

APPENDIX A

DELAWARE GREENHOUSE GAS REDUCTION PROJECTS GRANT 2015 PROGRAM

The Delaware Alternative Fueling Infrastructure Grant Program

APPLICATION FORM

Project Title:

Applicant Information

(This person will serve as the principal point of contact):

The lead applicant is required to submit a resume and/or qualifications as part of this application.

Name:

Title:

Company:

Address:

City, State, Zip Code:

Work Phone:

Email Address:

Project Team:

Please list all principals on the project team and their associated title and company. All project team members are required to submit a resume and/or qualifications as part of this application. Please add additional team members as appropriate. If additional space is needed please label pages in your application package "Title of Project, Project Team"

Project Team Member:

Title:

Company:

Project Team Member:

Title:

Company:

Eligibility Requirements

To be eligible for this grant all applicants and applications must meet the following criteria. Please indicate that the proposal meets all the identified criteria. If additional space is needed please label pages in your application package "Title of Project, Eligibility Requirements"

- 1. In accordance with 76 Del. Laws, c. 262, §6046 (4), projects eligible for funding are those that *"result in quantifiable and verifiable reductions in greenhouse gas emissions in Delaware."***

Does the proposal meet the stated eligibility requirements stated above?

Yes

No

Please provide a short description of how the project meets this requirement (200 words or less)

- 2. The project must demonstrate readiness to proceed through achievement of milestones including but not limited to control of land, and financial commitments.**

Does the proposal meet the stated eligibility requirements stated above?

Yes

No

Please provide a short description of how the project meets this requirement (200 words or less)

- 3. The applicant demonstrates the experience and capacity to complete the project (all construction and/or site improvements) within 2 years of signing the final contract.**

Does the proposal meet the stated eligibility requirements stated above?

Yes

No

Please provide a short description of how the project meets this requirement (200 words or less)

4. The project is expected to produce results that could be readily replicated by others in Delaware and elsewhere.

Does the proposal meet the stated eligibility requirements stated above?

Yes

No

Please provide a short description of how the project meets this requirement (200 words or less)

5. The Applicant is a Delaware-based businesses, Delaware county/municipal/state governmental agency, non-governmental organization (NGO) or another Delaware based company with a physical presense in Delaware.

Does the proposal meet the stated eligibility requirements stated above?

Yes

No

Please provide a short description of how the project meets this requirement (200 words or less)

6. The proposed project will benefit Delawareans and/or a Delaware based business and be located in the State of Delaware.

Does the proposal meet the stated eligibility requirements stated above?

Yes

No

Please provide a short description of how the project meets this requirement (200 words or less)

Executive Summary

Please provide an executive summary of the proposed project (500 words or less). Please include a list of any collaborations with fleets, utilities, partners, companies, etc. If additional space is needed please label pages in your application package "Title of Executive Summary"

Statement of Project Objectives, Detailed Scope of Work and Proposed Schedule

Please state the project objectives and provide a detailed scope of work along with a work schedule in the space below. Please describe the proposed geographic location (a map should be included) and describe how this station will assist in moving people, goods and products throughout the State and Region. If there is a public component to the project please describe how customers will access the refueling site. If permits (County, State, Local, Land Use, Fire, Building and/or Environmental) are necessary for this project please list all known permits and the timelines to secure them.

If additional space is needed please label pages in your application package "Title of Project, Statement of Project Objectives, Detailed Scope of Work and Schedule"

Project Team’s experience installing, operating, and/or maintaining alternative fueling infrastructure and stations.

Please detail experience including previous projects and past experience. If additional space is needed please label pages in your application package “Title of Project,Project Team’s Experience with Alternative Fueling Infrastructure”

Technical Requirements Listed in Section 16 “Technical Specifications” of the RFP

Please describe the technology that will be used in the project and how it aligns with the technical requirements outlined in Section 16 of the RFP. Please be specific when listing technology, equipment and other requirements outlined in Section 16 “Technical Specifications” of the RFP. If additional space is needed please label pages in your application package “Title of Project, Technical Requirements”

Estimated Greenhouse Gas Reductions

This section should detail your greenhouse gas reductions based on the proposed project. To be eligible for this grant, the applicant must demonstrate “quantifiable and verifiable reductions in greenhouse gas emissions in Delaware”. The Applicant and Project Team should provide as much detail as possible including but not limited to number of vehicles using the infrastructure, gallons used, estimated public usage and other key components. If additional space is needed please label pages in your application package “Title of Project, Estimated Greenhouse Gas Reductions”

Both A. and B. must be filled out by the applicant.

- A. Please describe how the proposed project will reduce gallons of fuel consumed. Please indicate the amount of petroleum (gasoline or diesel) displaced and indicate the displacement on a quarterly basis.

Please indicate the current fuel being used (circle) Gasoline Diesel

Gallons consumed per quarter (currently)	Gallons consumed per quarter with proposed project	Reduction in fuel consumption per quarter

- B. Please describe and calculate the greenhouse gas reductions achieved through this project. Please describe in detail, show all calculations, and list all greenhouse gas reductions associated with the proposed project below.

If additional space is needed please include an additional write-up in your application package clearly labeled “GHG Emission Reduction Calculations”

Project Budget

Please be as detailed as possible when completing your budget. If additional space is needed, please label pages in your application package “Title of Project, Project Budget”.

The applicant is responsible for detailing the proposed budget associated with the project. This include “eligible costs” which includes the equipment necessary for the project and the “ineligible costs” which includes the other expenses related to the project.

Total project costs, including eligible and ineligible costs, associated with the entire project. See Section 3 “Definitions” under the Grant RFP for this project for additional information.

Eligible Costs are those costs that qualify for funding under this RFP grant announcement. See Section 7 “Eligible Costs” under the Grant RFP for this project for additional information.

Ineligible costs are those costs that do not qualify for funding under this grant announcement. See Section 8 “Ineligible Costs” under the Grant RFP for this project for additional information.

Project Budget- (Not including equipment or eligible costs- see next page)			
Project Costs (examples below)	Description (i.e. make and model, type, etc.)	Number of Each Item (if applicable)	Estimated Costs
Land Acquisition			
Permitting			
Labor			
Engineering			
Consulting			
Administrative			
Total Project Budget (not a matching requirement)			\$

Please Answer the Following Questions

All answers should be 1000 words or less. If additional space is needed please label pages in your application package "Title of Project, Follow-up Questions".

1. Please state how the proposed project will enhance alternative fueled transportation in Delaware. by reducing greenhouse gas emissions and reducing consumption of gasoline and/or diesel.
2. Please state how the proposed project will reduce greenhouse gas emissions and reduce gasoline and/or diesel consumption in the state of Delaware.
3. Please describe the jobs created (construction and full-time permanent) by this project. Please note permanent jobs created vs temporary jobs created and the job category.
4. Please describe the public benefit and the benefit to the State of Delaware.

Attachments

All attachments should not be longer than 2 pages in length. All attachments must be clearly labeled.

- Applicant and Project Team Resumes
- Implementation Plan
- Operations and Maintenance Plan
- Signage Plan