

# Clean Vehicles Program Application Form Overview



# Application Form Tips

- Items that you'll need:
  - ✓ Clean Vehicles Application Checklist (**Guidelines: Section 3.1.1**)
  - ✓ Contact/Organizational Information
  - ✓ Current Vehicle/Equipment Specifications and Usage Data
  - ✓ Proposed Vehicle/Equipment Specifications, Certifications, & Vendor Quote(s)
  - ✓ Incentive documentation (optional)

# Application Form Tips

- Application Form A, pg. 1 – Basic Information
  - ✓ “Total number of employees” and “Total Number of Years in Operation” are used in the Risk Assessment – not needed for public entities
  - ✓ “Professional Organization Leadership Experience” can improve Risk Assessment scoring (example: Treasurer of TMTA, President of Texas Transit Association, etc.)
  - ✓ Applicant Assistant/Vendor Contacts – this allows us to communicate with other interested parties about your project

# Application Form Tips

- Application Form A, pg. 1 – Basic Information
  - ✓ Project timeline – enables us to assign projects to staff that can “fast-track” something if needed or make you aware of deadlines that you might come up against
  - ✓ Geographic location – this allows us to use county-specific emission rates if appropriate for your project
  - ✓ Spanish fluency – this allows us to assign projects to staff that can speak Spanish if this would be helpful to you.
  - ✓ Training course information – allows us to evaluate you for training course stipends if funding is available

# Application Form Tips

- ✓ Total project cost – list here any details not evident from vendor quotes, such as plans to involve a lender, or how much you can contribute to the project
- ✓ Other funding sources – this enables us to avoid “double-dipping” funding, violating matching rules, or double counting emission reductions
- ✓ Previous projects – this factors into the Risk Assessment evaluation

# Application Form Tips

- Application Form B1 – On-Road Vehicle Info.
  - ✓ Can't find/identify your engine serial number? Please notify staff, as this normally goes into the contractual docs. and requires special accommodation
  - ✓ Mileage figures should represent most recent 12-month period, NOT an average over the vehicle's life
  - ✓ Odometer reading should INCLUDE mileages prior to odometer roll-overs and/or repairs. If the engine is not original to the vehicle, include only the mileage since the current engine was installed.

# Application Form Tips

- ✓ Idling Time should exclude traffic congestion idling.
- ✓ Fuel consumption **MUST** be included
- ✓ Fuel Type
  - For CNG, be sure to reflect accurate psi rating
  - Use Electric/PHEV only for vehicles with plug-in capabilities; for hybrids without plug-in capabilities, select the appropriate option under the Efficiency Enhancement menu
- ✓ Definitions:
  - Anti-Idling = devices installed to reduce/eliminate primary engine idling
  - Efficiency Enhancement = technologies installed to improve the efficiency of the vehicle when the primary engine is in use
  - Retrofit = devices installed to clean the exhaust
- ✓ Don't overlook the Future Autos section of this form to show proposed technologies/vehicles

# Application Form Tips

- Application Form B2 – Off-Road Equipment Info.
  - ✓ Similar in concept to Form B1
  - ✓ Hours used instead of mileage
  - ✓ Idling not itemized here since it is reflected in hours

# Application Form Tips

- Application Form B3 – Connectivity Mapping
  - ✓ ONLY needed if requesting a Tiered Analysis; otherwise, ignore
- If routes are constant as follows:
  - Route 1 – 10,000 miles/year
  - Route 2 – 5,000 miles/year
  - Route 3 – 1,000 miles/year
- Under traditional analysis, replacing unit currently on Route 3 would assume that new unit is placed on Route 3
- Under tiered analysis, could show that new unit would go on different route than old unit – captures additional emission benefits = more grant money

# Application Form Tips

- Form B3 allows you to “map” the connections between the old scenario and the new scenario as a result of the project
- Example:

Tier ID	In-Region Annual Usage	Current Unit #	Current Unit # Action (What are you doing to the current unit?)	Future Unit #
Route 1	10,000 mi/yr	100 →	Demote	Replacement 102
Route 2	5,000 mi/yr	101 →	Demote	100
Route 3	1,000 mi/yr	102 →	Destroy	101

# Application Form Tips

- Application Form C – Attachment Checklist
  - ✓ Show what attachment(s) are included in the application
- Application Form D – Good Citizen’s Incentive (Optional) (**Guidelines: Section 3.1.6**)
  - ✓ Only complete if you wish to qualify for a grant bonus, otherwise ignore
- Application Form E – Signature Page
  - ✓ MUST have hard copy, original signature on file
  - ✓ Be sure application assistant signs too if applicable

# Contact Us With Questions!

Email: [cleanvehicles@h-gac.com](mailto:cleanvehicles@h-gac.com)

Phone: 713-993-2488