

**COMMUNITY AIR PROTECTION (CAP) INCENTIVES AIR DISTRICT MID-CYCLE REPORT
CERTIFICATION FORM**

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**AIR DISTRICT 2020 MID-CYCLE REPORT CERTIFICATION FORM
DUE MAY 31, 2020**

From the Drop Down Menu, select your Air District:

SECTION 1: INTRODUCTION AND BACKGROUND

The Community Air Protection (CAP) Incentives Air District Mid-Cycle Report Certification Form is due to the California Air Resources Board (CARB) by **May 31, 2020**. Air districts will use this Mid-Cycle Report Certification Form to certify that the reported information on CAP Incentives is accurate and complete.

CAP Incentives must conform to the reporting requirements described in the CAP Incentives 2019 Guidelines¹. Additionally, CAP Incentives must comply with the California Climate Investment (CCI) Funding Guidelines² since CAP Incentives are funded with Greenhouse Gas Reduction Funds. The following reporting components described below are designed to meet the reporting requirements for both the CAP Incentives 2019 Guidelines and CCI Funding Guidelines.

SECTION 2: REPORTING

1. REPORT CAP INCENTIVES PROJECT INFORMATION IN CARL

Air districts will report project level information (i.e.:equipment/vehicle/engine information, financial information, co-funding information, and priority population benefits) into the Carl Moyer Program Clean Air Reporting Log (CARL) database. Project information for Proposition 1B projects funded with CAP Incentives will also be reported via CARL. All reported projects must be under executed contract to be credited in the CAP Incentives Progress Tracking Report. For this reporting cycle, 2020 Mid-Cycle Reporting, air districts will report project information, including updates to previously reported projects, through April 30, 2020.

Generate and attach the required CAP Incentives Progress Tracking Report from CARL database front page to complete this form: <https://www.arb.ca.gov/app/cmp/>.

2. REPORT JOBS IN TEMPLATE

Air districts who received a grant award of \$1 million or more must report on the jobs the air districts supports to implement CAP Incentives. For this reporting cycle, air districts will report the job activity between November 1, 2019 and April 30, 2020 using the provided jobs reporting template.

Complete the Jobs reporting tab of form MSCD/ITAB-191, Jobs-Outreach Reporting Template, and attach to this form.

3. REPORT OUTREACH EFFORTS IN TEMPLATE

Air districts must report each public outreach event held for CAP Incentives between November 1, 2019 and April 30, 2020. Outreach events may include AB 617 community steering committee and other meetings where CAP Incentives are part of the agenda.

¹https://ww3.arb.ca.gov/msprog/cap/docs/proposed_2019_cap_guidelines.pdf

²<https://ww3.arb.ca.gov/cc/capandtrade/auctionproceeds/2018-funding-guidelines.pdf>

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Under the grant agreement, air districts administering CAP Incentives must hold public meetings and conduct outreach to seek input from local residents and community groups on community needs and potential projects.

Complete the Outreach reporting tab of form MSCD/ITAB-191, Jobs-Outreach Reporting Template, and attach to this form.

SECTION 3: SIGNATURE OF RESPONSIBLE PARTIES

I certify the project and financial data entered into the CARL and/or spreadsheets associated with this report are complete and accurate, and that there are no known instances of fraud or misrepresentation associated with this information. I certify that the District has documentation of the reported contract execution and expenditures. I understand that the completeness and accuracy of this report and the data in CARL and/or spreadsheets are the District's responsibility.

Signature of Air Pollution Control Officer:

Print Name:

Date:

Signature of Program Administrator:

Print Name:

Date:

I certify that the financial data in this report is accurately reflected in the District's official financial records and there are no known instances of fraud associated with this information.

Signature of Chief Financial Officer/District Board-designated Alternate (not APCO or program administrator):

Print Name:

Date: