



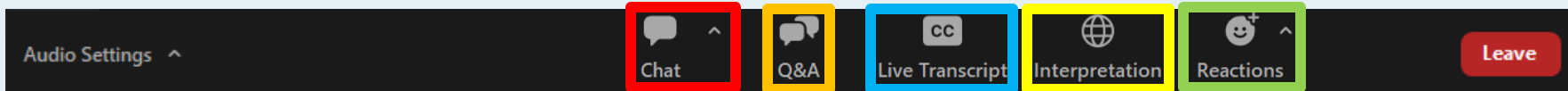
# **EPA CLEAN SCHOOL BUS**

**Resources and Next Steps for 2023 CSB Grant Selectees**

**March 20, 2024 @ 2 PM ET**

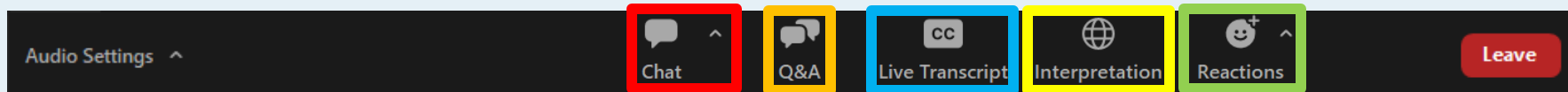
Office of Transportation and Air Quality  
U.S. Environmental Protection Agency

# Zoom Webinar Logistics



- **This presentation is being recorded.** The slides and recording will be posted to [epa.gov/cleanschoolbus](https://epa.gov/cleanschoolbus) as soon as they are processed for posting.
- **All attendees are in listen-only mode.** Audio is available through your computer speakers or by phone. The presenter will ask you to come off mute if applicable.
- **Live transcription:** Live captioning is available by clicking the “Live Transcript” icon.
- **Live interpretation:** Live Spanish interpretation is available by clicking the “Interpretation” icon and selecting Spanish. Click “Mute Original Audio” to mute English audio when listening in Spanish.
- **Questions:** Use the Q&A feature to ask questions during the presentation. We will address as many as possible after the presentation. If we are unable to answer your question at this time, we will list all questions and answers in the Q&A document available on our website. You can also submit written questions to the EPA Clean School Bus Program helpline at [cleanschoolbus@epa.gov](mailto:cleanschoolbus@epa.gov).
- **Chat:** Chat is disabled, but the presenters might share links through the chat feature.
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# Logística de seminarios web en Zoom



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- **Preguntas:** Use la función Q&A [preguntas y respuestas] para hacer preguntas durante la presentación. Abordaremos todas las que sea posible después de la presentación. Si no podemos contestar su pregunta en este momento, anotaremos todas las preguntas y respuestas en el documento Q&A correspondiente disponible en nuestro sitio web. Puede también enviar preguntas por escrito a la línea directa de ayuda del Programa de Autobuses Escolares Limpios de la EPA en [cleanschoolbus@epa.gov](mailto:cleanschoolbus@epa.gov).
- **Chat:** Se encuentra inhabilitado el chat, pero los presentadores podrían compartir enlaces a través de la función de chat.
- **Reacciones:** Las reacciones están habilitadas para que usted interactúe con el presentador.

# Live Transcription / Transcripción simultánea



Live transcript is available

CC

Live Transcript

# Live Spanish Interpretation / Interpretación simultánea



✓ Off

English

Spanish

Mute Original Audio



Interpretation

# Congratulations!

Congratulations on being selected for a 2023 Clean School Bus Grant award. Because of your dedication to the transition toward cleaner school bus fleets, over **2,700 buses** in **270 school districts** across the nation will be replaced with cleaner, healthier buses under the 2023 CSB Grant program. Thank you!

# Agenda

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Key Program Elements & Requirements

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Reporting Requirements

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Next Steps Roadmap

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Other Resources

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Question & Answer Session

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Summary

# Key Program Elements and Requirements

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The EPA will award \$965 million under the 2023 Clean School Bus Grants. Awards will be made to applicants in two sub-programs: the School District Sub-Program and the Third-Party Sub-Program.

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Grantees in the School District Sub-Program are required to replace a minimum of 15 school buses and no more than 50 school buses. Grantees in the Third-Party Sub Program are required to serve at least 4 school district beneficiaries and replace a minimum of 25 buses and no more than 100 buses.

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Eligible activities include the replacement of existing internal-combustion engine (ICE) school buses with electric, propane, or compressed natural gas (CNG) school buses, as well as the purchase and installation of electric vehicle supply equipment (EVSE) infrastructure.

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The Clean School Bus Program is a vehicle replacement program. Grantees will be required to scrap, sell, or donate (depending on the vehicle model year) existing buses that are being replaced.

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# Eligible Expenses - New Replacement School Buses\*



All replacement school buses must:

- **Have a battery electric, CNG, or propane drivetrain.**
- **Be a new EPA or California Air Resources Board (CARB) certified vehicle model year 2021 or newer.**
- Have a Gross Vehicle Weight Rating (GVWR) of 10,001 lbs or more.
- Be **purchased**, not leased or leased-to-own.
- Serve the school district listed on the application for **at least 5 years from date of delivery**,
  - *unless the award is to an eligible contractor and the contract with the school district ends before the end of the 5-year period, in which case those school buses may be operated as part of another school district eligible for the same or higher priority consideration.*
- **Not be purchased or otherwise subsidized with other federal grant funds.** The total of funds from the CSB grant and other eligible external funds allocated for the bus replacements cannot exceed the cost of the new buses.

\* Refer to Section III.D.2.a of the [2023 CSB NOFO](#) for specific eligibility information.



# Eligible Expenses - Infrastructure\*

**All electricians installing, operating, or maintaining EVSE must meet one of the following requirements:** (i) Certification from the [Electric Vehicle Infrastructure Training Program \(EVITP\)](#), OR (ii) Graduation or a continuing education certificate from a registered apprenticeship program for electricians that includes charger-specific training and is developed as a part of a national guideline standard approved by the Department of Labor in consultation with the Department of Transportation.

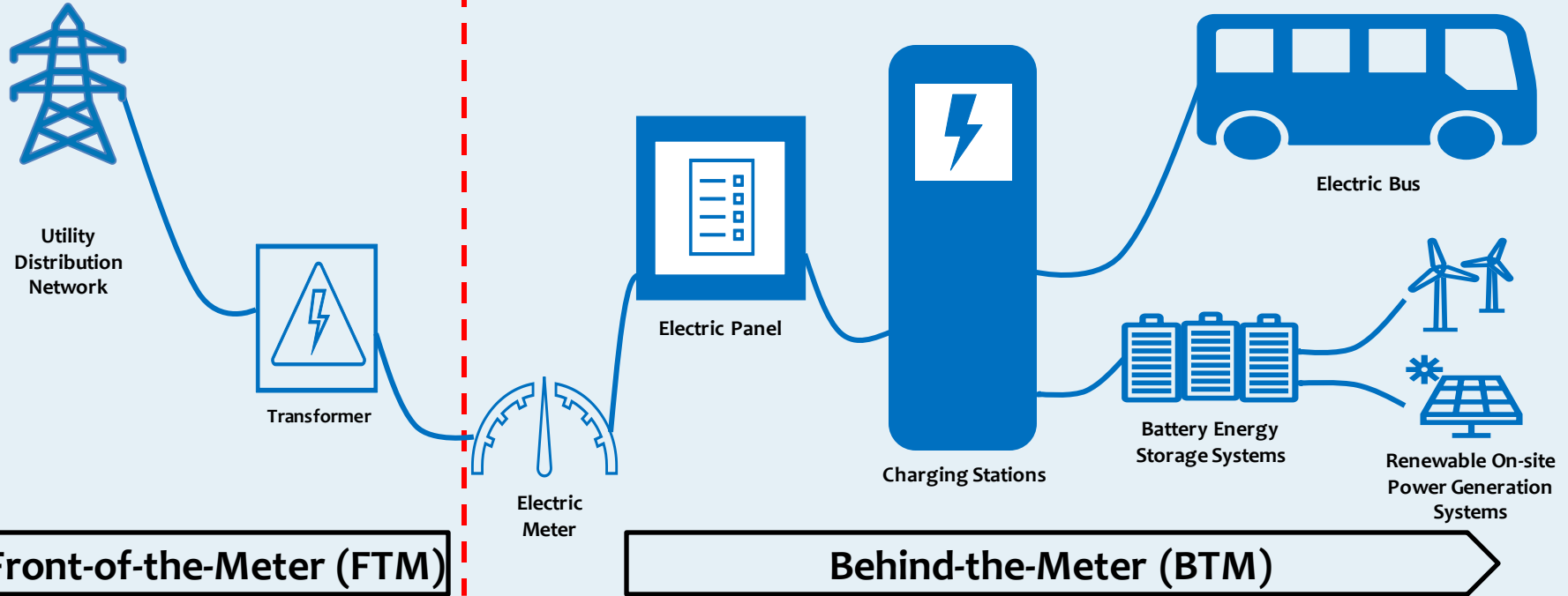
If grantees are purchasing electric school buses, they may also receive funding for eligible charging infrastructure and installations.

- Eligible infrastructure costs are limited to installations and upgrades **between the electrical meter and the charging port**, including (but not limited to):
  - charging equipment (such as alternating current (AC) Level 2 charging equipment, direct-current (DC) fast charging equipment, or vehicle-to-grid (V2G) enabled equipment);
  - design and engineering;
  - installation costs such as trenching, wiring and electrical upgrades, labor, and permitting; and
  - related intelligent equipment and software designed to monitor bus and infrastructure performance (such as telematics or charge management software).
- **Build America, Buy America requirements apply to eligible vehicle charging infrastructure equipment.**
- EPA funds cannot be used for any infrastructure costs associated with work on the utility's side of the electrical meter.

\* Refer to Section III.D.2.b of the [2023 CSB NOFO](#) for specific eligibility information.

## Non-Eligible Expenses

## Eligible Expenses



# NEPA (National Environmental Policy Act) Requirements

## Installation of Electric Vehicle Supply Equipment (EVSE)

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Clean School Bus Grants awarded by EPA are subject to the requirements of NEPA.

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Installation of EV Charging Infrastructure and any other construction to be funded by EPA may trigger NEPA requirements. Most other activities funded by the CSB grant are not expected to trigger NEPA review.

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EPA has adopted a Department of Energy Categorical Exclusion (CATEX) for EV Charging Equipment. Project Officers will provide information to Selectees to assist them in gathering information needed to complete a **CATEX Checklist**. Project Officers and EPA staff will review the checklist to determine whether a project is eligible for a CATEX.

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For projects eligible for CATEX, the NEPA review will conclude with a CATEX determination. However, some projects may require further NEPA review.

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# Reporting Requirements

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Once awards are finalized, grantees will be required to provide workplan information, budget details, and project updates to their Regional Project Officer at regular intervals. We will post a **2023 CSB Grants Reporting Template** to our website for grantees to use for reporting this information.

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**Any revisions to the workplan or budget must receive prior written approval** from the Regional Project Officer. Contact your Regional Project Officer in a timely manner to communicate these changes.

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Grantees will need to submit an **Eligibility and Scrappage Form** for each bus replaced by the end of the project period. For more info, please refer to the Sample Template located [here](#) on the EPA Clean School Bus Website.

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Grantees must submit a **detailed final report** to their Regional Project Officer within 120 days of the completion of the project.

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# Reporting Requirements Timeline

| Deliverable                    | Deadline/Due Date                      | Submission Document                |
|--------------------------------|----------------------------------------|------------------------------------|
| Workplan + Financial Summary   | 1 Month after official award           | Reporting Template                 |
| Semi-Annual Project Reports    | 30 Days after end of reporting period* | Reporting Template                 |
| Eligibility and Scrappage Form | End of project period**                | Eligibility and Scrappage Template |
| Final Project Report           | 120 Days after project completion      | Reporting Template                 |

\*Reporting periods are 6 months each

\*\* The project period is 24 months, and may be extended up to 36 months where justified



## 2023 CSB Grant Program Documents

The [FY23 CSB Grants NOFO](#) includes information on how to prepare and submit an application package. The application package *must* be received by 11:59 p.m. (ET) on August 22, 2023. Please refer to Appendix B in the NOFO for an Application Submission Checklist to ensure that all required materials have been included in your application package.

### Documents for Applicants

#### Application Attachments

- [Standard Form SF 424](#) – Application for Federal Assistance
- [Standard Form SF 424A](#) – Budget Information
- [EPA Form 4700-4](#) - Pre-Award Compliance Review
- [EPA Key Contacts Form](#) - Key Contacts Form
- [2023 CSB Grants Sample Project Narrative \(docx\)](#) (694.1 KB, April 2023)
- [2023 CSB Grants Program Utility Partnership Template \(docx\)](#) (643.6 KB, April 2023)
- [2023 CSB Grants Third Party Approval Certification \(docx\)](#) (635.7 KB, April 2023)
- [2023 CSB Grants Priority Area List \(pdf\)](#) (591.4 KB, April 2023)

#### Application Reference Materials

- [2023 CSB Grants Fleet Description Template \(xlsx\)](#) (80.5 KB, April 2023)
- [2023 CSB Grants Prioritization Self-Certification Instructions \(pdf\)](#) (220.3 KB, April 2023)
- [2023 CSB Grants Prioritized School District List \(pdf\)](#) (2.6 MB, April 2023)
- [2023 CSB Grants Prioritized School District Detailed List \(xlsx\)](#) (751 KB, April 2023)

### Documents for Grantees

- [Next Steps for 2023 Clean School Bus Grantees \(pdf\)](#) (686 KB, January 2024, EPA-420-F-24-001)
- [2023 CSB Grants Sample Eligibility and Scrappage Template \(docx\)](#) (648.7 KB, November 2023)
- 2023 CSB Grants Reporting Template (xlsx) (**COMING SOON**)

[https://www.epa.gov/cleanschoolbus/clean\\_school\\_bus\\_program\\_grants#grant\\_documents](https://www.epa.gov/cleanschoolbus/clean_school_bus_program_grants#grant_documents)

# 2023 CSB Grants Reporting Template Preview

| U. S. Environmental Protection Agency<br>Clean School Bus (CSB) Grant Program<br>Financial and Narrative Summary - Year 1                                                                                                                                                    |                   |                   |                 |                                  |                    |                   |                 |                            |                    |  |  |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|-------------------|-----------------|----------------------------------|--------------------|-------------------|-----------------|----------------------------|--------------------|--|--|--|
| 0                                                                                                                                                                                                                                                                            |                   |                   |                 | Total EPA Funds Expended: Year 1 |                    | \$                |                 | -                          |                    |  |  |  |
| 0                                                                                                                                                                                                                                                                            |                   |                   |                 | Reporting Cadence                |                    | Biannually        |                 |                            |                    |  |  |  |
| [START DATE] - [END DATE]                                                                                                                                                                                                                                                    |                   |                   |                 | Project Reporting Period         |                    |                   |                 |                            |                    |  |  |  |
| <p>Annual Rate of Expenditure</p> <p>Update project expenses at each interval according to the reporting cadence determined by your Project Officer. Previous fields should remain and edits should be made to the whenever the Reporting Cadence field, selected above.</p> |                   |                   |                 |                                  |                    |                   |                 |                            |                    |  |  |  |
|                                                                                                                                                                                                                                                                              |                   | Jan-Jun of Year 1 |                 |                                  |                    | Jul-Dec of Year 1 |                 |                            |                    |  |  |  |
|                                                                                                                                                                                                                                                                              |                   |                   |                 |                                  |                    |                   |                 |                            |                    |  |  |  |
|                                                                                                                                                                                                                                                                              |                   | EPA Funds         | Applicant Funds | Additional Leveraged Funds       | Total Project Cost | EPA Funds         | Applicant Funds | Additional Leveraged Funds | Total Project Cost |  |  |  |
| 14                                                                                                                                                                                                                                                                           |                   |                   |                 |                                  |                    |                   |                 |                            |                    |  |  |  |
| 15                                                                                                                                                                                                                                                                           | Personnel         |                   |                 |                                  | \$ -               |                   |                 |                            | \$ -               |  |  |  |
| 16                                                                                                                                                                                                                                                                           | Fringe Benefits   |                   |                 |                                  | \$ -               |                   |                 |                            | \$ -               |  |  |  |
| 17                                                                                                                                                                                                                                                                           | Travel            |                   |                 |                                  | \$ -               |                   |                 |                            | \$ -               |  |  |  |
| 18                                                                                                                                                                                                                                                                           | Equipment         |                   |                 |                                  | \$ -               |                   |                 |                            | \$ -               |  |  |  |
| 19                                                                                                                                                                                                                                                                           | Supplies          |                   |                 |                                  | \$ -               |                   |                 |                            | \$ -               |  |  |  |
| 20                                                                                                                                                                                                                                                                           | Contractual       |                   |                 |                                  | \$ -               |                   |                 |                            | \$ -               |  |  |  |
| 21                                                                                                                                                                                                                                                                           | Other             |                   |                 |                                  | \$ -               |                   |                 |                            | \$ -               |  |  |  |
| 23                                                                                                                                                                                                                                                                           | Direct Cost Total | \$ -              | \$ -            | \$ -                             | \$ -               | \$ -              | \$ -            | \$ -                       | \$ -               |  |  |  |
| 24                                                                                                                                                                                                                                                                           | Indirect Charges  |                   |                 |                                  | \$ -               |                   |                 |                            | \$ -               |  |  |  |
| 25                                                                                                                                                                                                                                                                           | TOTALS            | \$ -              | \$ -            | \$ -                             | \$ -               | \$ -              | \$ -            | \$ -                       | \$ -               |  |  |  |

1. Instructions   2. Work Plan   3. Amendments   4. Financial Summary   **5. Year 1**   6. Year 2   +

\*This template will be posted to <https://www.epa.gov/cleanschoolbus/clean-school-bus-program-grants#grant-documents> when available



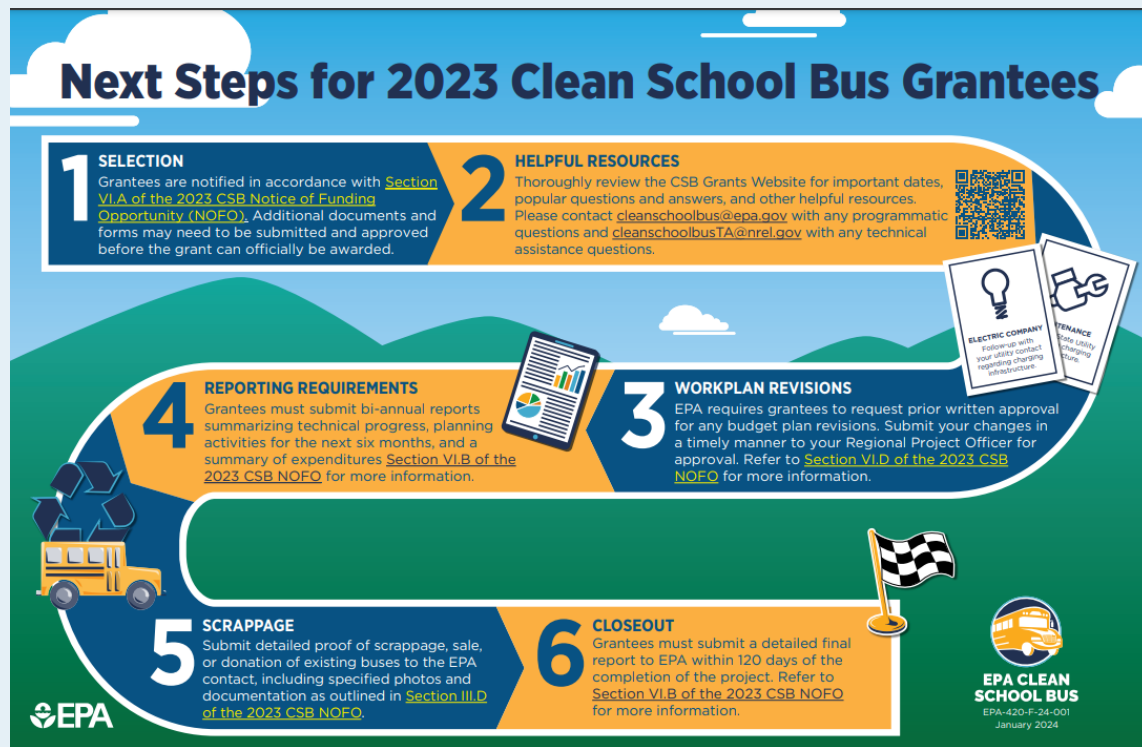
# What to Include in Reports

- Progress made on bus and infrastructure procurement, purchase, and deployment
  - Note any roadblocks or barriers to original project timeline, including any communication delays with bus or infrastructure manufacturers pre- or post-deployment
- If applicable, status of utility upgrades
- Specific new bus and infrastructure information, as it becomes available
- Progress made on other project commitments, such as workforce development, sustainability, community engagement, and efforts to make the project resistant to the effects of climate change

# Resources for Grantees

# Next Steps Roadmap

A high-level overview of next steps for 2023 CSB Grantees can be found at <https://www.epa.gov/cleanschoolbus/clean-school-bus-program-grants#grant-documents>



# CSB Program Technical Assistance and Resources



## Technical Assistance

- ➡ • [Clean School Bus Technical Assistance](#)
- ➡ • [Charging and Fueling Infrastructure Resources](#)
- ➡ • [Clean School Bus Case Studies](#)
- ➡ • **NEW** [Tax Credits](#)



## Workforce Development

- ➡ • [Bus Manufacturer Job Quality and Workforce Development Practices](#)
- ➡ • [Workforce Development and Training Resources](#)



## Educational Materials

- ➡ • [Clean School Bus Reports to Congress](#)
- ➡ • [Benefits of Clean School Buses](#)
- ➡ • [Resources to Engage Your Community](#)

All links can be found on: [epa.gov/cleanschoolbus](https://epa.gov/cleanschoolbus)

# Joint Office of Energy and Transportation

NREL and the Joint Office of Energy and Transportation (Joint Office) are partnering with the U.S. Environmental Protection Agency to offer **FREE** clean school bus technical assistance to school districts receiving funds. The Joint Office can help grantees with:

## Clean School Bus Technical Assistance

[CleanSchoolBusTA@nrel.gov](mailto:CleanSchoolBusTA@nrel.gov)  
[driveelectric.gov/contact](https://driveelectric.gov/contact)

Coordinating with  
electric utilities

Identifying  
available funding  
and incentives

Analyzing charging  
infrastructure  
needs

Conducting route  
analysis and  
planning

Conducting  
training and  
workforce  
development

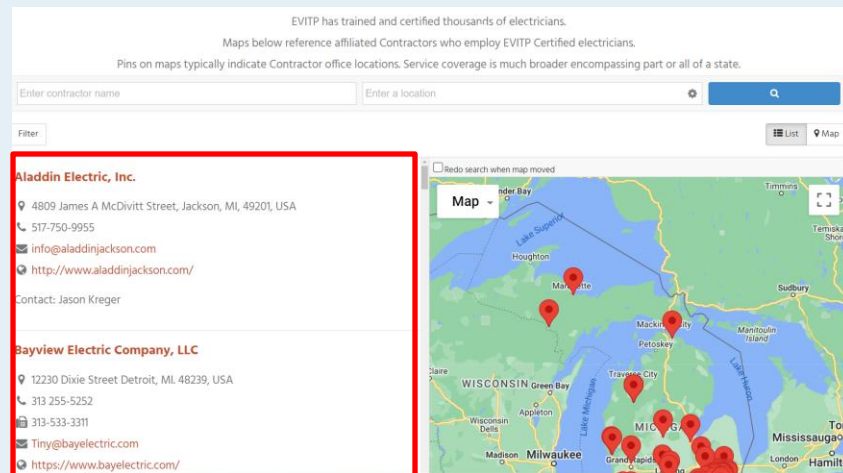
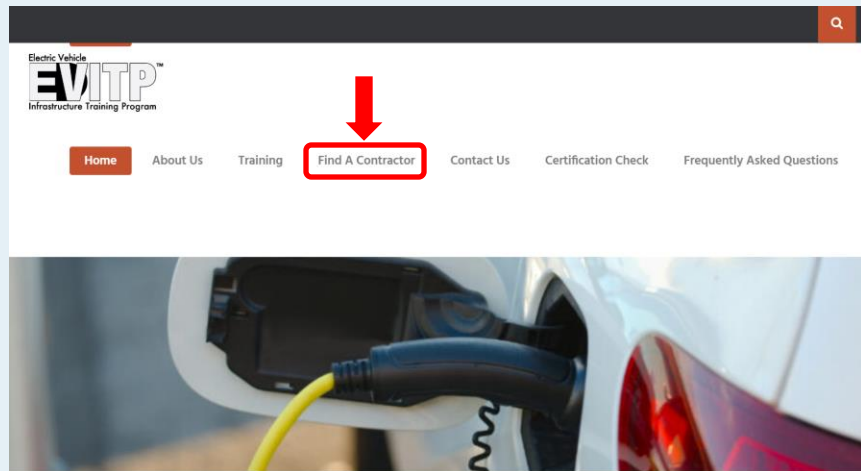
Opportunities for  
resiliency (V2X)

Analyzing energy  
needs and grid  
impact

Identifying solar  
and battery  
storage  
opportunities

# Finding an EVITP Certified Electrician

1. Go to <https://evitp.org/>
2. Click “Find a Contractor” in the menu at the top
3. Choose your state from the map
4. View a list of contractors in your state that employ EVITP Certified electricians



# EPA Grants Management Training



**EPA** United States Environmental Protection Agency

Search EPA.gov

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**EPA Grants** CONTACT US

EPA Grants Home

Open Opportunities – Grants.gov

Grant Programs-SAM.gov

Overview for Applicants and Recipients

How to Apply

Grant Forms

Competition

Training

Webinars

Policy, Regulations and Guidance

Introduction

Uniform Grants Guidance (UGG)

Public Policy Requirements

EPA Policies and Guidance

## EPA Grants Management Training for Applicants and Recipients

This online training course is designed to introduce EPA grant applicants and recipients to key aspects of the entire grant life cycle, from preparation of an application through grant closeout. Throughout this training, the term **grant** is used as a general term to refer to both grants and cooperative agreements.

The course is divided into separate modules that can be completed individually. Each module includes knowledge checks to verify your understanding of key concepts. If you need to leave a module, the last slide to be completed will be saved, and you will be able to return to that location later. Upon completion, you will be prompted to generate a downloadable certificate of completion.

### Course Modules

#### Module 1

Provides a foundation for understanding how EPA uses grants to achieve its mission, including the types of assistance agreements

**EPA's Commitment**

EPA is committed to ensuring that its grants programs meet the highest management and fiduciary standards, and further the agency's mission of protecting human health and the environment.

MODULE 1  
Introduction to EPA Grants

The EPA offers grants management resources and trainings for grant recipients. These trainings can be found at

<https://www.epa.gov/grants/epa-grants-management-training-applicants-and-recipients>.

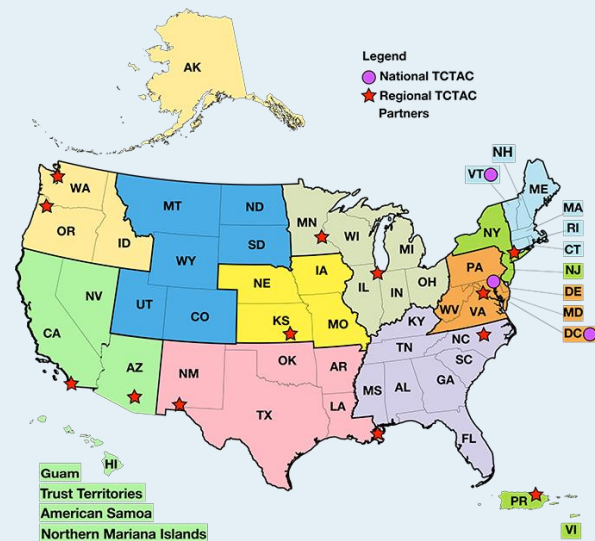
- Modules 4, 5, and 6 cover accepting awards and drawing down funds, managing grants, and closing out grants

# EPA EJ Thriving Communities Technical Assistance Centers

EPA has selected 16 Environmental Justice Thriving Communities Technical Assistance Centers (EJ TCTACs) in partnership with the Dept. of Energy that will receive \$177 million to **help underserved and overburdened communities across the country.**

**School districts** are eligible to receive TCTAC support, which can provide training and other assistance to:

- build capacity for navigating federal grant application systems,
- Develop strong grant proposals, and
- **effectively manage grant funding**



**To locate your TCTAC and receive support managing your grant, go to:**

**[www.epa.gov/environmentaljustice/environmental-justice-thriving-communities-technical-assistance-centers](http://www.epa.gov/environmentaljustice/environmental-justice-thriving-communities-technical-assistance-centers)**

# Clean Bus Planning Awards

The Joint Office of Energy and Transportation (JOET) has announced the **Clean Bus Planning Awards (CBPA) program!** Fleets eligible for EPA Clean School Bus funding, with some exceptions, can apply now for CBPA assistance.

- This new program will reduce the burden of electrification by helping you create step-by-step plans to successfully transition your fleets.
- This program also offers optional fleet deployment assistance from NREL that fills the gap between planning and implementation.
- Applications are open on a rolling basis.



To apply, complete the CBPA application on [Microsoft Forms](https://driveelectric.gov/clean-bus-planning-awards), found on JOET's website: [driveelectric.gov/clean-bus-planning-awards](https://driveelectric.gov/clean-bus-planning-awards)

# Question & Answer Session



Upvote and comment on questions similar to your own.  
Type your full thought so we can follow-up with an answer.  
Speak slowly and clearly for the captioner/interpreter.

[cleanschoolbus@epa.gov](mailto:cleanschoolbus@epa.gov)

[epa.gov/cleanschoolbus](https://epa.gov/cleanschoolbus)

## Project Requirements and Next Steps

- All project requirements and eligible expenses can be found in the 2023 CSB NOFO
- Updates to projects should be communicated to your EPA Project Officer in a timely manner
- Project updates are shared with EPA Project Officers on a **semi-annual basis** using the **Reporting Template** on the CSB website; first report is **due by July 30, 2024**
- A detailed final report will be due at the end of the project period

## Resources

- [CSB Technical Assistance](#)
- [Email the Joint Office](#)
- [2023 CSB Grants Next Steps Roadmap](#)
- [EPA BABA Webpage](#)
- [EVITP Website](#)
- [EPA EJ TCTACs](#)
- [EPA Grants Management Training](#)

## Questions?

- Contact your EPA Project Officer with any questions related to your project.
  - Unsure of who your EPA Project Officer is? Email [cleanschoolbus@epa.gov](mailto:cleanschoolbus@epa.gov) and we will put you in touch.
  - For technical assistance, email [cleanschoolbusTA@nrel.gov](mailto:cleanschoolbusTA@nrel.gov).

## Stay in Touch

- View program details and resources at [epa.gov/cleanschoolbus/clean-school-bus-program-grants](https://epa.gov/cleanschoolbus/clean-school-bus-program-grants)
- Don't miss any updates! To sign up for the listserv, please visit [epa.gov/cleanschoolbus](https://epa.gov/cleanschoolbus).



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[epa.gov/cleanschoolbus](https://epa.gov/cleanschoolbus)