

ONROAD REBATE PROGRAM EXPIRED VOUCHER RENEWAL APPLICATION INSTRUCTIONS

A DRIVING PA FORWARD FUNDING PROGRAM

The instructions on the following pages describe the information required to complete the expired voucher renewal application. The information provided in the application **MUST** be accurate and complete. Incomplete or inadequate applications will not be considered for funding. Do not submit separate attachments, other than those specifically required by these instructions. The Commonwealth reserves the right to reject any and all applications that do not meet the minimum standards of completeness, as prescribed within these instructions.

APPLICATION INSTRUCTIONS

The Onroad Rebate Application must be submitted through the Department of Community and Economic Development's (DCED) Electronic Single Application website, also called eGrants. Paper and faxed copies will not be accepted. The link to the online application can be found at: <https://www.esa.dced.state.pa.us/Login.aspx>.

User Tips

1. Electronic Single Application works best when accessed through Microsoft Edge and Google Chrome.
2. If you allow your screen to sit idle for more than 30 minutes, you will lose the data entered since last save and will have to re-enter it.
3. Save frequently.
4. When completing the application, fields with a “◆” are required fields. If a required field is skipped, you will be notified later in the application to return to the affected section to complete the field.
5. Do not use special characters in the fields such as \, /, *, &, %, #, etc.
6. If you have questions completing the application, please contact the ESA Help Desk at 1-833-448-0647 or egrantshelp@pa.gov.

CONFIDENTIAL AND PROPRIETARY INFORMATION

The Department of Environmental Protection (DEP) strongly recommends that applicants for funding do not include any confidential or proprietary information. Pursuant to Section 13.2 of the Pennsylvania Air Pollution Control Act, act of January 8, 1960, P.L. 2119 (1959), as amended, 35 P.S. §§ 4001 et seq. ("APCA"), and pursuant to the Pennsylvania Right-to-Know Law, act of February 14, 2008 (P.L. 6, No. 3), 65 P.S. §§ 67.101 et seq. ("RTKL"), records containing confidential business information and personally identifiable information are not public records. However, in exercising the discretion afforded to DEP under 65 P.S. § 67.506(c) of the RTKL, Pennsylvania will make an otherwise exempt record accessible after redaction. If an applicant believes it is absolutely necessary to include confidential or proprietary information, then the applicant must identify with specificity the confidential or proprietary information it seeks to protect, cite the specific statutory support under Pennsylvania's Air Pollution Control Act, Section 13.2, 35 P.S. § 4013.2, for its claim of protection, redact the material that it is claiming is confidential or proprietary information, and submit both a non-redacted and a redacted copy for review. Contact DEP if you need assistance with complying with these requirements. Any confidential or proprietary information submitted directly to DEP through the eGrants system application process (other than uploaded documents) will be appropriately redacted by DEP before public publication. The Pennsylvania APCA can be found here: <http://www.dep.pa.gov/Business/Air/BAQ/Regulations/Documents/apca.pdf>. The Pennsylvania RTKL can be found here: <https://www.openrecords.pa.gov/RTKL/About.cfm>.

Use your Keystone Login credentials to sign in on the right side of the screen.



[Help](#) [Contact Us](#)

This application will be undergoing maintenance Friday March 24th from 5PM - 11PM. You will not be able to access the system during this time.

General Facts

- Create a New Keystone Login Account – [Registration](#)
 - Click Register and enter all of the information into the fields with a red asterisk (*) next to them.
 - You will be asked to create your profile, login information and security questions.
 - If you have already created an account with another agency whose application uses the Keystone Login Service, you do not need to register another account with us.
 - If you create a Keystone Login account with us, you will be able to use this account with other agencies that use Keystone Login.
 - Some additional information may be required for those agencies.
- Keystone Login Services
 - There are many account options that can be configured for your Keystone Login account. Please see the help documents provided by the [Keystone Login Service](#)
 - Keystone Login account assistance or password resets, please contact the Keystone Global Help Desk at 877-328-0995
- If you need application technical assistance, please contact the DCED Customer Service Center Monday-Friday 8:30AM-5PM at 800-379-7448

Login

What's New?

For an overview of the changes in the new Single Application, please read [Help](#).

Username

Password

Powered by



[Register](#)

NOTE: If registering for the first time with Keystone Login, please include an email address with your account. It will be needed to successfully complete grant applications and grant processing.

[Forgot Password](#)

[Forgot Username](#)

[Learn more about Keystone Login](#)

[Having Trouble Registering](#)

1. Begin a New Application

- a. **Project Name** – Assign your project a descriptive title of 10 or fewer words. Use this title for all correspondence regarding this project.
- b. Do you need help selecting your program?
 - 1) If you select “Yes,” click on “CREATE A NEW APPLICATION.” Then select DEP under “Agencies” and click “Search” at the bottom to see all of DEP’s grant programs in eGrants. Search results will appear under “Single Application Programs” at the bottom of the page.
 - 2) If you select “No,” click on “CREATE A NEW APPLICATION.” Search results will appear at the bottom of the page. In the blank space for Program Name, enter “Driving PA Forward” and click Search.
 - 3) When the search results appear, select “Apply” next to the Driving PA Forward – Onroad Rebate Program.



Begin a New Application

To begin a new Single Application For Assistance, enter a brief name for the project (up to sixty characters) and answer whether you need help selecting your program. If you already know the name of the program you want to apply for, answer "No".

Project Name

Do you need help selecting your program?



If yes is selected, applicants will see this screen:

PA

Home Help Save Print Contact Us Logout

Program

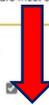
Agency: Pennsylvania Department of Community and Economic Development
Applicant: Web Application #: [REDACTED]
Program: DCED

Red Diamond (◆) = Required Field.
Blue Diamond (◆) = Conditional Required Field.

Select Program

Below is a listing of the types of organizations and projects that are most commonly funded. You may select more than one option. If no options are selected, all programs will display.

Agencies
Select to limit the search results.

Dept of Agriculture PCA DCED  PennDOT PLCB L&I Office of the Budget PDA PEMA PHMC

[Clear Agencies](#)

Non-Profit/Government Enterprise Types (Display For-Profit Program Finder)
If you are applying on behalf of a company, you may want to search the For-Profit Program Finder (click the link above).

Authority

College/University

Economic Development Provider

Types of organizations include but are not limited to: Area Loan Organizations (ALO), Community Development Financial Institutions (CDFI), Economic Development Corporations (EDC), Industrial Development Authorities (IDA), Industrial Development Corporations (IDC), Local Development Districts (LDD), Redevelopment Authorities, and Regional Export Networks (REN).

Municipality

County Government and Councils of Governments (COGs) should also check this option for eligible programs.

Other Government or Non-Profit

Programs that are available to Government or Non-Profit organizations not listed above. Non-Profit/Government organizations listed above may also want to check this section for additional funding sources. Private Non-Profit organizations competing in primarily For-Profit industries may also want to check the For-Profit Program Finder for potential programs after using the Non-Profit Program Finder.

Use of Funds
Be sure to carefully read the Program Fact Sheet and Guidelines to make sure the project costs are eligible for funding. If the project does not match any of the options listed below, leave this section blank to view all programs.

Advanced Technology - Including Biotechnology, Life Sciences, and Nanotechnology.

Community Services - Examples include Low Income Assistance projects and Emergency Responders programs.

Infrastructure / Site Development / Housing - Including Construction, Environmental Assessments and Clean-Up, Land and Building Acquisition.

Machinery and Equipment

Planning / Marketing - Encompasses a wide range of projects, including Consulting Services, Municipal Planning, Research and Development, and Tourism Promotion.

Workforce Development - Including Education and Job Training

Sort By
Show Single Application Programs First ▾



If no is selected, applicants will see this screen:

PA

Home Help Save Print Contact Us Logout

Program

Agency: Pennsylvania Department of Community and Economic Development
Applicant: Web Application #: [REDACTED]
Program: DCED

Red Diamond (◆) = Required Field.
Blue Diamond (◆) = Conditional Required Field.

Select Program
To search for programs based on your organization and/or project, click the Program Finder button below.

Program Name
Onroad Rebate

Sort By
Program Name

SEARCH PROGRAM FINDER

1 results. ([Edit Search](#))

Search Results
Below is an alphabetical listing of all programs matching the search criteria above. If you are eligible to apply, click the Apply link to select the program.

Driving PA Forward – Onroad Rebate Program
Pennsylvania Department of Environmental Protection

Up to five vehicles may be submitted per application.
This program provides rebates for Class 4-8 local freight trucks, drayage trucks, school buses, shuttle buses, and transit buses. Rebates vary based on vehicle type, fuel, type, and vehicle owner, though the final rebate amount is based upon actual project costs. Maximum rebates are determined by maximum dollar rebate per vehicle or engine, or percentage of total project costs, whichever is less. The application period is rolling and applications are reviewed on a first-come, first-served basis. Successful applicants are issued a one year (365-day) voucher, which can be redeemed for the approved rebate amount upon successful completion of the project and submittal of required documentation. This program is part of the Driving Pennsylvania Forward suite of financial incentive programs utilizing funds from the VW settlement to improve Pennsylvania's air quality.

Additional Information: [Guidelines](#)

2. **Program Requirements** (This page serves as a simple “Yes/No” screening tool to ensure the project meets basic eligibility criteria before proceeding with the application.)
- Question 1** – Select Yes or No. Projects must include 5 or fewer vehicles to be eligible.
 - Question 2** – Select Yes or No. Applicants must be purchasing, not leasing, new vehicles or engines to be eligible.
 - Question 3** – Select Yes or No. Re-applying to retain funds associated with a previously-issued Onroad Rebate voucher that expired within the last year. Insert expiration date of the original voucher
 - Question 4** – Insert Program Application Code provided by Onroad Rebate program administrator.
 - Click “Continue.”

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Program Requirements

Agency: Pennsylvania Department of Environmental Protection
Applicant: Web Application #: [REDACTED]
Program: Driving PA Forward – Onroad Rebate Program [Program Guidelines](#)

Red Diamond (◆) = Required Field.
Blue Diamond (◆) = Conditional Required Field.

REVIEW INFORMATION BELOW
• Before you can apply for Driving PA Forward – Onroad Rebate Program, you must complete the Pre-Application Requirements section below.

Requirements

1. Is the applicant requesting reimbursement for 5 or fewer vehicle(s)/engine(s) in this application? ◆
[Dropdown]

2. Will the applicant be purchasing, not leasing, the new vehicle(s)/engine(s)? ◆
[Dropdown]

3. Are you re-applying to retain funds associated with a previously issued Onroad Rebate voucher that expired over the past year? ◆
[Dropdown]

If so, please identify the expiration date of the original voucher.
[Text Field]

4. Please provide the Program Application Code ◆
[Text Field]

[Continue](#)

3. Applicant Information Tab

- a. If the “USE ACCOUNT INFORMATION” button appears, you can click on this to copy your registration information into the application. If it does not appear, you will need to enter the information manually.
- b. Applicant Entity Type – Select the option that most closely matches your organization. If additional options appear, select the most appropriate response.
- c. Applicant Name – Enter the organization’s legal name. If doing business under a different name, enter the “Doing Business As” name on the Program Addenda Tab.
- d. Incorporation/Registration – Indicate if the applicant is incorporated in PA and/or registered to do business, as applicable. Check yes or leave blank. Not all applicants are required to be registered or incorporated.
- e. NAICS Code – Use the dropdown menu to select the most appropriate option. You may need to go through several dropdown menus. Once complete, the NAICS code will auto-populate for you.
- f. FEIN/SSN – Enter the Federal Employer Identification Number (Federal Tax ID Number) for the organization. If the owner’s Social Security Number is used as the FEIN, enter it here. Enter FEIN as 9 digits, no dash.
- g. UEI Number – Not required for this rebate application.
- h. Top Official/Signing Authority – Enter the name of an authorized representative of the organization, who is the legal signatory for the applicant and has the authority to enter into a contract with the Commonwealth.
- i. Title – Enter the title of the person named as the top official/signing authority.
- j. SAP Vendor # - Enter the applicant’s SAP Vendor Number, if know. This is not required at the time of application but successful applicants that have not had previous contracts or grant agreements with the Commonwealth will be required to obtain a Vendor Identification Number through Vendor Data Management unit, [Vendor Registration \(pa.gov\)](http://pa.gov) (Non-Procurement Vendor Registration Link) and submit a Form W-9, Request for Taxpayer Identification number and certification. An applicant must have an SAP Vendor Number before an award will be made. Applicants may skip this item, but SAP Vendor Registration will be required for successful grantees.
- k. Contact Name – Enter the name of the primary contact for the project. This may be an employee or a contractor/consultant. This person will receive all communications from DEP relating to the application (or project, if approved). Ensure that you enter someone here that can act in this capacity.
- l. Contact Title – Enter the title of the primary contact.
- m. Phone and Fax – Enter the telephone number (including 4-digit extension, if applicable) and fax number for the primary contact.
- n. Email – Enter the email address for the primary contact. Contract documents will be sent and most project correspondence will take place electronically.
- o. Mailing Address, City, State and ZIP Code – Enter this information for the primary contact.
- p. Enterprise Type – Indicate the types of enterprises that describe the organization listed on this screen. You may select more than one. Select “Other” if none apply.
- q. Click “Continue.”

Applicant Information

To copy your Registration information into the application, click the "Use Account Information" button below.

USE ACCOUNT INFORMATION

Applicant Entity Type: Limited Liability Partnership Partnership ◆
 Government Non-Profit Corporation
 Sole Proprietorship Limited Liability Company
 S Corporation C Corporation

Applicant Name: ◆

NAICS Code: ◆

FEIN/SSN Number: ◆
*Please enter FEIN as 9 digits, no dash.

UEI Number: ◆

Top Official/Signing Authority: ◆
 Title: ◆

SAP Vendor #: ◆
(xxxxxx or xxxxxx-xxx)

Contact Name: ◆
 Contact Title: ◆

Phone: ◆ Ext.
(xxx-xxx-xxxx)

Fax:

E-mail: ◆

Mailing Address: ◆

City: ◆

State: ◆

Zip Code: ◆

Enterprise Type

Indicate the types of enterprises that describe the organization listed above. You may select more than one type. ◆

<input type="checkbox"/> Advanced Technology	<input type="checkbox"/> Agri-Processor	<input type="checkbox"/> Agri-Producer	<input type="checkbox"/> Authority	<input type="checkbox"/> Biotechnology / Life Sciences
<input type="checkbox"/> Business Financial Services	<input type="checkbox"/> Call Center	<input type="checkbox"/> Child Care Center	<input type="checkbox"/> Commercial	<input type="checkbox"/> Community Dev. Provider
<input type="checkbox"/> Computer & Clerical Operators	<input type="checkbox"/> Defense Related	<input type="checkbox"/> Economic Dev. Provider	<input type="checkbox"/> Educational Facility	<input type="checkbox"/> Emergency Responder
<input type="checkbox"/> Environment and Conservation	<input type="checkbox"/> Exempt Facility	<input type="checkbox"/> Export Manufacturing	<input type="checkbox"/> Export Service	<input type="checkbox"/> Food Processing
<input type="checkbox"/> Government	<input type="checkbox"/> Healthcare	<input type="checkbox"/> Hospitality	<input type="checkbox"/> Industrial	<input type="checkbox"/> Manufacturing
<input type="checkbox"/> Mining	<input type="checkbox"/> Other	<input type="checkbox"/> Professional Services	<input type="checkbox"/> Recycling	<input type="checkbox"/> Regional & National Headquarters
<input type="checkbox"/> Research & Development	<input type="checkbox"/> Retail	<input type="checkbox"/> Social Services Provider	<input type="checkbox"/> Tourism Promotion	<input type="checkbox"/> Warehouse & Terminal

[Continue](#)



4. Project Overview Tab – Information provided must match the information given in the original awarded application.

1. Project Name – This field will auto-populate
2. DEP Contact – Indicate if you have spoken to someone at DEP about this project and provide the name of the DEP contact.
3. Number of Site Locations – Indicate the number of site locations for the project.
4. All other information on this tab is optional and does not need to be filled out.
5. Click “Continue.”



Agency: Pennsylvania Department of Environmental Protection

Applicant:

Web Application #: [REDACTED]

Program: Driving PA Forward – Onroad Rebate Program [Program Guidelines](#)

Red Diamond (◆) = Required Field.

Blue Diamond (◆) = Conditional Required Field.

Project Overview

Project Name: ◆

Is this project related to another previously submitted project?

If yes, indicate previous project name:

Have you contacted anyone at DEP about your project?

If yes, indicate who:

Is your community certified through [Sustainable Pennsylvania?](#)

If yes, what level:

Bronze Silver Gold Platinum

Are you interested in applying for multiple funding sources for this project?

You are only permitted to apply for one program per application. By answering "Yes", you will be given the ability to apply for an additional program on the Certification page after this application has been submitted.

How many Site Locations are involved in the project?



[Continue](#)

5. Project Site Location – Information provided must match the information given in the original awarded application.

- a. Multiple sites – If you have more than one project site location, you will need to fill out this tab for each project site.
- b. Address – Enter the project site address. This should be the address from which the vehicle(s) operates. This may be the same as the applicant’s mailing address. P.O. Boxes are not acceptable.
- c. City, State, and ZIP Code – Enter this information.
- d. County – Select from the dropdown menu.
- e. Municipality – Select a municipality from dropdown menu.
- f. PA House and PA Senate – These fields will auto-populate when the municipality and county are selected.
- g. Designated areas – If the applicant is an Act 47 distressed municipality, select the Act 47 box here. Failure to select this box may result in the applicant only being eligible for the non-Act 47 government reimbursement rate for projects. A list of Act 47 Financially Distressed Communities can be found on the PA Department of Community and Economic Development website at [Act 47 Financial Distress - PA Department of Community & Economic Development](#). Other applicants may skip this question.
- h. Click “Continue.”

The screenshot shows the top navigation bar of the application. It includes a logo on the left, a menu with items: Home, Help, Save, Print, Contact Us, and Logout on the right. Below the navigation bar is a secondary menu with items: Program, Requirements, Applicant, Project Overview, Project Site, Narrative, Budget, Addenda, and Certification. The main content area displays: Agency: Pennsylvania Department of Environmental Protection; Applicant: (blank); Program: Driving PA Forward – Onroad Rebate Program; Program Guidelines; Web Application #: (redacted); and field indicators: Red Diamond (♦) = Required Field, Blue Diamond (◆) = Conditional Required Field.

Project Site Location(s)

To add Project Site Locations, please see the [Project Overview](#) section.

Site 1

Address:

City:

State: PA

Zip Code:

County: -- Select County -- ◆

Municipality: -- Select Municipality -- ◆

PA House: ◆

PA Senate: ◆

Designated Areas:

<input type="checkbox"/> Act 47 Distressed Community	<input type="checkbox"/> Brownfield
<input type="checkbox"/> Enterprise Zone	<input type="checkbox"/> Greenfield
<input type="checkbox"/> Keystone Innovation Zone	<input type="checkbox"/> Keystone Opportunity Zone
<input type="checkbox"/> Prime Agricultural Area	<input type="checkbox"/> Uses PA Port



[Continue](#)

6. Project Narrative Tab

- a. Project Summary – Provide a brief description of the originally funded vehicle replacement or repower project (including ESA ID number, and why you were unable to complete this project before the previous rebate voucher expired. Include a description of the original vehicle(s), the type(s) of project(s), the new vehicle(s) or engine(s) being proposed for purchase, and an estimate of the remaining time necessary to complete this project.
- b. Click “Continue”

Project Narrative

Adequate answers to the Project Narrative questions below are required. Uploaded attachments or mailed documents are no longer permitted in this section of the application. If a more detailed narrative is required for the Program selected, instructions will either be provided in the Addenda section or the Program Guidelines.

Project Summary ◆

Provide a brief description of the originally funded vehicle replacement or repower project (including ESA ID number), and why you were unable to complete this project before the previous rebate voucher expired. Include a description of the original vehicle(s), the type(s) of project(s), the new vehicle(s) or engine(s) being proposed for purchase, and an estimate of the remaining time necessary to complete this project.
 Character Count: 0/2000 characters.



[Continue](#)

7. Program Budget – Information provided must match the information given in the original awarded application.

- a. Budget Spreadsheet – Applicant should enter the same budget amounts used with the original application.
- b. Click “Continue”

Program Budget

Please see the [Help](#) section for details on how to complete the Program Budget.

Budget Spreadsheet ◆

The first column indicates the amount of funding you are requesting from DEP. After completing the budget, please complete the [Basis of Cost](#) tab. Included is a Budget Narrative where you can provide a more detailed description of specific line items.

Add funding source	Driving PA Forward – Onroad Rebate Program	Applicant Match Private	Total
DEP Driving PA Onroad Rebate Program Grant - Collapse	\$0.00	\$0.00	
Purchase Costs: Trucks & Buses Remove	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	\$0.00
Purchase Costs: ZEV charging/fueling equipment Remove	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	\$0.00
Installation Costs: Engine Repower Remove	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	\$0.00
Installation Costs: ZEV charging/fueling infrastructure Remove	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	\$0.00
Total	\$0.00	\$0.00	
		Budget Total:	\$0.00



[Continue](#)

c. Basis of Cost tab

- 1) Select the appropriate options that best identify how your project costs were established. Multiple options can be selected
- 2) The Budget Narrative section is not required to be filled out by the Applicant. This section has been automatically filled out by the system. Rather than inserting additional narrative into this section, any information regarding project costs, including the required project quotes/estimates, should be uploaded by the Applicant under the Supplemental Information Addenda tab (Question #19).

d. Click “Continue.”

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Program Requirements Applicant Project Overview Project Site Narrative Budget Addenda Certification

Agency: Pennsylvania Department of Environmental Protection
Applicant: Web Application #: [REDACTED]
Program: Driving PA Forward – Onroad Rebate Program [Program Guidelines](#)

Red Diamond (◆) = Required Field.
Blue Diamond (◆) = Conditional Required Field.

Program Budget

Please see the [Help](#) section for details on how to complete the Program Budget.

Spreadsheet **Basis of Cost**

Basis of Cost ◆
Provide the basis for calculating the costs that are identified in the Project Budget.

Appraisals Bids/Quotations
 Budget Justification Contractor Estimates
 Engineer Estimates Sales Agreements

Budget Narrative ◆
The narrative must specifically address each of the cost items identified in the Budget Spreadsheet.
Character Count: 159

This area does not need completed. Instead, any information regarding the project costs should be entered and uploaded on the Addenda tab of this application.

[Continue](#)

8. Program Addenda

- a. Re-applying– Answer “yes” if you are reapplying for a previously awarded project. Add the voucher number to the text box.
- b. Small Business Designation – Clicking “Yes” in this section indicates that the applicant organization has 100 or fewer full-time equivalent employees for the entire company, including all employees worldwide for parent companies, subsidiaries, branch offices, and businesses under management in common.
- c. Doing Business As – If an applicant is doing business under a name different than the entity’s legal name (‘Doing Business As, or DBA’), enter applicant’s ‘Doing Business As’ name. Include ‘Doing Business As’ documentation as an attachment to Question #21 on this tab if applicable.
- d. Organization Type – Select the applicant’s type of organization from the dropdown menu list of eligible applicants.
 - 1) If the applicant is a local, regional, or multi-state air quality or transportation organization, list the Pennsylvania member and
 - 2) The eligible entity(ies) with which the organization has partnered or for whom the organization is the managing projects.
- e. Project Duration – Identify the current expected project duration. List the start date and estimate the end date using the MM/DD/YYYY format.
- f. Project Type – Select the type of project from the dropdown menu.
- g. Current Vehicle/Engine Information
 - 1) Download and complete the Onroad Rebate Vehicle Information Form for all vehicles included in the application.
 - 2) The form requests information including, but not limited to, vehicle type, ownership, registration status, fuel type and fuel use for current and new vehicles.
- h. Operating Predominately in PA – Respond yes or no whether all vehicles proposed for replacement or repower are operated predominately in Pennsylvania (PA). Operating predominately in Pennsylvania means that more than 50 percent of a vehicle’s annual operating time or more than 50 percent of a vehicle’s annual mileage must occur within the boundaries of Pennsylvania.

- i. Physical Location or Base of Operations – Indicate whether the applicant has a physical location or base of operations located within the boundaries of Pennsylvania, from which the vehicle proposed for repower or replacement operates.
- j. Drayage Trucks Only – Drayage is defined as “a truck pickup from, delivery to, or operation within a seaport, border point, inland port, or intermodal terminal with both the trip origin and destination in the same local area (within 20 miles of the trip origin). Drayage trucks are trucks used for drayage, limited to hauling cargo to and from ports and intermodal rail yards. If the applicant is proposing to replace or repower a drayage truck(s), indicate whether the current and new vehicle(s) meet the program definition of a drayage truck.
- k. Electric Vehicle (EV) Infrastructure
 - 1) If the applicant is proposing a full electric repower or replacement project, the applicant should indicate if : a) the applicant is applying for funding for EV infrastructure, b) the applicant will fund associated EV infrastructure through a different funding source, or c) the applicant has existing EV infrastructure and no additional EV infrastructure is needed.
 - 2) For projects that involve developing infrastructure, state law requires that DEP consider local comprehensive plans and zoning ordinances in funding decisions. If EV infrastructure is proposed, indicate if the proposed project is consistent with county, municipal or multi-municipal comprehensive plans or zoning ordinances for the project location.
 - 3) Technical Feasibility – Indicate whether the applicant has received confirmation from a vendor or other qualified source that the installation of EV charging infrastructure is technologically feasible at the proposed location. If an applicant indicates yes to this question, and is awarded funding for EV infrastructure, and at some later time during the project period determines that this infrastructure development is not feasible, DEP reserves the right to modify a grant agreement to rescind the funding awarded for EV infrastructure development.
- l. Priority Areas – Identify if the project is located within the priority area. An area may be a priority area under several different designations identified below. Select ‘Yes’ if one or more of these designations apply and list all that apply in the text box. If none of the designations below apply, select ‘No’ for this question.
 - 1) Priority based on compliance status with federal air quality measures. Current nonattainment areas for ozone and fine particulate matter are included. This includes the following counties: Allegheny, Armstrong, Beaver, Berks, Bucks, Butler, Carbon, Chester, Delaware, Fayette, Lancaster, Lebanon, Lehigh, Montgomery, Northampton, Philadelphia, Washington, and Westmoreland. Select ‘Yes’ if the project is in one of these counties and list the county in the text box.
 - 2) Priority based on Environmental Justice (EJ) status. If the location of the project is in an Environmental Justice Area anywhere statewide, it is a priority area. More information on Environmental Justice or designated EJ Areas can be found at the following website: [PA Environmental Justice Areas](#). Select ‘Yes’ if the project location is in an EJ area and list the EJ area in the text box.
 - 3) Act 47 Municipalities – If the project location is an Act 47 municipality, select ‘Yes’ for this question and list the municipality in the text box. A list of Act 47 Distress Determinations can be found at the PA Department of Community and Economic Development Web site at [Act 47 Financial Distress - PA Department of Community & Economic Development](#).
 - 4) Traffic Density – If the project locations is in a high traffic density area, select ‘Yes’ for this question and write ‘High Traffic Density Location’ in the text box.
 - a) To determine whether the project location(s) is a high traffic density area by using the traffic density map found [here](#). Enter the project address next to the magnifying glass.
 - b) Project Location selected – If location is in color 1 (red) or 2 (orange) – select yes for high traffic density; any other color, select no for low traffic density.
 - c) Area of Operation selected – Area of operation must be sufficiently detailed in the project summary for reviewers to determine if it is applicable. If the project involves replacement or modification of a source that operates outside of a set location or a local area (i.e. long-haul Class 8 tractor, school buses), the applicant must determine whether the source operates predominately (greater than 50% of operating time) in areas of the traffic map shaded in color 1 (red) or color 2 (orange) (select Yes for high traffic density) or any other color (select No for high traffic density). Zoom in as closely as needed to the project location or area of operation to determine what color the area is shaded.
 - 5) Priority based on high pollution locations. If the project location is one of the following, it is a priority area: ports, rail yards, terminals, distribution centers, truck stops, or school bus depots or yards. Select ‘Yes’ if the project location is in a high pollution location and list the location type in the text box.
 - a) Ports – cities, towns, or other places alongside navigable water with facilities for the loading and unloading of cargo from ships; places from which aircraft operate that have paved runways and passenger and cargo terminals which include baggage-movement and passenger-transit operations ; and places where foreign goods are inspected by customs officers and allowed to pass into and out of a country.
 - b) Rail yards – places at which trains originate or terminate, or at which they are distributed or combined.
 - c) Terminals – freight or passenger stations at the end of carrier lines or that serve as junctions at any point with other lines, which have facilities for the handling of freight and passengers.
 - d) Distribution centers – facilities that perform consolidation, warehousing, packaging, decomposition and other functions linked with handling freight, often in proximity to major transport routes or terminals, and which generate large amounts of truck traffic.
 - e) Truck stops – places especially for truckers that are usually by a highway or interstate that include a parking area, fueling services and/or other facilities.
 - f) Construction sites – sites of ongoing large-scale commercial, industrial, or heavy civil construction.

- g) School bus depots/yards – parking areas and/or garages where school buses are stored and maintained, or where school buses queue.
- m. Normal Attrition Schedule – Provide a detailed description of the applicant organization’s normal attrition schedule, operating budget, maintenance and replacement plan or any other organizational plan that determines the replacement schedule for vehicles or equipment.
- n. Self-Certifications – These certifications apply to all vehicles proposed for replacement or repower in the application. Check the boxes next to the statement to self-certify that the statements are true for all vehicles.
- 1) I certify that the vehicle or engine proposed for replacement or repower in this project has have been in the applicant’s fleet and used for their intended purposes for at least one (1) year prior to the application date.
 - 2) I certify that:
 - all the Class 4-8 trucks, buses (except transit) or engines proposed for the replacement or repower in this project have at least three years of useful life remaining, in accordance with the attrition schedule described above; or
 - all the transit buses or engines proposed for replacement or repower in this project meet the useful life and project type eligibility requirements detailed in the program guidelines.
- o. Scraping Vehicle – Applicants will be required to scrap or render permanently inoperable the vehicle or engine proposed for replacement or repower in this application. Instructions for scrapping will be included with rebate vouchers but will require, at minimum, scrapping the existing vehicle in a way approved by DEP (such as cutting the frame and drilling a hole in the engine, or crushing/shredding the entire vehicle) and completing a Certificate of Destruction for each vehicle (form provided by DEP), including submitting the required pictures as evidence of scrapping. Failure to provide the required pictures may result in a rebate reimbursement request being rejected. Although it is not required to receive this rebate, DEP suggests applying for a scrapping title for the vehicle from the Pennsylvania Department of Transportation.
- p. Worker Protection and Investment Notice - Download the Worker Protection form by clicking the link. Complete the worksheet with your project-specific information including total project costs and selected vehicle type. The worksheet will then automatically calculate the appropriate rebate amount. Once completed, save the document to your computer, and click the “Browse” button to upload the completed worksheet. Once you click “Browse,” find the file and select it by double clicking. The filename will then appear in the “Upload Files” box under Question #17 with the options to View and Delete next to it.
- q. Environmental Justice (EJ) Area
- 1) Answer “Yes” or “No” if proposed project will be located or implemented in an EJ Area, as defined in the instructions, or will benefit a community located in an EJ area?
 - a) If you answer “Yes” describe the community and how the project will beneficially impact the environmental and/or public health of an underserved community.
 - 2) Answer “Yes” or “No” if your organization has a history of community involvement where the grant will be implemented.
 - 3) Answer “Yes” or “No” if this grant would facilitate working with an underserved population and/or organization to address local environment and/or public health issues.
 - a) If you answer “Yes,” describe how the grant would facilitate working with an underserved population and/or organization to address local environment and/or public health issues.
- r. Supplemental Information – Supplemental information is allowed but not required. Applicant should attach any supporting documentation here, including but not limited to: letters of financial commitment, letters of support, electric vehicle charging infrastructure cost estimates and quotes, and any other pertinent information suitable for review. There is no upload limit for supporting documentation, DEP may request additional information from an applicant during application review or during a project.
- s. Click “Continue.”



Agency: Pennsylvania Department of Environmental Protection

Applicant: ssss

Web Application #: [REDACTED]

Program: Driving PA Forward – Onroad Rebate Program [Program Guidelines](#)

Red Diamond (◆) = Required Field.

Blue Diamond (◆) = Conditional Required Field.

Addenda

Below are additional application requirements specific to the program you selected. If you are having problems completing the Addenda because your organization or project do not meet the requirements listed below, please try [changing your program](#).

1. Are you re-applying to retain funds associated with a previously- issued Onroad Rebate voucher that expired over the past year?

If so, please identify the expired voucher number (12-digits) below.

2. Small Business Designation

Is the applicant a business with fewer than 100 full-time equivalent employees?

3. Doing Business As or DBA

If you are doing business under a name different than the entity's legal name ('Doing Business As, or DBA'), please enter it here and attach your DBA documentation under 18 – Supplemental Information.

4. Organization Type

See [Program Guidelines](#) glossary for definitions of organization types. ◆

If Air Quality or Transportation Organization is selected, identify

a) the Pennsylvania-based member

b) the eligible entity(ies) it has partnered with or is managing project for

5. Project Duration

Identify the anticipated project start date and end date.

Start Date ◆

End Date ◆

6. Project Type

Select project type ◆

7. Current and New Vehicle/Engine Information

Download and complete the Onroad Rebate Vehicle Information Form. Once complete, upload the form below. ◆

[Download Onroad Rebate Vehicle Information Form.xlsx](#)

Upload Files

Use the control below to select your file. Each file can be no larger than 30MB.

File 1 No file chosen

8. Are all vehicles proposed for replacement or repower operated predominately in Pennsylvania? ◆

9. Do you have a physical location or base of operations located within the boundaries of Pennsylvania, from which the vehicle proposed for repower or replacement operates? ◆

10. Drayage Trucks Only

Drayage is defined as “a truck pickup from, delivery to, or operation within a seaport, border point, inland port, or intermodal terminal with both the trip origin and destination in the same local area (within 20 miles of the trip origin). Drayage trucks are trucks used for drayage, limited to hauling cargo to and from ports and intermodal rail yards.

a. Does the current vehicle(s) meet the program definitions of a drayage truck?

b. Will the new vehicle(s) meet the program definitions of a drayage truck?

11. Electric Vehicle Infrastructure

If the applicant is proposing a full electric repower or replacement, select the most appropriate option below.

- Applicant is applying for funding to build associated infrastructure in this application. Applicant will fund associated infrastructure through a different funding source. Applicant has existing associated infrastructure and no additional infrastructure is necessary.

If the applicant is requesting funding for electric vehicle infrastructure

a. Is the proposed project consistent with a county, municipal or multi-municipal comprehensive plan or zoning ordinance?

b. Has the applicant received confirmation from a vendor or other source that the installation of EV charging infrastructure is technologically feasible at the proposed location?

12. Priority Areas

Is the project located in a Priority Area as defined in the [Instructions](#)?

If yes, list the type of priority area (priority county, EJ area, Act 47 municipality, high traffic density area, or high pollution location type). List all that apply.

13. Normal Attrition Schedule ♦

Describe the methodology used by the organization to determine the useful life and replacement schedule (attrition schedule) for its diesel fleet. See [Instructions](#) for details on information required in this section. Upload any supporting documents under Question 18 – Supplemental Information.

Character Count: 0/3000 characters.

14. Select the boxes below to self-certify to the statements below.

- I certify that the vehicle or engine proposed for replacement or repower in this project have been in the applicant's fleet and used for their intended purposes for at least one (1) years prior to the application date. ♦
- I certify that ♦
 - a)all the Class 4-8 trucks, buses (except transit) or engines proposed for replacement or repower in this project have at least three years of useful life remaining, in accordance with the attrition schedule described above; or
 - b)all the transit buses or engines proposed for replacement or repower in this project meet the useful life and project type eligibility requirements detailed in the program guidelines.

15. Scrapping Vehicle

Does the applicant agree to scrap their current vehicle or engine in accordance with the [Instructions](#) ♦

16. Worker Protection and Investment Notice:

For any application request totaling \$10,000 or more, please review the attached [Worker Protection and Investment Notice](#) (relating to Executive Order 2021-06). If your request is for \$10,000 or more, you are required to complete and upload the attached [Worker Protection Form](#).

Upload Files
Use the control below to select your file. Each file can be no larger than 30MB.

File 1 No file chosen

17. Environmental Justice Area:

a. Will the proposed project be located or implemented in an Environmental Justice(EJ) Area, as defined in the Instructions, or benefit a community located in an EJ Area? ♦

If so, please describe the community and how the project will beneficially impact the environmental and/or public health of an underserved community.

Character Count: 0 characters.

b. Does your organization have a history of community involvement where the grant will be implemented? ♦

c. Would this grant facilitate working with an underserved population and/or organization to address local environmental and/or public health issues? ♦

If Yes for above question, please describe.

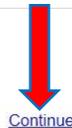
Character Count: 0 characters.

18. Supplemental Information

Applicant should attach any letters of financial commitment, letters of support or any other pertinent information suitable for review. See [Instructions](#) for other types of supporting documentation.

Upload Files
Use the control below to select your file. Each file can be no larger than 30MB.

File 1 No file chosen



9. Application Certification and Submission

- a. If there is any missing information in your application, your screen will look similar to the following example.
- b. Under the orange “Application Certification” heading it will state, “The following sections are incomplete. All required fields marked with a red diamond must be completed before you are able to submit this application.”
- c. To add/correct this information on your application, click on the section heading to return to the page.


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[Program](#) [Requirements](#) [Applicant](#) [Project Overview](#) [Project Site](#) [Narrative](#) [Budget](#) [Addenda](#) [Certification](#)

Agency: Pennsylvania Department of Environmental Protection
 Applicant: [REDACTED] Web Application #: [REDACTED]
 Program: Driving PA Forward – Onroad Rebate Program [Program Guidelines](#)

Red Diamond (♦) = Required Field.
 Blue Diamond (◆) = Conditional Required Field.

Application Certification

The following sections are incomplete.

- All required fields marked with a red diamond (♦) must be completed before you are able to submit this application.
- All conditional fields marked with a blue diamond (◆) may be required to be completed before you are able to submit this application.

Applicant

- Entity Type is required.

Basis of Cost

- Cost Basis is required.

Addenda

- Priority Areas Locations is required.

Your application is automatically saved as you work. Feel free to exit this application and return at a later time.

d. Once all required information is complete, you will see the following screen:


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[Program](#) [Requirements](#) [Applicant](#) [Project Overview](#) [Project Site](#) [Narrative](#) [Budget](#) [Addenda](#) [Certification](#)

Agency: Pennsylvania Department of Environmental Protection
 Applicant: [REDACTED] Web Application #: [REDACTED]
 Program: Driving PA Forward – Onroad Rebate Program [Program Guidelines](#)

Red Diamond (♦) = Required Field.
 Blue Diamond (◆) = Conditional Required Field.

Application Certification

All of the required sections of the web application have been completed. If you have reviewed the application, you may submit it for processing. **After submitting, you will no longer be able to make changes.**

Electronic Signature Agreement:

By checking this box and typing your name in the below textbox, I hereby certify that all information contained in the single application and supporting materials submitted via the Internet and its attachments are true and correct and accurately represent the status and economic condition of the Applicant, and I also certify that, if applying on behalf of the applicant, I have verified with an authorized representative of the Applicant that such information is true and correct and accurately represents the status and economic condition of the Applicant. I also understand that if I knowingly make a false statement or overvalue a security to obtain a grant and/or loan from the Commonwealth of Pennsylvania, I may be subject to criminal prosecution in accordance with 18 Pa.C.S. § 4904 (relating to unsworn falsification to authorities) and 31 U.S.C. §§ 3729 and 3802 (relating to false claims and statements).

- I am the applicant.
- I am an authorized representative of the company, organization or local government.
- I am a "Certified" Partner representative.

Type Name Here:

Electronic Attachment Agreement:

Along with the web application, if you have been requested or need to send any documentation to DEP please print and send a copy of your E-Signature and mail it to DEP along with any paper supporting documents. You will be given an opportunity to print the signature page along with a copy of the application immediately after you submit.

- e. Check the box under the Electronic Signature Agreement certification, click the appropriate option and type your name in the space provided to complete the electronic signature process.
- f. Check the box for the Electronic Attachment Agreement. You will not be able to submit your application without checking this box. Please note that DEP does not require any printed documents for this application and will not request any

documentation be mailed to DEP.

- g. Select "Submit Application."
- h. If your application has been submitted successfully, you will see this page. Make sure to note the Single Application ID# (ESA ID). All future correspondence from DEP will reference this number.
- i. **Please note: even though this page indicates that the signature page along with any other paper supporting documents can be mailed to DEP, this rebate program does NOT require and will accept paper documents, and your electronic signature on the previous page is the only signature needed to apply.**

Logout

[Home](#) [Help](#) [Print](#) [Contact Us](#)

[Program](#) [Addenda](#) [Certification](#)

Agency: Pennsylvania Department of Environmental Protection

Applicant: [REDACTED] **Web Application #:** [REDACTED]

Program: Driving PA Forward – Onroad Rebate Program [Program Guidelines](#)

Red Diamond (◆) = Required Field.
Blue Diamond (◆) = Conditional Required Field.

Application Certification

Single Application ID #: 202304274795

The web application has been successfully submitted for processing.

I hereby certify that all information contained in the single application and supporting materials submitted via the Internet, Single Application # 202304274795 and its attachments are true and correct and accurately represent the status and economic condition of the Applicant, and I also certify that, if applying on behalf of the applicant, I have verified with an authorized representative of the Applicant that such information is true and correct and accurately represents the status and economic condition of the Applicant. I also understand that if I knowingly make a false statement or overvalue a security to obtain a grant and/or loan from the Commonwealth of Pennsylvania, I may be subject to criminal prosecution in accordance with 18 Pa.C.S. § 4904 (relating to unsworn falsification to authorities) and 31 U.S.C. §§ 3729 and 3802 (relating to false claims and statements).

The signature page may also be printed now. You may also print submitted applications from the Home page. Click the link labeled "Submitted Applications" in the top toolbar.

[Print Signature Page only](#)

[Print Entire Application with Signature Page](#)

The signature page along with any paper supporting documents can be mailed to the following address:

Pennsylvania Department of Environmental Protection
DEP Grants Center
P.O. Box 8776
Harrisburg, PA 17105-8776