



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

Updated 12/21/2023

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 on January 1, 2024, the required data will be collected from vehicles dating back to January 1, 2021. Telematics reporting applies to all HVIP vehicles except for 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 B(5)(f). Each vehicle manufacturer shall be responsible for providing quarterly reports to the Grantee for the aggregated fleet of vehicles. 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 the 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 the Location and time of the first key on and the last key off of the work day is in a DAC.
- iii. Total miles and percentage of total miles when the vehicles are driving within a disadvantaged community (DAC) 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 the manufacturer with 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) and include 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 on 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.

New DAC update:

Effective 4/3/23, HVIP defines DAC eligibility as a vehicle domicile address in any of the following areas of the map at <https://webmaps.arb.ca.gov/PriorityPopulations/>:

- Disadvantaged Communities (orange area on map legend)
- Disadvantaged and Low-Income Communities (pink area on map legend)
- Low-income communities within ½ mile of a Disadvantaged Community (yellow area on map legend) and
- Low-income households within ½ mile of a Disadvantaged Community (green striped area on map legend)

Vehicle Vouchers requested on or after 4/3/23 need to use this new DAC definition and follow [CalEnviroScreen 4.0](#).

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**. Individual vehicle data is not to be reported. See the 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: **“CompletedTelematicsReport_Q4_2023_<Manufacturer Name Here>”**.
- 3) All reports should be submitted within one month of the quarter's conclusion (May 1, August 1, November 1, February 1). Once the report is submitted to The California HVIP Team, the data will be compiled into a report, which is then submitted to CARB.

VIN	Manufacturer	VehicleType	DAC	Telematics	% 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
4B200000000000000	Drive Green Inc	Truck	FALSE	Collected	100%	5	20	28%	4	11	38%
4B200000000000001	Drive Green Inc	Truck	FALSE	Collected	0%	4	22	18%	29	101	28%
4B200000000000002	Drive Green Inc	Truck	FALSE	Collected	0%	0.5	3	14%	5	29	17%
4B200000000000003	Drive Green Inc	Truck	TRUE	Collected	0%	0	0	0%	0	0	0%
4B200000000000004	Drive Green Inc	Truck	TRUE	Collected	100%	5	13	36%	20	55	36%
4B200000000000004	Drive Green Inc	Truck	TRUE	Collected	0%	18	164	11%	135	468	29%
4B200000000000006	Drive Green Inc	Truck	TRUE	Collected	100%	0.2	6	3%	0.4	4	10%
4B200000000000007	Drive Green Inc	Truck	TRUE	Collected	100%	4	17	22%	0.4	0.5	80%
4B200000000000008	Drive Green Inc	Truck	TRUE	Collected	0%	0	0	0%	0	0	0%
4B200000000000009	Drive Green Inc	Truck	TRUE	Collected	0%	0	0	0%	0	0	0%
4B200000000000010	Drive Green Inc	Truck	TRUE	Collected	0%	0	9	0%	0	3	0%
4B200000000000011	Drive Green Inc	Bus	TRUE	Collected	67%	5	10	46%	4	35	11%
4B200000000000012	Drive Green Inc	Bus	TRUE	Collected	100%	13	8	76%	2	9	25%
4B200000000000013	Drive Green Inc	Bus	TRUE	Collected	0%	0	0	0%	0	0	0%

Example of a Complete HVIP Telematic 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 10/8/2020 through 1/08/2021								
Manufacturer: Drive Green Inc					Date Prepared: 1/15/2021			
DAC Status:	No. of Vehicles Queried	% Days with Key On in	Hours of Operation in DAC	Total Hours of Operation	% of Total Operation	Miles Driven in DAC	Total Miles Driven	% of Total Miles Driven in DAC
Buses domiciled within DAC	12	86%	576.62	720.18	80%	25,930	32,402	80%
Buses not domiciled within DAC	8	65%	390.92	550.23	71%	17,550	25,071	70%
Trucks domiciled within DAC	14	40%	54.00	271.00	200%	25,920	32,402	80%
Trucks not domiciled within DAC	14	12%	390.32	550.23	71%	17,550	25,071	70%

For Manufacturers That Cannot Meet the Telematics Reporting Requirement:

Non-compliant OEMs may not be eligible to request vouchers.

The HVIP Team is aware that there are HVIP-participating OEMs that are not yet able to meet Telematics' reporting requirements. In place of a completed report, please request and submit

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

- A) Designation of the point of contact at the OEM.
- B) Moving forward, Actions being taken to meet the Telematics Reporting Requirement include changing telematics hardware or service provider if needed.
- 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 August 29, 2023, detailing vehicle eligibility, voucher, 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.