



Massachusetts Department of Environmental Protection
MassCleanDiesel: Clean Markets Program
Round II

Application Instructions

Application Closing Date: Friday, May 16, 2014

Submission Information: Applications should be submitted to: Susan Lyon, Diesel Grant Programs Coordinator, MassDEP, One Winter St., 6th Floor, Boston, MA 02108.

Only hardcopy applications will be accepted.

Overview

In addition to general applicant information, MassDEP requires applicants to provide the following information on each truck/trailer for which a technology is requested:

- **Electric Transportation Refrigeration Unit (TRU) applicants** must provide information on: 1) the trailer's unit number, vehicle identification number (VIN), license plate, make, model, model year, and state of registration (if available), most of which can be found on plates on the trailer's exterior; and, 2) the diesel TRU engine's make, model, model year, horsepower, serial number, and annual fuel consumption and operating hours.
- **Auxiliary Power Unit (APU) and Retrofit applicants** must provide information on: 1) the truck's unit number, vehicle identification number (VIN), license plate, make, model, model year, gross vehicle weight, state of registration, and annual fuel consumption, idling hours and vehicle miles traveled (VMT), most of which can be found on the vehicle tag located on the driver's side door; and 2) the engine's make, model, model year, serial number, EPA engine family number, and horsepower rating, which can be found on the engine-mounted identification plaque.
- **All applicants** must provide the targeted month and year the vehicle or trailer will be retired and the name and address of the Massachusetts warehouse(s), market(s), or distribution center(s) the truck or trailer services.

MassDEP highly recommends that applicants enlist the help of a MassDEP-approved technology vendor to complete the application.

Applicants requesting technologies for more than one vehicle or trailer must make a copy of Sections D and E on Page 2 of the application.

Explanation of Application Fields

Item	Item Name	Explanation
Section A. Applicant Information		
1.	<i>Name of Company</i>	Only <u>owners</u> of trucks/trailers can apply for grants in this program.
2.-6.	<i>Address, City/Town, State, Zip Code</i>	The company's physical location.
7.-11.	<i>Mailing Address, City/Town, State, Zip Code</i>	The company's mailing address if different from the site address.
12.-15.	<i>Contact Person Name, Title, Telephone Number, Email Address</i>	This person provides general information about the company or application.
Section B. Fleet Supervisor Information		
1.-4.	<i>Name, Title, Telephone Number, Email Address</i>	This is the contact person for information on the Applicant's vehicle or trailer fleet and may be the same as the Contact Person.

Section C. Certification		
--	<i>Signature, Print Name, Title, Telephone Number, Email Address, Date</i>	An official with authority to apply for grants on behalf of the company must sign the application.
Section D. Vehicle/Trailer Description Worksheet <i>If you are applying for technologies for several vehicles or trailers, make a copy of this sheet.</i>		
Vehicle/Trailer # ___ of ___		The number of vehicles or trailers for which the applicant is requesting technology. If only one vehicle is being applied for, write "1 of 1". For two vehicles, write "1 of 2" on this worksheet and "2 of 2" on the second, etc.
1.	<i>Check box that best describes your vehicle/trailer</i>	Check the box for the type of vehicle or trailer for which you are requesting a technology or technologies. Medium and heavy-duty trucks are eligible for retrofits. Only detached trailers with diesel TRUs are eligible for eTRUs. Only long-haul trucks weighing 33,001 lbs. or more with sleeper berths are eligible for the combination of an APU and a retrofit.
2.	<i>Vehicle/Trailer Unit #</i>	The company-assigned unit number of the vehicle or trailer.
3.	<i>Vehicle/Trailer Year, Make, & Model</i>	The truck or trailer's manufacturer, model number, and model year.
4.	<i>Vehicle/Trailer Identification Number (VIN)</i>	The vehicle identification number of the truck, or trailer if the trailer is manufactured after 1984. If the trailer was manufactured prior to 1984 provide the manufacturer's serial number.
5.	<i>License Plate Number</i>	The license plate number of the vehicle or trailer.
6.	<i>State of Registration</i>	The state where the truck is registered. If the trailer is registered please provide state of registration.
7.	<i>Gross Vehicle Weight (GVW)</i>	The gross vehicle weight of the vehicle. This information is not required for trailers.
8.	<i>Annual Idling Hours (Vehicles Only)</i>	The number of hours the truck idled in the last year.
9.	<i>Fuel Used/Year (Gallons)</i>	The amount of fuel the truck or diesel TRU consumed last year.
10.	<i>Diesel Engine Serial Number (S/N)</i>	The manufacturer-assigned serial number of the truck or diesel TRU engine. This is usually found on an engine-mounted plate.
11.	<i>Diesel Engine Year, Make, & Model</i>	The manufacturer, model number, and model year of the truck engine or diesel TRU engine.
12.	<i>EPA Engine Family Number</i>	The manufacturer-assigned engine family number of the truck engine. This is usually found on an engine-mounted plate.
13.	<i>Diesel Engine Horsepower (hp)</i>	The horsepower of the truck engine or <u>diesel TRU</u> engine. This is usually found on an engine-mounted plate.
14.	<i>Vehicle/Trailer Retirement Date (Month/Yr)</i>	The anticipated date that the truck/trailer will be permanently taken out of service. Vehicle/trailer owners must continue to own and use the technology and the vehicle/trailer on which the technology is installed for at least two years after installation.
15.	<i>Annual Miles or Hours</i>	The annual miles the vehicle operates or, for a diesel TRU, the annual hours it operated.
16.	<i>MA Market(s), Warehouse(s), Distribution Center(s) Serviced & Town/City Located In</i>	The name(s) of the Massachusetts market(s), warehouse(s) and distribution center(s) serviced by the truck/trailer and the city/town in which the market, warehouse, and distribution center is located

Section E. Requested Technology		
Column	Column Name(s)	
[1]	<i>Requested Technology</i>	The technology or technologies you are requesting. Only owners of Class 8, long-haul trucks may request an APU and a retrofit.
[2]	<i>Retrofit Type</i>	A diesel oxidation catalyst (DOC) and diesel particulate filter (DPF) are the only two available retrofit options for vehicles.
[3]	<i>Technology Make</i>	The name of the manufacturer of the requested technology.
[4]	<i>Technology Model</i>	The model name or number of the requested technology.
[5]	<i>Estimated Cost (Purchase, Installation and Mileage) of Technology</i>	The estimated total cost of the technology, including equipment, labor, and, if applicable, mileage costs. The vendor providing the equipment can help you estimate the costs of the requested technology. For example, a vendor quotes a price of \$14,400 to purchase and \$600 to install an eTRU on your trailer. The estimated total cost would be \$15,000. Write this number in Column 5.
[6]	<i>Your % Cost Share Requirement</i>	Your required percentage cost share for each requested technology or technologies. This applies only to applications for eTRUs.
[7]	<i>Your Cost Share (Estimated Cost of Technology x Your % Cost Share Requirement)</i>	Multiply the <i>Estimated Cost of Technology</i> (Column 5) by <i>Your % Cost Share Requirement</i> (Column 6) to obtain <i>Your Cost Share</i> (Column 7). In the example of the \$15,000 eTRU above, your cost share would be 25% or \$3,750 to obtain the technology. You would write \$3,750 in Column 7 and pay the vendor for your cost share amount plus state sales taxes on the \$3,750.
[8]	<i>TOTAL Grant Funding Request (Estimated Cost – Your Cost Share)</i>	The amount of grant funding you are requesting from MassDEP. Subtract the dollar amount in Column 7 (<i>Your Cost Share</i>) from Column 5 (<i>Estimated Cost of Technology</i>) to obtain the <i>TOTAL Grant Funding Request</i> . In the example of the \$15,000 eTRU, the amount would be \$11,250 (\$15,000-\$3,750). Write this number in Column 8. MassDEP would pay the vendor this amount.
TOTAL		Add up the cells in Column 5, Column 7, and Column 8 to obtain the overall <i>TOTAL</i> for each column.
Section F. Summary of All Requested Technology		
Transfer the amounts from the <i>TOTAL</i> of Columns 5, 7, and 8 in Section E for each vehicle or trailer onto the Summary table in this section. Repeat for all vehicles/trailers for which you are requesting a technology. Then add up each column at the bottom of the Summary table. If you are applying for technologies for more than 10 vehicles or trailers, make a copy of the Summary table and insert their information from Section E.		
Section G. Electric TRUs <i>This section is only for eTRU applicants.</i>		
1.	<i>Electrical Contractor Assessment</i>	Applicants must provide electrical service to support the requested eTRU(s). Applicants should indicate whether they have obtained an estimate from a licensed electrical contractor for the projected work, if applicable.
2.	<i>Electrical Service Requirements</i>	Indicate whether your facility will require new electrical service or an upgrade to existing service.
3.	<i>Copy of Electrical Work Estimate</i>	Attach a copy of the licensed electrical contractor's estimate of the proposed electrical work.
4.	<i>Retirement Schedule of Diesel TRU(s)</i>	Describe your planned schedule for retiring your diesel TRU(s).