

WOODSMOKE REDUCTION PROGRAM VOUCHER APPLICATION FORM



HOW THE VOUCHER PROGRAM WORKS

1. The Imperial County Air Pollution Control Districts (District) is offering vouchers to replace non-EPA certified wood stoves, fireplace inserts, or open-hearth fireplaces **used as a primary source of heat** with new, cleaner burning devices. The new device may be an EPA certified catalytic wood, hybrid, or pellet stove, an electric stove heater, or an electric heat pump. Select non-catalytic wood stoves are also eligible. **Residents within the County of Imperial are eligible to apply.**

Applications for vouchers will be accepted until project dollars are depleted. **Please include a photo of the currently installed older stove, fireplace insert, or fireplace.** The completed applications must be signed by the homeowner (and tenant if applicable) and submitted to the District.

2. The Standard Voucher is valued at \$2,500 for new pellet, wood-burning, and electric stove devices or \$5,000 for new electric heat pump installations. Please be aware that the Standard Voucher **may not** cover the entire cost of the new EPA certified device, installation, required permits and any code upgrades. Any additional balance due will be paid by the applicant.
3. The Enhanced Voucher is valued at up to \$7,000 for new pellet, wood-burning, and electric stove devices or \$12,000 for new electric heat pump installations. Applicants are eligible for an Enhanced Voucher if the project is in a [Low Income or Disadvantaged Community](#)¹ or if the applicant participates in a Low Income program (WIC, CARE, LIHEAP), or if the household income is below \$96,334. The applicant must provide proof of income (pay stubs, tax returns, or an income statement from each resident in household) and proof of residency to verify the physical address of the project (utility bill, license, ID, etc) for District review when submitting the application. Please be aware that the Enhanced Voucher **may not** cover the entire cost of the new EPA certified device, installation, required permits and any code upgrades. Any additional balance due will be paid by the Applicant.
4. The program is available to both homeowners and tenants. In the case of rental properties, formal approval from the property owner will be required as part of the application.
5. The applicant will redeem the voucher by contacting Locke Air. The voucher must be redeemed within four (4) weeks from the date of issuance. The voucher expiration date may be extended at the discretion of the District. Standard Vouchers will be applied as an instant rebate off the total price of the replacement device. The applicant will schedule an in-home estimate with Locke Air. Locke Air will verify the device's eligibility and present an estimate to the Applicant. **No retroactive rebates are allowed.**
6. New devices must be safe, basic model professionally installed by Locke Air in accordance with local fire and building codes. A building permit must be obtained prior to installation of the new device if required by the town, city, or county building department. **No do-it-yourself installations are allowed under this program.** Installations must occur within ninety (90) days of voucher redemption. The installation expiration date may be extended at the discretion of the District.
7. Equipment that is replaced through the program must be permanently removed from service and surrendered to Locke Air, who will render them inoperable and coordinate their disposal and recycling. Locke Air will take a photo of the older stove prior to removing it and upon its destruction, and will also take a photo of the replacement stove after it is installed. If the replacement device is an electric heat pump, the household may be allowed to retain the old wood burning device to serve as emergency heat only in case of a power outage.

¹ <https://webmaps.arb.ca.gov/PriorityPopulations>

8. Locke Air will provide training on proper wood storage and wood burning practices (if applicable) and device operation and maintenance.
9. This voucher program is subject to state requirements and agreements with the California Air Resources Board (CARB).

HOW TO APPLY

All sections of the Voucher Application Form (pages 3 and 4) must be completed. A copy should be retained by the Applicant for their records. The voucher program is not responsible for materials lost by mail. Please review the program terms prior to signing below. Submit your completed application with attachments by email, mail, or hand delivery to the Imperial County Air Pollution Control District, ATTN: Miguel A. Coronel, Special Projects Coordinator II.

Mailing Address	City, ZIP	Email	Phone Number
150 South 9 th Street	El Centro, 92243	miguelcoronel@co.imperial.ca.us	442-265-1800

Personal information given to the district is done so voluntarily and will only be used to verify or validate eligibility for the Woodsmoke Reduction Program. Documents containing personal information to demonstrate low-income eligibility should either be hand delivered or mailed to the District. After eligibility has been determined, such documentation will be returned or destroyed. The District cannot guarantee the security of personal information transmitted by e-mail, fax or delivered through a third party.



Community Air Protection incentives, and by extension, the Woodsmoke Reduction Program, is part of California Climate Investments, a statewide initiative that puts billions of Cap-and-Trade dollars to work reducing greenhouse gas emissions, strengthening the economy, and improving public health and the environment – particularly in disadvantaged communities.

VOUCHER APPLICATION FORM

Applicant Information:

Name

Physical Home Address

City

State

Zip Code

☐ Primary Residence

☐ Long-term Rental

☐ Other _____

Mailing Address (if different)

City

State

Zip Code

Phone Number: _____ Email (if available): _____

Existing Wood Burning Device:

Make/Model: _____ Year Manufactured/Age: _____

☐ I have included a photograph of my old device to be replaced

My old device is a (check one):

☐ Non-certified freestanding woodstove

☐ Non-certified woodstove insert

☐ Open hearth fireplace (please include photo of wood-storage area)

New device to be installed (check one):

☐ EPA certified* wood-burning stove / insert

☐ EPA certified* pellet stove / insert

☐ Electric stove heater

☐ Electric heat pump

*After May 15, 2020, new EPA certified wood and pellet stoves / inserts must meet Step 2 standards with a 2.0 grams per hour emission rate. Only a limited number of non-catalytic woodstoves are available. Participating Retailers will assist with offering compliant devices.

Incentive Level:

☐ Standard Incentive: \$2,500 for new pellet, wood-burning, and electric stove devices or \$5,000 for new electric heat pump installations.

☐ Enhanced Incentive: up to \$7,000 for new pellet, wood-burning, and electric stove devices or \$12,000 for new electric heat pump installations (indicate qualification below – backup documentation required)

☐ Located in a Low Income or Disadvantaged Community (see link to map on page 1)

Additional Information:

1. In a typical heating season, how many cords of wood (128 cu ft.) do you typically burn? _____

2. Is your current device used as a primary source of heat (>50% winter use)? ☐ Yes ☐ No

District Use Only

Application #: _____

Low Income Status Verified By: _____

Date Received: _____

Verified by District Staff: _____ Date: _____

Low Income Documentation Was: _____ Returned _____ Destroyed

VOUCHER APPLICATION FORM (continued)
APPLICANT CERTIFICATION:

I certify the following:

- a. I understand that only a currently installed and operating non-EPA certified wood burning devices used as a primary source of heat is eligible to be replaced under this program.
- b. I understand that participants are limited to receiving one (1) rebate voucher per address.
- c. I understand that applications are processed in the order they are received; However, applications that qualify for Enhanced Incentives will be given priority. Funding is limited; rebates are not guaranteed. The voucher will only be valid for four (4) weeks from the date of its issuance. No retroactive rebates are available. Voucher expiration date may be extended at the discretion of the District.
- d. I understand that if I qualify, I will receive a voucher and contact Locke Air who will honor the voucher if it is submitted by the expiration date written on the voucher.
- e. Locke Air will install the new device and will be responsible for properly dismantling and disposing of the old device.
- f. If I choose to replace a device with funds from this program, I will contact Locke Air to purchase a device within the four (4) week period and authorize Locke Air to forward to the District a notification of the purchase agreement, with verification that my existing wood burning device is not EPA-certified.
- g. I understand that devices purchased with funds from this program will be professionally installed by a licensed installer and that there may be additional costs for installation including a permit from my community for installation. Installations must comply with all local fire and building codes. The installation must be coordinated and certified by Locke Air and must be completed within ninety (90) days of redeeming the voucher. Installation expiration date may be extended at the discretion of the District.
- h. I understand that I am responsible to pay Locke Air for the purchase price of my new device, less the voucher amount. I also understand that I am responsible for paying for any upgrades beyond a safe, basic model.
- i. I understand that I will forfeit my voucher if I provide the District with false information or fail to obtain any required permit or if the required information is not submitted to the District prior to the expiration date listed on the voucher.
- j. The District does not warranty any devices purchased under this voucher program, including, but not limited to, the quality or functionality of the device.
- k. I understand that proper wood burning practices (e.g., burning only dry, seasoned wood) and proper stove installation and operation (e.g., maintaining a hot fire) are critical to the effectiveness of my new device. I further agree to receive training on proper wood storage and wood burning practices (if applicable) and device operation and maintenance from the Participating Retailer or installer.
- l. I understand that the District and the State of California may inspect all work and associated records at any time.
- m. Applications will be treated in accordance with Public Records Act requirements. Certain information, subject to those requirements, may be publicly disclosed.

Applicant Name (Print): _____

- ☐ Owner ☐ Tenant
☐ Owner of Rental Property

Applicant/Owner Signature: _____

Date: _____