



## **HVIP Implementation Manual Changes: FY19-20 IM**

The FY19-20 Implementation Manual for the Hybrid and Zero Emission Truck and Bus Voucher Incentive Project (HVIP) was published on June 4, 2020. The IM applies to vouchers requested after October 24, 2019, and addresses other general policy changes. The IM is published at [www.californiahvip.org/resources/#implementation-manuals](http://www.californiahvip.org/resources/#implementation-manuals).

For more information, please contact [info@californiahvip.org](mailto:info@californiahvip.org). For specific questions about a voucher in progress, please contact [voucherprocessing@tetrattech.com](mailto:voucherprocessing@tetrattech.com)

### **Summary of changes:**

- The dealer and purchaser are responsible for checking the HVIP website on an ongoing basis for the latest program updates, for as long as they have any unredeemed vouchers.
  - Page 2
- Vouchers requested for vehicles that have already been delivered will not be accepted.
  - Page 14
- The purchaser's driver license is no longer required when submitting a voucher request form.
  - Appendix D
- Before issuing a voucher request, dealers are encouraged to check a fleet's compliance with the California Truck and Bus Regulation (TRUCR) by searching the database at <https://ww3.arb.ca.gov/msprog/onrdiesel/tblookup.php>. Fleets are encouraged to have their TRUCR Compliance Certificate renewed at the start of each calendar year to facilitate timely compliance checks. Compliance is required for all vehicles within the purchaser's or operator's fleet, and any under common ownership or control.
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- The dealer must also provide the vehicle identification number (VIN) (and serial number for Low NOx repowers) that uniquely identifies the vehicle, along with the vehicle expected delivery date, within 60 calendar days of voucher acceptance. Prior to a VIN being issued, a Serial Number or Production Number (typically the last several digits of the VIN) is acceptable for the first 60 days.
  - Page 15
  - Extended requirement date from 30 to 60 days
  - Added the Serial/Production # supplement
  
- A voucher will be valid for three months from the time it is issued by the Voucher Processing Center. A voucher may be renewed by the participating dealer at any point within those three months through the modification of the electronic voucher record online.
  - Page 16
  - Renewal date reduced from every 120 days to every 3 months (90 days)
  
- A voucher may be renewed at three-month intervals for up to a total of 18 months from the time of the electronic voucher
  - Page 16
  - Expiration changed from 12 months to 18 months
  
- A decision regarding permitting any extension of the voucher reservation beyond 18 months shall be made by the Grantee (CALSTART) in consultation with CARB, and shall be based upon factors including but not limited to the projected vehicle DMV registration date
  - Page 16
  - Verbiage previously said delivery date
  
- Redemption Process: Pages 16-18: Updates to the redemption process include:
  - A completed "Application for Registration of New Vehicle" form (REG 397) is acceptable in lieu of the actual DMV registration. However, the Voucher Processing Center reserves the right to follow up with the fleet purchaser after voucher redemption to obtain a copy of the actual vehicle registration. Follow-up should be expected 6 months after the voucher request.
  - Delivery Bill of Lading is no longer required.
  - Line Setting Ticket (Factory Build Sheet) is no longer required.
  - Purchasers no longer need to affix applicable numbering (i.e. CA#/DOT) on their vehicles for the left side photo.
  - Engine photo only required for vehicles with a combustion engine, not required for electric vehicles.

- Proof of Mileage at the time of vehicle delivery – acceptable documents include digital photo of odometer, telematics print out, or DMV odometer disclosure statement., etc.
  - Digital inspection photos of the vehicle showing that it is ready to be placed into service must be provided prior to voucher redemption. In instances where vouchers for an order of 10 or more vehicles are being redeemed at the same time, a “group photo” may be uploaded, however a list of the VINs of all pictured vehicles must accompany the photo.
  - Scanned or electronic signatures may be permitted in lieu of signed originals; participants should contact the Voucher Processing Center at voucherprocessing@tetrattech.com for more details
- The Public Transit Bus Voucher Amounts found in Table 4 are reserved for public transit agencies that provide transit services to the public. Public transit includes paratransit services operated by a public transit agency. Shuttle buses with restricted services including but not limited to airport shuttles, university shuttles, prisoner transport shuttles, and operated by private fleets are required to use the zero-emission shuttle bus voucher amounts found in Table 5.
    - Page 20
  - Removal of the 8.9 L from voucher tables: As of Oct. 25, 2019, vouchers are no longer able to be requested for 8.9L engines.
  - Removal of voucher enhancements; as of Oct. 25, 2019, the only voucher enhancement available is for Disadvantaged Communities
    - Page 22
  - “Combining With Other Funding Sources” section: Page 23-24
    - Local incentives that may be combined with HVIP include programs administered by local air districts or local municipalities that are locally funded. AB 923 funds administered by local air districts may also be combined with HVIP for school buses only.
    - Federal incentive programs may be combined with HVIP vouchers, including funding provided by the Federal Transit Administration (FTA), the Department of Energy (DOE), and other federal agencies.
    - Except for public transit buses, stacking HVIP with State-funded incentives is not allowed. When stacking HVIP vouchers with other funding sources for public transit buses, HVIP funding may be combined with the provision that HVIP will only fund the remaining cost up to the maximum voucher amount after the other incentives have been applied at their maximum allowable amounts.

- Removed the two year valid business license requirement for dealerships/OEMs
- Project Oversubscription and Waitlist: Section added: Page 25
- An entire dealership is not entitled to request HVIP vouchers because it employs an HVIP-approved dealer. Rather, each individual at the dealership is responsible for becoming an approved HVIP dealer if they wish to request their own vouchers. Sharing VPC accounts with unauthorized users and a VPC account used by multiple individuals are prohibited.
  - Page 26
- Upon CARB case-by-case approval and only when necessary to support the goals of HVIP, vouchers may be reimbursed directly to the purchaser.
  - Page 27
- A dealer with no voucher activity for more than a year may be deactivated from the Voucher Processing Center. Reactivation may require additional dealer training.
  - Page 28
- Class 8 freight trucks, including port drayage trucks, may accrue up to 50 percent of their mileage each year outside of California without prior approval, as long as goods are being transported to or from California.
  - Page 29
- Purchasers must disclose all sources of public funding used in combination with HVIP funds.
  - Page 29
- For leased vehicles: vehicle domicile address shall be listed as the lessee fleet address.
  - Page 31
- In the instance of a Waitlist, any waitlisted voucher requests for vehicles that will be leased require an operator / lessee to be named on the request.
  - Page 31

## **Vehicle Changes**

- Vehicles of the same make and model participating in pre-commercial demonstration, or and pilot deployment projects may be eligible for HVIP. However, the VIN of a vehicle

receiving HVIP funding may not match any vehicle participating in pre-commercial demonstration and pilot deployment project

- Page 5
- Vehicles with lead-acid batteries used for traction power or ePTO operation are not eligible for HVIP. Lead-acid batteries may be used to power accessories or other justified uses.
  - Page 6
- Each vehicle manufacturer shall be responsible for providing quarterly reports for each vehicle to the Grantee (CALSTART). Each quarterly report shall have current quarterly and cumulative data
  - Removed "aggregate fleet of vehicles" and replaced with "for EACH vehicle"
  - Page 6
- Each Telematics report shall be broken into two groups:
  - Vehicles domiciled in a DAC.
  - Vehicles not domiciled in a DAC.
    - Page 6
- New Plug-In Hybrids: Page 8-9
  - The new plug-in hybrid must demonstrate a 35 percent improvement or greater in fuel economy relative to its baseline and a minimum 35 mile all-electric range (AER).
  - Used vehicles (including vehicles with over 3,500 miles) are not eligible for HVIP.
  - A plug-in hybrid vehicle greater than 10,000 lbs GVWR which is CARB-certified to be sold in California as an original, newly manufactured vehicle must follow emission testing requirements within the Innovative Technology Regulation (ITR) for the pathway to HVIP funding eligibility. All A to B testing performed using ITR must result in no increased NOx emissions compared to the equivalent baseline vehicle and demonstrate a minimum 35-mile AER. Manufacturers will be required to present a (portable emissions measurement system) PEMS or chassis dynamometer testing plan that complies with ITR testing requirements. CARB has sole discretion to review and approve the testing plan.
- Vehicles with ePTO: Page 10-12: Edits throughout