



# Request for Project Proposals



## Important Information and NEW PROGRAM GUIDELINES:

- **FOR ALL NEW PROJECTS. FLEETS WILL BE REQUIRED TO PURCHASE NEW 2007 EMISSIONS COMPLIANT ENGINES.**
- Grant funding will be made available through the H-GAC Clean Cities/Clean Vehicles Program funded with Congestion Mitigation and Air Quality Improvement (CMAQ) Program Funds. Fleets **MUST** be prepared to implement within a very short timeframe. Grants will be awarded based upon the most cost effective projects applying until said funds are exhausted.
- H-GAC will exercise the right to consider individual vehicles as opposed to entire fleets in order to maximize funding opportunities and emissions benefits.
- Area government fleets and school districts should contact H-GAC directly before submitting application materials.
- As noted in our previous Call for Projects: Project Overhead costs and Administrative costs associated with applying for funds through this program (Consultant Application Fees) **ARE NOT ELIGIBLE** for funding.
- Projects involving engine replacement require destruction of the baseline (OLD) engine. Proper documentation is required. Fleets **WILL BE REQUIRED** to use an outside vendor for engine destructions and documentation.
- Fleets will be required to solicit at least 2 estimates for engine destructions from outside vendors and request authorization from H-GAC prior to proceeding with engine destructions. A listing of recommended vendors is available on our website.
- All application forms **MUST** be typewritten on H-GAC forms. Deliver completed applications to the H-GAC offices located at 3555 Timmons Lane, Suite 120, Houston TX 77027. Upon delivery, make certain that the H-GAC receptionist date/time stamps the application.
- Fleet Survey forms (Excel spreadsheet) **MUST** be submitted on a computer disc (compact disc or 3.5 inch diskette). **PLEASE** include only fleet information. Please **DO NOT** include any emissions analysis data on the Fleet Survey form.
- Fleets will be charged an Administrative Oversight fee which must be paid to H-GAC prior to project implementation.

For more information contact:

Shelley Whitworth at (713) 627-3200

Website: [www.houston-cleancities.org](http://www.houston-cleancities.org)