

**APPLICATION –ZERO EMISSION DIESEL REPLACEMENT**

See Instructions, application page 3. For further information visit <https://metroenergy.org/procurement>.  
Submit completed Application by email to [rfa@metroenergy.org](mailto:rfa@metroenergy.org).

**A. APPLICANT INFORMATION**

**1. TYPE OF APPLICANT (Check one)** ☐ Private Entity ☐ Government Organization ☐ Other (Explain)

|                                   |                      |  |  |
|-----------------------------------|----------------------|--|--|
| <b>LEGAL NAME OF ORGANIZATION</b> | <b>FEIN:</b>         |  |  |
| <input type="text"/>              | <input type="text"/> |  |  |

|                        |                      |                      |                      |
|------------------------|----------------------|----------------------|----------------------|
| <b>MAILING ADDRESS</b> | <b>CITY</b>          | <b>STATE</b>         | <b>ZIP CODE</b>      |
| <input type="text"/>   | <input type="text"/> | <input type="text"/> | <input type="text"/> |

|   |
|---|
| <b>RESPONSIBLE DIVISION, DEPARTMENT OR D/B/A APPLYING FOR FUNDING</b> |
| <input type="text"/>  |

|                               |                      |                      |
|-------------------------------|----------------------|----------------------|
| <b>2. AUTHORIZED OFFICIAL</b> | <b>TITLE</b>         | <b>EMAIL ADDRESS</b> |
| <input type="text"/>          | <input type="text"/> | <input type="text"/> |

|                           |                      |                      |
|---------------------------|----------------------|----------------------|
| <b>3. PROJECT MANAGER</b> | <b>TITLE</b>         | <b>EMAIL ADDRESS</b> |
| <input type="text"/>      | <input type="text"/> | <input type="text"/> |

|   |   |
|---|---|
| <b>DIRECT PHONE NUMBER WITH AREA CODE</b> | <b>OTHER PHONE NUMBER (if applicable)</b> |
| <input type="text"/>                      | <input type="text"/>                      |

**B. PROJECT SUMMARY**

**4. TOTAL PROJECT BUDGET** (Provide full budget details in Budget Workbook. Include all project costs, both Applicant share and federal share, including equipment, installation, and other costs.)  
\$

**5. REQUESTED FEDERAL FUNDING**

\$

**6. PLANNED MONTH AND YEAR OF PROJECT COMPLETION**

**7. NUMBER OF VEHICLES and NUMBER OF EV CHARGING STATIONS**

**8. BRIEF PROJECT DESCRIPTION**

**C. APPLICANT AGREEMENT**

I hereby certify that:

- The information in this application is true and correct.
- The organization that I represent has sufficient resources to conduct this project while awaiting reimbursement from MEC.
- I agree to MEC's terms and conditions, which include reporting and outreach during the project period.
  - o Reporting will include participating in occasional informational interviews by MEC staff.
  - o Outreach may include peer-to-peer information sharing at conferences and/or presentations to local business leaders in the deployment area.
- I agree to accept the U.S. Environmental Protection Agency's Programmatic Terms and Conditions.

**9. SIGNATURE****DATE**

| D. PROJECT DETAILS   |   |
|--|---|
| Enter details of your project. Additional narrative information is welcome and may be attached in PDF format.  |   |
| <b>10. Type of Project (check all that apply)</b>  | <input type="checkbox"/> Vehicle Replacement <input type="checkbox"/> Engine Replacement <input type="checkbox"/> EV Charging Station |
| <b>11. Duty Cycle</b>  | <input type="checkbox"/> Terminal Truck <input type="checkbox"/> Bus (School or Transit) <input type="checkbox"/> Other               |
| <b>12. Location of Operation.</b>  |   |
| Preferred deployment markets are Kansas and Missouri. Locations in Iowa and Nebraska are also allowed. List the percentage of operating time the vehicle spends in each county/area listed in this table (add rows if necessary). Operating time should total 100 percent. |   |
| County (STATE)/Area  | Percent of Operating Time   |
| <input type="text"/>   | <input type="text"/>  |
| <input type="text"/>   | <input type="text"/>  |
| <input type="text"/>   | <input type="text"/>  |
| <input type="text"/>   | <input type="text"/>  |
| <b>13. Nonattainment and Maintenance Areas for Criteria Pollutants</b>   |   |
| Describe impact to nonattainment and maintenance areas. <i>Attach map of nonattainment or maintenance zones, or concentration of PM2.5.</i>  |   |
| <b>14. Outreach</b>  |   |
| Describe public engagement activities, as well as availability for peer networking and panel presentations to peers and industry in the region and/or nationally.  |   |
| <b>15. Workforce Readiness</b>   |   |
| Describe plans for workforce readiness and worker training for electric vehicle deployments involving drivers, technicians, mechanics and other essential personnel.   |   |
| <b>16. Weather Impact Mitigation</b>   |   |
| Describe plans to protect grant-funded investments from negative impacts, such as floods, storm damage, etc.   |   |
| <b>17. Project Sustainability Beyond Project Period</b>  |   |
| Please briefly discuss ways you plan to maintain or grow your electrification program after the project period ends.   |   |
| <b>18. Attach Required and Optional supplemental forms</b>   | REQUIRED: 1. Budget Workbook;<br>OPTIONAL: 1. Other Support (quotes, maps); 2. Additional Narrative                                   |

## I. Application Form Instructions

Further information about this application can be found online at <https://metroenergy.org/procurement>, including the RFA Guidance Document.

Please review the Guidance Document for this application to ensure you understand the background and priorities prior to undertaking a project application.

Metropolitan Energy Center (MEC) intends to select up to six (6) projects totaling \$1,750,000 in federal dollars funded by the Environmental Protection Agency (EPA) using secured funds.

**Applications must be submitted by email to [rfa@metroenergy.org](mailto:rfa@metroenergy.org).** Please include in the subject line of the email, “Zero Emission Diesel Replacement <Applicant Name>”.

Applicants may direct all questions pertaining to this application to [rfa@metroenergy.org](mailto:rfa@metroenergy.org); please include in the subject line of the email, “Query for DERA RFA”.

### Application Deadline:

#### Section A. Applicant Information

|                        |  |
|------------------------|--|
| Applicant Information  | Legal name and location including Federal EIN number.  |
| 1. Type of Applicant   | Select an appropriate checkbox to describe your organization. Identify the company division or department intended to implement the project. |
| 2. Authorized Official | Enter the contact information for the person authorized to enter into an agreement with MEC.   |
| 3. Project Manager     | Provide the contact details for the primary point of contact for the project (this could be the same person as authorized official).         |

#### Section B. Project Summary

|  |   |
|--|---|
| 4. Total Project Budget                        | Total Project Budget should equal the sum of the cost-share and the requested federal funding for all projects. Copy from Budget Form Summary Sheet.  |
| 5. Requested Funding                           | Enter the sum of federal funds requested. Copy from Budget Form Summary Sheet.  |
| 6. Planned Month Project will be Completed     | Enter the anticipated month and year when EV charging station(s) and vehicle deployment will be completed. (Completion means, for instance, that the new vehicles are purchased and in service)   |
| 7. Number of Vehicles and EV Charging Stations | Enter the total number of vehicles and EV charging stations you are budgeting for in the application.   |
| 8. Brief Project Description                   | Provide a summary of your proposed project, including any important details not covered in the other sections of the application. Briefly outline the planned operations and conditions including a short description of the tasks the vehicles will perform. (examples: Class 8 trucks used for off-road goods movement in suburban setting; or urban transit fleet on short routes; rural school bus fleet running two daily routes). |

## Section C. Applicant Agreement

|                       |  |
|-----------------------|--|
| 9. Signature and Date | Sign and date in the signature field to certify that the statements and information provided in this application are true and accurate. By signing and dating, the Applicant agrees to provide the required documentation and assurance necessary for funding. |
|-----------------------|--|

## Section D. Project Details

|   |  |
|---|--|
| 10. Type of Project   | Check all that apply.  |
| 11. Duty Cycle  | Check all that apply. Indicate what duty cycle your project operates. If none of the options applies, enter a short description (example: Class 8 utility/work truck)  |
| 12. Location of Operation                                       | Enter the percentage of operating time the vehicle you want to replace or remanufacture spends in each area listed. Operating time should total 100 percent.   |
| 13. Nonattainment and Maintenance Areas for Criteria Pollutants | Describe impact to nonattainment and maintenance areas. Attach a map to indicate location in relation to nonattainment or maintenance zones, or areas of heavy concentration of PM2.5.   |
| 14. Outreach  | Describe public engagement activities you intend to undertake, as well as availability for networking and panel presentations to peers and industry in the region and/or nationally; also, state limitations on availability.  |
| 15. Workforce Readiness   | Describe plans for workforce readiness and worker training for electric vehicle deployments involving drivers, technicians, mechanics and other essential personnel.   |
| 16. Negative Weather Impact Mitigation                          | Describe plans to protect funded investments from negative impacts, such as floods, storm damage, etc.   |
| 17. Project Sustainability                                      | Briefly discuss the ways in which you plan to enhance project sustainability. Priority will be given to projects where Applicants can explain and demonstrate their ability to keep reducing emissions after the project 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 electric vehicles, or a documented commitment to continue to identify and address air quality issues in the affected community. |
| 18. Attach Required and Optional supplemental forms             | No action required. This box lists all Required and Optional supplemental forms for attachment to your application email.  |

## II. Attachment Instructions

Where discrepancies exist between this document and the associated RFA Guidance Document, the Guidance Document will prevail.

## A. Budget Workbook (Required)

Review the RFA Guidance document for allowable project purchases and activities, to ensure your budget includes eligible costs only.

Download the excel workbook form at the RFA web page: <https://metroenergy.org/procurement/>.

Instructions for filling in the Budget Workbook are included on the Fleet Data tab in that Excel workbook. General notes regarding use of the form:

- It is a self-calculating form, so do not change field formulas throughout the form.
- If claiming costs associated with Workforce Readiness or Negative Weather Impact Mitigation, add a column in the Fleet Data tab.
- Summary tab: Fill in your org name in the Summary tab.
- Fleet Data tab:
  - Fill in your proposed rebate percentage (i.e. Federal Share) in the indicated field. Follow instructions to calculate a blended cost-sharing rate if planning more than one category of replacement or upfit.
  - For each fleet group include the entire cost, not just the federal amount.
  - Add columns as needed to fully describe the units or fleet groups included in your application.
- Subtotal and overall federal and applicant cost-sharing splits will be reflected on the Summary tab.

Your request may include up to \$1.75 million in federal funding for cost-shared projects. Your total budget should include all costs associated with purchase and installation, necessary training, planning and anticipated outreach costs.

Cost-sharing requirements apply to all deployment project types. Applicants willing to forgo some funding (for instance, asking for a 30% reimbursement instead of the 45% maximum on a vehicle replacement) will improve their chances of success, though doing so cannot guarantee selection.

The Budget Summary tab will indicate total project costs, as well as show the calculated Federal request and Applicant share; these should add up to total project budget. e.g. \$30,000 Federal and \$70,000 Applicant equals a \$100,000 Total project. Contact [RFA@metroenergy.org](mailto:RFA@metroenergy.org) for help with the Budget Workbook, if needed.

Save with file name “ApplicantName\_Budget”

When you have finished filling out your Budget Form and are satisfied with its accuracy, use the data in the Budget Summary tab to populate the Budget fields in this Application Form.

#### B. Other Support Documents (Recommended)

In a combined pdf, provide other support documents including vehicle quotes. Use links from RFA Guidance, section 3.B., to generate maps that show your project location in relation to nonattainment or maintenance zones, or areas of heavy PM2.5 concentrations.

Combine all documents into a single pdf and name the file “ApplicantName\_OtherAttachments”.

#### C. Additional Narrative (Optional)

Limited to three (3) pages. If the spaces provided in the application form are inadequate, Applicants are welcome to state “See Additional Narrative” in the form fields and provide a longer narrative as an attachment. More information is always welcome; however, the omission of Additional Narrative will not affect your candidacy for selection.

Save as a pdf and name the file “ApplicantName\_Narrative.”

### III. Summary of Application Documents

|                        |                              |
|------------------------|------------------------------|
| Required               | Application Form             |
| Required               | Budget Table/Fleet Worksheet |
| Optional (recommended) | Other Support (quotes, maps) |
| Optional               | Additional Narrative         |