



**Department of Environment, Great Lakes, and Energy
Fuel Transformation Program
Volkswagen State Mitigation Trust**

**Local Freight Vehicles, Port Drayage Vehicles,
Transit & Shuttle Buses Replacement Grants**

Grant Proposal Cover Sheet

This proposal submission is for: (Round 1) (Round 2) (Round 3)

Project Name:		
Grant Amount: \$	Match Amount: \$	Project Total: \$
Estimated Project Start Date:		Project End Date:

Name of Organization/Applicant:		
Street Address:	City:	State:
Name/Title of Project Manager:		
Manager Phone Number:	Manager Fax Number:	
Organization E-Mail Address:		
Manager E-Mail Address:		
Federal ID Number (Required):		
Applicant Type (Check appropriate box): Government (Public) Non-Government (Private)		

How many vehicles in total will be replaced in this project?
Of the total amount, how many vehicles will be replaced with a new vehicle powered by diesel or biodiesel?

Below enter the number of new vehicles that will use each fuel type (If a fuel type is not used in this project, leave blank or place a "0")				
All-electric	Hydrogen	Hybrid	Compressed Natural Gas (CNG)	
Renewable Natural Gas (RNG)		Propane (LPG)	Diesel	Biodiesel
Renewable Diesel		Other		

List all counties where vehicles in this project operate (Impact Area):

Are any of the counties listed in this project in one or more priority area? (Check all that apply)

<input type="checkbox"/> Allegan	<input type="checkbox"/> Berrien	<input type="checkbox"/> Livingston	<input type="checkbox"/> Macomb	<input type="checkbox"/> Monroe	<input type="checkbox"/> Muskegon
<input type="checkbox"/> Oakland	<input type="checkbox"/> St. Clair	<input type="checkbox"/> Washtenaw	<input type="checkbox"/> Wayne		

Are any of the counties listed in this project in one or more urban county? (Check all that apply)

<input type="checkbox"/> Bay	<input type="checkbox"/> Berrien	<input type="checkbox"/> Calhoun	<input type="checkbox"/> Clinton	<input type="checkbox"/> Eaton	<input type="checkbox"/> Genesee	<input type="checkbox"/> Ingham
<input type="checkbox"/> Jackson	<input type="checkbox"/> Kalamazoo	<input type="checkbox"/> Kent	<input type="checkbox"/> Lapeer	<input type="checkbox"/> Livingston	<input type="checkbox"/> Macomb	
<input type="checkbox"/> Midland	<input type="checkbox"/> Monroe	<input type="checkbox"/> Muskegon	<input type="checkbox"/> Oakland	<input type="checkbox"/> Ottawa	<input type="checkbox"/> Saginaw	
<input type="checkbox"/> St. Clair	<input type="checkbox"/> Washtenaw	<input type="checkbox"/> Wayne				

The individual signing below certifies that they are authorized to sign this application on behalf of their agency and has the authority to accept a grant. The individual also agrees that the following requirements are and will be met:

1. The old vehicle(s) must be currently operating and performing its intended function. Old vehicle(s) must have traveled in the geographic area described in this application and the new vehicle must continue to operate in this same geographic area.
2. Any vehicle proposed to be disabled in this project was in use 24 months immediately prior to the date of application.

Signature:

Date: _____

Name/Title:

Agency Name:



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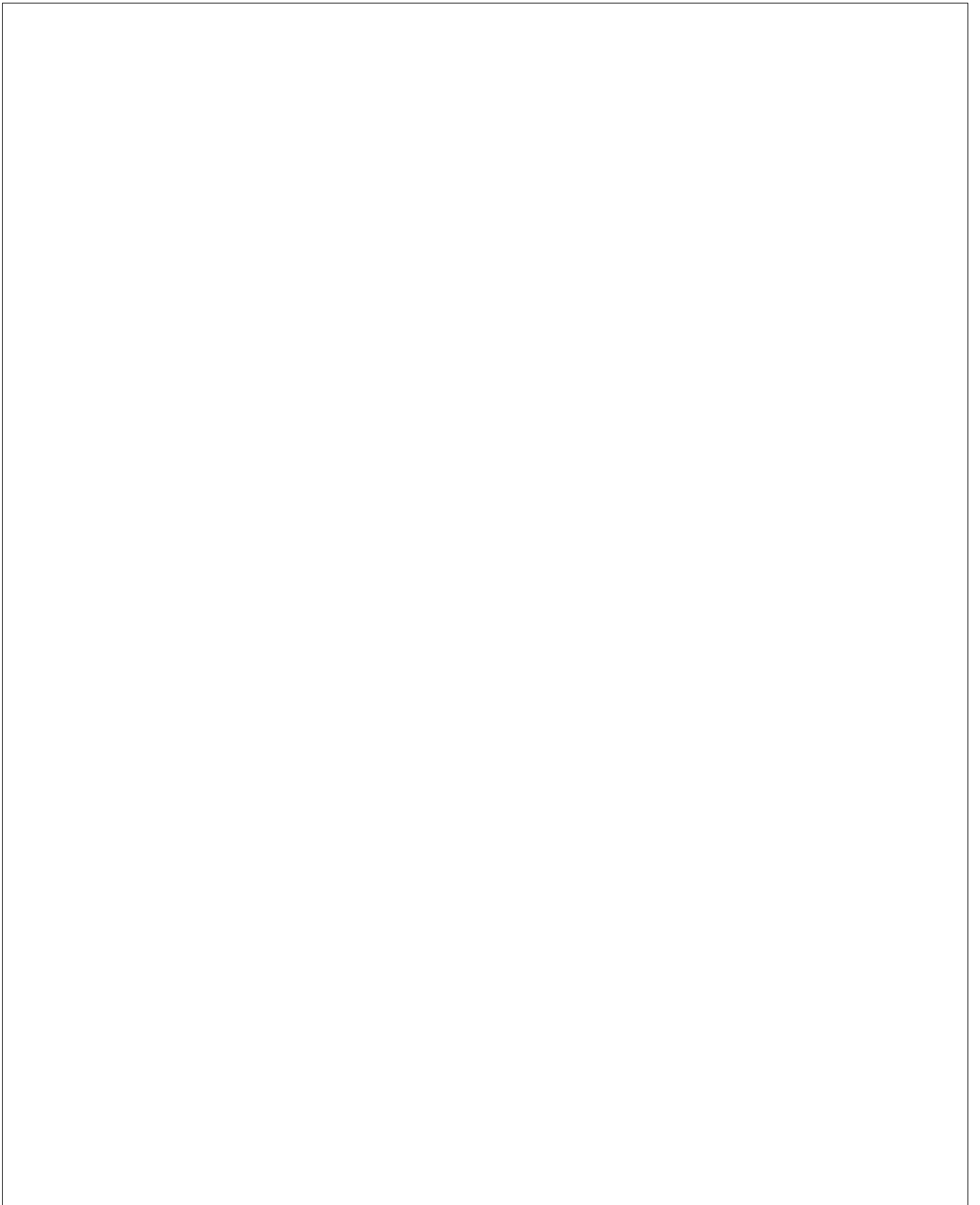
Grant Proposal Template

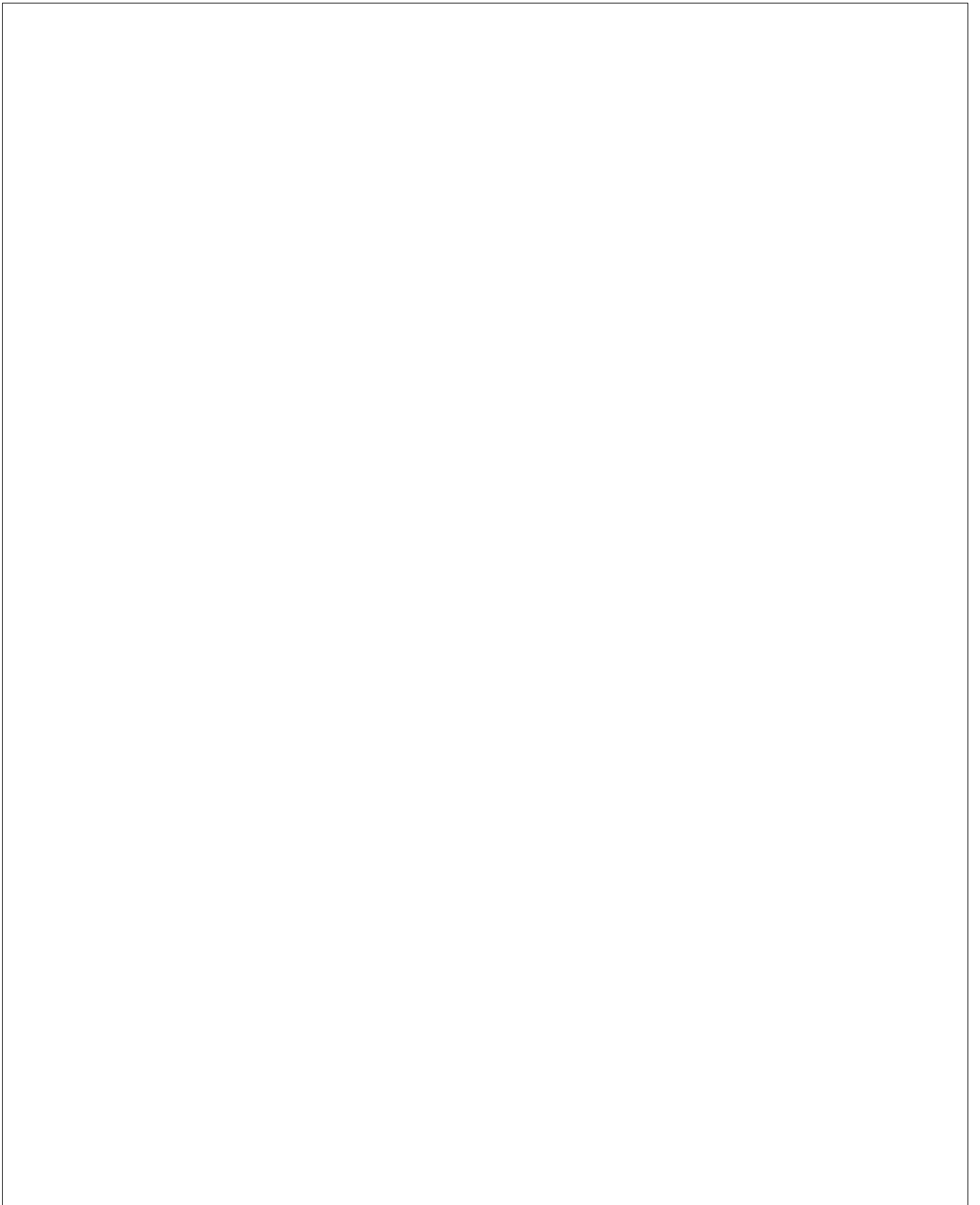
Project Name:
Name of organization/applicant:

A. Project Narrative

In the box provided on the following two pages, provide an explanation of:

- The type and class of vehicle(s), how, when, and where the vehicle will be used, including a brief description of the vehicle's duty cycle and route.
- Whether the vehicle is short-haul (primarily makes deliveries within a 150-mile radius) or long-haul (primarily makes deliveries greater than a 150-mile radius).
- The total number of vehicles in the project, and the reasons for your technology choice.
- For alternate fueled and electric vehicles, the availability of the alternate fuel or electric charging in the areas where the truck/bus will operate.
- The technology and/or procedures that will be used to track and verify the use and movements of the truck/bus to ensure operation exclusively in Michigan.
- The technology and/or procedures the applicant will use to track and ensure that the truck/bus will be maintained in accordance with manufacturers specifications.
- An explanation of the project funding source(s) and project partners if applicable.





A. *Project Narrative*

B. Performance Measures

The applicant should develop performance measures for tracking and reporting progress toward completing their project on schedule.

The description of performance measures should address the following:

- How progress toward purchasing new and disabling old vehicles will be tracked.
- How oversight of project partners' work on the project will be conducted. (If applicable)
- How will project information be made available to the public.



C. Project Staff and Partner Roles and Responsibilities

Use Table 1 below to list project staff, their title, affiliated organization, and their role/responsibility with the project. (Maximum of 17)

Name of Project Staff	Title of Staff	Organization	Role/Responsibility

Table 1

C. Timeline

Use the table below to enter a timeline of project tasks and the person(s) responsible to complete each task as applicable. Note that any person listed in the timeline must also be listed in Table 1 above.

Month/Year	Task	Person Responsible	Deliverable
	Order new vehicles		Invoices
	Install charging and fueling infrastructure		Functional charging equipment, fuel tanks etc.
	Receive and pay for new vehicles		Proof of payment (cancelled check)
	Decommission old vehicles		Photos and other required documentation
TBD per grant agreement	Complete and submit semi-annual report(s)		Semi-annual report
	Request 1 st reimbursement		Reimbursement request documentation
	Any remaining reimbursement and final report. (Finish Project)		Final Report and reimbursement documentation

Table 2

D. Previous Grant Experience

Using table 3 below, if applicable, enter the information requested regarding past grant experience. Enter up to three examples

Name of Previous Grant Project	Start and End Date of Grant	Name of Grantor/Agency	Grant Amount

Table 3

E. Sustainable Tracking

Provide a short description of any active participation in sustainable programs or use of tools associated with tracking, measuring, documenting, data sharing or benchmarking fleet environmental footprints. Examples include, but are not limited to fleet fuel consumption and emissions accounting and reporting, previous route planning or route analysis to maximize fleet efficiency.

E. Sustainable Tracking

EPA’s SmartWay Transport Partnership helps companies and organizations achieve their freight supply chain sustainability goals by providing credible tools, data, and standards—at no cost—for measuring, benchmarking, and improving environmental performance. Freight shippers, carriers, logistics companies and other stakeholders partner with EPA to measure, benchmark and improve logistics operations, helping companies save fuel, lower costs and reduce adverse environmental impacts.¹ [Learn how to participate in SmartWay](#)

If you are a freight shipper, carrier, logistics company or other stakeholder do you participate in EPA’s SmartWay Transport Partnership?

Yes

No

¹Applicants or potential grantees are not required but encouraged to participate in environmental performance programs, such as EPA’s SmartWay Transport Partnership.