



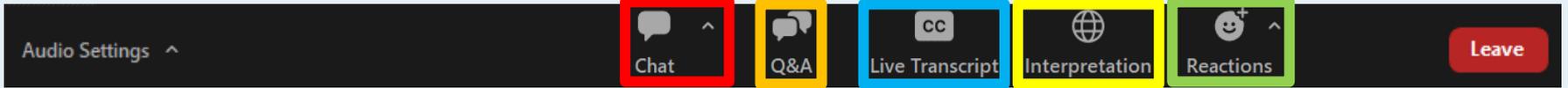
# **EPA CLEAN SCHOOL BUS**

**Grant Forms, Popular Q&A, and Optional Attachments**

**July 19, 2023 @ 3 PM ET**

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

# Zoom Webinar Logistics



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- **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).
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Interpretation

# Agenda

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Overview of the Clean School Bus (CSB) Program

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2023 CSB Grant Program Overview

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Grant Forms with EPA OGD

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Popular Q&A

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Optional Attachments

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Question & Answer Session

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Next Steps and Resources

# Overview of the Clean School Bus Program

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Under **Title XI: Clean School Buses and Ferries**, the Bipartisan Infrastructure Law (BIL) provides **\$5 billion** over five years (FY22-26) for the replacement of existing school buses with zero-emission and clean school buses.

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These new clean school bus replacements will produce either **zero or low tailpipe emissions** compared to their older diesel predecessors.

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School bus upgrades funded under this program will result in **cleaner air on the bus, in bus loading areas, and in the communities in which they operate.**

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The first funding opportunity was the **2022 Clean School Bus Rebate Program**. The second funding opportunity is the **2023 Clean School Bus Grant Program Notice of Funding Opportunity (NOFO)**, which opened on April 24, 2023, and will close on **August 22, 2023**.

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**EPA CLEAN  
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# 2023 CSB Grant Program Overview



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EPA anticipates awarding approximately **\$400 million** in CSB funding under this FY23 Notice of Funding Opportunity (NOFO).

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This NOFO **includes two sub-programs**, one for school district and Tribal applicants (**School District Sub-Program: 15-50 buses**) and one for third-party applicants benefitting at least four school districts (**Third-Party Sub-Program: 25-100 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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EPA is prioritizing applications that will replace buses serving **high-need local education agencies, Tribal school districts funded by the Bureau of Indian Affairs or those receiving basic support payments for students living on Tribal land, and rural areas**. EPA is committed to ensuring the CSB Program delivers on the **Justice40 Initiative to ensure that at least 40% of the benefits of certain federal investments flow to disadvantaged communities**.

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For more information, please visit [www.epa.gov/cleanschoolbus](https://www.epa.gov/cleanschoolbus).*



# CSB Funding per Replacement Bus

School District Prioritization Status	Replacement Bus Fuel Type and Size					
	ZE* – Class 7+	ZE* – Class 3-6	CNG– Class 7+	CNG – Class 3-6	Propane – Class 7+	Propane – Class 3-6
Buses serving school districts that meet one or more prioritization criteria	Up to \$395,000 (Bus + Charging Infrastructure)	Up to \$315,000 (Bus + Charging Infrastructure)	Up to \$45,000	Up to \$30,000	Up to \$35,000	Up to \$30,000
Buses serving school districts that are not prioritized	Up to \$250,000 (Bus + Charging Infrastructure)	Up to \$195,000 (Bus + Charging Infrastructure)	Up to \$30,000	Up to \$20,000	Up to \$25,000	Up to \$20,000

**Vehicle and Infrastructure Costs:** Eligible project costs include the purchase price of eligible vehicles as shown on this slide and electric vehicle supply equipment (EVSE) infrastructure for new electric buses

**Project Implementation Costs:** Eligible additional project costs also include those costs directly related to the implementation, management, and oversight of the project. Please refer to the NOFO for additional specific information.

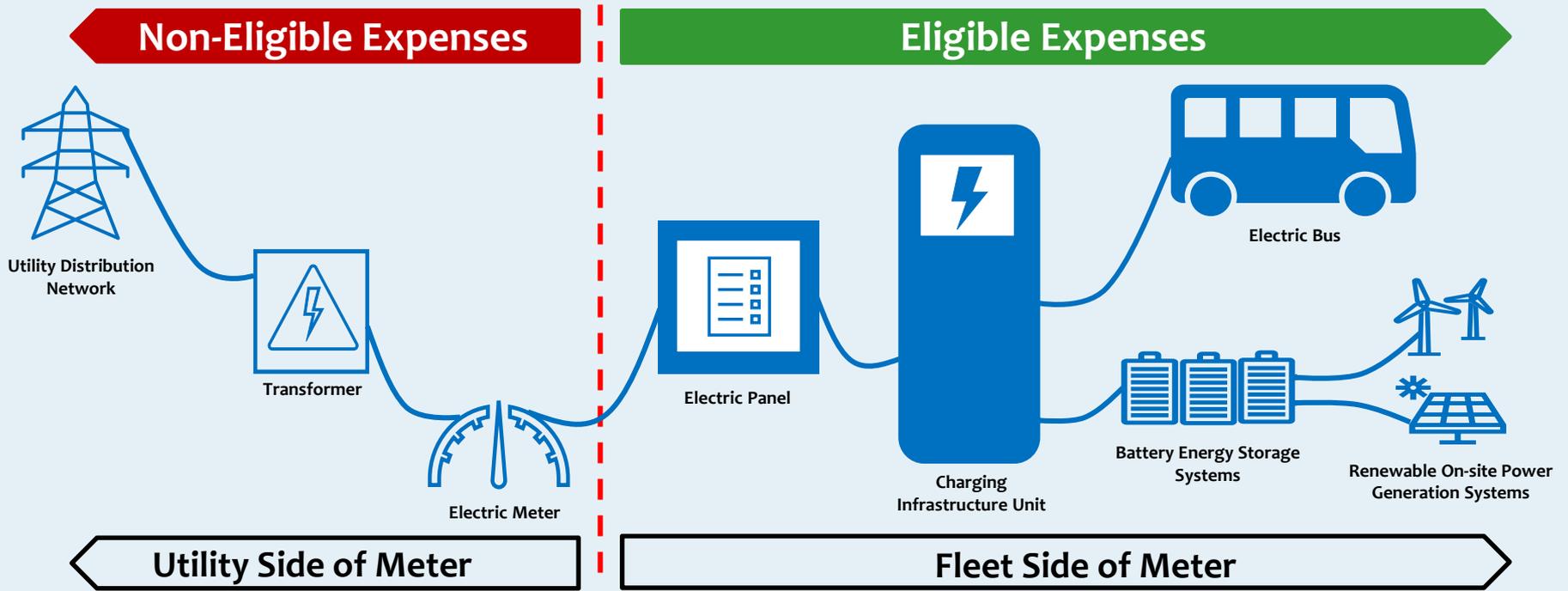
\*Funding levels include combined bus and EV charging infrastructure. Recipients have flexibility to determine the split between funding for the bus itself and the supporting infrastructure.



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- EPA funding for infrastructure is **limited to the fleet's side of the meter**. May include installation, upgrades (including software and telematic equipment) and permits. Funds may also be used for battery energy storage systems (BESS) associated with new electric school buses, and renewable on-site power generation systems to power the buses and equipment, if on the fleet side of the meter.
- **All Level 2 charging infrastructure purchased under this program must be EPA ENERGY STAR certified chargers.** EPA recommends that all other charging infrastructure (e.g. DC Fast-Charge) purchased under this program be listed by a Nationally Recognized Testing Laboratory (NRTL).

# Utility Engagement Pledge



A primary barrier school districts are facing is uncertainty around charging infrastructure deployment and how to engage with electric companies

- **Installation of charging infrastructure can undergo long lead times and requires close coordination with the local utility**



EPA is working with national electric utility company organizations to support school districts through a Utility Pledge that includes:

- **Facilitating Communication Between Electric Providers and School Districts**
- **Providing Technical Support and Assistance**
- **Increasing Funding and Deployment**



Additional information on the Utility Pledge and other technical assistance resources are available on: [epa.gov/cleanschoolbus technical assistance](https://epa.gov/cleanschoolbus/technical-assistance)



# Filling out your Grant Forms

Christopher Kent  
Office of Grants and Debarment  
National Policy, Training, & Compliance Division

# First thing first:

Read the NOFO and Q&A doc, Check the Terms and Conditions, if you still have questions contact your Regional Staff or [cleanschoolbus@epa.gov](mailto:cleanschoolbus@epa.gov)



# Fill out the Forms:

## Application 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.

- [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 \(docx\)](#) (694.08 KB, April 2023)
-  [2023 CSB Grants Program Utility Partnership Template \(docx\)](#) (643.61 KB, April 2023)
-  [2023 CSB Grants Third Party Approval Certification \(docx\)](#) (635.72 KB, April 2023)
-  [2023 CSB Grants Priority Area List \(pdf\)](#) (591.4 KB, April 2023)
-  [2023 CSB Grants Prioritization Self-Certification Instructions \(pdf\)](#) (220.29 KB, April 2023)
-  [2023 CSB Grants Fleet Description Template \(xlsx\)](#) (80.52 KB, April 2023)
-  [2023 CSB Grants Prioritized School District List \(pdf\)](#) (2.57 MB, April 2023)
-  [2023 CSB Grants Prioritized School District Detailed List \(xlsx\)](#) (751 KB, April 2023)

# Standard Form-424

## Application for Federal Assistance SF-424

\* 1. Type of Submission:

- Preapplication  
 Application  
 Changed/Corrected Application

\* 2. Type of Application:

- New  
 Continuation  
 Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

### 8. APPLICANT INFORMATION:

\* a. Legal Name:

AZ Division of Environmental Policy

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

99-9999999

\* c. UEI:

XXXXXX12X3XX4

Refer to SAM.gov for information  
on transition from DUNS to UEI.

SF -424

**d. Address:**

* Street1:	123 Grand Canyon Road
Street2:	
* City:	Lava Falls
County/Parish:	Dry County
* State:	AZ: Arizona
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	85364

**e. Organizational Unit:**

Department Name:	Division Name:



SF-424

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

Title:

Organizational Affiliation:

\* Telephone Number:  Fax Number:

\* Email:



# Standard Form-424A

**SAMPLE**

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Federal				
a. Personnel	\$ 18,631		\$	\$	\$ 23,431
b. Fringe Benefits	5,776				7,264
c. Travel	7,142				7,142
d. Equipment	23,500				23,500
e. Supplies	7,325				7,325
f. Contractual	136,720				156,720
g. Construction					
h. Other	39,000				41,811
i. Total Direct Charges (sum of 6a-6h)					\$
j. Indirect Charges	14,480				\$ 14,480
k. TOTALS (sum of 6i and 6j)	\$ 252,574		\$	\$	\$ 281,673
7. Program Income	\$		\$	\$	\$

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# EPA Form 4700-4

OMB Control No. 2030-0020  
Approval expires 06/30/2024

## Preaward Compliance Review Report for All Applicants and Recipients Requesting EPA Financial Assistance

Note: Read Instructions before completing form.

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2030-0020). Responses to this collection of information are required to obtain an assistance agreement (40 CFR Part 30, 40 CFR Part 31, and 40 CFR Part 33 for awards made prior to December 26, 2014, and 2 CFR 200, 2 CFR 1500, and 40 CFR Part 33 for awards made after December 26, 2014). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information is estimated to be 0.5 hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates and any suggested methods for minimizing respondent burden to the Regulatory Support Division Director, U.S. Environmental Protection Agency (2821T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

### I. A. Applicant/Recipient (Name, Address, City, State, Zip Code)

Name:

Address:

City:

State:

Zip Code:

### B. Unique Entity Identifier (UEI):

### C. Applicant/Recipient Point of Contact

Name:

Phone:

Email:

Title:



EPA Form  
4700-4

III. List all pending civil rights lawsuits and administrative complaints filed under federal law against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints, unless covered by 40 C.F.R. Parts 5 and 7.)

IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that alleged discrimination under federal law based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective actions taken. (Do not include employment complaints, unless covered by 40 C.F.R. Parts 5 and 7.)

V. List all civil rights compliance reviews of the applicant/recipient conducted under federal nondiscrimination laws by any federal agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3))

# EPA Form 4700-4

VI. Is the applicant requesting EPA assistance for new construction? If no, proceed to VII; if yes, answer (a) and/or (b) below.

Yes  No

a. If the grant is for new construction, will all new facilities or alterations to existing facilities be designed and constructed to be readily accessible to and usable by persons with disabilities? If yes, proceed to VII; if no, proceed to VI(b).

Yes  No

b. If the grant is for new construction and the new facilities or alterations to existing facilities will not be readily accessible to and usable by persons with disabilities, explain how a regulatory exception (40 C.F.R. 7.70) applies.

VII. Does the applicant/recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its program or activities? (40 C.F.R. 5.140 and 7.95)

Yes  No

a. Do the methods of notice accommodate those with impaired vision or hearing?

Yes  No

b. Is the notice posted in a prominent place on the applicant's/recipient's website, in the offices or facilities or, for education programs and activities, in appropriate periodicals and other written communications?

Yes  No

c. Does the notice identify a designated civil rights coordinator?

Yes  No

EPA Form 4700-4





# EPA KEY CONTACTS FORM

OMB Control No. 2030-0020  
Approval expires 06/30/2024

## Key Contacts Form

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**Authorized Representative:** *Original awards and amendments will be sent to this individual for review and acceptance, unless otherwise indicated.*

**Name:** Prefix:  First Name:  Middle Name:

Last Name:  Suffix:

**Title:**

**Complete Address:**

Street1:

Street2:

City:  State:

Zip / Postal Code:  Country:

**Phone Number:**  **Fax Number:**

**E-mail Address:**

**Payee:** *Individual authorized to accept payments.*

**Name:** Prefix:  First Name:  Middle Name:

Last Name:  Suffix:

**Title:**

**Complete Address:**

Street1:

Street2:

City:  State:

Zip / Postal Code:  Country:

**Phone Number:**  **Fax Number:**

**E-mail Address:**





# Project Narrative

A complete application requires a project narrative (work plan).

The project narrative must align with the proposed budget, and contain milestones, and measurable outputs and outcomes.

# Exceptions to the Grants.gov Submission Requirement

## Exceptions to the Grants.gov Submission Requirement

- Only utilize this option when experiencing extreme difficulty with Grants.gov
  - The Office of Grants and Debarment must provide authorization to use waiver
  - EPA encourages applicants not to wait to submit proposals. Start and submit early!
  - Still required to have a SAM.gov registration
- 
- [RAIN-2020-G04-R1 Establishment of Standards for Submission of Administrative and Financial Assistance Agreement Forms/Documents with Electronic or Digital Signatures by Email](#)
    - Policy states to use electronic signature system, such as DocuSign or Adobe Pro, to sign documents
    - Typed name/date will not be accepted



# Training, Guidance, and Help

- [CSB SAM.gov and Grants.gov Overview Webinar from June 1, 2023](#)
- [EPA Grants Website](#)
- [EPA Grants Management Training for Applicants and Recipients](#)
- [How to Develop a Budget](#)
- [Budget Development Guidance](#)
- [EPA Grants Webinars](#)
- [SAM.gov – Get Started](#)
  - [SAM.gov helpdesk](#)
- [Grants.gov Helpdesk \(or call 1-800-518-4726\)](#)
- [EPA General Terms and Conditions](#)



# Popular Q&A

[www.epa.gov/cleanschoolbus/clean-school-bus-program-grants#Q&A](https://www.epa.gov/cleanschoolbus/clean-school-bus-program-grants#Q&A)

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

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

**Question - 1.7**  
**How many buses can be replaced?**

**Answer:**

Applicants applying through the School District Sub-Program (i.e., public school districts, public charter school districts, and Indian Tribes, Tribal Organizations, or Tribally-controlled schools) must replace 15 to 50 buses. Applicants applying through the Third-Party Sub-Program (i.e., nonprofit school transportation associations and eligible contractors, including Original Equipment Manufacturers (OEMs), dealers, school bus service providers, and private school bus fleets) must replace a total of 25 to 100 buses, that combined serve at least four school district beneficiaries. Applicants may only submit one application per EPA Region (but may submit applications to multiple Regions).



*Application packages must be submitted to EPA via [Grants.gov](https://www.grants.gov) no later than 8/22/23 at 11:59 p.m. ET.  
For more information, please visit [www.epa.gov/cleanschoolbus](https://www.epa.gov/cleanschoolbus).*



**EPA CLEAN  
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**Question - 2.16**  
Our school has a small fleet (less than 15 buses) and therefore cannot meet the School District Sub-Program bus minimum requirements. How could we participate in the Clean School Bus Program?

**Answer:**

Applicants in the School District Sub-Program must request a minimum of 15 school buses and can request up to a maximum of 50 school buses. If a public school district or Tribal applicant (as defined in Section III.A of the Notice of Funding Opportunity (NOFO)) cannot meet the 15-bus minimum, they may still participate in the CSB Grant Program by partnering with a third party (as defined in Section III.A of the NOFO). The third party would be the direct applicant and would have to apply for a minimum of 25 buses to serve at least 4 school district beneficiaries. Under this option, the requested school buses could be split in such a way that one of the school districts only replaces one or two buses (there is no minimum number of buses required per school district beneficiary as long as the total number of buses for the third-party grant is between 25 and 100). Alternatively, you could wait and apply to the 2023 CSB Rebate Program once it opens later this year. EPA encourages school districts to consider which competition structure best suits their needs.



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For more information, please visit [www.epa.gov/cleanschoolbus](https://www.epa.gov/cleanschoolbus).



**Question - 2.20**  
**Can two or more school districts apply together to meet the 15-bus minimum under the School District Sub-Program?**

**Answer:**

**No, two or more school districts may not apply together under the School District Sub-Program.** However, they may wish to consider partnering with a third-party. In that scenario, the third-party would be the direct applicant and would have to apply for a minimum of 25 buses to serve at least 4 school district beneficiaries.



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SCHOOL BUS**

**Question - 2.31**  
**If a school district does not qualify as a disadvantaged community under one or more prioritizations, can they still apply?**

**Answer:**

Yes, school districts that do not meet any of the prioritization criteria listed in the 2023 CSB Notice of Funding Opportunity (NOFO) are eligible to apply.



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**Question - 2.38**  
If a third-party applicant doesn't have four school district beneficiaries that would like to move forward with clean school bus replacements, can they apply with less than four school district beneficiaries as long as the number of buses applied for is 25 or more?

**Answer:**

No. Third-Party Sub-program applicants must serve at least four school district beneficiaries to be eligible for funding under the 2023 CSB Grant Program.



Application packages must be submitted to EPA via [Grants.gov](https://www.grants.gov) no later than 8/22/23 at 11:59 p.m. ET.  
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**EPA CLEAN  
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**Question - 3.13**  
**Can we expand our  
fleet with new  
buses?**

**Answer:**

No, funding under this Notice of Funding Opportunity (NOFO) cannot be used for the purchase of vehicles to expand a fleet. Scrappage is a key component of this program as it reduces the number of diesel buses in use, and there is a scrappage requirement for the vast majority of applicants. Applicants with model year 2010 and older diesel buses must scrap a bus for each new replacement bus funded by the Clean School Bus (CSB) Program. Applicants with no model year 2010 or older diesel bus, who are seeking to purchase a ZE bus, may alternatively scrap, sell, or donate (1) a 2010 or older non-diesel internal combustion engine bus or (2) a model year 2011 or newer diesel or non-diesel internal combustion engine bus for each new replacement bus funded by the CSB program.

In a limited number of circumstances, applicants applying through the School District Sub-Program only may request an exception of the bus scrappage requirement at the time of application. Please see Section III.D.4.i of the Notice of Funding Opportunity for additional details on fleet expansion limitations.



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**Question - 3.21**  
**Are school fleets made of vehicles other than school buses (known as “white fleets”), eligible for funding?**

**Answer:**

Applications must include projects which target school buses. For the 2023 CSB Grant Program, “school bus” is defined as a passenger motor vehicle designed to carry a driver and more than 10 passengers, that the Secretary of Transportation decides is likely to be used significantly to transport preprimary, primary, and secondary school students to or from school or an event related to school. School buses being replaced must also meet the eligibility requirements detailed in Section III.D.1 of the Notice of Funding Opportunity (NOFO).



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**EPA CLEAN  
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**Question - 4.3**  
**If my school falls under two prioritized categories, will I receive preference over schools with only one prioritized category?**

**Answer:**

**No.** School districts that meet one or more of the prioritization criteria listed in the Notice of Funding Opportunity (NOFO) are equally prioritized.



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**EPA CLEAN  
SCHOOL BUS**

**Question - 4.10: If a school district is not identified in EPA's Prioritized List, what is the process to self-certify their prioritization status?**

**Answer:**

An applicant may be eligible to self-certify the school district's low-income prioritization status if the district is **(1) Title I funded and does not have SAIPE data OR (2) Title I funded and very large** (defined as having more than 45 schools or more than 35,000 students). **Very large school districts (as described in the second category) may either: (A) apply on behalf of Title I sub-districts or individual schools if buses would be used primarily for those Title I schools/sub-districts OR (B) apply for the entire district if that district is at least 80% Title I schools.** See the Prioritization Self-Certification Instructions, which can be found on the CSB Grants webpage, for details on these options.

Note: Applicants are not able to self-certify that school districts are prioritized under the other prioritization categories (rural, Bureau of Indian Affairs-funded, or receiving basic support payments for children residing on Indian land).



Application packages must be submitted to EPA via [Grants.gov](https://www.grants.gov) no later than 8/22/23 at 11:59 p.m. ET.  
For more information, please visit [www.epa.gov/cleanschoolbus](https://www.epa.gov/cleanschoolbus).



**EPA CLEAN  
SCHOOL BUS**

**Question - 4.13**  
**How are evaluation criteria points for prioritized school districts calculated for third-party applications with a combination of prioritized and non-prioritized districts?**

**Answer:**

Third-party applicants will receive prioritization points based on the number of buses in the grant serving prioritized school districts.



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For more information, please visit [www.epa.gov/cleanschoolbus](https://www.epa.gov/cleanschoolbus).*



**EPA CLEAN  
SCHOOL BUS**

**Question - 5.23**  
**Are additional costs (personnel, fringe benefits, travel, etc.) included in the per-bus funding amounts listed in Table 1, or are those costs additional?**

**Answer:**

**Funding beyond the per-bus levels listed in Table 1 is available for project implementation costs (i.e., costs directly related to the implementation, management, and oversight of the project, including personnel, fringe benefits, and travel costs (see Section III.D.4.b of the NOFO)).**



*Application packages must be submitted to EPA via [Grants.gov](https://www.grants.gov) no later than 8/22/23 at 11:59 p.m. ET.  
For more information, please visit [www.epa.gov/cleanschoolbus](https://www.epa.gov/cleanschoolbus).*



**EPA CLEAN  
SCHOOL BUS**

**Question - 6.9**  
**Can a school district appear on more than one application?**

**Answer:**

**Multiple applications may be submitted to replace buses serving the same school district, but each bus may only appear on one application.**

For example, if a school district that owns school buses also contracts with a private bus fleet for student transportation services, the school district and the private bus fleet may submit separate applications as long as each application contains unique buses for replacement.



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**Question - 6.10**  
**Are third parties able to submit multiple applications for different school districts?**

**Answer:**

All applicants are limited to one application per EPA Region. There are 10 EPA Regions, so applicants may submit up to 10 applications (one per Region). At least four school districts must appear on the same third-party application. As a reminder, the same existing school bus to be replaced cannot appear on multiple applications; each application must contain unique existing school buses to be replaced.



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For more information, please visit [www.epa.gov/cleanschoolbus](https://www.epa.gov/cleanschoolbus).*



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**Question - 6.38**  
**If an applicant self-certifies its low-income prioritization status, what documentation is needed and how is it submitted?**

**Answer:**

Applicants looking to self-certify may do so by indicating the necessary information in the application narrative. This is detailed in the Prioritization Self-Certification Instructions at <https://www.epa.gov/system/files/documents/2023-04/fy23-csb-prioritization-self-cert-instructions-2023-04.pdf>. Applicants may also optionally submit an official document certifying which schools within the school district received Title I funding or the number of schools within your district and how many received Title I funding, depending on how they are self-certifying, as outlined in the instructions. Applicants are not required to submit this optional documentation and applicants that do submit this documentation will not receive additional points for it.

Applicants that choose to submit documentation should do so as part of the 2023 Clean School Bus grant application package to [www.Grants.gov](http://www.Grants.gov).



Application packages must be submitted to EPA via [Grants.gov](http://Grants.gov) no later than 8/22/23 at 11:59 p.m. ET.  
For more information, please visit [www.epa.gov/cleanschoolbus](http://www.epa.gov/cleanschoolbus).



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**Question - 9.2**  
**Are buses and eligible infrastructure funded under the 2023 CSB Grant covered under the Build America, Buy America Act?**

**Answer:**

EPA has determined that school buses are not covered by the Build America, Buy America Act (BABA). We are encouraging all applicants to consider the purchase of domestically-produced buses when possible. The EPA is seeking a waiver from BABA requirements for charging infrastructure similar to the waiver recently finalized by the Federal Highway Administration (FHWA)'s National Electric Vehicle Infrastructure (NEVI) Program for electric vehicle chargers. See <https://www.epa.gov/cwsrf/build-america-buy-america-baba-waivers-open-public-comment> for more information on the proposed waiver. Approved waivers will be listed at <https://www.epa.gov/cwsrf/build-america-buy-america-baba-approved-waivers>.



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For more information, please visit [www.epa.gov/cleanschoolbus](https://www.epa.gov/cleanschoolbus).*



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**Question - 5.5: Is there a cost sharing or matching fund requirement for this grant program?**

**Answer:**

No, cost sharing or matching is not required under this funding opportunity. However, EPA will award evaluation points to applicants that demonstrate that they have leveraged or plan to leverage additional external funds in order to support the proposed project activities, such as public-private partnerships, grants from other entities, or the issuance of school bonds.



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**EPA CLEAN  
SCHOOL BUS**

# Optional Attachments

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

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

# Optional Attachment Documents

These are optional and are not included in the 15-page project narrative page limit.

Use the “Other Attachments” form in  
Grants.gov.

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Documentation of Partnership with Utility

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Self-Certification of Prioritization

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Leveraged Resources Commitment Letter(s)

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Project Team Biographies

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Negotiated Indirect Cost Rate Agreement

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Partnership Letter(s)

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# Application 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.

- [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 \(docx\)](#) (694.08 KB, April 2023)
-  [2023 CSB Grants Program Utility Partnership Template \(docx\)](#) (643.61 KB, April 2023)
-  [2023 CSB Grants Third Party Approval Certification \(docx\)](#) (635.72 KB, April 2023)
-  [2023 CSB Grants Priority Area List \(pdf\)](#) (591.4 KB, April 2023)
-  [2023 CSB Grants Prioritization Self-Certification Instructions \(pdf\)](#) (220.29 KB, April 2023)
-  [2023 CSB Grants Fleet Description Template \(xlsx\)](#) (80.52 KB, April 2023)
-  [2023 CSB Grants Prioritized School District List \(pdf\)](#) (2.57 MB, April 2023)
-  [2023 CSB Grants Prioritized School District Detailed List \(xlsx\)](#) (751 KB, April 2023)

## 2023 Clean School Bus (CSB) Grants Program Utility Partnership Template

*Planning early for long-term infrastructure needs is important for project success.<sup>1</sup> This worksheet is provided for the convenience of applicants, to assist in discussing the proposed project with the appropriate utility, including key components such as anticipated costs and timelines. **When using this worksheet, applicants should keep fleet electrification expansion plans in mind, as futureproofing for upcoming needs can ultimately decrease overall utility upgrade costs.***

*The information identified in this worksheet may be used to support the Project Narrative component of the 2023 CSB grant application package, but is not required. Third-party applicants may include a copy of this worksheet for each beneficiary included in the application.*

*Regardless of whether applicants use this worksheet, applicants should coordinate with their electric utility to determine anticipated costs and timelines.*

## 1. Fleet Information

	<b>Requested in Application</b> <i>[Please provide the number of buses and chargers requested in your application.]</i>	<b>Current Electric Fleet at time of Application Submission</b> <i>[Please provide the number of buses and chargers already in your electric fleet.]</i>
<b>Electric Buses:</b>		
<b>DC Fast Chargers:</b>		
<b>Level 2 AC Chargers:</b>		
<b>Expected location (street, city, state) of charger installations:</b>		

## 2. Utility Information

<b>Name of the Utility Company:</b>			
<b>Utility Contact Name<sup>2</sup>:</b>			
<b>Utility Contact Phone:</b>	( ) -	<b>Utility Contact Email:</b>	
<b>Please work with your utility to provide a rough estimate of the total engineering and construction cost for utility owned infrastructure (in front of the meter) for the project based on the number of buses and chargers listed in the applicant's <u>2023 CSB grant application</u>:</b>			\$ [0.00]

<sup>1</sup> Please visit EPA's [Clean School Bus Technical Assistance webpage](#) for further information and resources, including an Electric School Bus Charging Station Planning Form

<sup>2</sup> Please email the National Renewable Energy Laboratory (NREL) helpline for information on a utility point of contact (POC) to facilitate communication throughout the project.

**In the box below, please briefly describe the scope of any needed utility upgrades for the project. Please consider whether engineering, construction, and/or permitting is needed, whether an interconnection study is necessary, and the extent of services needed for completion. This should include whether upgrades are necessary for the following pieces of equipment:**

- **Power transformer**
- **Terminator Pole**
- **Service lateral/conductor**
- **Metering**
- **Primary line extension**
- **Any additional equipment**

**Based on the information provided above, please provide an estimate of time required to complete the necessary utility-owned infrastructure (in front of the meter) upgrades:**



### 3. Utility Coordination Affirmation

By signing this Affirmation, I certify that I am an Authorized Representative for the School District, Applicant, or Utility identified below.

#### School District Affirmation

I have discussed the project plan for the fleet and charging infrastructure outlined above with the Utility Company, and if applicable, with the Third-Party Applicant, and others as appropriate.

\_\_\_\_\_

School District Name

\_\_\_\_\_

Authorized Representative (Signature)

\_\_\_\_\_

Date

#### Applicant Affirmation *[Only needed if applicant is different than the school district.]*

I have discussed the project plan for the fleet and charging infrastructure outlined above with the Utility Company, and if applicable with the School District, and others as appropriate.

\_\_\_\_\_

Applicant Organization Name

\_\_\_\_\_

Authorized Representative (Signature)

\_\_\_\_\_

Date

#### Utility Affirmation

I have discussed the project plan for the fleet and charging infrastructure outlined above with the School District, and if applicable, the Third-Party Applicant, and others as appropriate.

\_\_\_\_\_

Utility Name

\_\_\_\_\_

Authorized Representative (Signature)

\_\_\_\_\_

Date

## 2023 CLEAN SCHOOL BUS (CSB) GRANT PROGRAM PRIORITIZATION SELF-CERTIFICATION INSTRUCTIONS

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*NOTE: Any applicant that wants to self-certify that a school district not listed on the Prioritized District List is “low-income” for the purposes of the CSB Grants program should follow the Instructions below.*

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The Bipartisan Infrastructure Law allows EPA to prioritize certain communities that will benefit from the Clean School Bus (CSB) Program. Based on the program priorities defined in the statute,<sup>1</sup> EPA has developed a list of school districts that have priority status under this funding opportunity. Please check school district prioritization statuses on the Prioritized District List, which can be found on the [CSB Grants Webpage](#).

Applicants requesting funds to replace school buses that serve a school district on the list will receive points under the prioritization evaluation criterion as defined in the 2023 CSB Grants Notice of Funding Opportunity (NOFO) and, if granted funding, will be offered a greater amount of funding per bus. Please refer to the 2023 CSB Grants NOFO for more information.

Additionally, applicants may self-certify that school districts not listed on the Prioritized District List are “low-income” for the purposes of the CSB Grants program if the school districts fall under one of the two “categories” described on the following page and receives Title I funding.<sup>2</sup> Applicants that properly self-certify will receive the same points under the prioritization evaluation criterion as those identified on the Prioritized District List, and the same opportunity for a greater amount of funding per bus if the application is selected for funding. Third-party applicants will receive prioritization points based on the number of buses in the grant serving prioritized school districts, as defined in the prioritization criterion of the 2023 CSB Grants NOFO.

### **CATEGORY 1: PUBLIC SCHOOL DISTRICTS NOT REPRESENTED IN SAIPE**

The U.S. Census Bureau's Small Area Income ([SAIPE](#)) and Poverty Estimates program produces single-year estimates of income and poverty for all U.S. states and counties as well as estimates of school-age children in poverty for all 13,000+ school districts. Public school districts, including public charter school districts, not represented in SAIPE that received a Title I, Part A grant authorized under the Elementary and Secondary Education Act in the 2021/2022 academic year may self-certify their prioritization status.

*Optional Documentation:* EPA may verify applicants' certification of Title I funding. In order to assist and streamline that process, applicants may submit a copy of official letter from State educational agency (SEA) indicating division-level Title I award(s) for the 2021/2022 academic year. Applicants are not required to submit this documentation and applicants that do submit this documentation will not receive additional points for it. If applicants wish to submit documentation, it should be submitted as part of the 2023 CSB grant application package to [www.GRANTS.gov](http://www.GRANTS.gov).



## CATEGORY 2: SCHOOL DISTRICTS WITH MORE THAN 35,000 STUDENTS OR MORE THAN 45 SCHOOLS

Large public school districts, meaning districts with more than 35,000 students OR more than 45 public schools that are not listed on the 2023 CSB Grants Prioritized District List may self-certify to be considered for low-income prioritization using either of the following options (please select which option you are self-certifying under):

**OPTION A:** The whole school district may self-certify as prioritized if 80% or more of all the schools within the district received a Title I grant authorized under the ESEA for the 2021/2022 academic year.

**OPTION B:** The school district may receive prioritization for a sub-group of schools within the district if both of the following statements apply:

- All schools in the sub-group individually received a Title I grant authorized under the ESEA for the 2021/2022 academic year; **AND**
- All school buses requested in the application will continue to primarily serve the specific school(s) identified in the application (i.e., sub-group) as required by the terms and conditions of the award.

*Optional Documentation:* EPA may verify applicants' certification of Title I funding. In order to assist and streamline that process, applicants may submit an official document certifying which schools within the school district received Title I funding for the 2021/2022 academic year. If the district is applying under Option 2A, self-certifying the entire district, please indicate (1) the number of schools within your district and (2) the number of Schools in 2021/2022 Academic Year that received Title I Funding. If the district is applying under Option 2B, on behalf of a sub-group of schools within the district, please indicate which schools the buses will primarily serve (for example, rows or school names may be highlighted). Applicants are not required to submit this documentation and applicants that do submit this documentation will not receive additional points for it. If applicants wish to submit documentation, it should be submitted as part of the 2023 CSB grant application package to [www.GRANTS.gov](http://www.GRANTS.gov).





Section 3- Environmental Justice and Disadvantaged Communities

School districts that qualify under one or more prioritizations above, except for 1.b and 1.c, are identified on EPA’s Prioritized School District List, found on the [CSB Grants Webpage](#). Please demonstrate prioritization status by completing the following table of information for all applicants, adding additional rows as needed. Applicants should read the Prioritization Self-Certification Instructions, which can be found on the [CSB Grants Webpage](#), to understand whether they are able to self-certify that a school district not listed on the Prioritized School District List as “low-income.” Third-party applicants will receive prioritization points based on the number of buses in the grant serving prioritized school districts. Applicants that self-certify will receive the same points under the prioritization evaluation criterion as those identified on the Prioritized School District List, and the same opportunity for a greater amount of funding per bus if the application is selected for funding.

List Of School Districts on this Application NCES ID <sup>19</sup>	District Name	Number of Buses Serving the District	Prioritization Status [Yes/No] on Prioritized District List	(If Applicable) Category of Self-Certification, as described in the Prioritization Self-Certification Instructions [Category 1, Category 2A, Category 2B, or N/A]
<i>Ex. 0123456</i>	<i>School District A</i>	<i>15</i>	<i>No</i>	<i>Category 1</i>
<i>Ex. 0123457</i>	<i>School District B</i>	<i>7</i>	<i>No</i>	<i>Category 2A</i>
<i>Ex. 0123458</i>	<i>School District C</i>	<i>20</i>	<i>Yes</i>	<i>N/A</i>
<i>Ex. 0123458</i>	<i>School District D</i>	<i>8</i>	<i>No</i>	<i>N/A</i>

# 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)

# Next Steps – How to Apply



1. Visit the Clean School Bus Website for Tools & Resources



2. Register your Organization with Grants.gov and SAM.gov



3. Prepare Application Package



4. Submit Application Package on Grants.gov by August 22nd at 11:59PM ET



Application packages must be submitted to EPA via Grants.gov no later than 8/22/23 at 11:59 p.m. ET.  
For more information, please visit [www.epa.gov/cleanschoolbus](http://www.epa.gov/cleanschoolbus).



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## 2023 CSB NOFO

- Application packages must be submitted to EPA via Grants.gov no later than **8/22/23 at 11:59 p.m. ET.**
- Dates and topics for future webinars are on our website under the 'Webinars' section.

## Future Funding Opportunities

- EPA encourages school districts to consider which competition structure (grants or rebates) best suits their needs.
- EPA anticipates opening a rebate program in fall 2023.

## Resources

- [EPA's CSB Program website](#)
- The Joint Office of Energy and Transportation ([cleanschoolbusTA@nrel.gov](mailto:cleanschoolbusTA@nrel.gov))
- The CSB helpline ([cleanschoolbus@epa.gov](mailto:cleanschoolbus@epa.gov))

## Stay in Touch

- View the full 2023 CSB Grant NOFO at [epa.gov/cleanschoolbus/clean-school-bus-program-grants](https://epa.gov/cleanschoolbus/clean-school-bus-program-grants)
- Submit questions to [cleanschoolbus@epa.gov](mailto:cleanschoolbus@epa.gov)
- Don't miss any updates! To sign up for the listserv, please visit [epa.gov/cleanschoolbus](https://epa.gov/cleanschoolbus).



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