# APPENDIX B

**The Volkswagen Environmental Mitigation Trust Program**

**APPLICATION FORM**

## **Project Title:**

|  |
| --- |
|  |

## **General Information:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Applicant: | | | | | | |
| Mailing Address: | | | | | | |
| City: | State: | | | | Zip: | County: |
| Daytime Phone: | | | Alternate Phone: | | | |
| Email: | | | | | | |
| Equipment Owner (if different from Applicant): | | | | | | |
| Mailing Address: | | | | | | |
| City: | | State: | | | Zip: | County: |
| Daytime Phone: | | | | Alternate Phone: | | |
| Email: | | | | | | |

The following table lists **eligible mitigation actions** pursuant to the Environmental Mitigation Trust. Please select the eligible mitigation action(s) for which you are applying (Check all that apply).

| Project Title: | |
| --- | --- |
| Type of Mitigation Action: Vehicle Replacement: ☐ Engine Repower: ☐ | |
| Type of Entity: Government: ☐ Non-government: ☐ | |
| Quantity | Vehicle Replacement: \_\_\_\_\_\_ Engine Repower: \_\_\_\_\_\_ |
| Check all that apply | **Eligible Mitigation Actions** |
| ☐ | **Class 8 Local Freight Trucks and Port Drayage Trucks** (engine model year 2009-1992)repowered with any new diesel or alternate fueled engine or all-electric engine, or replaced with any new diesel or alternate fueled or all-electric vehicle, with the engine model year in which the eligible large trucks mitigation action occurs or newer. |
| ☐ | **Class 4-8 school buses, shuttle buses, or transit buses** (engine model year 2009 to 1992) repowered with any new diesel or alternate fueled or all-electric engine, or replaced with any new diesel or all-electric vehicle, with the engine model year in which the eligible bus mitigation action occurs or newer. |
| ☐ | **Freight switchers** that operate 1000 or more hours per year repowered with any new diesel or alternate fueled or all-electric freight switcher certified to meet the applicable EPA emissions. |
| ☐ | **Ferries/Tugs -** Unregulated, Tier 1 or Tier 2 marine enginesrepowered with Tier 3, Tier 4, alternate fueled, or all-electric engine, or upgraded with an EPA certified remanufacture system or an EPA verified engine upgrade. |
| ☐ | **Ocean Going Vessels -** Marine shore power systems or components of such systems that enable a compatible vessel’s main and auxiliary engines to remain off while the vessel is at berth. |
| ☐ | **Class 4-7 local freight trucks** (engine model year 1992-2009) repowered with a new diesel, alternate fueled or all-electric engine, or replaced with any new diesel, alternate fueled or all-electric vehicle, with the engine model year in which the eligible medium trucks mitigation action occurs. |
| ☐ | **Airport Ground Support Equipment -** (Tier 0, Tier 1, or Tier 2 diesel powered) uncertified or certified to 3 g/bhp-hr. or higher emissions spark ignition engine powered airport ground support equipment repowered with an all-electric engine, or replaced with the same airport ground support equipment or newer in an all-electric form. |
| ☐ | **Forklifts and Port Cargo Handling Equipment -** Forklifts with greater than 8000 pounds (lbs.) of lift capacity and port cargo handling equipment repowered with an all-electric engine, or replaced with the same equipment or newer in an all-electric form. |

## **Mitigation Action Description**

Please provide a brief narrative describing how the project relates to Delaware’s VW Environmental Mitigation Plan by reducing NOx emissions and how this project will benefit the State of Delaware. If additional space is needed please label (no more than one page) in your application “Title of Project, Mitigation Action Description.”

## **Estimated NOx Reductions**

Please describe and calculate the NOx reductions achieved for this project using the Diesel Emission Quantifier (DEQ) on the EPA website. Estimate the NOx emission reductions from the project in terms of dollar per ton of NOx using the DEQ found at <https://www.epa.gov/cleandiesel/diesel-emissions-quantifier-deq>. Attach a separate summary calculation worksheet generated by the DEQ for each vehicle or piece of equipment and label pages in your application “Title of Project, Estimated NOx Reductions.”

Please identify the Inputs entered into the DEQ for Vehicles and/or Equipment proposed for replacement or repower under this application. Copy this form if more space is needed.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Diesel Emission Quantifier (DEQ) Inputs | Vehicles & equipment proposed for replacement or repower  (Leave fields blank that do not apply) | | | |
| Vehicle or Engine Group |  |  |  |  |
| VIN |  |  |  |  |
| Engine Serial Number |  |  |  |  |
| Propulsion Engine (marine) |  |  |  |  |
| Total Auxiliary Engines (Marine) |  |  |  |  |
| Vehicle Make |  |  |  |  |
| Vehicle Model |  |  |  |  |
| Vehicle Model Year |  |  |  |  |
| Engine Make |  |  |  |  |
| Engine Model |  |  |  |  |
| Engine Model Year |  |  |  |  |
| Engine Cylinder Displacement |  |  |  |  |
| Number of Engine Cylinders |  |  |  |  |
| Retrofit Year |  |  |  |  |
| Engine Tier |  |  |  |  |
| Engine Horsepower |  |  |  |  |
| Annual Fuel Used (gal/yr) |  |  |  |  |
| Annual Usage Rate (hrs) |  |  |  |  |
| Annual Miles |  |  |  |  |
| Annual Idling Hours |  |  |  |  |
| Fuel Type |  |  |  |  |
| Remaining Life |  |  |  |  |
| Normal Attrition Year |  |  |  |  |
| Proposed Fuel Type |  |  |  |  |
| Technology Cost |  |  |  |  |

## **Project Budget**

All projects require a cost share. Please be as detailed as possible when completing your budget. The applicant is responsible for detailing the proposed budget associated with the project. This includes “eligible mitigation actions” which includes the equipment necessary for the project while the “ineligible mitigation action expenditures” includes all administrative expenses related to the project.

Eligible Mitigation Actions are those projects that qualify for funding under this RFP. See Section 6 “Eligible Mitigation Actions” in the RFP for additional information. Copy this form if more space is needed.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Eligible Mitigation Actions** | | | | | |
| **Eligible Item** | **Make and Model** | **VIN or Serial Number** | **Number of Each Item** | **Cost per Item** | **Estimated Costs** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Total Eligible Mitigation Action Costs | | | | | $ |

Ineligible Mitigation Action Expenditures are those administrative expenses that do not qualify for funding under this announcement. See Section 8“Ineligible Mitigation Action Expenditures” under this RFP for additional information. If additional space is needed please label pages in your application “Title of Project, Proposed Budget”

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Ineligible Mitigation Action Expenditures** | | | | |
| **Ineligible Item** | **Description** | **Number of Each Item** | **Cost per Item** | **Estimated Costs** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
| Total Ineligible Mitigation Action Expenditures (no match requirement) | | | | $ |

|  |  |
| --- | --- |
| **Total Budget Summary** | |
| Total Eligible Mitigation Actions (from above) | $ |
| Total Ineligible Projects Mitigation Action Expenditures (from above) | $ |
| Total Costs | $ |
| Cost Share Percentage (See Section 7 “Cost Share” of the RFP) | % |
| Total Cost share required from VW Mitigation Funds (matching funds) | $ |
| Are you willing to accept funds from the DERA grant? If no, please explain below. | ☐ Yes ☐ No |
|  | |

## **Proposed Project Location**

Define the project area. Please note the following:

1. if the project is sited near a major highway or transportation corridor, shipping route, or near a shipping logistics center,
2. is the project in an environmental justice (EJ) area or related location that receives a disparate proportion of environmental impacts,
3. if the project avoids environmentally sensitive areas or areas containing critical habitats.

Indicate if the proposed project is located in a non-attainment and air quality maintenance areas. If additional space is needed please label page (no more than one) in your application “Title of Project, Proposed Project Location.

**Project Timeline**

All projects must be completed within one (1) year of signing a final contract or MOU. The milestones included in this template are provided as guidance. Applicants may substitute other milestones that suit their purpose, please be as detailed as possible.

|  |  |
| --- | --- |
| **Project Timeline** | |
| **Milestone** | **Estimated Date** |
| Project Equipment Purchase Made |  |
| Equipment Delivery |  |
| Equipment Installation (if applicable) |  |
| Submit Proof of Scrapping of Replaced Vehicle or Engine (pictures) and Certificate of Destruction, Bill of Sale, and an Invoice to the Department |  |

## **Ability to be Replicated throughout the State**

Provide a brief narrative to explain how the proposed project has the ability to be replicated throughout the state with other fleets or for public access. If additional space is needed please label (no more than one page) in your application “Title of Project, Replication.

**Collaboration with Other Entities in the State**

Provide a brief narrativeto demonstrate that the project includes collaborative efforts between the applicant and project team. If additional space is needed please label the narrative (no more than one page)in your application “Title of Project, Collaboration.”

**Economic Development**

Provide a brief narrative to explain how the project creates and/or retains local jobs for Delawareans and serves as an economic development engine for local Delaware based companies. If additional space is needed label the narrative (no more than one page) in your application “Title of Project, Economic Development.”

## **Attachments Checklist**

| **Check if attached** | **Score**  (DNREC use) | **Attachment Description** |
| --- | --- | --- |
| ☐ | N/A | **Mitigation Action Description:** Attach a brief narrative (no more than two-pages) describing the project and how it relates to Delaware’s Environmental Mitigation Plan and label as “**Project Title, Mitigation Action Description.”** |
| ☐ |  | **NOx Emission Reduction:** Estimate the NOx emission reductions from the project in terms of dollar per ton of NOx using EPA’s Diesel Emission Quantifier found at <https://www.epa.gov/cleandiesel/diesel-emissions-quantifier-deq>.Attach a separate summary calculation worksheet generated by the DEQ for each vehicle or piece of equipment and label as “**Project Title,** **NOx Emission Reduction**.” |
| ☐ |  | **Project Budget:** The proposed budget must be thorough, robust, realistic, and cost effective. The applicant must show a detailed budget with all cost shares explained and label as “**Project Title, Proposed Budget.**” |
| ☐ |  | **Proposed Project Location:** Define theproject area with a description. Please note (1) if the project is sited near a major highway or transportation corridor, shipping route, or near a shipping logistics center, (2) is the project in an environmental justice (EJ) area or related location that receives a disparate proportion of environmental impacts, (3) if the project avoids environmentally sensitive areas or areas containing critical habitats. Please note if the proposed project is located in a non-attainment and air quality maintenance areas. Label as “**Project Title, Proposed Project Location**.” |
| ☐ |  | **Project Timeline:** Provide a summary table that defines when the proposed project will commence, major milestones that will be accomplished, and when the project end. Label the timeline “**Project Title, Project Timeline**.” |
| ☐ |  | **Ability to be Replicated Throughout the State:** Provide a brief narrative (no more than one page) to explain how the proposed project has the ability to be replicated throughout the state with other fleets or for public access. Label the narrative as “**Project Title,** **Replication**.” |
| ☐ |  | **Collaboration with Other Entities in the State:** Provide a brief narrative(no more than one page)to demonstrate that the project includes collaborative efforts between the applicant and project team. Label this narrative as “**Project Title,** **Collaboration.**” |
| ☐ |  | **Economic Development:** Provide a brief narrative (no more than two pages) to explain how the project creates and/or retains local jobs for Delawareans and serves as an economic development engine for local Delaware based companies. Label this narrative as “**Project Title,** **Economic Development.**” |
| ☐ | N/A | Applicants must also submit copies of required insurance for repowers and replacements and a valid State of Delaware Title (noting VIN) for each vehicle replacement. |

## **Application Scoring Matrix**

|  |  |  |
| --- | --- | --- |
| **Project Award Criteria** | **Score** | **Score Possible** |
| **Measurable, verifiable reduction in NOx emissions**  - The project will produce a net reduction in NOx emissions in the State and result in a measurable, verifiable reduction in NOx per ton of emissions using the Diesel Emission Quantifier.  - Projects must meets eligibility requirements of the VW Mitigation Plan |  | Up to 30 points |
| **Project Budget**  -The proposed budget is thorough, robust, realistic, and cost effective.  - The applicant must show a detailed budget with all cost shares explained. |  | Up to 15 points |
| **Proposed Project Location**  - The project is sited near a major highway or transportation corridor, shipping route, or near a shipping logistics center.  - This project will address an environmental justice (EJ) area or related location that receives a disparate proportion of environmental impacts.  - The project avoids environmentally sensitive areas or areas containing critical habitats.  -Priority will be given to projects in non-attainment and air quality maintenance areas. |  | Up to 15 points |
| **Project Timeline**  The proposed project must define when the project will commence and will end. |  | Up to 15 points |
| **Ability to be Replicated throughout the State**  - The proposed project has the ability to be replicated throughout the state. |  | Up to 15 points |
| **Collaboration with other Entities in the State**  - The project includes collaborative efforts between the applicant and project team (an anchor fleet or fleets, utility/fuel provider, vehicle dealer, or manufacturer). |  | Up to 10 points |
| **Economic Development**  - The project creates and/or retains local jobs for Delawareans.  - The project serves as an economic development engine for local Delaware based companies. |  | Up to 5 points |
| **Total Points** |  | **100 Maximum** |

## **Certification**

*The Applicant certifies that they have been authorized by the Equipment Owner to submit this application. The Equipment Owner agrees to comply with all requirements of Delaware’s Volkswagen Environmental Mitigation Plan and that the information provided is true, accurate, and complete.*

Applicant’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

Equipment Owner’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_

(If different from Applicant)