



**North Coast Unified  
Air Quality Management District**  
707 L Street, Eureka, CA 95501  
(707) 443-3093  
[www.ncuaqmd.org](http://www.ncuaqmd.org)



## Woodsmoke Reduction Pilot Program Voucher Application Package

The Woodsmoke Reduction Pilot Program is a Greenhouse Gas Reduction Fund (GGRF) funded program designed to replace high-polluting, uncertified wood stoves, wood inserts, and fireplaces with cleaner burning, more efficient home heating devices. To be eligible for the Program, a homeowner or renter must currently use an uncertified wood stove, wood insert, or fireplace as a primary heat source. The new device must be an EPA certified woodstove or insert, or a natural gas/propane stove or insert. No other devices will be eligible.

To determine eligibility the applicant may do the following:

- Determine when the stove was installed. Stoves installed prior to 1988 do not comply with the particulate emission standards and therefore qualify for this Program.
- Check the stove model against the U.S. EPA list of current and historically certified wood stoves found on the List of EPA Certified Wood Stoves.
- Check the back of the stove for a certification label. Stoves which do not have any label describing particulate matter emission standards qualify for this Program. Wood stoves certified by the U.S. EPA to comply with the particulate emission standards are not eligible for this Program. These stoves will have a label permanently affixed to them stating that the stove is certified to comply with 1988, 1990, or 2015 standard.

Current list of U.S. EPA certified wood heaters:

<https://www.epa.gov/compliance/list-epa-certified-wood-stoves>

Historical list of U.S. EPA certified wood heaters:

<https://www.epa.gov/compliance/historical-list-epa-certified-wood-heaters>

### Incentive Amounts

The incentive amount will vary depending on the location of the residence and the household income. Applicants residing in a census tract identified as a Disadvantaged or Low Income community can qualify for an enhanced incentive of \$5,000. Applicants residing outside of a census tract identified as a Disadvantaged or Low Income Community who can demonstrate low-income eligibility based on household income can also qualify for the enhanced incentive of \$5,000. All other Applicants are eligible for a standard incentive of \$2,000.

Low Income and Disadvantage Communities are identified on the following map:

<https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/lowincomemapfull.htm>.

Applicants residing outside of a Low Income Community or Disadvantaged Communities may qualify for an Enhanced Incentive by submitting proof of participation in one of the following low-income assistance programs:

- U.S. Department of Agriculture Women, Infants and Children (WIC) Program
- U.S. Department of Health and Human Services Low Income Energy Assistance Program (LIHEAP)
- California Alternate Rates for Energy (CARE) Program with any utility company

Applicants with household incomes between 60 and 80 percent of Median Household Income (MHI) do not typically qualify for the programs listed above. Therefore, to qualify for the Enhanced Incentive, the Applicant will have to demonstrate their income eligibility directly to the District. This could be accomplished by presenting pay stubs, tax returns, or income statements for each person living in the residence and, if qualifying using the California Housing and Community Development (HCD) low-income limits, reporting the number of people in the household. Currently under MHI, any household with income not exceeding \$49,454 is considered low-income. The HCD low-income limits vary depending on the county and household size, and can be found here:

<http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits/docs/inc2k18.pdf>

**Process:**

1. Submit a complete Voucher Application Form to the North Coast Unified Air Quality Management District (District), along with a color photograph of the existing device. Color photographs may be sent in with your application or emailed to support@ncuaqmd.org. You may apply online using our online application portal and upload your photographs through the portal. Incomplete or illegible responses will result in application rejection. Once submitted to the District, all application materials become the property of the District, will not be returned, and are subject to Public Records Requests. Applications may be submitted by mail, online or hand delivery. Faxes will not be accepted. No application will be accepted prior to the opening of the application period on **September 1, 2018**.

**Online application submittal is available:**

<http://www.ncuaqmd.org/index.php?page=woodsmoke.reduction>

**Paper application forms should be mailed or delivered to:**

North Coast Unified AQMD  
Woodsmoke Reduction Pilot Program  
707 L Street  
Eureka, CA 95501

2. District staff reviews the applications for content and to verify eligibility of proposed heating device and incentive level.
3. Applicants will be notified of approval to participate in the program and will be required to schedule an in-home estimate with a participating Installer and or Vendor (if providing installation). The Installer will verify the existing stove's eligibility and present an estimate for installation to the Applicant. A list of participating Installers and Vendors will be posted on our website no later than October 1, 2018.
4. Applicant will submit estimates for the new device, installation and proof of old device eligibility to the District. Applicants will have 30 days to complete the in-home estimate and device eligibility process.
5. Vouchers will be issued after District approval. You may not purchase the new device until you receive approval from the District.
6. Installation must be completed by a licensed contractor with a valid building permit within 90 days of Voucher being issued, and before the expiration date listed on the Voucher.
7. Supporting documentation for complete installation and existing device scrapping must be received by the District within 10 days of project completion.
8. Vendors and Installers will be reimbursed by the District once the installation is complete, the replaced device is properly dismantled and recycled, and required documents are submitted to the District.

All links contained in this document can be accessed on our website [www.ncuaqmd.org](http://www.ncuaqmd.org). If you need assistance determining if you reside in a Low Income or Disadvantaged Community, please contact the District for assistance at (707) 443-3093 or by email [support@ncuaqmd.org](mailto:support@ncuaqmd.org)



## Woodsmoke Reduction Pilot Program Voucher Application



Complete the application below and include a color photo of the existing stove/device. Applications must be received no later than **September 30, 2018**.

Applicant Name (Resident):		Phone:
Homeowner Name:		Phone:
Applicant Mailing Address (include City, State and zip code):		
Physical Address (include City, State and zip code):		
Is the residence a rental?  Yes <input type="checkbox"/> No <input type="checkbox"/>	Number of cords of wood burned in your existing device:	How did you hear about the grant?

### Existing Wood Burning Device

Color Photograph Attached

Make:	Model:	Year Manufactured/Age:
Type: <input type="checkbox"/> Freestanding Wood Stove <input type="checkbox"/> Wood Burning Insert <input type="checkbox"/> Open Hearth Fireplace*		
* Open hearth fireplaces require additional documentation. Please contact the District		
Is your current device used as a primary source of heat? <span style="float: right;"><input type="checkbox"/> Yes   <input type="checkbox"/> No</span>		

### Proposed Replacement Device

Make, if known:	Model, if known:	Estimated Cost, if known:
Type: <input type="checkbox"/> Freestanding Wood Stove <input type="checkbox"/> Wood Burning Insert <input type="checkbox"/> Gas/Propane Insert <input type="checkbox"/> Gas/Propane Stove		

**Incentive Level:**

- Standard Incentive: \$2,000
- Enhanced Incentive: \$5,000
  - Located in a Low Income or Disadvantaged Community (see maps)
  - \*Proof of participation in a federal or state income assistance program (WIC, CARE, LIHEAP)
  - \*Household income less than \$49,454 annually (MHI)
  - \*Household income is less than the county specific low income threshold (HCD)  
Household Size \_\_\_\_\_ Annual Income \$ \_\_\_\_\_

\*If applying for the Enhanced Incentive using this criteria, verification documentation must be provided. Please contact the District for more information specific to your circumstance. If you reside within a Low Income of Disadvantage Community, no additional verification documentation is required.

I certify that I have not purchased the device that I am applying for on this application and will not purchase or remove a device until I have received formal approval. I certify that the above stated information is true and correct and that I have read, understand, and agree to the terms set forth within the Application Instructions.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date