

Title: Dates:	TAM EV Fleet Rebate Program July 1, 2016-June 30, 2017	
Description:	TAM's EV Fleet Rebate Program assists public agencies that replace internal combustion engine (ICE) vehicles with electric (fuel cell and battery) and plug-in hybrid vehicles. To participate, public agencies must meet the requirements and apply for a rebate through the California Clean Vehicle Rebate Program (CVRP). The CVRP program is currently pending re-authorization. TAM's incentive provides "match" funding of up to \$3,500 per vehicle, thereby reducing the cost of a new electric vehicle by up to \$8,500.	
Eligible Agencies:	Marin County's government entities and districts, including school districts, colleges and universities.	
Local Fund Source:	TAM's Alternative Fuels program, funded through Measure B, the \$10 Vehicle Registration Fee. Up to \$25,000 in rebates will be available in FY 2016-2017.	
*Match Fund Source:	Rebates of up to \$5,000 for the purchase or lease of new, eligible zero-emission and plug-in hybrid light-duty vehicles, available through the California Clean Vehicle Rebate Project (CVRP), funded by the California Air Resources Board and administered by the Center for Sustainable Energy (CSE). <u>The CVRP program is currently pending re-authorization.</u>	
Summary Requirements:	<ul style="list-style-type: none"> • Applicants must meet all requirements of the CVRP, including operating the vehicles in California for 36 months (https://cleanvehiclerebate.org/eng). • Limit five (5) vehicles per agency per year. 	
How to Apply for a TAM EV Rebate:	<p>TAM's program follows guidelines in the Clean Vehicle Rebate Project (CVRP). Follow the CVRP process and mail a copy of your documents to TAM. See details at http://energycenter.org/cvrp.</p> <ol style="list-style-type: none"> 1. Select an eligible vehicle from the state approved list: https://cleanvehiclerebate.org/eng 2. Reserve your rebate with an email to EVRebate@tam.ca.gov. Include the quantity and make/model of vehicles, along with the estimated month of purchase. Include also a description of the ICE vehicles to be retired with estimated date and time of retirement. 3. Within 45 days of your reservation, confirm your commitment by providing a letter of intent signed by an authorized representative of your agency (sample provided). 4. Purchase or lease your eligible vehicle 5. Apply for the CVRP using instructions on their website https://cleanvehiclerebate.org/eng. You will be issued a CVRP Application Number. 6. Mail supporting documents to CSE, per instructions. 7. Send a copy of your CSE documents and CVRP Application Number to TAM. Submit electronically to EVRebate@tam.ca.gov, or by U.S. Mail to EV Rebate, Transportation Authority of Marin, 900 5th Avenue, Suite 100, San Rafael, CA 94901. 8. Once TAM verifies approval of your CVRP, TAM will notify you and process your rebate within 45 days. 	

Other Add'l Incentives:	<p>Dependent on funding availability, the Bay Area Air Quality Management District's (BAAQMD's) Plug-in Electric Vehicle (PEV) Rebate program provides additional rebates to public agencies. Applications must apply for a voucher before purchasing /leasing their vehicle. Details at http://www.baaqmd.gov/grant-funding/public-agencies/pev-rebate.</p>
Other Resources:	<ul style="list-style-type: none"> • U.S. Department of Energy Alternative Fuels Data Center has information on alternative fuel vehicles, laws and incentives, and a vehicle cost calculator tool: http://www.afdc.energy.gov/ • U.S. DOE fuel economy calculator has information on federal tax credits: http://www.fueleconomy.gov/feg/taxevb.shtml • Information about the California Air Resources Board's Zero Emission Vehicle program: http://www.arb.ca.gov/msprog/zevprog/zevprog.htm • The California Plug-In Electric Vehicle Collaborative is a public/private organization focused on accelerating the adoption of PEVs to meet California's economic, energy and environmental goals: http://www.pevcollaborative.org/ • The Center for Sustainable Energy administers the CVRP: https://cleanvehiclerebate.org/eng • The Metropolitan Transportation Commission (MTC) has regional EV outreach and promotion programs: http://www.onebayarea.org/regional-initiatives/climate-initiatives-program/electric-vehicle-promotion.html • Bay Area Air Quality Management District has a public agency fleet rebate program and more information about zero emission vehicles: http://www.bayareapevready.org/ • The Golden Gate Electric Vehicle Association is an all-volunteer non-profit organization that facilitates partnerships and promotes the use and production of electric vehicles and the expansion of the infrastructure to support electric vehicles of all types: www.ggeva.org
Supporting Documents	<p>TAM EV Fleet Rebate Program: How it Works TAM EV Fleet Rebate Sample Letter of Intent See https://cleanvehiclerebate.org/eng for details about the CVRP, including instructions, terms and conditions, and frequently asked questions.</p>

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How It Works:

Public Agency submits reservation request to TAM for up to 5 vehicles



TAM confirms request within 5 working days



Public Agency



1. submits letter of intent to TAM within 45 days

(applies for BAAQMD PEV Rebate Voucher, if applicable)

2. purchases vehicles

3. applies for state rebate (CVRP) within 6 months

4. mails copy of supporting documents to TAM



CSE approves CVRP application



TAM processes rebate within 45 days



Public Agency keeps vehicles operating in California for 36 months
and meets all requirements of rebate/voucher programs.

[Agency Letterhead]

[Date]

Attn: Nicholas Nguyen, Principal Project Delivery Manager
Transportation Authority of Marin
900 5th Avenue, Suite 100
San Rafael, CA 94901

Subject: TAM EV Fleet Rebate Program

Dear Mr. Nguyen:

This letter confirms **[name of agency's]** participation in TAM's EV Fleet Rebate Program, which assists public agencies in Marin County that replace internal combustion vehicles with electric and plug-hybrid vehicles.

TAM's incentive provides a "match" with the California Clean Vehicle Rebate Program (CVRP). The CVRP, funded by the California Air Resources Board and administered by the Center for Sustainable Energy (CSE), provides rebates of up to \$5,000 for the purchase or lease of new, eligible zero-emission and plug-in hybrid light-duty vehicles. Together, the rebate may be as much as \$8,500 per vehicle. A list of eligible vehicles is available here: <https://cleanvehiclerebate.org/eng>.

The **[name of agency]** confirms its intent to **[purchase or lease] the following** electric or plug-hybrid vehicles.

Qty.	Model/Year	Make	Acquisition Month/Year	Description of Retired ICE Vehicle
1.				
2.				
3.				
4.				
5.				

[Name of agency] agrees to meet the requirements of the CVRP, which include applying for the rebate within six (6) months of vehicle purchase and operating the vehicle within California for thirty-six (36) months. **[Name of agency]** will apply for the rebate(s) through CVRP and mail a copy of the required supporting documents and CVRP Application Number to TAM.

[Name of agency] further understands and agrees to the following:

- the requirement to apply for a TAM rebate within six (6) month of purchase is shorter than the requirement imposed by the CVRP;
- other applicable conditions are listed on the CVRP website (<http://energycenter.org/clean-vehicle-rebate-project/faq>);
- TAM will process the matching rebate upon verification of approval of the application by CVRP,
- TAM is not obligated to providing matching rebate unless a CVRP rebate is approved, with the exception that **[Name of agency]** met the requirements for a CVRP rebate but the available CVRP rebate funds have been exhausted;

- TAM will be identified as a contributing funding source in any related articles, news releases or other publicity materials for this purchase;
- this Letter of Intent will not be assigned or delegated by either party without the express written consent of the other party;
- prior to the purchase of said vehicles, either party may terminate this Letter of Intent at any time by giving written notice of termination to the other party; and
- [Name of agency] shall indemnify and save harmless TAM, its directors, officers, agents, and employees from all claims, suits or actions resulting from the performance by [Name of agency] of its duties under this Letter of Intent and TAM shall indemnify and save harmless [Name of agency], its directors, officers, agents, and employees from all claims, suits or actions resulting from the performance by TAM of its duties under this Letter of Intent.

[In this paragraph, please describe briefly your agency's background and experience with electric vehicle implementation.]

Thank you for considering our project for funding. Should you have any questions, please contact [name, title] by email at [email address] or by phone at [phone number].

Sincerely,

[Person authorized to execute contracts]

[Title of person authorized to execute contract]

For TAM's Approval

Upon review of your intent, TAM has approved _____ vehicle(s) for rebate, provided that the requirements stated above have been met and properly documented.

Nicholas T. Nguyen, TAM EV Rebate Coordinator

Date