

**SAN DIEGO COUNTY AIR POLLUTION CONTROL DISTRICT
GOODS MOVEMENT EMISSION REDUCTION PROGRAM (FY 07/08)**

INSTRUCTIONS

PLEASE PROVIDE THE INFORMATION REQUESTED IN THE APPLICATION PACKAGE AS COMPLETE AND CLEARLY AS POSSIBLE ACCORDING TO THE INSTRUCTIONS BELOW.

FORM A-1 SHOULD BE COMPLETED ONE PER COMPANY/OWNER. THE REST OF THE FORMS (B-1, B-2, B-3, C-1, C-2 and C-3) SHOULD BE COMPLETED ACCORDING TO THE TYPE OF PROJECT, ONE FOR EACH PIECE OF EQUIPMENT.

NOTE: NEW EQUIPMENT FUNDED BY THIS PROGRAM CAN ONLY BE PURCHASED OR ORDERED ONCE THE CONTRACT IS SIGNED BETWEEN THE EQUIPMENT OWNER AND THE SAN DIEGO AIR POLLUTION CONTROL DISTRICT.

IF YOU HAVE ANY QUESTIONS PLEASE CONTACT:

Chuck Spagnola	(858) 586-2643	<u>spagnola.chuck@sdcounty.ca.gov</u>
Mike Watt	(858) 586-2711	<u>michael.watt@sdcounty.ca.gov</u>
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FORM A-1: General Project Information Application

I. GENERAL CONTACT INFORMATION: Provide your general contact information in the specified fields.

- For proof of identity of equipment owner, please name the document that you are using to satisfy this requirement and write its number (this may be a government issued form of identification, for example: "Driver's license #12345678"). Attach a copy the document to the back of Form A-1.

II. GENERAL PROJECT INFORMATION: Mark with an "x" the type(s) of emission reduction project(s) you are applying for from the list provided under the corresponding truck category. Next, fill in the blank with the number of engines/equipment you are including in the application for each type of project you select.

III. FUNDING INFORMATION: Provide the information requested in each field.

- For the Total Amount of Funding Requested, provide the sum of all the projects you are including in your application, regardless of the type of project or truck category.
- For the Total Applicant Co-Funding Amount, provide the sum of all co-funding for all the projects included in the application, regardless of the type of project or truck category. This includes funding from the applicant and any other matching funds from another entity (if applicable).

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IV. DISCLOSURES: Provide the information requested. The equipment owner shall carefully read the certifications at the end of Form A-1 and sign and date on the bottom.

FORM C-1: Other Heavy-Duty Diesel Trucks – RETROFIT

I. TRUCK DATA: Provide the information requested in each field.

- Equipment identifier refers to the company ID or unit # for the piece of equipment (truck) for which the form is being filled out. This is typically a number, letter or a combination of both assigned to a truck by the owner or company to identify a truck among the rest of the fleet.
- Attach a copy of the vehicle's DMV registration for the current and past two years.
- Attach a copy of the title of the truck.
- Provide proof that any mid-1990s engine subject to the software upgrades for diesel trucks (i.e. chip reflash) has completed the upgrade.

II. VOCATION AND ACTIVITY DATA FOR THE PAST 2 YEARS: Provide the information requested in each field. In order to identify the trade corridor in which the equipment is routinely operated, you may refer to the map below.



1. Bay Area.
2. Central Valley: San Joaquin Air Basin + Sacramento Area.
3. L.A./ Inland Empire: South Coast Air Basin + Port Hueneme.
4. San Diego/ Border: San Diego + Imperial Counties.

- Provide documentation that verifies the annual mileage of travel for the past two years. Acceptable forms of documentation may include mileage logs, fuel usage records, maintenance logs, freight manifest, trip sheets, fuel tax records to Board of Equalization or pay stubs that show the mileage on the vehicle(s) in your application. Note that you do not have to submit a year's worth of records. For example, you may submit one document from the month of January that verifies the vehicle's mileage at the beginning of the year and another document from the month of December showing the vehicle's mileage at the end of the year. Records submitted should not be older than 2006.
- Provide documentation that verifies that the vehicle operates at least 10% of the time in San Diego (i.e. Freight Manifests)

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III. RETROFIT DEVICE DATA: Provide the information requested in each field.

- Attach a copy of ARB's Executive Order for the retrofit device listing the engine families for which the retrofit is verified. You can find Executive Orders for ARB's verified level 3 technologies at: <http://www.arb.ca.gov/diesel/verdev/level3/level3.htm>
- Attach a picture of the engine label showing the engine family.

IV. ITEMIZED COST INFORMATION FOR ELIGIBLE EXPENSES: Provide the information requested in each field.

- Attach an itemized written estimate (quote) from the equipment vendor and installer documenting the cost of the retrofit device(s) including shipping charges (if any) and installation. Taxes may not be included.
- Attach a copy of the retrofit device's warranty.

V. PREDICTED ACTIVITY DATA WITH NEW EQUIPMENT: Provide the information requested in each field.

VI. TRUCK RETROFIT PROJECT FUNDING DEMONSTRATION: Provide the information requested in each field.

- The total truck retrofit cost shall include the purchase price of the equipment, including shipping charges, and the cost of installation or construction (as applicable). Installation costs shall only include installation of the components necessary to operate the equipment. Taxes, fees, insurance and other charges may not be included as part of the total project cost.
- Attach documentation of match funding availability. Acceptable forms of documentation may include: loan pre-approval letter, bank statements, lease to own program participation, other sources of funding.

VII. MAJOR PROJECT MILESTONES SCHEDULE: Provide the information requested in each field.

FORM C-2: Other Heavy-Duty Diesel Trucks – REPOWER

I. TRUCK DATA: Provide the information requested in each field.

- Equipment identifier refers to the company ID or unit # for the piece of equipment (truck) for which the form is being filled out. This is typically a number, letter or a combination of both assigned to a truck by the owner or company to identify a truck among the rest of the fleet.
- Attach a copy of the vehicle's DMV registration for the current and past two years.
- Attach a copy of the title of the truck.

II. VOCATION AND ACTIVITY DATA FOR THE PAST 2 YEARS: Provide the information requested in each field.

- In order to identify the trade corridor in which the equipment is routinely operated, you

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may refer to the map provided for FORM C-1.

- Provide documentation that verifies the annual mileage of travel for the past two years. Acceptable forms of documentation may include mileage logs, fuel usage records, maintenance logs, freight manifest, trip sheets, fuel tax records to Board of Equalization or pay stubs that show the mileage on the vehicle(s) in your application. Note that you do not have to submit a year's worth of records. For example, you may submit one document from the month of January that verifies the vehicle's mileage at the beginning of the year and another document from the month of December showing the vehicle's mileage at the end of the year. Records submitted should not be older than 2006.
- Provide documentation that verifies that the vehicle operates at least 10% of the time in San Diego (i.e. Freight Manifests)

III. ENGINE REPOWER DATA: Provide the information requested in each field.

- Provide a copy of ARB's Executive Order documenting that the new truck engine meets 2007 emission levels. (Executive orders can be obtained through engine vendor or directly from the California Air Resources Board)
- Attach documentation of all engine/truck modifications planned as part of the repower project. Include description of upgrades to such things as exhaust systems, electronics, etc.

IV. ITEMIZED COST INFORMATION FOR ELIGIBLE EXPENSES: Please provide the information requested in each field.

- Attach an itemized written estimate from the equipment vendor and installer documenting the cost of the engine including shipping charges (if any) and installation.
- Attach a copy of the engine's warranty.

V. PREDICTED ACTIVITY DATA WITH NEW EQUIPMENT: Provide the information requested in each field.

VI. EQUIPMENT PROJECT FUNDING DEMONSTRATION: Provide the information requested in each field.

- The total project cost shall include the purchase price of the equipment, including shipping charges, and the cost of installation or construction (as applicable). Installation costs shall only include installation of the components necessary to operate the equipment. Taxes, fees, insurance and other charges may not be included as part of the total project cost. Cost for equipment parts on engine repower projects are only eligible for funding if they are required to ensure the effective installation and functioning of the new engine and achieve the expected emission performance, but are not part of typical vehicle or equipment maintenance or repair.
- Pro-rated Alternative: Equipment owners may opt for a pro-rated alternative consisting of duplicate requirements, except that the Program will pay the lower of 25% or \$10,000 for a 4 year commitment of 100% California-only operation and California base-plated registration.

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- Attach documentation of match funding availability. Acceptable forms of documentation may include: loan pre-approval letter, bank statements, lease to own program participation, other sources of funding.

VII. MAJOR PROJECT MILESTONES SCHEDULE: Provide the information requested in each field.

FORM C-3: Other Heavy-Duty Diesel Trucks – REPLACEMENT

I. TRUCK DATA: Provide the information requested in each field.

- Equipment identifier refers to the company ID or unit # for the piece of equipment (truck) for which the form is being filled out. This is typically a number, letter or a combination of both assigned to a truck by the owner or company to identify a truck among the rest of the fleet.
- Attach a copy of the vehicle's DMV registration for the current and past two years.
- Attach a copy of the title of the truck.

II. REPLACEMENT TRUCK DATA: Provide the information requested in each field.

- If an equipment identifier has not been pre-assigned to the new truck, you may leave this field blank.
- Attach documentation that the new truck's engine meets 2007 emission levels.

III. EXISTING TRUCK ACTIVITY AND VOCATION (FOR THE PAST TWO YEARS):

Provide the information requested in each field.

- If the existing truck moves different types of cargo, please list them in the corresponding fields. Otherwise, specify the type of cargo that the truck moves and leave the extra fields for cargo blank.
- If the existing truck hauls different types of trailers for the different types of cargo, please list them in the corresponding fields. Otherwise, specify the trailer type the truck hauls and leave the extra fields for trailers blank.
- In order to identify the trade corridor in which the equipment is routinely operated, you may refer to the map provided for FORM C-1.
- Provide documentation that verifies the annual mileage of travel for the past two years. Acceptable forms of documentation may include mileage logs, fuel usage records, maintenance logs, freight manifest, trip sheets, fuel tax records to Board of Equalization or pay stubs that show the mileage on the vehicle(s) in your application. Note that you do not have to submit a year's worth of records. For example, you may submit one document from the month of January that verifies the vehicle's mileage at the beginning of the year and another document from the month of December showing the vehicle's mileage at the end of the year. Records submitted should not be older than 2006.
- Provide documentation that verifies that the vehicle operates at least 10% of the time in San Diego (i.e. Freight Manifest)

IV. REPLACEMENT TRUCK PREDICTED ACTIVITY: Provide the information requested in

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each field.

V. ITEMIZED COST INFORMATION FOR ELIGIBLE EXPENSES: Please provide the information requested in each field.

- Attach an itemized written estimate from the equipment dealer/vendor documenting the cost of the truck.
- Attach a copy of the new truck's warranty. After the new truck is purchased, the owner should demonstrate proof of comprehensive insurance on the new truck.

VI. ESTIMATED SCHEDULE: Please provide the information requested in each field.

VII. REPLACEMENT TRUCK FUNDING DEMONSTRATION: Please provide the information requested in each field.

- The total project cost shall include the purchase price of the equipment, including shipping charges, and the cost of installation or construction (as applicable). Installation costs shall only include installation of the components necessary to operate the equipment. Taxes, fees, insurance and other charges may not be included as part of the total project cost. Optional items (such as cigar lighters or custom mud flaps on trucks) shall be paid at the owner's expense.
- Pro-rated Alternative: Equipment owners may opt for a pro-rated alternative consisting of the same requirements, except that the Program will pay up to \$25,000 for a 4 year commitment of 100% California-only operation and California base-plated registration.
- Attach documentation of match funding availability. Acceptable forms of documentation may include: loan pre-approval letter, bank statements, lease to own program participation, other sources of funding.