



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

**Airport Ground Support Equipment, Forklifts and Port Cargo Handling  
Equipment Re-power and Replacement Grants**

**Checklist for Grant Proposal Submission**

- Grant Proposal Cover Sheet (page 1-2 of the proposal) signed by grant acceptance authority.
- Grant Project Proposal Template
- Budget Form: Your budget must be completed to fulfill the budget requirement of your proposal. Alternate budget forms will not be considered. Applications that request grant funds that exceed the maximum percent allowed for the technology selected will not be accepted.
- Complete Fleet Data Sheet
- Signed Letters of Commitment from applicant and all project partners on agency letterhead.
- Letters of Commitment that are not on agency letterhead will not be accepted.
- Applicants requesting \$500,000 or more in grant dollars, must provide a copy of a full successful audit that was completed by a Certified Public Accountant within two years prior to application.
- Include the Following Documents
  - Photo of the engine name plate for the engine(s) being retired.
  - Provide recent documentation of the number of hours operated over 12 months for each vehicle/equipment.
  - Documentation of proof of ownership and proof of ownership for at least 2 years prior to application date.
- Email the entire proposal in one PDF file that contains the complete grant application with subject line stating Part 3 and the name of the applicant to [EGLE-FTP-VW@michigan.gov](mailto:EGLE-FTP-VW@michigan.gov). Proposals sent in more than one file may not be accepted.
- Application Schedule:  
Applications for Part 3 will be accepted and evaluated according to the following schedule  
March 1, 2023, through November 1, 2023

EGLE reserves the right to adjust the dates listed above, for whatever reason it deems appropriate