

**Santa Barbara County APCD  
Heavy-Duty Diesel Emission Reduction  
Grant Programs**

**CALL FOR PROPOSALS**

**June 1, 2005**

**Santa Barbara County Air Pollution Control District**

**260 N. San Antonio Rd. (Suite A)**

**Santa Barbara, CA 93110**

**Ph: 805/961-8800**

**Fax: 805/961-8801**

**SANTA BARBARA COUNTY APCD  
HEAVY-DUTY DIESEL EMISSION REDUCTION  
GRANT PROGRAMS  
CALL FOR PROPOSALS**

**TABLE OF CONTENTS**

I. OVERVIEW .....1

II. DATES OF IMPORTANCE.....2

III. FUNDING SOURCES FOR CFP.....2

IV. PROJECT ELIGIBILITY .....3

V. FUNDING CATEGORIES.....4

VI. SELECTION CRITERIA FOR ELIGIBLE PROJECTS .....5

    A. ON-ROAD HEAVY-DUTY ENGINES.....5

    B. SCHOOL BUSES .....6

    C. OFF-ROAD HEAVY-DUTY ENGINES .....6

    D. MARINE ENGINES.....7

    E. STATIONARY AGRICULTURAL ENGINES.....8

    F. PARTICULATE MATTER PROJECTS.....9

    G. OTHER EQUIPMENT .....9

VII. PROPOSAL SUBMITAL.....10

VIII. STAFF EVALUATION CRITERIA .....11

IX. GRANT AGREEMENT PREPARATION.....11

X. STAFF CONTACTS .....11

# Santa Barbara County APCD Heavy-Duty Diesel Emission Reduction Grant Programs

## I. OVERVIEW

Santa Barbara County does not meet state health-based air quality standards for ozone and particulate matter (PM<sub>10</sub>). In our County, major sources of ozone-forming pollution and Toxic Air Contaminants (TAC) include internal combustion engines used in on-road and off-road motor vehicles and industrial equipment with heavy-duty diesel engines. To help attain the state standards for ozone and PM<sub>10</sub>, and to reduce the health effects associated with TAC, the Santa Barbara County Air Pollution Control District (APCD) will make available grant monies to fund air pollution reduction projects proposed and carried out by owners and operators of eligible engines.

APCD is seeking proposals from private and public entities in the County for projects to reduce air pollution from heavy-duty diesel engines, according to terms and conditions in this Call for Proposals (“CFP”) document. Total grant funding available for this CFP is approximately \$950,000 for the fiscal year 2005/2006 (July 1, 2005 to June 30, 2006). If additional funds are made available to APCD during the fiscal year, they may be added to this program. The grant funding comes from three sources: the state’s Carl Moyer Memorial Air Quality Standards Attainment Program (Carl Moyer Program), the Motor Vehicle Registration Fee Surcharge Program, and the state’s Lower Emission School Bus Program. APCD will begin accepting project proposals on July 1, 2005. Staff will evaluate each project on a first come, first served basis, and eligible projects must meet the respective funding program requirements and this CFP to qualify for funding.

Equipment categories eligible for grant funding include on-and off-road vehicles, marine vessels, agricultural engines, forklift, airport ground support equipment, and locomotives. Typical projects include engine repowers, replacements, and retrofits for both diesel and alternative fueled equipment. Also eligible is the purchase of new school buses and installation of PM control devices on existing school buses under the Lower Emission School Bus Program.

A new law, AB923, requires the California Air Resources Board (CARB) to revise the Carl Moyer Program guidelines during 2005 and expands the pollutant focus to include hydrocarbon (ROG) and particulate matter (PM<sub>10</sub>) emissions in addition to oxides of nitrogen (NO<sub>x</sub>). To comply with current CARB guidelines, all projects under this CFP, with the exception of school buses, must demonstrate they will reduce emissions with a cost-effectiveness no greater than \$13,600 per ton of [NO<sub>x</sub>+ROG+10\* PM<sub>10</sub>] reduced. This will allow projects that reduce one, two, or all of the covered pollutants to receive funding. Until the revised guidelines are finalized, APCD will evaluate all projects for this CFP based on the current Program guidelines (Rev. 2003), and approved Program Advisories<sup>1</sup>.

---

<sup>1</sup> All projects will be evaluated based on the multi-pollutant (NO<sub>x</sub>, PM<sub>10</sub>, ROG) method for computing cost-effectiveness as described in ARB’s Carl Moyer Program Advisory #05-001 and #05-002, where applicable.

## **II. DATES OF IMPORTANCE**

- **June 1, 2005-** Release of CFP
- **July 1, 2005-** First day for submission of CFP project proposals to APCD. Any proposal/application received before this date will be prioritized as though it was received on July 1, 2005.
- **January 1, 2006-** CARB to have finalized revisions to Carl Moyer Program Guidelines.
- **May 1, 2006-** Last day to submit applications for this CFP.

## **III. FUNDING SOURCES FOR CFP**

Grant funding is provided from three state incentive programs administered locally by the APCD, and discussed below. Projects must meet the requirements of these programs to be eligible. As stated in Section VIII “STAFF EVALUATION CRITERIA”, staff will identify the appropriate funding source for eligible projects.

### **Carl Moyer Program**

The Carl Moyer Program provides financial incentives for the owner of heavy-duty diesel on-and off-road vehicles, marine vessels, locomotives, and/or stationary agriculture pumps to replace, repower, or retrofit the heavy-duty diesel engine to reduce NOx, ROG, and PM emissions. The grant program funds the incremental cost of cleaner-than-required engines and equipment to achieve these emission reductions as early and as cost-effectively as possible. Grant funding from the state for this CFP that is available for Carl Moyer-eligible projects is about \$300,000.

To be eligible for funding under this program, all projects must meet the requirements of the Program guidelines (Rev 2003) and criteria in approved Program Advisories. AB923, which took effect on January 1, 2005, requires CARB to revise the guidelines in 2005, so project applicants should consult CARB’s website at <http://www.arb.ca.gov/msprog/moyer/moyer.htm> for updates. Selection criteria for eligible project equipment categories are overviewed in Section VI.

### **Motor Vehicle Registration Fee Surcharge Program**

The revenues collected pursuant to the motor vehicle registration fee surcharge, authorized by AB923, will be used to fund emission reduction projects in three of the four program areas specified in the bill. The funded programs and estimated revenue expenditures include:

- projects eligible for grants under the Carl Moyer Program (\$200,000 proposed allocation toward District match);
- projects from previously unregulated agricultural sources under a new Agriculture Assistance Program (\$100,000 proposed allocation); and
- projects involving the new purchase of school buses pursuant to the state’s Lower Emission School Bus Program (\$200,000 proposed allocation, discussed under the Lower Emission School Bus Program).

A fourth program allowed under AB923, an accelerated vehicle retirement program, will not be part of this CFP, but will be administered separately.

Funding agricultural projects (e.g., irrigation engine repower) with surcharge revenues can be done in two ways. The revenues can be used to fund agriculture projects eligible under the Carl Moyer Program, or they can be used to directly fund projects under a new program called the “Agricultural Assistance Program” (AAP) for previously unregulated agriculture sources. AAP requirements are based on the statutory provisions of AB923, and outlined in CARB’s Program Advisory 05-002 at [http://www.arb.ca.gov/msprog/moyer/advisories\\_005/advisories\\_005.htm](http://www.arb.ca.gov/msprog/moyer/advisories_005/advisories_005.htm).

In general, larger agricultural sources subject to regulations under SB700 are the most likely candidates for AAP funding. Smaller agricultural sources that are not subject to the regulations, would not qualify for AAP funding, but could receive funding under the Carl Moyer Program. Therefore, an agricultural irrigation pump engine repower project may receive funding under either the Moyer Program or from the AAP. Both programs have cost-effectiveness limits, but differ on the nature of the emission reductions (AAP does not require surplus reductions, and has the benefit of longer project life), and on whether or not the source is subject to air regulations. Repowering of farm tractors and other self-propelled equipment used in agricultural operations will be considered for funding under the Off-road category of the Carl Moyer Program (not AAP). APCD staff will assist agricultural sources applying for grant funds under this CFP in making this determination and selecting the appropriate funding program.

### **Lower Emission School Bus Program**

The Lower Emission School Bus Program is a two-part, state funded program. The original replacement part of the program (since completed) replaced existing diesel-powered school buses with new lower-emissions buses, and the retrofit part of the program pays to retrofit diesel school buses with filters to reduce particulate matter (PM) emissions. AB923 allows for the renewed funding of new school bus replacements using surcharge revenues, following the guidelines originally established for the replacement part of the Lower Emission School Bus Program. Under this CFP, approximately \$200,000 is available to replace existing diesel-powered school buses in Santa Barbara County. With respect to the retrofit part of the Program, approximately \$150,000 in grant funding is also available to local school districts and school bus operators for retrofits with PM control devices.

## **IV. PROJECT ELIGIBILITY**

- A. Project proposals must comply with all requirements of this CFP, and where applicable, the Carl Moyer Program Guidelines and approved Program Advisories, the Motor Vehicle Registration Fee Surcharge Program, and the Lower Emissions School Bus Program.
- B. Projects, which result in emission reductions in Santa Barbara County in addition to other areas, may be eligible for funding from other air districts, however only the emission benefit to Santa Barbara County will be used in evaluating the project.
- C. Projects must be submitted by the public agency or private operator that owns the motor vehicle(s) and/or equipment to be replaced, repowered, or otherwise modified. The

application form submitted for grant funding must be signed by the responsible party of a public agency or private operator.

- D. Project applicants are responsible for the administrative and installation costs associated with the project. Administrative costs are defined as labor, equipment, and/or materials related to project submittal preparation, project administration, monitoring, oversight, data gathering, and report preparation. Installation costs include applicant or vendor labor cost to install all hardware (e.g. new engine) covered by the grant funding.
- E. Project proposals shall include the past 2 years of records, fuel receipts or logs or operating hour documentation that can be used to validate emission reduction estimates. Applications received with less than 2 years of records may be considered on a case-by-case basis after staff review.
- F. Project proposals from agricultural sources subject to air regulations (i.e., SB700 and APCD permits).
- G. The following are **ineligible projects**:
  - 1. Projects that do not comply with all aspects of this CFP, applicable program funding requirements, and project selection criteria
  - 2. Projects requesting more funding than stated as being available.
  - 3. Projects required as mitigation under the NEPA (National Environmental Policy Act) or the CEQA (California Environmental Quality Act).
  - 4. Projects requesting funding for compliance with a mandatory requirement of an existing rule or regulation (except agriculture projects requesting funding from the Agricultural Assistance Program).
  - 5. Projects proposed for the purpose of creating emission offsets or emission reduction credits.
  - 6. Projects submitted by a third party, other than the public agency or private enterprise that owns the motor vehicle(s) and/or equipment to be replaced, repowered, or otherwise modified.
  - 7. Projects with emission reduction estimates based on data that cannot be validated by sufficient historical records.

## V. FUNDING CATEGORIES

Specific categories of projects have been identified for funding under the programs identified in Section III, "FUNDING SOURCES FOR CFP." These categories are:

- A. **On-Road Heavy-duty Engines**, newer, cleaner diesel powered or alternative-fueled engines, including but not limited to, over-the-road trucks, pickup and delivery trucks, and transit buses.
- B. **School Buses**, replacement of older school buses, and the retrofitting of in-use buses with PM control devices
- C. **Off-Road Heavy-duty Engines**, including diesel-powered or alternative-fueled engines for construction and mining equipment; farm tractors and self-propelled equipment.
- D. **Marine Engines**, Diesel powered main or auxiliary engines.
- E. **Stationary Agricultural Engines**, diesel stationary agricultural engines; other internal combustion engines;
- F. **Particulate Matter Projects**, engine repowers and PM control devices

- G. ***Other Equipment:*** Forklifts, airport ground support equipment, locomotives, and auxiliary power units, etc.

## VI. SELECTION CRITERIA FOR ELIGIBLE PROJECTS

The following provides a brief overview of the selection criteria for each project category. Detailed descriptions of applicable project eligibility criteria may be found in the current Carl Moyer Program Guidelines (e.g., Revision 2003) and approved Program Advisories located in CARB's website at <http://www.arb.ca.gov/msprog/moyer/moyer.htm> or through links provided by APCD's website at <http://www.sbcapcd.org/itg/itg.htm>

### A. ON-ROAD HEAVY-DUTY ENGINES<sup>2</sup>

- Minimum Gross Vehicle Weight (GVW) of 14,000 lbs.
- Emission reductions obtained through this program must not be required by any existing state or federal regulations.
- Reduced emission engines, retrofit kits, or parts must be CARB certified.
- Vehicles must operate in Santa Barbara County for a minimum of:
  - 10 years for a new vehicle purchase; or
  - 3 years after completion of a vehicle repower or retrofit.
- One hundred percent (100%) of annual vehicle miles traveled must occur in California.
- Only annual vehicle miles traveled (emission reductions) occurring in Santa Barbara County will be used to calculate cost-effectiveness.
- Projects must meet a cost-effectiveness criterion of \$13,600 per ton of [NO<sub>x</sub> + ROG + 10\* PM<sub>10</sub>] reduced.
- CFP funds can only be used to cover the additional incremental cost between a new cleaner-than-required engine and a standard new diesel engine, or the difference between the capital cost to repower or retrofit (e.g. hardware, installation, etc.) and the capital cost to rebuild the existing engine. Other costs are the responsibility of the applicant.
  - ***For new vehicle projects:***
    - Eligible projects must have a new engine that is certified to a CARB, NO<sub>x</sub>+NMHC emission credit standard which is at least 30 percent lower than the NO<sub>x</sub>+NMHC emission level of the engine being replaced.
  - ***For engine repower projects:***
    - Eligible projects must provide, at least 15 percent NO<sub>x</sub> emission reduction compared to the engine being replaced.
    - Replacement engines may be new, rebuilt or remanufactured, but must have OEM components and be purchased from the OEM or its authorized dealer/ distributor.
    - Engines eligible for repower:
      - Pre-1987 mechanical engine, repowered with newer mechanically controlled engine certified to 6.0 g/bhp-hr or better.
      - Post-1987 electronic engine, repowered with electronically controlled engine, manufactured on or after 10/1/2002.
  - ***For retrofit projects:***

---

<sup>2</sup> On-road program does not include school buses, which are addressed under their own unique program.

- Eligible projects must provide a minimum of 15 percent NOx emission reduction, compared to the original baseline.
- No increase in PM emissions.

**B. SCHOOL BUSES**

- One hundred percent (100%) of annual vehicle miles traveled must occur in California.
- **School bus replacements:**
  - Only Santa Barbara County public school districts that own their own buses are eligible to receive funding for the replacement of older school buses.
  - Minimum Gross Vehicle Weight (GVW) of 14,000 lbs.
  - Pre-1987 model year buses are eligible for replacement; priority will be given to older buses.
  - New engines must be either alternative fueled, or clean diesel (Ultra Low Sulfur Diesel-ULSD, maximum sulfur content of 15ppm) powered.
  - New engines must be certified to a NOx + NMHC emission standard, less than or equal to 2.5 g/bhp-hr (with a 0.5 g/bhp-hr cap on NMHC), and a PM standard less than, or equal to 0.01 g/bhp-hr
  - Equipment must operate in Santa Barbara County for a minimum of 10 years after purchase.
  - There is no cost-effectiveness criterion for this program.
- **School bus retrofits:**
  - California public school districts that directly provide transportation services and joint power authorities (JPA) are eligible to apply for funds to retrofit their diesel-fueled buses. Private companies that provide school transportation services, under contract, to public school districts may also apply for funding.
  - Only CARB certified PM reduction devices, certified to a minimum PM reduction of 25% are eligible for funding.
  - Equipment must operate in Santa Barbara County for a minimum of 5 years after installation.
  - Funding will cover all hardware and installation costs.
  - There is no cost-effectiveness criterion for this program.

**C. OFF-ROAD HEAVY-DUTY ENGINES<sup>3</sup>**

- Emission reductions obtained through this program must not be required by any existing regulations (including national or international regulation).
- CFP funds can only be used to cover the additional incremental cost between a new cleaner-than-required engine and a standard new diesel engine, or the difference between the capital cost to repower or retrofit (e.g. hardware, installation, etc.) and the capital cost to rebuild the existing engine. Other costs are the responsibility of the applicant.
  - **For new equipment purchase:**
    - The new engine must be certified to the CARB optional NOx, or NOx+NMHC, emission credit standard for off-road diesel equipment that is at least 30 percent lower than the current applicable emission standard.

---

<sup>3</sup> Does not include locomotives, agricultural pumps, forklifts, or marine applications

- ***For equipment repower projects:***
  - If the new engine is replacing an eligible uncontrolled engine, the new engine must meet the current emission standard (i.e., be certified to the CARB/EPA Tier 2 or cleaner NO<sub>x</sub> or NO<sub>x</sub>+NMHC standard for the new engine model year and horsepower rating).
  - If the new engine is replacing an eligible emission-certified engine (model year 1996+), the new engine must be certified to the CARB optional NO<sub>x</sub>, or NO<sub>x</sub>+NMHC, emission credit standard that is at least 15 percent lower than the emission level of the certified engine being replaced.
- ***For engine retrofit projects:***
  - The retrofit kit must be verified to reduce NO<sub>x</sub> emissions to 6.9 g/bhp-hr, or lower, if it is used to retrofit an eligible uncontrolled engine, or verified to reduce NO<sub>x</sub> emissions by at least 15 percent if it is used to retrofit eligible emission-certified engines.
- Where applicable, a new replacement diesel engine must also comply with the diesel PM standards in the state's Airborne Toxic Control Measure for Stationary Combustion Ignition Engines.
- Reduced emission engines, retrofit kits, or parts must be CARB-certified for sale in California. This may include engines, after-market parts engine/control devices; or engines with experimental permits.
- Equipment must operate in Santa Barbara County for a minimum of:
  - 10 years for a new equipment purchase; or
  - 3 years after completion of equipment repower or retrofit.
- One hundred percent (100%) of annual equipment operating hours must occur in California.
- Only equipment operating hours (emission reductions) occurring in Santa Barbara County will be used to calculate cost-effectiveness.
- Projects must meet a cost-effectiveness criterion of \$13,600 per ton of [NO<sub>x</sub> + ROG + 10\* PM<sub>10</sub>] reduced.

#### **D. MARINE ENGINES**

- Vessel exhaust configuration must be dry-exhaust design.
- In comparison to the old engine, the replacement engine or retrofit must provide at least a 15 percent NO<sub>x</sub> reduction. A minimum of 30 percent NO<sub>x</sub> reduction is required for new engine purchases.
- New engine purchases must be certified to the U. S. EPA Tier 2, or cleaner NO<sub>x</sub> and PM emission standards.
- NO<sub>x</sub> and PM reductions obtained through this program must not be required by any existing regulations (including national or international regulation).
- The vessel must continue to operate in Santa Barbara County for a minimum of 3 years after the engine purchase, retrofit, or repower is completed.
- One hundred percent (100%) of estimated annual fuel consumption must occur in California waters.
- Only operating hours and fuel consumption (emission reductions) occurring in Santa Barbara County waters will be used to calculate cost-effectiveness.

- CFP funds can only be used to cover the difference between the capital cost to repower (e.g. hardware, installation, etc.) and the capital cost to rebuild the existing engine. Other costs are the responsibility of the applicant.
- Projects must meet a cost-effectiveness criterion of \$13,600 per ton of [NO<sub>x</sub> + ROG + 10\* PM<sub>10</sub>] reduced.

#### **E. STATIONARY AGRICULTURE ENGINES**

- An engine must be 50 horsepower or greater, which is equivalent to an electric motor 37 kilowatts or greater.
- Diesel-to-diesel and diesel-to-electric stationary engine repowers are eligible.
- An engine replacement (repower) must be with a new emission-certified engine instead of rebuilding the existing engine to its original uncontrolled specifications.
- A new replacement diesel engine must meet the current emission standard, (i.e., be certified to the CARB/EPA Tier 2 or cleaner NO<sub>x</sub> or NO<sub>x</sub>+NMHC standard for the new engine model year and horsepower rating)
- Where applicable, a new replacement diesel engine must also comply with the diesel PM standards in the state's Airborne Toxic Control Measure for Stationary Combustion Ignition Engines.
- The purchase of a new agricultural irrigation pump must be powered by an electric motor.
- The engine must be permanently mounted on a slab and must continue to operate at that location for a minimum of 3 years after the engine purchase, retrofit, or repower is completed unless relocation within Santa Barbara County is approved by the APCD.
- CFP funds can only be used to cover the difference between the capital cost to repower (e.g. hardware, installation, etc.) and the capital cost to rebuild the existing engine. Other costs are the responsibility of the applicant.
- For funding under the Carl Moyer Program, projects must meet all of the requirements of the Moyer Guidelines (Rev 2003 or newer) and approved Program Advisories. Projects must meet a cost-effectiveness criterion of \$13,600 per ton of [NO<sub>x</sub> + ROG + 10\* PM<sub>10</sub>] reduced.
- For funding under the Agricultural Assistance Program (AAP), based on the statutory provisions of AB923, projects must meet all of the requirements as described in CARB's Program Advisory #05-002. Projects must meet a "cost-effectiveness of total reductions" criterion of \$13,600 per ton of total emissions [NO<sub>x</sub> + ROG + 10\* PM<sub>10</sub>] reduced. This assumes no regulatory requirement exists, and it includes the total emission reductions of the covered pollutants associated with an AAP project instead of just the surplus emission reductions for a Carl Moyer-eligible project.

#### **F. PARTICULATE MATTER PROJECTS<sup>4</sup>**

- PM<sub>10</sub> reductions obtained through this program must not be required by any existing regulations (including national or international regulation).
- CFP funds can only be used to cover the additional incremental cost between a new cleaner-than-required engine and a standard new diesel engine, or the difference between

---

<sup>4</sup> These projects can focus exclusively on PM-only emission reductions.

the capital cost to repower or retrofit (e.g. hardware, installation, etc.) and the capital cost to rebuild the existing engine. Other costs are the responsibility of the applicant.

- ***For new purchase:***
  - The new engine must be certified to a CARB optional PM<sub>10</sub> emission credit standard at least 25 percent lower than the existing PM<sub>10</sub> emission standard.
- ***For repower projects:***
  - If the new engine is replacing an eligible uncontrolled engine, the new engine must be certified to a CARB optional PM<sub>10</sub> emission credit standard.
  - If the new engine is replacing an eligible emission certified engine, the new engine must be certified to an optional PM<sub>10</sub> emission credit standard that is at least 25 percent lower than the existing PM<sub>10</sub> emission standard.
- ***For retrofit projects:***
  - The retrofit kit used to retrofit an eligible uncontrolled engine must be certified to a CARB optional, PM<sub>10</sub> emission credit standard.
  - If the retrofit kit is used to retrofit an eligible emission-certified engine, it must be certified to reduce PM<sub>10</sub> emissions by at least 25 percent.
- Reduced emission engines, retrofit kits, or parts must be CARB certified. This may include engines, after-market parts engine/control devices; or engines with experimental permits.
- The engine must operate in Santa Barbara County for a minimum of 3 years after the engine purchase, repower, or retrofit is completed.
- One hundred percent (100%) of annual equipment operating hours must occur in California.
- Only equipment operating hours (emission reductions) occurring in Santa Barbara County will be used to calculate cost-effectiveness.
- Projects must meet a cost-effectiveness criterion of \$13,600 per ton of [NO<sub>x</sub> + ROG + 10\* PM<sub>10</sub>] reduced.

#### **G. OTHER EQUIPMENT<sup>5</sup>**

Please contact APCD staff directly for more details on these projects. Also, consult the Carl Moyer Guidelines (Rev 2003 or later revisions) and approved Program Advisories for project selection criteria and funding eligibility.

### **VII. PROPOSAL SUBMITAL**

APCD will begin accepting proposals for this CFP on July 1, 2005. Applications received prior to this date will have no advantage and will be evaluated as if received on July 1st. Proposals submitted for projects meeting the eligibility requirements listed in Section VI, must follow the format outlined below and all requested information must be supplied. Projects that do not fit into the specific funding categories described in Section VI may still be eligible for funding.

---

<sup>5</sup> Other equipment may include: forklifts, airport ground support equipment, locomotives, auxiliary power units, etc.

Applicants proposing these projects are required to submit a more detailed project submittal than described below and should contact APCD staff directly for more details.

Failure to submit proposals in the required format may result in elimination from proposal evaluation. Some proposals may be reduced in scope and/or funding level to maximize the number of proposals approved. APCD reserves the right to recommend funding only a portion of the proponent's scope of work.

**Proposal Format**- Proposals must consist of the following:

1. **Cover Letter** - Include the name, address, telephone number, and contact person for the proposed project, and the signature of the person or persons authorized to represent the proposing entity. For proposals from more than one entity, a resolution or letter of commitment and cover letter from all proposing entities must be included. The contact person and authorized representative must be employees or owners of the public agency or private enterprise submitting the proposal.
2. **Project Application** – One hardcopy, signed original project application, for the appropriate project category, must be completed and attached immediately following the cover letter. Appropriate historical usage records (e.g. fuel receipts, hour-meter readings, maintenance records) covering most recent two calendar years must also be attached.
3. **Cost Breakdown** - Provide an itemized quote from selected vendor of equipment to be purchased, clearly breaking out all project costs (e.g. hardware, labor, taxes, shipping and installation). An estimate of the rebuild cost of the existing engine(s) must be included. Identify all proposed sources of funds for the project, and all direct and in-kind (non-dollar) contributions to be provided by Applicant. Funds will not be awarded to cover project administrative costs nor equipment installation (labor) cost.

**Submission of Proposal** - All proposals should be delivered by U.S.mail or in person (facsimiles will not be accepted) to the attention of **Anthony Fournier** at:

**Santa Barbara County Air Pollution Control District  
260 N. San Antonio Rd. (Suite A)  
Santa Barbara, CA 93110**

**Disposition of Proposals** - APCD reserves the right to reject any or all proposals. All proposals and any materials therein become the property of APCD. Costs associated with preparation of proposals are the sole responsibility of the Applicant and will not be reimbursed by APCD. Proprietary information will not be accepted in proposals without prior written approval by APCD.

**Modification or Withdrawal** - Once submitted, a proposal may not be altered without the prior consent of APCD.

**Completeness Review**- The application will be reviewed by APCD staff within 15 business days of receipt of the application. If the application is incomplete, the APCD will contact the applicant in writing and describe the additional information needed to complete the application.

## VIII. STAFF EVALUATION CRITERIA

Staff will evaluate each project on a first come, first served basis. To be eligible for funding projects must meet the respective funding program requirements and this CFP. Project mix, viability, project timeliness, and any performance history established with the APCD will also be considered so that a broad range of cost-effective projects can be implemented. In the event that proposals are submitted on the same day, or if more applications for funding are received than CFP funding allows, proposals will be funded in the order of the best overall cost-effectiveness until funds are exhausted.

Staff will determine funding priorities, recommend projects to be funded, identify appropriate funding sources for projects, and prepare grant paperwork to fund selected projects. Individual grant amounts up to \$100,000 will be approved by the Air Pollution Control Officer (APCO) under authority delegated by the APCD's Board of Directors. Individual grant amounts over \$100,000 must receive Board approval.

## IX. GRANT AGREEMENT PREPARATION

Applicants, whose projects are selected for funding, must enter into a Grant Agreement with the Santa Barbara County Air Pollution Control District as a condition of receiving funds. A sample grant agreement can be found online at <http://www.sbapcd.org/itg/itg.htm> or by contacting APCD staff directly. Applicants should identify any provisions within the grant agreement that they cannot meet or with which they take issue before signing the grant agreement.

The grant agreement will require adequate record keeping allowing APCD to document emission reductions and to conduct an audit (if necessary). It will also include requirements for annual reporting throughout the determined project life. The costs for monitoring, record keeping, and reporting are considered to be administrative costs and will not be funded.

## X. STAFF CONTACTS

Inquires regarding this CFP can be made to the following staff for the respective project categories:

### **On-road Vehicles, School Buses, and Marine:**

- Anthony Fournier: ph. (805) 961-8874 email: [adf@sbapcd.org](mailto:adf@sbapcd.org)

### **Off-Road Equipment, Agriculture, and Other:**

- Gary Hoffman: ph. (805) 961-8818 email: [gah@sbapcd.org](mailto:gah@sbapcd.org)