



HVIP Public School Bus Set-Aside & EnergIZE

Joint Application Guidance

FY 22-23 Application window:
June 20, 2023, at 10:00am PT through September 29, 2023, at 5:00pm PT.

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www.CaliforniaHVIP.org/Purchasers/#SchoolBus

SchoolBusTeam@CALSTART.org

This document aids in the submission of the HVIP Public School Bus Set-Aside & Energy Infrastructure Incentive for Zero-Emission Commercial Vehicles Project (EnergIZE) Joint Application.

The application is located at: www.californiahvip.org/purchasers/#SchoolBus.

Information and Documents Needed:

Gather the following prior to completing:

- Applicant name
 - mailing/domicile address
 - primary contact information
- Air District
- Name of utility provider (if known)
- Old School bus(es) information including:
 - Make/Manufacturer
 - Model
 - Model year (per DMV Registration)
 - Fuel Type
 - Bus ID #
 - VIN
 - GVWR
 - Engine model year
 - Engine serial number
 - DMV Registration showing Registered Owner and no lienholder
 - CHP 292 certification status
 - CA Truck and Bus Regulation compliance status (if known)
- Letter of Intent signed by an authorized Representative
- Preliminary information regarding existing and planned charging infrastructure

The information provided **cannot change** after the initial application window has closed. The old school bus(es) cannot be substituted.

Please note: The Application will time out after 2 hours of inactivity. Applicants can save their progress and complete at a later date by clicking on the "save" button at the bottom of the screen and entering your email address. You will receive an email with a link to allow you to retrieve your saved form.

Joint Application

All old School bus(es) information should be submitted on the same application. You do not need to submit multiple applications. On the last page of Application, simply add more old buses by clicking 'add item'.

Please note: Applications are not complete until the DMV registration for each vehicle has been received by the HVIP Team. Upon submission, please check your email for the upload links to provide the DMV registrations(s) and complete your application.

Applicant Information:

- Applicant Name (School District/Organization)
- Applicant Type
 - Select one of the eligible school types as described on page G-2 of the [HVIP FY 22-23 Implementation Manual](#)
- Primary Contact Information
- Main Office Address, Mailing address and Primary Domicile Address (address where the bus(es) reside or will be based)

Eligibility Information:

- Applicants must serve students within the K-12th grade levels to be eligible for funding
 - Private schools are not eligible to apply
- Air District
 - The California Air Resources Board's (CARB) [California Map for Local Air Districts](#) provides a list of California Air Districts. A list of air districts *by size* can also be found in the [HVIP FY22-23 Implementation Manual](#) on page G-5.
 - If you are unsure of the air district you are located in, select 'I'm not sure' and the HVIP Team will follow up with you to determine the Air District.
- Does your jurisdiction include a Disadvantaged Community (DAC) or Low-Income Community (LIC)?
 - **Your answer to this question does not affect your eligibility to participate**, it simply informs the HVIP Team of which priority group you belong to (page G-3 of the [HVIP FY22-23 Implementation Manual](#)).

- Qualifications for DAC/LIC eligibility in the Public School Bus Set-Aside differ from those in standard HVIP. DAC/LIC designation will apply to applicants if overlap occurs between the boundaries of Disadvantaged and Low-Income Communities and the boundaries of the school district. If any part of the school district overlaps with a DAC/LIC, then the entire school district is eligible for DAC/LIC prioritization in the Public School Set-Aside.
- A predetermined list of DAC & LIC Qualifying School Districts can be found at www.californiahvip.org/purchasers/#SchoolBus. If you do not see your school district or organization listed and believe your service area overlaps with the boundaries of a Disadvantaged or Low-Income Community, please select 'I'm not sure' and the HVIP Team will follow up with you to determine DAC/LIC eligibility.

Infrastructure & Technical Assistance

The California Energy Commission has infrastructure funding available through the EnergIIZE Commercial Vehicles Project administered by CALSTART to support school buses purchased with HVIP's Public School Bus Set-Aside funds. While your responses **will not impact your eligibility** for Public School Bus Set-Aside funding, they are necessary to support coordination between projects.

For more information about infrastructure types, utility support and funding through EnergIIZE, please visit the [Infrastructure Readiness Center](#).

The following questions will be asked:

- Does this represent your organization's first zero-emission vehicle purchase?
- Do you own or operate electric vehicle charging infrastructure compatible with the buses you are seeking through HVIP Public School Bus Set-Aside?
- Do you already have infrastructure funding in place to support this vehicle(s)?
- Do you need additional electric charging infrastructure to support buses if awarded through HVIP Public School Bus Set-Aside?
- What electric utility provider services your location?

If you are unsure which utility service provider is relevant to your project, refer to the [Map](#), select the "Layer List" icon (second from left) check the Electric Load Servicing Entities boxes (clear all others), then type the project address in the search

bar. Information will pop up including the name of the utility that services the property.

- Have you contacted the utility service provider to discuss infrastructure project goals?
- Have you selected charger(s) for the project?
- If known, how many chargers are needed for the project, if awarded?
- Do you need project site or charger help for the project?
- Do you need EnergIIZE application help?
- Will you be working with a vendor for the infrastructure project?

Applicants may begin efforts to complete the [EnergIIZE Authority Having Jurisdiction \(AHJ\) checklist](#). This document is required to supplement the building permit application and will need to be completed prior to applying for a building permit. Questions can be emailed to schoolbusinfrastructure@calstart.org.

Old School Bus Information

Participation in the Public School Bus Set-Aside requires the scrappage of an old school bus(es). Scrappage requirements can be found in the Scrappage Guide on the [HVIP website](#). The old school bus can be any internal combustion engine using any fuel type.

Eligibility requirements:

- The old school bus chassis must be a 2010 model year or older. The bus chassis age is verified by the model year listed on the DMV Registration Form.
- The old school bus must be applicant owned. The bus cannot have a lienholder listed on the DMV Registration.
- The old school bus must have a Gross Vehicle Weight Rating (GVWR) greater than 14,000 pounds.
- The old school bus must have a current California Highway Patrol Safety Certification (CHP 292 or equivalent)
- Diesel-fueled school bus(es) must be compliant with the California Truck and Bus Regulation in order to receive a full voucher amount. In cases where the old school bus is not compliant, a \$20,000 voucher deduction will be applied. Review the [School Bus Fact Sheet on the Truck & Bus Regulation](#) for more information.

Letter of Intent:

A Letter of Intent (LOI) is required to submit the Joint Application. See [Sample Letter of Intent](#).

After submitting the Application, a confirmation box will appear.

Applications are not complete until the DMV Registration for each vehicle has been received by the HVIP Team.

You will receive an email with the links to upload the DMV Registration(s).

After ALL DMV Registrations are submitted, you will receive another confirmation email stating your application is complete.

Congratulations, the application is complete and submitted!

Applicants within Priority Group 1 can expect to receive a response from the HVIP Team within 30 days. All other applicants will be notified of funding status after the closing of the application window.

As a reminder, applicants will be prioritized according to the size of the Air District they are located in and whether they are located in a Disadvantaged Community (DAC) or a Low-Income Community (LIC). All Applicants will be placed into a Priority Group. The Priority Groups are as follows:

Priority Group 1 – Applicants located in a small-sized Air District and in a DAC or a LIC

Priority Group 2 – Applicants located in a small-sized Air District, not in a DAC or a LIC

Priority Group 3 – Applicants located in a medium-sized Air District and in a DAC or a LIC

Priority Group 4 – Applicants located in a medium-sized Air District, not in a DAC or a LIC

Funding availability is contingent upon on demand and applicant prioritization as outlined in the [HVIP Implementation Manual, Appendix G](#).

If you have any questions or want to check on the status of your application, please reach out to SchoolBusTeam@Calstart.org.