

WOODSMOKE REDUCTION PROGRAM VOUCHER APPLICATION FORM



How the Program Works

1. Butte County Air Quality Management District is offering vouchers to replace eligible wood stoves, pellet stoves and open-hearth fireplaces **used as a primary source of heat** with new, cleaner burning devices. The new device eligible to be installed depends on the existing device being removed from service:
 - a. Non-certified & EPA Phase I wood stoves / inserts (older than July 1990) and open-hearth fireplaces can be replaced with a new wood stove / insert, pellet stove / insert, gas or propane stove / insert, electric stove / insert, or electric heat pump.
 - b. EPA Certified Phase II wood stoves / inserts (manufactured after July 1990) that are at least 15 years old and have damage to emission control equipment (such as the catalyst, air tubes, etc.) documented in an inspection completed by a professional service provider (such as a chimney sweep or stove repair technician) can be replaced with a new wood stove / insert, pellet stove / insert, gas or propane stove / insert, electric stove / insert, or electric heat pump.
 - c. EPA Certified Phase II and later wood stoves / inserts that are at least 10 years old can be replaced with a new pellet stove / insert, gas or propane stove / insert, electric stove / insert, or electric heat pump. **New wood stoves / inserts are not eligible for this category.**
 - d. Non-certified pellet stoves (manufactured before 2015) that are at least 15 years old can be replaced with a new pellet stove / insert, gas or propane stove / insert, electric stove / insert, or electric heat pump. **New wood stoves / inserts are not eligible for this category.**
2. Applications are processed in the order received and are first come, first served. Vouchers will be issued until project dollars are depleted. **Please include a photo of the currently installed older stove, fireplace insert, or fireplace.** Completed applications must be signed by the homeowner (and tenant if applicable) and submitted to the District.
3. The Standard Voucher is valued at \$2,500 for new pellet, wood-burning, natural gas, propane, and electric stove devices or \$7,000 for new electric heat pump installations. Please be aware that the Standard Voucher amount **will not** cover the entire cost of the new EPA certified device, installation, required permits and any code upgrades that may be required.
4. The Enhanced Voucher is valued at up to \$7,000 for new pellet, wood-burning, natural gas, propane, and electric stove devices or \$12,000 for new electric heat pump installations. Applicants are eligible for an Enhanced Voucher if the project is in a [Low Income or Disadvantaged Community](#)¹ or if the applicant participates in a Low Income program (WIC, CARE, LIHEAP), or if the household income is below \$94,000. The applicant must bring supporting documents for District review when submitting the application.
5. The program is available to both homeowners and tenants. In the case of rental properties, formal approval from the property owner will be required as part of the application.
6. The applicant may redeem the voucher from Participating Retailers only. The voucher must be redeemed within four (4) weeks from the date of issuance. The voucher expiration date may be extended at the discretion of the District. Standard Vouchers will be applied as an instant rebate off the total price of the stove. The applicant will schedule an in-home estimate with a Participating

¹ [Priority Populations Map](#)

Retailer. The Retailer will verify the stove's eligibility and present an estimate to the Applicant. **No retroactive rebates are allowed.**

7. New devices must be safe, basic model professionally installed by a licensed installer in accordance with local fire and building codes. A building permit must be obtained prior to installation of the new device if required by the town, city, or county building department. No do-it-yourself installations are allowed under this program. Installations must occur within ninety (90) days of voucher redemption. The installation expiration date may be extended at the discretion of the District.
8. Stoves that are replaced through the program must be permanently removed from service and surrendered to the participating retailer, who coordinate their disposal and recycling. The participating retailer will take a photo of the older stove prior to removing it and upon its destruction, and will also take a photo of the replacement stove after it is installed. If the replacement device is an electric heat pump, the household may be allowed to retain the old wood burning device to serve as emergency heat only in case of a power outage.
9. Participating retailers and/or their licensed installers will provide training on proper wood storage and wood burning practices (if applicable) and device operation and maintenance.
10. This voucher program is subject to state requirements and agreements with the California Air Resources Board (CARB).

HOW TO APPLY

Fill out all sections of the Voucher Application Form (pages 3 and 4). The voucher program is not responsible for materials lost by mail. Please review the program terms prior to signing below. Submit your completed application with attachments by email, mail, or hand delivery to the District:

To: Jason Mandly, Senior Air Quality Planner
Butte County Air Quality Management District
629 Entler Avenue, Suite 15
Chico, CA 95928
jmandly@bcaqmd.org

Personal information given to the district is done so voluntarily and will only be used to verify or validate eligibility for the Woodsmoke Reduction Program. Documents containing personal information to demonstrate low-income eligibility should be hand delivered or mailed to the District. After eligibility has been determined, such documentation will be returned or destroyed. The District cannot guarantee the security of personal information transmitted by e-mail, fax or delivered through a third party.

This program is funded by California Climate Investments, a statewide initiative that puts billions of Cap-and-Trade dollars to work reducing greenhouse gas emissions, strengthening the economy, and improving public health and the environment – particularly in disadvantaged communities.



VOUCHER APPLICATION FORM**Applicant Information:**

Name			
Home Address	City	State	Zip Code
☐ Primary Residence ☐ Long-term Rental ☐ Other _____			
Mailing Address (if different)	City	State	Zip Code
Phone Number	Email		

Existing Wood Burning Device:

Make/Model:	Year Manufactured/Age:
☐ I have included a photograph of my old device to be replaced (required for all projects) ☐ I have included a photograph of my wood pile (open-hearth fireplaces only) ☐ I have included an inspection completed by a professional service provider (disrepair only)	

My old device is a (check one):

☐ Uncertified (pre-1988) wood stove or fireplace insert	☐ Fireplace (must include photo of wood-storage area)	☐ Certified wood stove in disrepair, 15 years old or older	☐ Certified wood stove in operational order, 10 years old or older	☐ Uncertified pellet stove, 15 years old or older
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New device to be installed (check one):

☐ EPA certified* wood-burning stove / insert	☐ EPA certified* pellet stove / insert	☐ Electric stove heater
☐ Electric heat pump	☐ Natural Gas stove / insert	☐ Propane stove / insert

* New EPA certified wood and pellet stoves / inserts must meet 2020 Step 2 standards. Replacement with wood-burning options only available to replace wood stoves/inserts older than July 1990 or wood stoves/inserts older than 15 years old with documented damage to emission controls (such as catalyst, air tubes, etc.).

Incentive Level (check one):

☐ Standard Incentive: \$2,500 for new pellet, wood-burning, and electric stove devices or \$7,000 for new electric heat pump installations.
☐ Enhanced Incentive: up to \$7,000 for new pellet, wood-burning, and electric stove devices or \$12,000 for new electric heat pump installations (indicate qualification below). ☐ Located in a Low Income or Disadvantaged Community (see link to map on page 1) ☐ Participate in a federal or state income assistance program (WIC, CARE, CalFresh, etc.)** ☐ Household income less than \$94,000 annually**

** Backup documentation required

Additional Information:

1. In a typical heating season, how many cords of wood do you typically burn? _____
2. Is your current device used as a primary source of heat (>50% winter use)? ☐ Yes ☐ No

District Use Only

Application #:

Low Income Status Verified By:

Date Received:

Verified by District Staff: _____

Date: _____

Low Income Documentation Was: _____ Returned _____ Destroyed

VOUCHER APPLICATION FORM (continued)
APPLICANT CERTIFICATION:

I certify the following:

- a. I understand that only currently installed and operating eligible wood burning devices used as a primary source of heat are eligible to be replaced under this program.
- b. I understand that participants are limited to receiving one (1) rebate voucher per address.
- c. I understand that applications are processed in the order they are received. Rebates will be distributed on a first-come, first-served basis. Funding is limited; rebates are not guaranteed. The voucher will only be valid for four (4) weeks from the date of its issuance. No retroactive rebates are available. Voucher expiration date may be extended at the discretion of the District.
- d. I understand that if I qualify, I will receive a voucher and a current list of Participating Retailers who will honor the voucher if it is submitted by the expiration date written on the voucher.
- e. The participating retailer who installs the new device is responsible for properly dismantling and disposing of the old device.
- f. If I choose to replace a device with funds from this program, I will make a commitment to purchase a device from a Participating Retailer within the four (4) week period and authorize the retailer to forward to the District a notification of the purchase agreement, with verification that my existing wood burning device is not EPA-certified.
- g. I understand that devices purchased with funds from this program will be professionally installed by a licensed installer and that there may be additional costs for installation including a permit from my community for installation. Installations must comply with all local fire and building codes. The installation must be coordinated and certified by the Participating Retailer and must be completed within ninety (90) days of redeeming the voucher. Installation expiration date may be extended at the discretion of the District.
- h. I understand that I am responsible to pay the retailer for the purchase price of my new device, less the voucher amount. I also understand that I am responsible for paying for any upgrades beyond a safe, basic model.
- i. I understand that I will forfeit my voucher if I provide the District with false information or fail to obtain any required permit or if the required information is not submitted to the District prior to the expiration date listed on the voucher.
- j. The District does not warranty any devices purchased under this voucher program, including, but not limited to, the quality or functionality of the device.
- k. I understand that proper wood burning practices (e.g., burning only dry, seasoned wood) and proper stove installation and operation (e.g., maintaining a hot fire) are critical to the effectiveness of my new device. I further agree to receive training on proper wood storage and wood burning practices (if applicable) and device operation and maintenance from the Participating Retailer or installer.
- l. I understand that the District and the State of California may inspect all work and associated records with 30-day advanced notice.
- m. Applications will be treated in accordance with Public Records Act requirements. Certain information, subject to those requirements, may be publicly disclosed.

Applicant Name (Print): _____

- ☐ Owner ☐ Tenant
☐ Owner of Rental Property

Applicant/Owner Signature: _____ **Date:** _____