



## ALTERNATIVE FUEL VEHICLE REBATE PROGRAM GUIDELINES

The Department of Environmental Protection (DEP) is offering an opportunity to Pennsylvania residents to apply for an Alternative Fuel Vehicle Rebate. This program was established under ACT 178 of 2004 (<https://www.legis.state.pa.us/cfdocs/legis/li/uconsCheck.cfm?yr=2004&sessInd=0&act=178>) to help reduce Pennsylvania's dependence on imported oil and to improve environmental quality by using alternative fuels.

The program will offer at least 500 rebates to Pennsylvania residents who meet the vehicle eligibility and applicant eligibility requirements as stated in the program guidelines below starting July 1, 2023. **The program can be reassessed or changed at any time.**

For an up-to-date listing of rebate availability, visit the DEP webpage <http://www.dep.pa.gov/Citizens/GrantsLoansRebates/Alternative-Fuels-Incentive-Grant/Pages/Alternative-Fuel-Vehicles.aspx>.

Rebate request forms and required documentation must be submitted online via the Electronic Single Application System (ESA) at <https://www.esa.dced.state.pa.us/Login.aspx> **no later than six months from date of vehicle purchase (for the purposes of this program, "purchase" includes leasing).**

### PLEASE NOTE:

- Rebates will be offered on a first-come, first-served basis as long as funding is available.
- Applications must be received within six months from the date of vehicle purchase.
- The rebate amount awarded will be in accordance with the guidelines in effect at the time of DEP's receipt of an eligible application and not at the time of the vehicle purchase.
- Applications that do not include all required documentation and/or include documentation that is administratively incomplete or inaccurate will not be approved and will need to be resubmitted within the applicant's original 6-month eligibility period.
- This program awards a rebate paid to the applicant. This program does not result in the provision of a tax credit.
- Rebates issued as a part of this program are taxable income and may result in the issuance of a 1099 form for the taxable year in which you received the rebate if your rebate amount is greater than \$600.
- The Program can be reassessed or changed at any time.

### Vehicle Eligibility:

The following new alternative fuel vehicles (AFV) are eligible for a rebate: ([purchase or lease](#))

- Any new AFVs with a final purchase price of \$50,000 or less at time of purchase.

The following preowned and demonstration AFVs are eligible for a rebate: ([purchase only](#))

- Any one-time preowned AFV that is a maximum of seven years old with **75,000 miles or less** and a final purchase price of \$50,000 or less (see definitions below) from a retail location or online retail service. (No private sales allowed)
- Any AFV used by a retail location or online retail service for demonstration purposes with a final purchase price of \$50,000 or less and an odometer reading of greater than 500 but less than 10,000 miles.

### Applicant Eligibility:

Pennsylvania residents whose **total household income is below 400 percent** of the Federal Income Poverty level, as defined by the U.S. Department of Health and Human Services webpage, <https://aspe.hhs.gov/poverty-guidelines>, at time of publication of rebate program guidelines will be eligible for the rebate. Please see the table below for maximum income by household size.

Pennsylvania residents whose total household income is above 400 percent of the Federal Income Poverty level **will not be eligible for the rebate.**

Pennsylvania residents who apply for the rebate will be required to report and verify total household income with their application for determining eligibility. For purposes of this program, total household income is defined as the total income of all members of a household including dependents, as determined by line 9 of the [Federal Form 1040](#). Sources of income verification must include tax returns (Federal or State). Verification documents must be included when submitting the rebate request form. Individuals who file as a dependent or married filing separately will be required to provide tax returns from other household members to determine total household income. Income verification must be for the most recently filed tax year.

#### **Additional Incentive for Low Income Pennsylvania Residents:**

Pennsylvania applicants **whose total household income is below 200 percent** of the Federal Income Poverty level, as defined by the U.S. Department of Health and Human Services <https://aspe.hhs.gov/topics/poverty-economic-mobility/poverty-guidelines> will be eligible to apply for an additional \$1,000 rebate. Please see the table below for maximum income by household size to be eligible for this additional rebate. **Applicants applying for the additional incentive for Low Income Pennsylvania Residents must indicate as such on the Alternative Fuel Rebate Form (see below) to be considered.**

<b>Family Size</b>	<b>Rebate Maximum Household Income</b>	<b>Additional Incentive Maximum Household Income</b>
1	\$58,320	\$29,160
2	\$78,880	\$39,440
3	\$99,440	\$49,720
4	\$120,000	\$60,000
5	\$140,560	\$70,280
6	\$161,120	\$80,560
7	\$181,680	\$90,840
8	\$202,240	\$101,120

#### **Rebate Amounts for New, Pre-Owned, and Demonstration Alternative Fuel Vehicles:**

- **\$2,000 rebate** for a Battery Electric Vehicle (BEV).
- **\$1,500 rebate** for a Plug-In Hybrid Electric Vehicle (PHEV).
- **\$500 rebate** for a Natural Gas (CNG) fueled vehicle including original equipment manufacturer (OEM) / Certified Retrofits only.
- **\$500 rebate** for a Propane (LPG) fueled vehicle including OEM/Certified Retrofits only.
- **\$500 rebate** for an Electric Motorcycle. (Please see definition below)

Please Note: New (purchased and leased) and preowned AFVs are eligible for an **additional \$1,000 incentive** if the applicant's total household income is below 200 percent of the federal poverty guideline. (See Additional Incentive for Low Income Pennsylvania Residents above)

#### **Examples:**

- Family size of two, household income of \$69,000, (below maximum household income of \$78,880 from table above) purchases an eligible new or preowned BEV, receives a \$2,000 rebate.
- Family size of two, household income of \$35,000, (below maximum household income of \$39,440 from additional rebate table above) purchases an eligible new or preowned BEV, receives a \$3,000 rebate. (\$2,000 rebate + \$1,000 additional rebate)

#### **Conditions:**

- Only Pennsylvania residents are eligible to receive a rebate. Vehicles must have a valid Pennsylvania registration. Dealer temporary tags are not acceptable.
- Flexible fuel, non-plug-in hybrid and biodiesel vehicles are not eligible for a rebate.
- Companies are not eligible to receive a rebate.
- In the case of co-purchasers, each co-purchaser must be a PA resident and the rebate amount will be divided between the co-purchasers.

- Rebate request forms and required documentation that is administratively incomplete or inaccurate will not be approved and will need to be resubmitted.
- Rebates will be paid in the order that rebate request forms and required documentation are received and approved, not based on the date a vehicle was purchased.
- Rebates are subject to the guidelines in effect at the time of application and not time of vehicle purchase.
- The program can be reassessed or changed at any time.

**Definitions:**

*Alternative Fuel Vehicle (AFV)* – A self-propelled vehicle operating on an alternative fuel designed for transporting persons or property. For the purpose of this rebate program, this term includes Plug-in hybrid electric vehicles (PHEV), battery electric vehicles (BEV), compressed natural gas vehicles (CNG) including retrofits/conversions, liquid propane gas (LPG) powered vehicles, and electric motorcycles (EMC).

*Electric Motorcycle (EMC)* – A two or three-wheeled passenger vehicle which is plugged in to an electricity source to charge a battery primarily responsible for powering the vehicle's propulsion. The vehicle must be capable of obtaining a top speed of at least 45 mph.

*Equivalent Purchase Price* – The price a lessee would have paid had they purchased a vehicle outright.

*Final Purchase Price* – The price a buyer pays the dealer for a new, pre-owned, or demonstration alternative fuel vehicle including all option packages. Final purchase price is calculated prior to consideration of trade-in value. This price does not include taxes or other fees such as destination charge.

*Pennsylvania resident* – An individual that resides in Pennsylvania and whose name appears on the vehicle registration, invoice and rebate form.

*Rebate (Demonstration Model Vehicle)* – A reimbursement of a specified amount for the purchase of a vehicle with an odometer reading of greater than 500 miles and less than 10,000 miles that was used by a registered dealer for demonstration purposes.

*Rebate (New Alternative Fuel Vehicle)* – A reimbursement of a specified amount for the purchase or lease of a new alternative fuel vehicle that is:

1. Registered in Pennsylvania at the time of application.
2. An automobile or vehicle, the equitable or legal title to which has never prior been transferred by a manufacturer, distributor, or dealer to an ultimate purchaser, and;
3. Not a used motor vehicle as defined in 37 Pa. Code § 301.1 (a motor vehicle which has been sold, bargained, exchanged or given away; which has had title transferred from the person who first acquired it from the manufacturer or dealer; or which has an odometer reading of 500 miles or more, not including mileage incurred in delivery from the manufacturer or in transporting the vehicle between dealers for sale).  
<https://www.pacode.com/secure/data/037/chapter301/s301.1.html>

*Rebate (One-Time Preowned Alternative Fuel Vehicle)* – A reimbursement of a specified amount for the purchase of a one-time preowned alternative fuel vehicle that is:

1. Registered in Pennsylvania at the time of application.
2. An automobile or vehicle with one prior owner and an odometer reading of 75,000 miles or less, and no more than seven years old, as documented by a CARFAX Vehicle History Report.

*Total Household Income* – The total income of all members of a household including dependents, as determined by line 9 of the [Federal Form 1040](#). For individuals who file as a dependent or married filing separately, the income reported by other household members must be provided to determine total household income.

## Instructions:

A completed rebate application for the purchase of an alternative fuel vehicle by a Pennsylvania resident must be filled out online and submitted no later than six months after the purchase. The completed application shall include the following:

1. Completed Alternative Fuel Vehicle Rebate Form. The form at the end of these guidelines must be filled out and submitted as part of the application. This is the form that will be sent to Department of Treasury in order to generate the rebate check.
2. Social Security Numbers. The resident's Social Security number must be included when submitting an application for an eligible alternative fuel vehicle. If the vehicle purchased is registered under two names, both social security numbers must be included. If the applicant does not have a social security number, the applicant must provide a letter from the Social Security Administration that denied the applicant's request for a social security number.
3. A copy of a valid Pennsylvania vehicle registration. The name appearing on the vehicle registration card must appear on the invoice. A Pennsylvania Certificate of Title for a Vehicle is not acceptable. A temporary Pennsylvania registration (PennDOT Form MV-1) is acceptable but **must** list the applicant's name and address. MV-1 forms submitted for leased vehicles with the lessor company and address will not be accepted. The Vehicle Identification Number (VIN) on the registration must match the VIN on the invoice or bill of sale. Dealer issued temporary tags are not acceptable.
4. A copy of the invoice or the bill of sale. This document will be used to determine if the vehicle is an alternative fuel vehicle and to determine the final purchase price of the vehicle. **It must include make, model, final purchase price, and VIN matching the registration.** For Tesla vehicle purchases, please provide the vehicle configuration sheet.
5. Proof of the vehicle purchase. This can be a copy of the front and back of a cancelled check, the finance agreement, or an invoice indicating a zero-balance due and receipt of payment in full.
6. Leased vehicles. A copy of the signed lease agreement for the vehicle. Must include proof of equivalent purchase price.
7. IRS Form W-9. This is required in the event a 1099 form is issued for the rebate.
8. Income verification documentation. Applicants are required to report and verify all earned income to determine eligibility. Sources of income verification include tax returns (Federal or State). **Verification documents must be included when submitting the rebate request form.**
9. One-time preowned vehicle information. A CARFAX Vehicle History Report documenting the one-time vehicle mileage at the time of purchase and previous ownership must also be provided.

**Note:** Applications that do not include all required documentation and/or include documentation that is administratively incomplete or inaccurate will not be approved and will need to be resubmitted within the applicant's original 6-month eligibility period.

## Rebate Requests and Submittal:

The rebate application must be submitted online at: <https://www.esa.dced.state.pa.us/Login.aspx>

**Please note:** Rebates issued as a part of this program are taxable income and **may** result in the issuance of a 1099 form for the taxable year in which you received the rebate if your rebate amount is greater than \$600. For tax assistance, please contact a tax professional.

- **For assistance with the eGrants system**, please contact the Enterprise Help Desk, PA Office of Administration at 833.448.0647 Monday – Friday, excluding state holidays, from 8:30 AM to 6:00 PM, or at [egrantshelp@pa.gov](mailto:egrantshelp@pa.gov)

**Questions about the program?** Please contact the AFV Program at 717-783-8411 or at [RA-AFIG@pa.gov](mailto:RA-AFIG@pa.gov).



## ALTERNATIVE FUEL VEHICLE REBATE FORM

**APPLICATIONS MUST BE RECEIVED WITHIN SIX MONTHS OF PURCHASE OF VEHICLE, OR YOUR REBATE REQUEST WILL BE DEEMED INELIGIBLE.**

Additional copies of this rebate form and copies of the alternative fuel vehicle *Rebate Program Guidelines* can be obtained from <http://www.dep.pa.gov/AFVrebates>.

Please complete the rebate form and upload all required documentation as described in the *Rebate Program Guidelines*. Failure to do so may result in a rebate not being issued. Payment should be received four to six weeks after processing.

Applying for a (check all that apply):

- ☐ Battery Electric Vehicle
- ☐ Plug-In Hybrid Electric Vehicle
- ☐ CNG (Compressed Natural Gas) Vehicle including OEM/Certified Retrofit only
- ☐ LPG (Liquid Propane Gas) Vehicle including OEM/Certified Retrofit only
- ☐ One-Time Preowned (Must meet all eligibility requirements)
- ☐ Demonstration Model Vehicle (Must meet all eligibility requirements)
- ☐ Electric Motorcycle
- ☐ Additional Low-Income Incentive

**Note: P.O. boxes are not acceptable.**

**Purchaser Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_ **9-Digit Zip Code:** \_\_\_\_\_

**Municipality:** \_\_\_\_\_

**County:** \_\_\_\_\_

**Social Security Number(s):** \_\_\_\_\_

**Daytime Phone Number:** \_\_\_\_\_

**E-mail address:** \_\_\_\_\_

### FOR DEP USE ONLY

**Date Received:** \_\_\_\_\_

Account Code: 6007900000-0000-3577209000-3572042620-6602022

**Rebate #:** \_\_\_\_\_

**Approval Date:** \_\_\_\_\_