

**North Coast Unified
Air Quality Management District**

707 L Street, Eureka, CA 95501
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www.ncuaqmd.org



**Wood Stove Replacement Program
Eligibility & Application Instructions 2017-2018**

Introduction:

The North Coast Unified Air Quality Management District's (District) Wood Stove Replacement Program assists in replacing operable, older non-EPA certified wood stoves with cleaner, more fuel-efficient wood heating devices or other less polluting heating appliances.

Replacements that may qualify for incentive funding include:

- (1) Replacement of non-EPA certified and pre-1990 wood heating appliances with EPA certified appliances.
- (2) Replacement of non-EPA certified and pre-1990 wood heating appliances with propane or natural gas appliance.

Replacements that are non-acceptable include but are not limited to: fuel oil heaters, kerosene heaters, upgrades from propane to propane, or upgrades from one natural gas heating unit to another natural gas system. Open hearth gas fireplaces are not eligible for an upgrade to a gas insert.

Incentive Funding:

Actual funding amounts will be based on the price of the new heating device, up to \$2,000 per stove replaced for wood to pellet, propane, or natural gas change-outs and up to \$1,500 for wood to wood change-outs. Grant funding applies only to the purchase of the device and does not cover installation and materials costs. The 2017-2018 cycle of the program will target areas selected for Particulate Matter (PM) reduction benefits, utilizing funds from compliance settlement agreements. For this cycle, applicants must reside within two miles of the Blue Lake Power facility, or within the boundaries of the zip codes 95565 (Scotia) or 95562 (Rio Dell).

Process:

Once the application period has ended, eligible and complete applications will be selected at random and placed on a list from which the awards will be given. Based upon the order of this list, grants will be awarded until all the funds allocated are exhausted. Those applications not initially selected for funding will be placed on an "eligible waiting list" and notified if funding become available.

The District reserves the right to alter the conditions of this program without notice and to administer these grant funds in a manner which it feels will most benefit the air quality of Humboldt, Del Norte and Trinity counties.

Eligibility Criteria:

- The replacement must occur at a residence (physical location) within the District boundaries and/or selected areas targeted for PM reduction.
- A residence may only receive one grant in a five year period.
- Rental properties are allowed as long as the homeowner is listed as the co-applicant.
- The following are not eligible for this program: Properties which have received a Wood Stove Replacement Grant within the previous five year period, District employees, District Board Members, and family members of both the employees and the Board.
- New devices cannot be purchased prior to receiving the Award Notification Letter.
- Self-installation of the new device is NOT eligible for this program. The contractor license number of the installer will be verified prior to grant payment. Grants will be forfeited upon discovery of an inactive or expired contractor license or if a valid license number is not provided on Application Part B. It is the responsibility of the applicant to verify they have selected a licensed installer. Licenses are verified by the District through the California Department of Consumer Affairs Contractors State License Board website at:

<https://www2.cslb.ca.gov/OnlineServices/CheckLicense/checklicense.aspx>

- Submission of an application does not guarantee funding.
- Incomplete applications will not be accepted.

Qualifying Replacement Devices:

- Funds can be used only for new projects installing propane/natural gas devices or EPA certified wood-burning or pellet devices.
- Your wood-burning or pellet device must appear on the certified list. For a list of EPA certified devices go to:

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

Application Instructions:

1. Application Part A must be complete, signed by the Applicant and Co-applicant, if required, and submitted to the District office no earlier than December 1, 2017. (Do not purchase the new equipment before receiving an Award Notification Letter. Purchasing the new equipment prior to receiving the Award Notification will forfeit your grant.) The exact type of heating appliance must be specified on the application form. The incentives will only be awarded for the exact equipment specified on the application. Applications are available online and at District office. Submit completed applications to:

North Coast Unified AQMD
Attn: Wood Stove Replacement Incentive Program
707 L Street
Eureka, CA 95501

You may also complete and submit the application online using the online application portal by visiting:

<http://www.ncuaqmd.org/index.php?page=wood.stove>

Applications will only be accepted during the open period of December 1, 2017 through January 15, 2018. Post marked applications will be accepted. Faxed applications will not be accepted. All applications received will be subject to a review.

2. A complete Application Part A must include a “before” photo of the old stove. Applications submitted online will upload the required photograph or submit via email.
3. If you are selected to receive an incentive grant, you will be notified by mail and will then receive Part B and C of the Wood Stove Replacement Grant Application. Following the delivery and installation of the stove, the Certification of Installation (Part B) and Certification of Scrapping (Part C) must be completed, signed, and then returned to the District office along with a paid invoice for purchase of the new device, a paid receipt of installation, a photo of the completed installation, a photo of the EPA label showing certification of the new device (wood and pellet devices only, see photo to the right), and receipt of salvage/scrapping.
4. Purchase of the new stove may only take place after you have received the Award Notification Letter but no later than March 15, 2018. The new heating appliance must be installed and Application Part B and C submitted to the District no later than May 15, 2018.



**Failure to complete the installation and/or submit the information by
May 15, 2018 will result in forfeiture of the grant award.**

5. “Scrapping” of old heating appliance means to ensure that it is rendered unfit for its intended use by destruction or by delivery to the scrap metal yard or recycling facility to be later destroyed or recycled for scrap. Fireplace and insert projects will require before and after photos to be submitted to verify that the fireplace can no longer be used or that the older insert is no longer in place. Any pieces removed from the fireplace/insert (damper, smoke shield, etc.) must be scrapped. The resale or transfer of the stove that is replaced in usable condition, for the purpose of its reuse as a stove, is a violation of the terms of the Wood Stove Replacement Program and will result in forfeiture of the grant award.
6. The District will process Application Part B and C, and then issue incentive funding payments to validated requests within 30 days.

If you have any questions, or require additional information, please call the District office at 707-443-3093 or email support@ncuaqmd.org.

Wood Stove Incentive Replacement Program Application Part A



Complete the application below and include a “before” photo of the existing stove/device. Applications must be received no later than January 15, 2018.

Applicant Name (Resident):		Applicant Phone:
Co-Applicant Name (Homeowner):		Co-Applicant Phone:
Applicant Mailing Address (include City, State and zip code):		
Physical Address (include City, State and zip code):		
Do you own this residence? Yes <input type="checkbox"/> No <input type="checkbox"/>	Is the residence a rental? Yes <input type="checkbox"/> No <input type="checkbox"/>	Do you have access to natural gas? Yes <input type="checkbox"/> No <input type="checkbox"/>
How did you hear about the grant?		Number of cords of wood burned in your existing device:
Current Device to be removed: Brand, type, and year of manufacture (estimate if necessary), or best description <div style="text-align: center;"> <input type="checkbox"/> Freestanding Stove <input type="checkbox"/> Fireplace <input type="checkbox"/> Fireplace Insert </div>		
Proposed Replacement Device: Must be new, gas, propane, pellet, or wood fueled. Wood and pellet devices must appear on the EPA Certified List which can be found at: https://www.epa.gov/compliance/list-epa-certified-wood-stoves Manufacture: _____ Model: _____ <input type="checkbox"/> Gas/Propane <input type="checkbox"/> Pellet <input type="checkbox"/> Wood If Pellet/Wood Fueled: <input type="checkbox"/> Catalytic <input type="checkbox"/> Non-Catalytic		
The data below can be found in the most current List of EPA Certified Wood Stoves or provided by the stove dealer: Emission Rate G/HR: _____ Heat Output BTU/HR: _____ Efficiency Rate: _____		

Retailer Information: (Business stamp or enclosed business card acceptable)
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Method Proposed for Scrapping the Existing Stove:

I certify that I have not purchased the device that I am applying for on this application and will not purchase a device until I have received an approval letter. 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.

Applicant Signature:	Date:
Co-Applicant Signature	Date: