

New York Truck Voucher Incentive Program

Implementation Manual

June 2025



NYSERDA
Clean Transportation

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Definitions for New York Truck Voucher Incentive Program

Base Price is the Manufacturer Suggested Retail Price (MSRP) of vehicle/equipment without any optional features or upgrades. Options not covered include diesel fuel fired heaters or upgraded battery packs.

Charging-as-a-Service (CaaS) Provider are third-party companies that provide short-term leases to fleets for zero-emission vehicles, typically on a monthly or per-mile basis, which may include several services such as: software, maintenance, electricity costs, and consulting services. CaaS Providers own the vehicles and charging infrastructure and are responsible for meeting New York Truck Voucher Incentive Program (NYTVIP) reporting requirements on behalf of the vehicle end-user.

Dealer is a vehicle/equipment dealership, original equipment manufacturer (OEM), or repower manufacturer that sells Eligible Vehicles/Equipment directly to a Purchaser. A Dealer may only receive vouchers if it has been prequalified, through the Dealer Salesforce Portal. Upon successful application, a Dealer will be authorized to redeem vouchers for a specific make and model of Eligible Vehicle/Equipment.

Dealer Salesforce Portal is the online Salesforce system used by NYTVIP that entities use to apply to become a Contractor (Dealer) in the Program.

Disadvantaged Community (DAC) are geographic areas designated by [NYSERDA's DAC Map](#). For the purposes of NYTVIP, a fleet depot or domicile address is located within a DAC if it is within an area designated by NYSERDA's DAC Map or within 0.5 miles of a DAC border.

Domicile Address is the location where the vehicle/equipment will be stored, maintained, and/or generally be located, such as a fleet depot. For Class 3-8 Zero-Emission Vehicles, the vehicles also must be registered to the Domicile Address on the NYTVIP application. For Non-Road Equipment, the Domicile Address shall be the Primary Worksite.

EPA DERA Program is the Environmental Protection Agency (EPA) Diesel Emissions Reduction Act (DERA) rules that apply to the Non-Road Equipment portion of NYTVIP. For more information on DERA and to read the program guide, visit <https://www.epa.gov/dera/state>.

Fleet is the vehicle/equipment fleet of a commercial enterprise (i.e., not used for individual or personal activities), nonprofit organization (exempt from federal income taxed under Section 501 of the Internal Revenue Code 26 U.S.C. § 501), or public sector entity (excluding federal governmental entities) that domiciles, registers (if applicable), and/or operates Class 3-8 Zero-Emission Vehicles, and/or Non-Road Equipment in New York State.

Fuel Cell Electric Vehicle (FCEV) is an on-road, Class 3-8 gross vehicle weight rating (GVWR), Zero-Emission Vehicle that operates solely by use of a hydrogen fuel cell, or that is powered primarily with a hydrogen fuel cell along with battery packs.

Gross Vehicle Weight Rating (GVWR) is the maximum operating weight/mass of a vehicle as specified by the manufacturer and described on the original manufacturer Line Setting Ticket/Specification Sheet provided to the vehicle dealer. The following table lists weight classes.

Vehicle Class	Gross Vehicle Weight Range (GVWR)
Class 3	10,001 – 14,000 pounds (4,536 – 6,350kg)
Class 4	14,001–16,000 pounds (6,351–7,257 kg)
Class 5	16,001–19,500 pounds (7,258–8,845 kg)
Class 6	19,501–26,000 pounds (8,846–11,793 kg)
Class 7	26,001–33,000 pounds (11,794–14,969 kg)
Class 8	≥33,001 pounds (≥14,969 kg)

Incremental Cost is the difference in cost between the new Eligible Electric Transit Bus and a comparable new diesel-fueled vehicle that would be purchased to perform the same function. The Incremental Cost difference is how Transit Bus application voucher amounts are calculated.

Internal Combustion Engine (ICE) is a heat engine in which combustion of a fuel occurs with an oxidizer within the engine itself.

Manufacturer Salesforce Portal is the online Salesforce system used by NYTVIP that OEM's use to apply to put eligible Vehicles and Equipment on the NYTVIP Eligibility List.

Non-Road Equipment: Equipment designed to perform specific functions that do not carry goods or passengers over the road. **To be eligible for this Program, the non-road equipment must be zero- emission (battery electric, fuel cell, or other methods of propulsion that do not produce tail pipe emissions).** Non-Road Equipment is limited to transportation refrigeration units (TRUs), construction, material-handling and agricultural equipment, freight switcher locomotives, railcar movers, and air ground support equipment. Non-road equipment is not required to be registered through the NY DMV for on-road use as a condition of funding.

Original Equipment Manufacturer (OEM)/Manufacturer is the company that builds or, at a minimum, assembles the completed drive train and chassis for an Eligible Zero-Emission Vehicle or Non-Road Equipment.

Participating Dismantler is a facility that performs the Scrappage of eligible old diesel vehicle and/or equipment according to NYTVIP guidelines.

Primary Worksite is the location where the Non-Road Equipment is located and/or operating out of (housed) during the five-year operating and reporting period. If the Non-Road Equipment is rotated to multiple work sites during the five-year period, the Primary Work Site will be the address where the equipment is located at time of equipment delivery from the Dealer and deployment. Non-Road Equipment will be monitored via a telematics device.

Program is the New York Truck Voucher Incentive Program (NYTVIP).

Program Website <https://www.nyserda.ny.gov/All-Programs/Truck-Voucher-Program>

Regional Greenhouse Gas Initiative (RGGI) Funding is a cooperative effort of states in the Northeast to cap and reduce carbon emissions from the power sector. For NYTVIP, Class 3-8 ZEV vouchers are funded by RGGI. More information on the initiative is located on the RGGI website: <https://www.rggi.org/>.

Replacement Vehicle/Equipment is a new Eligible Vehicle/Equipment that replaces an existing diesel or gasoline vehicle/equipment of similar weight class and vocation, and/or tier.

Repower Manufacturer is the company that upfits ICE vehicles and, at a minimum, converts the powertrain to a battery electric vehicle (BEV) or fuel cell electric vehicle (FCEV) powertrain.

Scrappage (Scrapped or Scrap) is verifiably rendering inoperable an ICE powered vehicle and/or equipment by cutting a three-inch-by-three-inch hole in the engine block and disabling the chassis by cutting the vehicle's frame rails completely in half. For the complete Scrappage requirements for each funding track, refer to Sections 4, 8, and 11.

Telematics is the technology of sending, receiving, and storing information using telecommunication devices that have been installed in an Eligible Vehicle/Equipment by a Purchaser. NYSERDA reserves the right to require telematics devices at NYSERDA's expense and will provide service on telematics devices for the duration of the three-year required NYTVIP reporting period.

Operator is the entity that will operate an Eligible Vehicle/Equipment. This may be the Purchaser or an entity under a lease agreement with a Purchaser.

Purchaser is the entity that will directly purchase, own, and operate the vehicle or the leasing company that will lease an Eligible Vehicle to an Operator. NYTVIP does not require the Purchaser to be the same entity as the Operator.

Reporting Requirements are parameters NYSERDA requires Operators to provide for three years following voucher redemption. This is either through a NYSERDA funded telematics device, or a biannual report structured with the required parameters. Refer to Section 18 for full Reporting Requirements.

Voucher Application is the process of the Dealer working with the Purchaser to supply the correct documents and information in the NYSERDA Salesforce Portal to submit a NYTVIP voucher application.

Voucher Application Salesforce Portal is a system utilizing Salesforce software that the Dealer, once approved by the Program, can log into to apply for vouchers, check status of their voucher progress, and upload Program required documents for voucher approval and Voucher Redemption approval.

Voucher Approval Date is the date on which NYSERDA approved a project and sets aside funding.

Voucher Help Center (VHC) is the entity that answers Program questions and processes Voucher Applications before the application is approved by NYSERDA, and at voucher redemption. The VHC is the primary Program point of contact for OEMs, Dealers, and Fleets. The VHC can be contacted by email: NYTVIP@energycenter.org or via phone: 866-595-7917 (operates 9am – 5pm EST).

Voucher Redemption is the process of the Dealer supplying information through the NYSERDA Salesforce [Portal](#) to complete the voucher process and satisfy all requirements for a payment to be made to the Dealer.

Zero-Emission Vehicle (ZEV) is an on-road, Class 3-8 Gross Vehicle Weight Rating (GVWR), zero-emission vehicle that operates solely by use of a battery pack or hydrogen fuel cell.

1. Overview of New York Truck Voucher Incentive Program

The New York Truck Voucher Incentive Program (NYTVIP or Program) is a voucher incentive program aimed to accelerate the deployment of medium- and heavy-duty electric trucks, buses, and non-road equipment throughout New York State. By increasing the use of cleaner vehicle technologies, the Program reduces harmful vehicle emissions and lessens New York State's transportation sector's dependence on petroleum. In partnership with New York State Department of Environmental Conservation (DEC), the New York State Energy Research and Development Authority (NYSERDA) has redeveloped NYTVIP to include non-road equipment, Class 3-8 Zero-Emission Vehicles (ZEV), and Transit Buses. The goal of the program is to reduce the cost of medium-and heavy-duty electric vehicles and equipment to help Purchasers and lease Operators switch to vehicles and equipment that are better for the environment and often are more cost-effective than equivalent diesel-fueled vehicles and equipment over their lifetime.

1.1 NYTVIP Funding Tracks

NYTVIP has three separate funding tracks, which come from three different sources:

1. **Class 3 - 8 ZEVs:** Funded through Regional Greenhouse Gas Initiative (RGGI) investment plan. Refer Section 6 for eligibility.
2. **Non-Road Equipment:** Electric zero-emission equipment funded through the New York Volkswagen Mitigation Plan – EPA DERA option. This funding source requires scrappage of an existing diesel non-road equipment of similar size and function. Refer to Section 2 for eligibility.
3. **Transit Buses:** Funded through the New York Volkswagen Settlement funding. This funding source requires the scrappage of a 1992-2009 engine model year (EMY) vehicle of similar weight class. Refer to Section 10 for eligibility.

1.2 About the Implementation Manual

This Implementation Manual outlines the process, requirements, rules, and funding parameters of the Program to provide participants with information on how to participate in NYTVIP. NYSERDA may make changes to the Implementation Manual at any time. Program participants are bound by the version of Implementation Manual in effect at the time they submit a Voucher Application. The most recent Implementation Manual, as well as all required forms and agreements, can be found on the [Program Website](#), as well as in the Salesforce NYSERDA [Portal](#). This Implementation Manual is separated into three sections to ensure applicants understand the different funding tracks and program requirements for Non-Road Equipment, Class 3-8 ZEVs, and Transit Buses.

1.3 Voucher Publicity

All Program participants must collaborate with NYSERDA Corporate Communications, at least 10 business days in advance, to prepare any press release and to plan for any news conference concerning work related to the Program. Program participants must notify the Voucher Help Center (VHC) and NYSERDA Project Managers in advance of any media interview or press event in which work related to this Program, including vehicles/equipment for which the purchase or lease was facilitated using vouchers, is referred to or discussed. Purchasers and Operators must not use NYSERDA's or New York State Department of Environmental Conservation's (DEC) corporate name, logo, identity, any affiliation, or any related logo, without prior written consent from NYSERDA.

1.4 Program Contacts

All Program questions can be directed to the Voucher Help Center (VHC):

NYTVIP Voucher Help Center (VHC)
866-595-7917 (operates 9am-5pm EST)
NYTVIP@energycenter.org

If you are unable to contact personnel at the VHC, or if there are issues that the VHC cannot resolve, please contact the NYSERDA Project Managers responsible for the Program:

Natalie Tauro
Project Manager
1359 Broadway, 19th Floor, New York, NY 10018-7842
(518) 862-1090 ext. 3519
Natalie.Tauro@nyserda.ny.gov

Adam Lomasney
Program Manager
1359 Broadway, 19th Floor, New York, NY 10018-7842
(518) 862-1090 ext. 3017
Adam.Lomasney@nyserda.ny.gov

1.5 General Program Rules

Dealers are approved to receive vouchers for a specific make and model of Eligible Vehicle/Equipment through the Program. A Purchaser agrees to buy an Eligible Vehicle/Equipment from a Dealer. The Dealer deducts the value of the voucher from the final sale price of the vehicle/equipment. Vouchers must be applied to the unit price of the vehicle/equipment, they cannot be applied to taxes, extended warranties, or fees (including destination fees). Once the Purchaser has satisfied all Program requirements, the Dealer supplies all required documentation to NYSERDA. NYSERDA reviews and approves the documents, then issues the voucher amount directly to the Dealer.

NYSERDA will not make a voucher payment unless all requirements for Voucher Redemption are met and approved by NYSERDA. Failure to comply with all applicable requirements will result in the rejection of a voucher payment request, which means the Purchaser is responsible to the Dealer for the full (unreduced) vehicle/equipment price. Where the Purchaser fails provide proper documentation to the Dealer for Voucher Redemption, NYSERDA is NOT responsible for the deficit in funding for the vehicle purchase.

1.6 Voucher Stacking

Purchasers may combine or stack NYTVIP funding with other grants or incentives obtained from local, State, or federal sources, except the programs outlined below. In no case may the total funded amount from all funding sources exceed the base cost of the vehicle.

For example, an electric Class 8 tractor trailer is eligible for a base incentive of \$200,000. The total price of the tractor trailer is \$400,000. If the Purchaser received an EPA Grant for \$300,000, NYTVIP would only award a \$100,000 voucher to the vehicle, as that covers the entire cost of the Electric Class 8 Tractor Trailer of \$400,000.

Funding stackable with NYTVIP includes but is not limited to:

1. Joint Utilities of New York Heavy-Duty Make Ready Pilot
 2. Clean Commercial Vehicle Credit (IRC 45W)
 3. Most local, State and federal grants/incentives
1. If a Purchaser is unsure if their grants are stackable with NYTVIP Vouchers, please contact NYTVIP@energycenter.org and a NYSERDA Project Manager will review eligibility.

Funding that cannot be combined with NYTVIP funding:

1. Other grants from NYSERDA
1. Including from the New York Clean Transportation Prize or other competitive solicitations/program opportunity notices (PON's)
2. Federal Transit Administration Low- or No-Emission Grant Program (Lo-No Grants)
3. Other EPA DERA Program grants

1.7 Utility Make Ready Program

To help offset the cost of charging equipment and associated infrastructure, the Joint Utilities of New York created the [EV Make Ready Program](#). Below are contacts for each Joint Utility to start the evaluation process for Fleet depots to install charging infrastructure. Please note that non-publicly accessible sites must be approved for a voucher incentive program, like NYTVIP, before applying for the [EV Make Ready Program](#).

Utility	Email Contact for EV Make Ready Program
Central Hudson	EVMakeready@cenhud.com
Con Edison	dl-evmhd@coned.com
National Grid	NGFleetProgram@nationalgrid.com
New York State Electric and Gas (NYSEG)	evprograms@nyseg.com
Rochester Gas and Electric (RG&E)	evprograms@rge.com
Orange and Rockland (O&R)	ev@oru.com

1.8 NYTVIP Process at A Glance

1. **Vehicle/Equipment Eligibility Application** –A Manufacturer submits a completed Vehicle/Equipment Eligibility Application in the [NYSERDA Salesforce Portal](#). Once approved, vehicles/equipment are listed on the [NYTVIP Eligibility List](#) on the Program Website.
2. **Dealer Approval** – A Dealer applies in the Dealer Salesforce Portal to become an approved Contractor with a Salesforce Account. If the Dealer is not the OEM, the Dealer must submit proof of OEM authorization (Vehicle Manufacturer Authorization Form) to sell the vehicle as part of the approval process. Approved Dealers may then market Program incentives to prospective vehicle/equipment Purchasers and submit Voucher Applications to NYSERDA.
3. **Voucher Application and Approval** – When a Purchaser is ready to buy an Eligible Vehicle/Equipment from an approved Dealer, the Dealer submits a Voucher Application for review and approval by the Voucher Help Center (VHC) and NYSERDA. The final voucher amount is determined at application stage and is reflected in an award letter sent to the Dealer.
4. **Vehicle Scrappage (Required for Non-Road and Transit Projects)** –Please note that scrappage is only required for two funding tracks: Non-Road Equipment and Transit Buses. For Class 3-8 ZEVs, Vehicle Scrappage is optional but makes a project eligible for a Voucher Bonus (Refer to Section 7.10). The Purchaser must provide the Dealer with all required Scrappage documentation within the timeframes listed in Section 1.9.
5. **Voucher Redemption** – After the Purchaser takes delivery of the new Eligible Vehicle/Equipment, pays in full for amount not covered by the voucher, and satisfies all NYTVIP requirements, the Dealer completes the Voucher Redemption process in the [NYSERDA Salesforce Portal](#).
6. **Voucher Payment** – The VHC and NYSERDA review the Voucher Redemption request and associated documents. If corrections are needed, the VHC will work with the Dealer and Purchaser. Once all documentation has been reviewed and approved, NYSERDA will issue the voucher payment to the Dealer (and Purchaser if choosing the Class 3-8 ZEV Scrappage Bonus).

7. **Required Reporting** - NYSERDA requires the submission of vehicle/equipment use data for the first three to five years of operation as a condition of funding. To collect the data, telematics devices may be installed on all NYTVIP supported vehicles/equipment. Alternatively, Purchaser or Operator can choose to use their own devices. If telematic devices are unavailable or incompatible with the vehicle/equipment, then the Purchaser must track the necessary data and submit it to NYSERDA biannually.

1.9 NYTVIP Scrappage Timelines

NYSERDA will not pay the incentive amount until a vehicle has been successfully dismantled and all final verification documents have been reviewed and approved by NYSERDA. Vehicles must be scrapped within the timelines listed in the chart below. It is the responsibility of the Purchaser to ensure that a vehicle has been scrapped within the below timelines. Vehicles maybe scrapped any time after the date of the Award letter.

For Equipment and Transit Bus Vouchers, which require scrappage, the Dealer must return to the Salesforce Portal to submit the required Scrappage documents. NYSERDA will not pay any amount of the voucher for a specific vehicle or equipment until all of the scrappage documents are uploaded to the Salesforce portal for the scrapped vehicle or equipment tied to that voucher.

For Class 3-8 Vouchers that include the optional scrappage bonus, the Dealer may return to the Salesforce Portal to begin the Voucher Redemption process before scrappage is complete. If scrappage is not complete before Voucher Redemption, NYSERDA will make a payment to the Dealer for the base incentive amount and any Small Fleet or DAC bonus incentives at the time of Voucher Redemption. NYSERDA will not issue the bonus incentive for scrappage until all scrappage requirements are satisfied.

Note: The Dealer or Purchaser will be able to access the Voucher Application in Salesforce to submit Scrappage redemption documents for as long as the respective funding track Scrap timeline allows. Applications will be fully closed in the Salesforce portal when the scrappage event has occurred (if required) and all required documentation has been uploaded and approved by the VHC and NYSERDA.

Funding Track	Scrap Event Deadline
Transit Buses	Up to 21 calendar days after vehicle delivery.
Non-Road Equipment	Up to 30 calendar days after equipment delivery
Class 3-8 ZEVs	Up to 365 calendar days after vehicle delivery

Special Rules for Class 3-8 ZEVs:

In order to allow Purchasers more time to integrate their new ZEVs into their fleet before scrapping and older one, NYSERDA is allowing a time-window of 365 days to dismantle the vehicle. Should a Purchaser

choose to scrap, the bonus incentive will be paid directly to the Purchaser as a reimbursement instead of being discounted off the purchase order.

Dealers may only discount the base incentive, Small Fleet and Disadvantaged Community bonuses (if applicable) from the final purchase order because Purchasers will be reimbursed directly for the Scrappage Bonus.

To be able to receive payment from NYSERDA, Purchasers will have to sign up as Contractors in the NYSERDA Salesforce Portal to register as an entity that can receive voucher payments. Within 30 days of the Scrappage Event and approval of all Scrappage documents, NYSERDA will reimburse the Purchaser the Scrappage Bonus amount.

2. Non-Road Equipment and Equipment Purchaser Eligibility

2.1 Non-Road Equipment Purchaser Eligibility

Equipment Purchasers must be a commercial enterprise (i.e., not used for individual or personal activities), nonprofit organization (exempt from federal income taxed under Section 501 of the Internal Revenue Code 26 U.S.C. § 501), or public sector entity (excluding federal governmental entities) that Domiciles, registers (if applicable), and/or operates Non-Road Equipment in New York State.

All Purchasers must sign the Purchaser Participation Agreement as part of the Voucher Application process.

2.2 Non-Road Equipment Eligibility

To qualify for non-road equipment voucher incentives through NYTVIP, equipment must meet the following requirements:

- Equipment must be zero-emission – equipment that operates solely by use of a battery pack or hydrogen fuel cell.
- Only the following types of equipment are Program eligible:
 - Transportable refrigeration units (TRUs)
 - Non-road construction and materials handling equipment (e.g., backhoes, industrial forklifts, bulldozers, terminal tractors, ground support equipment, cargo handling equipment)
 - Agricultural equipment
 - Freight switcher locomotives
 - Railcar movers
 - Airport ground support equipment
- Equipment must be new; equipment cannot be previously registered in any state. Used equipment (including equipment used by dealers, OEMs, or other entities or for demonstration purposes) are NOT Program eligible.
- Equipment must have a motor rated to at least 50 horsepower or 37 kW.
- Equipment motor must have a model year within two years of the Voucher Application calendar year. For example, in calendar year 2025, eligible electric motors are 2023, 2024, 2025, 2026, and 2027.
- Equipment must be similar in type and function (vocation) to the equipment being scrapped.
- Equipment must not have been fully paid for by the Purchaser (except for a down payment) or have been delivered to the Purchaser prior to the Dealer applying for a voucher.
- Equipment must come with a 36-month (three year) manufacturer's warranty. The warranty must cover the engine or electric motor, drive train, and battery pack.
- Equipment must meet all federal and New York State requirements for operation.

3. Non-Road Equipment Incentive Schedule

3.1 Non-Road Equipment Funding Categories by Equipment Type

The funding available for non-road equipment is allocated by equipment type. The total amount available for each type of equipment is below:

Equipment Type	Budget
Terminal Tractors	\$5,000,000
Agriculture and Construction Equipment	\$4,500,000
Large Forklifts and Cargo Handling Equipment	\$3,000,000
Rail Car Movers, Freight Locomotives, and Switchers	\$2,500,000
Airport Ground Support Equipment	\$2,000,000
Transportable Refrigeration Units (TRUs)	\$1,000,000
Total Funding	\$18,000,000

NYSERDA reserves the right to change budget amounts for equipment types.

3.2 Non-Road Equipment Voucher Amounts

All non-road equipment is eligible for vouchers equal to 35% of the per-unit Base Price of the equipment.

Voucher amounts will be calculated upon application submission and receipt of a valid Purchase Order (PO) submitted in the application. Upon review, the VHC/NYSERDA will update the application to reflect the voucher amount.

Program funding may not be used to pay for the purchase or installation of fuel-fired heaters (although these may be installed at Purchaser's cost).

3.3 Non-Road Equipment DAC Voucher Bonus

Disadvantaged Community (DAC) Bonus: Equipment Purchasers are eligible for an additional incentive of ten percent (10%) of the base equipment cost if the equipment's Primary Work Site is in a New York State Disadvantaged Community (DAC) or within 0.5 miles of a DAC. Eighty percent (80%) of the equipment's operation must take place in a DAC or within 0.5 miles of a DAC during the operating and reporting period. The Primary Work Site is allowed to change throughout the course of the project reporting period but must remain in a DAC or within .5 miles of a DAC. The DAC bonus is capped at \$100,000 per unit. NYSERDA reserves the right to recoup funding commensurate to the amount

of the DAC bonus should NYSERDA learn that the equipment is not operated within a DAC as stated above.

To determine whether a location is within a DAC, applicants should consult the official NYSERDA DAC [State-designated map](#) located on NYSERDA's website.

3.4 Non-Road Equipment Voucher Caps

No Non-Road Equipment voucher may exceed 45% of the per-unit base cost of the equipment. The base cost will be the amount reflected on the purchase order submitted to NYSERDA as part of the NYTVIP Application.

Base Incentive	DAC Bonus	DAC Bonus Cap
35% of base equipment cost	10% of base equipment cost	\$100,000 per unit

Example 1: A new high-performance battery electric terminal tractor is quoted to the customer at a per-unit price of \$100,000. A dealer submits the final purchase order to NYSERDA, who will provide an incentive of \$35,000 ($0.35 \times \$100,000 = \$35,000$). Additionally, this unit will be domiciled at a warehouse located in a DAC. NYSERDA will then add an additional \$10,000 in incentives ($0.10 \times \$100,000 = \$10,000$). The final voucher amount is now **\$45,000** ($\$35,000 + \$10,000 = \$45,000$), which will be deducted from the final sale price to the Purchaser.

Example 2: A new electric reach stacker that will be deployed at a port facility is quoted to a customer at a per-unit price of \$1,200,000 and will be domiciled in a DAC. The equipment will qualify for a base voucher of \$420,000 ($0.35 \times \$1,200,000$) and a DAC bonus of \$120,000 ($0.10 \times \$1,200,000$). However, because the DAC bonus is capped, NYSERDA will only provide a bonus up to \$100,000. Therefore, the final voucher that NYSERDA will provide is **\$520,000** ($\$420,000 + \$100,000 = \$520,000$).

3.5 Non-Road Equipment Funding Caps

In order to give the most fleets an opportunity to take advantage of Program funds, NYTVIP has a "cool off" period on the amount of funding that a single Equipment Purchaser can claim in a 12-month period. A single Equipment Purchaser, operating as one business entity, cannot be awarded more than \$2 million of total Program funding in a 365-day period (based on the Award Letter Date, which the Equipment Purchaser will receive from their NYTVIP Dealer). However, a Dealer may submit new applications on behalf of an Equipment Purchaser sooner if all previous non-road equipment NYTVIP voucher applications are marked closed in the Salesforce portal. The Dealer, NYSERDA, and the VHC can convey statuses of Equipment Purchaser's applications.

For example, if an Equipment Purchaser receives a NYTVIP application Award Letter in September 2025, they can receive approval for up to \$2,000,000 through September 2026. However, if all equipment for every existing application is delivered to the Equipment Purchaser before the 12-month period is up,

then they may apply for up to an additional \$2,000,000 in vouchers. This date will be tracked in Salesforce with application submission and close out dates, which the Equipment Dealer will be able to view in the Salesforce Portal. For Equipment Purchasers, the Award Letter date issued at NYTVIP Application Approval will begin the Funding Cap timeline.

4. Non-Road Equipment Scrappage Requirements

4.1 Non-Road Equipment Scrappage Conditions

Scrappage is a requirement of the Voucher Redemption process for all Non-Road Equipment projects. The overall goal of the scrappage requirement is to eliminate older equipment that emits pollution and carbon into the air. The scrappage process is one-for-one-scrap, meaning that for every new piece of equipment purchased through NYTVIP, and an equivalent diesel-powered model, must be dismantled.

Equipment Purchasers must scrap an older piece of equipment for each new piece of equipment purchased. **The scrapped equipment must be similar in type and function (vocation) to the equipment being purchased.** There are no requirements regarding the emissions tier, model year, or weight class of the equipment being scrapped, but it must be older than the equipment being purchased and run on a diesel internal combustion engine (ICE).

If the new equipment has 40% more horsepower than the equipment being scrapped, then the Voucher Application will require NYSERDA, DEC, and EPA approval. If the new equipment has more than 40% more horsepower than the scrapped equipment, then the Equipment Purchaser will be required to pay the additional costs associated with the higher horsepower equipment. This upgrade must be a line item on the Purchase Order with a separate dollar amount, which will not be covered in the NYTVIP 35% base voucher amount.

The scrapped equipment must be fully operational. Operational equipment must be able to start, move, and have all necessary parts to be operational at time of scrappage. Scrappage must be performed by a Participating Vehicle Dismantler within 30 calendar days (one month) of delivery of the new equipment. A current list of Participating Equipment Dismantlers is available on the [Program Website](#).

Failure to dismantle an eligible vehicle or fully comply with all Scrappage requirements listed below shall result in revocation of the voucher. When a voucher is revoked, NYSERDA will not pay any portion of the Voucher amount to the Dealer. The Equipment Purchaser will be responsible to the Dealer for the full purchase price of the equipment.

Scrappage for Non-Road Equipment can occur any time after approval of a NYTVIP Voucher Application, up to 30 calendar days (1 month) after new Electric Non-Road Equipment is delivered to the Equipment Purchaser.

4.2 Non-Road Equipment Scrappage Requirements

1. Equipment must meet the operational guidelines above.
2. Equipment must be owned and operated by the Equipment Purchaser at the time of Voucher Application and for the previous two years.
3. **For Agricultural Pumps:** Eligible scrappage pumps must have been operated at least 250 hours a year for the prior two years.
4. **For Locomotive:** Eligible scrappage locomotive and marine equipment must have been operated at least 1,000 hours a year for the prior two years.
5. **For All Other Non-Road Equipment:** Eligible scrappage equipment must have been operated at least 500 hours a year for the prior two years.
6. Equipment must be scrapped within 30 calendar days (one month) of being replaced at a participating Equipment Dismantler.
7. When Non-Road Equipment cannot be scrapped at a conventional Participating Dismantler, Equipment Purchasers must complete the bottom section of the Alternative Scrappage Plan, using the template provided by NYSERDA. The Alternative Scrappage Plan will be submitted to NYSERDA, DEC, and EPA for approval to ensure equipment is scrapped in an acceptable manner.

It is recommended that an Equipment Purchaser representative attend the Scrappage event to ensure it is properly documented and that all required before and after photos are taken to avoid delay or denial of voucher payment.

Scrappage Event Requirements:

1. The Equipment must arrive at the participating scrappage dismantler in working condition. Do not remove anything from the equipment except for personal items.
2. Cut a three-inch-by-three-inch hole in the engine block (the part of the engine containing the cylinders).
3. Disable the chassis by cutting through the frame/frame rails on each side at a point located between the front and rear axles.
4. The types of photos required before and after the Scrappage Event for **each** piece of equipment is listed here:
5. Before Scrappage Event (photos need to be minimum image size of 1200 x 1800 pixels or 4 x 6 inches):
 1. Side profile of the equipment prior to scrappage
 2. Front of equipment prior to scrappage
 3. VIN tag or equipment serial number
 4. Engine label (showing serial number, engine family number, and engine model year)
 5. Engine block prior to three-inch hole
6. After Scrappage Event:
 1. Engine block after cutting three-inch hole.
 2. Cut frame/chassis rails after scrapping.

Failure to comply with Scrappage requirements may result in the rejection of future voucher applications.

During the Scrappage process, before any crushing or shredding, equipment must be decommissioned, meaning the potential environmental contaminants including, but not limited to, fluids, batteries, refrigerants, mercury switches and airbags, have been drained and/or properly removed.

Both the approved Participating Equipment Dismantler and the vehicle owner will be required to sign and submit certifications that the Scrappage was performed in accordance with Program rules.

The Equipment Purchaser shall acknowledge that they may be responsible to the Dealer for the value of the voucher if they fail to complete the Scrappage requirement within 30 calendar days (1 month) of Zero-Emission Equipment delivery.

5. Non-Road Equipment Operating Requirements

1. Any new zero-emission non-road vehicles and equipment funded under this Program must be maintained and remain in use for a minimum of five (5) years based on the in-service start date. During this time, subject non-road equipment must be operated by the Equipment Purchaser/Operator as listed in the application. The Equipment Purchaser/Operator must demonstrate compliance with the five-year in-service requirement through required reporting.
2. Replacement non-road equipment sold or retired before the minimum in-service requirement (i.e., 60 months) are subject to prorated reimbursement penalty (i.e., 1.667% per month for a 60-month in-service period). For example, a new non-road equipment sold or retired after 30 months of a 60-month in-service requirement would have 30 months remaining; the early sale/retirement penalty would represent 50% (i.e., 30/60) of the original incentive amount. This early sale/retirement penalty must be reimbursed to NYSERDA within 60 days of the sale of the vehicle.
3. Subject to DEC approval, non-road equipment rendered inoperable by damage may be exempt from the five-year minimum in-service requirements. NYSERDA will report any affected equipment to DEC for review and include usage and maintenance of the damaged equipment in reporting.

6. Class 3-8 Zero-Emission Vehicle and Vehicle Purchaser Eligibility

6.1 Class 3-8 ZEV Eligibility

A wide variety of vehicles are eligible for the Class 3-8 ZEV funding track, including: straight trucks, tractors, step vans, shuttle buses, refuse trucks and other medium or heavy-duty vehicles. All vehicles must be greater than a Class 3 (per EPA truck classifications) and weigh 10,001 pounds or greater.

Note: School buses are ineligible for this Program. School Bus Purchasers must apply to the New York School Bus Incentive Program (NYSBIP). Please visit the [NYSBIP Website](#) and [Implementation Manual](#) for information on School Bus funding.

Note: Transit buses are ineligible for this funding track. Transit bus Purchasers must apply to the NYTVIP Transit Bus Funding Track. Refer to Section 10 for Transit eligibility.

Vehicles eligible for funding through the Class 3-8 track of NYTVIP must meet the following eligibility criteria:

The vehicle must be a Class 3-8 Zero-Emission BEV or FCEV.

Vehicles must be new or repowered.

- Repower vehicles models do not need to be new, but the powertrain must be new and the same model year as the Voucher Application year. This will be checked at Voucher Application submission. Refer to Section 7.4 for Repower Voucher Amounts.
- New vehicles, including the vehicle chassis and powertrain, cannot be previously registered in any state. Used vehicles (including vehicles used by dealers, OEMs, or other entities or for demonstration purposes) are NOT eligible.
- New ZEVs funded under this Program must have a model year within two years of the Voucher Application calendar year. For example, in calendar year 2025, eligible model years are 2023, 2024, 2025, 2026, and 2027.

Vehicles cannot be fully paid for by the Purchaser (a vehicle down payment is permissible) or have been delivered to the Purchaser prior to the Dealer applying for a voucher.

6.2 Class 3-8 ZEV Vehicle Purchaser Eligibility

Vehicle Purchasers must be a commercial enterprise (i.e., not used for individual or personal activities), nonprofit organization (exempt from federal income taxed under Section 501 of the Internal Revenue Code 26 U.S.C. § 501), or public sector entity (excluding federal governmental entities) that Domiciles, registers (if applicable), and/or operates the vehicle in New York State for at least 80% of the time. Transit Authorities are not eligible to apply for this Funding Track. Vehicle Purchasers may also be a vehicle leasing company, check details below.

All Purchasers must sign the Purchaser Participation Agreement as part of the Voucher Application process.

6.3 Class 3-8 ZEV CaaS and E-Fleet Vehicle Purchaser Eligibility

Charging-as-a-Service (CaaS) Providers are eligible and can apply for NYTVIP funding as long as the vehicles meet all program eligibility requirements and the CaaS/E-Fleet company can uphold the reporting and operating requirements for the three (3) year reporting period to NYSERDA. The CaaS or E-Fleet company on the NYTVIP application will be considered the Vehicle Purchaser.

Where the vehicle will be leased to a third party for at least three (3) years, the Lessee (the Operator) will act as the NYTVIP Vehicle Purchaser. The incentive passed through the CaaS/E-Fleet company. This application option is solely for short term (three years or less) rentals and leases.

CaaS and E-Fleet Requirements:

1. Must report vehicles to NYSERDA for entire three-year reporting period.
2. Cannot increase cost of services due to NYTVIP incentive(s).
3. Must submit Short Term Rental/Lease Agreement showing the cost of services being **decreased** due to NYTVIP incentive at Voucher Redemption.
4. Vehicles purchased through CaaS Providers must be registered, domiciled, and operated at least 80% of vehicle miles or operating hours in New York State.
5. Must have a valid EIN for at least the last calendar year.

6.4 Class 3-8 ZEV Special Conditions for Leased Vehicles

Vehicles purchased by a leasing or rental company with a known entity that will be leasing or renting the vehicle (the Operator) are eligible Vehicles Purchasers under the Program. **A leasing or rental company cannot request a voucher to purchase a demonstration vehicle with the intention of finding a prospective Fleet to lease the vehicle.** The leasing or rental must be for at least three (3) years from the Voucher Approval Date.

The Vehicle Purchaser is the leasing or rental company, and the Vehicle Operator is the Lessee.

Where a Purchaser intent to lease the vehicle to a third-party Operator for the three-year operating period, the Operator will be included in the Voucher Application. The Voucher Application must also contain a lease (signed by both the Purchaser and the Operator). The lease may be conditional, so long as the only contingent condition is approval of NYTVIP Voucher Application. The lease must include the [Vehicle Operator Addendum](#) available on the [Program Website](#). The lease must be fully executed within one month (30 calendar days) of voucher approval. The Purchaser must disclose the full voucher amount and voucher terms to the Operator in the lease, which must reflect the full extent of capital cost reduction from the applicable voucher amount.

The Purchaser, whether acting as the Operator or a Lessor, must sign the [Vehicle Purchaser Participation Agreement](#). As part of the Voucher Redemption process, the Dealer must submit a copy of the vehicle purchase agreement between the Dealer and the leasing company.

NYSERDA will review lease agreements to confirm appropriate disclosures are made regarding the voucher amount received and other Program requirements. Purchasers must provide NYSERDA with all requested lease and pricing information related to any vehicle purchased with a Program voucher (including lease agreements) within 10 days of a written request from the VHC for such information.

The Operator and the Purchaser are both responsible for ensuring annual usage reports are accurate and submitted to NYSERDA as required in the Vehicle Purchaser Participation Agreement and the Vehicle Operator Addendum.

7. Class 3-8 Zero-Emission Vehicle Incentive Schedule

7.1 Class 3-8 ZEV Funding Categories by Weight Class

The funding available for Class 3-8 ZEVs is allocated by weight classes. The total amount available for each group is:

Vehicle Weight Class Category	Budget
Classes 3, 4	\$15,000,000
Classes 5, 6, 7	\$10,000,000
Class 8	\$10,000,000
Total	\$35,000,000

7.2 Class 3-8 ZEV Funding Caps

In order to give the most amount of purchasers an opportunity to take advantage of Program funds, NYTVIP has a “cool off” period on the amount of funding that a single Purchaser can claim in a 12-month period. A single Purchaser, operating as one business entity, cannot be awarded more than \$2 million of total Program funding in a 365-day period (based on the Award Letter Date, which the Purchaser will receive from their NYTVIP Dealer). However, a Dealer may submit new applications on behalf of a Purchaser sooner if all previous Class 3-8 ZEV NYTVIP voucher applications are marked closed in the Salesforce portal. The Dealer, NYSERDA, and the VHC can convey statuses of vehicle Purchaser’s applications.

For example, if a vehicle Purchaser receives a NYTVIP Approval Letter on September 1st, 2025, that means the Purchaser can request up to \$2,000,000 through September 1, 2026. This date will be tracked in Salesforce with application submission dates for Dealers.

7.3 New Class 3-8 ZEV Voucher Amounts

Vehicle Weight Class	Base Incentive	DAC Bonus	Small Fleet Bonus	Scrap Bonus	Per Vehicle Cap
3	\$50,000	\$15,000	\$10,000	\$10,000	\$85,000
4	\$85,000	\$25,000	\$17,000	\$17,000	\$144,000
5	\$100,000	\$30,000	\$20,000	\$20,000	\$170,000
6	\$150,000	\$45,000	\$30,000	\$30,000	\$255,000
7	\$185,000	\$55,000	\$37,000	\$37,000	\$314,000
8	\$200,000	\$60,000	\$40,000	\$40,000	\$340,000
8 (FCEV)*	\$285,000	\$60,000	\$40,000	\$40,000	\$425,000

* To encourage early market adoption of hydrogen fuel cell vehicles (FCEV), Class 8 FCEVs are eligible for an increase of \$85,000 compared to Class 8 base incentive.

7.4 Repowered Class 3-8 ZEV Voucher Amounts

Repowered Vehicle Weight Class	Base Incentive	DAC Bonus	Small Fleet Bonus	Scrap Bonus	Per Repowered Vehicle Cap
3	\$37,000	\$11,000	\$7,000	\$7,000	\$62,000
4	\$64,000	\$19,000	\$12,000	\$12,000	\$107,000
5	\$75,000	\$22,000	\$15,000	\$15,000	\$127,000
6	\$112,000	\$33,000	\$22,000	\$22,000	\$189,000
7	\$138,000	\$41,000	\$27,000	\$27,000	\$233,000
8	\$150,000	\$45,000	\$30,000	\$30,000	\$255,000

7.5 Class 3-8 ZEV Bonus Overview

NYTVIP offers increased vouchers, bonus incentives, to Class 3-8 ZEV Purchasers depending on the vehicle's Domicile Address, size of the Purchaser's vehicle fleet, and whether the Purchaser scraps an older diesel/gasoline vehicle. Specific eligibility criteria for each bonus incentive are listed below. Bonuses incentives are issued on a per-vehicle basis, meaning that vehicles that will reside at the same Domicile Address would both be eligible for bonus incentives tied to address. Bonus incentive eligibility will be reviewed at the time of application. Prior to issuing the Award Letter, the Dealer will be notified if NYSDERDA determines that a specific vehicle and/or project application is ineligible for bonus incentives.

NOTE: DAC Bonus and Small Fleet bonus are issued to the Dealer with the base voucher upon completion of the Voucher Redemption process. Scrapage Bonus is paid directly to the Purchaser upon submission of all scrapage related documents.

7.6 Class 3-8 ZEV DAC Bonus Eligibility

If a vehicle purchased through the Program will have a Domicile Address located within a DAC or within 0.5 miles of a DAC border, the Purchaser is eligible for the DAC bonus. DAC locations can be determined using the [NYSDERDA DAC Map](#). The amount of the DAC bonus varies by vehicle weight class, with heavier vehicles receiving a larger bonus.

7.7 Class 3-8 ZEV DAC Bonus Amounts

Vehicle Weight Class	DAC Bonus
3	\$15,000
4	\$25,000
5	\$30,000
6	\$45,000
7	\$55,000
8	\$60,000
8 (FCEV)*	\$60,000

7.8 Class 3-8 ZEV Small Fleet Bonus Eligibility

NYTVIP acknowledges that higher upfront costs for ZEVs vehicles are a barrier to their adoption, therefore the Program provides additional incentives to help address this challenge for small fleets.

- Vehicle Purchasers with 100 or less active commercial vehicles qualify for the Small Fleet Bonus.
- To qualify, a Purchaser must have its own Tax/Employer Identification Number (TIN or EIN).
- To determine fleet size, NYSERDA will utilize the [SAFER database](#), hosted on the United States Department of Transportation, Federal Motor Carrier Safety Administration (FMCSA) Safety website. Size will be determined based on the amount of Class 3 and above power units registered in the SAFER database.

7.9 Class 3-8 ZEV Small Fleet Bonus Amounts

Vehicle Weight Class	Small Fleet Bonus
3	\$10,000
4	\$17,000
5	\$20,000
6	\$30,000
7	\$37,000
8	\$40,000
8 (FCEV)*	\$40,000

7.10 Class 3-8 ZEV Scrappage Bonus Eligibility

To be eligible for the Class 3-8 ZEV Scrappage Bonus, the Purchaser must scrap a vehicle in conjunction with their vehicle purchase. The scrapped vehicle must:

- Have a similar vocation as the vehicle purchased through the Program.
- Be powered by a diesel or gasoline engine.
- Have an engine that is vehicle model year 2015 or older.
- Be the same weight class or up to two weight classes larger than the vehicle purchased through the Program. **The scrappage vehicle cannot be a smaller weight class than the new ZEV.**
 - For example, a fleet purchasing a Class 7 ZEV cannot scrap a Class 6 diesel/gasoline vehicle.

Be fully functional and operational at the time of scrappage.

Be registered in New York State at the time of Voucher Application and for at least one year of the two calendar years prior to the date of the initial Voucher Application. **The Purchaser is NOT required to re-register the scrappage vehicle if the Vehicle Purchaser purchased the scrappage vehicle solely to scrap for NYTVIP.**

Satisfy minimum annual operating requirements for the applicable vehicle type during recent operation.

- Minimum annual operating requirements may be satisfied by a previous vehicle owner.
- Be owned by the Purchaser, or another Fleet that meets all eligibility requirements, for the 24 months preceding the Voucher Application (all NYS requirements including but not limited to title transfer and applicable sales tax must be satisfied).
- The Scrappage Bonus is paid directly to the Purchaser upon submission and approval, by the VHC and NYSERDA, of the scrappage documents. To receive payment the Purchaser must sign up as Contractors in the NYSERDA Salesforce Portal. Within 30 days of approval of all Scrappage documents, NYSERDA will issue the Scrappage Bonus amount to the Purchaser.

7.11 Class 3-8 ZEV Scrappage Bonus Amounts

Vehicle Weight Class	Scrap Bonus
3	\$10,000
4	\$17,000
5	\$20,000
6	\$30,000
7	\$37,000
8	\$40,000
8 (FCEV)*	\$40,000

8. Class 3-8 Zero-Emission Scrappage Requirements

Scrappage must be performed by a Participating Vehicle Dismantler; a current list of [Participating Vehicle Dismantlers](#) is available on the [Program Website](#). Participating Vehicle Dismantler facilities are located across New York State and in adjacent states to facilitate convenient Scrappage.

Scrappage is a required step in the Voucher Redemption process for all projects that choose the Scrappage Bonus (Section 7.11).

Failure to comply with all Scrappage requirements listed below will result in non-payment of the Scrappage bonus incentive.

For Class 3-8 Vehicles, Scrappage can occur any time after approval of a NYTVIP Voucher Application, up to one (1) year after the new Class 3-8 ZEV is delivered to the Vehicle Purchaser.

A vehicle is considered Scrapped when rendered inoperable and available for recycle, by cutting a three-inch hole in the engine block and disabling the chassis by cutting the vehicle's frame rails completely in half.

- To destroy the engine: Cut or drill a minimum three-inch hole through the engine block.
- To destroy the chassis: Cut or shear both the chassis rails between the two axles.

The vehicle must arrive at the Scrappage location with the chassis attached, the engine intact, and in drivable condition and its registration still valid. Do not remove anything from the truck except for personal items. Failure to comply with Scrappage requirements may result in the rejection future voucher applications.

It is recommended that a Purchaser representative attend the Scrappage event to ensure it is properly documented and that all required before and after photos are taken to avoid delay or denial of voucher payment.

The following documents are required to be submitted to the Dealer Salesforce Portal as part of the Scrappage process:

1. The completed [Scrappage Checklist](#) (to be completed by the Dealer, Vehicle Purchaser, and Participating Vehicle Dismantler)
2. "Before" photos of the Scrappage vehicle (minimum image size of 1200 x 1800 pixels or 4 x 6 inches)
 - Side of the vehicle: A photo of the entire side of the vehicle, showing any unique identifiers like a truck or bus number.
 - Vehicle engine: A photo of the vehicle engine from a few feet back that includes some of the truck or bus color.

- VIN plate: A photo of the Vehicle Identification Number (VIN) plate that clearly shows the entire VIN and GVWR.
 - Engine tag: A photo of the engine tag that includes the engine serial number, engine family, and engine model year. The engine serial number and engine model year must be legible.
3. “After” photos of the Scrappage vehicle (minimum image size of 1200 x 1800 pixels or 4 x 6 inches)
- Engine destruction: A photo of the three-inch (3”x3”) hole cut or drilled into the engine block with a 3-in ruler from a few feet back that shows some of the color of the vehicle.
 - Area of the cut chassis: A close-up photo of the cut chassis that shows some of the color of the vehicle.
 - Destroyed vehicle: A photo of the scrapped vehicle from the side, showing the cab, and the front and rear axle. The DOT number or unique truck/bus number should be visible in the photo, and the chassis should be clearly cut in half, with the hood open to display the destroyed engine. The engine hole does not need to be visible in this distance photo.

During the Scrappage process, before any crushing or shredding, vehicles must be decommissioned, which means having potential environmental contaminants including, but not limited to, fluids, batteries, refrigerants, mercury switches and airbags, drained and/or properly removed, consistent with New York State DEC regulations for Vehicle Dismantling Facilities.

Both the approved Participating Vehicle Dismantler and the vehicle Purchaser are required to sign and submit certifications that the Scrappage was performed in accordance with Program rules.

The Vehicle Purchaser shall acknowledge that they may be responsible to forfeit the value of the Scrappage Bonus if they fail to complete the Scrappage requirement within one year (365 calendar days) of voucher redemption.

9. Class 3-8 Zero-Emission Vehicle Operating Requirements

Class 3-8 ZEVs purchased or leased with NYTVIP incentives must be continuously registered and domiciled in New York State for the three years following Voucher Redemption. The Vehicle Purchaser may not sell the vehicle during the three-year period. The Vehicle Purchaser or Vehicle Operator must register the ZEV with the New York State Department of Motor Vehicles and the vehicle registration must list **both a mailing address and a Domicile address in New York State**.

All Class 3-8 ZEVs funded through NYTVIP are required to:

1. Operate for 5,000 miles annually, at minimum, for the three-year reporting period.
2. Eighty percent (80%) of the vehicle's operation must be within New York State.

The Vehicle Purchaser must operate the vehicle or stipulate through a lease agreement that the Vehicle Operator operate the vehicle, in New York State for at least 80% of the vehicle's operating time. Vehicles domiciled on or near a state boarder may be eligible for a lower (seventy-five percent (75%)) in-State operating requirement. Prior written approval from DEC and NYSERDA is required for the lower in-State operating requirement.

Vehicle Purchasers and Vehicle Operators must retain and make available to NYSERDA all Program-related records, which includes all Voucher Application and Redemption contents during the first three (3) years after the purchase or lease of a vehicle that receives support through the Program.

By participating in the Program, Vehicle Purchasers and Vehicle Operators agree to allow NYSERDA to share the vehicle model and its Domicile Address with the electric distribution utility serving that location, for the purpose of informing the utilities' system planning efforts.

Any Vehicle Purchaser who sells or retires their ZEV before the end of the required three-year operating period, as stipulated in this Implementation Manual, and agreed to in the Vehicle Purchaser Participation Agreement, may be liable to NYSERDA for a prorated reimbursement penalty of 2.778% per month. Subject to NYSERDA approval, ZEVs rendered inoperable by damage may be exempt from the three-year minimum in-service requirements. NYSERDA will report any affected vehicles and include usage and maintenance of the damaged vehicle in reporting.

10. Transit Bus Purchaser and Vehicle Eligibility

10.1 Transit Bus Purchaser Eligibility

The following five New York State Transit Agencies are eligible to receive NYTVIP Transit vouchers:

1. Capital District Transportation Authority
2. Niagara Frontier Transportation Authority
3. Rochester-Genesee Regional Transit Authority
4. Suffolk County Transportation
5. Westchester County Bee-Line Bus System

Currently, no other entity can access the Transit Bus Funding track. For entities other than those listed above who wish to purchase a ZEV transit bus with NYTVIP incentives, consult Section 6 for Purchaser and Vehicle Eligibility under the Class 3-8 ZEV funding track.

All Purchasers must sign the Purchaser Participation Agreement as part of the Voucher Application process.

10.2 Transit Bus Vehicle Eligibility

To be eligible, transit buses must meet the following criteria:

- The vehicle must be a Class 4-8 Zero-Emission battery electric vehicle (BEV) or hydrogen fuel cell vehicle (FCEV).
- All Transit Buses must be new, including the vehicle chassis and drivetrain. New Transit Vehicle must have a model year within two years of the Voucher Application calendar year. For example, in calendar year 2025, eligible model years are 2023, 2024, 2025, 2026, and 2027.
- Vehicles cannot be previously registered in any state.
- Vehicle cannot be paid for by the Purchaser (other than a vehicle down payment), or have been delivered to the Vehicle Purchaser, prior to the Dealer applying for a voucher.
- Used vehicles (including vehicles used by dealers, OEMs, or other entities or for demonstration purposes) are NOT eligible.

10.3 Transit Bus Incentive Schedule

Program funding may not be used to pay for the purchase or installation of fuel-fired heaters (although these may be installed at Fleet or owner's cost).

Vehicle Weight Class	Voucher Amount
4	\$100,000
5	\$125,000
6	\$150,000
7	\$250,000
8	\$385,000

11. Transit Bus Scrappage Requirements

To guarantee that voucher-supported vehicle projects result in material and verifiable emissions reductions and local air quality improvements, NYTVIP requires scrapping one diesel powered transit bus for each bus purchased through the Program. Buses powered by a diesel-electric hybrid powertrains may be scrapped on a case-by-case basis, subject to NYSERDA and DEC approval.

A diesel vehicle eligible for Scrappage must be:

- A Class 4-8 transit buses with an engine model year of 2009 or older.
- Fully functional and operational at the time of Scrappage.
- Registered in New York State for 24 of the 27 months prior to the date of the initial Voucher Application.
- Must be part of the Purchaser's active fleet for at least the 24 months prior to the Voucher Application. A transit bus that is part of a contingency fleet, or considered a spare bus, is not eligible.
- Must be owned by the Vehicle Purchaser, or another Fleet that meets all eligibility requirements, for the 24 months preceding the Voucher Application.
- If a Purchaser wishes to Scrap a vehicle that has changed ownership in the two years prior to Voucher Application, the Purchaser must ensure that all applicable NYS requirements for the purchase and sale of the vehicle, including but not limited to title transfer, and sales tax payment, are satisfied prior to Voucher Application submission. Regardless of ownership the Scrapped vehicle must meet all the eligibility requirements list above. Operational and registration requirements may be satisfied by the vehicle's previous owner.

Scrappage must be performed by a Participating Vehicle Dismantler; a current list of [Participating Vehicle Dismantlers](#) is available on the [Program Website](#).

Scrappage is a required step in the Voucher Redemption process for all Transit Bus funding track projects. Failure to comply with all Scrappage requirements listed below will result in non-payment of the voucher incentive to the Dealer.

Dealers and Vehicle Purchasers should be aware that NYSERDA is not responsible for any voucher incentive payments to the Dealer if the Scrappage requirements are not met. Vehicle Purchasers should also be aware that, failure to meet the Scrappage requirements may result in the Vehicle Purchaser being required to pay the full (unreduced) price of the new vehicle to the Dealer.

Scrappage for Transit Buses can occur any time after approval of a NYTVIP Voucher Application, up to 15 calendar days (3 weeks) after new Zero-Emission Transit Bus is delivered to the Vehicle Purchaser. All incentives will be paid out at once, to the Dealer, after Vehicle Scrappage has occurred.

A vehicle is considered Scrapped when rendered inoperable and available for recycle, by cutting a three-inch hole in the engine block and disabling the chassis by cutting the vehicle's frame rails completely in half.

- To destroy the engine: Cut or drill a minimum three-inch hole through the engine block.
- To destroy the chassis: Cut or shear both the chassis rails between the two axles.

The vehicle must arrive at the Scrappage location with the chassis attached, the engine intact, and in drivable condition and its registration still valid. Do not remove anything from the bus except for personal items. The Program cannot process vouchers until the Scrappage is satisfactorily completed and photographed. Failure to comply with Scrappage requirements, including scrappage within the three-week timeframe, may result in the rejection future voucher applications.

It is recommended that a Fleet representative attend the Scrappage event to ensure it is properly documented and that all required before and after photos are taken to avoid delay or denial of voucher payment.

The following documents are required to be submitted to the Dealer Salesforce Portal as part of the Scrappage process:

1. The completed Scrappage Checklist (to be completed by the Dealer, Vehicle Purchaser, and Participating Vehicle Dismantler)
2. "Before" photos of the Scrappage vehicle (minimum image size of 1200 x 1800 pixels or 4 x 6 inches)
 - Side of the vehicle: A photo of the entire side of the bus, showing any unique identifiers like a bus number.
 - Vehicle engine: A photo of the vehicle engine from a few feet back that includes some of the bus color.
 - VIN plate: A photo of the Vehicle Identification Number (VIN) plate that clearly shows the entire VIN and GVWR.
 - Engine tag: A photo of the engine tag that includes the engine serial number, engine family, and engine model year. The engine serial number and engine model year must be legible.
3. "After" photos of the Scrappage vehicle (minimum image size of 1200 x 1800 pixels or 4 x 6 inches)
 - Engine destruction: A photo of the three-inch (3"x3") hole cut or drilled into the engine block with the three-in ruler from a few feet back that shows some of the color of the vehicle.
 - Area of the cut chassis: A close-up photo of the cut chassis that shows some of the color of the vehicle.

- Destroyed vehicle: A photo of the Scrapped vehicle from the side, showing the cab, and the front and rear axle. The DOT number or unique truck/bus number should be visible in the photo, and the chassis should be clearly cut in half, with the hood open to display the destroyed engine. The engine hole does not need to be visible in this distance photo.

During the Scrappage process, before any crushing or shredding, vehicles must be decommissioned, which means the potential environmental contaminants including, but not limited to, fluids, batteries, refrigerants, mercury switches and airbags, have been drained and/or properly removed, consistent with New York State DEC regulations for Vehicle Dismantling Facilities.

Both the approved Participating Vehicle Dismantler and the vehicle owner are required to sign and submit certifications that the Scrappage was performed in accordance with Program rules.

12. Transit Bus Operating Requirements

Transit Buses purchased or leased with NYTVIP incentives must be continuously registered and domiciled in New York State for at the five (5) years following Voucher Redemption. The Purchaser may not sell the vehicle during the five-year period. The Vehicle Purchaser (NYS Transit Agency) must register the ZEV transit bus with the New York State Department of Motor Vehicles and the vehicle registration must list **both a mailing address and a Domicile address in New York State**.

All Transit Buses funded through NYTVIP are required to:

1. Travel at least 80% of the time in New York State during the five-year reporting period.
2. Operate for 15,000 miles annually, at minimum, for the five-year reporting period.

Vehicle Purchasers must make all Program-related records available for review by NYSERDA during the first five (5) years after the purchase of a vehicle that receives support through the Program.

By participating in the Program, Vehicle Purchasers agree to allow NYSERDA to share the vehicle model and the Domiciled Address with the electric distribution utility serving that location, for the purpose of informing the utilities' system planning efforts.

Any Purchaser who sells or retires their ZEV transit bus before the required minimum five years, as stipulated in this Implementation Manual, and agreed to in the Vehicle Purchaser Participation Agreement, may be liable to NYSERDA for a prorated reimbursement penalty of 1.667% per month.

13. End-to-End New York Truck Voucher Incentive Program Voucher Process

1. **Vehicle/Equipment Eligibility Application** – At any time Original Equipment Manufacturers (OEM) and Repower Manufacturers may submit completed Vehicle/Equipment Eligibility Applications to the [NYSERDA Salesforce Portal](#). The Eligibility Application requires the manufacturer to provide information about the vehicle/equipment (refer to Sections 2, 6, and 10 on Class 3-8 ZEV, Non-Road Equipment, and Transit Buses for Eligibility Requirements). Once approved, NYSERDA lists the vehicles/equipment on the Program Website as approved NYTVIP-Eligible Vehicles/Equipment. In Salesforce there are two tracks to the Vehicle Eligibility Application. Manufacturers of Class 3-8 ZEV AND Transit Buses must choose the “Class 3-8 ZEV” option. For all Non-Road Equipment, choose the “Non-Road Equipment” option.
2. **Dealer Approval** – Once a particular make and model of vehicle is on the NYTVIP-Eligible Vehicles/Equipment list, Dealers authorized to sell those vehicles may submit a Dealer Application in the NYSERDA Salesforce Portal to become an approved Contractor with a Salesforce Account. If the Dealer is not the OEM, the Dealer must submit proof of OEM authorization to sell the vehicle as part of the approval process (Vehicle Manufacturer Authorization Form). In addition to the Authorization Form, Dealers must provide a list of the Vehicle/Equipment Year, Make, and Model(s) the Dealer may sell on behalf of the OEM, signed by an authorized representative, on the OEM letterhead. All vehicles/equipment listed must be on the NYTVIP Eligibility List at the time of Dealer application. NYSERDA or the VHC will notify Dealers by email when their application is approved. Approved Dealers may then market Program incentives to prospective Vehicle/Equipment Purchasers and submit Voucher Applications to NYSERDA. Approved Dealers will receive an automated email with instructions on how to receive payment from NYSERDA via electronic funds transfer (EFT) <https://nyserda.jotform.com/team/operations/EFTForm> and submit as indicated.
3. **Voucher Application and Approval** – When a Purchaser is ready to buy an eligible vehicle/equipment from an approved Dealer, the Dealer submits a Voucher Application through the [NYSERDA Portal](#). The Voucher Application reserves a voucher for that specific purchase and identifies the vehicle/equipment to be purchased and the vehicle/equipment to be scrapped (as applicable, **scrappage is only required for NYTVIP’s Non-Road Equipment and Transit Bus vouchers**; the Class 3-8 funding track offers and optional additional incentive for scrapping a vehicle). The VHC and NYSERDA will review the Voucher Application and notify the Dealer if there are any issues or missing information. If the Voucher Application is approved NYSERDA will issue an Award Letter to the Dealer with the details of the approved voucher. Upon approval NYSERDA reserves funds for the voucher for eighteen (18) months. Voucher funds are reserved on a per vehicle/equipment basis. Voucher amounts are determined at the application stage of the process and included in the Award Letter. New vehicles and equipment must be delivered to Vehicle/Equipment Purchasers after the date of the Award Letter to be eligible for a NYTVIP voucher.

4. **Vehicle/Equipment Scrappage (Required for Non-Road and Transit Projects)** – The Scrappage process is outlined in Section 4 for Non-Road Equipment, Section 8 for Class 3-8 ZEVs, and Section 11 for Transit Buses. Please note that scrappage is only required for Non-Road Equipment and Transit Buses vouchers. For Class 3-8 ZEVs, Vehicle Scrappage is optional and makes a project eligible for a Scrappage Voucher Bonus.
5. **Voucher Redemption** – After the Vehicle/Equipment Purchaser takes delivery of the new Eligible Vehicle/Equipment, pays in full for the portion of the price not covered by the voucher, and satisfies all other NYTVIP requirements, the Dealer begins the Voucher Redemption process in the [NYSERDA Salesforce Portal](#). This consists of uploading all required documentation for final approval and invoice payout. Information must be uploaded for each individual vehicle/equipment for which the Dealer seeks to receive a voucher payment. Vouchers must be redeemed within 18 months of the Voucher Approval Date. Dealers may apply for extensions; refer to Section 17.3 for extension information.
6. **Voucher Payment** – The VHC and NYSERDA review the Voucher Redemption request and associated documents. If there are corrections needed, the VHC will work with the Dealer. Once all documentation has been reviewed and approved, NYSERDA will issue the voucher payment to the Dealer. Vouchers that are not redeemed within 18 months of the Voucher Approval Date (or within any extensions granted by NYSERDA) will be canceled. The Dealer will be notified of the cancellation.
7. **Required Reporting** - NYSERDA requires the submission of vehicle/equipment use data for three (3) to five (5) years as a condition of funding, to determine how the vehicles/equipment perform and to share learnings more broadly. At NYSERDA's expense, telematics devices may be installed in vehicles/equipment purchased with Program vouchers. The telemetric devices will collect and transmit vehicle usage data on a quarterly cycle. Purchaser may choose to use their own vehicle monitoring devices and provide that data to NYSERDA. The reporting period begins on the date NYSERDA issues voucher payment to the Dealer. For CaaS companies, the Vehicle Purchaser on the application will be the CaaS or E-Fleet company, and that company is responsible for reporting to NYTVIP for the three-to-five-year reporting period.

14. Vehicle/Equipment Eligibility Requirements for Manufacturers

- Manufacturers and Dealers (applicants) may apply to qualify the vehicles/equipment they make or sell for NYTVIP vouchers by completing the Salesforce Vehicle/Equipment Eligibility Application. The Salesforce Eligibility Application requires documentation, such as an MSRP Sheet, verifying the cost of the vehicle/equipment to be included in the Program.
- Manufacturers or their authorized dealer must own a repair shop in New York State, or contract with a facility in New York State, that can provide repair and warranty services to the vehicle they wish to qualify for the Program. If a manufacturer does not own or contract with such a facility, then the applicant must submit a written Service Plan for approval by the VHC. Refer to Section 14.1 for Service Plan details.
- New ZEVs and non-road equipment funded under this program must have a motor of model a model year within two years of the Voucher Application calendar year (a separate Vehicle Eligibility Application must be submitted for each year of the same model). For example, in the calendar year 2024, eligible electric motors would include 2022, 2023, 2024, 2025, and 2026.
- The vehicle's manufacture must provide a three-year (36 month) warranty on the vehicle/equipment that covers the vehicle's engine or electric motor, drive train, and battery pack. The first 36 months of the coverage period must be a full warranty covering, at a minimum, the powertrain components, batteries, parts, and labor. NYSERDA will request copies of vehicle warranties prior to vehicle application approval.

14.1 Vehicle/Equipment Eligibility Process

1. The Manufacturer opens the [Salesforce Vehicle/Equipment Eligibility Application](#). **NOTE: Applications must be completed and submitted in one web browser session.**
2. The Manufacturer enters the required information about the vehicle/equipment for which they are requesting eligibility, including the following information.
NOTE: A separate Vehicle/Equipment Eligibility Application must be submitted for each year of the same model.
3. Class 3-8 ZEVs and Transit Buses:
 - Company Name
 - Vehicle Type
 - Primary Contact Name and Title
 - Manufacturer Street Address
 - Primary Contact Phone Number and Email Address
 - Secondary Contact Name and Title
 - Secondary Contact Phone Number and Email Address

- Pre-Tax Price
- Vehicle Make, Model, and Model Year (a separate Vehicle Eligibility Application must be submitted for each year of the same model)
- Chassis Make, Model, and Model Year
- Powertrain Make, Model, Model Year, and OEM
- GVWR (lbs.)
- Fuel Type – Battery Electric, Fuel Cell EV (FCEV), or Repower Battery Electric
- MPG (miles/kWh or miles/kg)
- Estimated Range (miles)
- Final Assembly Location (City, State, Country)
- Confirmation of Auxiliary Fuel Fired Heater (NYTVIP does not cover this)
- List the years this Class 3-8 Vehicle model has been offered as Zero-Emission
- Intended Applications for Use –Refer to help text in application for examples.
- Expected useful life for battery or fuel cell pack, in years.
- Expected useful life for Vehicle body, in years.
- Expected operating time per full charge (or fuel cell tank, in hours)
- Designation of Fleet Management/Telematics Software
- Designation of Charging Network and Equipment Companies Compatible with Vehicle

4. Non-Road Equipment:

- Company Name
- Primary Contact Name and Title
- Manufacturer Street Address
- Primary Contact Phone Number and Email Address
- Secondary Contact Name and Title
- Secondary Contact Phone Number and Email Address
- Pre-Tax Price
- Equipment Make, Model, and Model Year
- If applying for multiple years, submit a new Equipment Eligibility Application for each model year to ensure each year has its own Equipment Catalog listing
- Chassis Make, Model, and Model Year
- Powertrain Make, Model, Model Year, and OEM
- GVWR (lbs.)
- Fuel Type – Battery Electric, Fuel Cell EV (FCEV)
- Final Assembly Location (City, State, Country)
- Confirmation of Auxiliary Fuel Fired Heater (NYTVIP does not cover this)
- List the years this Non-Road Equipment model has been offered as Zero-Emission

- Intended Applications for Use –Refer to help text in application for examples
 - Expected useful life for battery or fuel cell pack, in years
 - Expected useful life for Equipment body, in years
 - Expected operating time per full charge (or fuel cell tank, in hours)
 - Designation of Fleet Management/Telematics Software
 - Designation of Charging Network and Equipment companies compatible with Vehicle
 - Forklift Capacity (if applying for Forklift Non-Road Equipment Models only)
 - Load Center (only enter in if applicable to that piece of Non-Road Equipment)
5. The applicant must attach the following documents to the Salesforce Vehicle/Equipment Application:
- Warranty Sheet – warranty must be at least three (3) years
 - Specification Sheet for Vehicle/Equipment
 - MSRP/Price Sheet for Vehicle/Equipment
 - Service Plan – The Service Plan must detail how the applicant will respond to vehicle owners and provide warranty service, replacement parts, and technical support in New York State. The Service Plan must provide for responding to warranty issues and maintenance requests within 24 hours and scheduling in-person service no more than 48 hours after service request. Where necessary the Service Plan shall include signed contracts between the applicant and entities within New York State to provide services. The Service Plan must be approved by the VHC and NYSERDA before vehicles can be eligible for the Program.

14.2 Eligibility Application Review and Approval

NYSERDA and the VHC review the [Vehicle/Equipment Eligibility Application in the Salesforce Portal](#) for accuracy and completeness. If additional information and/or documentation is needed, NYSERDA or the VHC will notify the Manufacturer via email. If NYSERDA or the VHC find that the application is complete, and the vehicle(s) are eligible, the Manufacturer will be notified of approval.

NYSERDA will list the newly Eligible Vehicle(s) on the [NYTVIP Eligibility List](#) on the [Program Website](#). The Program website is updated at least monthly.

Once a vehicle or equipment is approved, NYSERDA will add it to the NYTVIP Eligibility List on the NYTVIP website. This list will be updated monthly as the Program onboards new manufacturers and models.

15. Dealer Eligibility and Approval Process

15.1 Dealer Eligibility

In NYTVIP, the Dealer (or Contractor) is the entity that sells or leases an Eligible Vehicle/Equipment to the Purchaser. Dealers are required to pass on the full Program incentive to the Purchaser by reducing the purchase cost of the eligible vehicles/equipment by the full incentive amount. Dealers may not charge fees to the Vehicle/Equipment Purchaser for processing vouchers. Dealers must maintain and make all Program-related records available for review by NYSERDA for three years after Voucher Redemption is complete.

Entities interested in becoming an eligible Dealer must:

- Be one of the following types of entities:
 - A vehicle and/or equipment dealership that has a written agreement with a medium- and/or heavy-duty vehicle OEM and sells or leases fully assembled Eligible Vehicles/Equipment to Vehicle/Equipment Purchasers in New York State.
 - An OEM that builds and sells or leases complete Eligible Vehicles/Equipment directly to Vehicle/Equipment Purchasers in New York State.
- Have a valid business license for the past two years. This will be checked by the company Employer Identification Number (EIN) at time of Dealer Application.

15.2 Dealer Approval Process

1. To submit a Dealer Application, the applicant accesses the online Salesforce Contractor (Dealer) Portal from the Program Website. Note: In the Salesforce Portal, Dealers are referred to as Contractors.
2. Once in the Dealer Portal, the applicant enters general company information and company contact details.
3. The applicant selects at least one make of Eligible Vehicles/Equipment it plans to sell as part of the Program.
4. The applicant uploads the following required documents:
 - [Dealer \(Contractor\) Participation Agreement](#).
 - If the Dealer is located outside of New York State, documentation showing how the Dealer will provide service and support to Purchasers participating in the Program.
 - [Vehicle Manufacturer Authorization](#) form with a signature from the Manufacturer verifying that the applicant is authorized to market and sell that brand's vehicles if the applicant is not a manufacturer. The Vehicle Manufacturer Authorization form must be signed by an OEM representative and be on the OEM company letterhead.
5. The applicant submits the completed Dealer Application.

6. NYSERDA and the VHC review the application for completeness. If the Dealer Application is incomplete or the applicant is not certified to sell the Eligible Vehicle(s)/Equipment, the VHC will notify the applicant. If the Dealer Application is complete, NYSERDA will notify the applicant that they are now an approved Dealer and will receive an automated email with a form to complete to receive payment via electronic funds transfer (EFT). This approval will create an account for the Dealer in the [NYSERDA Portal](#) in Salesforce.

NYSERDA lists the Dealer on the [Eligible Vehicles/Equipment List](#), next to the vehicle/equipment they are approved to sell, on the [Program Website](#). Once a Dealer has been accepted into the Program, it may begin marketing the Program incentives to Vehicle/Equipment Purchasers.

16. Voucher Application Process

16.1 Voucher Application Requirements

The Dealer works with the Vehicle/Equipment Purchaser to complete the Voucher Application process. In the [NYSERDA Salesforce Portal](#), the Dealer will complete the following:

1. Create a new application and enter contact information for the Dealer and Fleet (Vehicle/Equipment Purchaser and/or Operator if leasing).
2. Enter Domicile address(es).
3. Select Eligible Vehicle(s)/Equipment to be sold.
4. Enter details of new vehicle(s)/equipment
5. Enter details of vehicle(s)/equipment to be Scrapped Please note that scrappage is different for each funding track. Please refer to each Scrappage Requirement section to ensure all proper documentation is uploaded at time of application.
 - For Transit Bus Scrappage, refer to Section 11.
 - For Non-Road Equipment Scrappage, refer to Section 4.
 - For Class 3-8 ZEV Scrappage, refer to Section 8.
6. Agree to Program terms and conditions.
7. Upload the following documents:
 - Signed [Vehicle/Equipment Purchaser Participation Agreement](#).
 - Signed [Vehicle/Equipment Operator Addendum](#) (required only if the Vehicle/Equipment Purchaser leases the vehicle to a different entity (this does not apply to CaaS and E-Fleets that rent/lease the vehicles for three (3) years or more).
 - Buyer's Order/Purchase Order (PO) for new vehicle(s)/Equipment (may be provisional).
 - Where Scrappage is Required:
 - Copy of current vehicle registration for vehicle to be Scrapped (if applicable).
 - Fleet certification letter, certifying that the Scrappage vehicle/equipment has been part of the Purchaser's active fleet and has met the minimum operating requirements. An authorized representative from the Vehicle/Equipment Purchaser must sign this letter.
 - Photos of vehicle to be Scrapped, which are required at the time of application, before the scrappage event has occurred. Photos must be a minimum image size of 1200 x 1800 pixels or 4 x 6 inches.
 - Please refer to each funding track's Scrappage Requirements section to ensure that the Dealer and Vehicle/Equipment Purchaser obtain every required photo and document associated with Scrappage of the vehicle/equipment. Note that some photos must be taken before and after the Scrappage Event.
 - For Class 3-8 Vehicles, refer to Section 8.
 - For Non-Road Equipment, refer to Section 4.
 - For Transit Buses, refer to Section 11.

- Front of vehicle/equipment to be Scrapped, clearly showing license plate (if applicable) and entire height/width of vehicle.
- Photo of engine tag for engine to be Scrapped, clearly showing engine family and engine serial number and engine model year.
- Photo of side of vehicle/equipment to be Scrapped, clearly showing the official DOT federal ID number and any unique identifiers such as a truck, bus, or equipment #.
- Intact chassis (side photo that shows the whole length of the vehicle/equipment).
- Alternative Scrappage Plan Document – only required for Non-Road Equipment Applications. This is required for both scrappage at an Eligible Dismantler and where equipment cannot be scrapped at a conventional Eligible Dismantler.

8. Submit the application.

16.2 NYSERDA Voucher Application Review

NYSERDA and the VHC review the Voucher Application for eligibility, accuracy, and completeness. If the Voucher Application is incomplete or inaccurate, the VHC will notify the Dealer that they must resubmit the required information. The Voucher Application will be rejected if the information is not corrected within thirty (30) calendar days after the initial request. A rejected Voucher Application can be resubmitted.

16.3 Voucher Approval

Once NYSERDA and the VHC determine the Voucher Application is complete and meets all applicable requirements, the VHC will notify the Dealer of voucher approval and reserve funds for the vehicle/equipment purchase on the project application. The voucher is valid for eighteen (18) months, after which it may be canceled. Dealers will receive an Award Letter with the final incentive amount as well as the date of application approval. NYTVIP encourages Dealers to share the Award Letter with Vehicle/Equipment Purchasers. Prior to the expiration, the Dealer may request an extension of the voucher for up to six (6) months (refer to Section 17.3 for voucher extension rules) by emailing a request to the VHC at NYTVIP@energycenter.org that verifies the expected delivery date of the vehicle, such as a Line Setting Ticket from the vehicle manufacturer that shows the expected completion date.

17. Voucher Redemption Process

Once a Vehicle/Equipment has been purchased, delivered, is ready to be put into regular service, the remaining unpaid balance (if any) has been paid by the Vehicle/Equipment Purchaser, the Dealer may complete the Voucher Redemption process by returning to the [NYSERDA Salesforce Portal](#) and submitting additional required documentation. NYTVIP Applications will be fully closed when the scrappage event has occurred (if required) and all required documentation has been uploaded into the Salesforce Portal and approved by the VHC and NYSERDA. The Dealer may submit Scrappage documentation at any point from voucher application acceptance through the end of the Scrappage period. Scrappage periods vary by funding track, refer to this table for details.

Funding Track	Allowed Time to Scrap
Transit Buses	Any time after Voucher approval, up to 21 calendar days after Vehicle delivery.
Non-Road Equipment	Any time after Voucher Approval, up to 1 month (30 calendar days) after Equipment delivery.
Class 3-8 ZEVs	Any time after Voucher approval, up to 1 calendar year (365 calendar days) after Vehicle delivery.

17.1 Voucher Redemption Requirements

To redeem a voucher, the Dealer returns to the [NYSERDA Salesforce Portal](#) and selects the appropriate project for the voucher it wishes to redeem. A voucher may include multiple vehicle/equipment purchases for the same Purchaser; each vehicle will constitute its own “milestone” within the redemption process for a given voucher. Scrappage vehicles/equipment will each have their own scrap “milestone” with no voucher amount associated to allow for longer scrappage timelines for Class 3-8 ZEVs and Non-Road Equipment.

1. Dealers may request payment for some or all vehicles/equipment that are part of a single voucher at a time. But all vehicles/equipment must be redeemed within the 18-month voucher approval period.
2. The Dealer supplies additional vehicle information:
 - Picture of new vehicle license plate number (this does NOT apply to Non-Road Equipment applications).
 - New Vehicle/Equipment VIN.
 - New Vehicle/Equipment engine/motor serial number.
 - Date new vehicle/equipment was delivered and date it was placed in service, if in service at the time of voucher redemption.

3. The Dealer is required to upload the following documentation:

- Signed final invoice/vehicle Purchase Order – must show the final purchase price less the voucher amount and any other additional incentive funding. For Leases, the Dealer must also submit the Lease Agreement with the reduced cost, reflecting the NYTVIP incentive amount. This document can also show the date of the new vehicle delivery and in-service date, if in service at voucher redemption.
- Financial documentation (proof of payment) – copy of check, money/wire transfer, or financial arrangements identifying the lien holder and indicating terms of lease.
- NYS Department of Motor Vehicles Registration or Vehicle Registration / Title Application (form MV-82) for new vehicle.
 - This requirement only applies to Class 3-8 ZEV and Transit Bus applications.
- For Transit Buses and Class 3-8 ZEVs, photos of new vehicle include:
 - Front of vehicle (showing license plate)
 - Side of vehicle (showing entire length) and federal DOT number or vehicle number if applicable)
- For Non-Road Equipment, photos of new equipment include:
 - Front of equipment
 - Side of equipment, showing entire length

4. Each funding track has its own Scrappage Event timeline. Please refer to the below sections for each funding track scrappage requirements.

- For Class 3-8 Vehicles, refer to Section 8
- For Non-Road Equipment, refer to Section 4
- For Transit Buses, refer to Section 11

Funding Track	Allowed Time to Scrap
Transit Buses	Any time after Voucher approval, up to 21 calendar days after Vehicle delivery.
Non-Road Equipment	Any time after Voucher Approval, up to 1 month (30 calendar days) after Equipment delivery.
Class 3-8 ZEVs	Any time after Voucher approval, up to 1 calendar year (365 calendar days) after Vehicle delivery.

Note: A significant amount of the information required to redeem a voucher will need to be supplied by the Vehicle/Equipment Purchaser. The Dealer is responsible for obtaining this documentation from the Vehicle/Equipment Purchaser. If the Dealer cannot provide the documentation required to redeem a voucher, even if such documentation is unavailable through no fault of the Dealer, no payment will be made on the voucher. It is recommended that Dealers consider this obligation when entering purchase contracts with Vehicle Purchaser to ensure their ability to receive this documentation from the Vehicle Purchaser.

5. NYSERDA and the VHC will review the submitted information for completeness and eligibility. The review includes verifying whether the Vehicle/Equipment Purchaser and delivered vehicle/equipment information match those listed on the voucher. If the Voucher Redemption submission is deemed complete and valid, NYSERDA will approve the submission. NYSERDA will then inform the Dealer of Voucher Redemption approval. If the Voucher Redemption submission is incomplete or inaccurate, NYSERDA will inform the Dealer of incomplete or inaccurate redemption documentation and the Dealer will have seven calendar days to correct, complete, and resubmit the documents for approval.

17.2 Voucher Denial and Appeal

If Voucher Redemption is Denied: If a Voucher Redemption submission is denied, NYSERDA or the VHC will respond by email detailing the reasons that disqualify the voucher redemption submission.

Appeals for Voucher Redemption Denials: NYSERDA will consider appeals to the denial of a voucher incentive application on a case-by-case basis and at its sole discretion. To submit an appeal, contact the VHC. NYSERDA is in no way obligated to consider an appeal.

Within 30 calendar days of NYSERDA approval of the Voucher Redemption submission, NYSERDA will pay the voucher amount to the Dealer, in accordance with the Prompt Payment Policy (refer to Section 8.5), also described in Exhibit B to the [Contractor Participation Agreement](#)

17.3 Voucher Extension

A voucher must be redeemed within eighteen (18) months of the Voucher Approval Date as shown on the voucher Award Letter. At any point within that period, a Dealer may request a voucher extension by sending an email to the VHC, with supporting documentation such as:

- Line Setting Ticket from the vehicle manufacturer that shows the expected completion date
- Expected date of vehicle delivery
- A copy of the current registration and DOT inspection report may also be requested to ensure the vehicle to be Scrapped is still in service

Voucher extensions are available for up to an additional six months (180 days). A voucher that is not extended or redeemed within eighteen (18) months will be deemed expired and canceled. Extensions may be granted solely at NYSERDA's discretion and are not guaranteed to be approved.

If granted, the Dealer will be notified via email from the VHC. The email will contain the voucher's new expiration date, which will be no later than twenty-four (24) months from the Award Letter date. The Dealer is responsible for awareness of this date. If a voucher is not redeemed and is canceled, a Dealer may reapply to NYTVIP for the same vehicle with a new Voucher Application if the vehicle has not yet been delivered, subject to the availability of funds.

17.4 Voucher Payment

Vouchers will be issued to Dealers via electronic payment. To sign up for electronic payment, Dealers must complete the [Electronic Fund Transfer \(EFT\) Authorization Form](#) and submit as indicated.

Per NYSERDA's Prompt Payment Policy, payments to Dealers can be expected within 30 days of Voucher Redemption approval.

A voucher will not be issued if the Vehicle/Equipment Purchaser returns the vehicle/equipment prior to the voucher payment being issued. Dealers must notify the VHC if a vehicle/equipment is returned and request the voucher be canceled.

Furthermore, NYSERDA reserves the right to seek reimbursement from the Dealer if the Vehicle/Equipment Purchaser returns the vehicle/equipment to the Dealer within thirty (30) days of voucher payment.

18. Telematics Reporting Requirements

NYSERDA-purchased third-party telematics devices will be required on voucher-funded Vehicle/Equipment to allow ongoing data access to Program administrators/subcontractors throughout the data collection period lasting three to five years after Voucher Redemption. Vehicle Purchasers with NYSERDA-purchased telematic devices installed will be given access to the data for their vehicles.

If a Vehicle/Equipment Purchaser intends to install their own telematics device, NYSERDA may, at its sole discretion, allow the Purchaser to report operational data by another means. If a Vehicle/Equipment Purchaser or Operators are not able to install the NYSERDA-purchased telematics devices on voucher-funded Vehicle/Equipment, NYSERDA may, at its sole discretion, allow the Purchaser or Operator to provide data via other means. NYSERDA will review and approve request for alternate reporting procedures on a case-by-case basis. Regardless of reporting procedure, the Vehicle/Equipment Purchaser or Operator will be required to report the same data that would otherwise have been collected through the telematics device at least quarterly in a NYSERDA-approved CSV and/or Excel spreadsheet.

Data collected will include:

1. Vehicle/Equipment location (to ensure 80% of operating time is in New York State)
2. Odometer readings
3. Fuel/energy usage
4. Charging sessions and charging length (if available)
5. Other related parameters that will be used to assess Program impacts on air quality and pollution (refer to Section 18.2 for full list of Reporting Parameters)

NYSERDA will aid Vehicle/Equipment Purchasers and Operators with installation and technical support of telematics devices. It is the responsibility of the Vehicle/Equipment Purchaser/Operator to ensure that the telematics devices are functioning to enable uninterrupted data collection from the time of telematics installation on Vehicle/Equipment to end of the reporting period.

Failure to submit Reports to NYSERDA at a minimum of 4 times a year is a violation of the terms and conditions of the NYSERDA funding and may result in the Vehicle Purchaser being subject to a prorated reimbursement penalty based on the number of missed reports as well as a ban from any further participation in the Program.

18.1 Reporting Requirements for Leased Vehicles/Equipment

For leased vehicles, the Vehicle Operator (leasing or rental company) is responsible for ensuring the Vehicle Operator submits the required Reports. This requirement should be included in the lease agreement with the Vehicle Operator. CaaS/E-Fleets are also required to provide data to NYSERDA on vehicle use as the Vehicle Purchaser.

18.2 Reporting Parameters

The below parameters will be pulled from either NYSERDA-funded telematics devices installed on NYTVIP funded Vehicles/Equipment or provided in an Excel Spreadsheet or CSV format to NYSERDA at least quarterly, unless otherwise determined by NYSERDA.

Information provided to NYSERDA maybe inclusive of the following (as available):

- Time Stamp of data pull
- Vehicle Identification Numbers (VINs)
- Vehicle Make
- Vehicle Model
- Model Year
- Fuel type
- Vehicle odometer
- Equipment hours of use (if for non-road application)
- Amount of electricity used for battery charging (kWh)
 - Electric Vehicle Supply Equipment In-Service Start Date
 - Number of charging events (reporting period and cumulative)
 - Duration of charging events (reporting period and cumulative)
 - Duration of charging events
 - Total kWh provided (reporting period and cumulative)
 - Percent usage (reporting period and cumulative)
- Utility Provider
- Manufacturer of Charging Equipment
- Model of Charging Equipment
- Charging Capacity (kW)
- In-Service Date of Charging Equipment
- Port Type
- Network Service Provider (if applicable)
- Duty Cycle (hours and miles of operation)
 - Typical hours in 24-hour day of vehicle use
- Vehicle Miles Traveled (VMT) (reporting period and cumulative)
- Location (only to ensure vehicles are traveling 80% within New York State lines and to determine usage within Disadvantaged Communities, as required for NYTVIP)
- Domicile Site Address
- Fuel Consumption (Only for Fuel Cell Vehicle Applications)

- In-Service Date
- Maintenance and repair information potentially inclusive of:
 - Repair costs due to maintenance and repair needs.
 - Vehicle down time due to maintenance and repair needs
 - Descriptions of maintenance and repair activities
 - Descriptions of warranted vehicle issues and associated downtime
 - Information to support a technical comparison between maintenance costs and downtime for NYTVIP funded vehicles/equipment and other similar fossil-fueled vehicles in the Vehicle Purchasers/Vehicle Operators' fleet
- Infrastructure or capital investment information (e.g., in fueling facilities)
- An example survey can be downloaded from the [Program Website](#)
- Vehicle Purchasers/Vehicle Operators must collect feedback from drivers/users of EVs funded under the Program each reporting period. Feedback will include any issues, positive or negative, on the ZEV and equipment driving experience

Full details on data privacy can be found in the document entitled "Vehicle/Equipment Purchaser Participation Agreement" and the "Vehicle/Equipment Operator Addendum."

NYSERDA reserves the right to recapture incentive funds (i.e., recovering a prorated share of the applicable voucher amount) from Vehicle Purchasers and/or bar Vehicle Purchasers from receiving future vouchers if it does not provide timely and accurate Vehicle/Equipment Reports for the required, as specified in the Vehicle/Equipment Purchaser Participation Agreement.

Appendix A. Funding Source Rules

The Program may add additional funds and Eligible Vehicle/Equipment types over time.

The Program is currently funded by three funding tracks:

1. Regional Greenhouse Gas Initiative (RGGI), for ZEVs
2. Volkswagen Settlement EPA DERA Option administered by DEC for Non-Road Equipment
3. Volkswagen Settlement funds from DEC for Transit Buses

The Program rules have been designed to be consistent with the rules established by the three funding sources.

Regional Greenhouse Gas Initiative (RGGI): <https://www.rggi.org/>

EPA DERA State Grant: <https://www.epa.gov/dera/state>

Volkswagen Settlement: <https://www.vwenvironmentalmitigationtrust.com/>



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