

**Light-Duty Motor Vehicle Purchase or Lease Incentive Program**  
**Rebate Application**  
**TCEQ-20684**  
**Version 18.01**



These forms are to be used to apply for a rebate grant under the Texas Commission on Environmental Quality's (TCEQ) Light-Duty Motor Vehicle Purchase or Lease Incentive Program (LDPLIP). The LDPLIP is a program under the Texas Emissions Reduction Plan (TERP).

Project eligibility criteria and types of purchases/leases eligible under this program are explained in the TCEQ's Notice of Rebates (NoR). By signing the application, the applicant is agreeing to the Terms and Conditions of the LDPLIP Grant, which become part of the Grant Contract. Applicants should review the Terms and Conditions and the NoR before completing this application. Documents can be found at <[www.terpgrants.org](http://www.terpgrants.org)> or a copy may be obtained by calling 1-800-919-TERP (8377).

Dealers and leasing companies (but not the buyer/lessee themselves) may request that TCEQ reserve a place in line for vehicles on order for a specific customer, subject to approval by the TCEQ. Information on the reservation process is available in the NoR and at <[www.terpgrants.org](http://www.terpgrants.org)>.

The TCEQ will attempt to provide updated information on the TERP Web page at <[www.terpgrants.org](http://www.terpgrants.org)> regarding the amount of funding still available. This information may also be obtained by calling 1-800-919-TERP (8377). However, as the grant awards approach the limits of funding availability, the TCEQ may not be able to provide assurances that funding will be available when an application is submitted. The TCEQ makes no guarantee that an eligible application will be funded and buyers or lessees should not make a purchase or lease decision that is dependent on receiving the rebate grant.

**Public Information Notice:**

Upon submission, all proposals become the property of the State of Texas and as such become subject to the Texas Open Records Act, Texas Governments Code, Chapter 552.

**Application Deadline:**

This application form is only valid for the application period ending May 31, 2019 or subsequent end date if the application period is extended. Applications are selected for funding on a first-come, first-served basis. Only one vehicle is allowed per application. Separate applications are required for each additional vehicle.

**How to Submit an Application:**

If you have questions on how to fill out this form or about the LDPLIP, please contact us at 1-800-919-TERP (8377).

1. Complete this application and print all required pages **single-sided**.
2. Print all required attachments **single-sided**.
3. Submit two (2) copies (**must have original signatures**) of all the completed application forms to:

**Regular Postal Delivery**

Texas Commission on Environmental Quality  
Air Quality Division  
Implementation Grants Section (LDPLIP), MC-204  
P.O. Box 13087  
Austin, TX 78711-3087



**Express Delivery or Hand Delivery**

Texas Commission on Environmental Quality  
Air Quality Division  
Implementation Grants Section (LDPLIP), MC-204  
12100 Park 35 Circle  
Building F, 1st Floor, Room 1301  
Austin, Texas 78753

[www.terpgrants.org](http://www.terpgrants.org)

TCEQ USE ONLY  
Application #

TCEQ USE ONLY  
Contract #

**Light-Duty Motor Vehicle Purchase or Lease Incentive Program (LDPLIP)  
Form 1 - Application, Contract, and Payment Approval**

**1. Applicant Legal Name (PERFORMING PARTY)**

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**2. Applicant's Business Information**

Identify the ownership structure of your business by selecting from the dropdown list.  If code is: P,L,T,A,C, or O provide one of the numbers requested on the right.	<b>Ownership Code (Business Type):</b>	
	<b>Payee Identification Number:</b>	<b>FEI:</b>

**3. Applicant Information:** The applicant or an employee of the business who has legal authority to sign this application. **The information requested below is required.**

Prefix:	First:	MI:	Last:	Suffix:
Title:				
<b>Mailing Address:</b>				
City:		State:	County:	Zip code:
Primary Phone:	Secondary Phone:			
Fax Number:	E-Mail Address:			

**4. Applicant Signature (Performing Party):** By signing below, the applicant (PERFORMING PARTY) makes all certifications on the accompanying certification form (Forms 2a - 2b).

<b>PERFORMING PARTY Signature:</b>	
<b>Printed Name (Include Mr. or Ms.):</b>	
<b>Title:</b>	
<b>Date of Signature:</b>	

*Faxed or photocopied signature pages will not be accepted.  
This form must have an original signature, or the application will not be accepted.*

**This section to be completed by TCEQ**

<b>Texas Commission on Environmental Quality (TCEQ)</b> <i>Authorized Representative Contract Execution and Payment Approval</i>	
<b>By (Authorized Signature):</b>	
<b>Printed Name:</b>	<b>Joe Walton</b>
<b>Title:</b>	<b>Manager, Implementation Grants Section</b>
<b>Date of Signature:</b>	

**Contract Amount (as marked by TCEQ below)**

CNG or LPG	Hydrogen Fuel Cell or Electric Drive (Plug-in or Plug-in Hybrid)
<b>Purchase or Lease (three-year or longer term) (\$5,000.00):</b>	<b>Purchase or Lease (three-year or longer term) (\$2,500.00):</b>
<b>Lease two-year to less than three-year term (\$3,330.00):</b>	<b>Lease two-year to less than three-year term (\$1,665.00):</b>
<b>Lease one-year to less than two-year term (\$1,665.00):</b>	<b>Lease one-year to less than two-year term (\$832.50):</b>

**Contract Period**

**Effective Date:** The Effective Date of this Contract is the date on which the Contract is signed by the last of the parties to sign above.

**Expiration Date:** The Expiration Date of this Contract is the one year (12 month) anniversary date of the vehicle purchase or lease date (listed on Form 3) or 45 days after the Effective Date, whichever occurs later.

## Light-Duty Motor Vehicle Purchase or Lease Incentive Program (LDPLIP)

### Form 2a - Certifications

#### General Certifications

By signing the application, the applicant assures and certifies that:

- 1. Legal Authority.** It possesses legal authority in the State of Texas to apply for the grant and that the applicant's governing body has authorized the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the authorized official to act in connection with the application and to provide such additional information as may be required.
- 2. Terms and Conditions.** It has read and understands the contract terms and conditions.
- 3. Historically Underutilized Businesses (HUBs).** Qualified HUBs, as defined and designated under state law, shall have the maximum practicable opportunity to participate in the performance of the work arising out of this project.
- 4. Conflict of Interest.** Applicant has not given, offered to give, nor intends to give at anytime hereafter, any economic opportunity, future employment, gift, loan gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted application. Under Government Code § 2155.004, no person involved in the preparation of the Notice of Rebate may have any financial interest in this application. If applicant is not eligible, then any contract resulting from this application shall be immediately terminated. Furthermore, under Section 2155.004, Government Code, the applicant certifies that the individual or business entity named in this bid or contract is not ineligible to receive the specified contract and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate.
- 5. Nondiscrimination.** It will comply with all State and Federal statutes relating to nondiscrimination.
- 6. Grant Administration.** It will maintain an appropriate grant administration system to ensure that all terms, conditions, and specifications of the grant, including these certifications and assurances, are met.
- 7. Audit.** Pursuant to Section 2262.003 of the Texas Government Code, the state auditor may conduct an audit or investigation of the vendor or any other entity or person receiving funds from the state directly under this contract or indirectly through a subcontract under this contract. The acceptance of funds by the applicant or any other entity or person directly under this contract or indirectly through a subcontract under this contract acts as acceptance of the authority of the state auditor, under the direction of the legislative audit committee, to conduct an audit or investigation in connection with those funds. Under the direction of the legislative audit committee, the applicant or other entity that is the subject of an audit or investigation by the state auditor must provide the state auditor with access to any information the state auditor considers relevant to the investigation or audit. Applicant will ensure that this clause concerning the authority to audit funds received indirectly by subcontractors through the vendor and the requirement to cooperate is included in any subcontract it awards.
- 8. Debt to the State.** It is not indebted to the state or has an outstanding tax delinquency. It further understands that the Texas Comptroller is precluded by law from paying a person who is indebted to the state or has a tax delinquency. The applicant must comply with all State and Federal tax laws and fee requirements and is solely responsible for filing all State and Federal tax and fee forms.
- 9. Contracting with an Executive of a State Agency.** Under Government Code § 669.003, relating to contracting with an executive of a state agency, Applicant represents that no person who, in the past four years, served as an executive of the Texas Commission on Environmental Quality (TCEQ) or any other state agency, was involved with or has any interest in this Application. If Applicant employs or has used the services of a former executive head of TCEQ or other state agency, then Respondent shall provide the following information: name of former executive, name of state agency, date of separation from state agency, position with Applicant, and date of employment with Applicant.
- 10. Debarment.** Applicant certifies that the applying entity and its principals are eligible to participate in this transaction and have not been subjected to suspension, debarment, or similar ineligibility determined by any federal, state or local governmental entity and that Respondent is in compliance with the State of Texas statutes and rules relating to procurement and that Respondent is not listed on the federal government's terrorism watch list as described in Executive Order 13224. Entities ineligible for federal procurement are listed at <http://www.epls.gov>.
- 11. Hurricane Katrina and Other Natural Disasters.** Under Section 2155.006(b) of the Texas Government Code, a state agency may not accept a bid or award a contract, including a contract for which purchasing authority is delegated to a state agency, that includes proposed financial participation by a person who, during the five-year period preceding the date of the bid or award, has been: (1) convicted of violating a federal law in connection with a contract awarded by the federal government for relief, recovery, or reconstruction efforts as a result of Hurricane Rita, as defined by Section 39.459, Utilities Code, Hurricane Katrina, or any other disaster occurring after September 24, 2005; or (2) assessed a penalty in a federal civil or administrative enforcement action in connection with a contract awarded by the federal government for relief, recovery, or reconstruction efforts as a result of Hurricane Rita, as defined by Section 39.459, Utilities Code, Hurricane Katrina, or any other disaster occurring after September 24, 2005. Under Section 2155.006 of the Texas Government Code, the applicant certifies that the individual or business entity named in this Application is not ineligible to receive the specified contract and acknowledges that any contract resulting from this application may be terminated and payment withheld if this certification is inaccurate.

**Light-Duty Motor Vehicle Purchase or Lease Incentive Program (LDPLIP)**

**Form 2b - Certifications (Continued)**

**Contract Documents**

By signing the signature block on Form 1 - Application, Contract, and Payment Approval, and subject to execution of a contract by TCEQ, PERFORMING PARTY agrees that the following documents comprise the entire Agreement between TCEQ and the PERFORMING PARTY (in order of precedence in the event of conflicts):

- a) TCEQ Grant Agreement, including Form 1 - Application, Contract, and Payment Approval, Form 2a - Certifications, Form 2b - Certifications (continued), and Form 3 - New Vehicle Information;
- b) Purchase or lease documents submitted with the application forms;
- c) LDPLIP Terms and Conditions;
- d) Notice of Rebates (NoR); and
- e) the following, which may be delivered or issued after the Effective Date of the Agreement and are not attached hereto: all other written documents amending, modifying, or supplementing the Contract Documents pursuant to the Terms and Conditions.

There are no Contract Documents other than those listed above. The Contract Document may be amended, modified, or supplemented only as provided in the LDPLIP Terms and Conditions.

The NoR and LDPLIP Terms and Conditions can be accessed at <[www.terpgrants.org](http://www.terpgrants.org)> or by calling 1-800-919-TERP (8377).

**Release of Claims**

By signing the signature block on Form 1 - Application, Contract, and Payment Approval, and subject to execution of a contract by TCEQ and receiving all payment due and payable under the contract, PERFORMING PARTY hereby releases all claims against the TCEQ and its officers, agents, and employees from any and all claims arising under or by virtue of the TCEQ's contract with PERFORMING PARTY.

**Light-Duty Motor Vehicle Purchase or Lease Incentive Program (LDPLIP)  
Form 3 - New Vehicle Information**

This form must be completed by an authorized representative of the vehicle dealer or leasing company and submitted with the other application forms.

**1. Buyer/Lessee Information**

Name of Buyer/Lessee:	
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**2. Reservation Number**

Complete only if a reservation number was assigned by TCEQ. <i>(refer to the Notice of Rebates or &lt;www.terpgrants.org&gt; for information on the reservation process.)</i>	
TCEQ Assigned Reservation Number (if applicable):	

**3. Vehicle Information**

The information for this section should be obtained from registration and/or purchase/lease documents.					
Last 4 digits of Vehicle Identification Number (VIN):					
License Plate Number:		Odometer Reading: (At time of purchase)			
County of Registration: (County as it appears on registration)		Purchase/Lease Date:			
Vehicle Make:	Vehicle Model:		Model Year:		

**4. Fuel Type/ Vehicle Weight**

Refer to the Notice of Rebates for eligible fuel types, vehicle weight requirements, and other eligibility requirements. Information must be consistent with the application for title/registration and the purchase or lease documents.										
New Vehicle Fuel Type (Mark with an X):	Compressed Natural Gas		Liquefied Petroleum Gas		Electric Drive (Plug-in Only)		Electric Drive (Plug-in Hybrid)		Hydrogen Fuel Cell	
Gross Vehicle Weight Rating (pounds):										

**5. Dealership/Lessor Information**

By signing below, I certify that the company I represent is licensed by the State of Texas to sell or lease new vehicles in Texas. If a purchase, I certify that the vehicle is new and has never been subject to a first sale prior to this sale. If a lease, I certify that the vehicle was purchased new for the purpose of providing the lease, was never subject to a first sale prior to the purchase for lease, and was never subject to a lease prior to this lease. To the best of my knowledge and belief the vehicle meets the eligibility requirements as set forth in the Notice of Rebates and all information provided on this form is true and correct. I understand that failure to sign this form or signing a false statement may make the rebate contract voidable.

Name of Dealership/Leasing Company:					
Address:				County:	
City:		State:		Zip Code:	
Contact Phone Number:					
Dealer/Lessor TX License Number:					
Representative Printed Name:					
Dealer/Lessor Authorized Signature:				Date:	

*Faxed or photocopied signature pages will not be accepted.  
This form must have an original signature, or the application will not be accepted.*

# Light-Duty Motor Vehicle Purchase or Lease Incentive Program (LDPLIP)

## Form 4 - Certification of Eligibility to Receive a State-Funded Grant

All applicants must complete this form to certify eligibility to receive a rebate under this program, regardless if child support obligations apply to the applicant. Failure to submit this form may result in rejection of the application.

### Certification Regarding Child Support Obligations

Under Section 231.006, Texas Family Code, a child support obligor who is more than 30 days delinquent in paying child support and a business entity in which the obligor is a sole proprietor, partner, shareholder, or owner with an ownership interest of at least 25% is not eligible to receive a state-funded grant or loan. All applicants must include in the application the name and social security number of the individual or sole proprietor and each partner, shareholder, or owner with an ownership interest of 25% of the business entity submitting the applications.

FEDERAL PRIVACY ACT NOTICE. This notice is given pursuant to the Federal Privacy Act. Disclosure of your Social Security Number (SSN) is required under Section 231.006 (c) and Section 231.302(c)(2) of the Texas Family Code. The SSN will be used to identify persons that may owe child support. The SSN will be kept confidential to the fullest extent allowed under Section 231(302)(e).

*Please check one of the following applicant options.*

1. The applicant is an individual or has sole proprietorship.

2. One or more individuals owns 25% or more of the business entity.

3. No individual owns 25% or more of the business entity.

4. The applicant is a governmental entity.

If option 1 or 2 is checked, list the names(s) and social security numbers(s) (SSN) below.

Name:		SSN:	
Name:		SSN:	
Name:		SSN:	
Name:		SSN:	

I certify that to the best of my knowledge and belief that the individual or business entity submitting this application is eligible to receive a grant. I acknowledge that the grant contract may be terminated and any payments withheld if this certification is inaccurate.

Applicant Signature:

Date:

*Faxed or photocopied signature pages will not be accepted.  
This form must have an original signature, or the application will not be accepted.*

## Light-Duty Motor Vehicle Purchase or Lease Incentive Program (LDPLIP)

### Rebate Application Checklist

**This page should be used as a checklist before grant application submission.  
All pages of this application and the required attachments must be printed single-sided.**

#### 1. Signature Pages

Below is a list of all the pages that require a signature. Signature pages must include original signatures in signature blocks. No photocopies, faxes, scanned copies, or other copies of required signatures will be accepted. If a signature page is missing or has been altered, the application will not be considered.	
Form 1 - Application, Contract, and Payment Approval	
Form 3 - New Vehicle Information (Dealer/Lessor Representative Signature)	
Form 4 - Certification of Eligibility to Receive a State-Funded Grant (Applicant/PERFORMING PARTY)	

#### 2. Required Attachments for ALL Applications

Include W-9 Form (Request for Taxpayer Identification Number and Certification Form) <a href="https://www.irs.gov/pub/irs-pdf/fw9.pdf">https://www.irs.gov/pub/irs-pdf/fw9.pdf</a>	
Include General Certification Forms 2a and 2b	
A copy of a completed purchase/lease agreement signed by the buyer and seller (All pages must be included).  <b>NOTE:</b> A Buyer's Orders may be accepted in lieu of a purchase/lease agreement so long as it is signed by both the buyer and seller and submitted along with one of the following documents: - A copy of a canceled check (front & back) showing payment in full; or - A finance agreement with a financial institution that indicates the purchase or lease date, the VIN # and the loan amount; or - A retail installment contract signed by the financial institution and the buyer.	
CNG/LPG applicants must also provide: - A copy of the conversion invoice from the conversion company listing the engine family codes for the OEM and the converted engine for each vehicle submitted; or - A photo of the engine plate/EPA certification sticker showing the engine family codes for the OEM and the converted engine; and - Proof of payment for the conversion system if conversion was not a part of a flow through process.	
Applicants must also submit one of the following documents verifying Texas Title and Registration: - Copies of current title and registration documents; or - Receipt of Application for Texas Title and Registration issued by the Texas Department of Motor Vehicles; or - Copy of a completed Application for Texas Title and Registration signed by both the buyer and the seller.	
Photocopy of a state or federal identification card i.e. driver's license (If applying as an individual or sole proprietor)	