



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

Washington, DC 20460

February 28th, 2022

OFFICE OF
AIR AND RADIATION

Angela D. Howell
Finance Director
253 Main Street
Irvine, KY 40336

Dear Angela D. Howell,

Congratulations! The application submitted to the Environmental Protection Agency's (EPA) 2021 Diesel Emissions Reduction Act (DERA) School Bus Rebates by Estill County School District has been selected for funding. The amount of \$80,000 has been reserved for your use in this program to scrap and replace four buses. As a selectee, you may now move on to the next step in the rebate process.

A contact has been assigned to each selectee to provide assistance. Nora Hassan is your rebate contact. If you have any questions throughout the rebate process, please email hassa.nora@epa.gov.

Please carefully review the [2021 DERA School Bus Rebates Program Guide](#) for detailed information and requirements for each step of the rebate process. It is important that you also read and comply with the Terms and Conditions (Attachment A) that govern the rebate program.

As a selectee, you must complete the following steps in the allotted time to receive your rebate payment. Failure to submit all the required forms and documentation or to complete the required work by the deadlines stated below will result in the forfeiting of funds.

- Submit a copy of the purchase order for the new bus(es) to your EPA rebate contact **within 90 days of the date at the top of this selection letter**. The proof of purchase may be a procurement request, purchase order, or other document that clearly shows the transaction between the selectee and a vendor for the purchase of an eligible school bus. **The purchase order must include:**
 - a) Purchaser name, address, and phone number;
 - b) Vendor name, address, and phone number;
 - c) Vehicle make, model, fuel type, engine model year, and purchase price;
 - Note: The funding amount is based on the fuel type of the replacement bus, as listed on your rebate application
 - d) Purchase order date; and
 - e) Vehicle delivery date estimate.
- Take delivery of the new bus(es) and scrap the old bus(es) prior to submitting the payment request form to EPA. EPA requires specific scrappage photos and a scrappage letter. Be sure to review the 2021 Program Guide for detailed information on scrappage requirements at: <https://www.epa.gov/dera/rebates>.

- Submit the Payment Request Form (Attachment B) with a copy of the invoice for the new buses, proof of delivery documentation for the new buses, scrappage photos, and a scrappage letter as described in the Program Guide to your EPA contact **within 8 months of the date at the top of this selection letter**. Note:
 - Fleets can request extensions to the payment request deadline. EPA will review these requests on a case-by-case basis and may grant extensions if sufficient justification is provided.
 - Selectees must be actively registered in the System for Award Management (SAM) prior to submitting a request for payment. Information on how to register in SAM can be found at www.sam.gov.

Thank you for your participation in the 2021 DERA School Bus Rebates.

Sincerely,

Karl J. Simon, Director
Transportation and Climate Division
Office of Transportation and Air Quality