

**REVISED APRIL 24<sup>TH</sup>**  
**EXTENDED TIME TO PROCURE VEHICLES**

VEHICLES TO BE PURCHASED IN FY10&11 (7-01-10 /6-30-11) ARE ELIGIBLE FOR FUNDING

COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF ENERGY RESOURCES

**APPLICATION PACKAGE**

MASSACHUSETTS CLEAN CITIES / GREEN COMMUNITIES  
MUNICIPAL VEHICLE PROGRAM

This program applies to new vehicles (current model year and newer) and the retrofit of existing fleets with CARB or EPA certified conversions.

Application Deadline: Applications must be received by The Massachusetts Department of Energy Resources, 100 Cambridge Street, 10<sup>th</sup> Floor, Suite 1020, Boston, MA 02114 not later than 4:00pm May 18, 2009. Electronic applications will be accepted.

NOTE: ALL APPLICATIONS MUST BE ACCOMPANIED BY A LETTER OF COMMITMENT FROM AN APPLICANT'S REPRESENTATIVE AUTHORIZED TO LEGALLY COMMIT THE APPLICANT TO PURCHASE VEHICLES LISTED IN THE APPLICATION



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**MASSACHUSETTS CLEAN CITIES / GREEN COMMUNITIES  
 MUNICIPAL VEHICLE PROGRAM  
 APPLICATION**

Application Deadline: Applications must be received by The Massachusetts Department of Energy Resources, 100 Cambridge Street, 10<sup>th</sup> Floor, Suite 1020, Boston, MA 02114 not later than 4:00pm May 18, 2009 . Electronic applications will be accepted.

Organization Name:	Web Address:
Street:	City:
ZIP:	Main phone #:
CEO:	Applicant Contact & phone#:

**Program Outline**

The Department of Energy Resources (DOER) will reimburse up to 100% of the incremental cost of a new vehicle or qualified retrofits of existing vehicles procured by municipal and local public entities and meeting the criteria of this application (see limits shown in Appendix A of the Program Opportunity Notice and the funding detail sheet attached to this application). Applications must be accompanied by a letter signed by the legal representative of the applicant authorized to commit the applicant to purchasing the vehicles included in this application. Also, a price quote from an authorized dealer of vehicles/retrofits listed in this application must be included. A total of \$10,000,000 may be available for this program. There is no limitation on the amount of funds an applicant may receive. Selected applicants will be responsible for contracting the vehicles within by the end of FY11 (6/30/11), registering the vehicles in the Commonwealth of Massachusetts, providing insurance, inspections, and supplying performance data as described in the application document. Program length is three years from vehicle

delivery date. All vehicle procurement transactions shall be between the vehicle supplier and program participant (Grantee).

**Payment of Grant Funds**

Payment will be made upon DOER’s receipt of a written contract between the vehicle supplier/equipment up-fitter and the Grantee. Grantee must submit an invoice from an authorized vehicle dealer/up-fitter on company letterhead, showing the total cost for each vehicle being requested. The invoice shall be accompanied by a document from the same dealer/equipment up-fitter showing anticipated vehicle delivery/up-fit completion date. Grantee should receive payment in approximately 45 days from the date DOER receives the invoice.

**SELECTION CRITERIA**

The selection of eligible Grantees is based on meeting Mandatory Requirements. Mandatory criteria requires a “YES” answer in order to qualify for selection; a “NO” answer will automatically disqualify an applicant.

**Instructions for Completing Application**

1. Complete Chart A
2. Complete Chart B
3. Complete Chart C
4. Complete Chart D

**Chart A**

**Mandatory Selection Criteria**

A “NO” answer will automatically disqualify the applicant

CRITERION	YES	NO
The applicant will match the amount awarded per vehicle. (Note: The base vehicle cost may be used as a match).		
Applicant will share all program related cost and operational information with DOER as requested.		
Vehicle must be registered, garaged, and operated more than 50% in Massachusetts.		

Applicant must be in good standing with the DOT and any state and local authorities.		
Proposed retrofit meets CARB or EPA certifications.		
Applicant has secured source of local fueling for vehicles requested (complete Chart D).		

**Chart B**  
**Vehicle/retrofit\* detail sheet**  
**(Use additional sheets if necessary)**

	MAKE	YR**	MODEL	* **Total Cost	LEASE or PURCHASE (specify one)	APPLICANT FUNDS (Base vehicle cost)	DOER FUNDS REQUESTED (Incremental cost/up-fit cost)
1							
2							
3							
4							
5							
6							
7							
8							

\*Retrofitted vehicles must be 2007 model year or newer, and must meet CARB or EPA certification requirements.

\*\*New vehicle purchases must be a 2008 or newer model year.

\*\*\* Total capitalized cost includes: original vehicle cost, sales tax, alt-fuel and/or hybrid system, registration and delivery fees.

Attach copies of dealer quotes and anticipated delivery date for each vehicle requested.

**Chart C**  
**Estimated average daily use**

Vehicles	A Total miles per day	B Estimated daily idling hours	C Estimated annual petroleum fuel gallons saved
1			
2			
3			
4			
5			
6			
7			
8			

<b>9</b>			
<b>10</b>			

**Chart D**

<b>VEHICLE TYPE</b>	<b>FUEL USED</b>	<b>NAME AND ADDRESS OF FUELING SOURCE</b>

**APPLICANT CERTIFICATION**

**To be completed and signed by Applicant’s Chief Executive Officer.**

By my signature I certify that I (name; \_\_\_\_\_ Title: \_\_\_\_\_), have the authority to seek funding under this program on behalf of \_\_\_\_\_. I furthermore certify that I have the authority to commit the funds necessary to purchase the vehicles as set forth in Chart B: Vehicle Cost Detail Sheet. I acknowledge that my signature commits \_\_\_\_\_ to procure vehicles/up-fit listed on Chart B within FY10 and FY11.

I attest that all of the information in this application is accurate to the best of my knowledge. \_\_\_\_\_

Applicant (Print)

\_\_\_\_\_  
SIGNATURE
TITLE
DATE

Applications must be received by The Massachusetts Department of Energy Resources, 100 Cambridge Street, 10<sup>th</sup> Floor, Suite 1020, and Boston, MA 02114 not later than 4:00pm May 18, 2009. Electronic applications will be accepted. U.S. Mail, Express Mail, or hand delivery is accepted.

Address Application to:

Mark Sylvia  
Massachusetts Department of Energy Resources  
100 Cambridge Street, 10<sup>TH</sup> Floor  
Boston, MA. 02114

Mark.sylvia@state.ma.us

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FUNDING LEVEL DETAIL SHEET

<b>*LIGHT DUTY VEHICLES</b>	<b>INCREMENTAL COST CAP</b>
Fuel Cell Electric Vehicles	500,000 per vehicle, not to exceed the actual incremental cost
Electric Hybrid Vehicles	\$2,000 per vehicle, not to exceed the actual incremental cost.
Plug-in Hybrid Vehicles	<b>\$50,000</b> per vehicle, not to exceed the actual cost
Diesel Vehicles with 2009 MY or later compliant emissions (in conjunction with biodiesel use and replacement of gas powered vehicle)	\$2,000 per vehicle, not to exceed the actual incremental cost.
Vehicles using Alternative Fuels as recognized by the Energy Policy Act of 2005 (P.L. 109-58) <sup>1</sup>	\$50,000 per vehicle, not to exceed the actual incremental cost.
<b>Neighborhood Electric Vehicle</b>	<b>\$2,000 per vehicle, not to exceed the actual incremental cost</b>
<b>*MEDIUM AND HEAVY DUTY VEHICLES</b>	
Fuel Cell Electric Vehicles	\$1,000,000 per vehicle, not to exceed the actual incremental cost
Electric Hybrid Vehicles (gasoline or diesel)	<b>\$200,000</b> per vehicle, not to exceed the actual incremental cost
Plug-in Hybrid Vehicles ( <b>using exclusively alternative fuels</b> )	\$500,000 per vehicle, not to exceed the actual incremental cost
<b>Plug-in Hybrid Vehicles (gasoline or diesel)</b>	<b>\$200,000 per vehicle, not to exceed the actual incremental cost</b>
Hydraulic Hybrid Vehicles	
Vehicles using Alternative Fuels as recognized by the Energy Policy Act of 2005 (P.L. 109-58) <sup>2</sup>	\$200,000 per vehicle, not to exceed the actual incremental cost
<b>OFF THE ROAD (OTR) AND NONROAD OR ADVANCED TECHNOLOGY VEHICLES</b>	50,000 per vehicle, not to exceed the actual incremental cost
Ground support vehicles at public airports	\$50,000 per vehicle, not to exceed the

that meet guidelines of either, light, medium, or heavy duty vehicles above.	actual incremental cost.
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**\*Vehicles that weigh 8,500 pounds or less gross vehicle weight rating (GVWR) are considered Light Duty Vehicles. For the purposes of this announcement, Medium & Heavy Duty Vehicles are vehicles that weigh more than 8,500 pounds GVWR since the incentives and requirements are equal for MDVs and HDVs.**