

# Instructions for the 2011 Diesel Emission Reduction Grant Proposal Template

## 0. **2011 DERG Mandatory Cover Form**

Fill this form in completely and sign and date it. See acceptable signature formats below.

### **Acceptable Signature Formats**

- \*Preferred: Complete signed application in Word format using digital signature
- \*PDF with a digital or hand signature
- \*Hard copy of hand signed application

## 1. **Introduction and Project Description**

1a. Briefly describe your organization and the staff who will be working on the project. Tell us about what kind of work your organization does.

1b. Clearly describe what you plan to do with the funds, if awarded. Briefly describe the project.

E.g.

- We plan to retrofit 50 school buses with diesel oxidation catalysts and closed crankcase ventilation systems. We have never received a Division of Air Quality before.
- We plan to replace an old refuse truck with a new CNG refuse truck. The old truck will be scrapped.

1c. Address any "Project Specific Requirements". (See below.)

### **Project Specific Requirements**

Address the following requirements in your application, where applicable.

#### School Bus Projects

- The preference is for projects combining the use of diesel oxidation catalysts, diesel multistage filters, or diesel particulate filters with closed crankcase ventilation systems.
- Priority will be given to organizations or areas of NC that have not yet received a Diesel Emissions Reduction Grant for retrofits.

#### Biodiesel Projects

- Funding is only available for the incremental cost of biodiesel over petroleum diesel.
- Provide estimated average incremental cost of biodiesel
- Provide an idea of the fleet in which the biodiesel will be used. E.g. 5% biodiesel in 50% school buses, 40% heavy duty trucks and 10% nonroad equipment like generators. This will be used to estimate emission reductions.

#### Long Haul Truck Auxiliary Power Units

- APU rebates are currently available until March 31, 2011 or until funding is exhausted. See <http://www.ncair.org/motor/Rebates/>

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## Heavy-Duty Diesel Trucks and Equipment

- A 2010 Compliant Truck Rebate and Auxiliary Power Unit rebates are available until March 31, 2011 or until funds are exhausted. See <http://www.ncair.org/motor/Rebates/>
- Only the incremental cost of the vehicle can be requested for hybrid diesels.
- For engine upgrades, the total cost of the kit may be requested.
- Any engines replaced must be scrapped.
- Priority will be given to applicants that have not yet received a grant from NC Department of Environment and Natural Resources before.

## Locomotive Engine Block Heater System

- No more than 50% of the cost of the unit will be funded.

## 2. ***Quantifiable Reductions***

2a. *Provide details that will allow the calculation of emission reductions. For biodiesel projects tell us about the vehicles that will use the biodiesel. Some answers vary for the old/current equipment and the new/proposed equipment. Enter both sets of information.*

Question	Answer	
Number of vehicles in the project		
	<b>Old</b>	<b>New</b>
Model year/engine year of equipment		
EPA Tier Level, if applicable and known		
Fuel type e.g. diesel, B5, etc.		
Average number of hours idling per year		
Average miles traveled per year		
Hours of operation (for off-road equipment)		
Average annual fuel usage		
Type of vehicles: e.g. school buses, refuse trucks.		

2b. *Describe the new equipment:*

- It should be similar horsepower and use to the old equipment
- Describe brand, emissions or Tier standard
- Is the equipment new or remanufactured?

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**3. *Unquantifiable benefits***

Describe any unquantifiable benefits in this section or other reasons, besides emission reductions, why this project should be selected for funding. This is your opportunity to say why we should fund your project.

**4. *Budget***

- Cost share from the grantee is a very important selection criteria this year because we offered subgrantee match as our required match on the EPA grant on which this request for proposal is based.
- Provide an itemized listing of all the project costs including total amount of funds requested, any other sources of funds both from the applicant and other sources.
- Make sure this budget table and the cover sheet budget match.

Project Type	Grant Amount
Full Replacements	25%
Repowers	50%
Retrofits	100%
Biodiesel buy down	Incremental cost of biodiesel over petroleum diesel
Others	Contact Grant Administrator

Sample Budget Table:

Item	Total Project Cost	DENR-DAQ	Your Organization
Purchase 1 truck	\$80,000	\$25,000	\$75,000
Staff time for grant	\$5,000	\$0	\$5,000
Total	\$85,000	\$25,000	\$80,000

**5. *Permanence of Benefits***

State the full lifetime of project equipment and state the remaining lifetime of project equipment at the time the project occurs.

How long does this equipment typically last when new?	Years	
How much of the life of the equipment will be left after the project is complete?	Years	

**6. *Project Timetable or Schedule***

**6a. *Timetable***

Due to variable contract processing time, make the schedule relative to your contract start date rather than hard dates. E.g. 1 month after the contract is in place – order for school bus retrofits will be made. Make sure to allow for delays in deliveries, etc. Contract extensions are allowable but are extra avoidable work for all involved.

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Example Schedule:

<b>Task</b>	<b>Time</b>
Contract Begins	Spring – Summer 2011
Order equipment	1 month later
Equipment arrives	3- 6 months later
Installation begins	1 month later
Installation is complete	3 – 4 month later
Invoice and final report submitted	2 month later
Contract ends	1 month later

*6b. Timeline – Seasonal Concerns*

Please indicate with a “yes” or a “no” in the table below the months in which the work on this project can possibly take place. For example, some equipment cannot be taken out of service in the summer because it is being used steadily.

January	February	March	April	May	June

July	August	September	October	November	December

**7. Assurances**

By completing and signing the Good Faith Commitment of Location of Equipment Activity box on the template application the grantee assures that any equipment purchased with this grant will remain in NC for 70% of the time for the next 3 years.

**8. Appendix**

- This is optional
- Maximum of 4 pages
- Letters of intent from contributors of matching funds or in-kind contributions if applicable
- Other