

Organization Type	Dropdown with the following selections (can only select one response) Local Education Agency (LEA) State government Nonprofit school transportation association Indian Tribe or Tribal Organization, or Tribally Controlled School (not a LEA) Bus dealer or organization that arranges financing for bus purchases	See dropdown selections	Yes

Does your organization own the buses to be replaced?	The following selections will be available to applicants. Yes No	See dropdown selections	Yes
Applicant Organization Name		School District of Lee County	Yes
Applicant Organization Street Address		2855 Colonial Boulevard	Yes, but not required for LEA

Applicant Organization City		Fort Myers	Yes, but not required for LEA
Applicant Organization County		Lee	Yes, but not required for LEA
Applicant Organization State		FL	Yes, but not required for LEA
Applicant Organization Zip		33966-XXXX	Yes, but not required for LEA

<p>Are you applying to replace buses operated by a private bus fleet?</p>	<p>Responses from a dropdown are noted below.</p> <p>Yes</p> <p>No</p>	<p>See dropdown selections</p>	<p>Yes</p>
<p>Private Fleet Name</p>		<p>Johns School Bus Service</p>	<p>Only required if Are you applying to replace buses operated by a private bus fleet? Question is answered "yes"</p>
<p>Private Fleet Street Address</p>		<p>1245 Willow Street, Suite 224</p>	<p>Only required if Are you applying to replace buses operated by a private bus fleet? Question is answered "yes"</p>

Private Fleet City		Port Charlotte	Only required if Are you applying to replace buses operated by a private bus fleet? Question is answered "yes"
Private Fleet County		Lee	Only required if Are you applying to replace buses operated by a private bus fleet? Question is answered "yes"
Private Fleet State		FL	Only required if Are you applying to replace buses operated by a private bus fleet? Question is answered "yes"
Private Fleet Zip		33974-XXXX	Only required if Are you applying to replace buses operated by a private bus fleet? Question is answered "yes"
Private Fleet Contact Name		John Baker	Only required if Are you applying to replace buses operated by a private bus fleet? Question is answered "yes"
Private Fleet Contact Title		Owner	Only required if Are you applying to replace buses operated by a private bus fleet? Question is answered "yes"

Private Fleet Contact Business Phone Number		239-590-0562	Only required if Are you applying to replace buses operated by a private bus fleet? Question is answered "yes"
Private Fleet Contact Business Email		john@johnsbuses.com	Only required if Are you applying to replace buses operated by a private bus fleet? Question is answered "yes"
LEA Name		same format as applicant and private fleets	yes
NCES District ID		2700085	Yes
LEA Street Address		same format as applicant and private fleets	yes
LEA City		same format as applicant and private fleets	yes
LEA County		same format as applicant and private fleets	yes
LEA State		same format as applicant and private fleets	yes
LEA Zip		same format as applicant and private fleets	yes
LEA Contact Name		Same format as private fleets	no, only required if applicant is not an LEA
LEA Contact Title		same format as private fleets	no, only required if applicant is not an LEA

LEA Contact Business Phone Number		same format as private fleets	no, only required if applicant is not an LEA
LEA Contact Business Email		same format as private fleets	no, only required if applicant is not an LEA
Is your LEA a charter school?	Responses from a dropdown are noted below. Yes No	See dropdown selections	yes
Charter school estimated student poverty rate			25 no, only required if applicant is a LEA charter school
Is your LEA a Indian Tribe or Tribal Organization, or Tribally Controlled School?	Responses from a dropdown are noted below. Yes No	See dropdown selections	yes
Sam.gov UEI			yes
EIN		12-3456789	yes
Bus VIN (old bus)		4DRBWAAN86A168717	yes

Bus Manufacturer (old bus)	Responses from a dropdown are below Blue Bird Corporation IC Bus (Navistar) Lion Electric Company Micro Bird (Girardin) Thomas Built Buses Titan Bus Van-Con, Inc. Other (allow a fillable entry)	See dropdown selections	yes
Bus Model (old bus)		need to figure out what we want entered	yes
Annual Mileage (old bus)		12,256	yes
Annual Fuel Consumption (old bus)		2,357	yes
Bus GVWR in lbs. (old bus)		31,800	yes
Bus vehicle model year (old bus)		2009	yes
Bus Fuel Type (old bus)	Responses from a dropdown below. Diesel Gasoline LNG CNG Propane Hydrogen Biofuels	See dropdown selections	yes

Replacement bus fuel type (planned)	Responses from a dropdown below. Electric LNG CNG Propane Hydrogen Biofuels	See dropdown selections	yes
Replacement bus GVWR (estimate)		31,000	yes
Scans of bus titles and registrations		PDF's, graphic images (eg. jpeg, psd)	yes
Number of buses requested for replacement		10	yes
Rebate Amount requested	Responses from a dropdown list below or autofill based on category (low income or not) LEA falls into Electric School Bus (low income LEA) \$XXX,XXX Electric School Bus (LEA) \$XXX,XXX Clean School Bus (low income LEA) \$XX,XXX Clean School Bus (LEA) \$XX,XXX	See dropdown selections	yes
Source of additional funding		City of Fort Myers, FL	
Total Amount of additional sources of funding		1,236,000	optional
Total Rebate Funds Requested			yes
Total of Rebate and Other Funding		2,436,000	yes

Electronic Signature - Authorized Representative			yes
Name for Authorized Representative		Greg Litterson	yes
Title - Authorized Representative		Superintendent	yes
Business Phone Number - Authorized Representative		236-564-5972	yes
Business Email - Authorized Representative		gregletterson@leeschools.net	yes
Name for Alternate Representative		Tom Blinker	yes
Title - Alternate Representative		Transportation Manager	yes
Business Phone Number - Alternate Representative		238-264-2378	yes
Business Email - Alternate Representative		tomblinker@leeschools.net	yes
Application Number		22-01589	yes
Application Number		22-01589	yes
Purchase Order Date		10/17/2022	yes

Vehicle(s) estimated delivery date		2/14/2023	yes
Purchaser name		Mountain School District of the Ozarks	yes
Purchaser Street Address		145 West Elm Street	yes
Purchaser City		Rapid City	yes
Purchaser State	Dropdown list of states or territories to select one.	Iowa	Yes
Purchaser Zip		20357-XXXX	yes
Purchaser business phone number		236-456-7821	yes
Vendor name		Midwest Bus Sales, Inc	yes
Vendor street address		156 Redline Rd	yes
Vendor City		Rapid City	yes
Vendor State	Dropdown list of states or territories to select one.	Iowa	Yes
Vendor Zip		20357-XXXX	yes
Vendor business phone number		564-895-7231	yes

Bus Vehicle Make (ordered)	Responses from a dropdown are below All American Blue Bird Corporation Collins Bus Corporation Greenpower Motor Company IC Bus (Navistar) Lion Electric Company Micro Bird (Girardin) Roush Cleantech Starcraft Bus Thomas Built Buses Titan Bus Trans Tech Van-Con, Inc. Other (allow a fillable entry)	See dropdown selections	yes
Bus Vehicle Model (ordered)		need to figure out what we want entered	yes
Vehicle Fuel Type (ordered)	See dropdown responses below. Biofuels Compressed Natural Gas (CNG) Electric Hydrogen Liquid Natural Gas (LNG) Propane	See dropdown selections	yes
Vehicle Model Year (ordered)		2023	yes
Vehicle GVWR (ordered)		33,000	yes
Replacement bus purchase price		\$423,356.00	yes

Total purchase price for all replacement buses		\$1,567,467.34	
Charging or fueling pedestal cost (ordered)		\$45,000	no, only needed if installing charging or fueling pedestal(s)
Total charging or fueling infrastructure cost w/ installation (estimated)		\$122,456.00	no, only needed if including costs in application for fueling infrastructure
Number of buses requested for replacement		10	

Number of buses ordered		10	
Scans of bus and charging purchase orders		PDF's, graphic images (eg. jpeg, psd)	Yes
Application Number		22-01589	yes
Applicant Name	Pre-populated from application info		yes
Applicant Street Address	Pre-populated from application info		yes

Applicant City	Pre-populated from application info		yes
Applicant County	Pre-populated from application info		yes
Applicant State	Pre-populated from application info		yes

Applicant Zip	Pre-populated from application info		yes
Sam.gov UEI	Pre-populated from application info		
EIN	Pre-populated from application info		
New Bus VIN		4DRBUC8N4NB613816	yes

New Bus manufacturer	Responses from a dropdown are below All American Blue Bird Corporation Collins Bus Corporation Greenpower Motor Company IC Bus (Navistar) Lion Electric Company Micro Bird (Girardin) Roush Cleantech Starcraft Bus Thomas Built Buses Titan Bus Trans Tech Van-Con, Inc. Other (allow a fillable entry)	See dropdown selections	yes
New Bus model			yes
New Bus model year	Autofill from VIN		
EV bus range		150	yes
Replacement bus fuel type	See dropdown responses below. Biofuels Compressed Natural Gas (CNG) Electric Hydrogen Liquid Natural Gas (LNG) Propane	See dropdown selections	yes
Replacement bus cost			
Charging or fueling type (actual)	See dropdown responses below. Compressed National Gas (CNG) Electric Level 1 Electric Level 2 Electric DCFC Electric DCFC w/ V2G Liquid Natural Gas (LNG) Propane	See dropdown selections	optional

Charging or fueling pedestal cost (actual)		\$45,000	optional
Charging or fueling infrastructure cost w/ installation (actual)		\$123,678.45	optional
Scans of bus and charging invoices			
Scans of bus and charging proof of delivery			
Photos of new bus and charging equipment			
Number of buses received	Autocalculated based on bus table		
Source of additional funding			
Amount of additional sources of funding			
Amount requested			
Total amount requested	Populated from "Amount requested" for each bus		
Scrap yard name			
Scrap yard address			
Scrap yard phone number			
Electronic Signature - Authorized Representative			
Name for Authorized Representative			
Title - Authorized Representative			
Business Phone Number - Authorized Representative			
Vehicle GVWR (actual)		33,000	yes

Business Email - Authorized Representative			
Requirements:			
Ability to attach documents and images to the three forms			
Ability to save the forms before submitting and come back to them later without losing info			
Allow multiple users to fill out and submit forms for one organization			
Electronically sign/submit forms in a legally binding manner.	Would require some level of user verification (e.g., log		
Automate the Misc. Obligation Document workflow process	within TCD (notifications, selection letter generation/si		
Implement by April 2022			
Allow levels of access for	EPA HQ, Regions, and EPA contractors (read only, edit)		
Audit trail for edits and resubmission of forms			
Form data to be accessible in a database that can be extracted in reports and connected with	data visualization to		
Autofill form data or use drop-downs where possible (e.g., use sam.gov info via login.gov relationship, use public N			

<p>Dropdown Selection</p>	<p>Limited by dropdown selection</p>	<p>Please select one of the selections from the dropdowns in this field. Your selection will determine what additional items you need to complete. Fields that don't apply to your selection will not be available for you to edit.</p> <p>If you are a Indian Tribe or Tribal Organization, or Tribally Controlled School that is a LEA, then select organization type "Local Education Agency (LEA)</p> <p>ADD NOTE about charter schools that are not LEA.</p>	<p>Public</p>

Dropdown menu or checkbox	Limited by dropdown selection	Answer yes or no. Your selection will determine what additional items you need to complete. Fields that don't apply to your selection will not be available for you to edit. If you answered that your organization is a "Bus dealer or organization that arranges financing for bus purchase", or "Nonprofit school transportation association", then the answer of "no" has already been filled for you.	Public
alphanumeric	15	Applies to the following types of organizations: State governments, Bus dealers or organizations that arranges financing for bus purchases, Nonprofit school transportation associations, and Indian Tribe/Tribal Organization/ Tribally Controlled School (that is not LEA). This information was automatically filled from information in your https://sam.gov/ and https://login.gov/ .	Public
alphanumeric	15	Applies to the following types of organizations: State governments, Bus dealers or organizations that arranges financing for bus purchases, Nonprofit school transportation associations, and Indian Tribe/Tribal Organization/ Tribally Controlled School (that is not LEA). This information was automatically filled from information in your https://sam.gov/ and https://login.gov/ .	Public

alphanumeric	2	Applies to the following types of organizations: State governments, Bus dealers or organizations that arranges financing for bus purchases, Nonprofit school transportation associations, and Indian Tribe/Tribal Organization/ Tribally Controlled School (this is not LEA). This information was automatically filled from information in your https://sam.gov/ and https://login.gov/ .	Public
Dropdown menu (if possible to pull counties by state, if not alphanumeric)	2	Applies to the following types of organizations: State governments, Bus dealers or organizations that arranges financing for bus purchases, Nonprofit school transportation associations, and Indian Tribe/Tribal Organization/ Tribally Controlled School (this is not LEA). This information was automatically filled from information in your https://sam.gov/ and https://login.gov/ .	Public
Dropdown menu	2	Applies to the following types of organizations: State governments, Bus dealers or organizations that arranges financing for bus purchases, Nonprofit school transportation associations, and Indian Tribe/Tribal Organization/ Tribally Controlled School (that is not LEA). This information was automatically filled from information in your https://sam.gov/ and https://login.gov/ .	Public
Numeric	2	Applies to the following types of organizations: State governments, Bus dealers or organizations that arranges financing for bus purchases, Nonprofit school transportation associations, and Indian Tribe/Tribal Organization/ Tribally Controlled School (this is not LEA). This information was automatically filled from information in your https://sam.gov/ and https://login.gov/ .	Public

Dropdown menu or checkbox	based on dropdown selection	Answer yes if you are replacing buses operated by a private fleet (LEA applicants should answer "yes" to this question).	Public
alphanumeric	15	Enter the official name of your private fleet.	Public
alphanumeric	15	Enter the official address of your private fleet street.	Public

alphanumeric	2	Enter the official city of your private fleet.	Public
Dropdown menu if available by state	2	Enter the official county of your private fleet.	Public
Dropdown menu	1	Enter the official state of your private fleet.	Public
Numeric	2	Enter the official zip of your private fleet.	Public
alphanumeric	5	Enter the official name of your private fleet contact.	Public
alphanumeric	15	Enter the official title of your private fleet contact.	Public

Numeric	4	Enter the official number of your private fleet contact business phone.	Public
alphanumeric	1	Enter the official email of your private fleet contact business.	Public
alphanumeric	15	This is the Local Educational Agency (LEA) that buses serve. This information was automatically filled from information in your https://sam.gov/ and https://login.gov/ , or from information received from the entered NCES District LEAID.	Public
Numeric	1	Enter the school district six or seven digit number for LEAID from the National Center for Education Statistics (NCES) (provide link). If you don't have an LEAID, contact the help line at XXXX.	Public
alphanumeric	15	This information was automatically filled from information in your https://sam.gov/ and https://login.gov/ , or from information received from the entered NCES District LEAID.	Public
alphanumeric	3	This information was automatically filled from information in your https://sam.gov/ and https://login.gov/ , or from information received from the entered NCES District LEAID.	Public
Dropdown menu if available by state	3	This information was automatically filled from information in your https://sam.gov/ and https://login.gov/ , or from information received from the entered NCES District LEAID.	Public
Dropdown menu	1	This information was automatically filled from information in your https://sam.gov/ and https://login.gov/ , or from information received from the entered NCES District LEAID.	Public
Numeric	2	This information was automatically filled from information in your https://sam.gov/ and https://login.gov/ , or from information received from the entered NCES District LEAID.	Public
alphanumeric	5	Enter contact name for your LEA.	Public
alphanumeric	5	Enter if contact title for your LEA.	Public

Numeric	4	Enter your LEA contact business phone number.	Public
alphanumeric	1	Enter your LEA contact business email.	Public
Dropdown menu or checkbox	1	MAY WANT TO EXPLAIN WHAT A CHARTER SCHOOL IS HERE	Public
numeric	1	Enter the estimated student poverty percentage rate. Example: entering "25" would indicate a poverty rate of 25 percent.	Public
Dropdown menu or checkbox	1		Public
alphanumeric		This is your Unique Entity ID (UEI) and is automatically filled from your System for Award Management (SAM.gov) account.	Public
alphanumeric	2	This the applicant's Employee Identification Number (EIN) and is automatically filled from https://sam.gov/ . Example: 12-3456789	Public
alphanumeric (Table)		Enter the Vehical Identification Number (VIN, 17 characters) for each bus to be replaced in separate rolls in the table. All the requested information for each bus should be entered in the row.	Public

alphanumeric dropdown within table (Table)	10	Select the bus manufacturer of the old bus to be replaced from the dropdown list or if not on the dropdown, enter the name of the bus manufacturer. Do not enter the engine manufacturer.	Public
alphanumeric (Table)	10	Enter the model of the old bus(es) to be replaced.	Public
Numeric (Table)	1	Enter the miles the bus has traveled in the past calendar. The mileage driven must be at least XXX miles. Note: this needs to be confirmed with the program guidance.	Public
Numeric (Table)	1	Enter the number of gallons of fuel the bus(es) used in 2021.	Public
Numeric (Table)	1	Enter the Gross Vehicle Weight Rating (GVWR) in pounds (lbs.) of the old bus to be replaced. This information is typically found on the bus VIN plate.	Public
Numeric (Table)	1	The model year is automatically filled from the VIN number you entered for the bus(es). You may enter the model year the bus was manufactured if it was incorrectly filled based on the VIN number. Do not enter the engine model year.	Public
Dropdown menu (within Table)	1	Select only one fuel type of the bus(es) that is to be replaced from the dropdown list.	Public

Dropdown menu (within Table)	1	Select the fuel type of the replacement bus from the dropdown list.	Public
Dropdown menu (within Table)	1	Enter the estimated Gross Vehicle Weight Rating (GVWR) in pounds (lbs.) for the new replacement bus.	Public
Attachment		Attach a scan(s) of all the bus titles and registrations of buses to be replaced.	
Numeric	1	This automatically generated number is the total number of buses you are requesting for replacement.	Public
Dropdown menu (within Table)	1	TBD based on how the number is populated.	Public
alphanumeric (Table)	50	Enter the sources of additional funding for this rebate.	Public
Numeric (Table)	1	Enter the total dollars of funding from all sources.	Public
Numeric	1	The amount is automatically totaled from the "Rebate amount requested" for each bus.	Public
Numeric		This amount is automatically totaled from "Rebate Amount requested" and "Total Amount of other sources of funding" for each bus	Public

Signature	5	The authorized representative must sign the application attesting that the buses and bus engines to be replaced will be scrapped. Sign the form by typing you signature or by signing with you finger/other means. Note this will need to be updated based on the program guide.	Public
alphanumeric	5	The name of the authorized representative is automatically filled from the https://sam.gov	Public
alphanumeric	5	The title of the authorized representative is automatically filled from the https://sam.gov	Public
Numeric	3	The business phone number of the authorized representative is automatically filled from the https://sam.gov	Public
alphanumeric	1	The business email address of the authorized representative is automatically filled from the https://sam.gov	Public
alphanumeric	5	Enter the name of the alternative representative.	Public
alphanumeric	5	Enter the title of the alternative representative.	
Numeric	3	Enter the business phone number of the alternative representative.	Public
alphanumeric	1	Enter the business email address of the alternative representative.	Public
alphanumeric	1	Automatically generated when you submit or save your application.	Public
alphanumeric	1	This number was automatically generated when you submitted your application.	Public
alphanumeric with calendar for date selection	1	Enter the date of your purchase order in the following format MM/DD/YYYY.	Public

alphanumeric with calendar for date selection	1	Enter the date of your estimated delivery date in the following format MM/DD/YYYY.	Public
alphanumeric	10	Enter the name of the organization that is purchasing the bus(es) and will be the bus(es) owner.	Public
alphanumeric	9	Enter the street address of the purchaser.	Public
alphanumeric	2	Enter the city of the purchaser	Public
alphanumeric	1	Enter the state or territory from the dropdown list for the purchaser.	Public
alphanumeric	2	Enter the zip +4 code for the purchaser.	Public
numeric	3	Enter the business phone number of the the bus purchaser.	Public
alphanumeric	10	Enter the name of the vendor that the buses are being purchased from.	Public
alphanumeric	10	Enter the street address of the vendor.	Public
alphanumeric	2	Enter the city of the vendor	Public
alphanumeric	1	Enter the state or territory from the dropdown list for the vendor.	Public
alphanumeric	2	Enter the zip +4 code for the vendor.	Public
Numeric	3	Enter the business phone number of the the vendor.	

Dropdown menu (within Table)	10	Enter the vehicle make of the replacement bus(es) ordered to be purchased.	
alphanumeric	5	Enter the Model of the replacement bus(es) ordered to be purchased.	Public
Dropdown menu (within Table)	10	Enter only one fuel type per bus for the replacement bus(es) ordered.	Public
Numeric (Table)	1	Enter the model year of the replacement bus(es) to be purchased	
Numeric (Table)	1	Enter the gross vehicle weight rating (GVWR) for the ordered replacement bus(es) to be purchased	Public
Numeric (Table)	1	Enter the purchase price of each replacement school bus(es) ordered. Do not include charging or fueling infrastructure costs here.	Public

Numeric (Table)	1	The number is automatically filled in based the cost of each ordered bus to be purchased.	Public
Numeric (Table)	1	<p>Enter the ordered charging or fueling pedestal estimated cost for each replacement bus. If pedestals are not being installed for each bus, it is not necessary to include a cost for each replacement bus planned.</p> <p>Do not include infrastructure material and installation costs that are not specifically part of the pedestal here. Those costs should be entered elsewhere on the Purchase Order Form.</p>	
Numeric (Table)	1	<p>Enter the estimated costs for materials and installation of the fueling infrastructure. Example costs could include but are not limited to: concrete pads, electrical conduit, power supply/stations, connection to the electrical grid etc.</p> <p>These costs should not include pedestal costs that are entered elsewhere in the Purchase Order Form.</p>	
numeric		This field is automatically filled based the number of buses that were requested for replacement in your application.	

Numeric		This field is automatically calculated based the number of buses ordered that were entered in the table.	
Attachment			
alphanumeric	1	This number was automatically generated when you submitted your application.	Public
alphanumeric	5		Public
alphanumeric	15		Public

alphanumeric	2		Public
Text	3		Public
Dropdown menu	1		Public

numeric	2		Public
alphanumeric			Public
alphanumeric	2		Public
alphanumeric	1	Enter the 17 digit Vehicle Identification Number (VIN) for the bus(es) delivered.	

alphanumeric	10	Select only one fuel type for each new the bus delivered from the dropdown list.	Public
alphanumeric	8	Enter the model of the bus identified by the manufacturer.	Public
Numeric (Table)	1	The model year is automatically filled from the VIN number you entered for the bus(es). You may enter the model year the bus was manufactured if it was incorrectly filled based on the VIN number. Do not enter the engine model year.	Public
Numeric (Table)	1	Enter the manufacturers estimated range in miles for the new bus(es).	Public
Dropdown menu (within Table)	4	Select the delivered replacement bus fuel type.	Public
Numeric (Table)			
Dropdown menu (within Table)	4	Please select one of the selections from the dropdowns in this field. If charging of fueling is not provided for each new bus, account for all the fueling or charging pedestals that were installed. If there are fewer fueling or charging pedestals installed as part of this rebate application than new buses, you may leave this question unanswered for some of the buses.	Public

Numeric (Table)		If charging of fueling is not provided for each new bus, account for fueling or charging pedestals costs that were installed. If there are fewer fueling or charging pedestals installed as part of this rebate application than new buses, you may leave this question unanswered for some of the buses.	
Numeric (Table)		List the actual cost of fueling infrastructure including materials and installation. If infrastructure is not installed for each bus, you may leave this question unanswered for those buses where infrastructure was not install; however, all costs should be accounted for for the rebate application.	
Attachment			
Attachment			
Attachment			
Numeric			
Text (Table)			
Numeric (Table)			
Dropdown menu (within Table)			
Numeric			
Text			
Text			
Numeric			
Signature			
Text			
Text			
Numeric			
Numeric (Table)	1	Enter the gross vehicle weight rating (GVWR) for the replacement bus(es) to be purchased	Public

Text			
gin.gov).			
gning, handoff to RTP)			
pls like Qlik			
ICES District ID with a table to autofill other LEA data)			

Applicant info	Submission	Application

Applicant info	Submission	Application
Applicant info	Submission	Application
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Applicant info	Submission	Application
Applicant info	Submission	Application
Applicant info	Submission	Application
Old bus info	OldBus	Application

Attestation	Submission	Application
Contacts	Submission	Application
Contacts	Submission	Application
Contacts	Submission	Application
Contacts	Submission	Application
Contacts	Submission	Application
Contacts	Submission	Application
Contacts	Submission	Application
Contacts	Submission	Application
Contacts	Submission	Application
System	Submission	Application
System	Submission	Purchase Order Form
New bus info	Submission	Purchase Order Form

New bus info	Submission	Purchase Order Form
New bus info	NewBus	Purchase Order Form
New bus info	Submission	Purchase Order Form
Old bus info	Submission	Purchase Order Form

New bus info	Submission	Purchase Order Form
New bus info	Submission	Purchase Order Form
System	Submission	Close Out Form
Applicant info	Submission	Close Out Form
Applicant info	Submission	Close Out Form

Applicant info	Submission	Close Out Form
Applicant info	Submission	Close Out Form
Applicant info	Submission	Close Out Form

Applicant info	Submission	Close Out Form
Applicant info	Submission	Close Out Form
Applicant info	Submission	Close Out Form
New bus info	NewBus	Close Out Form

New bus info	NewBus	Close Out Form
New bus info	Submission	Close Out Form
New bus info	Submission	Close Out Form
New bus info	Submission	Close Out Form
New bus info	NewBus	Close Out Form
New bus info	Submission	Close Out Form
Funding	Submission	Close Out Form
Funding	Submission	Close Out Form
Funding	NewBus	Close Out Form
Funding	Submission	Close Out Form
Old bus info	Scrap Yard	Close Out Form
Old bus info	Scrap Yard	Close Out Form
Old bus info	Scrap Yard	Close Out Form
Attestation	Submission	Close Out Form
Contacts	Submission	Close Out Form
Contacts	Submission	Close Out Form
Contacts	Submission	Close Out Form
New bus info	NewBus	Close Out Form

The following logic applies to the responses.

LEA, State Government, and Tribe responses will allow users to enter a response to the next question, "Does your organization own the buses to be replaced?"

Bus dealer and nonprofit responses will autofill the next question, "Does your organization own the buses to be replaced?", with an answer of "No"

Field Added 2/9/22

LEA Applicants

An answer of "Yes or No" autofills the following field information for LEA applicants. Autofill LEA Name, LEA Street Address, LEA City, LEA County, LEA State, LEA Zip, LEA EIN, LEA UEI, and Authorized Representative info from Sam.gov for entity and login.gov info for Representative.

State and Tribal Applicants (not a LEA)

An answer of "Yes or No" autofills the following field information for state government and tribal applicants. Autofill Applicant Organization Name, Applicant Organization Street Address, Applicant Organization City, Applicant Organization County, Applicant Organization State, Applicant Organization Zip and Authorized Representative info from Sam.gov for entity and login.gov info for Representative.

Additionally, LEA information will be autofilled when the NCES District ID (LEAID) field is completed including the following fields: LEA Name, LEA Street Address, LEA City, LEA County, LEA State, LEA Zip, LEA EIN, LEA UEI, and Authorized Representative info from Sam.gov for entity and login.gov info for Representative. Manually entry for LEA Contact Name, LEA Title, LEA Business Phone, and LEA Business Email

Bus Dealer or Nonprofit Applicants

The answer for this question that is autofilled "No" also autofills the following field information for bus dealers and nonprofit applicants. Autofill: Applicant Organization Name, Applicant Organization Street Address, Applicant Organization City, Applicant Organization County, Applicant Organization State, Applicant Organization Zip and Authorized Representative info from Sam.gov for entity and login.gov info for Representative.

If applicant org type is LEA applying to replace their own buses, skip these fields.

These fields will be completed by autofilling from sam.gov and login.gov for state government, tribal schools (that are not LEAs), bus dealers and nonprofits.

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These fields will be completed by autofilling from sam.gov and login.gov for state government, tribal schools (that are not LEAs), bus dealers and nonprofits. NOTE: Need to check to see if this field is available from sam.gov.

If applicant org type is LEA applying to replace their own buses, skip these fields.

These fields will be completed by autofilling from sam.gov and login.gov for state government, tribal schools (that are not LEAs), bus dealers and nonprofits.

If applicant org type is LEA applying to replace their own buses, skip these fields.

These fields will be completed by autofilling from sam.gov and login.gov for state government, tribal schools (that are not LEAs), bus dealers and nonprofits.

Note: could be set up to accept zip+4, but shouldn't be a requirement to enter the "+4"

LEA Applicants

If an LEA Applicant answers "no" to the question, they will receive the following error message. "Your organization must either apply to replace bus they own or bus owned by a private fleet. Change your response to Yes, change the answer to previous question about ownership, or not proceed with the application.

If an LEA Applicant answers "yes", then the private fleet fields (name, address, city, county, state, zip, contact name, title, phone, and email) are unlocked or displayed for the applicant enter information.

Non-LEA Applicants

If an Non-LEA Applicant answers "yes", then the private fleet fields (name, address, city, county, state, zip, contact name, title, phone, and email) are unlocked or displayed for the applicant enter information.

If non-LEA applicant enters a "Yes" response, use NCES District ID field to match with table of Common Core data to autofill LEA Name, LEA Street Address, LEA City, LEA County, LEA State, and LEA Zip. Applicants will need to manually enter LEA Contact Name, LEA Title, LEA Phone, and LEA Email.

If non-LEA applicant enters a "No" response, Private fleet fields will be locked or not displayed and the entered response for NCES District ID field will match with table of Common Core data to autofill LEA Name, LEA Street Address, LEA City, LEA County, LEA State, and LEA Zip. Applicants will need to manually enter LEA Contact LEA Name, LEA Title, LEA Phone and LEA Email.

If applicant org type is LEA applying to replace their own buses or a Non-LEA is replacing buses directly for an LEA, skip these fields

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Could use Zip+4, but the +4 should not be mandatory

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Allow for international numbers as well, but default should be 10 digit number.

If applicant org type is LEA applying to replace their own buses or a Non-LEA is replacing buses directly for an LEA, skip these fields

Add logic that indicates incorrect format is correct email format is not entered.

Non-LEA Applicants

When a non-LEA applicants enters the LEAID it will match with table of Common Core data to autofill LEA Name, LEA Street Address, LEA City, LEA County, LEA State, and LEA Zip. Applicants will need to manually enter LEA Contact LEA Name, LEA Title, LEA Phone and LEA Email.

Limit this field to 7 characters. If fewer than 6 characters, display error message.

Need to check if this field is available from sam.gov. If not applicant will need to fill this in rather than being autofilled.

could use zip+4 but the +4 should not be mandatory

Only ask for this info if LEA is not the applicant

Only ask for this info if LEA is not the applicant

<p>Only ask for this info if LEA is not the applicant</p> <p>Allow for interational numbers to be added.</p>
<p>Only ask for this info if LEA is not the applicant</p> <p>Display error if email is not entered in the correct format</p>
<p>If answer is "yes" unlock or display the Charter school estimated student poverty rate question.</p> <p>Question: Do we want them to indicate whether they are a High need LEA, Bureau-funded School, LEA supported by 7003(b)(1), Rural, Low-income, will be recieving Matching funds?</p>
<p>Allow numbers between 0 to 100 to be added. Display error message if outside this range.</p>
<p>New field - 2/11/22</p>
<p>unique entity id from autofilled from sam.gov</p>
<p>EIN number is autofilled from sam.gov</p>
<p>Create a table heading with the title of "Buses That Will Be Replaced", and a left column that numbers each of the 20 rows. The columns for this table will be VIN for Buses,</p> <p>Set this field to be 17 digits. If not 17 digits are entered, then an error message will be displayed saying "The VIN number you entered is not correct. VIN numbers need to be 17 characters long."</p>

Do we want to define what we mean by bus model? Do we bus model or bus type (Type A, Type B etc.)?

Display a note saying "Please check the annual mileage you entered for this bus as the mileage seems to be a lot for a year of driving", if the entered amount is above 50,000 miles.

Need to figure out the what fuel usage time period they should input.

If a number greater than 8,334 is entered, display the following message: "Are you sure the fuel usage you entered is correct as it seem high for this bus".

Autofill from 10th digit of VIN, but allow overwrite.

ERG is checking on a VIN decoder program that they are working on that could be looked up to autofill this field.

Can only select one fuel type for each bus.

Question: should biofuels be an option for the first round of rebates?

Display a note saying "Please check the GVWR you entered for this bus as it seems to be outside the typical range", if the entered amount is above 45,000 or below 10,000.

Envisioning that applicant will submit one attachment that has titles and registrations for all buses to be replaced; however we should allow for multiple attachments.

Autocalculated based on bus table

Do we want to have a look-up table that has a list of "low income LEAs" and those that are not low income LEAs to be tied to the LEAID that can autofill the requested amount field. It may be tough for the applicant to know what amount to select from a dropdown if they don't know if their LEAID qualifies for low income. What does "(within Table)" mean? Does mention of a table imply many to one and potentially a separate entity?

Do we want additional fields for pedestal and infrastructure costs, or will be cost be rolled into each requested bus rebate? Looks like rebate amounts per bus will include one rebate that could be used for purchase of the bus, and associated pedestal and infrastructure, so we don't need additional fields for the pedestal and infrastructure rebates.

Does "(Table)" imply that this is many-to-one with Application and it is totalled in Total Amount of additional sources of funding? If so, does this need to be in a separate entity?

The name says "Total" but the Field Type says "(Table)", so is this the single value of the total of all additional funding amounts?

Sum the total of all rows from the "Rebate amount requested" field.

Sum the amount from the "Rebate amount requested" and "Total Amount of other sources of funding" fields.

Use the "squiggly" signature option for programming.
Will need a way to distinguish this signature in Salesforce each time a different form is signed.

Will need a way to distinguish this name in Salesforce each time a different form is submitted.

Will need a way to distinguish this title in Salesforce each time a different form is signed.

Set to allow international numbers

allow international numbers

Display error message is email format is not correct saying " You have entered your email in an incorrect format, please correct".

New field - 2/11/22

Need to have GSA forms generate a seven character application number for each application that is submitted. This number will tie all forms for a specific application together into a record for the entire school bus rebate process from submittal to close out.

The first two digits will be the rebate application year and the next 5 digits will be sequentially numbered each time a new application is saved or submitted. The last 5 digits will sequentially restart for each application year.

Need to figure out if the application number can be tied to the login.gov login for specific users and associated applications. Then they can select the application they want to work on and the application number will be carried to the next form.

Changed this field to "Purchase Order Date" from "Purchase" assuming this is what was meant by this field

Is this per bus or per application? It could be for every bus, or it could be for all the buses.

Question, is it possible the purchaser could be someone other than the owner of the bus(es)?
Can or should this be pre-populated from the applicant or LEA fields in the application?

Updated 2/22/22

Do we need to track these as separate fields (street, city, state, zip)?
Can or should this be pre-populated from the applicant or LEA fields in the application?

New filed 2/22/22

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New filed 2/22/22

Can or should this be pre-populated from the applicant or LEA fields in the application?

Added field on 2/14/22

Do we need to add this field?
Can or should this be pre-populated from the applicant or LEA fields in the application?

Is this per bus or per application? Usually it's per application, but with should allow for per bus.

Updated 2/22/22

Is this per bus or per application? Usually it's per application, but with should allow for per bus.
Do we need to track these as separate fields (street, city, state, zip)?

New filed 2/22/22

New field 2/22/22

New filed 2/22/22

Is this per bus or per application? Usually it's per application, but with should allow for per bus.

This should be set up to enter a make for each bus being purchased.
Review list of manufacturers in the dropdown list.

Do we want to define what we mean by bus model? Do we bus model or bus type (Type A, Type B etc.)?

Should biofuels be included for this first round of rebates?
Should retrofits to a clean school bus or electric school bus be considered?

Should be for each replacement bus.

Should be for each replacement bus.

Should be for each replacement bus.

Calculated as the total of all new bus prices.

Optional, since there may be fewer chargers than buses, so only a subset of the buses would have chargers associated with them in the purchase. Is this estimated, whereas the one in Close Out Form is actual?

This is estimated, whereas the one in Close Out Form is actual. This is exclusive of per-bus costs. It isn't certain that this field will be used in the first year.

Need to review User Instructions/Help

New field 2/16/22

This number should be pulled from data submitted in their application, so it would need to be pulled from Salesforce back into this form.

Having this pulled in will help the applicant see that the number of buses requested for replacement, match the number of buses they ordered.

Autocalculated based on bus table

If the value in the "Number of buses requested for replacement doesn't match the value in this field, display a message saying: "The number of buses ordered does not match the number of buses requested. If you have ordered fewer buses than you are requesting for replacement, update the ordered buses to match the amount requesting for rebates to receive rebate funding for all buses. If you ordered more buses than you are requesting for replacement, please remove ordered buses so that the amount ordered matches what's requested for replacement." Having this error message will help with alerting applicants that the buses requested in the application don't match what they ordered, so this can be fixed here rather than finding the mistake during the review process.

We may want to build some logic into Salesforce to assist with reviews that checks the number and type of replacement buses requested in the application with the number and type of buses ordered to make sure that we send them the correct rebate amount at this stage.

Allow for multiple attachments to be added.

For LEA Applicants

Autofill this information from the LEA fields in the application form. Since data can't be stored in GSA Forms for more than 30 days, we'll need a way to pull this data back from Salesforce into GSA forms so it can be autofilled.

For Non-LEA Applicants

Autofill this information from the Applicant Organization fields in the Application Form. Since data can't be stored in GSA Forms for more than 30 days, we'll need a way to pull this data back from Salesforce into GSA forms so it can be autofilled.

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Limit to 2 character state, or territory codes

For LEA Applicants

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Use zip+4 but don't make +4 a requirement

For LEA Applicants

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This will be automatically filled based on the 10 digit of the 17 digit VIN from a lookup table. ERG is working on a VIN decoder that may be ready for this application.

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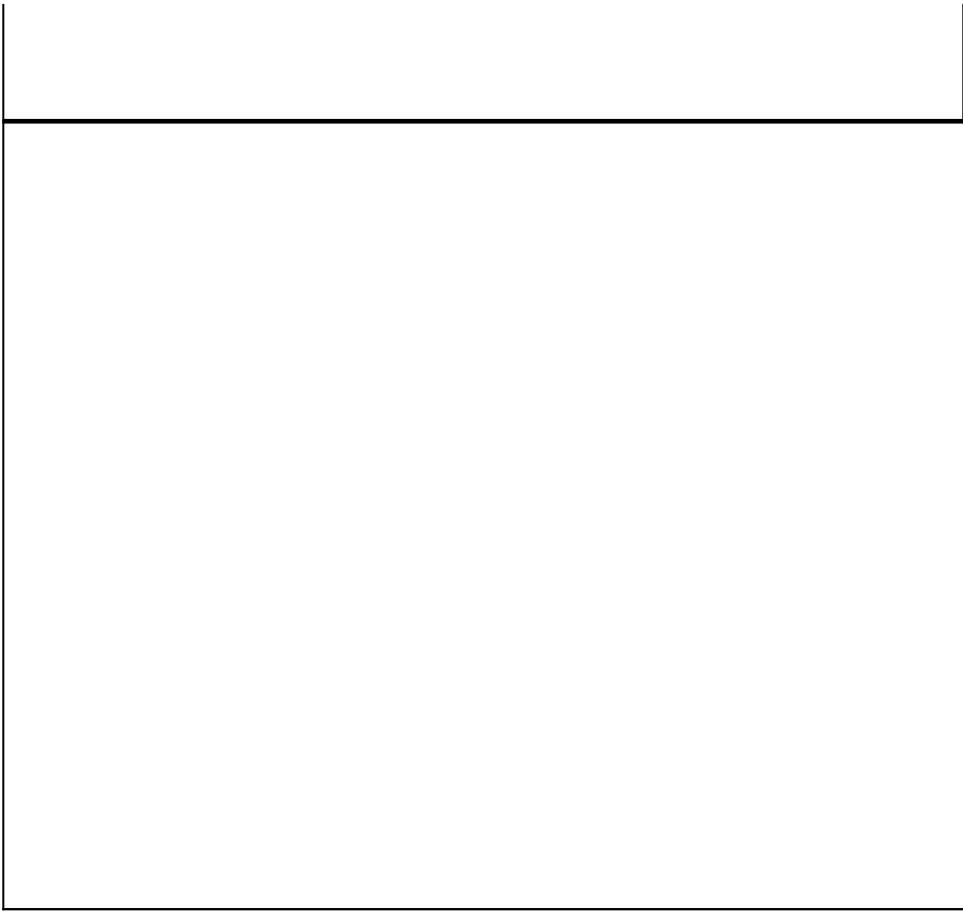
Optional, since there may be fewer chargers than buses, so only a subset of the buses would have chargers associated with them in the purchase.

Is this actual, whereas the one in Purchase Order Form is estimated?

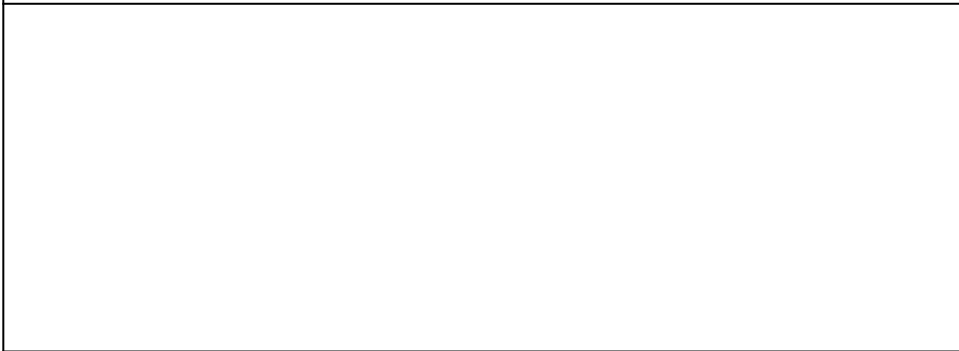
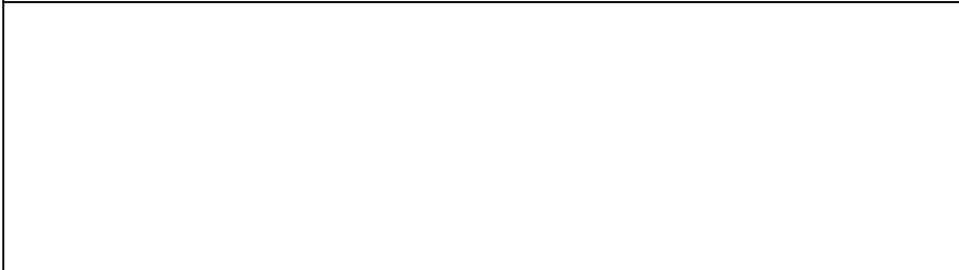
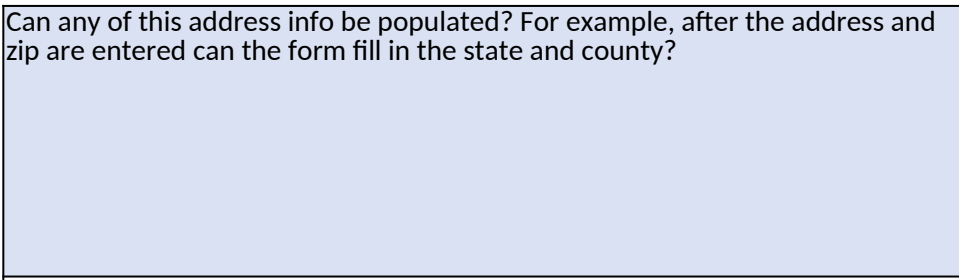
Is this actual, whereas the one in Purchase Order Form is estimated?

This should total to an aggregate amount requested for close out.

Should be for each replacement bus.



Can any of this address info be populated? For example, after the address and zip are entered can the form fill in the state and county?



Same address population question as above.

Can this be a lookup from a govt database for a given county?

ERG will determine if useful information other than model year and GVWR can easily be determined from the VIN (e.g. confirm it's a school bus, manufacturer, model, fuel type, etc.)

May be able to validate based on VIN - TBD

Agreed, should be standardized pick-list with "Type A-1", "Type B-2", etc. May be able to validate based on VIN - TBD

ERG can develop criteria for a popup warning (e.g., "Your annual mileage estimate is significantly outside of typical values. Please re-enter your estimate if needed." Ranges could be +/- 2x the standard deviation for school buses. We also recommend adopting absolute min/max values that would produce an error message. Upper bound could be based on basic time constraints - e.g. something like "must be less than 100 miles per day x 6 days a week x 52 weeks a year." Lower bound value is a policy judgment.

Suggest warning and error messages based on reasonable MPG values - so conditional on annual mileage, as well as GVWR and fuel type. GREET could provide average MPG estimates as a starting point. ERG can work up reasonable ranges.

Also, will need to define units for gaseous fuel options - e.g., for CNG the user may have information in cubic feet, gasoline-gallon-equivalents, or diesel-gallon-equivalents.

This may be available from a VIN lookup

Hopefully validate using VIN

Entered 3-7: If an applicant is purchasing multiple identical buses, suggest having a "copy" function to duplicate their bus info so they only have to enter it once

Should the selection be flagged if it is significantly different from the old bus GVWR value?

Should there be a cross-check with what was listed on the application forms?
Same question for other new bus fields on PO form.

Entered 3-7: If an applicant is purchasing multiple identical buses, suggest having a "copy" function to duplicate their bus info so they only have to enter it once.

Agreed, should be standardized pick-list with "Type A-1", "Type B-2", etc. May be able to validate based on VIN - TBD

Should be within 1 (?) year of current calendar year.

Consider adding high/low validation range

Consider adding high/low validation range

Applicants may need assistance developing this estimate.

Should there be a cross-check with what was listed on the PO form? (Same question for other new bus fields on Close Out form)

Suggest same types of validation suggested for old bus VIN

Entered 3-7: If an applicant is purchasing multiple identical buses, suggest having a "copy" function to duplicate their bus info so they only have to enter it once

Strongly suggest validation based on other replacement bus info - manufacturer, fuel type, model, fuel type, etc. Also, one make and model of bus will likely have multiple range options, based on different battery sizes.

Applicants may be unfamiliar with EVSE. Suggest option such as check box to help identify this concern: "Click here if you need assistance identifying EVSE options".

