)</li> <li>• Phone</li> <li>• Third Party Signature &amp; Date (required if a paid party other than the dealership completes the application)</li> </ul>
<p><b>Existing Vehicle and Engine Information:</b></p> <ul style="list-style-type: none"> <li>• Vehicle Make</li> <li>• Vehicle Model</li> <li>• Vehicle Model Year</li> <li>• Vehicle Identification Number (VIN)</li> <li>• License Plate Number</li> <li>• Odometer Reading</li> <li>• Vehicle Operational</li> <li>• GVWR</li> <li>• Engine Make</li> <li>• Engine Model</li> <li>• Engine Model Year</li> <li>• Serial Number</li> <li>• Engine Family Number</li> <li>• Engine operational</li> <li>• Fuel used</li> <li>• Retrofit Device Make (if applicable)</li> <li>• Retrofit Device Model (if applicable)</li> <li>• DECS Family Name (if applicable)</li> <li>• Retrofit Device Serial No. (if applicable)</li> </ul>	<p><b>Replacement Vehicle and Engine Information:</b></p> <ul style="list-style-type: none"> <li>• Vehicle Make</li> <li>• Vehicle Model</li> <li>• Vehicle Model Year</li> <li>• Odometer Reading</li> <li>• GVWR</li> <li>• Engine Make</li> <li>• Engine Model</li> <li>• Engine Model Year</li> <li>• Engine Family Number</li> <li>• Engine operational</li> <li>• Fuel used</li> <li>• CARB Executive Order Number</li> </ul>
<p><b>Dealership Information:</b> All fields must be filled out or a business card must be attached</p>	<p><b>TRUCRS Option/DTR Compliance and Usage</b></p> <ul style="list-style-type: none"> <li>• TRUCRS/DTR Documentation and Compliance Options</li> <li>• Operational Area</li> </ul>
<p><b>Inspection Forms:</b> all applicable forms must be filled in based on the information required above for the existing and replacement vehicles.</p>	
<p><b>Applicant Recitals</b> Owner must sign and date application</p>	

- If rejected, letter sent to applicant and the dealer was cc'd

Reason(s) for rejection: \_\_\_\_\_

- If approved, voucher package sent to dealer on (date): \_\_\_\_\_

Air District Staff (print name): \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

## Appendix F

# VOUCHER INCENTIVE PROGRAM

## Replacement Voucher

Congratulations! You have been approved to receive funding through the Voucher Incentive Program. This voucher is redeemable for the purchase of the replacement vehicle listed below. Redemption of this voucher must be completed at the dealership listed below.

Owner: please confirm the following information and sign in the first section.

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

**Voucher Number:** \_\_\_\_\_

**Voucher Amount:** \$ \_\_\_\_\_

The Air Resources Board (ARB), as an intended third party beneficiary, reserves the right to enforce the terms of the Voucher Incentive Program at any time during the three year voucher term to ensure emission reductions are obtained.

Recipient Information	Dealership Information
Owner:	Dealership Name:
Address:	Address:
City, State, Zip:	City, State, Zip:
Phone:	Phone:
<b>TRUCRS ID / DTR Number:</b>	
<b>Accept:</b> <input type="checkbox"/> <b>Decline:</b> <input type="checkbox"/>	
Owner Signature	Date:

Replacement Vehicle Information	Engine Information
Make:	Make:
Model:	Model:
Model Year:	Model Year:
VIN:	Engine Family Number:
GVWR:	

To be eligible to redeem this voucher, the participant must purchase and take delivery of the replacement vehicle no later than <Date>. The participant must also deliver the existing vehicle in similar condition to the pre-inspection to the dealership prior to taking ownership of the replacement vehicle.

By signing, I validate the issuance of this voucher in accordance with the Voucher Incentive Program.

Signature of Air District Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_



## Appendix G

<b>VOUCHER INCENTIVE PROGRAM</b>
<b>Receipt of Replacement Voucher</b>

<b>Voucher Number:</b>	<b>Voucher Amount: \$</b>
------------------------	---------------------------

Replacement Vehicle	Dealership
Make:	Dealership Name:
Model:	Address:
Model Year:	City, State, Zip:
VIN:	Phone:
GVWR:	

Voucher Recipient	Air District	ARB
Owner Name:	Air District:	Carl Moyer Program
Address:	Address:	Phone: (866) 6-DIESEL
City, State, ZIP:	City, State, Zip:	Email: 8666diesel@arb.ca.gov
Phone:	Phone:	TRUCRS ID / DTR Number:

As an applicant of the Carl Moyer On-Road Voucher Incentive Program (VIP), I agree to the following:

- Register the replacement vehicle in California with the Department of Motor Vehicles (DMV).
- Maintain insurance as required by law.
- Own and operate this vehicle at least 75 percent of the time within California for a minimum of 36 months from the delivery date.
- For a period of 36 months from the delivery date, I will not engage in any activities that are subject to the Drayage Truck Regulation, Title 13, California Code of Regulations, section 2027, including accessing any regulated port or intermodal rail facility if my existing vehicle had a model year 2006 or older engine. During this 36 month period, I understand and agree that the Air Resources Board (ARB) will enter my truck in the Drayage Truck Registry as "non-compliant".
- NOT to count the purchased vehicle toward meeting compliance requirements prior to the date indicated in the applicable funding table from Appendix O in the VIP Guidelines.
- NOT use VIP funded projects to generate a compliance extension or extra credit for determining compliance with any regulation.
- Return annual usage reports for three years after voucher redemption and notify the air pollution control or air quality management district (air district) if there is a change in mailing address.
- Never modify the emission control system or the engine.
- Be available for a follow up inspection by the air district or ARB, if requested.
- Allow ARB to verify registration with the Department of Motor Vehicles.
- Notify all involved parties including the air district and ARB of any intent to change ownership or registration status during the 36-month voucher term and understand that as a result, I risk pay back of all or a portion of incentive funds as determined by the district or ARB.
- Notify the air district and ARB if the replacement vehicle is in an accident or needs to be substituted with a similar vehicle.
- Pay back all incentive funds if one or more of the terms of the VIP, including the terms of this voucher are not met.
- ARB, as an intended third party beneficiary, reserves the right to enforce the terms of the VIP at any time during the three year voucher term to ensure emission reductions are obtained.
- All terms and conditions of the Application remain in effect.

I certify under penalty of perjury, under the laws of the State of California that the information provided is accurate.

Signature of Participant: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Participant: \_\_\_\_\_

Original to Air District, Copy to Participant

## Appendix H

<b>VOUCHER INCENTIVE PROGRAM</b> Reimbursement Invoice
---

Date:

<b>Dealership Installer Information</b>
Business Name:
Address:
City, State, Zip:
Phone:
Federal Tax ID Number:

Please reimburse Dealer Name for \$0.00 for the voucher number \_\_\_\_\_.

A complete reimbursement package will be turned in at the time of payment.

Thank you.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix I

# VOUCHER INCENTIVE PROGRAM

## Inspection Form

**Type of Inspection:**

<b>Existing Vehicle:</b> <input type="checkbox"/> Pre-Inspection <input type="checkbox"/> Pre-Dismantle <input type="checkbox"/> Dismantle
<b>Post-Inspection:</b> <input type="checkbox"/> Replacement Vehicle Post-Inspection
<b>Legible Pictures:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No

**Applicant Information**

COMPANY NAME:	INSPECTION LOCATION:
Owner Name:	
Address:	
City, State, Zip:	
Phone Number:	

**Vehicle and Engine Information**

Existing vehicle  Replacement Vehicle

<b>VEHICLE INFORMATION:</b>			
Vehicle Make:	Vehicle Model:	Vehicle Model Year:	
Vehicle Identification Number:	License Plate Number:	Date of Manufacture:	
Odometer Reading:	Hour meter Reading:	Vehicle operational? <input type="checkbox"/> Yes <input type="checkbox"/> No	
DOT Number (if interstate):	CHP number:	Fleet ID:	
Cab Style: <input type="checkbox"/> Conventional <input type="checkbox"/> Cab-over		Original Manufacturer GVWR:	
<b>Engine Information:</b>			
Engine Make:	Engine Model:	Engine Model Year:	Date of Manufacture:
Serial Number:	Engine Family Number:	Horsepower:	
Engine operational? <input type="checkbox"/> Yes <input type="checkbox"/> No	Fuel used? <input type="checkbox"/> Diesel <input type="checkbox"/> Other:	Existing Vehicle Only: Filter Installed? <input type="checkbox"/> Yes <input type="checkbox"/> No	

**For Pre-Dismantler Inspection ONLY, Specify**

DISMANTLER:	CONTACT NAME:	PHONE:
DMV title delivered and signed by owner? <input type="checkbox"/> Yes <input type="checkbox"/> No		Engine operational? <input type="checkbox"/> Yes <input type="checkbox"/> No

**For Dismantler Inspection ONLY, Specify**

DISMANTLER:	CONTACT NAME:	PHONE:
Non-Repairable Vehicle Certificate Filed with DMV? <input type="checkbox"/> Yes <input type="checkbox"/> No		Frame Rails Cut? <input type="checkbox"/> Yes <input type="checkbox"/> No
		Engine Destroyed? <input type="checkbox"/> Yes <input type="checkbox"/> No

Comments:
-----------

I certify under penalty of perjury that: 1) the information provided above is accurate, 2) the pictures are of the inspected vehicle, 3) the pictures clearly depict the inspected vehicle, and 4) that I understand that this inspection form is incorporated in the agreement with the <air district>.

Signature:	Date:
Authorized Name:	
Air District / Dealership:	
Address:	
City, State, Zip:	
Phone Number:	

## Required Photographs

Digital photos should be clear images with a minimum of 640x480 capture resolution. The air pollution control or air quality management district (air district) will specify the digital media required to save the pictures on.

(Check the boxes/circles of pictures taken)

<p><b>Pre-inspection of existing vehicle</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Vehicle from left side</li> <li><input type="checkbox"/> Vehicle from right side</li> <li><input type="checkbox"/> Vehicle from front (license plate, if available)</li> <li><input type="checkbox"/> Vehicle from back</li> <li><input type="checkbox"/> Vehicle Identification Number (VIN)</li> <li><input type="checkbox"/> Gross Vehicle Weight Rating (GVWR)</li> <li><input type="checkbox"/> Odometer reading</li> <li><input type="checkbox"/> Engine tag (if available)*             <ul style="list-style-type: none"> <li><input type="checkbox"/> Engine make</li> <li><input type="checkbox"/> Engine model</li> <li><input type="checkbox"/> Engine serial number (ESN)</li> <li><input type="checkbox"/> Engine family number</li> </ul> </li> <li><input type="checkbox"/> DOT / CHP Numbers</li> <li><input type="checkbox"/> Retrofit device (if installed)</li> <li><input type="checkbox"/> Retrofit device tag (if installed)</li> </ul>	<p><b>Post inspection of replacement vehicle</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Vehicle from left side or right side</li> <li><input type="checkbox"/> Vehicle Identification Number (VIN)</li> <li><input type="checkbox"/> Gross Vehicle Weight Rating (GVWR)</li> <li><input type="checkbox"/> Odometer Reading</li> <li><input type="checkbox"/> Engine tag             <ul style="list-style-type: none"> <li><input type="checkbox"/> Engine make</li> <li><input type="checkbox"/> Engine model</li> <li><input type="checkbox"/> Engine serial number (ESN)</li> <li><input type="checkbox"/> Engine family number</li> </ul> </li> </ul>
<p><b>Pre-Dismantler inspection of existing vehicle</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Vehicle from left side or right side</li> <li><input type="checkbox"/> Vehicle Identification Number (VIN)</li> <li><input type="checkbox"/> Gross Vehicle Weight Rating (GVWR)</li> <li><input type="checkbox"/> Odometer Reading</li> <li><input type="checkbox"/> Engine serial number (ESN)</li> </ul>	<p><b>Dismantler inspection of existing vehicle</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Vehicle from front (license plate, if available)</li> <li><input type="checkbox"/> Vehicle Identification Number (VIN)</li> <li><input type="checkbox"/> Engine serial number (ESN)</li> <li><input type="checkbox"/> Cut in frame rails</li> <li><input type="checkbox"/> Hole in engine block (at least three inches wide)</li> </ul>

*\*If engine tag is missing, additional manufacturers documentation verifying engine make, model and family number associated with the photographed ESN stamped on the engine block must be submitted.*

## Appendix J

**VOUCHER INCENTIVE PROGRAM  
Reimbursement Package Checklist**

Participant Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Voucher Number: \_\_\_\_\_ Voucher Amount: \_\_\_\_\_

**Checklist for Replacement Projects**

√	<b>Documents included in Dealer Reimbursement Package</b>
<input type="checkbox"/>	Dealer Reimbursement Invoice – signed by dealership
<input type="checkbox"/>	Final replacement vehicle purchase invoice
<input type="checkbox"/>	Receipt of Voucher (original) – signed by the participant
<input type="checkbox"/>	Voucher
<input type="checkbox"/>	Copy of DMV registration paperwork showing vehicle registered to applicant
<input type="checkbox"/>	Copy of replacement vehicle financing documentation, if vehicle was financed
<input type="checkbox"/>	Copy of the replacement vehicle warranty
<input type="checkbox"/>	Copy of existing vehicle title signed and dated by applicant
<input type="checkbox"/>	Copy of current title for used replacement vehicles (for non-salvage status only)
<input type="checkbox"/>	Inspection forms and digital photos for existing vehicle ready for dismantler
<input type="checkbox"/>	Inspection forms and digital photos for replacement vehicle
<input type="checkbox"/>	Location of dismantler yard where the existing vehicle will be destroyed
<input type="checkbox"/>	Date the existing vehicle is delivered to or picked up by a dismantler

Dealership Business Name: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_

## Appendix K

Date

Name

Company

Address

City, State, Zip

RE: Application Rejected: On-Road Voucher Incentive Program

Dear Name:

Thank you for submitting an application to the <air district's> On-Road Voucher Incentive Program. Your application was reviewed and found to be incomplete and/or not meeting the requirements of the program. The application was rejected because:

The applicant did not meet the following Voucher Incentive Program criteria listed in the guidelines

- 

The application package was incomplete. The following information was not included in the application:

- 

The application package was voluntarily withdrawn.

If your application was voluntarily withdrawn or incomplete, you can re-apply by submitting a new completed application.

If you have any questions, please contact <insert contact> at <insert phone> or <insert email>.

Sincerely,

<Name>

<Title>

cc: Dealership

Attachment: Application Package

## Appendix L

**VOUCHER INCENTIVE PROGRAM  
Air District Payment Review Checklist**

Applicant:	Company (if any):	Dealer:
Voucher Number:	Voucher Amount:	Submittal Date:

**Verify the following information in the reimbursement package:**

- Applicant information matches application
- Voucher number is correct
- Voucher amount is correct
- Replacement vehicle information matches application, quote information, and Voucher Incentive Program requirements
- Invoice correctly shows the final price less the voucher amount

**Verify that the following documents are included in the reimbursement package:**

- Reimbursement invoice
- Original Receipt of voucher signed by the applicant (original signature)
- Voucher
- Financing information, if vehicle was financed
- Warranty information
- Completed final invoice, signed and dated by the applicant
- DMV paperwork showing California registration with owner's name
- DMV paperwork showing that the replacement vehicle has been registered
- Inspection forms and photos of the replacement vehicle
  
- Inspection forms and photos of the replaced vehicle in dealership custody
- Copy of Title of the existing (replaced) vehicle, signed and dated by the applicant
- Used replacement vehicle title does not show salvage status (if applicable)

Reimbursement approved?  Yes  No

Comments (Use back side of checklist for additional comments if necessary):

Funding Date: \_\_\_\_\_  
*Copy of check in project folder*

Check Number: \_\_\_\_\_

Air District Staff (print name): \_\_\_\_\_

Date Reviewed: \_\_\_\_\_



## Appendix M

Date

Salesperson  
Dealership  
Address  
City, State, Zip

RE: Reimbursement Package Rejection Letter: Voucher Number #\_\_\_\_\_

Dear Salesperson:

Thank you for your participation in the Voucher Incentive Program. Unfortunately, the reimbursement package submitted for Voucher Number #\_\_\_\_\_ was reviewed and found to be incomplete and/or not meeting the requirements of the program. The package was rejected because:

The reimbursement package did not meet the following Voucher Incentive Program criteria listed in the guidelines

- 

The reimbursement package was incomplete. The following information was not included in the package:

- 

If your reimbursement package was incomplete, please re-submit the entire reimbursement package including the missing documentation. If your reimbursement package did not meet the criteria of the program, please contact air district staff immediately for further explanation.

If you have any questions, please contact <insert contact> at <insert phone> or <insert email>.

Sincerely,

Name  
Title  
Air District  
Phone Number

Attachment: Reimbursement Package

## Appendix N

### VOUCHER INCENTIVE PROGRAM Usage Report

Thank you for participating in the Carl Moyer Voucher Incentive Program. Please fill out this usage report as required by the voucher agreement and return to the address below within five business days. Please provide your mileage and/or fuel usage for the time period checked below based on the date of your voucher redemption.

- Annual Usage Year #1  
Months 1 – 12
  Annual Usage Year #2  
Months 13 – 24
  Annual Usage Year #3  
Months 25 – 36

**Participant Information:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

**Vehicle Information:**

Make: \_\_\_\_\_  
Model/Year: \_\_\_\_\_  
VIN: \_\_\_\_\_

I still own the vehicle and for the previous 12 months have in California:

(Please print legibly)

- driven \_\_\_\_\_ miles;    AND/OR    • Consumed \_\_\_\_\_ gallons of fuel.

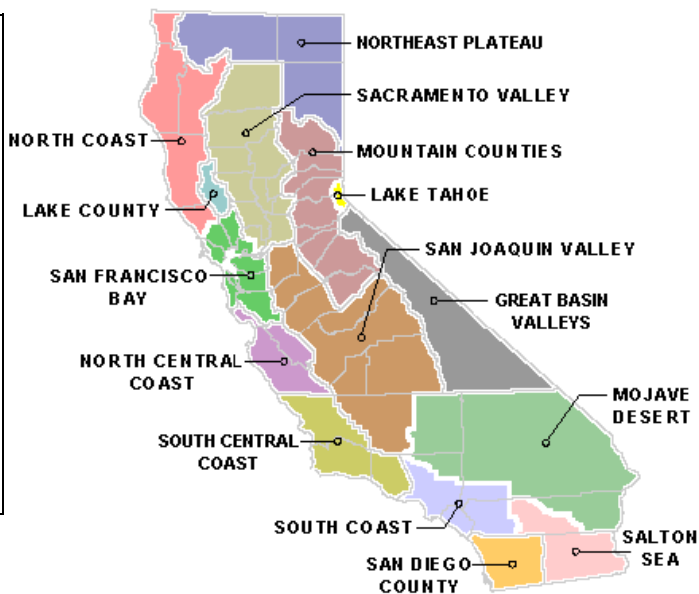
The odometer reading is:

--	--	--	--	--	--	--	--	--	--

I operated the vehicle about \_\_\_\_\_ percent of the time for the previous 12 months in California.

**California Air Basins**

Using the map at right, estimate the percentage of your annual mileage or fuel usage that occurred in each area.	
North Coast:	Northeast Plateau:
Lake County:	Sacramento Valley:
San Francisco Bay:	Mountain Counties:
North Central Coast:	Lake Tahoe:
South Central Coast:	San Joaquin Valley:
South Coast:	Great Basin Valleys:
San Diego County:	Mojave Desert:
Outside California:	Salton Sea:
<i>Note: The total of all percentages must equal 100.</i>	



I certify under penalty of perjury that the Information provided above is accurate and true.

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

Return report to:

\_\_\_\_\_

\_\_\_\_\_

## Appendix O

### On-Road VIP Funding Matrix for Truck Replacements

**Table O-1A: Light Heavy-Duty (GVWR = 14,001 to 19,500 lbs)**

- Fleets of 1-10 trucks
- Replacement vehicle with 2013 or newer engine delivered/post-inspected by Dec. 31, 2017
- Must show current TRUCRS documentation (compliance certificate and reported compliance option) (ENGINE MODEL YEAR SCHEDULE ONLY)

**NEW REPLACEMENT**

Engine Model Year	0.20 g/bhp-hr NOx Standard or Cleaner		
	Minimum Annual Usage		Funding Amount
	Miles	Gallons	
<b>1999</b> No Truck and Bus Regulatory compliance due before January 1, 2019	18,000	1,800	\$10,000
	23,000	2,300	\$15,000
	28,000	2,800	\$20,000
	32,000	3,200	\$25,000
	35,000	3,500	\$30,000
<b>2000-2002</b> No Truck and Bus Regulatory compliance due before January 1, 2020	11,000	1,100	\$10,000
	15,000	1,500	\$15,000
	18,000	1,800	\$20,000
	21,000	2,100	\$25,000
	24,000	2,400	\$30,000
<b>2003</b> No Truck and Bus Regulatory compliance due before January 1, 2020	16,000	1,600	\$10,000
	21,000	2,100	\$15,000
	25,000	2,500	\$20,000
	29,000	2,900	\$25,000
	32,000	3,200	\$30,000
<b>2004-2006</b> No Truck and Bus Regulatory compliance due before January 1, 2021	12,000	1,200	\$10,000
	16,000	1,600	\$15,000
	20,000	2,000	\$20,000
	24,000	2,400	\$25,000
	27,000	2,700	\$30,000
<b>2007-2009</b> No Truck and Bus Regulatory compliance due before January 1, 2021	26,000	2,600	\$10,000
	33,000	3,300	\$15,000
	40,000	3,900	\$20,000
	46,000	4,500	\$25,000
	52,000	5,100	\$30,000

**USED REPLACEMENT**

Engine Model Year	0.20 g/bhp-hr NOx Standard or Cleaner		
	Minimum Annual Usage		Funding Amount
	Miles	Gallons	
<b>1999</b> No Truck and Bus Regulatory compliance due before January 1, 2019	18,000	1,800	\$10,000
	23,000	2,300	\$15,000
	28,000	2,800	\$20,000
<b>2000-2002</b> No Truck and Bus Regulatory compliance due before January 1, 2020	12,000	1,200	\$10,000
	15,000	1,500	\$15,000
	19,000	1,900	\$20,000
<b>2003</b> No Truck and Bus Regulatory compliance due before January 1, 2020	16,000	1,600	\$10,000
	21,000	2,100	\$15,000
	26,000	2,600	\$20,000
<b>2004-2006</b> No Truck and Bus Regulatory compliance due before January 1, 2021	13,000	1,300	\$10,000
	17,000	1,700	\$15,000
	21,000	2,100	\$20,000
<b>2007-2009</b> No Truck and Bus Regulatory compliance due before January 1, 2021	28,000	2,800	\$10,000
	36,000	3,600	\$15,000
	43,000	4,200	\$20,000

**Table O-1B: Light And Medium Heavy-Duty (GVWR = 14,001 to 26,000 lbs)**

- Fleets of 1-10 trucks
  - Replacement vehicle with 2013 or newer engine delivered/post-inspected by Dec. 31, 2017
  - No Truck and Bus Regulatory 2010 std. compliance date before January 1, 2021
  - Must show current TRUCRS documentation (compliance certificate and reported compliance option)
- (ENGINE MODEL YEAR SCHEDULE NOT ELIGIBLE)**

**NEW REPLACEMENT**

Engine Model Year	0.20 g/bhp-hr NOx Standard or Cleaner		
	Minimum Annual Usage		Funding Amount
	Miles	Gallons	
≤ 1990	10,000	1,000	\$10,000
	13,000	1,300	\$15,000
	16,000	1,600	\$20,000
	19,000	1,900	\$25,000
	22,000	2,200	\$30,000
1991-1998	13,000	1,300	\$10,000
	17,000	1,700	\$15,000
	21,000	2,100	\$20,000
	25,000	2,500	\$25,000
	28,000	2,800	\$30,000

**USED REPLACEMENT**

Engine Model Year	0.20 g/bhp-hr NOx Standard or Cleaner		
	Minimum Annual Usage		Funding Amount
	Miles	Gallons	
≤ 1990	10,000	1,000	\$10,000
	14,000	1,400	\$15,000
	17,000	1,700	\$20,000
1991-1998	14,000	1,400	\$10,000
	18,000	1,800	\$15,000
	23,000	2,300	\$20,000

**Table O-2A: Medium Heavy-Duty (GVWR = 19,501 to 26,000 lbs)**

- Fleets of 1-10 trucks
  - Replacement vehicle with 2013 or newer engine delivered/post-inspected by Dec. 31, 2017
  - Must show current TRUCRS documentation (compliance certificate and reported compliance option)
- (ENGINE MODEL YEAR SCHEDULE ONLY)**

<b>NEW REPLACEMENT</b>			
<b>0.20 g/bhp-hr NOx Standard or Cleaner</b>			
<b>Engine Model Year</b>	<b>Minimum Annual Usage</b>		<b>Funding Amount</b>
	<b>Miles</b>	<b>Gallons</b>	
<b>1999</b> No Truck and Bus Regulatory compliance due before January 1, 2019	18,000	1,800	\$10,000
	23,000	2,300	\$15,000
	28,000	2,800	\$20,000
	32,000	3,200	\$25,000
	35,000	3,500	\$30,000
	39,000	3,800	\$35,000
	42,000	4,100	\$40,000
<b>2000-2002</b> No Truck and Bus Regulatory compliance due before January 1, 2020	11,000	1,100	\$10,000
	15,000	1,500	\$15,000
	18,000	1,800	\$20,000
	21,000	2,100	\$25,000
	24,000	2,400	\$30,000
	26,000	2,600	\$35,000
	29,000	2,900	\$40,000
<b>2003</b> No Truck and Bus Regulatory compliance due before January 1, 2020	16,000	1,600	\$10,000
	21,000	2,100	\$15,000
	25,000	2,500	\$20,000
	29,000	2,900	\$25,000
	32,000	3,200	\$30,000
	36,000	3,600	\$35,000
	39,000	3,800	\$40,000
<b>2004-2006</b> No Truck and Bus Regulatory compliance due before January 1, 2021	12,000	1,200	\$10,000
	16,000	1,600	\$15,000
	20,000	2,000	\$20,000
	24,000	2,400	\$25,000
	27,000	2,700	\$30,000
	30,000	3,000	\$35,000
	32,000	3,200	\$40,000
<b>2007-2009</b> No Truck and Bus Regulatory compliance due before January 1, 2021	26,000	2,600	\$10,000
	33,000	3,300	\$15,000
	40,000	3,900	\$20,000
	46,000	4,500	\$25,000
	52,000	5,100	\$30,000
	57,000	5,600	\$35,000
	62,000	6,100	\$40,000

**Table O-2B: Medium Heavy-Duty (GVWR = 19,501 to 26,000 lbs)**

- Fleets of 1-10 trucks
  - Replacement vehicle with 2013 or newer engine delivered/post-inspected by Dec. 31, 2017
  - Must show current TRUCRS documentation (compliance certificate and reported compliance option)
- (ENGINE MODEL YEAR SCHEDULE ONLY)

**USED REPLACEMENT**

Engine Model Year	0.20 g/bhp-hr NOx Standard or Cleaner		Funding Amount
	Minimum Annual Usage		
	Miles	Gallons	
<b>1999</b> No Truck and Bus Regulatory compliance due before January 1, 2019	18,000	1,800	\$10,000
	24,000	2,400	\$15,000
	28,000	2,800	\$20,000
	32,000	3,200	\$25,000
	36,000	3,600	\$30,000
<b>2000-2002</b> No Truck and Bus Regulatory compliance due before January 1, 2020	12,000	1,200	\$10,000
	16,000	1,600	\$15,000
	19,000	1,900	\$20,000
	22,000	2,200	\$25,000
	25,000	2,500	\$30,000
<b>2003</b> No Truck and Bus Regulatory compliance due before January 1, 2020	16,000	1,600	\$10,000
	22,000	2,200	\$15,000
	26,000	2,600	\$20,000
	30,000	3,000	\$25,000
	34,000	3,400	\$30,000
<b>2004-2006</b> No Truck and Bus Regulatory compliance due before January 1, 2021	13,000	1,300	\$10,000
	18,000	1,800	\$15,000
	21,000	2,100	\$20,000
	25,000	2,500	\$25,000
	28,000	2,800	\$30,000
<b>2007-2009</b> No Truck and Bus Regulatory compliance due before January 1, 2021	30,000	3,000	\$10,000
	38,000	3,700	\$15,000
	45,000	4,400	\$20,000
	51,000	5,000	\$25,000
	57,000	5,600	\$30,000

**Table O-3A: Medium Heavy-Duty (GVWR = 26,001 to 33,000 lbs)**

- Fleets of 1-10 Trucks
- No Truck and Bus Regulatory 2010 Std. Compliance Date Before January 1, 2021
- Replacement vehicle with 2013 or newer engine delivered/post-inspected by Dec. 31, 2017
- Must show current TRUCRS/DTR documentation (compliance certificate and reported compliance option). Engine Model Year Schedule eligible if truck is filtered. (Applicants with Longview filters may require higher minimum usages than shown. Please contact air district.)

**NEW REPLACEMENT**

Engine Model Year	0.20 g/bhp-hr NOx Standard or Cleaner		
	Minimum Annual Usage		Funding Amount
	Miles	Gallons	
<= 1990	10,000	1,000	\$10,000
	13,000	1,300	\$15,000
	16,000	1,600	\$20,000
	19,000	1,900	\$25,000
	22,000	2,200	\$30,000
	25,000	2,500	\$35,000
	27,000	2,700	\$40,000
1991-1993	12,000	1,200	\$10,000
	17,000	1,700	\$15,000
	21,000	2,100	\$20,000
	25,000	2,500	\$25,000
	28,000	2,800	\$30,000
	31,000	3,100	\$35,000
	35,000	3,500	\$40,000
1994-2002	13,000	1,300	\$10,000
	18,000	1,800	\$15,000
	22,000	2,200	\$20,000
	26,000	2,600	\$25,000
	30,000	3,000	\$30,000
	34,000	3,400	\$35,000
	37,000	3,600	\$40,000
2003-2006	19,000	1,900	\$10,000
	25,000	2,500	\$15,000
	31,000	3,100	\$20,000
	37,000	3,600	\$25,000
	42,000	4,100	\$30,000
	46,000	4,500	\$35,000
	51,000	5,000	\$40,000
2007-2009	28,000	2,800	\$10,000
	36,000	3,600	\$15,000
	43,000	4,200	\$20,000
	50,000	4,900	\$25,000
	56,000	5,500	\$30,000
	62,000	6,100	\$35,000
	67,000	6,600	\$40,000



**Table O-3B: Medium Heavy-Duty (GVWR = 26,001 to 33,000 lbs)**

- Fleets of 1-10 Trucks
  - No Truck and Bus Regulatory 2010 Std. Compliance Date Before January 1, 2021
  - Replacement vehicle with 2013 or newer engine delivered/post-inspected by Dec. 31, 2017
  - Must show current TRUCRS/DTR documentation (compliance certificate and reported compliance option).
- Engine Model Year Schedule eligible if truck is filtered. (Applicants with Longview filters may require higher minimum usages than shown. Please contact air district.)

**USED REPLACEMENT**

Engine Model Year	0.20 g/bhp-hr NOx Standard or Cleaner		
	Minimum Annual Usage		Funding Amount
	Miles	Gallons	
<= 1990	10,000	1,000	\$10,000
	14,000	1,400	\$15,000
	17,000	1,700	\$20,000
	20,000	2,000	\$25,000
	23,000	2,300	\$30,000
1991-1993	13,000	1,300	\$10,000
	18,000	1,800	\$15,000
	22,000	2,200	\$20,000
	26,000	2,600	\$25,000
	29,000	2,900	\$30,000
1994-2002	14,000	1,400	\$10,000
	19,000	1,900	\$15,000
	24,000	2,400	\$20,000
	28,000	2,800	\$25,000
	32,000	3,200	\$30,000
2003-2006	21,000	2,100	\$10,000
	28,000	2,800	\$15,000
	34,000	3,400	\$20,000
	40,000	3,900	\$25,000
	45,000	4,400	\$30,000
2007-2009	32,000	3,200	\$10,000
	41,000	4,000	\$15,000
	49,000	4,800	\$20,000
	55,000	5,400	\$25,000
	62,000	6,100	\$30,000

**Table O-3C: Medium Heavy-Duty (GVWR = 26,001 to 33,000 lbs)**

- Fleets of 1-10 Trucks
- No Truck and Bus Regulatory 2010 Std. Compliance Date Before January 1, 2020
- Replacement vehicle with 2013 or newer engine delivered/post-inspected by Dec. 31, 2017
- Must show current TRUCRS/DTR documentation (compliance certificate and reported compliance option).

Engine Model Year Schedule eligible if truck is filtered. (Applicants with Longview filters may require higher minimum usages than shown. Please contact air district.)

**NEW REPLACEMENT**

Engine Model Year	0.20 g/bhp-hr NOx Standard or Cleaner		
	Minimum Annual Usage		Funding Amount
	Miles	Gallons	
<= 1990	13,000	1,300	\$10,000
	18,000	1,800	\$15,000
	22,000	2,200	\$20,000
	26,000	2,600	\$25,000
	30,000	3,000	\$30,000
	34,000	3,400	\$35,000
	39,000	3,800	\$40,000
1991-1993	17,000	1,700	\$10,000
	23,000	2,300	\$15,000
	28,000	2,800	\$20,000
	32,000	3,200	\$25,000
	39,000	3,800	\$30,000
	45,000	4,400	\$35,000
	51,000	5,000	\$40,000
1994-2002	18,000	1,800	\$10,000
	24,000	2,400	\$15,000
	30,000	3,000	\$20,000
	35,000	3,500	\$25,000
	40,000	3,900	\$30,000
	44,000	4,300	\$35,000
	49,000	4,800	\$40,000
2003-2006	25,000	2,500	\$10,000
	34,000	3,400	\$15,000
	41,000	4,000	\$20,000
	48,000	4,700	\$25,000
	55,000	5,400	\$30,000
	60,000	5,900	\$35,000
	66,000	6,500	\$40,000
2007-2009	36,000	3,600	\$10,000
	47,000	4,600	\$15,000
	56,000	5,500	\$20,000
	64,000	6,300	\$25,000
	71,000	7,000	\$30,000
	78,000	7,600	\$35,000
	84,000	8,200	\$40,000

**Table O-3D: Medium Heavy-Duty (GVWR = 26,001 to 33,000 lbs)**

- Fleets of 1-10 Trucks
- No Truck and Bus Regulatory 2010 Std. Compliance Date Before January 1, 2020
- Replacement vehicle with 2013 or newer engine delivered/post-inspected by Dec. 31, 2017
- Must show current TRUCRS/DTR documentation (compliance certificate and reported compliance option).

Engine Model Year Schedule eligible if truck is filtered. (Applicants with Longview filters may require higher minimum usages than shown. Please contact air district.)

**USED REPLACEMENT**

Engine Model Year	0.20 g/bhp-hr NOx Standard or Cleaner		
	Minimum Annual Usage		Funding Amount
	Miles	Gallons	
<= 1990	14,000	1,400	\$10,000
	19,000	1,900	\$15,000
	23,000	2,300	\$20,000
	27,000	2,700	\$25,000
	31,000	3,100	\$30,000
1991-1993	18,000	1,800	\$10,000
	24,000	2,400	\$15,000
	29,000	2,900	\$20,000
	35,000	3,500	\$25,000
	41,000	4,000	\$30,000
1994-2002	19,000	1,900	\$10,000
	26,000	2,600	\$15,000
	32,000	3,200	\$20,000
	37,000	3,600	\$25,000
	42,000	4,100	\$30,000
2003-2006	28,000	2,800	\$10,000
	37,000	3,600	\$15,000
	45,000	4,400	\$20,000
	52,000	5,100	\$25,000
	58,000	5,700	\$30,000
2007-2009	41,000	4,000	\$10,000
	52,000	5,100	\$15,000
	61,000	6,000	\$20,000
	69,000	6,800	\$25,000
	77,000	7,500	\$30,000

**Table O-4A: Heavy Heavy-Duty (GVWR = 33,001 lbs or more)**

- Fleets of 1-10 trucks
- No Truck and Bus Regulatory 2010 std. compliance date before January 1, 2021
- Replacement vehicle with 2013 or newer engine delivered/post-inspected by Dec. 31, 2017
- Must show current TRUCRS/DTR documentation (compliance certificate and reported compliance option) Engine Model Year Schedule eligible if truck is filtered. (Applicants with Longview filters may require higher minimum usages than shown. Please contact air district. )

<b>NEW REPLACEMENT</b>			
<b>Engine Model Year</b>	<b>0.20 g/bhp-hr NOx Standard or Cleaner</b>		
	<b>Minimum Annual Usage</b>		<b>Funding Amount</b>
	<b>Miles</b>	<b>Gallons</b>	
<= 1990	8,000	1,300	\$10,000
	11,000	1,800	\$15,000
	14,000	2,300	\$20,000
	16,000	2,600	\$25,000
	19,000	3,100	\$30,000
	22,000	3,600	\$35,000
	24,000	3,900	\$40,000
	27,000	4,400	\$45,000
	29,000	4,800	\$50,000
	32,000	5,200	\$55,000
1991-1993	35,000	5,700	\$60,000
	9,000	1,500	\$10,000
	12,000	2,000	\$15,000
	15,000	2,500	\$20,000
	19,000	3,100	\$25,000
	22,000	3,600	\$30,000
	25,000	4,100	\$35,000
	27,000	4,400	\$40,000
	30,000	4,900	\$45,000
	33,000	5,400	\$50,000
1994-2002	36,000	5,900	\$55,000
	39,000	6,400	\$60,000
	9,000	1,500	\$10,000
	13,000	2,100	\$15,000
	16,000	2,600	\$20,000
	20,000	3,200	\$25,000
	23,000	3,700	\$30,000
	26,000	4,100	\$35,000
	29,000	4,600	\$40,000
	32,000	5,100	\$45,000
2003-2006	35,000	5,500	\$50,000
	38,000	6,000	\$55,000
	41,000	6,500	\$60,000
	13,000	2,100	\$10,000
	19,000	3,000	\$15,000
	24,000	3,800	\$20,000
	29,000	4,600	\$25,000
	34,000	5,400	\$30,000
	38,000	6,000	\$35,000
	43,000	6,800	\$40,000
2003-2006	47,000	7,400	\$45,000
	51,000	8,000	\$50,000
	55,000	8,700	\$55,000
	58,000	9,100	\$60,000

**Table O-4B: Heavy Heavy-Duty (GVWR = 33,001 lbs or more)**

- Fleets of 1-10 trucks
- No Truck and Bus Regulatory 2010 std. compliance date before January 1, 2021
- Replacement vehicle with 2013 or newer engine delivered/post-inspected by Dec. 31, 2017
- Must show current TRUCRS/DTR documentation (compliance certificate and reported compliance option) Engine Model Year Schedule eligible if truck is filtered. (Applicants with Longview filters may require higher minimum usages than shown. Please contact air district. )

**NEW REPLACEMENT**

Engine Model Year	0.20 g/bhp-hr NOx Standard or Cleaner		
	Minimum Annual Usage		Funding Amount
	Miles	Gallons	
2007-2009	22,000	3,500	\$10,000
	30,000	4,800	\$15,000
	37,000	5,800	\$20,000
	43,000	6,800	\$25,000
	49,000	7,700	\$30,000
	55,000	8,700	\$35,000
	60,000	9,500	\$40,000
	65,000	10,200	\$45,000
	70,000	11,000	\$50,000
	74,000	11,600	\$55,000
	78,000	12,300	\$60,000

**Table O-4C: Heavy Heavy-Duty (GVWR = 33,001 lbs or more)**

- Fleets of 1-10 trucks
- No Truck and Bus Regulatory 2010 std. compliance date before January 1, 2021
- Replacement vehicle with 2013 or newer engine delivered/post-inspected by Dec. 31, 2017
- Must show current TRUCRS/DTR documentation (compliance certificate and reported compliance option)

Engine Model Year Schedule eligible if truck is filtered. (Applicants with Longview filters may require higher minimum usages than shown. Please contact air district.)

**USED REPLACEMENT**

Engine Model Year	0.20 g/bhp-hr NOx Standard or Cleaner		
	Minimum Annual Usage		Funding Amount
	Miles	Gallons	
<= 1990	8,000	1,300	\$10,000
	11,000	1,800	\$15,000
	15,000	2,500	\$20,000
	18,000	3,000	\$25,000
	21,000	3,500	\$30,000
	23,000	3,800	\$35,000
	26,000	4,300	\$40,000
1991-1993	10,000	1,700	\$10,000
	13,000	2,200	\$15,000
	17,000	2,800	\$20,000
	20,000	3,300	\$25,000
	24,000	3,900	\$30,000
	27,000	4,400	\$35,000
	30,000	4,900	\$40,000
1994-2002	10,000	1,600	\$10,000
	14,000	2,200	\$15,000
	18,000	2,900	\$20,000
	22,000	3,500	\$25,000
	25,000	4,000	\$30,000
	29,000	4,600	\$35,000
	32,000	5,100	\$40,000
2003-2006	16,000	2,600	\$10,000
	22,000	3,500	\$15,000
	28,000	4,400	\$20,000
	34,000	5,400	\$25,000
	39,000	6,200	\$30,000
	44,000	6,900	\$35,000
	48,000	7,600	\$40,000

**Table O-4D: Heavy Heavy-Duty (GVWR = 33,001 lbs or more)**

- Fleets of 1-10 trucks
- No Truck and Bus Regulatory 2010 std. compliance date before January 1, 2021
- Replacement vehicle with 2013 or newer engine delivered/post-inspected by Dec. 31, 2017
- Must show current TRUCRS/DTR documentation (compliance certificate and reported compliance option)  
 Engine Model Year Schedule eligible if truck is filtered. (Applicants with Longview filters may require higher minimum usages than shown. Please contact air district.)

**USED REPLACEMENT**

Engine Model Year	0.20 g/bhp-hr NOx Standard or Cleaner		
	Minimum Annual Usage		Funding Amount
	Miles	Gallons	
2007-2009	28,000	4,400	\$10,000
	37,000	5,800	\$15,000
	45,000	7,100	\$20,000
	52,000	8,200	\$25,000
	58,000	9,100	\$30,000
	64,000	10,100	\$35,000
	69,000	10,900	\$40,000

**Table O-4E: Heavy Heavy-Duty (GVWR = 33,001 lbs or more)**

- Fleets of 1-10 trucks
- No Truck and Bus Regulatory 2010 std. compliance date before January 1, 2020
- Replacement vehicle with 2013 or newer engine delivered/post-inspected by Dec. 31, 2017
- Must show current TRUCRS/DTR documentation (compliance certificate and reported compliance option) Engine Model Year Schedule eligible if truck is filtered. (Applicants with Longview filters may require higher minimum usages than shown. Please contact air district.)

<b>NEW REPLACEMENT</b>			
<b>Engine Model Year</b>	<b>0.20 g/bhp-hr NOx Standard or Cleaner</b>		
	<b>Minimum Annual Usage</b>		<b>Funding Amount</b>
	<b>Miles</b>	<b>Gallons</b>	
<= 1990	11,000	1,800	\$10,000
	15,000	2,500	\$15,000
	19,000	3,100	\$20,000
	23,000	3,800	\$25,000
	26,000	4,300	\$30,000
	30,000	4,900	\$35,000
	34,000	5,600	\$40,000
	38,000	6,200	\$45,000
	43,000	7,000	\$50,000
	47,000	7,700	\$55,000
1991-1993	51,000	8,300	\$60,000
	12,000	2,000	\$10,000
	17,000	2,800	\$15,000
	21,000	3,500	\$20,000
	26,000	4,300	\$25,000
	30,000	4,900	\$30,000
	34,000	5,600	\$35,000
	39,000	6,400	\$40,000
	43,000	7,000	\$45,000
	48,000	7,800	\$50,000
1994-2002	53,000	8,600	\$55,000
	58,000	9,500	\$60,000
	13,000	2,100	\$10,000
	18,000	2,900	\$15,000
	23,000	3,700	\$20,000
	27,000	4,300	\$25,000
	32,000	5,100	\$30,000
	36,000	5,700	\$35,000
	40,000	6,300	\$40,000
	44,000	6,900	\$45,000
2003-2006	48,000	7,600	\$50,000
	52,000	8,200	\$55,000
	57,000	9,000	\$60,000
	19,000	3,000	\$10,000
	27,000	4,300	\$15,000
	34,000	5,400	\$20,000
	40,000	6,300	\$25,000
	46,000	7,300	\$30,000
	52,000	8,200	\$35,000
	58,000	9,100	\$40,000
2003-2006	63,000	9,900	\$45,000
	69,000	10,900	\$50,000
	76,000	12,000	\$55,000
	82,000	12,900	\$60,000



**Table O-4F : Heavy Heavy-Duty (GVWR = 33,001 lbs or more)**

- Fleets of 1-10 trucks
- No Truck and Bus Regulatory 2010 std. compliance date before January 1, 2020
- Replacement vehicle with 2013 or newer engine delivered/post-inspected by Dec. 31, 2017
- Must show current TRUCRS/DTR documentation (compliance certificate and reported compliance option)  
 Engine Model Year Schedule eligible if truck is filtered. (Applicants with Longview filters may require higher minimum usages than shown. Please contact air district.)

**NEW REPLACEMENT**

**0.20 g/bhp-hr NOx Standard or Cleaner**

Engine Model Year	Minimum Annual Usage		Funding Amount
	Miles	Gallons	
2007-2009	29,000	4,600	\$10,000
	40,000	6,300	\$15,000
	49,000	7,700	\$20,000
	57,000	9,000	\$25,000
	64,000	10,100	\$30,000
	71,000	11,200	\$35,000
	78,000	12,300	\$40,000
	84,000	13,200	\$45,000
	90,000	14,200	\$50,000
	99,000	15,600	\$55,000

**Table O-4G: Heavy Heavy-Duty (GVWR = 33,001 lbs or more)**

- Fleets of 1-10 trucks
- No Truck and Bus Regulatory 2010 std. compliance date before January 1, 2020
- Replacement vehicle with 2013 or newer engine delivered/post-inspected by Dec. 31, 2017
- Must show current TRUCRS/DTR documentation (compliance certificate and reported compliance option)

Engine Model Year Schedule eligible if truck is filtered. (Applicants with Longview filters may require higher minimum usages than shown. Please contact air district.)

**USED REPLACEMENT**

Engine Model Year	0.20 g/bhp-hr NOx Standard or Cleaner		
	Minimum Annual Usage		Funding Amount
	Miles	Gallons	
<= 1990	11,000	1,800	\$10,000
	16,000	2,600	\$15,000
	20,000	3,300	\$20,000
	24,000	3,900	\$25,000
	28,000	4,600	\$30,000
	33,000	5,400	\$35,000
	37,000	6,000	\$40,000
1991-1993	13,000	2,200	\$10,000
	18,000	3,000	\$15,000
	23,000	3,800	\$20,000
	28,000	4,600	\$25,000
	32,000	5,200	\$30,000
	37,000	6,000	\$35,000
	42,000	6,900	\$40,000
1994-2002	14,000	2,200	\$10,000
	20,000	3,200	\$15,000
	25,000	4,000	\$20,000
	30,000	4,800	\$25,000
	35,000	5,500	\$30,000
	39,000	6,200	\$35,000
	43,000	6,800	\$40,000
2003-2006	22,000	3,500	\$10,000
	31,000	4,900	\$15,000
	38,000	6,000	\$20,000
	46,000	7,300	\$25,000
	52,000	8,200	\$30,000
	58,000	9,100	\$35,000
	64,000	10,100	\$40,000

**Table O-4H: Heavy Heavy-Duty (GVWR = 33,001 lbs or more)**

- Fleets of 1-10 trucks
- No Truck and Bus Regulatory 2010 std. compliance date before January 1, 2020
- Replacement vehicle with 2013 or newer engine delivered/post-inspected by Dec. 31, 2017
- Must show current TRUCRS/DTR documentation (compliance certificate and reported compliance option) Engine Model Year Schedule eligible if truck is filtered. (Applicants with Longview filters may require higher minimum usages than shown. Please contact air district. )

**USED REPLACEMENT**

Engine Model Year	0.20 g/bhp-hr NOx Standard or Cleaner		
	Minimum Annual Usage		Funding Amount
	Miles	Gallons	
2007-2009	37,000	5,800	\$10,000
	48,000	7,600	\$15,000
	58,000	9,100	\$20,000
	66,000	10,400	\$25,000
	74,000	11,600	\$30,000
	81,000	12,700	\$35,000
	88,000	13,800	\$40,000





Voucher Incentive Program

***REDEEM AND CLEAN!***

MOYER PROGRAM FOR  
OFF-ROAD DIESEL EQUIPMENT

REVISED AND APPROVED: APRIL 27, 2017

California Environmental Protection Agency

 **Air Resources Board**

# CARL MOYER MEMORIAL AIR QUALITY STANDARDS ATTAINMENT PROGRAM

## VOUCHER INCENTIVE PROGRAM GUIDELINES FOR OFF-ROAD DIESEL EQUIPMENT

These guidelines describe the minimum criteria and requirements for the Carl Moyer Memorial Air Quality Standards Attainment Program's (Moyer Program) Off-Road Voucher Incentive Program (ORVIP). The ORVIP provides a streamlined approach to reduce emissions by replacing existing, high-polluting equipment with newer, lower-emission equipment. The ORVIP provides real emission benefits by retiring the high-polluting equipment earlier than would have been expected through normal attrition or by regulation. Moyer Program funds for voucher projects are used to offset part of the cost of the replacement equipment.

Air pollution control and air quality management districts (air districts) shall utilize these guidelines as a stand-alone document and need not refer to the current Moyer Program guidelines in implementing this program. Air districts must follow all ORVIP guidelines in order to offer vouchers as a funding option. Air districts do not have the discretion to set more stringent requirements based upon local priorities. These guidelines provide implementation documents in the appendices section that must be used for funding voucher projects and may not be modified (unless otherwise noted).

### A. Projects Eligible for Funding

The following ORVIP projects are eligible for funding:

**New Replacement Equipment Purchase:** The purchase of new equipment to replace the existing equipment that is to be scrapped. The new equipment must have an engine that meets the current California emission standards (Tier) or the current United States Environmental Protection Agency (U.S. EPA) emission standards (Tier) if it is a federally preempted engine.

### B. Project Funding Amounts

The maximum total project funding amounts associated with reducing the eligible costs of an ORVIP project are pre-determined and shown in Appendix O. If there is a discrepancy between the engine horsepower of the existing and replacement equipment, then the lower horsepower should be used to determine the voucher funding amount.

### C. Program Requirements

#### 1. General Program Criteria

- (A) *Eligible Equipment:* Agricultural tractors with uncontrolled off-road compression ignition engines that are greater than or equal to 25

horsepower and less than 175 horsepower and are not currently regulated by an Air Resources Board (ARB) in-use regulation.

- (B) The following equipment are not eligible for funding:
  - (1) Equipment subject to the performance requirements of the In-Use Off-Road Diesel-Fueled Fleets Regulation (Off-Road Regulation), California Code of Regulations, title 13, section 2249 et seq.;
    - a. Equipment subject to the Regulation for Mobile Cargo Handling Equipment at Ports and Intermodal Rail Yards, California Code of Regulations, title 13, section 2479;
    - b. Equipment subject to the Large Spark-Ignition Engine Fleet Requirements, California Code of Regulations, title 13, section 2775, et seq.
- (C) *Emission Reduction Technologies:* Emission reduction technologies must be certified or verified by ARB. New federally preempted engines must be certified by the U.S. EPA and must comply with durability and warranty requirements. For the purposes of the ORVIP, a technology granted a conditional certification or verification by ARB is considered certified or verified.
- (D) *Equipment Leasing is Not Allowed:* If financing is necessary, the equipment purchase must be financed with a conventional purchase loan.
- (E) *Obtaining Financing:* The participant may obtain public and/or private financing to assist in the purchase of replacement equipment, but cannot seek additional public funded grants, except as allowed in C.2(A)(6).
- (F) Emission reductions obtained through ORVIP projects must not be required by any federal, State or local regulation, memorandum of agreement/understanding with a regulatory agency, settlement agreement, mitigation requirement, or other legally binding document.
- (G) No emission reductions generated by the ORVIP shall be used as marketable emission reduction credits or to offset any emission reduction obligation of any person or entity.
- (H) No project funded by the ORVIP shall be used for credit under any federal or State emission averaging banking and trading program.
- (I) Engines operating under a regulatory compliance extension granted by ARB, an air district, or the U.S. EPA are not eligible for funding.
- (J) Projects funded by the ORVIP may not be used to generate a compliance extension or extra credit for determining regulatory compliance.

**2. Participant Requirements.** All participants must meet the following requirements to be eligible for funding:

- (A) *Ownership Requirements:* The participant must currently own and operate the existing equipment. The participant must be able to provide two items from the following documentation list for the equipment:
- (1) Bill of sale for the existing equipment
  - (2) Copy of Diesel Off-road On-line Reporting System (DOORS) registration
  - (3) Tax depreciation logs
  - (4) Property tax records
  - (5) Equipment insurance records
  - (6) Bank appraisals for equipment
  - (7) Maintenance/service records
  - (8) General ledgers
- (B) *Prior Minimum Usage Requirement:* The existing equipment must have met the annual usage requirements in Appendix O during each 12 months for the previous 24 months. Participants must submit documentation verifying usage for the previous 24 months for the existing equipment. Participants may submit documentation verifying usage for up to the previous 60 consecutive months for the existing equipment.
- (C) *Documentation of Usage:* The participant must be able to provide the following in order to document equipment usage:
- (1) Hour meter reading log collected a minimum of once per year from an installed and fully functioning hour meter; or
  - (2) At least two items from the following list proving existing equipment is being used by the fleet and indicating annual hours of use:
    - a. Revenue and usage records that identify operational, standby, and down hours for the equipment;
    - b. Employee timesheets linked to specific equipment use;
    - c. Preventative maintenance records tied to specific hours of equipment use; or
    - d. Repair work orders specific to the equipment.



- (D) *Operation in California:* The existing equipment must have operated at least 75 percent of the time in California during each 12 month period for the previous 24 months. Applicant certifies this on the application.
- (E) *Applying for Funding in a Participating Air District:* Applicants may only apply to one participating air district at a time per piece of equipment.
- (F) *Additional Funding:* If an applicant receives ORVIP funding for replacing a piece of equipment, an applicant cannot receive additional funding for replacement of that same piece of equipment. However, Moyer Program funding for the addition of a retrofit for the ORVIP funded replacement equipment may be available through the air district.
- (G) *Application Package:* To be approved for ORVIP funds, the applicant must meet ORVIP Guideline requirements, submit an application, and submit all of the documentation listed in the Application Package (Appendix A).
- (H) *Specified Participating Dealership:* The participant must specify the participating dealership used for the purchase of the replacement equipment. If the application is approved, the participant must purchase the replacement equipment from the specified dealership. If the participant chooses to change dealerships, the participant must submit a new ORVIP application to the air district.
- (I) *Voucher Redemption Deadline:* The dealer and owner must agree on a date in which the replacement equipment will be delivered. The voucher will be redeemable within 30 calendar days of issuance or by the delivery date agreed upon by the dealer and owner, whichever is later. If the owner is unable to purchase the replacement equipment after a voucher has been issued, the owner must notify the dealer and the air district immediately so that funds can be reallocated.
- (J) *Two-for-One Option:* Owners may replace two existing equipment with one replacement equipment as long as all ORVIP requirements are met. The two existing equipment must have cumulatively met the annual usage requirements in Appendix O. If the two existing equipment have different engine model years, then the newest engine model year shall be used to determine the funding amount. The horsepower rating for the replacement equipment engine must not be greater than 125 percent of the original manufacturer rated horsepower (baseline horsepower) for the lowest horsepower of the existing equipment engine. Participants who utilize this option must submit a complete application for each piece of existing equipment. The applicant should specify on each application that the applicant is choosing this option by checking the Two-for-One Option box.

- (K) The owner must agree to the following terms after being approved for a replacement voucher:
- (1) If the existing equipment is subject to the reporting and labeling requirements of the Off-Road Regulation, then the applicant must include proof of equipment registration in DOORS.
  - (2) Own and operate the replacement equipment at least 75 percent of the time within California for the term specified on the Receipt of Replacement Voucher (Appendix G).
  - (3) Notify the air district if there is any change of ownership within 36 months of the date of purchase.
  - (4) Return annual usage surveys as requested by the air district.
  - (5) Do not make any modifications to the emission control system on the replacement equipment engine.
  - (6) Be available for a follow up inspection, if requested by the air district or ARB.
  - (7) Repay the voucher funding amount if the owner does not follow one or more terms as specified in the Application (Appendix A) or Receipt of Replacement Voucher (Appendix G). ARB and/or the air district will specify repayment terms.

**3. Existing Equipment Requirements.** All existing equipment must meet the following conditions before an ORVIP application will be approved and awarded a voucher.

- (A) *Eligible Existing Engine:* The existing engine must be uncontrolled. Verification must be submitted in the application package. Verification can include a picture of the model year on the engine plate/tag or written documentation from the manufacturer or participating dealer that matches the engine serial number to a particular model year.
- (B) *Diesel-Fueled Equipment:* The existing equipment must currently operate on diesel fuel.
- (C) *DOORS Registration:* The existing equipment must be registered in DOORS if it is subject to the reporting and labeling requirements of the Off-Road Regulation. A copy of the DOORS fleet summary sheet that shows the fleet size, DOORS ID of the fleet, and the equipment's identification number (EIN) must be submitted with the application package.

- (D) *Operational Condition Verification:* The existing equipment must be in operational condition to qualify for funding. Operating condition must be determined through an inspection by a participating dealership prior to submitting the application or by air district staff upon request. Operational equipment must be able to start, move in all directions, and have all necessary parts be operational.
- (E) *Engine Verification:* If the existing equipment engine plate/tag is missing, then verification of the engine information can be done with the engine serial number. The participant will be required to provide verification of the engine make, model, model year, engine serial number, and horsepower from the manufacturer. Verification can include a letter or a printout from an engine manufacturer or participating dealer. Engines without a visible and legible serial number must be uniquely identified by having the engine block stamped with an identification number or alternative permanent marking, such as an engine tag.
- (F) For existing equipment in which the actual engine horsepower cannot be determined based on the engine plate/tag, manual, and engine records, then the engine horsepower can be estimated by the following formula:  

$$\text{Engine Horsepower} = \text{Power Take Off (PTO) horsepower} \times 120\%$$
- (G) *Existing Equipment Components:* Incentive funding can only be used to purchase the new equipment and to pay for items essential to the operation of the equipment.
- (H) *Operation of Existing Equipment After Voucher Approval:* If the existing equipment is in an accident or has an engine failure AFTER receiving approval for a voucher from the air district but prior to replacement, then the existing equipment will still be eligible for receiving funds from the program as long as all other ORVIP requirements have been met.
- (I) *Delivering the Existing Equipment to the Dealer Prior to Taking Ownership of the Replacement Equipment:* The participant must deliver the existing equipment in similar condition as it was in the pre-inspection. The air district or dealer can reject the condition of the existing equipment if it is deemed not operational or if parts were stripped from the existing equipment. Reimbursement of the voucher will be withheld until the dealer or air district approves the condition of the existing equipment.

**4. Replacement Equipment Requirements.** All replacement equipment must meet the following requirements before funding is awarded to the participant:

- (A) *Purchased from a Participating Dealership:* The replacement equipment must be purchased from an air district approved participating dealership
- (B) The replacement equipment must be an agricultural tractor with an engine greater than or equal to 25 horsepower and less than 175 horsepower.

The horsepower rating for the replacement equipment engine must not be greater than 125 percent of the original manufacturer rated horsepower (baseline horsepower) for the existing equipment engine.

- (C) *Engine Emission Standards:* The replacement equipment must have an engine that meets the current California emission standards (Tier) or the current U.S. EPA emission standards (Tier) if it is a federally preempted engine. An ARB Executive Order or an U.S. EPA Certificate of Conformity certifying the engine meets this requirement must be included with the application package.
- (1) Engines participating in the averaging, banking, and trading program that are certified to family emission limits (FEL) higher than the Tier 4 emission standards, as designated on the ARB Executive Order, are eligible to participate in the ORVIP. The funding levels associated with Tier 3 must be used when determining allowable funding for these engines.
  - (2) Engines participating in the averaging, banking, and trading program that are certified to a FEL below the applicable emission standards are eligible to participate in the ORVIP. The funding levels associated with the applicable interim Tier 4 (interim Tier 4, Tier 4 Phase-Out, Tier 4 Phase-in/Alternate NOx) or Tier 4 Final emission standards, per the Executive Order, must be used when determining allowable funding for these engines.
  - (3) Engines that are participating in the “Tier 4 Early Introduction Incentive for Engine Manufacturers” program, as detailed in California Code of Regulations, title 13, section 2423(b)(6), are eligible for ORVIP funding provided they are certified to the final Tier 4 emission standards. The ARB executive order for these engines indicates that the engines are certified under this provision. The incentive shall be the amount associated with replacing equipment with an engine certified to the Tier 3 emission standards as listed in Appendix O.
  - (4) Interim Tier 4 engines between 75 and 175 horsepower, certified to the Phase-In, Phase-Out, and Alternate Oxides of Nitrogen (Alt NOx) standards as detailed in California Code of Regulations, title 13, section 2423(b)(1)(B), are eligible for funding. The incentive shall be the amount associated with replacing equipment with an engine certified to the Tier 4 Phase-In, Tier 4 Phase-Out or Tier 4 Alt NOx standards as listed in Appendix O.
  - (5) Equipment manufactured under the “Flexibility Provisions for Equipment Manufacturers”, as described in California Code of Regulations, title 13, section 2423(d), are eligible for Moyer

Program funding as replacement equipment, provided the engine is certified at or below the Tier 3 emission standards. Eligible equipment produced under the “Flexibility Provisions for Equipment Manufacturers” whose engine family is certified to a FEL are also subject to the provisions of Section C.4.(C)(1). Equipment manufactured under the flexibility provisions with an engine whose engine family meets a standard, Tier or FEL less stringent than Tier 3 are ineligible for funding.

- (6) The certification emission standards and/or Tier designation for the engine must be determined from the Executive Order or U.S. EPA Certificate of Conformity (for federally preempted engines) issued for that engine. ARB Executive Orders for off-road engines may be found at <http://www.arb.ca.gov/msprog/offroad/cert/cert.php>.
- (D) *Warranty Requirements:* Purchasers of new compression-ignition equipment must purchase a minimum of a one-year or 1,600-hour power and drive train warranty for the replacement equipment. The warranty must cover parts and labor. Warranty documentation must be provided to the air district. Warranty costs are not eligible for funding. If the purchase of new replacement equipment already includes a minimum one year or 1,600-hour warranty, as specified above, a separate supplemental warranty is not required. However, it is recommended that the highest-grade warranty be purchased in order to avoid expensive repairs in the future. No Moyer Program funds will be issued for maintenance or repairs related to the operation of the equipment. The participant takes sole responsibility for ensuring that the equipment is in operational condition.
- (E) *Engine and Emission Control Modifications:* Emission controls on the replacement equipment engine cannot be modified in any manner. Unauthorized modification to engine performance (including changes in horsepower), emission characteristics, engine emission components (not including repairs with like-original equipment manufacturers replacement parts), or any other modifications to the engine’s emission control function is not allowed.

**5. Air District Requirements.** Air districts that decide to implement the ORVIP must follow the ORVIP Guidelines. Air districts must implement the program under the following requirements:

- (A) The ORVIP Guidelines and attachments provide all requirements for the program, therefore air districts, dealers, or grantees are not required to refer back to the 2017 Moyer Program Guidelines for Moyer Program funded ORVIP projects.

- (B) Each air district must have a resolution of the air district Governing Board that commits the air district to comply with all ORVIP requirements. If an air district has been given prior authority to adopt a program like the ORVIP, the air district must have the ability to comply with all ORVIP requirements.
- (C) Air districts may not put additional limitations on project criteria or make changes to the ORVIP Guidelines.
- (D) An air district may request Moyer Program funds if the air district chooses to use those funds to implement the ORVIP as these funds become available. In order for an air district to be approved for a funding request to implement the ORVIP, the air district must provide verification of board approval to implement the ORVIP, a copy of at least one active dealer agreement, and a copy of at least one active dismantler agreement (as mentioned in C.5.(I)).
- (E) Air districts must reject all ORVIP applications if funds are not currently available. Air districts cannot create a list of ORVIP projects to receive funding in a future date.
- (F) Air districts must create an addendum to their current Moyer Program Policies and Procedures using the air district's ORVIP and Procedures (Appendix B) within two months after they begin implementation of the ORVIP. Air districts are not required to submit this addendum to ARB, but it must be available upon request.
- (G) Air districts must use the program documents provided in the appendices. The documents may only be modified to include air district logos and air district contact information. The documents will be provided electronically to the participating air districts.
- (H) Air districts must work to contract with equipment dealerships located in their air district before contracting with dealerships located outside of their air district. Air districts that do not have dealerships within their air district can proceed directly to contract with dealerships located outside of their air basin. Air districts can contract with dismantlers located within or outside of their air district.
- (I) Air districts must contract with equipment dealerships and dismantler yards. Dealership and dismantler agreements must contain the language provided in Appendices C and D, respectively. If a dealership has multiple locations, then the air district either needs to have one agreement for each location or list each location in one agreement. The process for selection of dealerships and dismantler yards must be specified by the air district in the air district's ORVIP Policies and Procedures.

- (J) Air districts must ensure participating dealerships and dismantlers meet all ORVIP requirements. Air districts must receive all requested documents from the dealership or dismantler prior to signing an agreement. Air districts must maintain records that verify their participating dealerships and dismantlers meet the ORVIP requirements.
- (K) Air districts must provide participating dealership and dismantler contact information to ARB within ten business days of entering into agreement.
- (L) Air districts must ensure at least one representative from each participating dealership is trained on the terms, conditions, and requirements of the ORVIP. Air districts must describe how this will be accomplished in the air district's ORVIP Policies and Procedures.
- (M) Air districts must work in coordination with ARB in outreach efforts to increase participation of equipment owners, dealerships, and dismantler yards. Air districts must specify outreach efforts in the air district's ORVIP Policies and Procedures.
- (N) Air districts must provide all applicants and dealerships with application packages, inspection forms, and any other applicable ORVIP materials.
- (O) Districts may utilize the internet to securely receive applications, supporting documentation, , and other voucher forms. However, the original Receipt of Replacement Voucher (Appendix G) that includes the applicant's original signature must be received by the district. Digital signatures may be used in lieu of original signatures only if they comply with California Government Code section 16.5, and California Code of Regulations, title 2, sections 22000-22005. Scanned or faxed signatures are not acceptable for the Receipt of Replacement Voucher. Air districts are responsible for ensuring that their electronic versions of the program documents meet all program requirements. The electronic ORVIP forms must contain the same information and applicant fields as the equivalent forms in the appendices but may also include the air district's logo and other designs unique to the air district's webpage. For clarity and to aid program review and enforcement efforts, air districts should make every reasonable effort to make the electronic forms look as similar as possible to the forms contained in the appendices. Air districts are also responsible for ensuring their websites and electronic forms meet the minimum security requirements and current standards.
- (P) Air districts cannot restrict where participating dealers can send completed applications.
- (Q) Air districts must review and approve applications on a first-come, first-served basis, based on the date of receipt of the application by the air district.

- (R) Air districts must approve or reject applications within 15 business days of receipt.
- (S) Air districts must review an application package and approve a project once all program requirements have been met. To facilitate the review of the application package, the air district must confirm that all requirements on the Air District Review Checklist: Initial Review (Appendix E) have been met. The following application form fields in Table 1 are mandatory and must be filled in completely before the application may be approved:

**Table 1  
Mandatory Application Form Fields**

<p><b>Applicant Information:</b></p> <ul style="list-style-type: none"> <li>• Owner Name</li> <li>• Mailing Address (including City, State, Zip)</li> <li>• Physical Address (if different from mailing)</li> <li>• Owner Phone</li> <li>• DOORS ID of fleet (if applicable)</li> </ul>	<p><b>Third Party Information:</b></p> <ul style="list-style-type: none"> <li>• Third-Party Name</li> <li>• Mailing address (including City, State, Zip)</li> <li>• Physical Address (if different from mailing)</li> <li>• Phone</li> <li>• Third Party Signature &amp; Date (only required if a paid party other than the dealership completes the application)</li> </ul>
<p><b>Existing Equipment and Engine Information:</b></p> <ul style="list-style-type: none"> <li>• Equipment Make</li> <li>• Equipment Model</li> <li>• Equipment Model Year</li> <li>• DOORS EIN (if applicable)</li> <li>• Equipment Serial Number</li> <li>• Equipment Operational</li> <li>• Engine Make</li> <li>• Engine Model</li> <li>• Engine Model Year</li> <li>• Engine Serial Number / Engine Block Stamp or Alternative Tag (if engine serial number is not available)</li> <li>• Engine Operational</li> <li>• Fuel Used</li> </ul>	<p><b>Replacement Equipment and Engine Information:</b></p> <ul style="list-style-type: none"> <li>• Equipment Make</li> <li>• Equipment Model</li> <li>• Equipment Model Year</li> <li>• DOORS EIN (if applicable)</li> <li>• Engine Make</li> <li>• Engine Model</li> <li>• Engine Model Year</li> <li>• Engine Family Number</li> <li>• Engine Operational</li> <li>• Fuel Used</li> <li>• ARB Executive Order Number or U.S. EPA Certificate of Conformity Number</li> </ul>
<p><b>Dealership Information:</b> All fields must be filled out or a business card must be attached</p>	<p><b>Applicant Recitals:</b> Owner must sign and date application</p>
<p><b>Inspection Forms:</b> all applicable forms must be filled in based on the information required above for the existing and replacement equipment.</p>	



- (T) Air district staff must conduct dismantler inspections. For all other inspections listed below, air districts have the option of conducting inspections or having the dealership conduct the inspections. If the air district decides to conduct the inspections, the inspections must be scheduled and completed within the following timeframes:
- (1) Pre-inspection of the existing equipment must be completed within five business days of the receipt of the application or request by the applicant or dealership.
  - (2) Post-inspection of the replacement equipment must be completed within three business days of being notified by the dealership.
  - (3) Pre-dismantle inspection of the existing equipment must be completed within three business days of being notified by the dealership. The pre-dismantle inspection is to verify the existing equipment is in similar operating condition as in the pre-inspection. If the existing equipment has been stripped of major parts or accessories, the air district may withhold payment until the existing equipment is restored to its previous state.
- (U) For approved projects, the air district must provide an Approved Voucher Package to the dealership, as applicable. Documents may be provided electronically. An Approved Voucher Package includes the following documents:
- (1) Replacement Voucher (Appendix F);
  - (2) Receipt of Replacement Voucher (Appendix G);
  - (3) Dealer Reimbursement Invoice (for immediate signature and return to the air district – Appendix H);
  - (4) Post-Inspection (replacement equipment) and Pre-Dismantle (existing equipment) Inspection Forms (Appendix I); and
  - (5) Dealer Reimbursement Package Checklist (Appendix J).
- (V) If a submitted application is incomplete, illegible, or has any unclear or missing documentation, the air district must reject the application immediately and return it to the applicant.
- (W) *Rejected Projects:* Air districts must mail or email an application rejection letter and the application package to the applicant if their application has been rejected. This letter must be issued by the end of the 15 business day review period. The air district must state the reason(s) for the rejection on the rejection letter. The air district must also notify the dealer

by mailing or emailing a copy of the rejection letter. A template of the rejection letter is in Appendix K.

- (X) *Payment Goal:* A goal of the program is to ensure payment can occur when the existing equipment is turned into the dealership and the replacement equipment is ready for purchase. The air district shall work towards achieving this goal and should notify the dealership of any delays in issuing payment.
- (Y) *Project Payment Options:* In order to achieve the payment goal, air districts have two project payment options. The first option is to immediately begin the disbursement process for the approved voucher project after receiving a signed Reimbursement Invoice (Appendix H). Payment must not be distributed until an air district-approved Reimbursement Package has been submitted by the dealership. The second option is to begin the disbursement process and issue payment within ten business days of receipt of a completed reimbursement package. Air districts must include in the air district's ORVIP Policies and Procedures the option that is implemented.
- (Z) *Air District Payment Checklist:* Air districts should use the Air District Payment Review Checklist (Appendix L) to help review if a complete reimbursement package has been submitted and payment can be issued. Air districts must keep a copy of the check with all project documents.
- (AA) If the process of payment is delayed, the air district must notify the dealership by phone or email at the earliest possible time of such delay.
- (BB) If the reimbursement package is not complete, the air district will mail or email a reimbursement package rejection letter explaining the discrepancy to the dealership (Appendix M) and keep a copy of this letter.
- (CC) Air districts must enter all project data information into the CARL database within five business days of approving an application for a voucher. Payment information should be submitted within 15 business days after payment is issued.
- (DD) Air districts must conduct the dismantle inspection of the existing equipment at the dismantler within 60 calendar days of being notified the existing equipment has been delivered to the dismantler yard. Inspection forms are in Appendix I. The dismantle inspection should include verification that the engine is destroyed and the equipment structural components are completely severed.
- (EE) Air districts must mail out annual usage survey reports to participants (Appendix N) for three years after the project has been funded. The air district must also input data from the returned surveys into CARL. ARB will ensure all other participant voucher requirements are met.

- (FF) *Records Retention:* Air districts must retain all records of approved voucher projects for a minimum of seven years from the date of issuing the voucher. For rejected projects, air districts must maintain a copy of the application, the rejection letter, and method of notification for seven years from the date the application was received.
- (GG) *Audit and Monitoring:* Air districts must allow ARB to monitor their voucher program, which includes Incentive Program Review of the air district's implementation of the program. Most ARB ORVIP reviews will occur during a regular Moyer Program Incentive Program Review; however ARB may request project information on an as needed basis.
- (HH) *Audit of Participating Dealers:* Air districts that conduct 100 percent of the ORVIP inspections are not required to audit dealerships. Air districts that do not conduct 100 percent of required inspections themselves must audit five percent of each type of inspection (pre, post, and pre-dismantle). Audits should be done randomly and occur throughout the implementation timeline of the air district. Table 2 includes the audit requirements for the air districts to follow.

**Table 2  
Air District Audit Requirements**

Type of Audit Inspection	Purpose(s)	Timing of Audit Inspection
Pre-inspection	<ul style="list-style-type: none"> <li>• Verify existing equipment is in operational condition</li> <li>• Verify existing equipment application information</li> </ul>	After application is submitted to air district but prior to approving the application.
Post-inspection	<ul style="list-style-type: none"> <li>• Verify replacement equipment meets emission standards; or</li> <li>• Verify application information</li> </ul>	After replacement equipment is delivered and prior to payment being issued
Pre-dismantle inspection	<ul style="list-style-type: none"> <li>• Verify existing equipment is in operational condition and has not been stripped of parts</li> <li>• Verify existing equipment application information</li> </ul>	After existing equipment is delivered to dealership and payment is issued. Existing equipment is at dealership location

- (II) *Meeting Environmental Justice Requirements:* Air districts with environmental justice (EJ) requirements shall not apply the requirements to ORVIP application review. After each year of implementation, the air district may review each funded project to determine if it helps to meet air

district EJ requirements. If those requirements have not been met, other Moyer Program funded projects will need to be used to fulfill the EJ requirement.

## **6. Dealership Requirements**

- (A) Dealership participation is an important component of the ORVIP. Dealers are responsible for providing participants with assistance in the application process. This includes ensuring compliance with all program requirements. Participating equipment dealers are required to do the following:
- (1) Enter into an agreement with at least one air district in order to be a participating dealer in the ORVIP. Dealerships may choose to enter into agreements with more than one air district. Template language that will be included in this agreement can be found in Appendix C; the air district will provide the dealer with exact language.
  - (2) Warrant that it meets the following minimum qualifications, and will continue to meet these qualifications throughout its participation in the Program:
    - a. Dealership has had a valid business license issued in California for a minimum of the last two years.
    - b. Dealership maintains a minimum of one employee that has successfully completed the training by the air district regarding the terms, conditions and requirements of the Program. If a participating dealership maintains more than one location for equipment sales, then each location must have at least one employee trained on the ORVIP.
    - c. Dealership agrees to allow the air district or ARB to inspect equipment or audit program records covered under this Agreement during normal business hours.
  - (3) Provide accurate information about the ORVIP to applicants.
  - (4) Help the participants complete the ORVIP application package. It is important to make sure that all information is filled out correctly and that the participant understands the ORVIP requirements.
  - (5) Show the voucher amount on the replacement equipment invoice. The voucher does not reduce the purchase price of the equipment, but is an incentive to the equipment owner that will result in a lower price paid by the participant. The receipt of voucher funds does not

lower the base price of the equipment nor does it reduce the tax basis of the equipment.

- (6) Submit the completed application package to the air district. ARB recommends that dealers submit applications to the air district closest to an applicant's physical address. Incomplete application packages will be rejected and returned to the applicant. The dealer will also be notified of the reasons for rejection (Appendix K).
  - (7) Ensure the existing equipment is delivered to the dealership prior to releasing the replacement equipment.
  - (8) Ensure the existing equipment is in similar condition as found in the pre-inspection. The dealer should reject the condition of the existing equipment if it is deemed not operational or if parts were stripped from the existing equipment. Reimbursement of the voucher will be withheld until the dealer (or air district) approves of the condition of the existing equipment and is delivered to the dealership.
  - (9) Ensure the existing equipment is sent to a participating dismantler yard for destruction within 60 calendar days of owner delivery to the dealership. Immediately notify the air district of the location and date of delivery of the existing equipment to the dismantler.
- (B) *Application Package:* To ensure that an application package is complete, the dealer must ensure that all the following items are complete and included in the participant's submission to the air district. An applicant checklist is available for participants and dealerships to use (Appendix A). The following must be completed before a voucher will be issued:
- (1) Submit a signed and complete application;
  - (2) Submit all other applicant-required documentation as listed in these guidelines and on the application checklist;
  - (3) If required by the air district, inspect and provide documentation showing that the existing equipment is operational. The air district may decide to conduct the inspections and will notify the dealership of this; and
  - (4) Submit digital photographs of the existing equipment to the air district. The air district will specify the required format of digital photos as listed on the inspection form in Appendix C. Before submitting photographs to the air district, dealers must verify that photographs are clear with a minimum capture resolution of 640X480. Dealers can submit photos of more than one equipment inspection on a disk or other media as long as the pictures are

clearly labeled. All DOORS EIN (if applicable) and engine serial numbers (or alternative engine stamp or tag) must be legible.

- (C) *Dealer Reimbursement Package:* Prior to receiving reimbursement, the dealer must submit a reimbursement package to the air district. A checklist is available for the dealers (Appendix J). Parts not requiring an original signature may be provided electronically if allowed by the district. The following documents should be included in the reimbursement package:
- (1) Reimbursement Invoice (Appendix H) should be signed and returned to the air district upon receipt;
  - (2) Final dealership invoice signed by the applicant that shows the final purchase price less the voucher award;
  - (3) Original Receipt of Replacement Voucher (Appendix G) signed by the participant (original signature required);
  - (4) The original Replacement Voucher (Appendix F);
  - (5) Copy of finance documentation (if applicable);
  - (6) Copy of replacement equipment warranty;
  - (7) Inspection forms and pictures of the existing equipment after it is turned in to the dealership as specified in Appendix I;
  - (8) Inspection forms and pictures of the replacement equipment as specified in Appendix I;
  - (9) Location of the dismantler yard where the existing equipment will be destroyed; and
  - (10) Date the existing equipment is delivered to or picked up by a participating dismantler.

## **7. Dismantler Requirements**

- (A) ARB requires that the existing equipment be destroyed. Destruction of the existing equipment's structural components and engine permanently removes the old, high-emitting equipment from operation. This requirement has been established to ensure that emission reductions are real. It prevents the existing equipment from being moved into another locale to continue emitting high levels of pollutants. Air districts will establish a list of participating dismantlers that existing equipment can be delivered to or picked up for destruction.

(B) A dismantler must enter into an agreement with at least one air district to participate in the ORVIP. Appendix D lists the terms that must be included in the air district/dismantler agreement. The following are requirements for participating dismantlers.

- (1) Participating equipment dismantlers are required to meet the following requirements in order to participate in the ORVIP and provide verification to the air district:
  - a. Have a current, valid California Environmental Protection Agency (Cal/EPA) Hazardous Materials Generators Permit;
  - b. Comply with all local, State and federal laws and regulations;
  - c. Owner must have a minimum of one active employee who received training by the air district on the requirements of the Program. If a dismantler has more than one location, then the dismantler must have at least one active employee trained by the air district at each location that will be accepting ORVIP equipment; and
  - d. Have had a valid California business license for a minimum of the last two years.
- (2) Funding is not available for the dismantling of any existing equipment.
- (3) The dismantler must agree to do the following:
  - a. Destroy the existing equipment within 60 days of receipt. The destruction method of the equipment will vary depending on the structure of the equipment:
    - i. Equipment with permanent frame rails running the length of the equipment: complete cuts of both frame rails between the front and rear axles.
    - ii. Equipment with removable/bolt-on frame rails: structural damage, with cuts or otherwise, that renders the main body of the equipment inoperable and unrepairable.
    - iii. Equipment without frame rails: structural damage, with cuts or otherwise, that renders the main body of the equipment inoperable and unrepairable.
    - iv. Articulated equipment: damage, cuts or otherwise, to the articulation joints of front and rear halves of the equipment so that neither half can be joined.

- v. Other equivalent methods of destruction are acceptable.
- b. Destroy and render useless the existing equipment's engine within 60 days of receipt. At a minimum, the destruction of an engine must include:
  - i. A hole in the engine block with a diameter of at least three inches at the narrowest point. The hole must be irregularly shaped (i.e. no symmetrical squares or circles).
  - ii. A section of the oil pan flange must be removed as part of the hole or have a line cut through it that connects the hole.
- c. The dismantler must notify the air district that equipment is destroyed and ready for inspection; and
- d. The destruction of the engine and equipment must be documented by the air district. The air district must verify in person the equipment identification numbers and engine serial number.

#### **D. Definitions**

For the purposes of the ORVIP, definitions are as follows:

Agricultural Tractor: A wheel type vehicle, or track vehicle designed to furnish the power to pull, carry, propel, or drive implements that are designed for agriculture.

Dismantler: A place of business whose purpose is to destroy off-road equipment and engines that also meet the requirements of Section C.7.

Equipment Components: Any components of an equipment specific to the actual vocation of the equipment. This does not include any components that are directly related to the propulsion of the equipment, common component of an equipment (i.e. steering wheel, seats, etc.) or related to the rigid structure of the tractor.

Existing Equipment: For replacement projects, the existing equipment is the equipment that will be turned in by the applicant for dismantling and destruction.

Off-Road Regulation: In-Use Off-Road Diesel-Fueled Fleet Regulation (California Code of Regulations, title 13, section 2449, et seq.).

Participating Dealership: A dealership that has an agreement with an air district to participate in the ORVIP.

Participating Dismantler: A dismantler that has an agreement with an air district to participate in the ORVIP.

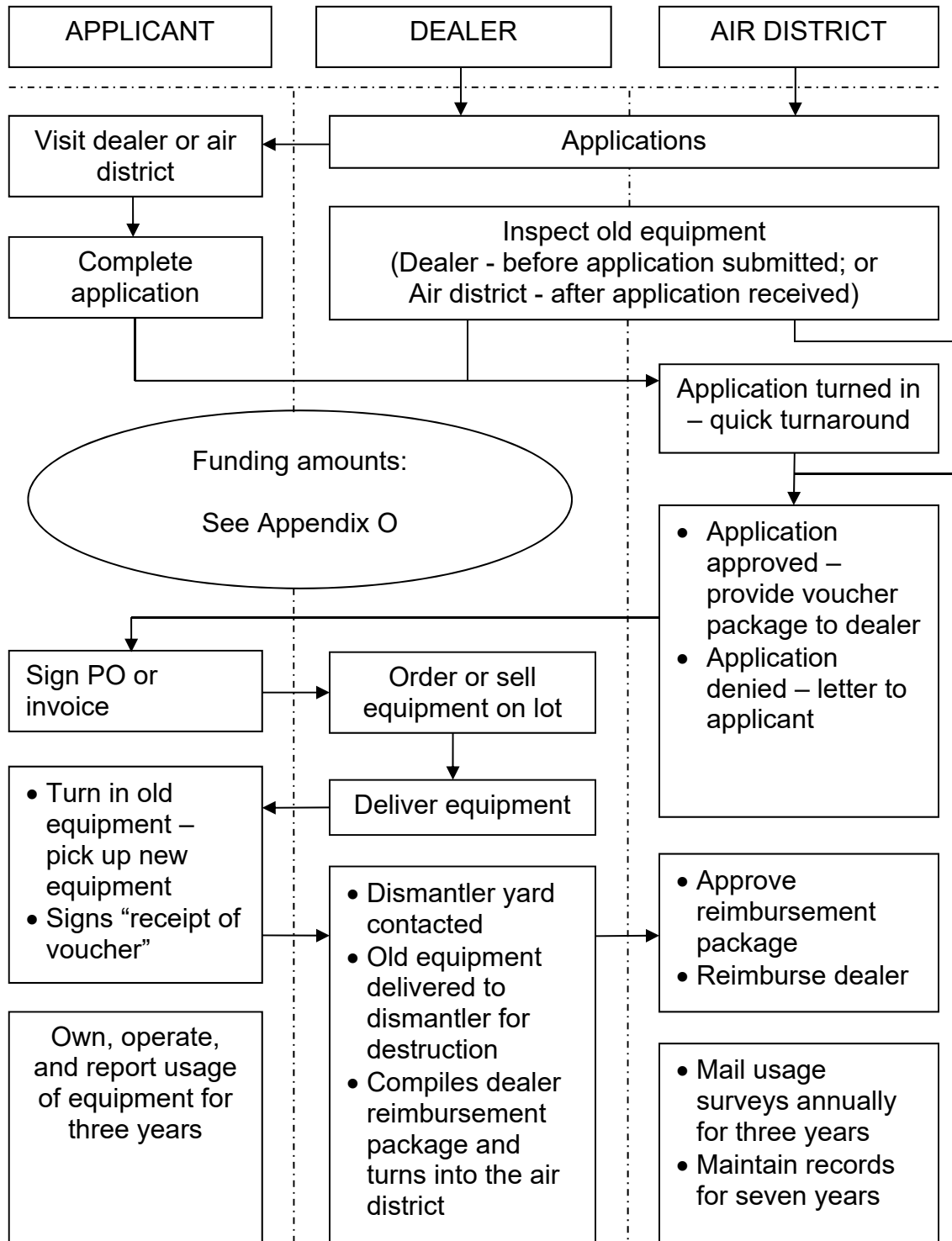


Uncontrolled Engine: An off-road diesel engine that is manufactured in the following years and is not certified to any ARB off-road diesel emission standards or any U.S. EPA non-road diesel emission standards, and that has not been retrofitted with a verified diesel emission control strategy (VDECS):

- Pre-1999 (25 to 49 hp)
- Pre-1998 (50 to 99 hp)
- Pre-1997 (100 to 174 hp)

Verified Diesel Emission Control Strategy (VDECS): An emission control strategy (retrofit device) that has been verified pursuant to the “Verification Procedure, Warranty and In-Use Compliance Requirements for In-Use Strategies to Control Emissions from Diesel Engines”, California Code of Regulations, title 13, section 2700, et seq.

## Off-Road Voucher Incentive Program Equipment Replacement Flow Chart



## Appendix A

### OFF-ROAD VOUCHER INCENTIVE PROGRAM

#### Application Package

- Please print clearly or type all requested information on this application.
- Submit all supporting documentation listed on the application checklist on pg. 2.
- Complete one application for each piece of off-road equipment.
- **If the submitted application is incomplete, illegible, or any documentation is missing or unclear, the application will be rejected immediately and returned to the applicant.**

#### Eligibility Criteria

To be eligible for funding in the Off-Road Voucher Incentive Program (ORVIP), projects must meet the criteria described in the Off-Road Voucher Incentive Program Guidelines. These criteria include, but are not limited to, the following:

- Eligible Equipment: Agricultural tractors with uncontrolled off-road compression ignition engines that are greater than or equal to 25 horsepower and less than 175 horsepower and are not currently regulated by an Air Resources Board (ARB) in-use regulation are eligible to participate in the ORVIP.
- Eligible Engines: The existing engine must be uncontrolled. Verification must be submitted in the application package. Verification can include a picture of the model year on the engine plate or written documentation from the manufacturer or participating dealer that matches the engine serial number to a particular model year.
- Ownership Requirements: The participant must currently own and operate the existing equipment. The participant must be able to provide two items from the following documentation list:
  - (1) Bill of sale for the existing equipment
  - (2) Copy of Diesel Off-road On-line Reporting System (DOORS) registration
  - (3) Tax depreciation logs
  - (4) Property tax records
  - (5) Equipment insurance records
  - (6) Bank appraisals for equipment
  - (7) Maintenance/service records
  - (8) General ledgers

- Prior Minimum Usage Requirement: The existing equipment must have met the annual usage requirements in Appendix O, during each 12 months for the previous 24 months. Participants must submit documentation verifying usage for the previous 24 months for the existing equipment. The participant must be able to provide at least one of the following types of documentation:
  1. Hour meter reading log collected at minimum of once per year from an installed and fully functioning hour meter; or
  2. At least two items from the following list proving existing equipment is being used by the fleet:
    - A. Revenue and usage records that identify operational, standby, and down hours for the equipment;
    - B. Employee timesheets linked to specific equipment use;
    - C. Preventative maintenance records tied to specific hours of equipment use; or
    - D. Repair work orders specific to the equipment.
  
- Operation in California: The existing equipment must have operated at least 75 percent of the time in California during each 12 month period for the previous 24 months. Applicant certifies this on the application.
  
- Applying for Funds: Applicant may only apply for funds through the ORVIP to one air pollution control or air quality management district (air district) at a time per piece of equipment. Applicant cannot apply for any other grant funds to replace this equipment.
  
- Replacement Engine horsepower: The horsepower rating for the replacement equipment engine must not be greater than 125 percent of the original manufacturer rated horsepower (baseline horsepower) for the existing equipment engine.
  
- Two-for-One Equipment Replacements: If an applicant is applying to replace two existing equipment with one replacement equipment, then two applications and supporting documentation must be submitted. Please specify this on the application by checking the Two-for-One Option.
  - The horsepower rating for the replacement equipment engine must not be greater than 125 percent of the original manufacturer rated horsepower (baseline horsepower) for the lowest horsepower of the two existing equipment engines.

<b>OFF-ROAD VOUCHER INCENTIVE PROGRAM</b> <b>Application Checklist</b>
---

Applicant Information	Dealer Information
Company:	Dealership:
Owner:	Salesperson:
Phone:	Phone:
FAX:	FAX:
Email:	Email:
<i>Option: attach business card</i>	<i>Option: attach business card</i>

√	<b>Applicant Requirements</b>
<input type="checkbox"/>	Completed application (signed & dated; scanned or faxed copy acceptable)
<input type="checkbox"/>	Copy of two items from ownership document list
<input type="checkbox"/>	Equipment usage documentation (for previous 24 months) <input type="checkbox"/> Hour meter reading records
<input type="checkbox"/>	Equipment usage documentation for the existing equipment must prove : <input type="checkbox"/> selected annual usage for previous 24 months
<input type="checkbox"/>	Copy of DOORS fleet summary sheet (if applicable)
<input type="checkbox"/>	Inspection Form for the existing equipment signed by a participating dealership or air district
<input type="checkbox"/>	Digital photos of the existing equipment
<input type="checkbox"/>	Verification of existing engine model year from the manufacturer or dealership
<input type="checkbox"/>	Signed and dated quote and specification sheet for the replacement equipment
<input type="checkbox"/>	ARB Executive Order for replacement equipment engine. U.S. EPA Certificate of Conformity for federally preempted engines
<input type="checkbox"/>	If replacing two existing equipment with one replacement equipment, submit an application and the above information for each existing equipment. Check the box on the application marked "Two-for-One Option"
<input type="checkbox"/>	Replacement equipment engine horsepower < 125 percent of existing equipment engine

# OFF-ROAD VOUCHER INCENTIVE PROGRAM

## Application

Date Received:  
(For office use only)

### Applicant Information

Owner Name:		Company Name:	
Mailing address:			
City:	State:	Zip Code:	
Physical address:			
City:	State:	Zip Code:	
Owner Email:		Owner Phone:	

### Third Party Information

This box needs to be filled out if application is completed by anyone being paid to complete the application on the owner's behalf. Dealers do not need to complete this section.			
Third-Party Name:		Company Name:	
Mailing address:			
City:	State:	Zip Code:	
Physical address:			
City:	State:	Zip Code:	
Phone:		Email:	
<b>Third party signature:</b>		<b>Date:</b>	

### Existing Equipment and Engine Information

Two-for-One Option

<b>EQUIPMENT INFORMATION:</b>			
Equipment Make:	Equipment Model:	Equipment Model Year:	
DOORS EIN (if applicable):	Equipment Serial Number:	Date of Manufacture:	
Fleet ID:	Equipment operational? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Engine Information:</b>			
Engine Make:	Engine Model:	Engine Model Year:	Date of Manufacture:
Engine Serial Number or Air District ID Number:		Engine Horsepower:	
Engine operational? <input type="checkbox"/> Yes <input type="checkbox"/> No	Fuel used? <input type="checkbox"/> Diesel <input type="checkbox"/> Other: _____		

### Replacement Equipment and Engine Information (If Applicable)

<b>EQUIPMENT INFORMATION:</b>			
Equipment Make:	Equipment Model:	Equipment Model Year:	
Equipment Serial Number:		Date of Manufacturer:	
Equipment operational? <input type="checkbox"/> Yes <input type="checkbox"/> No		Estimated Delivery Date:	
<b>Engine Information:</b>			
Engine Make:	Engine Model:	Engine Model Year:	Date of Manufacture:
Engine Serial Number:	Engine Family Number:	Engine Horsepower:	
Engine operational? <input type="checkbox"/> Yes <input type="checkbox"/> No	Fuel used? <input type="checkbox"/> Diesel <input type="checkbox"/> Other: _____	ARB Executive Order Number or U.S. EPA Certificate of Conformity Number:	

### Dealership Information (or attach business card)

Contact Person:	Business Name:		
Phone:	Address:		
City:	State:	Zip Code:	

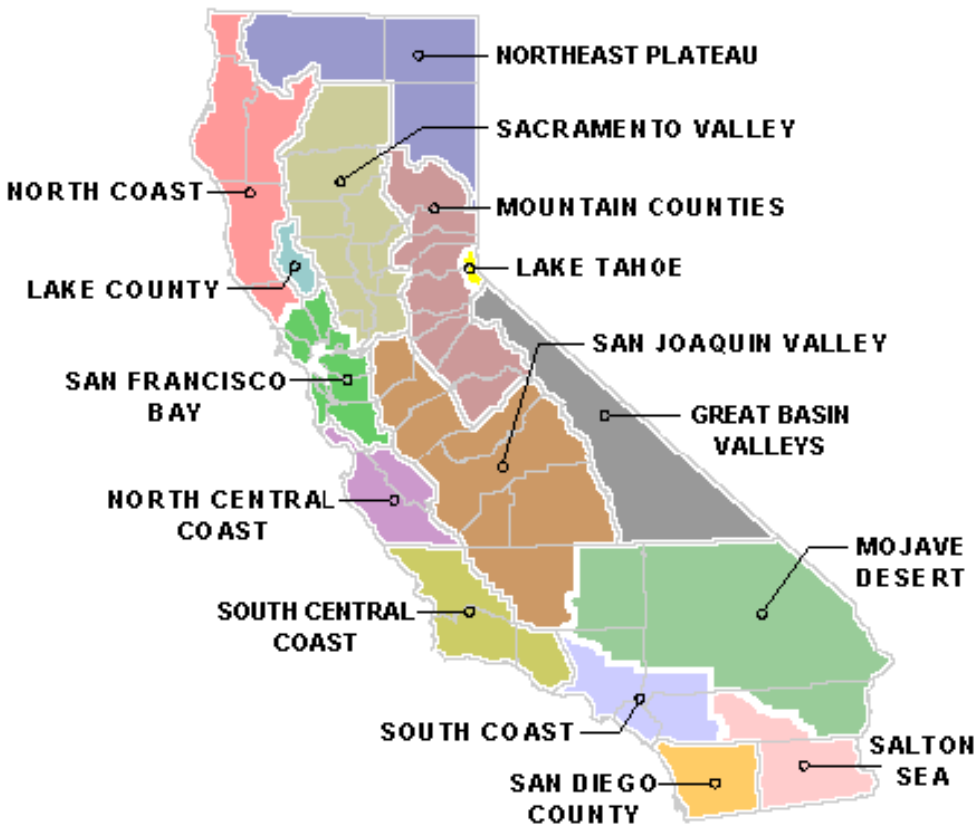
## Operational Area

Using the map below, estimate the percentage of your annual usage that will occur in each area. *This information is required, but will NOT affect your eligibility or potential funding amount.*

North Coast:	Northeast Plateau:
Lake County:	Sacramento Valley:
San Francisco Bay:	Mountain Counties:
North Central Coast:	Lake Tahoe:
South Central Coast:	San Joaquin Valley:
South Coast:	Great Basin Valleys:
San Diego County:	Mojave Desert:
Outside California:	Salton Sea:

*Note: The total of all percentages must equal 100.*

## California Air Basins





By submitting this application, I certify under penalty of perjury that the information on this application is accurate and true:

- I am the owner of the existing equipment;
- The information provided in this application and all supporting documentation are true and correct and meet the minimum requirements of the ORVIP;
- The existing equipment must have operated at least 75 percent of the time in California during each 12 month period for the previous 24 months;
- I understand that I cannot receive additional funding for replacement of that same piece of equipment. However, Moyer Program funding for the addition of a retrofit for the ORVIP funded replacement may be available through the air district;
- The purchase of this low-emission equipment is NOT required by any local, State, and/or federal rule or regulation;
- I understand that I must be in compliance and remain in compliance with all applicable federal, State, and local air quality rules and regulations;
- I understand that an incomplete or illegible application, or if any required documentation is missing, this application will be immediately rejected and returned to me;
- I understand that I can reapply for project funding if this application is rejected because it was incomplete, illegible, or missing required documentation;
- I understand as an applicant that incentive programs have limited funds and shall terminate upon depletion of Moyer Program funding;
- I have the legal authority to apply for incentive funding for the entity described in this application;
- I understand that ARB, as an intended third party beneficiary reserves the right to enforce the terms of the ORVIP, at any time during the three year voucher term to ensure emission reductions are obtained; and
- I agree to the above statements by signing below.

Owner Signature:

Date:

Printed Name:

Title:

**Please attach all documentation listed on the application checklist**

*Please submit this application to the air district below. If you have any questions in completing your application, please contact:*

<Air District Contact Information>

## **Appendix B**

### **OFF-ROAD VOUCHER INCENTIVE PROGRAM**

#### **Air District's ORVIP Policies and Procedures**

#### **NOTE to AIR DISTRICT:**

The program elements listed do NOT constitute air pollution control or air quality management district's (air district's) entire Policies and Procedures. This is an addendum to the air district's already existing Policies and Procedures in order to explain how to administer the Off-Road Voucher Incentive Program (ORVIP). The terms have been prepared to facilitate the air district's preparation of their ORVIP Policies and Procedures. The air district must ensure the intent of the ORVIP Guidelines are met and include the program elements listed below into the air district's ORVIP Policies and Procedures.

#### **4. PROGRAM APPROVAL**

How the air district is obtaining approval to implement the ORVIP.

#### **5. SELECTION OF DEALERSHIP**

The processes the air district goes through to solicit and select a dealership to enter into an agreement with.

#### **3. DISMANTLER SELECTION**

The processes the air district goes through to solicit and select dismantlers to enter into an agreement with.

#### **10. PAYMENT PROCESS**

The option in which the air district chooses to reimburse and issue payment to the dealership. There are two options:

- a. To start the disbursement process as soon as they receive a Reimbursement Invoice (Appendix H), OR
- b. To start the disbursement process and issue a check within ten business days of receiving a completed Reimbursement Package (Appendix J).

#### **11. DOCUMENTATION**

The method in which the air district chooses to document the activities and progress of the ORVIP.

#### **12. AUDITS**

How the air district chooses to audit and inspect the projects. There are two options:

- a. The air district can choose to do all pre and post-inspections.
- b.) If the air district chooses to have dealerships do the inspections, the air district must audit five percent of each inspection (pre-inspection, post-inspection, and pre-dismantle inspection). The audits should be done

randomly and occur throughout the implementation timeline of the air district. The air district must outline how they will conduct audits in the air district's ORVIP Policies and Procedures.

**13. DEALER TRAINING**

The air district provides training for the participating dealers on the ORVIP. If the air district chooses to have dealers do the inspections, the air district must specify the media in which the inspection photographs will be submitted to the air district. The air district must work with the Air Resources Board (ARB) in coordinating training and materials.

**14. DISMANTLER TRAINING**

The air district provides training for the participating dismantlers on the ORVIP.

**15. OUTREACH**

The air district establishes an outreach goal for the ORVIP.

## Appendix C

### OFF-ROAD VOUCHER INCENTIVE PROGRAM

Dealership Agreement Terms to be included in Master Agreement  
Between the Air District and Dealer

#### NOTE to AIR DISTRICT:

The terms listed do NOT constitute an air pollution control or air quality management district's (air district's) entire Agreement; standard Air District Agreement language (such as, confidentiality, termination, indemnification, insurance, etc.) must be included in conjunction with the items below. The terms have been prepared to facilitate the air district's preparation of the Agreement. The air district must include the terms listed below and supersede any additional terms included by the air district.

1. The air district has not reviewed the dealership's operations or reached any conclusion on the quality of the dealership's operations. The air district is permitting the dealership to enter into this Agreement solely because dealership has represented to the air district that it is aware of the Off-Road Voucher Incentive Program (ORVIP) Guidelines (Guidelines) goals, and agrees to abide by the Program requirements and Guidelines.
2. The air district and dealership agree that if the California Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the ORVIP, this Agreement shall be of no further force and effect. In this event the State shall have no liability to pay any funds whatsoever to the air district and dealership or to furnish any other considerations under this Agreement.
3. Payment: The air district will not pay or otherwise directly reimburse or compensate in any way the dealership for its services rendered in complying with this Agreement, but the benefit received by dealership under this Agreement is the opportunity to participate in the ORVIP, which includes the corresponding opportunity for the dealership to profit from the sale of equipment to ORVIP Participants.
4. Reduction in Equipment Purchase Price: The dealership must show the voucher amount on the replacement equipment invoice. This amount should not reduce the sales price of the equipment but should reduce the amount the participant will pay for the equipment. The receipt of voucher funds does not lower the base price of the equipment and does not reduce the tax basis of the equipment.
5. Voucher Payment: The Dealership will be reimbursed by the air district for the voucher amount once the Dealership submits a complete Reimbursement Package to the air district as outlined in the Guidelines and in this Agreement.

6. Dealership Obligations: The Dealership agrees to provide general information to Program participants about the Program. The air district will provide training to Dealership staff. The Dealership agrees to assist ORVIP participants to correctly complete and submit the Application Package to the air district. It is important to verify that all information is filled out correctly and that the participant understands the Program.
  - d. Before the air district may approve a voucher, an Application Package must be completed and submitted to the air district. The Application Package must include all required documentation as outlined in the ORVIP Guidelines.
  - e. After the air district notifies the Dealership of application approval, the Dealership will order the replacement equipment with an eligible engine, as specified in the Guidelines, and have the replacement equipment delivered to the Dealership.
  - f. Within 30 days after the owner delivers the existing equipment and original, signed title to the Dealership, the Dealership must ensure the existing equipment is sent to a participating dismantler for destruction. The air district will provide a list of participating dismantlers to the Dealership.
7. Dealership Qualifications: Dealership warrants that it meets the following minimum qualifications for participation in the ORVIP, and will continue to meet these qualifications throughout its participation in the ORVIP.
  - d. Dealership has had a valid business license in California for a minimum of the last two years.
  - e. Dealership maintains a minimum of one employee that has successfully completed the training by the air district regarding the terms, conditions and requirements of the Program. If a participating dealership maintains more than one location for equipment sales, then each location must have at least one employee trained on the ORVIP. Language must be included in the dealership agreement requiring each location have at least one employee is trained on the ORVIP.
  - f. Dealership agrees to allow the air district or Air Resources Board (ARB) to inspect equipment or audit program records covered under this Agreement during normal business hours.
8. Inspections: Inspections described below require inspection forms be completed and photographs taken to document equipment and engine. Specific requirements are outlined in the ORVIP Guidelines.

- (A) All inspections except for the dismantle inspection may be conducted by an authorized Dealership. If the air district requests the Dealership to conduct an inspection, then the inspection must be conducted as follows:
    - (1) Pre-Inspection: Submit completed inspection form and photos to air district with the application
    - (2) Post-Inspection: Submit completed inspection form and photos to air district with Dealer Reimbursement Package (Appendix J)
    - (3) Pre-Dismantle: Submit completed inspection form and photos to air district with Dealer Reimbursement Package (Appendix J)
  - (B) If the air district conducts inspections, then inspections must be conducted in accordance with the ORVIP Guidelines.
9. Dealership Reimbursement: Dealership must submit a Reimbursement Package to the air district. A description of documents in the Reimbursement Package is listed in the Guidelines. The Reimbursement Package must include:
- (A) Reimbursement Invoice (Appendix H) should be signed and returned to the air district upon receipt;
  - (B) Final dealership invoice signed by the applicant that shows the final purchase price less the voucher award;
  - (C) The original Receipt of Voucher (Appendix G) signed by the participant (original signature required);
  - (D) The Voucher (Appendix F);
  - (E) Copy of DOORS registration (if applicable);
  - (F) Copy of replacement equipment warranty information;
  - (G) Inspection forms and pictures of the existing equipment after it is turned in to the dealership as specified in Appendix I;
  - (H) Inspection forms and pictures of the replacement equipment as specified in Appendix I;
  - (I) Location of the dismantler where the existing equipment will be destroyed; and
  - (J) Date the existing equipment is delivered to or picked up by a participating dismantler.
10. Noncompliance: Noncompliance with this Agreement or Guidelines, includes, but is not limited to canceling the Agreement and recapturing voucher funds.

ARB and the air district may disqualify the Dealership from ORVIP participation and seek other remedies as available under the law for noncompliance with this Agreement or ORVIP requirements.

## Appendix D

### OFF-ROAD VOUCHER INCENTIVE PROGRAM

#### Dismantler Agreement Terms to be Included in Master Agreement Between the Air District and Dismantler Owner

##### NOTE to AIR DISTRICT:

The terms listed do NOT constitute an air pollution control or air quality management district's (air district's) entire Agreement; standard air district Agreement language (such as, confidentiality, termination, indemnification, insurance, etc.) must be included in conjunction with the items below. The terms have been prepared to facilitate the air districts preparation of Agreement. The air district must include the terms listed below that would supersede any additional terms included by the air district.

1. The air district has not reviewed the Dismantler Owner's (Owner) operations or reached any conclusion on the quality of the operations. The air district is allowing the Owner to enter into this Agreement solely because the Owner has represented to the air district that it is aware of the Off-Road Voucher Incentive Program (ORVIP) Guidelines (Guidelines) goals, and agrees to abide by the ORVIP requirements and Guidelines.
2. The air district and Dismantler agree that if the California Budget Act of the current year and/or any subsequent years covered under this Agreement does not appropriate sufficient funds for the ORVIP, this Agreement shall be of no further force and effect. In this event the State shall have no liability to pay any funds whatsoever to the air district and Dismantler or to furnish any other considerations under this Agreement.
3. Payment: Owner will not be paid or otherwise reimbursed directly by the air district or the Air Resources Board (ARB). Rather, the benefit received by Owner under this Agreement is the opportunity to participate in the ORVIP, which carries the corresponding opportunity to profit through the receipt – for cash or free – of materials that Owner will dismantler with the intent to make a profit. Funding is not available from the air district through this Agreement for any dismantler or material costs, including hazardous waste abatement fees, labor costs, fines, permits, or other charges resulting from destruction or disposal.
4. Owner Obligation: The Owner must comply with the following requirements in accordance with the Guidelines, and submit certification to the air district verifying that the requirements have been met. Within 60 calendar days of receiving equipment under this Agreement, Owner will:
  - a. Destroy existing equipment and render it physically useless; and



- b. Notify the air district when the existing equipment (structural components and engine) has been properly destroyed and schedule a destruction inspection with air district; and
  - c. The dismantler must provide verification that the existing equipment is no longer operational. Documentation must include clear photographs of the destroyed engine block and cut frame rails. In addition, the following picture views must be taken:
    - (1) Equipment serial number;
    - (2) Engine side view;
    - (3) Engine serial number either stamped on the block or on the tag;
    - (4) Destroyed engine block as described in Section C.7.(C)(2) of the ORVIP Guidelines;
    - (5) Cut structural components as described in Section C.7.(C)(1) of the ORVIP Guidelines;
    - (6) Destroyed attachments, if scrapped; and
    - (7) Other views dependent on the method of equipment destruction.
5. Owner Qualifications: Owner warrants that it meets the following minimum qualifications for participating in the ORVIP, and will continue to meet these qualifications throughout its participation in the ORVIP. Owner must provide written proof that it meets the following qualifications within 48 hours if requested by air district staff.
- a. Owner must have a current, valid Dismantler's license issued by the California Department of Motor Vehicles.
  - b. Owner has a current, valid California Environmental Protection Agency Hazardous Material Generator and Storage Permit.
  - c. Owner must be in compliance with all local, State, and federal regulations, permits and requirements.
  - d. Owner must have a minimum of one active employee who received training by the air district on the requirements of the ORVIP. If a dismantler has more than one location, then the dismantler must have at least one active employee trained by the air district at each location that will be accepting ORVIP equipment.
  - e. Dismantler has had a valid business license issued in California for a minimum of the last two years.

6. Dismantler Inspection: Once the air district is notified, a dismantler inspection will be scheduled and photos documenting the destruction of the existing engine will be taken in accordance with the Guidelines. Owner shall not move the equipment off of their property or part out an equipment until a dismantler inspection by the air district has been performed and given approval by the air district.
7. Use of Existing Engine or Equipment Pending Destruction: Owner may not use or permit the use of, the existing engines or equipment, except use necessary to move it for destruction or storage.
8. Compliance: Because the prompt destruction of existing equipment and engines is one of the critical components of the ORVIP, and the parties agree that it will be difficult to determine the monetary damages arising from Owner's breach of the requirement to destroy the existing equipment within 60 days, Owner agrees that if it fails to destroy the engine and equipment within the 60-day period, it will pay the air district up to \$500 per day until the existing engine and equipment is destroyed and provide verification that the equipment is no longer operational. Owner may request that the air district extend the 60-day period, and the air district will not unreasonably withhold its approval of the extension request. Only written extensions are effective. Owner will not generally be eligible for an extension if the cause of the delay was within its control.
9. Noncompliance: Noncompliance with this Agreement or Guidelines, includes, but is not limited to canceling the Agreement and recapturing voucher funds. ARB and the air district may disqualify Dismantler from ORVIP participation and seek other remedies as available under the law for noncompliance with this Agreement or Program requirements.

## Appendix E

<b>OFF-ROAD VOUCHER INCENTIVE PROGRAM</b> <b>Air District Review Checklist: Initial Review</b>
---

Owner: _____	<input type="checkbox"/> Approved <input type="checkbox"/> Rejected
Company: _____	Voucher # _____
Dealership: _____	Voucher Amount: \$ _____
Submittal Date: _____	Expiration date: _____

Verify that the following information/documents are included in the application. Use back side of checklist for additional comments if necessary.

### Existing Equipment Requirements

- Verification that the engine meets the current model year California emission standards or the current model year U.S. EPA emission standards if it is a federally preempted engine
- Equipment is diesel fueled
- Existing equipment has an uncontrolled engine
- If the applicant chose the Two-for-One Option, both existing equipment meet all requirements of the ORVIP

### Documentation Requirements

- Application complete, signed and dated – scanned or faxed copy acceptable
- Copy of two items from ownership document list
- Copy of DOORS fleet summary sheet (if applicable)
- Documentation of a minimum of 24 months of existing equipment usage. Specific equipment identified in documentation:
  - Meets the selected annual usage in Appendix O for previous 24 months
- Signed quote and specifications sheet for the replacement equipment (with date and price)

- Delivery date is listed and included on the voucher
  - Voucher amount is reduced from quote
  - Owner is listed as buyer
- Replacement Projects: Air Resources Board (ARB) Executive Order for the replacement engine, which demonstrates the engine is meeting current model year California emission standards or current model year U.S. EPA emission standards if it is a federally preempted engine.

**Existing Equipment Inspection Requirements**

- Signed inspection form of the existing equipment from either the dealer or the air pollution control/air quality management district (air district)
- Existing equipment is operational – clear evidence has been provided
- Digital photos taken at the inspection of the existing equipment are legible
- Digital photo information for existing equipment/engine make, MY, DOORS EIN (if available), serial number match application information. The photos of the engine should help verify application information. If no engine tag is available, a print out of the engine specifications will suffice.

**Air District Requirements**

- Issue voucher for
- Funding year: \_\_\_\_\_
  - Existing engine model year: \_\_\_\_\_
  - Annual usage: \_\_\_\_\_
  - Replacements - new: \_\_\_\_\_
  - Voucher Amount: \_\_\_\_\_

The following application form fields are mandatory and must be filled in completely before the application may be approved.

<p><b>Applicant Information:</b></p> <ul style="list-style-type: none"> <li>• Owner Name</li> <li>• Mailing Address (including City, State, Zip)</li> <li>• Physical Address (if different from mailing)</li> <li>• Owner Phone</li> <li>• DOORS ID of fleet (if applicable)</li> </ul>	<p><b>Third Party Information:</b></p> <ul style="list-style-type: none"> <li>• Third-Party Name</li> <li>• Mailing address (including City, State, Zip)</li> <li>• Physical Address (if different from mailing)</li> <li>• Phone</li> <li>• Third Party Signature &amp; Date only required if a paid party other than the dealership completes the application</li> </ul>
<p><b>Existing Equipment and Engine Information:</b></p> <ul style="list-style-type: none"> <li>• Equipment Make</li> <li>• Equipment Model</li> <li>• Equipment Model Year</li> <li>• DOORS EIN (if applicable)</li> <li>• Equipment Serial Number</li> <li>• Equipment Operational</li> <li>• Engine Make</li> <li>• Engine Model</li> <li>• Engine Model Year</li> <li>• Engine Serial Number / Engine Block Stamp or Alternative Tag (if engine serial number is not available)</li> <li>• Engine Family Number</li> <li>• Engine Operational</li> <li>• Fuel Used</li> </ul>	<p><b>Replacement Equipment and Engine Information:</b></p> <ul style="list-style-type: none"> <li>• Equipment Make</li> <li>• Equipment Model</li> <li>• Equipment Model Year</li> <li>• DOORS EIN (if applicable)</li> <li>• Engine Make</li> <li>• Engine Model</li> <li>• Engine Model Year</li> <li>• Engine Family Number</li> <li>• Engine operational</li> <li>• Fuel used</li> <li>• ARB Executive Order Number or U.S. EPA Certificate of Conformity Number</li> </ul>
<p><b>Dealership Information:</b> All fields must be filled out or a business card must be attached</p>	
<p><b>Inspection Forms:</b> all applicable forms must be filled in based on the information required above for the existing and replacement equipment.</p>	<p><b>Applicant Recitals</b> Owner must sign and date application</p>

If rejected, letter sent to applicant and the dealer was carbon copied  
Reason(s) for rejection:

- \_\_\_\_\_
- \_\_\_\_\_

If approved, voucher package sent to dealer on (date): \_\_\_\_\_

Air District Staff (print name): \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

## Appendix F

# OFF-ROAD VOUCHER INCENTIVE PROGRAM

## Replacement Voucher

Congratulations! You have been approved to receive funding through the Off-Road Voucher Incentive Program (ORVIP). This voucher is redeemable for the purchase of the replacement equipment listed below. Redemption of this voucher must be completed at the dealership listed below.

Owner: please confirm the following information and sign in the first section.

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

**Voucher Number:** \_\_\_\_\_

**Voucher Amount:** \$ \_\_\_\_\_

The Air Resources Board (ARB), as an intended third party beneficiary, reserves the right to enforce the terms of the ORVIP at any time during the three year voucher term to ensure emission reductions are obtained.

Recipient Information	Dealership Information
Owner:	Dealership Name:
Address:	Address:
City, State, Zip:	City, State, Zip:
Phone:	Phone:
<b>Accept:</b> <input type="checkbox"/> <b>Decline:</b> <input type="checkbox"/>	
Owner Signature:	Date:

Replacement Equipment Information	Engine Information
Make:	Make:
Model:	Model:
Model Year:	Model Year:
DOORS EIN (if applicable):	Engine Family Number:
Serial Number:	Serial Number:
	Engine Horsepower:
	U.S. EPA Certificate of Conformity Number or ARB Executive Order Number:

- To be eligible to redeem this voucher, the participant must purchase and take delivery of the replacement equipment within 30 days of <u>Date> or by the delivery date of <u>Date>, whichever is later. The participant must also deliver the existing equipment in similar condition to the pre-inspection to the dealership prior to taking ownership of the replacement equipment.

By signing, I validate the issuance of this voucher in accordance with the ORVIP.

Signature of Air District Representative: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

## Appendix G

# OFF-ROAD VOUCHER INCENTIVE PROGRAM

## Receipt of Replacement Voucher

**Air District:** \_\_\_\_\_ **Voucher Number:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Voucher Amount:** \$ \_\_\_\_\_  
**Phone Number:** \_\_\_\_\_

<b>Recipient Information</b>
Owner: _____
Address: _____
City, State, Zip: _____
Phone: _____

<b>Replacement Equipment</b>	<b>Dealership Information</b>
Make: _____	Dealership Name: _____
Model: _____	Address: _____
Model Year: _____	City, State, Zip: _____
Serial Number: _____	Phone: _____
EIN (if applicable): _____	_____

As a participant of the Off-Road Voucher Incentive Program (ORVIP), I agree to:

- For participants that applied for and received funding on equipment subject to the reporting and labeling requirements of the Off-Road Regulation, register the replacement equipment in DOORS database.
- If applicable, provide the DOORS EIN for the replacement equipment no later than at the post-inspection of the replacement equipment.
- Own and operate this replacement equipment at least 75 percent of the time within California for a minimum 36 months from the date of purchase.
- Notify the air pollution control or air quality management district (air district) if there is a change in ownership over the next 36 months.
- Return annual usage surveys, as requested by the air district.
- Never modify the emission control system or the engine.
- Be available for a follow up inspection by the air district or Air Resources Board, if requested.
- Pay back all incentive funds if one or more of the above terms are not met.
- I cannot receive additional funding for the replacement of that same piece of equipment. However, Moyer Program funding for the addition of a retrofit for the ORVIP funded replacement may be available through the air district.
- The Air Resources Board (ARB), as an intended third party beneficiary, reserves the right to enforce the terms of ORVIP, at any time during the three year voucher term to ensure emission reductions are obtained.

I certify under penalty of perjury that the information provided is true and correct.

Signature of Participant: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Participant: \_\_\_\_\_

**Original to Air District, Copy to Participant**



## Appendix H

OFF-ROAD VOUCHER INCENTIVE PROGRAM Reimbursement Invoice
---

Date:

<b>Dealership Information</b>
Business Name:
Address:
City, State, Zip:
Phone:
Federal Tax ID Number:

Please reimburse <Dealer Name> for <\$0.00> for the voucher number \_\_\_\_\_.

A complete reimbursement package will be turned in at the time of payment.

Thank you.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Appendix I

# OFF-ROAD VOUCHER INCENTIVE PROGRAM

## Inspection Form

**Type of Inspection:**

<b>Existing Equipment:</b> <input type="checkbox"/> Pre-Inspection <input type="checkbox"/> Pre-Dismantle <input type="checkbox"/> Dismantle
<b>Post-Inspection:</b> <input type="checkbox"/> Replacement Equipment <input type="checkbox"/> Post-Inspection
<b>Legible Pictures:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No

**Applicant Information**

<b>COMPANY NAME:</b>	<b>INSPECTION LOCATION:</b>
Owner Name:	
Address:	
City, State, Zip:	
Phone Number:	

**Equipment and Engine Information**

**EXISTING EQUIPMENT**     **REPLACEMENT EQUIPMENT**

<b>EQUIPMENT INFORMATION:</b>			
Equipment Make:	Equipment Model:	Equipment Model Year:	
DOORS EIN (if applicable):	Equipment Serial Number:	Date of Manufacture:	
Fleet ID:	Hour Meter Reading:	Equipment operational? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Engine Information:</b>			
Engine Make:	Engine Model:	Engine Model Year:	Date of Manufacture:
Engine Serial Number or Air District ID Number:		Engine Horsepower:	
Engine operational? <input type="checkbox"/> Yes <input type="checkbox"/> No	Fuel used? <input type="checkbox"/> Diesel <input type="checkbox"/> Other:	Engine Family Number:	

**For Pre-Dismantler Inspection ONLY, Specify**

DISMANTLER:	CONTACT NAME:	PHONE:
		Engine operational? <input type="checkbox"/> Yes <input type="checkbox"/> No

**For Dismantler Inspection ONLY, Specify**

DISMANTLER:	CONTACT NAME:	PHONE:
Frame Rails Cut? <input type="checkbox"/> Yes <input type="checkbox"/> No		Engine Destroyed? <input type="checkbox"/> Yes <input type="checkbox"/> No

Comments:
-----------

I certify under penalty of perjury that: 1) the information provided above is accurate, 2) the pictures are of the inspected equipment, 3) the pictures clearly depict the inspected equipment, and 4) that I understand that this inspection form is incorporated in the agreement with the <air district>.

Signature:	Date:
Authorized Name:	
Air District / Dealership:	
Address:	
City, State, Zip:	
Phone Number:	

### Required Photographs

- Digital photos should be clear images with a minimum of 640x480 capture resolution. The air district will specify the digital media required to save the pictures on.
- If applicable to the replacement equipment, the DOORS EIN is not required to be photographed at the post inspection, but the EIN will need to be obtained by the post inspection.

(Check the boxes/circles of pictures taken)

<b>Pre-inspection of existing equipment</b>	<b>Post inspection of replacement equipment</b>
<ul style="list-style-type: none"> <li><input type="checkbox"/> Equipment from left side</li> <li><input type="checkbox"/> Equipment from right side</li> <li><input type="checkbox"/> Equipment from front</li> <li><input type="checkbox"/> Equipment from back</li> <li><input type="checkbox"/> DOORS EIN (if applicable)</li> <li><input type="checkbox"/> Equipment serial number</li> <li><input type="checkbox"/> Engine tag (if available)*               <ul style="list-style-type: none"> <li>○ Engine make</li> <li>○ Engine model</li> <li>○ Engine serial number</li> <li>○ Engine family number</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Picture(s) of equipment</li> <li><input type="checkbox"/> Equipment serial number</li> <li><input type="checkbox"/> Engine tag               <ul style="list-style-type: none"> <li>○ Engine make</li> <li>○ Engine model</li> <li>○ Engine serial number</li> <li>○ Engine family number</li> </ul> </li> </ul>
<b>Pre-Dismantler inspection of existing equipment</b>	<b>Dismantler inspection of existing equipment</b>
<ul style="list-style-type: none"> <li><input type="checkbox"/> Equipment from left side</li> <li><input type="checkbox"/> Equipment from right side</li> <li><input type="checkbox"/> Equipment from front</li> <li><input type="checkbox"/> Equipment from back</li> <li><input type="checkbox"/> Equipment serial number</li> <li><input type="checkbox"/> Engine tag (if available)*               <ul style="list-style-type: none"> <li>○ Engine make</li> <li>○ Engine model</li> <li>○ Engine serial number</li> <li>○ Engine family number</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Picture(s) of equipment</li> <li><input type="checkbox"/> Equipment serial number</li> <li><input type="checkbox"/> Engine tag (if available)*               <ul style="list-style-type: none"> <li>○ Engine make</li> <li>○ Engine model</li> <li>○ Engine serial number</li> <li>○ Engine family number</li> </ul> </li> <li><input type="checkbox"/> Cut structural components</li> <li><input type="checkbox"/> Irregular hole in engine block (at least three inches wide) and removed section of the oil pan flange as part of the hole or a line cut through it that connects the hole</li> </ul>

*\*If engine tag is missing, a picture of the engine serial number stamped on the engine block must be submitted*

## Appendix J

**OFF-ROAD VOUCHER INCENTIVE PROGRAM**  
**Reimbursement Package Checklist**

Participant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Voucher Number: \_\_\_\_\_ Voucher Amount: \_\_\_\_\_

**Checklist for Replacement Projects**

√	<b>Documents included in Dealer Reimbursement Package</b>
<input type="checkbox"/>	Dealer Reimbursement Invoice – signed by dealership
<input type="checkbox"/>	Final replacement equipment purchase invoice
<input type="checkbox"/>	Receipt of Voucher (original) – signed by the participant
<input type="checkbox"/>	Voucher
<input type="checkbox"/>	Copy of the replacement equipment warranty
<input type="checkbox"/>	Inspection forms and digital photos for existing equipment ready for dismantler
<input type="checkbox"/>	Inspection forms and digital photos for replacement equipment
<input type="checkbox"/>	Location of dismantler yard where the existing equipment will be destroyed
<input type="checkbox"/>	Date the existing equipment is delivered to or picked up by a dismantler

Dealership Business Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

## Appendix K

Date

Name

Company

Address

City, State, Zip

RE: Application Rejected: Off-Road Voucher Incentive Program

Dear Name:

Thank you for submitting an application to the <Air District's> Off-Road Voucher Incentive Program (ORVIP). Your application was reviewed and found to be incomplete and/or not meeting the requirements of the program. The application was rejected because:

The applicant did not meet the following ORVIP criteria listed in the guidelines

- 

The application package was incomplete. The following information was not included in the application:

- 

If your application was incomplete, you can re-apply to the ORVIP. If you wish to do so, you should re-apply by submitting a completed application.

If you have any questions, please contact <insert contact> at <insert phone> or <insert email>.

Sincerely,

<Name>

<Title>

cc: Dealership

Attachment: Application Package

## Appendix L

<b>OFF-ROAD VOUCHER INCENTIVE PROGRAM</b> <b>Air District Payment Review Checklist</b>
---

Applicant:	Company (if any):	Dealer:
Voucher Number:	Voucher Amount:	Submittal Date:

**Verify the following information in the reimbursement package:**

- Applicant information matches application
- Voucher number is correct
- Voucher amount is correct
- Replacement equipment information matches application, quote information, and ORVIP requirements.
- Invoice correctly shows the final price less the voucher amount

**Verify that the following documents are included in the reimbursement package:**

- Reimbursement invoice
- Original Receipt of Replacement Voucher signed by the applicant (original signature)
- Replacement Voucher
- Warranty information
- Completed final invoice, signed, and dated by the applicant
- Copy of two items from ownership document list
- Inspection forms and photos of the replacement equipment in dealership custody

Reimbursement approved?  Yes  No

Comments (Use back side of checklist for additional comments if necessary):

Funding Date: \_\_\_\_\_  
*Copy of check in project folder*

Check Number: \_\_\_\_\_

Air District Staff (print name): \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

## Appendix M

May 30, 2017

Salesperson  
Dealership  
Address  
City, State, Zip

RE: Reimbursement Package Rejection Letter: Voucher Number #\_\_\_\_\_

Dear Salesperson:

Thank you for your participation in the Off-Road Voucher Incentive Program (ORVIP). Unfortunately, the reimbursement package submitted for Voucher Number #\_\_\_\_\_ was reviewed and found to be incomplete and/or not meeting the requirements of the program. The package was rejected because:

The reimbursement package did not meet the following ORVIP criteria listed in the guidelines

- 

The reimbursement package was incomplete. The following information was not included in the package:

- 

If your reimbursement package was incomplete, please re-submit the entire reimbursement package including the missing documentation. If your reimbursement package did not meet the criteria of the program, please contact air district staff immediately for further explanation.

If you have any questions, please contact <insert contact> at <insert phone> or <insert email>.

Sincerely,

Name  
Title  
Air District  
Phone Number

Attachment: Reimbursement Package



## Appendix N

### OFF-ROAD VOUCHER INCENTIVE PROGRAM

### Usage Survey

Thank you for participating in the Off-Road Voucher Incentive Program. Please fill out this usage survey and return to the address below within five business days.

**Participant Information:**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_

**Equipment Information:**

Make: \_\_\_\_\_  
 Model/Year: \_\_\_\_\_  
 DOORS EIN (if applicable): \_\_\_\_\_  
 Serial Number: \_\_\_\_\_

I still own the equipment and have (please print legibly):

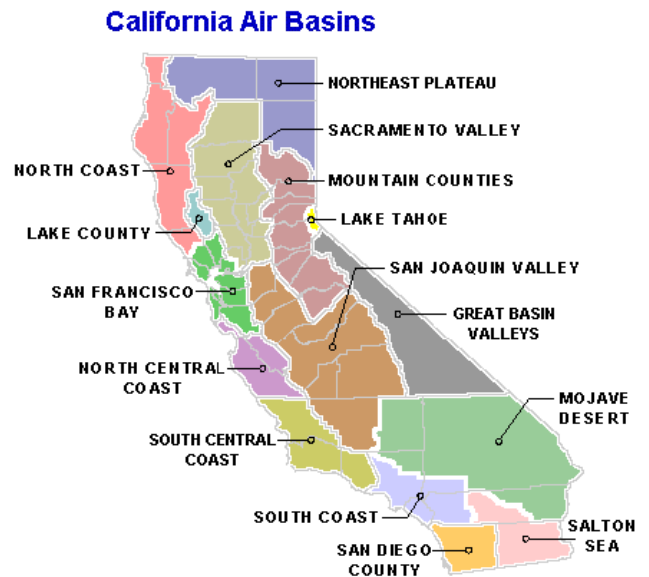
- Operated \_\_\_\_\_ hours in California in 20\_\_\_\_;

The hour meter reading is: 

--	--	--	--	--	--	--	--	--	--

I operated the equipment about \_\_\_\_\_% of the time in California in 20\_\_.

Using the map at right, estimate the percentage of your usage that occurred in each area.	
North Coast:	Northeast Plateau:
Lake County:	Sacramento Valley:
San Francisco Bay:	Mountain Counties:
North Central Coast:	Lake Tahoe:
South Central Coast:	San Joaquin Valley:
South Coast:	Great Basin Valleys:
San Diego County:	Mojave Desert:
Outside California:	Salton Sea:
<i>Note: The total of all percentages must equal 100.</i>	



I certify under penalty of perjury that the information provided above is accurate and true.

Signature: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Date: \_\_\_\_\_

Return survey to:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Appendix O

### Off-Road VIP Funding Matrices

VIP Replacement Funding Matrix – Agricultural Tractor					
	25-49 Horsepower		50-74 Horsepower		
Minimum Annual Usage (Hours)	Tier 4 Interim	Tier 4 Final	Tier 3	Tier 4 Interim	Tier 4 Final
200		\$2,000			\$4,000
300	\$2,000	\$3,000	\$5,000	\$5,500	\$6,500
400	\$3,000	\$4,000	\$6,500	\$7,500	\$8,500
500	\$4,000	\$5,500	\$8,000	\$9,000	\$10,500
600	\$4,500	\$6,500	\$10,000	\$11,000	\$13,000
700	\$5,500	\$7,500	\$11,500	\$13,000	\$15,000
800	\$6,500	\$7,500	\$13,000	\$15,000	\$15,000
900	\$7,000	\$7,500	\$15,000	\$15,000	\$15,000
1000+	\$7,500	\$7,500	\$15,000	\$15,000	\$15,000

VIP Replacement Funding Matrix – Agricultural Tractor								
	75-99 Horsepower				100-124 Horsepower			
Minimum Annual Usage (Hours)	Tier 3	Tier 4 Phase Out	Tier 4 Phase-In or Alternate NOx	Tier 4 Final	Tier 3	Tier 4 Phase Out	Tier 4 Phase-In or Alternate NOx	Tier 4 Final
200	\$5,000	\$6,500	\$6,500	\$7,500		\$8,500	\$9,000	\$10,000
300	\$7,500	\$9,500	\$10,000	\$11,000	\$11,500	\$13,000	\$13,500	\$15,000
400	\$10,000	\$13,000	\$13,500	\$15,000	\$15,500	\$17,500	\$18,000	\$20,000
500	\$12,500	\$16,000	\$16,500	\$18,500	\$19,500	\$22,000	\$22,500	\$25,000
600	\$15,000	\$19,500	\$20,000	\$22,500	\$23,000	\$26,500	\$27,000	\$30,000
700	\$17,500	\$22,500	\$22,500	\$22,500	\$27,000	\$30,000	\$30,000	\$30,000
800	\$20,000	\$22,500	\$22,500	\$22,500	\$31,000	\$30,000	\$30,000	\$30,000
900+	\$22,500	\$22,500	\$22,500	\$22,500	\$31,000	\$30,000	\$30,000	\$30,000

VIP Replacement Funding Matrix – Agricultural Tractor								
Minimum Annual Usage (Hours)	125-149 Horsepower				150-174 Horsepower			
	Tier 3	Tier 4 Phase Out	Tier 4 Phase-In or Alternate NOx	Tier 4 Final	Tier 3	Tier 4 Phase Out	Tier 4 Phase-In or Alternate NOx	Tier 4 Final
200		\$7,500	\$7,500	\$8,500	\$7,000	\$9,000	\$9,000	\$10,500
300	\$9,000	\$11,000	\$11,500	\$13,000	\$11,000	\$13,500	\$13,500	\$16,000
400	\$12,000	\$15,000	\$15,000	\$17,500	\$14,500	\$18,000	\$18,500	\$21,500
500	\$15,000	\$18,500	\$19,000	\$22,000	\$18,500	\$22,500	\$23,000	\$26,500
600	\$18,500	\$22,500	\$23,000	\$26,500	\$22,000	\$27,000	\$27,500	\$32,000
700	\$21,500	\$26,500	\$27,000	\$31,000	\$25,500	\$31,500	\$32,000	\$37,500
800	\$24,500	\$30,000	\$30,500	\$35,500	\$29,500	\$36,000	\$37,000	\$43,000
900	\$27,500	\$34,000	\$34,500	\$37,500	\$33,000	\$40,500	\$41,500	\$45,000
1000	\$30,500	\$37,500	\$37,500	\$37,500	\$37,000	\$45,000	\$45,000	\$45,000
1100	\$33,500	\$37,500	\$37,500	\$37,500	\$40,500	\$45,000	\$45,000	\$45,000
1200	\$37,000	\$37,500	\$37,500	\$37,500	\$44,000	\$45,000	\$45,000	\$45,000
1300+	\$37,500	\$37,500	\$37,500	\$37,500	\$45,000	\$45,000	\$45,000	\$45,000



# **THE CARL MOYER PROGRAM**

## **PART 3 OF 3**

### **AGRICULTURAL ASSISTANCE PROGRAM**



# AGRICULTURAL ASSISTANCE PROGRAM

The Agricultural Assistance Program provides funds for the new purchase, retrofit, repower, or add-on of previously unregulated equipment for agricultural sources. Unlike the Carl Moyer Memorial Air Quality Standards Attainment Program (Moyer Program), the Agricultural Assistance Program does not require the emission reductions achieved to be surplus. Therefore, these funds can be used to pay for compliance in certain categories. However, the Agricultural Assistance Program does follow the Moyer Program Guidelines for project selection and grant awards.

## A. Background

The Agricultural Assistance Program was created through provisions of Assembly Bill 923 (AB 923, Firebaugh) and went into effect on January 1, 2005. This legislation authorizes air pollution control and air quality management districts (air districts) to increase motor vehicle fees by up to an additional \$2. Air districts receiving the additional \$2 surcharge may use the funds to implement various incentive programs, one of which is the new purchase, retrofit, repower, or of previously unregulated equipment for agricultural sources (Agricultural Assistance Program).

The statutory provisions of AB 923 also require that Agricultural Assistance Program projects follow the Carl Moyer Guidelines. Air districts will follow the 2017 Moyer Program Guideline project criteria in Chapter 2, General Criteria; Chapter 3, Program Administration; and Chapter 5, Off-Road Equipment; except as specified in Section D of this chapter, with modifications to the surplus emission reductions requirements and cost-effectiveness methodology. Air district funds applied to the Agricultural Assistance Program do not count as air district match funds in the Moyer Program.

## B. Definition

“Agricultural source of air pollution,” for the purposes of AB 923 and the Agricultural Assistance Program, is defined in Health and Safety Code section 39011.5(a) as “a source or group of sources used in the production of crops or raising of fowl or animals located on contiguous property and under common ownership or control.”

Four categories of emission sources are identified as part of this definition:

1. Large confined animal facilities as defined in California Code of Regulations, title 17, section 86500.
2. Internal combustion engines, including portable and off-road engines, unless used to propel instruments of husbandry.
3. Sources subject to requirements of Title V, the federal Operating Permitting Program for major stationary sources.

4. Sources of emissions otherwise subject to air district regulation.

### C. Projects Eligible for Funding

Eligible project categories are found in Chapter 5: Off-Road Equipment, Section D: Project Criteria of the 2017 Moyer Program Guidelines.

Additionally, new purchases of electric motors are eligible. These projects are eligible for up to 20 percent of the project costs, with a maximum project life of ten years.

### D. Project Criteria

Two sets of criteria exist for agricultural assistance projects.

1. **Statutory Criteria.** The statutory provisions of AB 923 include requirements for Agricultural Assistance Program eligible projects:

- (A) Projects must involve the new purchase, retrofit, or repower of equipment.
- (B) Projects must reduce emissions from previously unregulated sources; that is, sources that are unregulated as of January 1, 2005 (the effective date of the legislation), but are subject to regulation at the time of the grant.
- (C) Projects must be operational and post-inspected within three years of rule adoption or before the compliance date of the rule, whichever is later.
- (D) The Air Resources Board (ARB) must determine that the applicable rule complies with Health and Safety Code sections 40913, 40914, and 41503.1 pertaining to air district's attainment plan measures. Air district's plans must be designed to achieve and maintain the State ambient air quality standards by the earliest practicable date through the use of all feasible measures. ARB routinely reviews air district's rules for compliance with these requirements and will treat agriculture-related rules the same way.

2. **Other Criteria.** Project criteria in Chapter 2, General Criteria; Chapter 5: Off-Road Equipment, and these sections of Chapter 3: Program Administration: Section S, Requirements for Project Applications; Section V, Minimum Contract Requirements; Section W, Project Pre-inspection; Section X, Project Post-inspections; and Section Y, Project Invoice and Payment, as well as other requirements of the 2017 Moyer Program Guidelines, are to be adhered to with the following exceptions:

- (A) The Agricultural Assistance Program may be used to fund projects from previously unregulated agricultural sources of air pollution for a minimum of three years from the adoption of an applicable rule or until the compliance date, whichever is later.



- (B) The cost-effectiveness of a project is based on total emission reductions over the life of the project, not surplus emission reductions.
- (C) Emission reductions in the Agricultural Assistance Program are not required to be surplus to regulations. The emission benefits of projects funded by the Agricultural Assistance Program are already counted in the emission benefits of individual local rules or State regulations.
- (D) Repower of Tier 2 engines to Tier 4 engines are eligible, as long as the compliance date of the rule has not occurred for the specific Tier 2 engine.

**E. Cost-Effectiveness of Total Reductions**

In order to ensure that the technologies and costs of projects funded by the Agricultural Assistance Program are generally comparable to those funded by the Moyer Program, Agricultural Assistance Program projects must meet a “cost-effectiveness of total reductions” criterion. Air districts may set more restrictive cost-effectiveness of total reductions limits when implementing local programs.

The cost-effectiveness (C/E) of total reductions is the annualized cost (AC) divided by the emission reductions (ER) as if no regulatory requirement existed:

$$C/E (\$/ton) = AC (\$/yr) \div ER (ton/yr)$$

For example, the cost-effectiveness of total reductions calculation for an agricultural irrigation pump repower would generally assume a project life of seven years, even if a local rule for agricultural use engines takes effect in two years or has already taken effect.

The annual emission reductions for each pollutant (oxides of nitrogen (NOx), reactive organic gases (ROG), and combustion particulate matter (PM)) are determined by calculating the annual emissions for the baseline technology and then subtracting from it the annual emissions of the reduced technology. Annual emissions may be calculated based on hours of operation. The formulas for calculating emissions are found in Appendix C of the 2017 Moyer Program Guidelines.

The weighted total emission reductions are estimated by taking the sum of the project’s annual emission reductions of NOx, ROG, and combustion PM using the following formula:

$$\text{Weighted Total Emission Reductions} = \text{NOx(tons/yr)} + \text{ROG(tons/yr)} + [\text{PM(tons/yr)} * 20]$$

The emission standards and load factors for off-road diesel engines and large SI engines in Appendix D of the 2017 Moyer Program Guidelines must be used for these calculations. The annualized cost is the amortization of the one-time incentive grant amount for the life of the project to yield an estimated annual cost. The capital

recovery factors used for the annualized calculation are provided in Appendix G of the 2017 Moyer Program Guidelines.

The incremental cost of a project is a percentage of new technology project costs. The percent of agricultural source engine project costs eligible for funding are in Chapter 5: Off-Road Equipment of the 2017 Moyer Program Guidelines or noted above in Section C.

General examples of calculating the cost-effectiveness of projects are provided in Appendix C of the 2017 Moyer Program Guidelines. The examples are of projects achieving surplus emission reductions. However the steps leading to the final formula are similar for both programs and may be used as a guide.

- F. NOTE.** The cost-effectiveness of total reductions cannot be directly compared to the cost-effectiveness of Moyer Program-eligible projects because it includes the total emission reductions associated with a project instead of only the surplus emission reductions.