ATTACHMENT B – Reimbursement Request Form
Project Number:

School District: _____   Contact Person: _____

In order to request payment for the Rural School Bus Pilot Project, submit this form within 60 days of receiving the "new bus," and no later than March 15, 2021. All fields must be completed and required documents received to be considered for payment.

The following is a list of documents and photographs that must accompany this form, as per section 1.2 of your Grant Agreement. A separate form must be completed for each bus.

All Project Types
- ☐ Vendor Invoice
- ☐ CHP Safety Certification documentation
- ☐ DMV Registration
- ☐ Photographs of the following (New Bus):
    - ☐ VIN Number (Bus Manufacturers ID tag)
    - ☐ Engine Serial Number
    - ☐ New Bus Number/Fleet ID #
    - ☐ License Plate, if available
- ☐ Copies of any checks paid by the Grantee
- ☐ ARB Executive Order for the new bus or engine

Combustion Engine Projects Only

- ☐ Completed Dismantle Certification Form
- ☐ Receipts for renewable fuel purchase (if applicable)

Zero-Emission Projects Only
- ☐ Invoice documenting infrastructure costs (if applicable)
- ☐ Completed Old Bus Designation Form
- ☐ Completed Dismantle Certification Form (if applicable)

New Bus Information

Vehicle Make:		Vehicle Model:	
Vehicle Identification Number:			
License Plate Number (if available):	Bus ID#:		Odometer Reading:
Engine Make:	Engine Model:		Engine Serial Number:

Payee Information

Vehicle costs:			Infrastructure or fuel costs:		
Make Check payable to:			Make Check payable to:		
Address:			Address:		
City	State	Zip	City:	State:	Zip:
Contact:			Contact:		

ATTACHMENT B – Reimbursement Request Form
Project Number:

Payment Claim

	Project Costs	**Claim Amount**	**District Use Only**	
New Bus Cost:	$	$	Verified By:	Approved By:
Infrastructure:	$	$		
Renewable Fuel:	$	$	Date	Date
Total:	$	$		

The total claimed for payment must not exceeded the "Total Grant Award" listed in Attachment A, Section 5 of your Rural School Bus Pilot Project Grant Agreement.

I certify that the information reported on this form is true and correct to the best of my knowledge and that I have taken reasonable measures to ensure its accuracy and completeness. Further, the information reported describes the purchase of a new school bus with RSBPP funds pursuant to the terms of the RSBPP grant agreement specific for this new unit.

X_____   _____   _____

Signature   Printed Name   Date