



PROGRAM GUIDELINES

The San Joaquin Valley Air Pollution Control District (SJVAPCD) is currently accepting applications for projects requesting monetary incentives to construct hydrogen fueling stations and battery charging stations **for heavy-duty vehicles**.

I. Eligible Applicants

- A. Public Entities – include but are not limited to state, metropolitan, county, city, multi-county special district (e.g. water district), school district, university, and federal agencies and organizations.
- B. Private Entities – include but are not limited to private organizations and corporations.

II. Project Categories

A. Hydrogen Fueling Station:

- 1. New, conversion of existing stations, and expansion to existing hydrogen fueling stations are eligible projects
- 2. On-Road publicly accessible stations must use standard filling pressures, H35 (350 bar) or H70 (700 bar)

B. Battery Charging Station:

- 1. New, conversion of existing stations, and expansion to existing battery charging stations are eligible projects
- 2. On-Road publicly accessible charging stations must use a valid and universally accepted charge connector protocol (e.g., Society of Automotive Engineers (SAE) J1772, Combined Charging System (CCS), North American Charging Standard (NACS), SAE J3271).
- 3. Equipment must be certified, or field evaluation labeled by a Nationally Recognized Testing Laboratory (e.g., Underwriter’s Laboratories, Intertek).

C. Portable Power:

- 1. New infrastructure that can be transported to power covered sources, such as, but not limited to, portable fuel cell configurations or high-capacity battery energy storage systems (1kWh and above) with the primary purpose of powering or charging covered sources.
- 2. The infrastructure project and equipment utilizing it must be zero-emission.
- 3. Electric vehicles, whose primary function is not to power or charge a covered source, are **not** eligible for funding.

D. Other Types or Combination with Above:

- 1. Transport refrigeration units (TRU) infrastructure, truck stop electrification, off-grid on-site power generation systems, micro-grid, mobile refuelers, and portable infrastructure.



III. Funding

Projects will be funded on a first come, first served basis and submittal of application does not guarantee funding. Applicants must have a signed, executed contract from the SJVAPCD prior to purchase and installation of new equipment. Incentive amounts will be based on the following percentage of eligible costs:

Funding Percentage of Eligible Cost	Infrastructure Projects
60%	Baseline for all Projects
100%	Public School Bus Projects

Additional Funding Amount ⁽¹⁾	Infrastructure Projects ⁽²⁾
+10%	Additional incentive for projects with renewable solar or wind power systems ⁽³⁾
+10%	Additional incentive for projects located near sensitive receptors ⁽⁴⁾
+10%	Additional incentive for applicants of heavy-duty truck parking facilities that provide communal charging opportunities (e.g., truck yards, truck depots, truck stops, etc.)
+15%	Additional incentive for publicly accessible projects or in which the applicant is a public entity

(1) Additional funding amounts in this table may be combined. Funding amount cannot exceed 100%.

(2) Portable power projects will not be eligible for additional funding amounts.

(3) At least 50% of the total annual energy provided to covered sources by the project must be generated from solar/wind. Hydrogen stations dispensing hydrogen produced from at least 50% renewable energy also qualifies. Solar and wind systems should be appropriately sized to ensure that the annual energy generation does not exceed 100% of the consumption by the covered source.

(4) Any residence including private homes, condominiums, apartments, and living quarters; education resources such as preschools and kindergarten through grade twelve (K-12) schools; daycare centers; and health care facilities such as hospitals or retirement and nursing homes. A sensitive receptor includes long-term care hospitals, hospices, prisons, and dormitories or similar live-in housing.



IV. Project Costs

Eligible costs are limited to the purchase and installation of the equipment for power delivery or fueling directly related to the infrastructure project.

A. Eligible Costs:

1. Cost of design and engineering (i.e., labor, site preparation, Americans with Disabilities Act accessibility, signage)
2. Cost of equipment and hardware (i.e., charging units, electrical parts, energy storage equipment, materials)
3. Installation costs directly related to the construction of the station
4. Meter/data loggers
5. Eligible on-site renewable power generation system that fuels or powers covered sources (i.e., solar and wind power generation equipment)
6. Taxes and freight
7. License fees, environmental fees, commissioning fees (safety testing), and on-site required safety equipment
8. Applicants may order or make down payment on infrastructure equipment prior to contract execution, but only after receiving SJVAPCD approval. SJVAPCD must provide the potential grantee written notification that any work performed is not guaranteed funding until a contract is executed. Applicants will be liable for any costs incurred prior to contract execution.
9. Other eligible costs included in the Carl Moyer Guidelines as determined by the SJVAPCD.

B. Ineligible Costs include, but are not limited to:

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| 1. Existing station upgrade | 8. Travel/lodging |
| 2. Fuel and energy costs | 9. Employee training and salaries |
| 3. Non-essential equipment hardware | 10. Legal fees |
| 4. Construction management costs | 11. Real estate property purchases/leases |
| 5. Operation cost (e.g., operational fees, maintenance, repairs, improvements) | 12. Performance bond costs |
| 6. Insurance | 13. Storm water plan costs |
| 7. Administrative costs | 14. Security costs |
| | 15. Testing and soil sampling |
| | 16. Hazardous materials, including permitting, handling and disposal |

V. General Requirements and Eligibility Criteria

- A. All infrastructure projects must be located within the SJVAPCD's boundaries (map on page 9).
- B. Projects must comply with all applicable federal, State, local laws and requirements including environmental laws and State building, environmental and fire codes.
- C. The SJVAPCD may require a California Environmental Quality Act (CEQA) review to be performed and obtain approval prior to funding.
- D. For hydrogen fueling stations and battery charging stations, equipment must have a warranty that covers both parts and labor for at least one year.



- E. The hydrogen fueling station must be in compliance with the required standards for hydrogen storage, fueling protocol, nozzle hardware, fuel quality, and communications (e.g. SAE International standards and American National Standards Institute (ANSI)), the required safety and security standards such as National Fire Protection Association (NFPA).
- F. Publicly accessible stations must be accessible to the public 24 hours a day or as many hours as allowed by local ordinance. Publicly accessible stations with restricted access such as gated facilities must be accessible to the public during their regular business hours.
- G. Publicly accessible stations must provide equal access and opportunities to all users.
- H. All infrastructure projects that include on-site power generation (e.g., solar, wind) and/or are publicly accessible, must be selected through competitive bidding. For public school districts and public entities, their existing competitive bidding process fulfills the competitive bidding requirement. A competitive bidding process is not necessary for portable power projects unless there is a labor or installation project component for the equipment to perform the required job function.
- I. All electric vehicle charging infrastructure and equipment that is funded or authorized, in whole or in part by the SJVAPCD must meet specified labor certification requirements (i.e. installed by contractors with the appropriate license classification as determined by the Contractors State License Board). Specifically, at least one electrician on each crew, at any given time, must hold an Electric Vehicle Infrastructure Training Program (EVITP) certification.
- J. Projects funded or authorized, in whole or in part, by the SJVAPCD that install a charging port supplying 25 kilowatts (kW) or more, must have at least 25 percent of the total electricians working on the crew for the project, at any given time, hold an Electric Vehicle Infrastructure Training Program (EVITP) certification.
- K. One member of each crew may be both the contractor and an EVITP certified electrician.
- L. Applicant must provide a completed SJVAPCD Electric Vehicle Infrastructure Program (EVITP) Certification Form with the Electric Vehicle Infrastructure Training Program (EVITP) Certification Numbers of each EVITP certified electrician that will install electric vehicle charging infrastructure or equipment prior to contract execution
- M. The requirements stated in criteria H, I, J, K and L of this section do not apply to any of the following:
 - 1. Electric vehicle charging infrastructure installed by employees of an electrical corporation or local publicly owned electric utility.
 - 2. Electric vehicle charging infrastructure funded by moneys derived from credits generated from the Low Carbon Fuel Standard Program (Sub article 7 (commencing with Section 95480) of Article 4 of Subchapter 10 of Chapter 1 of Division 3 of Title 17 of the California Code of Regulations).
- N. All equipment and parts must be new. Remanufactured or refurbished parts are not eligible.
- O. All infrastructure projects must be surplus to any applicable rule or regulation. Funded projects must not be required by any federal, State, or local rule or regulation.
- P. All projects will have a minimum project life of 10 years unless approved by SJVAPCD.
- Q. Submission of a program application **does not** guarantee funding.



- R. SJVAPCD reserves right to decline funding for any project.

VI. Applicant Requirements

- A. Applicant **must not purchase, make non-refundable payment toward, start construction on, and/or take possession of new equipment** prior to receiving a fully executed contract from the SJVAPCD. Applicants may order or make refundable down payment(s) on infrastructure equipment prior to contract execution, **but only after SJVAPCD approval**. Any work performed or equipment ordered is not guaranteed reimbursement until a contract is executed.
- B. The applicant must be in compliance with all federal, State, and local air quality rules and regulations at time of application submittal and does not have any outstanding or pending enforcement actions.
- C. For hydrogen fueling stations, applicant must register and report to the Station Online Status System (SOSS) maintained by the Hydrogen Fuel Cell Partnership (www.h2fcp.org).
- D. Applicant must report all publicly accessible battery charging station installations to the Department of Energy Alternative Fuel Data Center located at: <http://www.afdc.energy.gov/locator/stations/>.
- E. Applicant must be able to demonstrate to the SJVAPCD that the applicant can obtain all required land use permits from agencies needed to install and operate the station.
- F. Applicant must demonstrate that they either own the land on which the project will be located, or control it through a long-term lease, easement or other legal arrangement, for the duration of the project life.
- G. For a project where the land is not owned by the applicant, an executed lease agreement or letters of commitment lasting for the duration of the project life must be signed by property owners/authorized representatives and must be submitted with the application.
- H. Applicant must provide documentation that power or fuel is being or will be provided to the site in a timely manner to meet project milestones and deadlines (e.g., application, payment to the local utility company for power installation, or contract).
- I. Applicant and/or their subcontractors may be subject to prevailing wage laws, if applicable, as set for in Labor Code section 1720 *et. seq.*
- J. Allow the SJVAPCD to inspect the facility as necessary to document and verify the operation of the facility.
- K. Remain the owner of the facility and equipment through the full term of the agreement otherwise the SJVAPCD must approve the transfer of ownership prior to its sale.
- L. Maintain the equipment in daily operating condition throughout the contract term. Non-functioning equipment must be reported to the SJVAPCD within 15 business days and begin working with the SJVAPCD promptly to ensure infrastructure equipment is operational.
- M. Maintain the equipment in accordance with manufacturer specifications.
- N. Maintain commercial general and auto liability with minimum limits of coverage in the amount of \$5,000,000 per occurrence and names the SJVAPCD as additional insured. Also, maintain workers compensation insurance in accordance with California law and insurance for the facility and equipment through the full term of the grant agreement.



- O. Submit annual reports to the SJVAPCD through the full term of agreement which must include:
1. Hydrogen Fueling Station:
 - i. Annual usage (e.g., kilogram, standard cubic feet).
 - ii. Any unscheduled downtime, including duration of downtime and causes of downtime.
 2. Battery Charging Station:
 - i. Annual usage per charger or per station (e.g., kilowatt-hour).
 - ii. Any scheduled or unscheduled downtime, including duration of downtime and causes of downtime.
 3. Solar or Wind Power Generating Equipment (if applicable) must report on the amount of electricity generated (e.g. kilowatt-hour) from the solar or wind power generating equipment for the duration of the project life.
 4. Portable Power:
 - i. Annual Usage (i.e., the amount of electricity dispensed in kilowatt-hours).

VII. Project Implementation

- A. Project Funding Agreement – Entities are expected to enter into an agreement with the District within 90 days of preliminary award notification date. If timeframe is not met, the District reserves the right to cancel preliminary award and fund the next eligible application.
- B. Project Implementation – Projects must be completed within the timeframe identified on Exhibit B of grant agreement.

VIII. Required Documents

- A. Completed Application **forms A-1 and A-2** including route map.
- B. **Certifications page** with signature by Agreement Signing Authority (Contract).
- C. Completed first page of **IRS Form W-9**.
- D. **Electric Vehicle Infrastructure Training Program (EVITP) Form**
- E. **Design documents** for the new equipment.
- F. **Dated and itemized dealer quote** for the new equipment and installation.
- G. Documentation demonstrating that applicant can obtain all **required land use permits** from agencies needed to install and operate the station.
- H. Documentation that **power is being provided to the site** (e.g. application, payment to the local utility company for power installation, or contract).
- I. Documentation demonstrating **ownership of land on which the project will be located**, or control it through a long-term lease, easement or other legal arrangement, for the duration of the project life. For a project where the land is not owned by the applicant, an executed lease agreement or letters of commitment lasting for the duration of the project life must be signed by property owners/authorized representatives.



- J. Resolution authorizing project implementation and designating a signing authority for the project from the governing body, or other documentation signed by a duly authorized official with authority to make financial decisions (Government agencies only).

IX. Pre-Inspection

- A. All Projects must be pre-inspected prior to receiving an executed contract.
- B. The pre-inspection for portable power projects only needs to verify the existence of the covered sources which the equipment will support. If the applicant does not yet own the equipment that will be supported by the portable infrastructure, it must be verified that there has been an order or contract put in place that shows the applicant will receive the equipment that will be supported prior to receiving the portable infrastructure.
- C. SJVAPCD staff will inspect and photograph infrastructure facility for documentation of land/site. Staff will contact applicant to schedule pre-inspection monitoring.

X. Post-Inspection

- A. SJVAPCD staff will verify and document that the infrastructure project is operational. The minimum documentation requirements that must be collected include:
 - 1. Verification of operation by connecting a vehicle or equipment to the charging/fueling station.
 - 2. For solar/wind projects the inspection must verify that infrastructure has been installed and connected to the power generation equipment.
 - 3. Photos of equipment/equipment information (e.g., serial numbers, make, model, etc.)

XI. Project Reimbursement

- A. Payment will be issued within sixty (60) working days of a completed post-inspection and upon receipt of a complete claim for payment packet.
- B. Incentive amounts may be reduced after the claim for payment has been finalized, depending on the total invoiced amount of eligible items.
- C. A project will be considered for reimbursement once the necessary infrastructure has been installed and connected to the power generation equipment (e.g., solar panels, wind turbine) and or electricity grid and has been demonstrated to the SJVAPCD that it is fully operational during a post-inspection.

XII. Overview

- A. Submit a complete application with all required documents.
 - 1. If the application is incomplete, a letter/e-mail will be sent to the applicant indicating the reason.
 - 2. If the application is ineligible, it will be canceled and a letter will be sent to the applicant indicating the reason.
- B. When the application has been deemed complete, the project will be assigned for pre-inspection by SJVAPCD staff as necessary. An inspector will contact the applicant to schedule the pre-inspection.
- C. Contracts will be issued on a first-come, first-served basis until program funds are exhausted. Project must not have begun, invoiced, or paid before a contract is executed.



- D.** At completion of project, applicant will submit a Claim for Payment Packet for reimbursement.
- E.** Payments from SJVAPCD shall be made directly to the applicant.
- F.** SJVAPCD staff will contact the applicant to schedule post-inspection.
- G.** Staff reviews post-monitoring report and prepares reimbursement.
- H.** Reimbursement awarded once staff has verified all program requirements were met.



XIII. Map of the San Joaquin Valley Air Pollution Control District Boundaries

