



Oklahoma Department of Environmental Quality
 Volkswagen Settlement Trust
 On-Road Program Application

**Application
 Deadline
 Sept. 30, 2020**

The Oklahoma Department of Environmental Quality will use money from the Oklahoma Volkswagen Settlement Trust to implement a reimbursement program to replace or repower eligible on-road vehicles. Project eligibility details and criteria can be found in the [On-Road Grant Solicitation](#) document. Applicants should read this document prior to completing the application.

This is a competitive funding opportunity available to government and non-government applicants. Projects selected for award will be reimbursed after full completion of the project as outlined in the [On-Road Grant Solicitation](#) document. An application may include multiple vehicles and/or fuel types. A partial application of one or more projects may be awarded. All required information and documentation must be received before the application deadline in order for the application to be considered complete. Incomplete applications will not be evaluated.

How to Apply

1. Read the [On-Road Grant Solicitation](#) document.
2. Complete the application. Instructions and checklist are on page 4.
3. A separate Page 3 should be included for each vehicle/engine.
4. The application and all supporting documents must be received by DEQ before 4:00 pm on September 30, 2020.

Standard Mail Department of Environmental Quality Air Quality Division VW On-Road Program PO Box 1677 Oklahoma City, OK 73102	Email vwsettlement@deq.ok.gov
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1. CERTIFICATION	
The undersigned is an official authorized to represent the applicant. The person signing this document must have the authority to contractually bind the applicant or be the designated fiscal agent.	
<i>I certify that I have read and agree to the On-Road Grant Solicitation; that all proposed activities will be carried out; that all grant money received will be utilized solely for the purposes for which it is intended; that records documenting the planning process and implementation will be maintained and submitted when requested, and DEQ is hereby granted access to inspect project sites and/or records. It is understood that if this project is selected a Memorandum of Agreement (MOA) with DEQ must be executed prior to beginning the project.</i>	
PRINTED NAME OF AUTHORIZED OFFICIAL <input style="width: 95%; height: 20px;" type="text"/>	TITLE <input style="width: 95%; height: 20px;" type="text"/>
SIGNATURE OF AUTHORIZED OFFICIAL <input style="width: 95%; height: 40px;" type="text"/>	DATE <input style="width: 95%; height: 40px;" type="text"/>
TAXPAYER ID# <input style="width: 95%; height: 20px;" type="text"/>	

2. APPLICANT INFORMATION

LEGAL NAME OF ORGANIZATION		PHONE NUMBER WITH AREA CODE	
<input type="text"/>		<input type="text"/>	
MAILING ADDRESS	CITY	STATE	ZIP CODE
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
TYPE OF APPLICANT	<input type="checkbox"/> GOVERNMENT ORGANIZATION	<input type="checkbox"/> PRIVATE BUSINESS	<input type="checkbox"/> OTHER
EXPLAIN <input type="text"/>			

3. AUTHORIZED OFFICIAL

NAME	EMAIL		
<input type="text"/>	<input type="text"/>		
TITLE	PHONE NUMBER WITH AREA CODE		
<input type="text"/>	<input type="text"/>		
MAILING ADDRESS	CITY	STATE	ZIP CODE
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

4. PRIMARY PROJECT CONTACT

NAME	EMAIL		
<input type="text"/>	<input type="text"/>		
TITLE	PHONE NUMBER WITH AREA CODE		
<input type="text"/>	<input type="text"/>		
MAILING ADDRESS	CITY	STATE	ZIP CODE
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

5. PROJECT SUMMARY (USE ADDITIONAL SHEETS IF NEEDED)

6. TIMELINE, ABILITY, AND RESOURCES (USE ADDITIONAL SHEETS IF NEEDED)

This page (items 7, 8, and 9) must be completed separately for each vehicle/engine being replaced.

7. PROJECT DETAILS				
FUNDING REQUESTED <div style="border: 1px solid black; padding: 5px; min-height: 20px;">\$</div>	PROJECT TYPE <input type="checkbox"/> REPLACEMENT <input type="checkbox"/> REPOWER	VEHICLE USE DESCRIPTION (Include Passenger Capacity if Bus) <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>		
OLD VEHICLE/ENGINE CATEGORY (SEE PROGRAM REQUIREMENTS) <input type="checkbox"/> Class 8 Local Freight Truck or Drayage Truck <input type="checkbox"/> Class 4-8 Shuttle or Transit Bus (not school bus) <input type="checkbox"/> Class 4-7 Local Freight Trucks	FUEL TYPE <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	GROSS VEHICLE WEIGHT RATING <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	VIN <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	
	VEHICLE MAKE <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	VEHICLE MODEL <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	VEHICLE YEAR <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	
	ENGINE MAKE <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	ENGINE MODEL <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	ENGINE YEAR <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	
	ENGINE SERIAL NUMBER <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>		ENGINE HORSEPOWER <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	FLEET VEHICLE NUMBER <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>
	EPA ENGINE FAMILY <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	ANNUAL MILES <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	ANNUAL FUEL USE <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	ANNUAL IDLING HRS <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>
NEW VEHICLE/ENGINE PRICE <div style="border: 1px solid black; padding: 5px; min-height: 20px;">\$</div>	FUEL TYPE <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	VEHICLE USE DESCRIPTION (Include Passenger Capacity if Bus) <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>		
	VEHICLE YEAR <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	ENGINE YEAR <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	ENGINE HORSEPOWER <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>	GVWR <div style="border: 1px solid black; padding: 5px; min-height: 20px;"></div>

8. AREA OF USE			
ENTER THE PERCENT OF TIME THE VEHICLE OPERATES IN EACH COUNTY. THE TOTALED PERCENTAGE CANNOT EXCEED 100.			
Canadian <input type="checkbox"/>	Grady <input type="checkbox"/>	Osage <input type="checkbox"/>	Washington <input type="checkbox"/>
Cleveland <input type="checkbox"/>	Lincoln <input type="checkbox"/>	Pawnee <input type="checkbox"/>	
Comanche <input type="checkbox"/>	Logan <input type="checkbox"/>	Payne <input type="checkbox"/>	County in Oklahoma not listed (Complete Question 9) <input type="checkbox"/>
Creek <input type="checkbox"/>	McClain <input type="checkbox"/>	Rogers <input type="checkbox"/>	
Garfield <input type="checkbox"/>	Oklahoma <input type="checkbox"/>	Tulsa <input type="checkbox"/>	Area not in Oklahoma <input type="checkbox"/>
Garvin <input type="checkbox"/>	Okmulgee <input type="checkbox"/>	Wagoner <input type="checkbox"/>	

9. PROJECT BENEFITS FOR COUNTIES NOT LISTED ABOVE (USE ADDITIONAL SHEETS IF NEEDED)

INSTRUCTIONS

1. Certification

- Authorized official must sign and date the application. By doing so, the official is agreeing to the contents of the On-Road Program Requirements and certifying the contents of this application are true.

2. Applicant Information

- Enter the information for the Business or Government organization.

3. Authorized Official

- Enter the contact information for the person authorized to enter into an agreement with DEQ.

4. Primary Project Contact

- Enter the contact information for the main point of contact for this project.

5. Project Summary

- Provide a brief summary of the project.

6. Timeline, Ability and Resources

- Provide a detailed timeline that includes milestones and a closing date on or before June 30, 2023. Describe your experience performing projects like this and any difficulties you might expect. Explain your purchase procedure and any difficulties you might expect. Provide information concerning availability of infrastructure you have or will have to complete this project. Include any other information that might be helpful.

7. Project Details

- See the **On-Road Grant Solicitation** for vehicle eligibility and cost share requirements.
- Enter the project type, a description of vehicle use, and the amount of money being requested.
- Enter the vehicle/engine information for the old one you want to replace. This vehicle must still be in use, enter either the most recent annual information **or** an average of the last three years for miles, fuel, and idling.
- EPA Engine Family Name is a number/letter code found on the engine nameplate.
- Enter the vehicle/engine information for the new one you want to purchase. The replacement vehicle must be of the same category, use, and weight rating as the old vehicle.

8. Area of Use

- Enter the percent of time the vehicle operates in the areas listed. All areas totaled together must not exceed 100%.

9. Project Benefits for Counties **NOT** Listed in Question 8

- Projects that are **not** located in counties listed in question 8 may receive points if they are located in general proximity to areas that have proportionately higher than average traffic from diesel engines. Such heavy traffic areas may include interstate traffic corridors, truck stops, ports, rail yards, terminals, construction sites, bus depots/yards, and distribution centers. Please describe how this project will affect emissions in these areas. Pertinent information may include, but is not limited to: distance to these areas, frequency of visits to these areas, amount of time spent in these areas, traffic flow data, or emissions data regarding the heavy traffic area/s being serviced by the vehicle.

CHECKLIST FOR APPLICATION SUBMITTAL (Please be sure to include the following)	
<input type="checkbox"/>	Completed and signed application. Include a separate page 3 for each vehicle/engine.
<input type="checkbox"/>	Separate itemized vendor quote for each vehicle/engine.
<input type="checkbox"/>	Copy of your Idle Reduction Policy.
See the On-Road Grant Solicitation for additional items to be submitted if chosen for award. (vendor forms, photos, title, registration...)	

5. Project Summary

The City of Norman operates the City's public transit services, providing approximately 300,000 annual trips on its fixed-route system (before COVID-19). Five local routes are offered and one limited service route that provides access to the Moore Social Security Office twice a week. Public transit service is operated from 7am-10pm Monday through Friday and 10am-7pm on Saturdays.

In August of 2018, the City was notified by the University of Oklahoma of its intentions to transfer operations of non-campus transit service to another entity. The City was then transferred operations of the City service from the University on July 1, 2019. Along with the transfer of operations, the City inherited a tired, old fleet from the University with 8 out of 13 fixed-route vehicles eligible to be retired by Federal Transit Administration (FTA) grant regulations.

The City is proposing to replace one 2003 diesel 40-foot transit bus that has far exceeded its useful life by FTA grant regulations (a heavy duty bus is eligible to be retired after 12 years). While the City is grateful this vehicle has provided service so long, the costs of repairs, cost of fueling, potential missed service due to mechanical failures, and the emissions being emitted by a 17-year-old bus weighs heavy on the minds of staff. The proposed replacement vehicle would be a 35-foot battery electric transit bus, the first to be operated in Cleveland County. The funding assistance provided by this grant would allow the City to pilot its first electric bus and begin the process of expanding electric vehicles into the City's entire fleet, not just transit buses.

The City of Norman is very committed to transitioning to clean energy, as stated in Resolution R-1718-120 passed by Council in May 2018: "The City of Norman is committed to strive to transition to 100 percent renewable energy in the form of wind, solar, and energy efficiency measures and other renewable sources within the electricity sector by 2035, with an ultimate goal of all energy-use sectors including heating and transportation by 2050". This funding assistance and subsequent project is a major step in meeting R-1718-120's goals.

6. Timeline, Ability, and Resources

The City has very capable staff with experience in procuring vehicle replacements for the City's fleet. The City's Public Transit Coordinator and Fleet Division Team will work closely together and manage this project throughout the lifecycle of this vehicle. Once receiving the notice to proceed for this project (expected approximately May/June 2021) City staff will work quickly to secure a purchase order to begin the manufacturing process that is approximately 15-18 months. Vehicle delivery would be expected between September and December 2022 with project closeout by January 2023. The City is very committed to seeing this project come to fruition and will allocate the necessary resources to see its success.