



Serving Sutter and Yuba Counties

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Process of the FRAQMD Off-Road Zero-Emissions UTV Equipment Replacement Program

1. Turn in Application.
2. Receive notice that Application is complete.
3. Receive tentative award letter.
4. Return completed questionnaire to District staff via physical mail, email, fax, or drop off at the District office.
5. Call District to accept tentative award and schedule pre-inspection.
6. During pre-inspection the District will photograph the old vehicle, witness it start up and move forward and backward, and record the serial numbers. (OPTIONAL): Participants may bring the equipment to the District to be inspected and verify operational status.
7. After the District receives the grant money from the California Air Resources Board, the District mails you the contract agreement. Read and sign both copies and return both copies back to the District.
8. After both signed contract agreements are returned, the District's Air Pollution Control Officer will sign both copies. After the contract agreement has been signed by all parties a copy will be mailed to you. The grant participant can now order the new UTV.
9. When the new equipment is delivered, the Dealer must contact the District to schedule the post-inspection..
10. The District inspector will record new UTV serial number, make, model, and take photographs during the post inspection.
11. After verification that the UTV inspected matches the contract and is eligible for grant funding, District staff will notify the Dealer in writing of any issues and/or the successful completion of the post-inspection and provide the Dealer with the new equipment release form.
12. The new equipment release form starts the 60 day clock to drop off the old equipment to one of the District approved scrapyards. The participant or the Dealer may drop off the old equipment with the salvage certification form.
13. After the District confirms that the old vehicle has been destroyed, and has received your W-9, we will request your check. The check should be available in about two weeks.
14. We prefer that you pick up your check at the District office.
15. The first annual report will be mailed in January of the following year. It is due by March 31st each year that the UTV is under contract. Grantees that do not submit complete reports will not be eligible for new Grant funding until all reports are satisfactorily submitted. Failure to submit reports by the deadline may lead to project audits, cancellation of grant, and repayment of grant funding.

For use in grant programs that utilize the FARMER Program Guidelines.