



Washington State Volkswagen Federal Settlement Grant Program

Grant Announcement and Grant Guidelines

By
Molly Spiller and Shahrzad Tehrani

For the

Air Quality Program

Washington State Department of Ecology
Olympia, Washington

Revised August 2023, Publication 23-02-071

Publication Information

This document is available on the Department of Ecology's website at:

<https://apps.ecology.wa.gov/publications/summarypages/2302071.html>

Contact Information

Air Quality Program

P.O. Box 47600

Olympia, WA 98504-7600

Phone: 360-407-6800

Website¹: [Washington State Department of Ecology](http://www.ecology.wa.gov)

ADA Accessibility

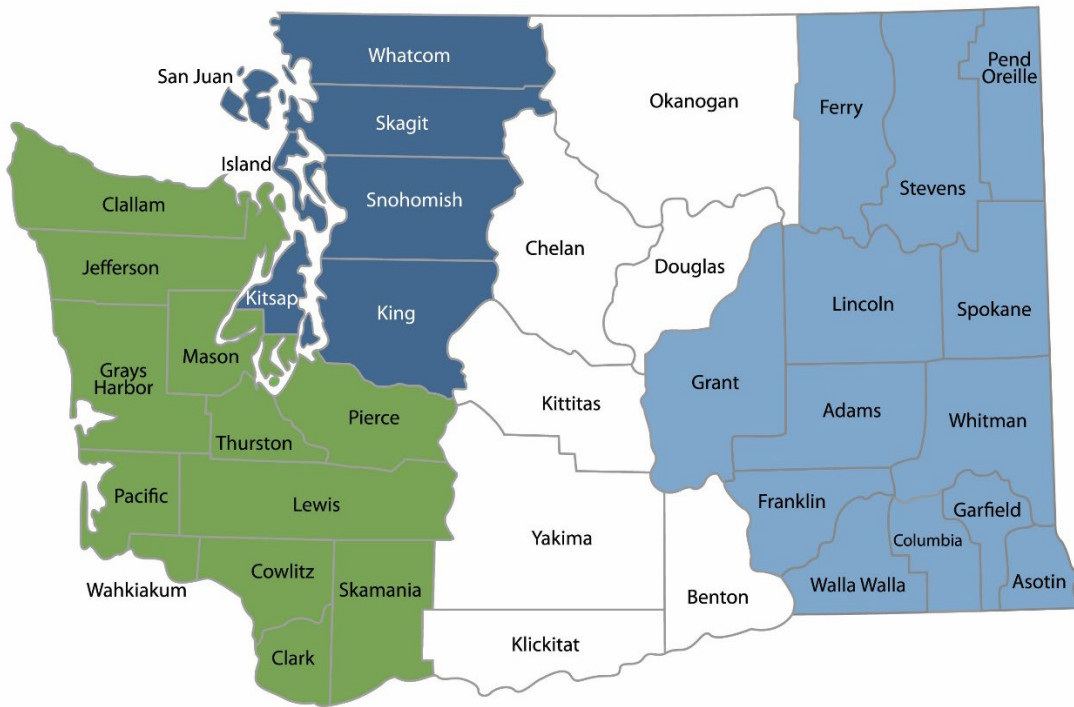
The Department of Ecology is committed to providing people with disabilities access to information and services by meeting or exceeding the requirements of the Americans with Disabilities Act (ADA), Section 504 and 508 of the Rehabilitation Act, and Washington State Policy #188.

To request ADA accommodation, contact Ecology by phone at 360-407-6800 or email at melanie.forster@ecy.wa.gov. For Washington Relay Service or TTY call 711 or 877-833-6341. Visit Ecology's website for more information.

¹ www.ecology.wa.gov/contact

Department of Ecology's Regional Offices

Map of Counties Served



Southwest Region 360-407-6300	Northwest Region 206-594-0000	Central Region 509-575-2490	Eastern Region 509-329-3400
---	---	---------------------------------------	---------------------------------------

Region	Counties served	Mailing Address	Phone
Southwest	Clallam, Clark, Cowlitz, Grays Harbor, Jefferson, Mason, Lewis, Pacific, Pierce, Skamania, Thurston, Wahkiakum	P.O. Box 47775 Olympia, WA 98504	360-407-6300
Northwest	Island, King, Kitsap, San Juan, Skagit, Snohomish, Whatcom	P.O. Box 330316 Shoreline, WA 98133	206-594-0000
Central	Benton, Chelan, Douglas, Kittitas, Klickitat, Okanogan, Yakima	1250 West Alder Street Union Gap, WA 98903	509-575-2490
Eastern	Adams, Asotin, Columbia, Ferry, Franklin, Garfield, Grant, Lincoln, Pend Oreille, Spokane, Stevens, Walla Walla, Whitman	4601 North Monroe Spokane, WA 99205	509-329-3400
Headquarters	Statewide	P.O. Box 46700 Olympia, WA 98504	360-407-6000

Washington State VW Federal Settlement Program

Grant Announcement and Grant Guidelines

Air Quality Program
Washington State Department of Ecology
Olympia, WA

Revised August 2023 | Publication 23-02-071



DEPARTMENT OF
ECOLOGY
State of Washington

Table of Contents

Washington State Volkswagen Federal Settlement Program
Publication Information	2
Contact Information.....	2
ADA Accessibility.....	2
Department of Ecology’s Regional Offices	3
Map of Counties Served.....	3
Washington State VW Federal Settlement Program	4
Important Information.....	6
Background	7
Diesel emissions and public health.....	7
Federal Volkswagen (VW) Settlement.....	7
Washington’s Beneficiary Mitigation Plan.....	7
Program goals	8
Environmental justice	8
Project funding levels.....	10
Eligibility	11
Eligible applicants	11
Eligible project categories.....	11
Eligible Costs	12
Application Process.....	14
Application Evaluation	15
Unrequested, Unspent or Additional Funds.....	18
Terms and Conditions	19
Recipient Requirements.....	20
Destruction Requirements.....	20
Vehicle or equipment purchase, and fueling infrastructure purchase and installation requirements	21
Reporting and closeout requirements.....	21
Deliverables.....	22

Important Information

Apply to: Washington State Department of Ecology Air Quality Program

Title: Air Quality VW Diesel to Zero Emission Refuse Vehicle, Street Sweeper, PCHE, and Freight Switcher Grant Program

Action: Request for Grant Funding

Application Period: Wednesday, July 26, 2023 – Thursday, October 26, 2023

Summary: This notice announces funding available to help diesel engine owners reduce toxic diesel emissions from diesel vehicles, engines, and equipment in Washington.

Amount of Funding Available: Approximately \$16.1M is available for eligible projects.

Eligible Applicants: Public and tribal organizations in Washington that own eligible vehicles/equipment. See page 11 for more information.

Eligible Project Categories:

Eligible projects include replacing or repowering publicly or tribally owned diesel vehicles/equipment with zero emission vehicles/equipment of the same type. Eligible vehicles/equipment are:

- Street sweepers and refuse vehicles
- Freight switcher locomotives
- Port cargo handling equipment and forklifts

Application Deadline²: Applicants must submit applications by 5 PM PST, October 26, 2023.

Ecology reserves the right to extend the application period.

Notice of Awards: Ecology anticipates notifying successful recipients of awards by December 2023.

Grant Period: All recipients should complete their projects by June 30, 2026. Requests to extend the project period may be considered at Ecology's discretion.

² Ecology has an electronic grant and loan application system called EAGL (Ecology's Administration of Grants and Loans). See Application Process for more details.

Background

Diesel emissions and public health

Transportation is the largest source of air pollution in Washington, accounting for about 39.5 percent of total greenhouse gas emissions in 2019. On-road gasoline and diesel vehicles account for about 72 percent of the transportation sector's greenhouse gas emissions. An Ecology air pollution study shows that diesel exhaust is responsible for 70 percent of Washington's airborne cancer risk^[1]. Diesel exhaust increases the risk for respiratory disease and worsens the health of people with asthma, heart disease, and lung disease. Diesel exhaust includes harmful pollutants such as nitrogen oxides (NOx), ultrafine particulate matter (PM), and carbon monoxide (CO).

Federal Volkswagen (VW) Settlement

The Trustee for the federal Volkswagen (VW) settlement certified Washington as a beneficiary to the settlement's environmental mitigation trust. The trust allocates \$112.7 million to Washington to mitigate environmental damages caused by pollution from the violating VW vehicles.

Washington's Beneficiary Mitigation Plan

On November 6, 2018, Washington filed its mitigation plan with the Trustee for the VW settlement. The mitigation plan acknowledges the unprecedented opportunity to invest the VW settlement funds to make transformative improvements across Washington's transportation sector.

The mitigation plan includes the following goals, principles, and priorities to help focus project selection:

Goals

- Reduce emissions from diesel engines in the state where the 2.0- and 3.0-liter Volkswagen vehicles were, are, or will be operated.
- Fully mitigate the total, lifetime excess NOx emissions of the subject vehicles.

Principles

- Improve air quality for communities that have borne a disproportionate share of the air pollution in Washington.
- Provide air quality benefits in addition to NOx reductions.
- Maximize air quality benefits that improve public health.

Priorities

- Accelerate adoption of electric vehicles, equipment, and vessels.

- Promote electrification technologies in public transportation fleets.
- Accelerate fleet turnover to the cleanest vehicles.
- Achieve substantial additional emission reductions, beyond what would already occur, absent trust funding.
- Ensure cost-effectiveness.
- Leverage additional matching funds.

Program goals

The objectives of this grant program are to:

- Reduce diesel pollution and greenhouse gases in disproportionately impacted communities.
- Help accelerate the transition of diesel vehicles to zero emission.
- Increase public awareness of zero emission vehicle technology feasibility.

These grant awards also align with the state’s objectives under the:

- Washington Clean Air Act
- Washington GHG emission reduction limits (70.235 RCW)
- Washington Fuel Usage Goals for Publicly Owned Vehicles (43.19.648 RCW)
- Washington State Clean Energy Fund
- Results Washington Clean Transportation and Healthy Air Goal
- State and local government vehicle procurement rules (194-28 and 194-29 WAC)
- Washington Climate Commitment Act
- Washington’s Healthy Environment for All Act

Environmental justice

Ecology is committed to the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. Ecology uses an intersectional lens to address disproportionate environmental and health impacts in all laws, rules, and policies with environmental impacts by prioritizing vulnerable populations in overburdened communities, equitably distributing resources and benefits, and eliminating harm.

We are prioritizing investments that maximize air pollution reductions and improve public health in communities that experience a disproportionate share of the air pollution burden in Washington. Ecology worked with the Washington Department of Health to develop the “Diesel and Disproportionate Impact” tool and incorporate it into the Washington Tracking Network online mapping tool. The tool combines two factors to produce a score for a selected census tract. Census tracts with a higher score experience higher diesel pollution and social factors that

may contribute to inequities across the state.

The Diesel Pollution Burden and the Priority Population are each weighted one-half to calculate a score for each census tract, compared to other census tracts across the state.

The Diesel Pollution Burden factor is the relative score representing the approximate mass of diesel emissions within a census tract.

The Priority Populations factor averages a set of six socio-economic factors. Each factor has a separate score based on available census data:

- Limited English: percent of population five years and older who speak English less than “very well”.
- No high school diploma: percent of people who have not received a high school diploma or GED by age 25.
- People of Color: a sum of all race/ethnicity categories EXCEPT White/Non-Hispanic.
- Population living in poverty: percent of people earning less than or equal to 185% of the federal poverty level.
- Unaffordable Housing: households spending greater than 30% of their income on housing costs.
- Unemployed: population 16 years and older in the workforce and registered as unemployed.

Project funding levels

Funding levels for each project category include:

Zero emission refuse vehicles and street sweepers: approximately \$9.6M available

The lesser of up to 80% of eligible project costs per vehicle or \$750,000 per vehicle replacement or repower, including associated fueling infrastructure.

Zero emission freight switcher locomotives: approximately \$3.5M available

The lesser of up to 60% of eligible project costs or \$3.5M per freight switcher locomotive including associated fueling infrastructure.

All-electric port cargo handling equipment and forklifts: approximately \$3M available

The lesser of up to 80% of eligible project costs or \$400,000 per piece of equipment including associated fueling infrastructure.

Eligibility

Eligible applicants

Eligible applicants include tribal and public entities that own eligible vehicles/equipment as defined in the Eligible Projects section below. Eligible applicants include but are not limited to:

- Cities,
- Counties,
- State government,
- Tribes,
- Public utility districts/co-ops,
- Public ports and public port authorities,
- School districts, and public colleges and universities

Eligible project categories

Eligible vehicle/equipment categories include publicly or tribally owned:

- **Refuse vehicles and street sweepers**
 - **Refuse vehicles:** the scrap and replacement or repower of refuse vehicles with zero emission class 4-8 On-Road Local Freight Trucks used for collection or transfer of solid waste³ (examples include but are not limited to garbage, recycle, and yard waste). To be eligible for scrap or repower, refuse vehicles must have an engine model year 1992 – 2009.
 - **Street sweepers:** the scrap and replacement or repower of street sweepers with zero emission class 4-8 Local On-Road Freight Trucks used for cleaning or sweeping work that requires the use of power brooms (sweepers), power vacuums, power blowers, or power washers.⁴ To be eligible for scrap or repower, street sweepers must have an engine model year 1992 – 2009.
- **Freight switcher locomotives:** the scrap and replacement or repower to zero emission of pre-tier 4 locomotives (as defined by [40CFR 1033.901](#)) operating 1,000 hours or more annually, used to move rail cars around a rail yard as compared to a line-haul engine that moves freight long distances.⁵
- **Port cargo handling equipment and forklifts**
 - **Port cargo handling equipment:** the scrap and replacement or repower of

³ Solid waste as defined by [WAC 173-350-100](#) and ENVIRONMENTAL MITIGATION TRUST AGREEMENT FOR STATE BENEFICIARIES (as modified on May 19, 2020)

⁴ WAC 296-127-01393 and ENVIRONMENTAL MITIGATION TRUST AGREEMENT FOR STATE BENEFICIARIES (as modified on May 19, 2020)

⁵ ENVIRONMENTAL MITIGATION TRUST AGREEMENT FOR STATE BENEFICIARIES (as modified on May 19, 2020)

diesel port cargo handling equipment to all-electric. Eligible equipment must operate within ports. Examples include rubber-tired gantry cranes, straddle carriers, shuttle carriers, terminal tractors, including yard hostlers and yard tractors. Note: Airport Ground Support Equipment projects are not eligible.

- **Forklifts:** the scrap and replacement or repower of diesel forklifts to all-electric. Eligible forklifts must have a lift capacity above 8,000lbs. Examples include reach stackers, side loaders, and top loaders.

Vehicles/equipment being scrapped must:

- Be powered by diesel
- Be owned by the applicant
- Have been licensed and operational in Washington for two (2) years prior to July 2023.
- Be replaced with vehicles/equipment of the same vehicle class (for on-road vehicles), use case, and project category.

Eligible Costs

Vehicle or equipment

Eligible vehicle/equipment costs include:

- The purchase of zero-emission refuse vehicle(s), street sweeper(s), and freight switcher locomotive(s).
- The repower of diesel refuse vehicle(s), street sweeper(s), and freight switcher locomotive(s) to zero emission.
- The purchase of new all-electric port cargo handling equipment and forklifts.
- The repower of diesel port cargo handling equipment and forklifts to all-electric.

Note: procurement must adhere to the state's competitive procurement requirements. For more information regarding procurement processes, please review the [Administrative Requirements for Recipients of Ecology Grants and Loans July 2023 \(wa.gov\)](#).

Infrastructure

Applicants may request funds to purchase and install or upgrade fueling infrastructure associated with the new zero emission vehicles/equipment. All costs must be necessary for and directly connected to the acquisition, installation, and/or upgrading of the fueling infrastructure. Examples of eligible reimbursable costs include:

- Project/site design
- Electric charging equipment or hydrogen fueling equipment and construction materials
- Optional equipment (e.g., RFID card readers)
- Installation costs directly associated with and required for the safe operation of

fueling infrastructure

- Electric service upgrades from start of property line to charger (e.g., transformer, electrical wiring, conduit, trenching and repaving trenched area, electrical panel)
- EV charging station connection to electrical service, if applicable
- Permitting costs/fees
- Internet connection
- Extended warranty for the fueling equipment for up to five years.
- Fueling station equipment maintenance agreement for up to five years.

Examples of ineligible, non-reimbursable costs include:

- Purchase or rental of real estate
- Construction or general maintenance of buildings and parking facilities
- New paving and landscaping
- Administrative costs
- Electric supply costs
- Operating costs

Recipients are encouraged to consider future fueling infrastructure needs to expand zero emission vehicles/equipment in the fleet beyond this grant opportunity. This may include the installation of conduit and electrical service box of adequate size and disconnect capacity to allow additional electrical cables to be run to the site for future installation of charging stations and the ability to upgrade higher power stations.

Application Process

All applicants must apply through the electronic grant and loan system called EAGL (Ecology's Administration of Grants and Loans). To apply through EAGL, applicants must first register for a Secure Access Washington (SAW) account and an EAGL account. Applicants can find detailed instructions for new and current EAGL users at: <https://ecology.wa.gov/About-us/How-we-operate/Grants-loans>

- One application may include multiple vehicles/pieces of equipment within the same project category.
- If applicants are applying for awards in more than one project category, applicants must:
 - Submit separate applications per project category,
 - Contact Molly Spiller (molly.spiller@ecy.wa.gov) to request additional application(s). This can take 3-5 business days.
- For all project proposals, be prepared to submit the following information into the EAGL application forms:
 - Project description including intended goals and outcomes.
 - The number of replacements or repowers you are applying for.
 - The amount of funding requested to purchase each new zero emission vehicle/equipment and associated fueling infrastructure, see page 10 for allowable funding amounts.
 - Project timeline including all deliverables that will be completed (Downloadable template available in EAGL). See page 23 for required deliverables.
 - Price quotes for vehicle/equipment and infrastructure. *Note: Do not place any orders. Any item ordered prior to a signed grant agreement will not be eligible.*
 - Project budget breakdown.
 - Community engagement plan (Downloadable template available in EAGL).
 - Fleet list including details of vehicle(s)/equipment to be scrapped or repowered (Downloadable template available in EAGL).
 - Site-Host agreement if applicant does not own the property on which the fueling infrastructure will be installed.

Application Evaluation

Screening Criteria

Applications will be screened for compliance with the screening criteria, below. Applications that fail any of the screening criteria may be disqualified and eliminated.

- The applicant is an eligible applicant.
- The project is an eligible project, see page 11.

Scoring Criteria

An Ecology evaluation committee will use the competitive scoring criteria below to score and rank applications meeting the screening criteria above. The committee will rank applications within each project category, not across categories.

Ecology will evaluate applications based on the following scoring criteria:

1. Diesel Pollution and Disproportionate Impact: 35 points

Projects will be awarded the following points based on the location of the fueling infrastructure that will support the new zero emission vehicle/equipment using the Washington Tracking Network's "Diesel and Disproportionately Impacted Communities" Index (<https://fortress.wa.gov/doh/wtn/WTNIBL/>).

- In a census tract with a score of "9" or "10" = 35 points
- In a census tract with a score of "8" = 20 points
- In a census tract with a score of "1" through "7" = 0 points

For applications that include more than one vehicle/equipment and the associated fueling infrastructure will be installed in more than one location, Ecology will score each location individually based on the information above. The points awarded to each location will be averaged and rounded to the nearest whole number to award a total score for this criterion.

2. Overburdened Communities Highly Impacted by Air Pollution: 15 points

Projects will be awarded the following points based on the location of the fueling infrastructure that will support the new zero emission vehicle/equipment. To determine whether the project is located within an overburdened community highly impacted by air pollution, visit <https://ecology.wa.gov/Air-Climate/Climate-Commitment-Act/Overburdened-communities>

If the project is in

- At least one overburdened community highly impacted by air pollution: 15 points
- Communities not identified as overburdened and highly impacted by air pollution in Washington: 0 points

Ecology will not consider any land managed by a Tribal government as an overburdened community highly impacted by air pollution without express interest and permission reached through Tribal decision-making processes. Because this engagement and consultation has not yet been completed, projects located on land managed by a Tribal government in Washington will receive full points in this scoring category.

For applications that include more than one vehicle/equipment and the associated fueling infrastructure will be installed in more than one location, Ecology will score each location individually based on the information above. The points awarded to each location will be averaged and rounded to the nearest whole number to award a total score for this criterion.

3. Estimated average annual fuel consumption: 25 points

Points will be awarded based on the average annual fuel consumption of the diesel vehicles/equipment proposed for repower or scrap.

- 9,000+ gallons/year = 25 points
- 6,000 – 8,999 gallons/year = 20 points
- 3,000 – 5,999 gallons/year = 15 points
- 1,500 – 2,999 gallons/year = 10 points
- 500 – 1,499 gallons/year = 5 points
- 0 – 499 gallons/year = 0 points

For applications that include more than one vehicle/equipment, Ecology will award points to each vehicle/equipment based on the information above. The points awarded to each vehicle/equipment will be averaged and rounded to the nearest whole number to award a total score for this criterion.

4. Engine Model Year: Up to 25 points possible

Points will be awarded based on the engine model year of the vehicle/equipment proposed for scrap.

- 2007 or older = 25 points
- 2008 – 2009 = 0 points
- 2010+ = ineligible

For applications that include more than one vehicle/equipment, Ecology will award points to each vehicle/equipment based on the information above. The points awarded

to each vehicle/equipment will be averaged and rounded to the nearest whole number to award a total score for this criterion.

Award Selection Process

Ecology will use the process described below to offer grant awards.

Step 1: Ecology will rank applications from the highest scoring application to the lowest within each project category.

Step 2: Within each project category, Ecology will offer grant awards for one vehicle/equipment per applicant from the highest scoring application to the lowest, as funds allow.

Step 3: If an application includes more than one vehicle/equipment, Ecology will offer an award for the highest fuel usage vehicle/equipment first. If vehicles/equipment have the same fuel usage, Ecology will offer awards to the oldest vehicle/equipment first.

Step 4: If funds remain in a project category after awarding one vehicle/equipment to each applicant, Ecology will offer awards for the next highest fuel usage vehicle/equipment per applicant from highest scoring application to lowest.

Step 5: Repeat Step 4 until all funds are awarded in each project category or until all grant requests have been funded.

Ecology reserves the right to recommend partial funding for any proposal. In this event, the applicant and the Grants Manager shall meet and reach agreement on a reduced scope of work commensurate with the level of available funding.

Tie Breaker: In the event of a tie, Ecology will break the tie between applications with the same score according to the points awarded for scoring Criterion 1 above (Diesel Pollution and Disproportionate Impact Washington Tracking Network Census Tract Score). If applications are still tied, Ecology will rank applications based on the average lifetime NOx emissions reductions of all vehicles/equipment included in the application. Ecology will use EPA's Diesel Emissions Quantifier to calculate NOx emissions reductions.

Unrequested, Unspent or Additional Funds

Additional Funds: If Ecology allocates additional funding to this grant program after the application deadline expires, Ecology may select projects from the remaining eligible unfunded applicants using the award selection process. Priority for additional funding may be given to applicants partially funded by the original round of funding.

All applications must be compatible with any new funding source restrictions.

Unrequested on unspent funds: If applicants that are initially awarded funds withdraw or cancel their application, or if funds remain after all eligible applicants are offered an award, Ecology may, at its discretion:

- Increase funding for awarded projects.
- Award funds to projects from the remaining eligible unfunded applicants.
- Negotiate additional projects with existing applicants.
- Reopen the grant application window and establish a new submission deadline to accept additional applications.
- Revise the grant program and accept a new round of applications.

Priority for reallocated funding may be given to applicants partially funded by the original round of funding.

Terms and Conditions

Awards are conditional on receipt of any additional information requested by Ecology to clarify or verify any aspect of submitted information.

Each grant agreement resulting from this solicitation will include standard and general terms and conditions that establish the recipient's rights and responsibilities. By completing the grant agreement, each applicant enters into an agreement with Ecology to conduct the proposed project according to the terms and conditions that correspond to its organization, without negotiation.

Failure to agree to the terms and conditions by taking actions such as failing to complete the grant agreement or indicating that acceptance is based on modification of the terms may result in rejection of the application. Applicants must read the terms and conditions carefully. Ecology reserves the right to modify the terms and conditions prior to executing grant agreements.

Recipient Requirements

All recipients will comply with the following requirements. Ecology may withhold grant reimbursement and/or reject future grant applications from the recipient if they fail to maintain compliance with these requirements through project implementation and operation.

If awarded a grant, recipients must:

- Accept or decline the award within 45 days of Ecology's offer notification. Requests to extend the deadline may be considered at Ecology's discretion.
- Be responsible for all costs incurred prior to the execution of a contract, which will not be reimbursed.⁶
- Provide all required matching funds. Applicants may use other grants, rebates, or other incentives as match funds.
- Complete projects by June 30, 2026. Requests to extend the deadline may be considered at Ecology's discretion.
- Ensure new, zero emission vehicles/equipment are certified to operate in the State of Washington.

Destruction Requirements

Recipients must:

- Not scrap the vehicle, equipment, or engine prior to a signed grant agreement.
- Use acceptable methods of permanent destruction required by the VW federal settlement agreement, including:
 - rendering the vehicle/equipment inoperable and available for recycling.
 - at a minimum cutting a 3 inch by 3-inch hole in the engine block.
 - disabling the chassis by cutting the vehicles/equipment's frame rails in half, if applicable.
- Submit to Ecology a completed and signed Certificate of Destruction. This form is provided by Ecology and must be signed by the scrap yard and the recipient.
- Submit to Ecology photos of the permanent destruction.
 - For scrap and replace projects:
 - Side profile of the vehicle/equipment, prior to disabling
 - VIN tag or equipment serial number
 - Engine label (showing serial number, engine family number, and engine model year)
 - Engine block, prior to hole
 - Engine block, after hole

⁶ Ecology will not increase an award due to unanticipated or underestimated costs. Ecology strongly recommended that applicants perform their due diligence by contacting vendors for estimates.

- Cut frame rails or other cut structural components
 - Others, as needed.
- For repower projects:
 - Engine label (showing serial number, engine family number, and engine model year)
 - Engine block, prior to hole
 - Engine block, after hole
 - Others, as needed.
- Other materials documenting the destruction may be acceptable with prior authorization from the Ecology project manager.

Vehicle or equipment purchase, and fueling infrastructure purchase and installation requirements

Recipients must:

- Not begin acquisition or installation prior to having a signed grant agreement in place.
- Ensure a Cultural Resources Review, as required by Governor’s Executive Order 21-02, has been completed by an Ecology Cultural Resources Contact prior to any ground disturbing activity funded by this project. See the Deliverables table on page 22.
- Comply with:
 - applicable federal, state, and local utility laws and requirements.
 - Washington procurement laws for the solicitation of bids, and the selection of vendors and contractors for the performance of any grant-assisted work.
 - contract, audit, monitoring and reporting requirements, including scheduled site visits, as needed.
- Ensure fueling infrastructure is installed by a qualified licensed professional according to all federal, state, and local rules, including applicable permitting and inspection requirements.
- Have a site-host agreement that certifies the applicant has permission to install fueling infrastructure for at least 5 years, if the recipient does not own the site at which the associated fueling infrastructure will be installed.
- Be able to demonstrate the ability to fuel the vehicle/equipment before any reimbursement will be made.
- Ensure the new vehicle/equipment purchased under this agreement will operate in Washington State for a minimum of five years.

Reporting and closeout requirements

Recipients must submit:

- Quarterly reporting on project progress including required deliverables throughout the project period.

- Payment Request / Progress Report including invoices in support of all reimbursement requests.
- Equipment Purchase Reports for each item over \$5,000. This must be submitted prior to reimbursement, if applicable.
- Recipient Close Out Report. This must be submitted before Ecology approves the final payment request.

Deliverables

The following deliverables may be included in each grant agreement. Ecology may add deliverables, as needed. Applicants will be asked to indicate the estimated due date of all deliverables below during the application process in EAGL.

Task 1: Purchase and install fueling infrastructure

Deliverable #	Deliverable Description	Due Date
1.1	Within 30 days of the end of each calendar quarter, the RECIPIENT will submit to ECOLOGY a quarterly Purchase Request/Progress Reports (PRPR) in EAGL.	Ongoing
1.2	RECIPIENT will submit to ECOLOGY the site-host agreement between the RECIPIENT and the site owner, if the RECIPIENT does not own the site where the fueling infrastructure will be installed. This should be included in the quarterly PRPR or submitted by email if appropriate.	
1.3	Prior to any ground disturbances, the RECIPIENT will submit (by email) a completed Cultural Resources Review Form, provided by ECOLOGY. Please allow at least 60 days for completion of the Cultural Resources Review process.	
1.4	Prior to any ground disturbances, the RECIPIENT will submit to ECOLOGY any deliverables required by the Cultural Resources Review findings. This may be included in the quarterly PRPR.	
1.5	RECIPIENT will notify ECOLOGY and submit photos when the fueling infrastructure is installed, activated, and available for use. This may be included in the quarterly PRPR. If the fueling infrastructure is not complete prior to vehicle/equipment delivery, RECIPIENT will demonstrate the ability to fuel the vehicle/equipment before any reimbursement can be made.	

Task 2: Scrap and replace or repower vehicle/equipment

Deliverable #	Deliverable Description	Due Date
---------------	-------------------------	----------

2.1	Within 30 days of the end of each calendar quarter, the RECIPIENT will submit to ECOLOGY a quarterly Purchase Request/Progress Reports (PRPR) in EAGL.	Ongoing
2.2	RECIPIENT will submit engagement and outreach materials to ECOLOGY. This should be included in the quarterly PRPR or submitted by email if appropriate.	Ongoing
2.3	<p>RECIPIENT will submit a description of their procurement process to ECOLOGY. The description should include, at a minimum:</p> <ul style="list-style-type: none"> • method of vendor notification of bid opportunity • how many bidders were notified • evaluation summary of bids received • award letter or notice of contract award • awarded contractor name, contract number, date contract was executed <p>This may be included in the quarterly PRPR.</p>	
2.4	RECEIPIENT will submit a copy of the purchase order to ECOLOGY. This should be included in the quarterly PRPR.	
2.5	RECIPIENT will submit the Certificate of Destruction (provided by ECOLOGY) and required destruction photos to ECOLOGY. This should be included in the quarterly PRPR.	
2.6	Prior to reimbursement, RECIPIENT will submit photos of the new vehicles/equipment as proof of delivery. This should be included in the quarterly PRPR.	
2.7	RECIPIENT will complete and submit an Equipment Purchase Report in EAGL for any item costing more than \$5,000.	
2.8	RECIPIENT will complete and submit a Recipient Close-Out Report in EAGL. This must be submitted before ECOLOGY approves the final payment request.	