

PENNSYLVANIA STATE CLEAN DIESEL GRANT PROGRAM APPLICATION INSTRUCTIONS

A DRIVING PA FORWARD FUNDING PROGRAM

The instructions on the following pages describe the information required to complete the application. The information **MUST** be complete. Incomplete or inadequate applications will not be evaluated for or receive funding. Do not submit separate attachments other than those specifically called for in the instructions. The Commonwealth reserves the right to reject any and all applications received as a result of this request.

APPLICATION INSTRUCTIONS

The Pennsylvania State Clean Diesel Grant 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. This change allows DEP to expedite the review process. 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 Internet Explorer.
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 call the DCED Customer Service Center at 1-800-379-7448. They are open 8:30 am-5:00 pm EST Monday thru Friday.

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>.

A. Registration and Login

1. You will need to take one of three options on this page: register, migrate your account, or log in.
2. If you have never previously applied for any Commonwealth of Pennsylvania funding program, click one of the “REGISTRATION” links.

The screenshot shows the PA Keystone Login website interface. At the top left is the PA logo. Below it are links for 'Help' and 'Contact Us'. The main content is divided into two columns. The left column is titled 'General Facts:' and contains a bulleted list of instructions for creating a new account, migrating an existing account, and using Keystone Login services. The right column is titled 'Login' and includes a 'What's New?' section with a link to 'Help', a 'Username' input field, a 'Password' input field, and a 'LOGIN' button. Below the login fields are links for 'Registration', 'Forgot Password', and 'Learn more about Keystone Login'. At the bottom of the left column, there is a 'Walkthroughs' section with links for 'Application Walkthrough' and 'Condensed Application Walkthrough'.

3. If you select “REGISTRATION,” you will be taken to the Keystone Login page, shown below. Complete all the required fields (denoted with a red diamond).
 - a. Personal Information – Enter the applicant’s first name, last name, and date of birth.
 - b. Contact Information (Optional) – Enter an email address and mobile telephone number.
 - c. Login Information – Enter a username and password that is compliant with the requirements listed. Remember the username and password you have chosen. You will need this later for your grant documents.
 - d. Security Questions/Answers – Select and answer three security questions. These protect the identity of account.
 - i. Security answer is case sensitive.
 - ii. Information is used by Customer Service Center to verify user and reset password.

Home Log In Register Help



Register

Personal Information:

First Name *

Last Name *

Date Of Birth *

Contact Information:

Email

Mobile Phone Number

Login Information:

Username *

Password *

Confirm Password *

The username should between 6 and 20 characters and should not contains any spaces.

The password must pass these rules:

- Must be between 12 to 128 characters in length.
- Do not include any of your username, your first name, or your last name.

The password must pass 3 out of 4 of these rules:

- One uppercase letter.
- One lowercase letter.
- One numeric number.
- One non-character (such as !, #, %, ^, etc).

Password Strength: Invalid

Security Questions:

Security Question 1 *

Security Answer 1 *

Security Question 2 *

Security Answer 2 *

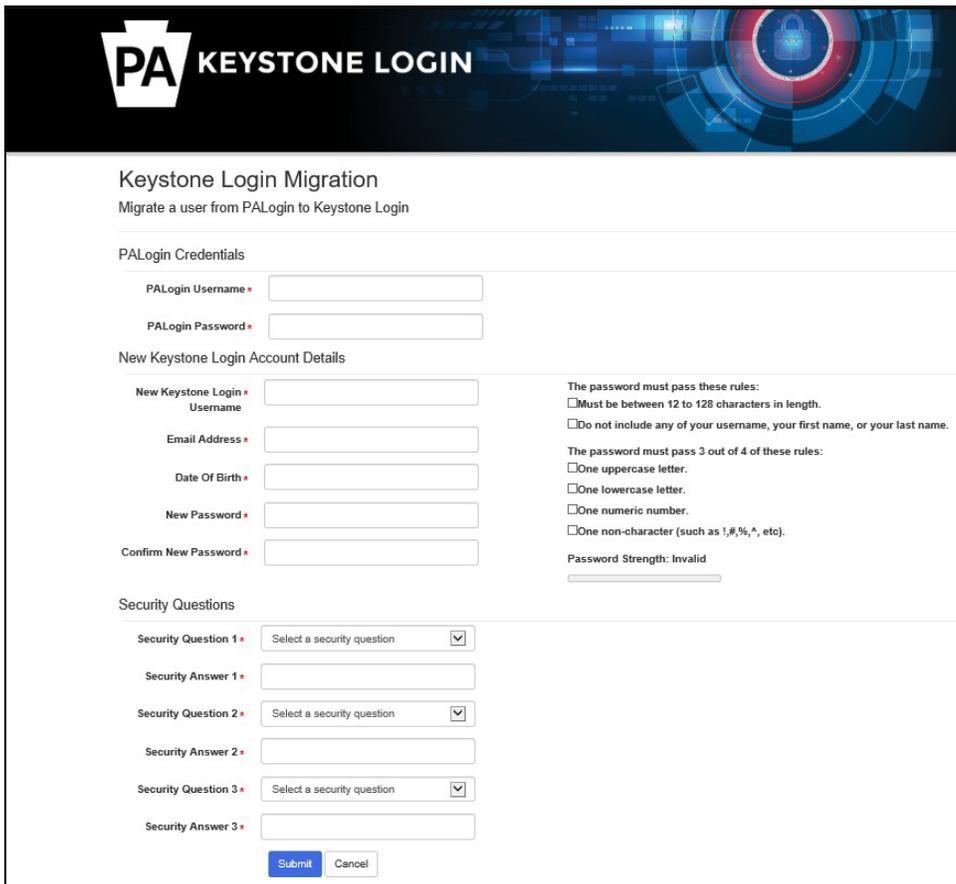
Security Question 3 *

Security Answer 3 *

- 4. If you have previously applied for a Commonwealth of Pennsylvania funding program through the PA Login system, you will need to migrate your account to the Keystone Login.
 - a. Click on the "MIGRATE ACCOUNT" link next to Account Migration. You will see the screen below.
 - b. Select "I have not logged into Keystone Login before" if you have not previously migrated your account.



- c. The Keystone Login Migration page will open.
- d. Enter your current PA Login username and password.
- e. Then enter new Keystone Login credential information including: new username, new password, email address, and date of birth. You will also need to select and answer three new security questions.



5. If you have previously migrated your PA Login account to Keystone Login, no additional steps are needed. Use your Keystone Login credentials to sign in on the right side of the screen.

PA

Help Contact Us

General Facts:

- Create a New Keystone Login Account – [Registration](#)
 - 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.
 - Account Migration - [Migrate Account](#)
 - If you would like to migrate your exiting PA Login account(s) to a new Keystone Login account, this must be done from the [Keystone Login Website](#)
 - If you have multiple PA Login accounts, and you wish to continue to use them, each account will need to be migrated to Keystone Login account.
 - 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](#)

Walkthroughs

[Application Walkthrough](#) (For most of the program applications)

[Condensed Application Walkthrough](#) (For specific program applications that do not require a project narrative)

Login

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

Username

Password

[LOGIN](#)

Powered by

PA KEYSTONE LOGIN

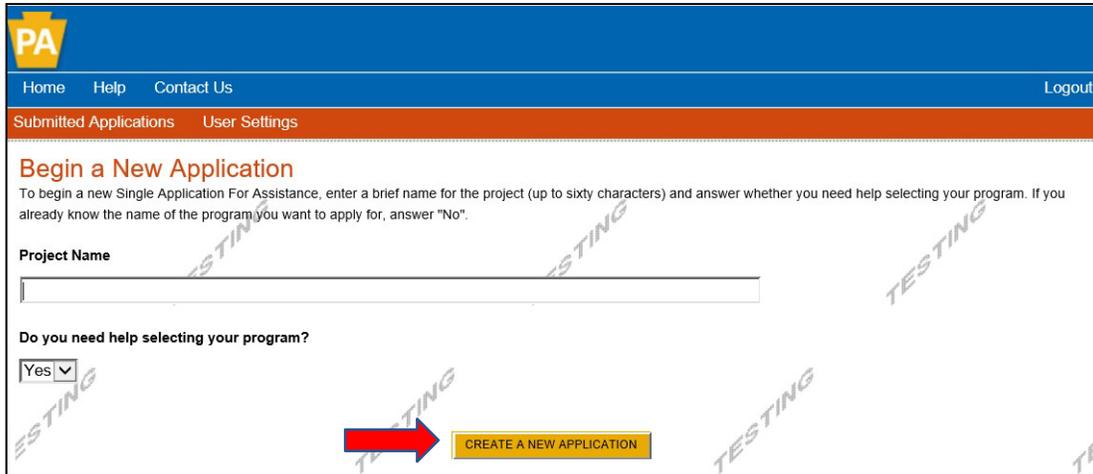
[Registration](#)

[Forgot Password](#)

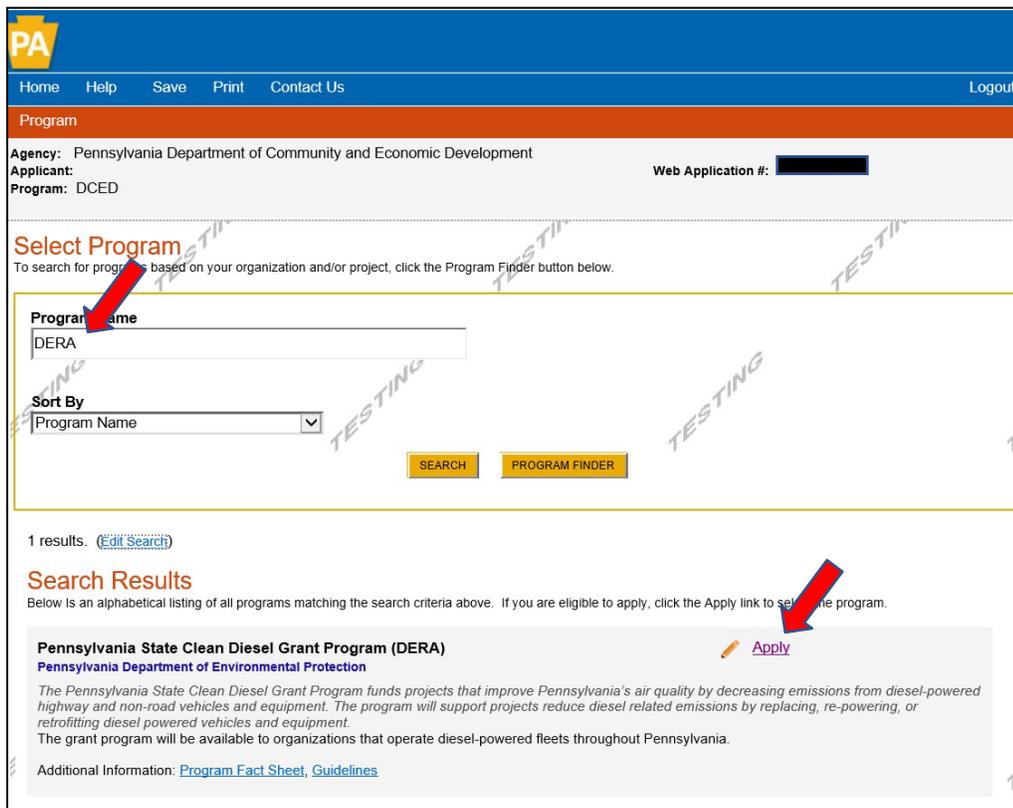
[Learn more about Keystone Login](#)

B. Begin a New Application

1. Project Name – Assign your project a descriptive title of 10 or fewer words. Use this title for all correspondence regarding this project.
2. Do you need help selecting your program?
 - a. 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.



- b. If you select “No”, click on “CREATE A NEW APPLICATION.” In the blank space for Program Name, enter “DERA” and hit Search. Search results will appear at the bottom of the page.
- c. When the search results appear, select “Apply” next to the Pennsylvania State Clean Diesel Grant Program.



C. Applicant Information Tab

- 1. 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.
- 2. Applicant Entity Type – Select the option that most closely matches your organization.
- 3. Applicant Name – Enter the organization’s legal name. If doing business under a different name, enter the “Doing Business As (DBA) Name” on the Program Addenda Tab.

4. Incorporation/Registration – Indicate if the applicant is incorporated in PA and/or registered to do business in PA, as applicable. Check yes or leave blank. Not all applicants are required to be registered or incorporated.
5. 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.
6. PA Revenue Tax Box# – If your organization does NOT collect sales tax, enter your Pennsylvania Revenue Tax number here.
7. 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.
8. DUNS Number – Enter the organization's Data Universal Numbering System (DUNS) number. If the applicant does not currently have a DUNS Number, a DUNS number may be obtained from Dun and Bradstreet, Inc. by telephone (866-705-5711) or online (<http://fedgov.dnb.com/webform/index.jsp>). An applicant must have a DUNS number before an award will be made.
9. CEO – 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.
10. CEO Title – Enter the title of the person identified as the CEO.
11. SAP Vendor # – Enter applicant's SAP Vendor Number. Applicants that have not had previous contracts or grant agreements with the Commonwealth will be required to obtain a Vendor Identification Number through the Vendor Data Management Unit, <http://www.vendorregistration.state.pa.us/cvmu/paper/default.aspx> (Non- Procurement Vendor Site 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.
12. 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.
13. Contact Title – Enter the title of the primary contact.
14. Phone and Fax – Enter the telephone number and facsimile (fax) number (if applicable) for the primary contact.
15. Email – Enter the email address of the primary contact.
16. Mailing Address, City, State, and ZIP Code – Enter this information for the primary contact.
17. 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.
18. Click "Continue."

Home Help Save Print Contact Us Logout

Program Applicant Project Overview Project Site Narrative Budget Addenda Certification

Agency: Pennsylvania Department of Environmental Protection
 Applicant:
 Program: Pennsylvania State Clean Diesel Grant Program (DERA) Web Application #:
 Program Fact Sheet Program Guidelines

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.
 DUNS Number:
 CEO:
 CEO Title:
 SAP Vendor #:
 (xxxxxxxx or xxxxxxxx-xxxx)
 Contact Name:
 Contact Title:
 Phone:
 (xxx-xxx-xxxx) Ext.
 Fax:
 E-mail:
 Mailing Address:
 City:
 State: PA
 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](#)

D. Project Overview Tab

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."

Home Help Save Print Contact Us Logout

Program Applicant Project Overview Project Site Narrative Budget Addenda Certification

Agency: Pennsylvania Department of Environmental Protection
 Applicant: Web Application # [REDACTED]
 Program: Pennsylvania State Clean Diesel Grant Program (DERA)
[Program Fact Sheet](#) [Program Guidelines](#)

Project Overview

Project Name: x

Is this project related to another previously submitted project?
 No Yes

If yes, indicate previous project name:

Have you contacted anyone at DEP about your project?
 No Yes

If yes, indicate who:

Is your community certified through [Sustainable Pennsylvania](#)?
 No Yes

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.
 No Yes

How many Site Locations are involved in the project?

[Continue](#)

E. Project Site Location(s)

1. If you have more than one project site location, you will need to fill out this tab for each project site. You must enter a specific address for the primary and any additional locations. Do not mark the project 'county-wide.' If multiple site locations are entered, each location will be scored during the review process for location-based criteria such as priority areas, Environmental Justice areas, etc., and the final score will be based on the average score for all locations listed.
2. Address – Enter the project site address. This may be the same as the applicant’s mailing address. P.O. Boxes are not acceptable.
3. City, State, and ZIP Code – Enter this information.
4. County – Select from the dropdown menu.
5. Municipality – Select a municipality or county-wide from dropdown menu.
6. PA House, PA Senate, and US House – These fields will auto-populate when the municipality and county are selected. If your municipality has more than one representative or senator, you may need to make a further selection to identify the correct person. If you are unsure who your representative or senator is, you can use your address to check at: <https://www.legis.state.pa.us/cfdocs/legis/home/findyourlegislator/>.
7. Designated areas – Select all that apply. For the purposes of this grant, the following definitions apply:
 - a. Act 47 Distressed Community – Approved distressed municipality under Act 47, Financially Distressed Municipalities Act of 1987. A list of Act 47 Distress Determinations can be found on the PA Department of Community and Economic Development website at <https://dced.pa.gov/local-government/act-47-financial-distress/>.
8. Click "Continue."



Home Help Save Print Contact Us Logout

Program Applicant Project Overview Project Site Narrative Budget Addenda Certification

Agency: Pennsylvania Department of Environmental Protection
Applicant: Web Application #: [REDACTED]
Program: Pennsylvania State Clean Diesel Grant Program (DERA)
[Program Fact Sheet](#) [Program Guidelines](#)

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:

US House:

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](#)

F. Project Narrative Tab –

1. Fill in the following information.
2. Organization and General Fleet Description – Provide a description of the applicant organization, including but not limited to the type of organization and what the organization does. Additionally, provide a general description of the organization’s diesel fleet including what type of engines, equipment, and/or vehicles are part of the fleet, how many are in the fleet and what type of tasks are performed by the fleet. This is meant to be a general description of the applicant’s whole diesel fleet. Specific detailed information about the vehicles or engines proposed for retrofit, replacement or upgrade will be required in the Applicant Fleet Description form on the Addenda tab. For projects subject to useful life limitations, such as replacements, applicants must complete the Normal Attrition Schedule question on the Addenda tab. Description must be a minimum of 100 characters and a maximum of 5,000 characters.
3. Proposed Project Summary and Work Plan with Schedule –
 - a. Provide a summary of the proposed project, including:
 - i. what type of project it is (exhaust controls, vehicle replacement, etc.);
 - ii. the goals and objectives of the project (i.e. to reduce emissions, improve employee health etc.);
 - iii. the project’s sustainability (how long the applicant will operate the new vehicle or equipment selected for the proposed project);
 - iv. if and how the applicant will promote or share information about the technology utilized in the proposed project within or outside of the applicant’s organization; and
 - v. the future goals of the applicant relating to emission reductions from their fleet.
 - vi. If the project is in a ‘high pollution area’, details describing the area should be included here.
 - vii. Applicants should describe why the project is needed and why the grant is needed to complete the project.
 - b. Applicants should also provide a preliminary summary of their plan to complete the proposed project (work plan) in this section, including identifying each significant sub-task, a schedule for task completion and identification of parties responsible for accomplishing each task, including identifying any other organizations that will help to complete the project and specify the nature of their participation. A final, detailed work plan will be included in the grant agreement for successful applicants. Tasks include, but are not limited to, board (or other types) approvals, contract bids and awards, purchases, deliveries, and scrappage activities. A work plan schedule template is available as an example in the electronic application. Applicants who wish to use the template should complete and save it, and upload it as supporting documentation. Indicate in this text box if a schedule has been uploaded.
 - c. Applications for projects which include locomotives, marine engines and/or stationary engines must provide DEP a clear and concise justification for why/how the proposed emission reduction are not subject to the Restriction for Mandated Measures. See Section III.F. Additional Funding Restrictions in the program guidelines for more information. This information can be included here or as an attachment under Question 21 on the Addenda Tab.
 - d. Description must be a minimum of 100 characters and a maximum of 7,500 characters.
4. Click “Continue.”

Home Help Save Print Contact Us Logout

Program Applicant Project Overview Project Site Narrative Budget Addenda Certification

Agency: Pennsylvania Department of Environmental Protection
 Applicant: Pennsylvania State Clean Diesel Grant Program (DERA) Web Application #: [REDACTED]
[Program Fact Sheet](#) [Program Guidelines](#)

Project Narrative

Adequate answers to the Project Narrative questions below are required; a minimum of 100 characters has been established for each answer. 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 Program Addenda section or the Program Guidelines.

Organization and General Fleet Description ♦
 Provide a description of the applicant organization, including but not limited to the type of organization and what the organization does. Provide a general description of the organization's diesel fleet. See [Instructions](#) for information required in this section.
 Character Count: 0/5000 characters

Proposed Project Summary and Work Plan with Schedule ♦
 Provide a summary of the proposed project, including why the project is needed and why the grant is needed to complete the project, as well as a description of the 'high pollution area' if applicable. Provide a preliminary work plan, including all expected tasks or sub-tasks, the party responsible for completing the tasks, and a schedule for completion of the tasks. Click here for a sample schedule. See [Instructions](#) for information required in this section.
 Character Count: 0/7500 characters

[Continue](#)

G. Program Budget

1. Complete the Budget Spreadsheet. Below are descriptions of each category of the Budget Spreadsheet Table. A detailed budget, using the same categories below, will be required for any successful grantee.
 - a. In the first column, enter the amount of funding you are requesting from DEP in the appropriate categories. The total for this column should be the total reimbursement you are requesting from DEP.
 - b. In the second column, enter your match.
 - c. The third column will total for you.
2. Contractual Category: List the total estimated contractor costs. In some cases, a grantee may use a contractor to perform some or all the grant work. Although the contractor selection process is determined by the grantee, DEP encourages grantees to use contractors in the most cost-effective and efficient manner possible. Contractual/consultant services are those services to be carried out by an individual or organization, other than the applicant, in the form of a procurement relationship. Contractual costs may include:
 - a. Salaries for direct work on the project when such services are not available from volunteers or regular applicant's staff;
 - b. Expenses for materials directly attributable to the project, i.e., materials that are incorporated into the project and left or expended on site (e.g., hazardous waste disposal fees); and
 - c. Expenses for rental fees for equipment directly attributable to the project and where not left on site.
 - d. Contractor travel is not an eligible expense for this grant program. In addition, contractor administrative charges shall not exceed those allowable for the grantee.

- e. Please remember that all contractors are required to be cleared for outstanding obligations to the State, prior to their beginning work on the project.
 - f. Once awarded funding, grantees must refer the name, work function, address and EIN information for any contractors planned to be used to complete the project, to their project advisor in order to get this clearance.
3. Equipment: Identify the total estimated equipment costs. Equipment includes each item to be purchased directly by the applicant, including vehicles and engines. Equipment also includes accessories necessary to make the equipment operational. Equipment does not include: (1) equipment planned to be leased/rented, including lease/purchase agreement; or (2) equipment service or maintenance contracts. These types of costs are not eligible for reimbursement.
4. Match Requirements: Match can be met with cash, in-kind goods and services or some combination of the two. Successful grantees should be certain to identify and document all match contributions with the submittal of the Statement of Expenditures (invoice and reimbursement request). Match must be expended during the grant Period of Performance. Funds expended prior to the grant Period of Performance are not eligible, unless otherwise stated in a grant agreement. Costs claimed as match can be paid for with other sources of grants, from the organization's normal operating budget, or out of fundraising specific to the project. Note: Federal grant money cannot be used as matching funds for the PA State Clean Diesel Grant Program.
- a. Cash Match: Examples of documentation include, but are not limited to:
 - i. Copy of check from donor.
 - ii. Letter of commitment from donor.
 - b. Non-Cash Match: Charges allowed for match:
 - i. Value of volunteers' donated time, including time to travel to work sites. Dollar values may be obtained at www.independentsector.org. Search for Value of Volunteer Time. Scroll down to state table.
 - ii. Rate related to nature of work, not to volunteers' usual charge rate. For example, manual labor would be calculated at prevailing rate for manual labor and donated professional engineer's time would be calculated at the prevailing rate for engineers.
 - iii. Administrative costs.
 - c. Charges not allowed for match or for reimbursement:
 - i. Any costs associated with lobbying, alcohol, or allowance for bad debts.
 - ii. Additional funds that were provided by DEP under another program.
 - iii. Contract contingency costs and other rate factors that do not reflect actual expenses.
 - iv. Costs associated with legal action against the Commonwealth.
 - v. Costs associated with illegal activities or substances.
 - vi. Costs associated with goods or services for personal use of Board members, officers or others.
5. Basis of Cost tab – Select the appropriate option for the basis of the funding request under Basis of Cost. Multiple options can be selected.
- a. In the Budget Narrative section, provide a brief description of what is being funded under each category of the budget summary chart. Applicants should also enter a description here of the costs for electric infrastructure, if applicable. Detailed budget information will be required in the grant agreement for successful applicants.
 - b. Additionally, applicants should identify all known contractors for the proposed project, providing company name, phone number, and address.
 - i. Although the contractor selection process is determined by the applicant, DEP encourages applicants to use contractors in the most cost-effective and efficient manner possible.
 - ii. Contractual/consultant services are those services to be carried out by an individual or organization, other than the applicant, in the form of a procurement relationship.
 - iii. Please remember that all contractors are required to be cleared for outstanding obligations to the State, prior to their beginning work on the project.
 - iv. Once awarded funding, grantees must refer the name, work function, address and EIN information for any contractors planned to be used to complete the project, to their project advisor in order to get this clearance.
6. Click "Continue."

Home Help Save Print Contact Us
Logout

Program Applicant Project Overview Project Site Narrative Budget Addenda Certification

Agency: Pennsylvania Department of Environmental Protection
 Applicant: Web Application #: ██████████
 Program: Pennsylvania State Clean Diesel Grant Program (DERA)
[Program Fact Sheet](#) [Program Guidelines](#)

Program Budget

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

Spreadsheet
Basis of Cost

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	Pennsylvania State Clean Diesel Grant Program (DERA)	Applicant Match Private	Total
Pennsylvania State Clean Diesel Grant Program (DERA) - Collapse	\$0.00	\$0.00	
Contractual Remove	\$0.00	\$0.00	\$0.00
Equipment Remove	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00
		Budget Total:	\$0.00

[Continue](#)

Home Help Save Print Contact Us
Logout

Program Applicant Project Overview Project Site Narrative Budget Addenda Certification

Agency: Pennsylvania Department of Environmental Protection
 Applicant: Web Application #: ██████████
 Program: Pennsylvania State Clean Diesel Grant Program (DERA)
[Program Fact Sheet](#) [Program Guidelines](#)

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

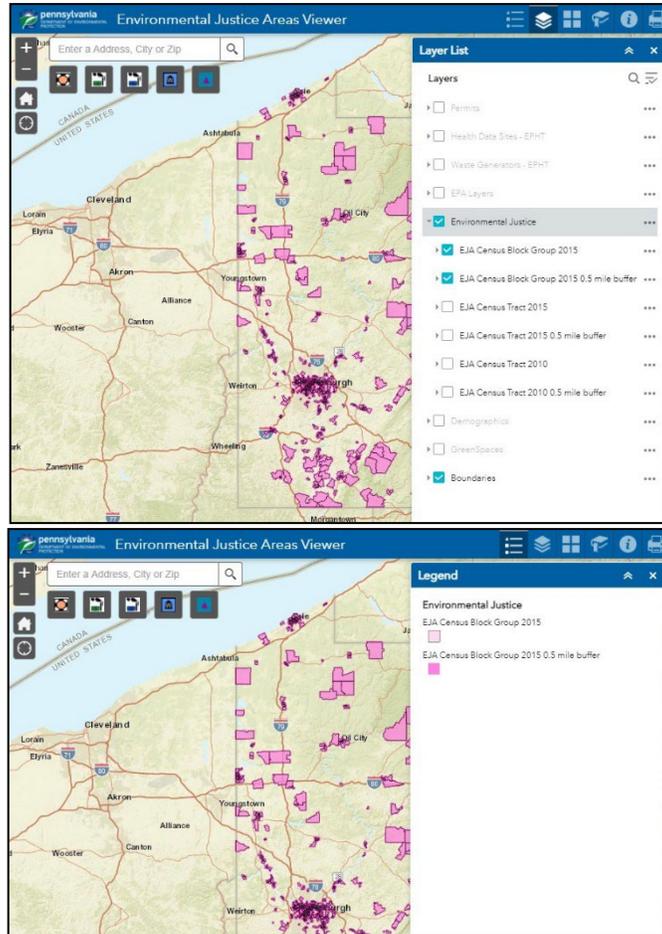
Budget Narrative ♦

The narrative must specifically address each of the cost items identified in the Budget Spreadsheet.
 Character Count: 0/2000

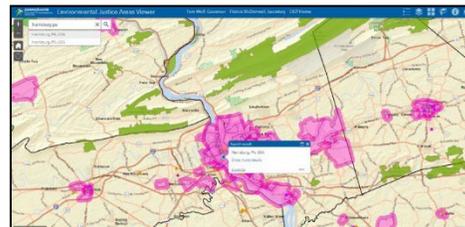
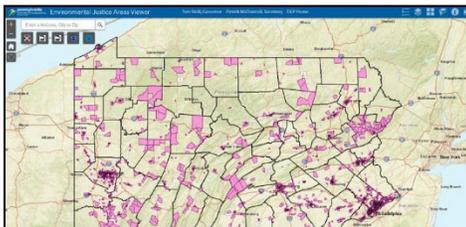
[Continue](#)

H. Program Addenda

1. 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.
2. 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.
3. Organization Type – Select the applicant’s type of organization from the dropdown menu list of eligible applicants.
 - a. Air Quality or Transportation Organization Applicant Information – If the applicant is a local, regional, or multi-state air quality or transportation organization, list the Pennsylvania-based member and the eligible entity(ies) with which the organization has partnered or for whom the organization is managing projects.
4. Project Duration – Identify the project duration. Estimate the start date and the end date using the MM/DD/YYYY format. The projects must be completed by September 30, 2022. Extensions, other than no-cost time extensions, are not possible; no-cost time extension requests will be evaluated on a case-by-case basis by DEP. Without extensions, the project period will be approximately 6 months.
5. Project Type – Select the applicable project type. If more than one project type is proposed, select all that apply and provide details in the Proposed Project Summary and Work Plan narrative on the Project Narrative tab. See Section III.D. Eligible Projects of the program guidelines for details and descriptions of eligible projects. See Section IV. Cost Share and Scrappage Requirements of the program guidelines for what DEP will reimburse for each project type. If the applicant has any questions about the eligibility of a proposed project, the applicant should contact the program administrator prior to submitting an application.
6. Vehicle Registrations and Operation – Select the applicable options. Eligible on-road vehicles must be registered (full or apportioned) and operated predominately in Pennsylvania. Apportioned registration applies to primarily Class 7 and 8 vehicles registered in multiple states under the International Registration Plan. Operating predominately in Pennsylvania means that greater-than 50 percent of a vehicle’s annual operating time or greater-than 50 percent of a vehicle’s annual mileage must occur within the boundaries of Pennsylvania. Applications for projects involving nonroad engines, vehicles, or equipment are not required to be registered but must still operate predominately in Pennsylvania, based on hours of operation.
7. 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 vehicles proposed for repower or replacement operate.
8. Facility or Infrastructure Project –Some proposed projects will require developing facilities or infrastructure for the project to be successful. For projects that involve developing facilities and infrastructure, state law requires that DEP consider local comprehensive plans and zoning ordinances in funding decisions. Indicate if facilities or infrastructure developments or improvements are needed for this project. If yes, identify if the proposed project is consistent with county, municipal or multi-municipal comprehensive plans or zoning ordinances for the project location. **Note: PA State Clean Diesel Grant funds cannot be used for facility or infrastructure projects.** The electric infrastructure referred to in Section IV of the program guidelines relating to cost share requirements only includes the ‘on-vehicle’ technology required to enable the vehicle, engine, or equipment to utilize the electric power source.
9. Environmental Justice (EJ) – Information on Environmental Justice or designated EJ Areas can be found at the following website: <http://www.dep.pa.gov/publicparticipation/officeofenvironmentaljustice/pages/default.aspx>.
 - a. To determine if the project is located in an EJ Area, click [here](#) to open the Environmental Justice Areas Viewer. For general information on using the eMapPA system, click [here](#).
 - b. In the Environmental Justice Viewer:
 - i. Click on the Layer List tab and open the Environmental Justice layer list. Select EJA Census Block Group 2015 and EJA Census Block Group 2015 0.5-mile buffer and close the menu.



- ii. Enter the project site address(es) in the box in the top left and hit enter or the magnifying glass.
- c. If the project site(s) is completely within the light or dark pink shading, select yes for this question. If there is more than one project site, identify which are located within EJ areas in the project summary. If the applicant selects yes for this question, DEP will verify the EJ status of the project location.



- 10. **Priority Areas** – Identify if the project is in a priority area. A priority area is an area: in nonattainment or maintenance of national ambient air quality standards for Ozone and/or PM_{2.5}; with toxic air pollutant concerns as identified from the National Air Toxics Assessment data; designated as Federal Class I areas; and/or accepted to participate in EPA’s Ozone Advance or PM Advance Programs. The priority area list is updated periodically, usually on an annual basis.
 - a. Current priority areas include the following counties: Allegheny, Armstrong, Beaver, Berks, Bucks, Butler, Cambria, Carbon, Chester, Cumberland, Dauphin, Delaware, Fayette, Greene, Indiana, Lancaster, Lawrence, Lebanon, Lehigh, Montgomery, Northampton, Philadelphia, Washington, Westmoreland, and York.
- 11. **High Pollution Areas** – Identify if the project is in a High-Pollution Area. The following are considered High-Pollution Areas:

- 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. If the applicant indicates that the project is in a high pollution area, the applicant must also include a description of the project location, specifically identifying it as one of these types of areas, in the Proposed Project Summary on the Project Narrative tab.
12. Population Density – Indicate whether the project location is in a high, medium, or low population density area. Municipalities are listed as high, medium, and low density, and sorted by county in Population Density Reference Document available here: <http://www.dep.pa.gov/Pages/default.aspx>. From the top banner menu, open the Data and Tools dropdown menu and select 'ELIBRARY'. Once it opens, select 'Publications', then select 'Air Quality', and open 'PENNSYLVANIA POPULATION DENSITY REFERENCE DOCUMENT.PDF 2700-BK-DEP4981'. Click [here](#) for direct link.
13. Traffic Density – Indicate whether the project location is a high traffic density area.
- a. Follow this link to the traffic density map: <http://s3.amazonaws.com/tmp-map/dep/rms-vmt-tract.html>.
 - b. Click on the magnifying glass on the left and enter the project location address.
 - c. If the project location is in an area shaded in color 1 (red) or (orange), the applicant should select 'Yes' for this question on the application to indicate that the project is in a high traffic density area and select the 'project location' box.
 - d. If the project location is in an area shaded with any other color (yellow, blue, white, green), the applicant should select 'No' for this question on the application.
 - e. If the project involves replacement or modification of a source that operates outside of a set location or a local area (long haul Class 8 tractor for example), 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). Zoom in as closely as needed to the project location or area of operation to determine what color the area is shaded. If the source operates predominately in high traffic density areas, the applicant should select 'Yes', and select the 'areas of operation' box. If the source does not operate predominately in high traffic density areas, the applicant should select 'No'.
 - f. If the applicant indicates that the project is in a high traffic density area, based on the project location, no additional action is required. If the applicant indicates that the project is in a high traffic density area, based on the areas the source operates in predominately, the applicant should include a description of the predominant areas of operation, in the Proposed Project

Summary on the Project Narrative tab.



Home Help Save Print Contact Us Logout

Program Applicant Project Overview Project Site Narrative Budget Addenda Certification

Agency: Pennsylvania Department of Environmental Protection
Applicant: XXXXXXXXXX Web Application # XXXXXXXXXX
Program: Pennsylvania State Clean Diesel Grant Program (DERA)
[Program Fact Sheet](#) [Program Guidelines](#)

Program Addenda

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

1. Small Business Designation
Is the applicant a business with fewer than 100 full-time equivalent employees? ♦

2. Doing Business As or DBA
If the organization is doing business under a name different than the entity's legal name ('Doing Business As, or DBA'), please enter it here and attach the organization's DBA documentation under Question 21 – Supporting Documentation below.

3. Organization Type
Select one of the following organization types for your organization. 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 it has partnered with or is managing project for:

4. Project Duration
Identify the anticipated Project start date and end date.
Start Date ♦

End Date: ♦

5. Project Type
Choose the applicable project type(s) by clicking the checkboxes below. Select all that apply and provide details in the Project Narrative Tab under the Proposed Project Summary. See [Program Guidelines](#) for detailed project type descriptions. ♦

- Purchase and installation of EPA or CARB certified/verified exhaust controls.
- Purchase and installation of EPA or CARB certified/verified engine upgrade or remanufacture system.
- Purchase and installation of EPA or CARB certified/verified idle reduction technology – Only for locomotive, marine shore power, truck stop electrification/electrified parking space, long-haul Class 8 truck and school bus projects.
- Purchase and installation of EPA or CARB certified/verified aerodynamic technologies and low rolling resistance tires – Only for long-haul Class 8 trucks and must be in combination with verified exhaust controls.
- Purchase of EPA or CARB certified/verified diesel vehicle or equipment replacement, including clean alternative fuel replacements.
- Purchase of EPA or CARB certified/verified diesel engine replacement, including clean alternative fuel replacements.

14. Vehicle or Engine Quantity – Indicate the number of vehicles or engines identified by the applicant as the fleet for this project. The fleet includes all vehicles and engines that will be retrofitted or replaced under any eligible project type.
15. 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. The DEQ model outputs include remaining useful life values. Applicants should use either the remaining useful life value from the EPA's Diesel Emission Quantifier (DEQ) (see Question 17) for each vehicle or the remaining useful life determined by the applicant's normal attrition schedule (how long the applicant planned to maintain operation of the vehicle, even if beyond technical useful life) to calculate lifetime emission reductions for Question 17 and cost-effectiveness for Question 18. Additionally, applicants must self-certify the following two statements in the application:
- I certify that all the vehicles or engines proposed for upgrade or replacement in this project have been in the applicant's fleet and used for their intended purposes for at least three (3) years prior to the application date.
 - I certify that all the vehicles or engines proposed for upgrade or replacement in this project have at least three (3) years of useful life remaining, in accordance with the attrition schedule described above.

Description must be a minimum of 100 characters and a maximum of 3,000 characters.

16. Scrappage Plan – Provide a description of the organization's plan to scrap or recycle the vehicles or engines being replaced or repowered in the proposed project. The following are acceptable methods of scrappage:
- a. For engine repowers and replacements, the following scrappage methods are allowed:
 - i. Cutting a three-inch by three-inch hole in the engine block (the part of the engine containing the cylinders).
 - ii. Other acceptable scrappage methods may be considered and will require prior DEP approval.
 - b. For vehicle replacements, the following scrappage methods are allowed:
 - i. Cutting a three-inch by three-inch hole in the engine block (the part of the engine containing the cylinders) and disabling the chassis by cutting through the frame/frame rails on each side at a point located between the front and rear axles.
 - ii. Crushing or shredding the full vehicle.
 - iii. Other acceptable scrappage methods may be considered and will require prior written approval from the DEP Project Officer.
 - c. Evidence of appropriate scrappage or recycling is required to be submitted with or prior to submission of the final reimbursement request submitted to DEP. See program guidelines for additional information.
 - d. Applicants are permitted to receive compensation for the scrapping or recycling of vehicles and engines. DEP suggests, but does not require, that income generated from this activity is put towards the replacement or repower project.

14. Vehicle, Engine, or Equipment Quantity
 Identify the number of vehicles, engines, or equipment to be retrofitted, upgraded or replaced in the proposed project. If the project is a truck stop electrification, marine shore power, or locomotive shorepower project, indicate the number of charging/hook-up locations will be installed. ♦
 Character Count: 0/1000 characters

15. Normal Attrition Schedule
 Describe the methodology used by the organization to determine the useful life and replacement schedule (attrition schedule) for its diesel fleet. Useful life will be used to calculate cost-effectiveness and Lifetime Emission Reductions and must be entered into the Applicant Fleet Description spreadsheet below. See [Instructions](#) for details on information required in this section. Upload any supporting documents under Question 21 – Supporting Documentation. ♦
 Character Count: 0/3000 characters

Select the box below to self-certify to the statements below. ♦

I certify that all the vehicles or engines proposed for upgrade or replacement in this project have been in the applicant's fleet and used for their intended purposes and in normal operations of the fleet for at least three (3) years prior to the application date

I certify that all the vehicles or engines proposed for upgrade or replacement in this project have at least three (3) years of useful life remaining, in accordance with the attrition schedule described above.

16. Scrappage Plan
 Provide a description of the organizations plan to scrap or recycle the vehicles or engines being replaced in the proposed project. See [Instructions](#) for information required in this section. ♦
 Character Count: 0/3000 characters

17. Emission Summary – The applicant must use the EPA’s DEQ to quantify emission reduction estimates for the proposed project, unless DEP approves an alternate emission reduction calculation methodology. The DEQ can be found at the following website: <https://www.epa.gov/cleandiesel/diesel-emissions-quantifier-deq>. Select the “Use the DEQ” button.
- a. If you have not used the DEQ before, read the ‘Read Me First’ tab, and then proceed to the ‘Use the Quantifier’ tab. If you have used the DEQ before, proceed directly to the ‘Use the Quantifier’ tab. If an applicant needs assistance using the DEQ, the applicant may contact the EPA using the contact information on the website or the applicant may contact DEP. Applicants do not need to sign in or create an account to use the DEQ, but may do so if they so choose. Insert the emission reduction estimate results from the DEQ for the following into the table provided in the application:
 - i. Annual NOx emission reductions in tons
 - ii. Annual other emission reductions in tons (total of CO, HC/VOC, and PM annual emission reductions)
 - iii. Lifetime NOx emission reductions in tons (using DEQ or applicant supplied remaining useful life multiplied by the annual NOx emission reductions estimate)
 - iv. Lifetime other emission reductions (using DEQ or applicant supplied remaining useful life multiplied by the annual other emission reductions estimate)
 - v. Model or methodology used to calculate emission reductions. Identify what model or methodology was used. It should be the DEQ unless the applicant has received approval to use an alternate method or model.
 - b. Applicants should save a copy of the excel spreadsheet output from the DEQ, a screenshot of the DEQ results, or documentation of the results from other methodology as supporting documentation in case the emission reduction estimates need to be verified.
 - c. If the emission benefits for the proposed project cannot be calculated using the DEQ, contact DEP for approval to use an alternate calculation method. If the DEQ is not used, a detailed explanation of the calculation method, including inputs and calculations, must be included as Supporting Documentation uploads under Question 21.

18. Cost-effectiveness – Calculate cost-effectiveness of the proposed project. To determine cost-effectiveness, applicants should divide the total amount requested from DEP by the lifetime NOx emission reductions calculated for Question 16. Total lifetime NOx reductions are calculated by multiplying the annual NOx emission reductions by the remaining useful life which is determined by either the DEQ or the applicant's replacement schedule discussed in Question 15.
19. Applicant Fleet Description – Applicants should download, complete, and upload the completed form under Question 19. Applicants must fill out as much information in the spreadsheet as possible. While all information in the Excel spreadsheet will be required for grantees, some information can be provided after a grant is awarded. The following items are mandatory for an application to be deemed complete and include all the information you will need to run the EPA's DEQ to estimate emissions. The dropdown menus in the Excel spreadsheet provide the choices for the elements below, such as group types, target fleets, etc.
 - a. For current on road vehicle/equipment projects, include: vehicle or engine group type; target fleet type; vehicle class or equipment; quantity; engine model year; upgrade year; fuel type, annual fuel gallons; annual miles traveled; annual idling hours; annual hoteling hours (Class 8 long-haul combos only), remaining useful life; and normal attrition year. Orange lines, first tab.
 - b. For new, modified, or upgraded on-road projects, include: upgrade/modification/replacement type; specific upgrade/modification/replacement; new engine model year (replacements); estimated new fuel use; and annual diesel gallons reduced (replacements; can be calculated based on new vehicle/equipment fuel economy estimates). Per unit and labor cost estimates are optional. Green lines, first tab.
 - c. For current nonroad projects, include: engine/equipment type; target fleet type; specific class or equipment; quantity; baseline engine model year and/or baseline tier; baseline fuel type; annual fuel gallons; annual usage hours (including idling hours); horsepower; upgrade year; remaining useful life; and normal attrition year. Orange lines, first tab
 - d. For new, modified, or upgraded nonroad projects, include: upgrade/modification/replacement type; specific upgrade/modification/replacement; new engine model year and/or new tier; new engine horsepower (for engines); and annual diesel gallons reduced (can be calculated based on new vehicle/equipment fuel economy estimates). Per unit and labor cost estimates are optional. Green lines, first tab.
 - e. For marine vessel projects, fill in all applicable nonroad information on the second tab. Purple and blue lines, second tab.
 - f. If the information provided is deemed inadequate, DEP may request additional information from the applicant.

17. Emission Summary

Use the U.S. EPA's Diesel Emission Quantifier (DEQ) to quantify emission reduction estimates for this project and fill in the chart below. Use remaining useful life from Question 19 to calculate lifetime emission reductions. See the [Instructions](#) for more information on using the DEQ, details on what information is required for this section and approved emission reduction calculation methods.

Annual NOx Emission Reductions:

Character Count: 0/100 characters

Annual Other Emission Reductions (CO, HC/VOC, and PM):

Character Count: 0/100 characters

Lifetime NOx Emission Reductions:

Character Count: 0/100 characters

Lifetime Other Emission Reductions (CO, HC/VOC, and PM):

Character Count: 0/100 characters

Model or methodology used to calculate emission reductions:

Character Count: 0/100 characters

18. Cost-Effectiveness

Calculate and enter the cost-effectiveness of the proposed project in the format of dollars requested per ton NOx lifetime emissions reduced. (\$ requested/ton NOx reduced). See [Instructions](#) for details on how to calculate this value. ♦

Character Count: 0/500 characters

19. Applicant Fleet Description

Download, complete, and upload the Applicant Fleet Description spreadsheet. See [Instructions](#) for details on information required in this section. ♦

[Download Applicant Fleet Description PA State Clean Diesel Grant.xlsx](#)

Upload Files

Click "Browse" to select a file. Each file can be no larger than 30MB.

File 1

Browse...

20. Transformational Project – Indicate if the applicant considers the proposed project to be transformational, and, if yes, describe in detail why you consider the project to be transformational. This could mean the project is transformational for the applicant’s organization, community, or industry. Some examples of a project being transformational include: a project that enables an organization to begin transitioning its fleet to a different fuel (with a plan to do so); a project that encourages a local community to invest in cleaner vehicles; a project that results in local investments in new alternative fueling infrastructure; a project that educates other local organizations about a new fuel or vehicle technology. This list is not exclusive. All explanations will be considered.
21. Supporting Documentation – Applicant should attach any supporting documentation here, including but not limited to: letters of financial commitment, letters of support, emission modeling results, electric vehicle charging infrastructure cost estimates and quotes, and any other pertinent information suitable for review. If DEQ results (Excel spreadsheet or screenshot of results page) are saved, they should be uploaded here. There is no upload limit for supporting documentation.
22. Click “Continue.”

20. Transformational Project
Indicate if the proposed project is considered 'transformational' and, if yes, explain why. See [Instructions](#) for information on determining if a project is transformational.
Character Count: 0/3000 characters

21. Supporting Documentation
Applicant should attach any letters of financial commitment, letters of support or any other pertinent information suitable for review. DEQ results (spreadsheet or screenshot) should be included in this Attachment. See [Instructions](#) for other types of supporting documentation.

Upload Files
Click "Browse" to select a file. Each file can be no larger than 30MB.

File 1


[Continue](#)

I. Application Certification and Submission

1. If there is any missing information in your application, your screen will look similar to the following example.
2. 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.”
3. To add/correct the information on your application, click on the section heading to return to the page.

The screenshot shows a web application interface with a blue header and an orange navigation bar. The navigation bar includes links for Home, Help, Save, Print, Contact Us, and Logout. Below the navigation bar, the application details are displayed: Agency: Pennsylvania Department of Environmental Protection, Applicant: A, Program: Pennsylvania State Clean Diesel Grant Program (DERA), and Web Application #: [REDACTED]. The main content area is titled "Application Certification" and contains a message stating that the following sections are incomplete: Program Budget, Basis of Cost, and Program Addenda. Each section lists specific requirements that are not met, such as "Funding Source 'Pennsylvania State Clean Diesel Grant Program (DERA) ()' must have a Grand Total greater than zero." and "Applicant Fleet Description has not been uploaded." The page also includes a footer note: "Your application is automatically saved as you work. Feel free to exit this application and return at a later time."

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

Home Help Save Print Contact Us Logout

Program Applicant Project Overview Project Site Narrative Budget Addenda Certification

Agency: Pennsylvania Department of Environmental Protection
 Applicant: A Web Application #: [REDACTED]
 Program: Pennsylvania State Clean Diesel Grant Program (DERA)
[Program Fact Sheet](#) [Program Guidelines](#)

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.

SUBMIT APPLICATION

5. 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.
6. 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 does not anticipate requesting any documentation be mailed to DEP.
7. Select "SUBMIT APPLICATION."

8. If your application has been submitted successfully, you will see this page. **Make sure to note the Single Application ID #.** All future correspondence from DEP will reference this number as the ESA ID number.
9. 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 not accept paper documents, and your electronic signature on the previous page is the only signature needed to apply.

Home Help Print Contact Us Logout

Program Addenda Certification

Agency: Pennsylvania Department of Environmental Protection
Applicant: A Web Application #: [REDACTED]
Program: Pennsylvania State Clean Diesel Grant Program (DERA)
[Program Fact Sheet](#) [Program Guidelines](#)

Application Certification

Single Application ID #: [REDACTED]

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 # [REDACTED] 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
PO Box 8776
Harrisburg, PA 17105-8776

Note: Applicants should not mail any documents nor the signature page to DEP. All necessary information is to be included in your online submission