



# Woodsmoke Reduction Program: Heat Pump Replacement Program



## Voucher Application

### How the Heat Pump Replacement Voucher Program Works:

1. Yolo-Solano Air Quality Management 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 must be an electric heat pump.
2. There are two incentive amounts being offered: Standard Vouchers, valued at up to \$5,000, and Enhanced Vouchers, valued at up to \$10,000.
3. A household is eligible for an Enhanced Voucher if any of the following eligibility requirements are met:
  - a. The household is located in a Low-Income Community or in or within ½ mile of a Disadvantaged Community (see map linked below)<sup>1</sup>
  - b. The Applicant participates in a Low-Income program such as WIC, CARE, or LIHEAP
  - c. The combined household income is either\*:
    - Below \$67,277; or
    - Below county-specific California Department of Housing and Community Development (HDC) low-income limits (shown in table), depending on the number of persons in the household and whether the household is located in Yolo or Solano County

County	Number of persons in household							
	1	2	3	4	5	6	7	8
Solano County	\$64,050	\$73,200	\$82,350	\$91,500	\$98,850	\$106,150	\$113,500	\$120,800
Yolo County	\$58,750	\$67,150	\$75,550	\$83,900	\$90,650	\$97,350	\$104,050	\$110,750

\*The District will use whichever income threshold is higher to determine eligibility

The applicant must bring supporting documents for District review when submitting the application.

4. Vouchers are 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 may redeem the voucher with Participating Retailers only. 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 and Enhanced Vouchers will be applied as an instant rebate off the total price of the stove. No retroactive rebates are allowed.
6. New devices must be safe, basic model professionally installed by a licensed installer 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,

<sup>1</sup> California Climate Investments Priority Populations 2023  
<https://gis.carb.arb.ca.gov/portal/apps/experiencebuilder/experience/?id=6b4b15f8c6514733972cabdda3108348>

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. Older stoves that were replaced through the program can be permanently removed from service and surrendered to the participating retailer, who will render them inoperable and coordinate their disposal and recycling. The participating retailer 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. However, since 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.
8. Participating retailers and/or their licensed installers 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 Yolo-Solano Air Quality Management District.

Email:	grants@ysaqmd.org
Mailing Address:	1947 Galileo Court, Suite 103, Davis CA, 95618

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 Air 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.

Once you have submitted an application, it will be reviewed by District staff. If funding is still available, District staff will give you an application number and a list of the Participating Merchants for this program. You will be able to schedule an in-home estimate with the Participating Merchant of your choice after receiving an application number. After the in-home estimate, send a copy of the quote to the District in order to receive your voucher. Do not purchase or pay for equipment, or remove existing equipment prior to receiving a voucher.



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:**

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Name \_\_\_\_\_

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Physical Home Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip Code \_\_\_\_\_

Primary Residence

Long-term Rental

Other \_\_\_\_\_

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Mailing Address (if different) \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip Code \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email (if available): \_\_\_\_\_

## **Existing Wood Burning Device:**

Make/Model: \_\_\_\_\_ Year Manufactured/Age: \_\_\_\_\_

Does your stove list a U.S. EPA Stove Certification Label in the back? If yes, please list:

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Does your stove have visible labeling listing its particulate matter emission level? You may need to look inside the unit. If yes, please list:

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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)

I have included the following photographs of my existing wood-burning device:

- Existing fireplace or woodstove in operation
- Existing fireplace or woodstove in original location including clearly identifiable background, and pipe, ventilation system and chimney as applicable
- Fireplace or woodstove with any screens or doors open
- Any accessible manufacturer tags
- Wood storage area (if open-hearth fireplace)

In a typical heating season, how many cords of wood do you typically burn? \_\_\_\_\_

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

## Incentive Level:

- Standard Incentive: \$5,000 for new electric heat pump installations.
- Enhanced Incentive: up to \$10,000 for new electric heat pump installations
  - Household located in a Low-Income or Disadvantaged Community (see map linked below)<sup>2</sup>
    - Verify with proof of address (utility bill or other documentation)
  - Proof of participation in a federal or state income assistance program (WIC, CARE, LIHEAP)
  - Household income less than \$67,277 annually or county-specific low-income limits  
(see income table on page 1)
    - Eligible documentation includes pay stubs, tax returns, or an income statement from the employer of every person in the household (documentation will be destroyed after eligibility is established)

## District Assistance

Please email [grants@ysaqmd.org](mailto:grants@ysaqmd.org) or call 530-757-3539 if you need assistance determining if your household is eligible for a \$10,000 enhanced incentive.

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<sup>2</sup> California Climate Investments 2023  
<https://gis.carb.arb.ca.gov/portal/apps/experiencebuilder/experience/?id=6b4b15f8c6514733972cabdda3108348>

**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) voucher per address.
- c. I understand that applications are processed in the order they are received. Vouchers will be distributed on a first-come, first-served basis. Funding is limited; vouchers 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 a current list of Participating Retailers who will honor the voucher if it is submitted by the expiration date written on the voucher.
- e. The participating retailer who installs the new device is responsible for properly dismantling and disposing of the old device. Since the replacement device is an electric heat pump, I understand I am allowed to retain the old wood burning device to serve as emergency heat only in case of a power outage.
- f. If I choose to replace a device with funds from this program, I will make a commitment to purchase an eligible device from a Participating Retailer within the four (4) week period and authorize the retailer 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 the Participating Retailer 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 the retailer 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 a wood-burning 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 with 30-day advanced notice.
- 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:** \_\_\_\_\_

# VOUCHER APPLICATION PACKET

**You must provide the following in order for your application to be accepted:**

- Required photographs of existing wood-burning device – the one being replaced
- All entries completed on application
- Signed application

**To qualify for an Enhanced Voucher, choose one (backup documentation required):**

- Project is located in a Low-Income Community or in or within ½ mile of a Disadvantaged Community<sup>3</sup> (enter address into map linked below or contact District staff)
  - Utility bill or other proof of address
- Applicant participates in a Low-Income program (WIC, CARE, LIHEAP)
- Low Income Household (household income below \$67,277 or below California Dept. of Housing and Community Development low-income limits on page 1).
  - Documentation with pay stubs, tax returns or an income statement from the employer of every person in the household is required. Once eligibility is established, the Air District will either return your income documentation or destroy it

**Additional form required if the wood-burning device is located within a rental home:**

- Owner / Tenant Agreement

Submit your completed application with attachments by email, mail, or hand delivery to the Yolo-Solano Air Quality Management District.

Email:	grants@ysaqmd.org
Mailing Address:	1947 Galileo Court, Suite 103, Davis CA, 95618

<sup>3</sup> California Climate Investments 2023  
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# Woodsmoke Reduction Program: Heat Pump Voucher Project



## Owner / Tenant Agreement

**Parties:** This Owner/Tenant Agreement (Agreement) is for services between

Current Tenant: \_\_\_\_\_

And the Owner: \_\_\_\_\_

Concerning the real property located at:

Address	City	State	Zip Code
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**Grant Award:** The subject matter of this Agreement is the Woodsmoke Reduction Program. This voucher is available to Owner/Tenants for the replacement of a non-EPA certified wood burning device that is currently in operation and used as a primary source of heat with an electric heat pump.

Whereas Owner and Tenant recognize the need for replacing a non-EPA certified wood burning devices with an EPA certified device to provide more efficient heating and less emissions into the home and the community.

Whereas Owner and Tenant desire to cooperate in participating in the Woodsmoke Reduction Program using funds from the California Climate Investments.

Now, therefore, Owner and Tenant agree as follows:

1. To allow District-approved Participating Retailers and their licensed Installers into the property noted above for inspection, estimate, installation and permitting. This includes allowing photos to be taken of the old, non-EPA certified device before removal and photos of the new EPA certified device after installation.
2. The Owner shall not raise the rent of the unit for a period of two (2) years or evict the unit's resident because of increased value of the unit due solely to the newly installed device.
3. Either Owner or Tenant may complete an application for the Woodsmoke Reduction Program. Both parties must review the application and agree to the items on page 5 "Applicant Certification." Submission of an application does not guarantee funding.
4. The Tenant shall not take possession of the device upon vacating the real property noted above. The new EPA certified device must stay with the property and belongs to the owner.
5. The Tenant agrees to receive training on proper wood storage and wood burning practices (if applicable) and device operation and maintenance from the Participating Retailer or licensed Installer.

I hereby certify that I understand the conditions and requirements for participation in the District's Woodsmoke Reduction Program and agree to fulfill the requirements and comply with the conditions in this agreement. I understand that if any documents are incomplete or falsified, I will be disqualified from the program.

The undersigned represent that they have the authority of their respective parties to execute this Agreement.

Signature Tenant: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name/Title: \_\_\_\_\_

Signature Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name/Title: \_\_\_\_\_

Owner's Mailing Address:

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Address City State Zip Code