2020 DERA Applicant Fleet Narrative

**Due: February 14, 2020.**

**Mail completed application package to:** **Jeff@metroenergy.org**

See further information at metroenergy.org/clean-diesel-rfa, and for staff assistance mail David@metroenergy.org.

**Applicant Information**

1. Applicant (Organization) Legal Name:
2. FEIN:
3. DUNS:
4. Address (Street, City, State, Zip):
5. Office Phone:
6. Primary Contact
	1. Name:
	2. Title:
	3. Office Phone:
	4. Cell Phone:
	5. Email Address:
7. Additional Key Personnel, if directly involved with project implementation
	1. Contact 2:
	2. Title:
	3. Office Phone:
	4. Cell Phone:
	5. Email Address:
	6. Contact 3:
	7. Title:
	8. Office Phone:
	9. Cell Phone:
	10. Email Address:

**Past Performance**

If you have participated in federal (or other) agreements involving alternative fuels or alternative fuels vehicles in the past five years, list details about these programs (i.e. dollar amount, number of vehicles). List up to three agreements; preferably EPA agreements**.** For each Agreement, include:

* Project Title
* Assistance Agreement Number
* Funding Agency
* Dates of Performance

This section should include a brief discussion of whether, and how, the applicant successfully completed and managed the agreements.

**Project Information**

1. List the class, type and number of vehicles you are considering replacing under this agreement. (further details will be captured in your Fleet Worksheet)

2. Discuss your normal fleet attrition schedule (how long do you typically keep a tractor, truck, bus or other vehicle?). If schedules vary by vehicle type, please list types separately.

3. Location: What is/are the address(es) where new vehicles will be based?

4. Describe the main area of operations for your fleet (interstates, highways, cities, etc.) How far are operations distributed, and will the fleet generally operate within KS, MO, IA, or NE? More specifically, does your fleet operate largely in a metro area? If so, please provide your best estimate of where your fleet operates and the percentage of time spent in each metro-area county (for instance, in the Kansas City metro, Jackson, Clay and Platte in Missouri; Johnson and Wyandotte in Kansas)

5. What is the source of funds that will be used for cost-sharing (e.g., general funds, commercial bank loan, etc)?

6. What type of DERA project are you planning? Please briefly describe activities planned for each category.

* + Vehicle Repowers – rebuilding with alternative fuel engines.
	+ Vehicle Replacement (please note restrictions on eligibility by engine model year).
	+ Emissions reduction and idle reduction retrofits (please note restrictions based on engine model year, and on the time commitments for utilizing retrofitted vehicles. Idle reduction can include shore power/truck stop electrification.)

7. Describe your organization’s willingness and capacity to do installation work and provide labor match. Additional labor or cost-share greater than the required minimum percentage provides additional leverage to the application. If you plan to provide labor match, please estimate a dollar value.

**EPA Program Priorities**

Projects concentrating in the following locations/sectors are critical to DERA goals. Please provide as much information as you can for priorities relevant to your application.

**1.** **Priority Sector – Goods Movement**: priority may be given to projects targeting or located at:

* + ports (e.g. alongside navigable water with facilities for the loading and unloading of cargo from ships; places from which aircraft operate; places where foreign goods legally pass into and out of a country)
	+ rail yards (e.g. places at which trains originate or terminate, or at which they are distributed or combined)
	+ terminals (e.g. freight stations at the end of carrier lines, or that serve as junctions at any point with other lines, that have facilities for the handling of freight)
	+ distribution centers (e.g. facilities that perform consolidation, warehousing, packaging, and other functions linked with handling freight, often in proximity to major transport routes or terminals, and which generate large amounts of truck traffic)

**2.** **Benefits to the Community**: Priority may be given to projects addressing needs of local communities, including those that have faced or are facing environmental justice concerns.

**3. Community Engagement and Partnerships**: Proposals will be evaluated based on the extent and quality of the applicant’s plans to engage local communities with respect to the design and performance of the project. Evaluation will also judge how proposals leverage support from project partners for effective execution. Applicants will be evaluated on their approach to incorporating community input during project design and performance.

Community engagement and partnership efforts may include organizations representing a broad spectrum of the community; i.e. neighborhood, school, faith-based, city council, businesses, local government, and other organizations. Applications with letters of support that demonstrate strong, long-term involvement throughout the project from a variety of project partners may be evaluated more favorably than others.

**4. Project Sustainability**: Priority may be given to projects where applicants can explain and demonstrate their ability to keep cutting emissions after EPA funding ends. Possible approaches: the project’s inclusion in a broader-based environmental or air quality plan; the implementation of idle-reduction policies; plans for additional deployments of cleaner fuels and vehicles, or a documented commitment to continue to identify and address air quality issues in the affected community – all are possible approaches. Please briefly discuss ways in which you plan to enhance project sustainability.

**Equipment Purchase/Upgrade Schedule (anticipated)**

1. Date vehicles/equipment will be ordered:

2. Date vehicles/equipment will be delivered:

**Dealer Quotes**

In a separate attachment, provide dealer quotes for planned new vehicles

**Applicant Fleet Worksheet**

Fleet Worksheet is a separate attachment. *Note – this worksheet contains critical, mandatory Information. Without it, we cannot process your application.* Please reach out to your MEC point of contact with any questions.

**DEQ Emissions Estimates**

Visit the [Diesel Emissions Quantifier](https://www.epa.gov/cleandiesel/diesel-emissions-quantifier-deq) online workbook. You may use this system to estimate your fleet’s emissions. Please add that data as a separate tab to the Fleet Worksheet. If you are unable to provide this information, MEC program personnel will assist.

**Letter Of Commitment**

In a separate attachment, provide a signed and dated letter from the person in your organization authorized to make financial commitments. This letter must state the amount of funding your organization will commit as cost-sharing to the project if this application is successful, along with the number, class and type of vehicles slated for replacement or modification.

Your application cannot move forward without this letter. Please reach out to your MEC point of contact with any questions.

**Budget**

|  |  |  |  |
| --- | --- | --- | --- |
|  | EPA Funding  | Mandatory Cost-Share  | Voluntary Cost-Share |
| Labor (in-house) |  |  |  |
|  | $0 | 0 |  |
| TOTAL LABOR | $0 | 0 |  |
| Equipment |  | 0 |  |
|  |  |  |  |
| TOTAL EQUIPMENT | $0 |  |  |
| Supplies |  |  |  |
|  |  |  |  |
| TOTAL SUPPLIES | $0 |  |  |
| Contractual |  |  |  |
|  | 0 |  |  |
|  | $0 |  |  |
| TOTAL CONTRACTUAL | $0 |  |  |
| Other |  |  |  |
|  | $0 | $0 |  |
|  | $0 | $0 |  |
| TOTAL OTHER | $0 | $0 | $0 |
| TOTAL FUNDING | $0 | $0 | $0 |
| TOTAL PROJECT COST | **$0** |

**Summary of Application Documents**

* Applicant Fleet Narrative (this document)
* Applicant Fleet Worksheet (with DEQ data if possible)
* Dealership/Vendor Quotes
* Letter of Commitment (Applicant)
* Optional: Letters of Support (Community partners or supporters)