APPENDIX A

APPLICATION

LOW CARBON TRANSPORTATION GREENHOUSE GAS REDUCTION FUND INVESTMENTS

AGRICULTURAL WORKER VANPOOLS PILOT PROJECT

FISCAL YEARS 2016-17 AND 2017-18

CALIFORNIA
AIR RESOURCES BOARD

STATE OF CALIFORNIA
California Environmental Protection Agency
AIR RESOURCES BOARD
MSCD/ISB/AQIP_97 (Rev. 08/13)

APPLICATION

Print clearly or type all information on this application.

1. Project: Click here to enter text.		
2. Company Name/Air District/Organization Name/Individual Name: Click here to enter text.		
3. Business Type: Click here to enter text.		
4. Contact Name and Title: Click here to enter text.		
5. Person with Contract Signing Authority (if different from above)/Air Pollution Control Officer (APCO): Click here to enter text.		
6. Mailing Address and Contact Information: Street: Click here to enter text.		
City: Click here to enter text.	State: Click here to enter text.	Zip Code: Click here to enter text.
Phone: (XXX) XXX-XXX	Fax: (XXX) XXX-XXX	
E-mail: Click here to enter text.		
☐ I have read and understood the terms and conditions of the Sample Grant Agreement.		

I hereby certify under penalty of perjury that all information provided in this application and any attachments are true and correct.

Printed Name of Responsible Party or APCO: Click here to enter text.	Title: Click here to enter text.
Signature of Responsible Party or APCO:	Date:

Third Party Certification (if applicable)
I have completed the application, in whole or in part, on behalf of the applicant.

Printed Name of Third Party: Click here to enter text.	Title: Click here to enter text.
Signature of Third Party:	Date:
Amount Being Paid for Application Completion in Whole or Part: Click here to enter text.	Source of Funding to Third Party: Click here to enter text.

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Attachment 1: REQUIRED ELEMENTS CHECKLIST

In order to reduce the chances of having an application rejected, the applicant is strongly encouraged to re-read the following sections of the solicitation before submitting an application package: XIII. Application Instructions, XV. Required Elements, and XVI. Project Evaluation and Scoring. The checklist below is not a substitute for a thorough review of the solicitation and its appendices.

	The application package consists of one signed original, four copies, and one compact disk (CD) or flash drive containing copies of the application and all required documents.
	The application meets the minimum Match Funding requirements.
	Appendix A. Application: Application Cover Page is signed and dated.
	Appendix A. Application: Attachment 1: Required Elements Checklist (not required to be submitted to CARB)
	Appendix A. Application: Attachment 2: Applicant Qualifications and Project Team Capabilities
	Appendix A. Application: Attachment 3: Proposed Budget
	Appendix A. Application: Attachment 4: Project Implementation Plan, A. Executive Description of Project
	Appendix A. Application: Attachment 4: Project Implementation Plan, B. Expanded Project Description Narrative
	Appendix A. Application: Attachment 4: Project Implementation Plan, C. Project Schedule
	Appendix A. Application: Attachment 4: Project Implementation Plan, D. Outreach and Education
	Appendix A. Application: Attachment 4: Project Implementation Plan, E. Project Data, Reporting Procedures, and Handling Confidential Information
	Appendix A. Application: Attachment 4: Project Implementation Plan, F. Disadvantaged Communities
	Appendix A. Application: Attachment 5: Estimated Emission Reductions for Scoring (Estimated Vanpool Emissions Calculations Worksheet for Project Scoring)
	Appendix A. Application: Attachment 6: Conflict of Interest Declaration
	Appendix A. Application: Attachment 7: Letters of Support for Project
	Appendix A. Application: Attachment 8: California Environmental Quality Act Worksheet

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Attachment 2: APPLICANT QUALIFICATIONS AND PROJECT TEAM CAPABILITIES

1. Qualifications Narrative: Provide an attachment describing your experience and expertise developing, implementing, or administering similar projects and working with or outreaching to disadvantaged or other communities and identify how this background will enable you to efficiently and effectively administer the project. Also identify the subcontractors and partners assembled to conduct the project and describe the knowledge and experience they have with their project component or working within the target communities. This narrative should not exceed two pages.

2. Staff Information: Include information for each staff member to be involved in developing, implementing, or administering the project. Clearly identify staff proposed for day-to-day project administration. **Attach project lead and key staff resumes**.

Name:	Hourly rate:
Phone:	Email:
Title:	
Expected duties:	

This table is a suggestion. If more room is needed, the information may be recreated by the applicant and attached.

3. Partner / Subcontractor Information: Applicants may partner with other entities. Responsibility for deliverables lies with the primary applicant. Provide the names and information for any and all subcontractors and partners. **Attach resumes and letters of commitment for all proposed subcontractors and partners.**

Name:	Hourly rate:
Phone:	Email:
Title:	
Expected duties:	

This table is a suggestion. If more room is needed, the information may be recreated by the applicant and attached.

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Attachment 3: PROPOSED BUDGET

Describe the proposed budget for completing the tasks of the Agricultural Worker Vanpools Pilot Project, consistent with the Sample Grant Agreement, your Project Implementation Plan, and the requirements of the solicitation. The Proposed Budget should reflect the optimum project scale to ensure success of the proposed project. Funding for this solicitation is available as follows:

California Air Resources Board (CARB) Greenhouse Gas Reduction Fund (GGRF) project funding for projects in disadvantaged communities in the San Joaquin Valley Air Pollution Control District	Up to $3 Million in FY 2016-17 funding
CARB GGRF project funding for projects in disadvantaged communities, with a focus on the San Joaquin Valley Air Pollution Control District, with projects in other disadvantaged communities if appropriate	Up to $3 million in FY 2017-18 funding
Total	Up to $6 million

Geographic Requirements Based on Fiscal Year of Funding: A single Applicant can apply for up to $6 million, and the following requirements apply:

- All projects must be in disadvantaged communities.
- If an Applicant applies for an amount of funding that is less than or equal to $3 million, then the Applicant must be applying for FY 2016-17 funds that must be spent on projects in the San Joaquin Valley Air Pollution Control District.
- If an Applicant applies for an amount of funding that is greater than $3 million, then the Applicant must be applying for $3 million in FY 2016-17 funds and an additional amount from FY 2017-18 funds. In this case, the Applicant must commit to spending **over** $3 million dollars of the funds it is applying for, on projects in the San Joaquin Valley Air Pollution Control District, which means that the Applicant must commit to spending some (or all) FY 2017-18 funds in the San Joaquin Valley Air Pollution Control District.

The proposed budget must include all estimated labor and material costs associated with managing the project, a description of any applicable commitments for in-kind match and cash match funding, and records retention. The budget must include total costs to be supported by CARB funding, including but not limited to: purchase vehicles, install electric vehicle supply equipment (EVSE), develop a reservation system, conduct surveys, report data, and offer vanpool services to agricultural workers in disadvantaged communities. Applicants may use the Sample Proposed Budget to summarize their proposed budget.

The Grantee is required to provide Match Funding to match a minimum of 25 percent of the FY 2016-17 portion of the total project grant amount by the project completion deadline for FY 2016-17 funds. The Grantee is required to provide Match Funding to match a minimum of 25 percent of the FY 2017-18 portion (if applicable) of the total project grant amount by the project completion deadline for FY 2017-18 funds. For project completion deadline information, see Solicitation, Section III. Funding, B. Other and Sample Grant Agreement, Section E. Time Period. Furthermore, the Grantee must meet the Cash Match and In-Kind Match percentages separately for each fiscal year of funding. **The application will be rejected if it doesn't meet**

the minimum Match Funding requirements. Match Funding must be provided in the following manner:

- A minimum of 10 percent of the FY 2016-17 portion of the total project grant amount (and, if applicable, a minimum of 10 percent of the FY 2017-18 portion of the total project grant amount) must be in the form of Cash Match committed by the Grantee (exclusive of providing in-kind contributions). Cash Match includes labor and project equipment capital outlays during the term of the Grant Agreement.
- A minimum of 15 percent of the FY 2016-17 portion of the total project grant amount (and, if applicable, a minimum of 15 percent of the FY 2017-18 portion of the total project grant amount) may be met through some combination of in-kind contributions such as labor, equipment, materials, equipment transportation, private financing, and federal or non-GGRF sourced State funds. While other publicly funded projects may work in tandem or as part of a project funded under this program, none of the funds or anything funded by those projects may be included in fulfilling any of the 25 percent match requirement; however, assets from publicly funded projects can be counted toward the match if the contract requirements are complete at the time of the application. For example, electric vehicle supply equipment (EVSE) infrastructure funded under another State-funded project may be leveraged to support the project but may only be used to meet part of the Grantee match requirements if the contract requirements with the State for that EVSE infrastructure are no longer in effect. Project facilities or property will not be considered as part of a proposed in-kind match whether owned or leased by the Grantee.
    - **Cash Match versus In-Kind Match**. The 10 percent required cash match may include money spent by the Grantee or any project team member on specific project-related labor and purchases during the term of the grant agreement. It could also include cash donated to the project to cover any project-related purchases or expenses. Unlike cash match, in-kind match may include labor paid in advance of the execution of the grant agreement that is being donated to the project, as well as project-related supplies, materials, and equipment already owned by project participants and donated to the project that will be used during the term of the grant agreement. For example, cash used for labor to maintain EVSE purchased specifically for the project during the term of the agreement could be considered cash match, while the monetary value associated with labor to maintain an EVSE that existed before the project could be considered in-kind match. Finally, any match funding that is considered cash match can also be considered in-kind match, and must be distinguished in the project budget.
- If a third party, (i.e., a party other than the Grantee) proposes to provide any part of the required match, the Grantee must include a letter from each third party stating that it is committed to providing a specific dollar value of cost sharing and the source of such funds. A Grantee and its partners must demonstrate technical and fiscal resources sufficient to meet their cost share commitment and complete the proposed project.

Any labor rate adjustments must be included in the application budget detail for the entire project term. Labor rates may not be increased at any time from those identified in the application.

All project partners must participate in the development of the project budget and the Project Schedule, and agree to be bound by it for the duration of the project. Any expectation of cost of

living increases or increases in costs due to inflation or other reasons need to be included in the proposed project budget along with rationalization for any increases in proposed project costs. Regardless of any proposed increases in costs due to cost of living, inflation, or other reasons the total amount of funding for a proposed project will not be changed once the grant agreement is executed.

This proposed budget template (Tables 1 and 2) provided may be modified to meet the applicant's needs or the applicant may provide their own budget. An alternate budget must include at a minimum the level of detail and items outlined in the Sample Proposed Budget (Tables 1 and 2) —all proposed funding and expenses must be estimated, identified, and sufficiently detailed. Applicant may attach explanatory comments on budget details.

If the Applicant applies for FY 2016-17 and FY 2017-18 funds, then the project budget must clearly differentiate between FY 2016-17 and FY 2017-18 funds and between funds spent on projects in the San Joaquin Valley Air Pollution Control District and those spent on projects outside of the San Joaquin Valley Air Pollution Control District.

Sample Proposed Budget

The Sample Proposed Budget consists of two tables that may be copied or recreated as needed.
The applicant may modify this sample budget to meet their specific needs. These two tables may also be edited, or deleted if not used.
See also the descriptions of project implementation costs and technology costs in the Solicitation (Section III, Funding, A).

Table 1: Sample Proposed Budget Detail[1,2]											
* SJV = San Joaquin Valley Air Pollution Control District		**FY 2016-17:** All funds must be spent in SJV*				**FY 2017-2018** (if applicable): Some funds must be spent in SJV*					
		Grant	**Match Funding**			**Grant – funds to be spent in SJV***	**Grant – funds to be spent outside of SJV***	**Match Funding**			
		CARB	**Cash**	**In-Kind**	**Sub-total: FY 2016-17**	**CARB**	**CARB**	**Cash**	**In-Kind**	**Sub-total: FY 2017-18**	**TOTAL**
PROJECT IMPLEMENTATION COSTS FUNDING											
NON-ADMINISTRATIVE PROJECT IMPLEMENTATION COSTS											
Direct Project Labor											
Position/Classification (Grantee may use its own job descriptions)	Hourly rate										
Program Manager											
Project Manager											
Technician											
Accountant											
Clerical											
Other Non-Administrative Project Implementation Costs (non-labor)											
Reservation system	N/A										
Conduct surveys	N/A										
Outreach and Education (itemized)	N/A										
Printing, mailing, travel, and reporting (expand to one category per row)	N/A										

[1] Hourly rates must include direct labor plus fringe benefits. Any adjustments to hourly rates that may occur over the term of the project must be detailed in the project budget and explained in the application.

[2] Provide additional detail, as necessary, to show cost break down by task, subtask, project partner, and subcontractor.

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Other non-labor non-administrative project implementation costs (expand to one category per row)	N/A										
NON-ADMINISTRATIVE PROJECT IMPLEMENTATION COSTS SUBTOTAL											
ADMINISTRATIVE COSTS											
Indirect Project Labor											
Position/Classification (Grantee may use its own job descriptions)	Hourly Rate										
Program Manager											
Project Manager											
Technician											
Accountant											
Clerical											
Indirect Project Costs (non-labor)											
Non-labor indirect project cost (expand to one category per row)	N/A										
ADMINISTRATIVE COSTS SUBTOTAL											
PROJECT IMPLEMENTATION COSTS FUNDING SUBTOTAL											
TECHNOLOGY COSTS FUNDING	Cost per vehicle or per piece of equipment, as applicable										
Vehicle purchase (itemized; include cost breakdown per vehicle)											
Other vehicle related costs, including direct maintenance (itemized; include cost breakdown per vehicle)											
EVSE purchase (itemized; include cost breakdown per piece of EVSE)											
EVSE installation (itemized; include cost breakdown per installation)											
EVSE direct maintenance											
TECHNOLOGY COSTS FUNDING SUBTOTAL											
TOTAL ALL											

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Table 2: Sample Proposed Budget Summary			
	FY 2016-17	**FY 2017-18**	**Total**
Project Implementation Costs Funding	$X ($X for Non-Administrative Project Implementation Costs Funding plus $X for Administrative Costs Funding)	$X ($X for Non-Administrative Project Implementation Costs Funding plus $X for Administrative Costs Funding)	
Technology Costs Funding			
Total CARB GGRF Grant (Total Project Grant Amount)			
Total Cash Match			
Total In-Kind Match			
Total Project Cost			

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Attachment 4: PROJECT IMPLEMENTATION PLAN

IMPORTANT NOTE: Where applicable, the Project Implementation Plan, including the Project Schedule, must clearly differentiate between Fiscal Year (FY) 2016-17 and FY 2017-18 funds, projects that will be inside or outside of the San Joaquin Valley Air Pollution Control District, and the different project completion and final report dates applicable to each fiscal year of funding (see also Solicitation, Section III. Funding).

Provide a Project Implementation Plan for completing tasks required of the Agricultural Worker Vanpools Pilot Project Grantee as outlined in the Sample Grant Agreement. The plan must be specific and align with the requirements of the Sample Grant. Where applicable, provide examples of past successfully completed similar tasks. The Project Implementation Plan should be no longer than 10 pages.

A. **Executive Description of Project**
   Provide a one-paragraph executive description of your proposed project. This description will be posted (www.arb.ca.gov/msprog/aqip/solicitations.htm) when CARB posts a list of applications received. Include at a minimum the following:

   1. Name of grantee and name of project
   2. Funding amount requested
   3. Cash Match and In-kind Match funding provided
   4. Description of how the project will work
   5. Which communities the project will be placed in
   6. Number of participants
   7. Number and types of vehicles and electric vehicle supply equipment
   8. Total estimated GHG emission reductions per grant dollar provided

B. **Expanded Project Description Narrative**
   Provide a project description narrative that expands upon the Executive Description of Project. Expand upon the description of the vanpooling system design, vehicles and equipment, project goals, key partnerships, and how key tasks will be completed. Show how the project can be sustainable after State funding is complete and provide the opportunities to replicate this project in other disadvantaged communities.

C. **Project Schedule**
   Provide a timeline that identifies key tasks and milestone start and completion dates from inception through project completion and the post-project completion implementation period, while incorporating the different project completion, final report, and on-going usage report dates applicable to each fiscal year of funding requested (see also Solicitation, Section III. Funding, B. Other and Sample Grant Agreement, E. Time Period). Include details of what is to be delivered for each task and milestone, such as number and types of vehicles, electric vehicle supply equipment, number of participants, etc.

The timeline must show that the project will continue to be implemented for one year after the applicable project completion deadline for each fiscal year of funding for which the Applicant is applying. All vehicles and EVSE that are funded with FY 2016-17 funds must be domiciled (vehicles) or installed (EVSE) within the San Joaquin Valley Air Pollution Control District. If the Applicant applies for FY 2016-17 and FY 2017-18 funds, then the project implementation plan and project schedule should demonstrate that FY 2016-17 funded vans and EVSE will be deployed first. Understand that the key tasks and milestone dates become a Project Schedule in a grant agreement that a grantee will be held to. The schedule should reflect realistic estimates of the amount of time it will take to enter into partner agreements, especially with governmental entities whose process to approve agreements may be lengthy. The schedule should also allow sufficient time to plan and install electric vehicle supply equipment (EVSE), including the permitting process and especially if the installation timeframe is during winter months when weather may delay construction. See also Sample Grant Agreement, Exhibit B Work Statement, Attachment III, Project Schedule.

D. **Outreach and Education**

Describe the strategy to engage disadvantaged communities – in the San Joaquin Valley Air Pollution Control District, and other communities, if applicable – through outreach and education about the project. Describe the applicant's experience with and understanding of the target communities. Identify key partners, their roles for outreach and education, and their knowledge and experience within the community. List project website and materials that will be developed, who will be responsible for their development, and that they will be translated into non-English language(s). Align deliverables with the project budget. Describe how project participants will be informed about other transportation-related projects that are available for disadvantaged community residents and lower-income consumers, including CARB's Clean Vehicle Rebate Project and the Enhanced Fleet Modernization Program Plus-up Pilot Project.

E. **Project Data, Reporting Procedures, and Handling Confidential Information**

Provide a detailed list of data deliverables, including but not limited to, the vehicles and EVSE that serve the project, fuel use, vehicle usage data; GHG, oxides of nitrogen (NO_x), particulate matter 2.5 (PM 2.5), and reactive organic gases (ROG) reductions achieved; community co-benefits data, feedback from outreach efforts, etc. Provide draft formats for the Quarterly Reports, Final Report, and On-Going Usage Reports that includes the required data and reporting components contained in the Sample Grant. Provide a plan for handling participant confidential information that meets the requirements in the Sample Grant.

F. **Disadvantaged Communities**

Identify the disadvantaged communities (as defined in FY 2016-17 and FY 2017-18 Solicitation, Section VI. Disadvantaged Community Benefits) that the project is intended to benefit by census tracts geographic identifier (GEOID).

Technically, a census tracts GEOID is an 11-digit number; however, the Applicant may remove the initial zero and report it as a 10-digit number, as is usually done by CARB. Disadvantaged communities and their accompanying census tracts GEOIDs can be located using CARB's searchable Disadvantaged and Low-income Community Maps[3] -- the "census tract" number that results from a search of the maps is actually the census tracts GEOID with the initial zero removed.

The list of census tracts GEOIDs that is submitted in this Application may be longer than the list of census tracts GEOIDs where vehicles and EVSE are eventually placed.

[3] https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm.

Attachment 5: ESTIMATED EMISSION REDUCTIONS FOR SCORING

Low Carbon Transportation Greenhouse Gas Reduction Fund Investments

Fiscal Years 2016-17 and 2017-18 Agricultural Worker Vanpools Pilot Project

Methodology for Determining Emission Reductions and Cost-Effectiveness

Estimated Vanpool Emissions Calculations Worksheet for Project Scoring

Inputs

Please provide project details as inputs to calculate the estimated criteria, toxic, and greenhouse gas (GHG) emission reductions for the proposed project. Explanations on the assumptions are included below.

Applicant Inputs	
Vans	_____ *vans*
Conventional Hybrids	_____ *vans*
Plug-In Hybrids	_____ *vans*
Battery-Electric Vans	_____ *vans*
Fuel Cell Vans	_____ *vans*
Trips per Day	_____ *trips*
Miles per Trip	_____ *miles*
Days per Year	_____ *days*

- Vans – the total number of vans funded under the proposed project.
- Conventional Hybrids – the number of conventional (conv.) hybrid vehicles or vans funded under the proposed project.
- Plug-In Hybrids – the number of plug-in hybrid electric vehicles (PHEVs) or vans funded under the proposed project.
- Battery-Electric Vans – the number of battery-electric vehicles (BEVs) or vans funded under the proposed project.
- Fuel Cell Vans – the number of hydrogen fuel cell electric vehicles (FCEVs) or vans funded under the proposed project.
- Trips per Day – the average number of one-way trips driven per day per van.
- Miles per Trip – the average number of miles traveled per van per trip.
- Days per Year – the number of days per year that a van would be available for use. The suggested input for daily services is 365 days. The suggested input for weekday only vanpools is 260 days.

Calculate the Vehicle Miles Traveled (VMT)

The formula below will use the inputs from the table above to calculate the annual vehicle miles traveled for each van in the fleet.

Step 1: Calculate the annual VMT for each van in the fleet:

$$VMT = trips\ per\ day * miles\ per\ trip * days\ per\ year$$

Emission Factors

The table below contains the emission factors to input in the formulas as directed. Background on how these emissions factors were derived can be found in the Fiscal

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Year 2017-18 Funding Plan in Appendix A. The provided table contains criteria and toxic emission factors for the eligible vehicle types in terms of grams per mile (g/mi) for oxides of nitrogen (NOx), particulate matter (PM), and reactive organic gases (ROG) and in terms of grams of carbon dioxide equivalent per mile (gCO2e/mi) for greenhouse gases (GHG). Emission factors have been developed for the two EMFAC 2014 classifications for light heavy-duty (LHD) vehicles: LHD1 and LHD2. The LHD1 category covers vehicles with a gross vehicle weight rating (GVWR) of 8,501 to 10,000 pounds and the LHD2 category covers vehicles with a GVWR of 10,001 to 14,000 pounds. Criteria and toxic emission factors are calculated based solely on tailpipe emissions because of their localized impact.

Vanpool Emission Factors (g/mi)						
Vehicle Class	**Pollutant**	**Conv. Van (Baseline)**	**Conv. Hybrid**	**PHEV**	**BEV**	**FCEV**
LHD1	NOx	0.0457	0.0366	0.0220	0	0
	PM 2.5	0.0362	0.0195	0.0191	0.0184	0.0184
	ROG	0.0071	0.0057	0.0034	0	0
	GHG	1038	830	629	326	372
LHD2	NOx	0.0699	0.0559	0.0336	0	0
	PM 2.5	0.0417	0.0223	0.0218	0.0211	0.0211
	ROG	0.0074	0.0060	0.0036	0	0
	GHG	1151	921	697	362	413

Calculate Emissions Produced from the Baseline Vanpool

Step 2: Calculate the emissions produced by the baseline vanpool fleet, using the VMT calculated in Step 1. If the proposed project includes funding for vans in both the LHD1 and LHD2 vehicle classes, use the following equation to calculate the emissions for each class separately and then add together to get the total emissions for the baseline vanpool. The conversion factor (CF) will be different depending on if you are calculating a criteria, toxic, or a greenhouse gas (GHG).

$$\mathrm{CF}_{criteria\ toxic} = \frac{1\ \mathrm{U.S.\ ton}}{907{,}185\ \mathrm{grams}} \qquad OR \qquad CF_{GHG} = \frac{1\ \mathrm{metric\ ton}}{1{,}000{,}000\ \mathrm{grams}}$$

$$Emissions_{baseline} = VMT * EF\ conventional\ vans * number\ of\ vans * CF$$

Calculate Emissions Produced from the Advanced Technology Vanpool

Step 3: Calculate the emissions produced by each of the advanced technology vans, using the VMT calculated in Step 1 and the conversion factor from Step 2. If the proposed project includes funding for vans in both the LHD1 and LHD2 vehicle classes, use the following equations to calculate the emissions for each class separately and then add together to get the total emissions for each technology type.

$$Emissions_{conv.\ hybrids} = VMT * EF\ conv.hybrids * \#\ of\ conv.hybrids * CF$$

$$Emissions_{PHEVs} = VMT * EF\ PHEVs * \#\ of\ PHEVs * CF$$

$$Emissions_{BEVs} = VMT * EF\ BEVs * \#\ of\ BEVs * CF$$

$$Emissions_{FCEVs} = VMT * EF\ FCEVs * \#\ of\ FCEVs * CF$$

Step 4: Calculate the total emissions produced by the advanced technology vanpool, using the emissions calculated for each technology and vehicle class in Step 3 as inputs.

$$Emissions_{adv.\ tech\ vanpool} = Emissions_{conv.\ hybrids} + Emissions_{PHEVs} + Emissions_{BEVs} + Emissions_{FCEVs}$$

Calculate Total Emission Reductions from the Vanpool Service

The emissions produced annually by the advanced technology vans will be subtracted from the emissions produced annually by a conventional vanpool to estimate the annual emission reductions. The annual emission reductions are then multiplied by the 6-year usage life to get the total emission reductions from the proposed vanpool project.

Step 5: Calculate the total emissions reductions for the proposed advanced technology vanpool service using a 6-year usage life.

$$Emission\ Reductions = (Emissions_{baseline} - Emissions_{adv.\ tech\ vanpool}) * usage\ life$$

Steps 2 through 5 should be repeated four separate times to obtain emission reduction totals for each emission type (NOx, PM 2.5, ROG and GHG).

Calculate GHG Cost-Effectiveness for the Proposed Vanpool Project

The cost-effectiveness of a project is calculated by dividing the total GHG emission reductions by the amount of Low Carbon Transportation Investments funding requested for the proposed project.

Step 6: Calculate the cost-effectiveness for the proposed project using the emission reductions from Step 5. The cost-effectiveness of the project is in terms of metric tons CO_2e per dollar for greenhouse gases.

$$Cost\ Effectiveness = \frac{GHG\ Emission\ Reductions}{Low\ Carbon\ Transportation\ Funding}$$

Attachment 6: CONFLICT OF INTEREST DECLARATION

All applicants must disclose any Conflict of Interest in fulfilling the duties of the Agricultural Worker Vanpools Pilot Project Grantee. Summarize your organization's or any subcontractor's current, ongoing, or pending direct or indirect interest, which poses an actual, apparent, or potential conflict of interest with your ability to fulfill the duties of Grantee. CARB may consider the nature and extent of any potential or apparent conflict of interest in evaluating, considering, or scoring the application and may disqualify the applicant at CARB's sole discretion.

Attachment 7: LETTERS OF SUPPORT FOR PROJECT (not scored)

Attachment 8: CALIFORNIA ENVIRONMENTAL QUALITY ACT WORKSHEET

This attachment must be submitted as part of the application if the project proposal includes proposed electric vehicle supply equipment installation. Additional information regarding this requirement is available in Appendix C, California Environmental Quality Act Compliance and Permitting Requirements.

The California Environmental Quality Act (CEQA) (Public Resources Code §§ 21000 et seq.) requires public agencies to identify the significant environmental impacts of their actions and to avoid or mitigate them, if feasible.[1] Under CEQA, an activity that may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment is called a "project" (Public Resources Code § 21065). Agency compliance with CEQA may include preparing a Notice of Exemption or conducting an Initial Study and preparing a Negative Declaration, a Mitigated Negative Declaration, or, if there are significant impacts, an Environmental Impact Report.

The Lead Agency is the public agency that has the greatest responsibility for preparing environmental documents under CEQA, and for carrying out, supervising, or approving a project. Where the grant recipient is a public agency, the Lead Agency is typically the recipient. Where the grant recipient is a private entity, the Lead Agency is the public agency that has greatest responsibility for supervising or approving the project as a whole.[2] When issuing contracts, grants, or loans, the California Air Resources Board (CARB or Board) is typically a "Responsible Agency" under CEQA, which means that it tends to rely on the CEQA analysis prepared by the Lead Agency, assuming that analysis meets the applicable CEQA requirements. If CARB is the only public agency with responsibility for approving the project, then CARB may act as the Lead Agency and prepare its own environmental documents (based on analysis provided by the applicant).

This worksheet will help CARB determine what kind of CEQA review, if any, is necessary, and which agency will be performing that review as Lead Agency. No project can be selected, nor can any grant be executed, until the Lead Agency has determined that the project is exempt from CEQA requirements.

Please answer all questions in the worksheet below as completely as possible. It may also help you to think through the CEQA process necessary for your proposed project. CARB may request additional information in order to clarify responses provided on this worksheet.

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[1] To view frequently asked questions and answers about CEQA, please visit http://resources.ca.gov/ceqa/more/faq.html.

[2] 14 CCR §§ 15050, 15051. The Lead Agency typically has general governmental powers (such as a city or county), rather than a single or limited purpose (such as an air pollution control district).

1. **What are the physical aspects of the project? (Check all that apply and provide brief description of work, including any size or dimensions of the project).**

Project Aspect	Yes	No	Description of Project Aspect
Construction (including grading, paving, etc.)	☐	☐	
Trenching	☐	☐	
New or replaced pipelines	☐	☐	
Construction of underground facilities (including tanks)	☐	☐	
Modification or conversion of a facility	☐	☐	
New or modified operation of a facility or equipment	☐	☐	
On-road demonstration	☐	☐	
Paper study (including analyses on economics, feedstock availability, workforce availability, etc.)	☐	☐	
Laboratory research	☐	☐	
Temporary or mobile structures (skid-mounted)	☐	☐	
Design/Planning	☐	☐	
Other (describe and add pages as necessary)	☐	☐	

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2. **Where is the project located or where will it be located? (Attach additional sheets as necessary.)**

Address	County	Type of Work to Be Completed at Site

3. **Will the project potentially have environmental impacts that trigger CEQA review? (Check a box and explain the answer for each question. Additionally, please provide a complete description of any direct physical changes and reasonably foreseeable indirect changes to the environment that may result from the project. Please provide as much detail as possible. You may provide additional information on supplemental pages as necessary.)**

Question	Yes	No	Don't Know	Explanation
Is the project site environmentally sensitive?	☐	☐	☐	
Is the project site on agricultural land?	☐	☐	☐	
Is the land on which the project would be built previously disturbed?	☐	☐	☐	
Is this project part of a larger project?	☐	☐	☐	
Is there public controversy about the proposed project or larger project?	☐	☐	☐	
Will historic resources or historic buildings be impacted by the project?	☐	☐	☐	

OBSOLETE

Question	Yes	No	Don't Know	Explanation
Is the project located on a site the Department of Toxic Substances Control and the Secretary of the Environmental Protection Agency have identified as being affected by hazardous wastes or cleanup problems?	☐	☐	☐	
Will the project generate noise or odors in excess of permitted levels?	☐	☐	☐	
Will the project increase traffic at the site and by what amount?	☐	☐	☐	
Is the project expected to result in environmental impacts to any other resource area (e.g., air quality, aesthetics, water quality)? (Add pages as necessary.)	☐	☐	☐	

4. Will the project require discretionary permits or determinations, as listed below?

Type of Permit	No	Modified	New	Approving Agency	Reason for Permit, Summary of Process, and Anticipated Date of Issuance
Air Quality Permit	☐	☐	☐		
Water Quality Permit	☐	☐	☐		
Conditional Use Permit or Variance	☐	☐	☐		
Building Expansion Permit	☐	☐	☐		
Hazardous Waste Permit	☐	☐	☐		

OBSOLETE

Type of Permit	No	Modified	New	Approving Agency	Reason for Permit, Summary of Process, and Anticipated Date of Issuance
Rezoning	☐	☐	☐		
Authority to Construct	☐	☐	☐		
Other Permits (List types)	☐	☐	☐		

5. **Of the agencies listed in #4, have you identified and contacted the public agency who will be the lead CEQA agency on the project?**

   ☐ **Yes**. Provide the name and contact information for the lead agency.

   _____
   _____
   _____
   _____

   ☐ **No.** Explain why no contact has been made and/or a proposed process for making contact with the lead agency.

   _____
   _____
   _____
   _____
   _____

6. **If you identified an agency with discretionary approval authority over the project (see Item 4 above), has as the public agency prepared environmental documents (e.g., Notice of Exemption, Initial Study/Negative Declaration/Mitigated Negative Declaration, Environmental Impact Report, Notice of Determination) under CEQA for the proposed project?**

   ☐ **Yes**. Please complete the following and attach the CEQA document to this worksheet. (For "Not a project," the title of the document may be an e-mail, resolution, or letter.)

OBSOLETE

Type of Environmental Review	**Title of Environmental Document (Attach the document to this form)**	**State Clearinghouse Number**	**Completion Date**	**Planned Completion Date (must be before approval of grant)**
"Not a project" ☐ Email ☐ Letter ☐ Resolution ☐ Other:		N/A		N/A
Exempt (Resolution of public agency or Agenda Item approving Exemption)		N/A		N/A
Exempt (Notice of Exemption)		N/A		
Initial Study				
Negative Declaration				
Mitigated Negative Declaration				
Notice of Preparation				
Environmental Impact Report				
Master Environmental Impact Report				
Notice of Determination				

OBSOLETE

Type of Environmental Review	Title of Environmental Document (Attach the document to this form)	State Clearinghouse Number	Completion Date	Planned Completion Date (must be before approval of grant)
NEPA Document (Environmental Assessment, Finding of No Significant Impact, and/or Environmental Impact Statement)				

☐ **No**. Explain why no document has been prepared. Propose a process for obtaining lead agency approval and estimated date for that approval (must occur before CARB will approve the grant).

_____
_____
_____
_____
_____
_____

Certification: I certify to the best of my knowledge that the information contained in this worksheet is true and complete. I further certify that I am authorized to complete and sign this form on behalf of the proposing organization.

Name: _____

Title: _____

Signature: _____

Phone Number: _____

Email: _____

Date: _____

OBSOLETE