

COMMERCIAL VOUCHER PROGRAM GUIDELINES

The Clean Green Yard Machines Commercial Voucher Program (*Commercial CGYM*) provides incentives to lawn care providers for the replacement of their existing gas- or diesel-powered landscape maintenance equipment with new electric landscape maintenance equipment. To participate in the program submit a complete program application as described in these guidelines. **Please DO NOT purchase or dispose** of any eligible equipment until you have received an approved voucher from the District for your project.

ELIGIBLE ENTITIES

- In-house Operation: Public agencies and private entities, such as but not limited to, school districts, businesses or non-profit organizations, that provide commercial scale landscape maintenance in-house.
- Business Operation: Businesses that provide landscape maintenance services to residential neighborhoods, business locations and other communities.

ELIGIBLE ENTITIES MUST

- Be located within the geographic area of the San Joaquin Valley Air Basin, which includes the following counties: San Joaquin, Stanislaus, Merced, Madera, Fresno, Kings, Tulare, and the San Joaquin Valley portion of Kern.
- Conduct 100% of its landscape maintenance operations within the geographic area of the San Joaquin Valley Air Basin.
- Currently use gas- or diesel-powered professional landscape maintenance equipment in daily operations.

ELIGIBLE EQUIPMENT FUNDING

EQUIPMENT TYPE	MAXIMUM AMOUNT PER EQUIPMENT*
Edgers, Trimmers, Chainsaws and Pole Saws	70% of purchase price, up to \$200
Leaf Blowers and Vacuums	70% of purchase price, up to \$200
Walk-behind Mowers	70% of purchase price, up to \$750
Ride-on/Stand-ride Mowers	70% of purchase price, up to \$15,000
Additional Batteries and Chargers	100% of purchase price for up to two (2) batteries and one (1) charger per piece of equipment purchased
Funding will be limited to \$25,000 annually per applicant	

*Each amount is based on the purchase price of the eligible electric equipment and does not include additional costs such as taxes, fees, accessories and delivery charges. Actual reimbursement of funds to applicant may be reduced depending on final eligible invoiced costs

ELIGIBLE EQUIPMENT MUST BE

- New Battery-powered equipment which has not been used or previously owned
- Purchased from a storefront or online retailer
- Professional grade to the degree of equipment performance expected by commercial operators

GENERAL INFORMATION AND PROGRAM REQUIREMENTS

- Funding for this program is not a rebate and is not intended for the reimbursement of equipment purchased prior to receiving a program voucher.
- The applicant may not purchase any new landscape maintenance equipment or dispose of any old landscape maintenance equipment prior to obtaining an approved voucher from the District. Completing either of these steps prior to receiving an approved voucher will result in a project being determined ineligible.
- Eligible equipment is funded on a one to one replacement ratio (i.e., one old gas-powered edger for one new electric-powered edger)
- All projects will be considered for funding on a first-come, first-serve basis while funds are available.
- Unless written notification is provided stating otherwise, all applications submitted to the District will remain active and will be funded in the order received pending the availability of funds.
- The District has full discretion in regards to project funding and approval. Submittal of an application does not guarantee funding.
- Replacement of landscape maintenance equipment for private home-use at single-family residences are not eligible for program funding.

For more information on the District's Residential Rebate Program, visit our website at <http://www.valleyair.org/grants/cgym.htm> or contact Program staff at (559) 230-5800.

- The District reserves the right to recoup any funding provided to the applicant and/or pursue any other legal actions deemed appropriate if, by the District's determination, the applicant did not provide accurate information, and/or fails to meet the requirements or intent of the program.
- Multiple applications may be submitted throughout the year from the same applicant; however, program incentives will be limited to the maximum amount allowed per equipment and \$25,000 annually per applicant.
- The District reserves the right to adjust the annual funding cap if program participation and demand changes.

EQUIPMENT NOT ELIGIBLE:

- Corded electric equipment or reel mowers
- Tractors used to pull landscape maintenance equipment
- Tow-behind landscape maintenance equipment

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STEP 1 Submit a completed application, a completed first page of IRS Form W-9, and one of the following documents:

1. Public Agencies and non-profit organizations
 - Documentation signed by a duly authorized official with authority to make financial decisions, authorizing the submittal of the application and identifying the individual authorized to implement the project.
2. Businesses
 - A copy of the valid, current business license, which covers the past 12 months from the date of application submittal. Please contact District staff if other documentation will be submitted in lieu of a business license to verify if the documentation is acceptable.

STEP 2 Receive a Voucher from the District

1. Upon review and approval of your application, the District will send you a Voucher that identifies the equipment to be destroyed, the eligible new equipment selected and the maximum eligible amount.

STEP 3 Purchase your new electric equipment and destroy your old equipment

1. Purchase the new equipment within the voucher execution and expiration dates.
2. Turn in eligible, fully functional, old gas- or diesel-powered equipment to an approved dismantler for verification and permanent destruction within 60 calendar days from the date of purchase.
3. Receive a Destruction Verification Form from the dismantler. This form will be provided to you by the dismantler at the time they receive your old equipment and will be included in your payment packet in order to receive your reimbursement.

STEP 4 Submit a Claim for Payment Packet for reimbursement. The packet must contain the following documents:

1. Original Signed Voucher.
2. Destruction Verification Form from the dismantler that received your old equipment.
3. Copy of the sales invoice or receipt for the new equipment purchased.

STEP 5 Own, operate and report on your new equipment

1. Submit to the District, equipment usage and relevant data through a survey form provided by the District commencing one (1) year from the purchase date of the new equipment for the life of the project.
2. Maintain ownership of the new, eligible landscape maintenance equipment for a minimum of three (3) consecutive years following the purchase date.