

TRUCK AND BUS FLEET 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 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 Truck and Bus Fleet 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 login form with 'Username' and 'Password' fields, and a 'LOGIN' button. Below the login form is the 'Powered by PA KEYSTONE LOGIN' logo and 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'.

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](#)

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 user-name and password that is compliant with the requirements listed. Remember the [User Name](#) 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.



KEYSTONE LOGIN

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](#)

Login

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

Username

Password

[LOGIN](#)



Powered by

[Registration](#)

[Forgot Password](#)

[Learn more about Keystone Login](#)

Walkthroughs

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

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

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.” Search results will appear at the bottom of the page. In the blank space for Program Name, enter “Driving PA Forward” and click Search.
 - c. When the search results appear, select “Apply” next to the Driving PA Forward – Onroad Rebate Program.

- If yes is selected, applicants will see this screen.

- 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

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

Program Name

Sort By

SEARCH PROGRAM FINDER

7 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 – Truck and Bus Fleet Grant [Apply](#)

Program
Pennsylvania Department of Environmental Protection

This is a competitive grant program that provides funding to repower or replace eligible diesel-powered Class 4-8 trucks and school buses, shuttle buses, and transit buses. Maximum per vehicle funding varies by vehicle type, fuel, type, and vehicle owner, though the final grant amount is based upon actual project costs. Maximum grants are determined by maximum dollar reimbursement per vehicle or engine, or percentage of total project costs, whichever is less. Grant funding is available for 30%-70% of eligible project costs for government applicants, 25%-50% of eligible project costs for non-government applicants, and up to 60% of eligible project costs for government and non-government electric vehicle projects. The Truck and Bus Fleet Grant Program application deadline is 4:00 PM on October 16, 2020. 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](#)

- C. Program Requirements Tab** (This page serves as a simple “Yes/No” screening tool to ensure the project meets basic eligibility criteria before proceeding with the application.)
1. [Question 1](#) – Select Yes or No. Projects must include 6 or more vehicles to be eligible.
 2. [Question 2](#) – Select Yes or No. Applicants must be purchasing, not leasing, new vehicles or engines to be eligible.
 3. Click “Continue.”

D. 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. If additional options appear, select the most appropriate response.
3. 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.
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, if known. This is not required at the time of applications 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 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. Applicants may skip this item, but SAP Vendor registration will be required for successful grantees.

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.”

The screenshot displays a web application interface with a blue header containing a logo and navigation links: Home, Help, Save, Print, Contact Us, and Logout. Below the header is an orange navigation bar with tabs for Program, Requirements, Applicant, Project Overview, Project Site, Narrative, Budget, Addenda, and Certification. The main content area shows the following information:

- Agency:** Pennsylvania Department of Environmental Protection
- Applicant:** [Redacted]
- Web Application #:** [Redacted]
- Program:** Driving PA Forward – Truck and Bus Fleet Grant Program [Program Guidelines](#)

The **Applicant Information** section includes the following elements:

- A yellow button labeled **USE ACCOUNT INFORMATION**.
- A dropdown menu for **Applicant Entity Type:** with options:
 - Limited Liability Partnership
 - Partnership
 - Government
 - Non-Profit Corporation
 - Sole Proprietorship
 - Limited Liability Company
 - S Corporation
 - C Corporation
- Applicant Name:** [Input field]
- NAICS Code:** [Input field]
- FEIN/SSN Number:** [Input field] with a note: **Please enter FEIN as 9 digits, no dash.*
- DUNS Number:** [Input field]
- CEO:** [Input field]
- CEO Title:** [Input field]
- SAP Vendor #:** [Input field] with a note: *(xxxxxx or xxxxxx-xxx)*

ESTIMATING TESTING

Contact Name:

Contact Title:

Phone: ♦ Ext. 1"

(xxx-xxx-xxxx)

Fax:

E-mail:

Mailing Address:

City: ♦

State: PA ▼ 1"

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](#)

E. 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 Requirements Applicant Project Overview Project Site Narrative Budget Addenda Certification

Agency: Pennsylvania Department of Environmental Protection
 Applicant: Web Application #: [REDACTED]
 Program: Driving PA Forward – Truck and Bus Fleet Grant Program [Program Guidelines](#)

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](#)

F. Project Site Location(s)

1. Multiple sites – If you have more than one project site location, you will need to fill out this tab for each project site.
2. 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.
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.
7. Designated areas – If the applicant is an Act 47 distressed municipality or if the project is located in an Act 47 distressed municipality, select the Act 47 box here and explain which applies in the proposed project summary narrative. Failure to select this box may result in an eligible municipal applicant only being eligible for the non-Act 47 government reimbursement rate for projects, or may result in a grant applicant not being awarded related points in the application scoring process. A list of Act 47 Financially Distressed Communities can be found on the PA Department of Community and Economic Development website at <https://dced.pa.gov/local-government/act-47-financial-distress/>. Other applicants may skip this question.
8. Click “Continue.”

G. Project Narrative Tab

1. Fill in the following information.
2. Organization Description – Provide a description of the applicant organization, including but not limited to the type of organization and what the organization does. Description must be a minimum of 100 characters and a maximum of 3,000 characters.
3. Proposed Project Summary – Provide a summary of the proposed project, including: the type of project (vehicle replacement, engine repower); the goals and objectives of the project (i.e. to reduce emissions, improve employee health etc.); the project’s sustainability (how long the applicant will operate the new vehicle or equipment selected for the proposed project); 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 the future goals of the applicant relating to emission reductions from their fleet. Applicants should also describe why the project is needed. If the applicant indicates that the project is in a high pollution area, describe the area here. If the applicant indicates that the project is in a high traffic density area based on area of operation, the applicant should describe the area of operation, including its boundaries, here. Description must be a minimum of 100 characters and a maximum of 6,000 characters.
4. Work Plan with Schedule – Applicants should provide a preliminary summary of their plan to complete the proposed project (work plan), including identifying each significant task, an implementation schedule (timeline) 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 implementation schedule example is available (see link in application). The description must be a minimum of 100 characters and a maximum of 6,000 characters.

5. **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. Include any known details about the vendor that will be used (if any) to scrap the vehicles or engines, the method that will be used to scrap the vehicles, estimated time scrappage will occur relative to arrival of new replacements, and any other information the applicant deems relevant. The following are acceptable methods of scrappage:
 - a. For engine repowers and replacements, the following scrappage methods are allowed:
 - Cutting a minimum three-inch diameter hole in the engine block (the part of the engine containing the cylinders).
 - Crushing or shredding the entire engine.
 - Other acceptable scrappage methods may be considered and will require prior DEP approval.
 - b. For vehicle replacements, the following scrappage methods are allowed:
 - Cutting a minimum 3-inch diameter 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.
 - Crushing or shredding the full vehicle.
 - 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 to DEP 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.
6. Click “Continue”.

	
Home Help Save Print Contact Us Logout	
Program Requirements Applicant Project Overview Project Site Narrative Budget Addenda Certification	
Agency: Pennsylvania Department of Environmental Protection Applicant: Web Application #: XXXXXXXXXX Program: Driving PA Forward – Truck and Bus Fleet Grant Program Program Guidelines	
<h3>Project Narrative</h3> <p>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 Program Addenda section or the Program Guidelines.</p>	
<h4>Organization Description</h4> <p>Provide a description of the applicant organization, including but not limited to the type of organization and what the organization does. Character Count: 0/3000 characters.</p>	
<h4>Proposed Project Summary</h4> <p>Provide a summary of the proposed project. See Instructions for information required in this section. Character Count: 0/8000 characters.</p>	
<h4>Work Plan with Schedule</h4> <p>Provide a preliminary work plan that identifies tasks and an implementation schedule. See Instructions for information required in this section. Click here to see an example of an implementation schedule. Character Count: 0/8000 characters.</p>	
<h4>Scrappage Plan</h4> <p>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.</p>	
 Continue	

H. Program Budget

1. 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 amount.
 - c. The third column will autofill with a total for each category.
2. Vehicle or Engine Equipment Costs – This includes the cost of the standard new vehicle or engine. Additional costs may be considered, if it can be shown that they are necessary for the function that the vehicle or engine will serve.
3. Vehicle or Engine Installation Costs – This includes all costs to install a new engine (repower) and any installation costs necessary for a replacement project.
4. EV Charging Infrastructure Costs (if applicable) – This section only needs to be completed if the applicant is requesting funding for electric vehicle charging infrastructure in association with a full electric vehicle or engine repower or replacement. No other infrastructure costs are eligible for funding. If infrastructure funding is requested, please provide a summary of the costs on the Basis of Cost tab or as an attachment under Supporting Documentation on the Addenda tab, and upload any estimates or quotes received from a supplier under Supporting Documentation on the Addenda tab.
5. 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 all reimbursement requests. Match must be expended during the grant Period of Performance/Project Period. 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, through financing arrangements (if other requirements are met) or out of fundraising specific to the project. Detailed proof of payment (for both grant and match funds) will be required to be submitted with reimbursement requests. Details will be provided to successful grantees.
6. 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. Budget Narrative – Provide a brief description of what is being funded under each category of the budget summary chart, including electric infrastructure, if applicable.
 - b. Contractor Clearance – Additionally, applicants should identify all known contractors for the proposed project, providing company name, phone number, and address. DEP encourages applicants to use contractors in the most cost-effective and efficient manner possible. Information about contractor clearance for outstanding obligations to the State will be provided to successful applicants
7. Click “Continue”.

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

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

Agency: Pennsylvania Department of Environmental Protection
 Applicant: Web Application #: XXXXXXXXXX
 Program: Driving PA Forward – Truck and Bus Fleet Grant Program [Program Guidelines](#)

Program Budget

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

[Spreadsheet](#) [Basis of Cost](#)

In the Budget Narrative Section located on the Basis of Cost Tab you can provide a more detailed description of specific line items. See [Instructions](#) for information required in this section.

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.

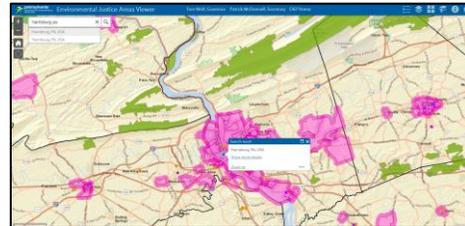
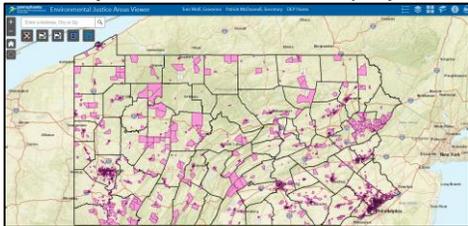
Add funding source	Driving PA Forward – Truck and Bus Fleet Grant Program	Applicant Match Private	Total
Truck and Bus Fleet Grant - Collapse	\$0.00	\$0.00	
Vehicle or Engine Equipment Costs Remove	\$0.00	\$0.00	\$0.00
Vehicle or Engine Installation Costs Remove	\$0.00	\$0.00	\$0.00
Infrastructure (Electric) Costs (if applicable) Remove	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	
		Budget Total:	\$0.00


[Continue](#)

I. 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 a) the Pennsylvania-based member and b) 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. DEP anticipates awarding one-year grant awards. Extensions may be granted by DEP.
5. Project Type – Select the applicable project type. If more than one project type is proposed, select “Combination” and provide details in the Proposed Project Summary on the Project Narrative tab. See Section III, Subsection D, ‘Eligible Projects’ of the Program Guidelines for details and descriptions of eligible projects. 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. Also reference the Program Guidelines or the Driving PA Forward website for maximum reimbursement amounts, for each project type.

6. Operation of Vehicles – Select whether or not the vehicle(s) operate(s) predominately in Pennsylvania, meaning 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.
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 vehicle(s) proposed for repower or replacement operate.
8. EV Infrastructure – Some proposed projects may involve the purchase and installation of electric vehicle (EV) charging infrastructure. Select the appropriate funding option from those provided (grant, other sources, existing infrastructure), if this applies. If funding for the construction of EV infrastructure is being requested, complete the additional questions. DEP reserves the right to modify a grant agreement to rescind the funding awarded for EV infrastructure development, if at some later time during the project period, DEP determines that this infrastructure development is not feasible.
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, enter the project site address(es) in the box in the top left and hit enter or the magnifying glass. 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. Select yes if the project location(s) is in one of the following counties: Allegheny, Armstrong, Beaver, Berks, Bucks, Butler, Cambria, Carbon, Centre, Chester, Columbia, Cumberland, Dauphin, Delaware, Fayette, Franklin, Greene, Huntingdon, Indiana, Lancaster, Lawrence, Lebanon, Lehigh, Luzerne, Lycoming, Mifflin, Monroe, Montgomery, Northampton, Philadelphia, Washington, Westmoreland, and York.
 - a. 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.
 - b. The priority area list is updated periodically, usually on an annual basis.
11. High Pollution Areas – Identify if the project site(s) is located in a high pollution area, as defined in the following (a-h):
 - 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 and 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.
 - h. 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](#): Use ‘Ctrl F’ to search for a municipality. Once the municipality is found, applicants should scroll up or down to ensure the one selected is under the correct county. Applicants can also search for the document on DEP’s eLibrary at: <http://www.depgreenport.state.pa.us/elibrary/>. Once it opens, select ‘Publications’, then select ‘Air Quality’, and open ‘PENNSYLVANIA POPULATION DENSITY REFERENCE DOCUMENT.PDF 2700-BK-DEP4981’.
13. Traffic Density – 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.
- a. Project Location selected – If location is in color 1 (red) or color 2 (orange) – select yes for high traffic density; any other color, select no for low traffic density.
 - b. 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.
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 repowered or replaced under any eligible project type. A minimum of six, project engines/vehicles is required for this Program.

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

[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 – Truck and Bus Fleet Grant Program [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 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 Question 21 – Supporting Documentation below.
- 3. 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
- 4. Project Duration**
 Identify the anticipated project start date and end date. ♦
 Start Date

 End Date ♦
- 5. Project Type**
 Choose the applicable project type from those listed below. If more than one project type is proposed, 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. ♦
 Class 4-8 Truck Repower Class 4-8 Truck Replacement Bus Repower Bus Replacement Combination Project
- 6. Are all vehicles proposed for replacement or repower operated predominately in Pennsylvania?**
- 7. Does your organization have a physical location or base of operations located in Pennsylvania?**
- 8. EV 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.
 a. If the applicant is requesting funding for electric vehicle infrastructure, is the proposed project consistent with a county, municipal or multi-municipal comprehensive plan or zoning ordinance?

 b. If applicant is requesting funding for electric vehicle infrastructure, 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?
- 9. Environmental Justice**
 Is the project located on a designated Environmental Justice site, as defined in the [Instructions](#)? ♦
- 10. Priority Areas**
 Is the project located in a Priority Area as defined in the [Instructions](#)? ♦

 If yes, identify the county(ies)
- 11. High Pollution Areas**
 Is the project located in a high pollution area, as defined in the [Instructions](#)?

 If yes, select the type of high pollution area from the choices below
 Port Rail Yard Terminal Distribution Center Truck Stop Construction Site School Bus Yards/Depots
- 12. Population Density**
 Use the [Population Density Reference Document](#) to determine if the project location is in a high, medium, or low population density area and select the appropriate option below. ♦

 Identify the project location municipality
- 13. Traffic Density**
 Is the project located in a high traffic density area? See [Instructions](#) for details on how to determine this. ♦

 If yes, select all that apply
 Project Location Area of Operation (description required in project summary)
- 14. Vehicle or Engine Quantity**
 Identify the number of vehicles or engines proposed to be repowered or replaced in the proposed project. ♦

Character Count: 0/1000 characters.

15. Proposed Project Fleet Description – Applicants should download, complete, and upload the completed Proposed Project Fleet Description form under this question. Applicants must fill out all required information and as much optional information in the spreadsheet as possible. If the information provided is deemed inadequate, DEP may request additional information from the applicant.
16. 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 description should include details about how the replacement schedule is determined, how it is implemented, and how it verifies the remaining useful life requirements for the project type. Per-vehicle remaining useful life, based on the normal attrition schedule, will be entered into the Proposed Project Fleet Description form in Question 15. Description must be a minimum of 100 characters and a maximum of 3,000 characters.
17. Self-Certifications – These certifications apply to all vehicles and engines proposed for replacement or repower in the application. Check the boxes next to both statements to self-certify that the statements are true for all vehicles and engines.
- 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 three years prior to the application date.
 - I certify that:
 - 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
 - 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.
18. Emission Summary – The applicant must use the EPA’s Diesel Emission Quantifier (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: <https://cfpub.epa.gov/quantifier/>. If you have not used the DEQ before, refer to the [User Guide](#). Contact EPA for assistance using the DEQ, if necessary. If you have used the DEQ before, click on the ‘Use the DEQ without logging in’ link at the bottom of the page to begin. NOTE: Applicants do not need to sign in or create an account to use the DEQ, but may do so if they so choose.
- a. 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 results or applicant supplied remaining useful life times the annual NOx emission reductions estimate)
 - iv. Lifetime other emission reductions (using DEQ or applicant supplied remaining useful life times 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, and upload it as Supporting Documentation uploads under Question 21.
19. Cost-Effectiveness – Calculate cost-effectiveness of the proposed project by dividing the total amount requested from DEP (grant amount) by the lifetime NOx emission reductions calculated for Question 18. Total lifetime NOx reductions are calculated by multiplying the annual NOx emission reductions by the remaining useful life, as determined by the DEQ or the applicant’s replacement schedule discussed in Question 16. The result should be listed in units of “requested grant \$ per ton of NOx reduced” (\$/ton NOx).
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. There is no upload limit for supporting documentation.
22. Click “Continue”.

15. Proposed Project Fleet Description

Download, complete, and upload the Applicant Fleet Description spreadsheet. See [Instructions](#) for details on information required in this section. ♦
[Download C1 2020 Truck and Bus Fleet Proposed Project Fleet Description.xlsx](#)

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

File 1 Browse...

16. 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: 0/2000 characters/1

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

I certify that all the vehicles or engines proposed for replacement or repower in this project have been in the applicant's fleet and used for their intended purposes for at least three years prior to the application date. ♦

I certify that ♦

- 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
- 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.

18. Emission Summary
 Quantify emission reduction estimates for this project and fill in the chart below. Use remaining useful life from the Proposed Project Fleet Description or Normal Attrition Schedule to calculate lifetime emission reductions. See the [instructions](#) for 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; CO2 optional) ♦
 Character Count: 0/100 characters

Lifetime NOx Emission Reductions ♦
 Character Count: 0/100 characters

Lifetime Other Emission Reductions (CO, HC/VOC, and PM; CO2 optional) ♦
 Character Count: 0/100 characters

Model or methodology used to calculate emission reductions ♦
 Character Count: 0/100 characters

19. 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

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.

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

File #1


[Continue](#)

J. 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.



Agency: Pennsylvania Department of Environmental Protection

Applicant: ABC Company

Web Application #: [REDACTED]

Program: Driving PA Forward – Truck and Bus Fleet Grant Program [Program Guidelines](#)

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:

Applicant

- Mailing Address is required.
- City is required.
- Zip Code is required.

Project Narrative

- Organization Description requires at least 100 characters.
- Work Plan with Schedule is required.
- Scrappage Plan requires at least 100 characters.

Program Addenda

- Certify Three Year Use of Intended Purpose has not been checked.
- Cost-Effectiveness is required.

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:

The screenshot shows a web application interface for the Pennsylvania Department of Environmental Protection (DEP). The top navigation bar includes links for Home, Help, Save, Print, Contact Us, and Logout. Below this is a secondary navigation bar with links for Program, Requirements, Applicant, Project Overview, Project Site, Narrative, Budget, Addenda, and Certification. The main content area displays the following information:

- Agency: Pennsylvania Department of Environmental Protection
- Applicant: ABC Company
- Web Application #: [REDACTED]
- Program: Driving PA Forward – Truck and Bus Fleet Grant Program [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 will not request 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.
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: ABC Company Web Application # [REDACTED]
Program: Driving PA Forward – Truck and Bus Fleet Grant Program [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
P.O. 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