



Zero-Emission and Hybrid Vehicle Manufacturer Guide to HVIP Telematics Reporting

Updated 1/5/2021

What is the Telematics Reporting requirement for HVIP?

Vehicle Manufacturers participating in HVIP are required to provide a summary of GPS-based telematics vehicle data every quarter. HVIP telematics reporting is required for vehicles with vouchers requested three years prior to the beginning of the quarter. For example, if a report is sent out January 1, 2021 the required data will be collected from vehicles dating back to January 1, 2018. Telematics reporting applies to all HVIP vehicles with the exception of military and natural gas vehicles.

HVIP Implementation Manual Description of the Telematics Reporting Requirement:

Telematics data for Disadvantaged Communities: All vehicles, except military vehicles and vehicles equipped with Natural Gas engines, shall be equipped with a data acquisition system capable of collecting vehicle GPS data and vehicle mileage. Telematics requirements for ePTO vehicles are covered separately in section C(5)(f). Each vehicle manufacturer shall be responsible for providing quarterly reports for each HVIP-funded vehicle to the Grantee. Each quarterly report shall have current quarterly and cumulative data listing the following information:

- i. Hours and percentage of total time when the vehicles are operating (operating would mean vehicle is “key on”) within a disadvantaged community or a zip code containing a disadvantaged community (DAC) for the last quarter and cumulative.
- ii. Percentage of days when Location and time of first key on and last key off of the workday is in a DAC.
- iii. Total miles and percentage of total miles when the vehicles are driving within a DAC disadvantaged community for the last quarter and cumulative.
- iv. Each report shall be broken into two groups:
 - a. Vehicles domiciled in a DAC.
 - b. Vehicles not domiciled in a DAC.

- v. Grantee shall provide manufacturer a list of vehicles for each quarterly report.
- vi. Vehicle manufacturers shall provide a minimum of three years of data for vehicles from the date of voucher payment.”

What is a Disadvantaged Community?

Disadvantaged Communities (DACs) face a disproportionate burden from the effects of climate change due to geographic and socioeconomic factors. DACs are those communities that are in the top 25 percent of the highest scoring census tracts using the California Communities Environmental Health Screening Tool (CalEnviroScreen) 3.0, and includes an additional 22 census tracts that score in the highest 5 percent of the CalEnviroScreen’s Pollution Burden but do not have an overall CalEnviroScreen score due to insufficient socioeconomic and health data.

DAC Map

This California Air Resources Board (CARB) map identifies SB 535 Disadvantaged Communities by address. They are shown in the map as pink and pink-striped areas. The data for the DAC census tracts is also available for download in a geodatabase, KMZ, and Excel files on the webpage linked above. Telematics providers can integrate the telematics data from the vehicle with the DAC boundary mapping data to identify when the vehicle is in a DAC. The DAC map can be found on the [community mapping tool](#).

Why does CARB want this information?

CARB wants to understand the extent to which HVIP-funded vehicles are operating in DACs. HVIP utilizes California Climate Investments (CCI) funding, which requires that at least 35% of all funding benefits DACs. There is not a requirement for operators to use trucks in DACs. To date, 55% of all HVIP-funded vehicles have been deployed in DACs.

The Process for Submission of Telematics Reports

- 1) At the beginning of each quarter (**April 1, July 1, October 1, January 1**) the HVIP team will supply each HVIP-participant-OEM with two documents:
 - A Reporting Form: this is a four-row spreadsheet for providing the telematics data gathered during the **upcoming quarter**. See example below.
 - A document listing the VIN numbers of all vehicles that our records indicate a given OEM is responsible for providing telematics reporting **for the upcoming quarter**.

- 2) The reporting form should be completed and submitted to data@californiahvip.org, with the subject line: **“Telematics Report Quarter X 2021 <Manufacturer Name Here>”**.
- 3) All reports should be submitted within one month of the conclusion of the quarter (May 1, August 1, November 1, February 1). Once the report is submitted to *The California HVIP Team*, the data is compiled into a report and submitted to CARB.

VIN	Manufacturer	VehicleType	Days with Key On in DAC	Hours of Operation in DAC	Total Hours of Operation	% of Total Operation in DAC	Miles Driven in DAC	Total Miles Driven	% of Total Miles Driven in DAC
4B2000000000	Drive Green Inc	Bus	2%	91	878	10.4%	8745	9487	92.2%
4B2000000000	Drive Green Inc	Bus	22%	68	254	26.8%	742	7129	10.4%
4B2000000000	Drive Green Inc	Bus	19%	12	444	2.7%	6387	6874	92.9%
4B2000000000	Drive Green Inc	Bus	12%	151	212	71.2%	487	941	51.8%
4B2000000000	Drive Green Inc	Bus	57%	454	986	46.0%	454	2998	15.1%
4B2000000000	Drive Green Inc	Bus	35%	451	788	57.2%	2544	8328	30.5%
4B2000000000	Drive Green Inc	Truck	68%	78	8	975.0%	5784	13671	42.3%
4B2000000000	Drive Green Inc	Truck	38%	87	487	17.9%	7887	15041	52.4%
4B2000000000	Drive Green Inc	Truck	48%	985	2355	41.8%	7154	22195	32.2%
4B2000000000	Drive Green Inc	Truck	25%	455	1138	40.0%	785	4525	17.3%

Example of a Complete HVIP Telematics Report:

A properly completed Telematic Reporting Document will be one to four rows of aggregated data submitted on a spreadsheet and disaggregated data for each vehicle:

HVIP Quarterly Telematics Report. Reporting on Activity from 7/1/2020 through 9/30/2020								
Manufacturer: Drive Green Inc					Date Prepared: 10/12/2020			
DAC Status:	No. of Vehicles Queried	% Days with Key On in DAC	Hours of Operation in DAC	Total Hours of Operation	% of Total Operation in DAC	Miles Driven in DAC	Total Miles Driven	% of Total Miles Driven in DAC
Buses domiciled within	12	86%	576.62	720.18	80%	25,930	32,402	80%
Buses not domiciled	8	65%	390.92	550.23	71%	17,550	25,071	70%
Trucks domiciled within	22	96%	576.62	720.18	80%	25,920	32,402	80%
Trucks not domiciled	14	12%	390.32	550.23	71%	17,550	25,071	70%

For Manufacturers That Cannot Meet the Telematics Reporting Requirement:

When HVIP opens to new voucher requests in early 2021, non-compliant OEMs may not be eligible to request vouchers.

The HVIP Team is aware that there are participating OEMs that are not able to meet telematics reporting requirements. In place of a completed report, please request

and submit a *Telematics Extension* form detailing the issues and delay in reporting. The document includes the following:

- A) Designation of the point of contact at the OEM
- B) Actions being taken to meet the Telematics Reporting Requirement moving forward – including changing telematic hardware or service provider if need be.
- C) The timeframe for when the OEM will be able to meet the telematic reporting requirement, including actionable steps to be accomplished before the next reporting period.

See the latest [Implementation Manual](#) published June 4, 2020 details vehicle eligibility, voucher and vehicle requirements, oversight and accountability, definitions, and a list of acronyms.

If you have questions or the contact responsible for Telematics has changed, please notify data@californiahvip.org to avoid delays in reporting.