



Ken Schmiesing <ken.schmiesing@celinaschools.org>

Re: Eligibility - Tentative selection of 2018 School Bus Rebate

Maietta, Anthony <maietta.anthony@epa.gov>

Tue, Mar 19, 2019 at 11:47 AM

To: Tom Sommer <tom.sommer@celinaschools.org>

Cc: Greg Amspaugh <greg.amspaugh@celinaschools.org>, Ken Schmiesing <ken.schmiesing@celinaschools.org>

Good morning,

Finally got good word from HQ:

Congratulations! Your school has been selected for funding under EPA's 2018 DERA School Bus Rebate Program. Please review the attached selection letter for details on how to proceed. The next step in the rebate process is to reply back with a scan of the purchase order for the new bus(es) within 90 days of the date stamped on your selection letter. The selection letter details the information that your bus vendor must include on the purchase order.

I have also attached the Terms and Conditions (Attachment A) from the [Program Guide](#) as well as the Payment Request Form (Attachment B) which is due within 8 months of the date on the selection letter. You will need to open the Payment Request Form with Adobe Reader (not your web browser).

Let me know if you have any questions.

[Quoted text hidden]

3 attachments

 **2018 Attachment B - Payment Request Form.pdf**
1645K

 **Selection Letter.pdf**
506K

 **2018 Attachment A - Terms and Conditions.pdf**
143K



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

WASHINGTON D.C. 20460

~~MAR~~ 18 2019

OFFICE OF
AIR AND RADIATION

Greg Amspaugh
Transportation Supervisor
585 E. Livingston St.
Celina, OH 45822

Dear Greg Amspaugh,

Congratulations! The application submitted to the Environmental Protection Agency's (EPA) 2018 Diesel Emission Reduction Act (DERA) School Bus Rebate Program by Celina City Board of Education has been selected for funding. The amount of \$60,000 has been reserved for your use in this program. As a selectee, you may now move on to the next step in the rebate process.

An EPA contact has been assigned to each selectee to provide assistance. Tony Maietta is your rebate contact. If you have any questions throughout the rebate process, please email maietta.anthony@epa.gov.

Please carefully review the 2018 DERA School Bus Rebate Program Guide for detailed information and requirements for each step of the rebate process. It is very important that you also read the Terms and Conditions (Attachment A) that govern the rebate program and the payment request process.

As a selectee, you must complete the following steps in the allotted time to receive your rebate payment. Failure to submit all the required forms and documentation or to complete the required work by the deadlines stated below will result in the forfeiting of funds. You are required to comply with the Terms and Conditions as stated in Attachment A of this letter in order to receive payment.

- Submit a copy of the purchase order for the new bus(es) to your EPA rebate contact **within 90 days of the date of this selection letter**. The proof of purchase may be a procurement request, purchase order, or other document that clearly shows the transaction between the selectee and a vendor for the purchase of an eligible school bus. **The purchase order must include:**
 - 1) Purchaser name, address, and phone number;
 - 2) Vendor name, address, and phone number;
 - 3) Vehicle make, model, GVWR, engine model year, and purchase price;
 - 4) Purchase order date; and
 - 5) Vehicle delivery date predetermined and agreed upon by both vendor and purchaser.
- Take delivery of the new bus(es) and scrap the old bus(es) prior to submitting the payment request form to EPA. Please reach out to your EPA rebate contact prior to scrappage to review the requirements. See the Rebate Program Guide for detailed information on scrappage requirements at: www.epa.gov/sites/production/files/2018-10/documents/420b18044.pdf.

- Submit the Payment Request Form (Attachment B) with a copy of the invoice for the new buses, proof of delivery documentation for the new buses, and scrappage photos and a scrappage letter as described in the Program Guide to your EPA contact **within 8 months of the date of this selection letter**. Note: Selectees must be actively registered in the System for Award Management (SAM) prior to submitting a request for payment. Information on how to register in SAM can be found at www.sam.gov.

Thank you for your participation in the 2018 DERA School Bus Rebate Program.

Sincerely,

A handwritten signature in blue ink, appearing to read 'K. Simon', with a horizontal flourish extending to the right.

Karl J. Simon, Director
Transportation and Climate Division
Office of Transportation and Air Quality

Terms and Conditions

Applicants are required to comply with the following terms and conditions. By signing the rebate application, applicants certify that they have read and agree to the requirements of this document and the program terms and conditions.

Use of Replacement School Bus

The replacement school bus must be no more than one vehicle class size larger and operate in a similar manner and over similar routes as the bus it replaces. In addition, the selectee agrees that they will:

- Register the replacement school bus as required by state law (if applicable);
- Maintain vehicle insurance as required by state law (if applicable);
- Not make significant modifications to the emission control system on the replacement school bus or engine; and
- Be available for follow-up inspection of the school bus for three years after the receipt of the rebate, if requested by EPA or its designee.

Ownership of Replacement School Bus

Selectees must maintain ownership of the replacement school bus for three years after receipt of the rebate and the bus must primarily be used for transporting 10 or more preprimary, primary or secondary school students to schools or homes during that three-year period. If the replacement school bus is sold before the end of the three-year period or used for purposes other than described above, the selectee may be required to return up to the full amount of the rebate to EPA. The amount required to be returned is at the discretion of EPA and will be determined on a case-by-case basis.

Restriction for Mandated Measures

Pursuant to 42 U.S.C. 16132(d)(2), no funds awarded under the 2018 DERA School Bus Rebate Program shall be used to fund the costs of emission reductions that are mandated under federal law.

Restriction for Federal and Environmental Mitigation Funding Sources

Federal funds for school bus replacements must not be used in combination with any other federal funding. In addition, funds awarded under this program may not be used to meet cost-sharing requirements for projects funded with environmental mitigation funds¹, and vice versa.

Documentation Requirement

If an applicant is selected, that selectee is responsible for providing the Payment Request Form and required supporting documentation to EPA. Selectees are responsible for maintaining copies of all submitted forms and documents, and EPA responses, for a period of three years after receipt of the rebate.

¹ For example, Volkswagen Environmental Mitigation Trust funds cannot be used to fund the same bus that is being replaced under this rebate program

EPA Responsibilities

EPA will review rebate applications for eligibility within the timelines established in Section 7 of the Program Guide. EPA will promptly notify applicants that have been selected for rebates by email within 45 days of the close of the open application period. EPA will also post a list of selectees and organizations on the waiting list on the [Clean Diesel Rebates website](#).

Disbursement of Funds

EPA will issue rebate funds within a month of determining that a selectee has submitted a completed Payment Request Form and all supporting documents, including proof of scrappage of the replaced vehicle and proof of the new vehicle delivery or technology installation. If necessary, EPA may request additional documentation from a selectee prior to issuing funds if EPA determines that any required information is missing or incomplete. In such a case, EPA will provide the selectee with a reasonable amount of time to submit additional information.

Emission Reductions Reporting

EPA will use the vehicle information supplied by applicants to calculate emissions reductions attributable to the 2018 DERA School Bus Rebate Program for the purposes of program evaluation and reporting to Congress on the effectiveness of the program.

Program Audit

EPA will conduct random reviews of selectees to protect against waste, fraud, and abuse. As part of this process, EPA, or its designees, may request copies of rebate documents from prior selectees who have received rebates, or may request documentation from current selectees to verify statements made on the application and payment forms. EPA, or its designees, may also conduct site visits to confirm documentation is on hand and that replacement buses are still in service. Selectees are expected to comply with site visit requests and recordkeeping requirements and must supply EPA with any requested documents for three years from date of rebate issuance, or risk cancellation of an active rebate application or other enforcement action.

Record Retention Requirements

Selectees must retain all financial records, supporting documents, accounting books and other evidence of Rebate Program activities for three years after receipt of the rebate. If any litigation, claim, or audit is started before the expiration of the three-year period, the recipient must maintain all appropriate records until these actions are completed and all issues resolved.