

Program Design and Implementation Guide
Electric School Bus Program

1. Program Description

The Electric School Bus Program provides public schools and school districts enrolled in CCCE service with an opportunity to receive funding for the purchase of an all-electric school bus. The Electric School Bus Program is intended to reduce GHG emissions from school buses, as well as eliminate harmful pollutants emitted by traditional diesel buses in close proximity to students.

2. Program Objectives

- 2.1. Incentivize the purchase of at least eleven (11) school buses for public school districts throughout the CCCE service area.
- 2.2. Increase electric bus awareness and adoption at school districts across CCCE service area.
- 2.3. Provide educational opportunities for students about transportation electrification by increasing EV ridership.
- 2.4. Expand Distributed storage and DER penetration with potential resource participation in future programs.

3. Program Term

- 3.1. CCCE will accept applications through September 15, 2021.

4. Applicant Types

- 4.1. Individual public schools
- 4.2. Public school districts

5. Applicant Eligibility¹

- 5.1. Schools or school districts must be located within the CCCE service area.
- 5.2. School or school district account associated with the location of the school bus must be in “good standing”²

6. Project Eligibility¹

- 6.1. The location where the school bus will be charged must be actively enrolled in CCCE service at the time the bus is ready to be delivered.
- 6.2. School/school district must demonstrate a minimum of 50% matching funds requirement to complete the bus purchase after CCCE incentive.

¹ CCCE maintains the right to modify the program design, including the eligibility guidelines and award amounts as needed.

² “Good Standing” is defined as \$0 account balance on their PG&E bill for 3CE energy generation charges. 3CE will review the financial standing of each customer. If a commercial customer is over **17 day past due** on their account, 3CE staff will notify the customer that they must pay their 3CE charges in full in order to access the particular energy program. 3CE staff will hold the spot for the potential applicant during the period of the program and will grant the customer access to funding once the customer has furnished a record of full payment.

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- 6.3. The selected school bus must be fully electric (applications for hybrid buses will not be accepted).
- 6.4. School bus types A, B, C, and D are eligible.
- 6.5. School bus make and model must be identified prior to submittal of the application (a formal quotation from the school bus OEM must be submitted with application).
- 6.6. Application must be received prior to the purchase/order of the electric school bus.
- 6.7. Applicant must ensure sufficient charging infrastructure to service the electric school bus is fully operational, and is connected to CCCE service, prior to taking delivery of the bus.
- 6.8. Applicant must retain ownership and operate/charge the electric school bus as described above for a minimum of 60 consecutive months immediately after the purchase.
- 6.9. The bus and/or charging equipment shall be web-enabled (OpenADR 2.0, IEEE 2030.5 or equivalent protocol) such that the bus may participate in future CCCE Programs offering participation in charge, discharge, and related activities.

7. Incentives¹

- 7.1. Incentive amounts are equal to 50% of the total sales cost of the electric school bus, not to exceed \$200,000.
- 7.2. Incentive awards will be reserved on a first-come first serve basis until funding is fully subscribed.
- 7.3. Schools designated as Title 1 schools will receive priority funding.
- 7.4. Incentives will be reserved through a letter of intent (LOI) to the successful applicant providing written confirmation of the award and describing the terms and conditions to receive the award.
- 7.5. At the time payment is due to the bus manufacturer (prior to delivery of the bus), CCCE will submit payment either a) directly to the manufacturer of the awardee's choosing on behalf of successful applicant; or b) directly to the school/school district.

8. Application Process

- 8.1. Applicant identifies desired bus and secures necessary matching funds to complete bus purchase.
- 8.2. Applicant completes and submits online application for through the CCCE website.
- 8.3. Staff reviews application and verifies applicant and project eligibility.
- 8.4. Staff recommends projects for approval to CCCE executive team.
- 8.5. Approval email sent to selected applicants.
- 8.6. Applicant provides affirmative response to accept award.
- 8.7. Staff provides LOI to fund bus to Applicant.
- 8.8. If needed, Applicant obtains final approval from their respective decision making entity to purchase bus.
- 8.9. Applicant submits purchase order to bus manufacturer of their choosing.

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- 8.10. Electric bus is manufactured and prepared for delivery.
- 8.11. Notification of completion of bus sent to CCCE and Applicant.
- 8.12. At the discretion of the Applicant, CCCE issues incentive check with payment either to applicant or bus manufacturer on behalf of applicant.
- 8.13. Payment is delivered to the appropriate party within 30 days of notification.
- 8.14. Electric bus is delivered to school/school district.
- 8.15. Applicant will have the option to be notified about future demand response programs that may be applicable for their incentivized school bus.