

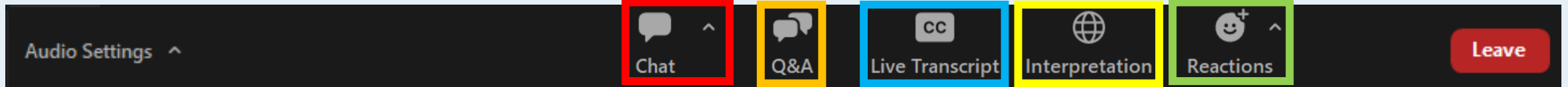


**U.S. Environmental
Protection Agency
(EPA) Clean School
Bus**

**2023 Clean School Bus Rebates Close Out Form Overview
March 4, 2026 @ 1 PM ET**

Office of Transportation and Air Quality
U.S. EPA

Zoom Webinar Logistics



- **This presentation is being recorded.** The slides and recording will be posted to epa.gov/cleanschoolbus as soon as they are processed for posting.
- **All attendees are in listen-only mode.** Audio is available through your computer speakers or by phone. The presenter will ask you to come off mute if applicable.
- **Live transcription:** Live captioning is disabled.
- **Live interpretation:** Live Spanish interpretation is disabled.
- **Questions:** Use the Q&A feature to ask questions during the presentation. We will address as many as possible after the presentation. If we are unable to answer your question at this time, we will list all questions and answers in the Q&A document available on our website. You can also submit written questions to the EPA Clean School Bus Program helpline at cleanschoolbus@epa.gov.
- **Chat:** Chat is disabled, but the presenters might share links through the chat feature.
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AGENDA



Clean School Bus (CSB) Program
Overview

2023 CSB Rebates Timeline

Selectee Requirements

Build America, Buy America

SAM.gov Reminder

Close Out Form Walkthrough

Q&A

Overview of the CSB Program

Infrastructure Investment and Jobs Act

- Under the Infrastructure Investment and Jobs Act the EPA provides **\$5 billion** over five years (fiscal years 22-26) for the replacement of existing school buses with zero-emission and clean school buses.

CSB Funding Opportunities

- The EPA has offered rebates and grants in [past funding opportunities](#).
- 2023 CSB Grant recipients are nearing the end of their performance period and submitting final reports and project closeout documents.
- 2023 CSB Rebate selectees will submit their 2023 CSB Rebate Program Close Out Forms later this year.

Close Out Forms are due 5/29/26 by 4:00 p.m. ET. For more information, please visit
www.epa.gov/cleanschoolbus.



2023 Clean School Bus Rebate Timeline

Activity	Date
2023 CSB Rebates open. The EPA begins accepting applications submitted via online form.	September 28, 2023 – January 31, 2024
The EPA reviews applications and begins the selection process	February 2024
The EPA notifies applicants of selection status. Selectees can proceed with purchasing new buses and eligible infrastructure.	May 2024
Selectees submit Payment Request Forms with purchase orders demonstrating that new buses and eligible infrastructure have been ordered.	May 2024 - November 2024
Project period deadline for selectees to receive new buses, install eligible infrastructure, replace old buses, and submit Close Out Forms.	May 29, 2026*

*The EPA will consider extensions on a case-by-case basis if appropriate justification is provided



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Selectee Requirements – Close Out Form

- Once selectees have received their new buses, installed eligible infrastructure, and disposed of old buses, they must submit an online Close Out Form **by May 29, 2026, by 4pm ET.**

Final invoices

- Invoices for all new EPA-funded buses and infrastructure; infrastructure includes both *eligible* equipment and installation
- Bus battery and powertrain warranties

Proof of delivery

- Bill of Ladings, delivery receipts, invoices with delivery signature and date

Proof of disposition

- Scrappage letter
- Scrappage photos
- If applicable, approved alternative scrappage request from the EPA
- Donation or sale documentation

Photos of new bus and infrastructure installation

- Photo of the vehicle emission control information-label or vehicle information number plate
- Photo of the exterior of the new bus with identifiable information
- Photo of the installed charger



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Selectee Requirements – Close Out Form

- **Selectees must retain all financial records, supporting documents (e.g., replaced bus usage logs), accounting books, and other evidence of Rebate Program activities for five years after delivery of the new buses.**
 - If any litigation, claim, or audit is started before the expiration of the five-year period, the recipient must maintain all appropriate records until these actions are completed and all issues resolved.
- **If any interest is earned on EPA funds, then that interest must be returned to the federal government through the Close Out Form submission.**
 - If a selectee chooses to withdraw from the program, then they must return all awarded funds and any interest earned on those funds. The process for reimbursing funds, including any interest earned, will be initiated through completing the Close Out Form.



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Build America, Buy America (BABA) Project Requirements

- BABA Requirements: all iron, steel, manufactured products, and construction materials used in an infrastructure project funded by CSB must be produced in the United States.
- CSB project infrastructure activities may include, but are not limited to, electric chargers and related equipment (e.g., conduit, breaker panels, etc), battery energy storage, or on-site power generation.
- Infrastructure that is not funded by EPA would be considered part of the CSB project if it is closely related in purpose, time, and place.
 - Note: Please refer to the 2023 CSB Rebate Program Supplemental FAQ 3.4 for guidance on non-EPA funded infrastructure for which the purchasing process was initiated prior to August 8, 2025.
- The 2023 CSB Close Out Form will request information on how your project meets BABA requirements. Helpful resources for understanding CSB BABA requirements:
 - [BABA Implementation Procedures for Office of Transportation and Air Quality Federal Assistance Programs](#)
 - BABA-OTAQ@epa.gov



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Important! Systems for Awards Management (SAM.gov) Registration Needed to Access the Close Out Form

Check [SAM.gov](https://www.sam.gov) to ensure your organization is *actively* registered as an entity

- An individual user account on [SAM.gov](https://www.sam.gov) is not the same thing as an organization's entity registration.
- Review all [SAM.gov](https://www.sam.gov) entity registration information for accuracy, including bank accounts, addresses, the Unique Entity Identifier, and Points of Contact.
- If your organization has no record of a [SAM.gov](https://www.sam.gov) registration, expired or active, and needs to create a new registration, the simplest entity registration type that can participate in the Clean School Bus Rebates is the "Federal Assistance Awards Only" registration.
- For help with [SAM.gov](https://www.sam.gov), reach out to the Federal Service Desk at: <https://www.fsd.gov>.

Only individuals with email addresses listed as one of the following Points of Contact (POC) under an *active* [SAM.gov](https://www.sam.gov) entity registration will have access to create, edit, save, and submit Clean School Bus Rebate forms for that entity:

- Electronic Business POC
- Alternate Electronic Business POC
- Government Business POC
- Alternate Government Business POC

***Note: When entering the rebate Close Out Form, applicants must use the same email as is listed in their POC information in [SAM.gov](https://www.sam.gov). They will be prompted to sign-in to, or create, a free login.gov account.**



If you made a [SAM.gov](https://www.sam.gov) account to apply last year, **please verify it is still active as accounts that have not been accessed in 365 days will go inactive.**



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Accessing the Close Out Form

- The link to the Close Out Form, additional information on SAM.gov requirements, and other resources can be found on the [2023 Rebates: Online Close Out Form](#) page.

[Clean School Bus Rebate Program](#) | [Online Rebate Forms](#) | [Online Application Form](#) | [Online Payment Request Form](#) | [Online Close Out Form](#) | [Awarded CSB Rebates](#)

This page provides information on the Close Out Form to be used by selectees that were awarded funding; received delivery of new replacement buses and (if applicable) related electric bus charging infrastructure; and appropriately scrapped, donated, or sold their old buses.

Funding Opportunity	Deadline
2022 Rebates	October 31, 2024, 4:00 p.m. ET
2023 Rebates	May 29, 2026, 4:00 p.m. ET

2022 CSB Rebate Selectees must submit their Close Out Form by their approved extension date or request an additional extension by submitting sufficient justification to cleanschoolbus@epa.gov.

2023 CSB Rebate Selectees must submit their Close Out Form by May 29, 2026, 4:00 p.m. ET. More information regarding extension requests will be posted once available.

Any questions about clean school bus deployment topics, such as school bus basics (electric, propane, and CNG), charging equipment, utility connections, bus performance, and operational considerations like routing and maintenance, can be directed to the Joint Office at CleanSchoolBusTA@nrel.gov for free assistance with working through these questions promptly.

Applicant Dashboard Rebate Forms

To submit a Close Out Form or view records of your submitted Application and Payment Request Forms, go to the [applicant dashboard](#).



Website and Close Out Form Demo

Clean School Bus Rebate Forms: Applicant Login

Click the **Sign in** button below to login to the *Clean School Bus Rebate Dashboard* using Login.gov.

Sign in



Your Rebate Forms

Select a button below to *Edit* or *View* an existing rebate form.

- For the 2024 rebate year, you may request edits or a withdrawal by selecting Change Request, *Change*.
- For the 2023 rebate year, you may request edits, an extension, or a withdrawal by selecting Change Request, *Change*.
- For the 2022 rebate year, you may request edits, a withdrawal, or a Close Out Form extension (see [Close Out Form webpage](#)) by emailing cleanschoolbus@epa.gov.

	Rebate ID	Form Type Form Status	UEI EFT Indicator	Applicant School District	Updated By Date Updated	Change Request
	033333	Application Selected	123456000119 1234	Tim Thomas Inc. [REDACTED]	thomas.tim.l@epa.gov 12/3/2025	Change
		Payment Request Funding Approved			thomas.tim.l@epa.gov 12/4/2025	Change
	033305	Application Selected	123456000119 1234	Tim Thomas Inc. [REDACTED]	thomas.tim.l@epa.gov 9/19/2025	Change
		Payment Request Funding Approved			thomas.tim.l@epa.gov 9/23/2025	Change
		Close Out			thomas.tim.l@epa.gov	Change



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CLOSE OUT FORM WALKTHROUGH

Accessing the Close Out Form User Guide

- The link to the Close Out Form User Guide can be found on the [2023 Rebates: Online Close Out Form](#) page.
- The User Guide states the steps needed to create, edit, submit, and view the Close Out Form.

This page provides information on the Close Out Form to be used by selectees that were awarded funding; received delivery of new replacement buses and (if applicable) related electric bus charging infrastructure; and appropriately scrapped, donated, or sold their old buses.

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On this page:

- [Who Can Submit a Close Out Form?](#)
- [What Information Do I Need to Complete the Close Out Form?](#)
- [Where Can I Get Help?](#)
- [User Guide for Close Out Form](#)



User Guide for Close Out Form

- [2023 CSB Rebate Close Out Form User Guide \(pdf\)](#) (5.5 MB, March 2026, EPA-420-B-26-006)

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Question & Answer Session



Upvote and comment on questions like your own.
Type your full thought so we can follow-up with an answer.
Speak slowly and clearly for the captioner/interpreter.

cleanschoolbus@epa.gov

epa.gov/cleanschoolbus

Examples of How the National Laboratory of the Rockies (NLR) Can Help Leading Up to Project Close Out

Coordinating with electric utilities

Identifying available funding and incentives

Analyzing charging infrastructure needs

Conducting route analysis and planning

Conducting training and workforce development

Resiliency

Analyzing energy needs and grid impact

Identifying solar and battery storage opportunities

2023 CSB Rebate Program

- Close Out Forms must be submitted to the EPA by May 29, 2026.

Future Funding Opportunities

- The EPA anticipates opening an additional CSB funding opportunity later this year.

Resources

- [The EPA's CSB Program website](#)
- NLR
(cleanschoolbusTA@nlr.gov)
- The CSB Helpline
(cleanschoolbus@epa.gov)

Stay in Touch

Don't miss any updates! To sign up for the listserv, please visit epa.gov/cleanschoolbus



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