Instructions for DERA Application	
Project(s) selected through this application and funded by the FY22 grant MUST be completed by September 30, 2027; and project(s) funded by the FY24 grant MUST be completed by March 31, 2027, to allow sufficient time to process reimbursement. A separate application is required for each fleet and its corresponding project area(s) and additional requirements apply for fleets that service multiple project areas.	
Organization Information (40 points)	Required information described below.
Project Title	Enter the name of the project. To the extent possible, include the Organization Name and type of Fleet(s) involved (e.g., Windy City Solid Waste Vehicle Replacement Project).
Number of Vehicles	Enter the number of vehicles per fleet location. If an applicant has fleets statewide, the applicant must only include the vehicles for the project area as described in this application.
Organization Name	Enter the name of the entity overseeing the project.
Responsible Official	Enter the full name of the person responsible for the funding. This will be the person with signature authority and oversight for the project.
Responsible Official Job Title	Provide the title of the responsible official.
Responsible Official Contact Information	Enter the mailing address for the responsible official, including city, state, and zip code. Add this person's phone number (work), cell phone number (if applicable) and email address.
Organization's Unique Entity Identifier vs. DUNS Number	On April 4, 2022, the unique entity identifier used across the federal government changed from the Dun & Bradstreet **D**ata **U**niversal **N**umbering **S**ystem, commonly referred to as *D-U-N-S Number*, to the *Unique Entity ID*, generated by the System for Award Management (SAM.gov). The Unique Entity ID is a 12-character alphanumeric ID assigned to an entity by SAM.gov. SAM.gov is an official website of the U.S. Government, and there is no cost to use it. You can use this site to register to do business with the U.S. Government. As part of this transition, the DUNS Number has been removed from SAM.gov. Entity registration, searching, and data entry in SAM.gov now require use of the new Unique Entity ID. New entities can get their Unique Entity ID at SAM.gov and, if required, complete an entity registration. **Applicants for a DERA Grant must have an active SAM.gov account and be in good standing at the time of Award.** (e.g., not suspended or debarred, covered by a prohibition or restriction, or otherwise excluded from doing business with the government). However, you may apply for a DERA Grant while your SAM.gov registration is being processed if you do not already have a SAM.gov account. The DUNS Number was a unique nine-digit identifier assigned to all types of business organizations

	including sole proprietorships, corporations, partnerships, non-profits, and government entities. The DUNS Number is now optional and no longer required to apply for a DERA grant. The D-U-N-S Number was constant — staying with a business throughout its lifecycle including name, address and corporate structure changes and even bankruptcy. The DUNS Number was not just a number — it was a system for maintaining accurate, comprehensive and timely information – and it was issued rapidly and free of charge for all entities wanting to do business with the U.S. Federal Government. The organization's DUNS number can be found at: [https://www.dnb.com/duns-number.html]
Contact Person	Enter the name of the person who will be the Department's primary contact. The contact person may be the responsible official. If so, note "Same as Responsible Official."
Contact Person Title	Enter the title of the contact person.
Contact Person Phone Number and Email	Enter the phone number and email address of the contact person.
Organization Type	Select the appropriate box, indicating the organization type.
Fleet Address including City, County and Zip Code.	Enter the address where the fleet resides. This may be a location other than the organization/responsible official's address or project area.
Description of Applicant's Organization (10 Points)	Provide a summary of the applicant's organization, including the organization's size and type of work performed. If the proposed project operates outside of the State, the applicant must provide the percentage of time your organization will operate the affected equipment in New Mexico. The equipment must operate within the State at least 75% of the time. For those fleets that operate outside of the State, the applicant must provide documentation verifying the operating time within the State as **Appendix A**. Include the number of hours and/or miles traveled in the State. Note in the summary whether the proposed vehicles utilize an International Registration Plan. If your vehicle does not operate outside of New Mexico, then verification is not necessary.
Project Funding (5 Points)	Provide the amount of funding requested, the cost share (in dollars and percent), the project cost, scrap value (if vehicle is to be scrapped), and total project cost. The total project cost is the project cost minus the scrap value. Indicate whether the applicant will request a funding waiver for the project. A funding waiver is necessary if the applicant is unable to meet

	the specific required cost share for that type of project as stipulated by the guidance, and requests that the percentage contributed by EPA be increased. For example, if the applicant is replacing a vehicle but cannot afford to only receive the standard reimbursement (e.g. 25% for diesel to diesel), then they would apply for a waiver to receive a greater percentage. If the applicant does apply for a waiver, indicate whether the applicant would still be interested in applying for funding if the waiver is denied. The applicant will need to provide a detailed justification for the waiver request. NMED will consider, on a case-by-case basis, and submit to EPA for approval, requests for waivers from programmatic requirements. Waivers will only be approved for non-statutory or non-regulatory requirements. The applicant must provide sufficient justification for the waiver. The State must obtain EPA approval for any waiver request before commencing any work or the expenditure of funds on a project involving a waiver request. Any questions regarding waivers should be directed to the NMED Project Officer.
Project Location (5 Points)	The term "project location" refers to the primary area where the affected vehicles/engines operate, or the primary area where the emissions benefits of the project will be realized.
Fleet/Equipment Description (5 Points)	The applicant must provide a detailed summary of the old equipment, including the make, model and model year. The applicant must provide a completed Vehicle Information Sheet, as Appendix C; a copy of the fleet's vehicle replacement policy or schedule as Appendix D; and the Use of Funds Restrictions as Appendix E. Normal Attrition: Engine, vehicle, and equipment replacements that would have occurred through normal attrition are considered to be the result of normal fleet turnover and are not eligible for funding under this program. Normal attrition is generally defined as a replacement that is scheduled to take place within 3 years of the project start date. Normal attrition is typically defined by the vehicle or fleet owner's budget plan, operating plan, standard procedures, or retirement schedule.
Expected Environmental Outputs from Project (70 Points)	The term "output" means an environmental activity, effort and/or associated work product related to an environmental goal and objective that will be produced or provided over time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during an assistance agreement funding period. Provide a detailed summary of expected environmental outputs associated with this project. Specify the proposed technologies that will be used for this project, including why the specific technology was

	selected. With the exception of all-electric technologies, grant funding may only be used for EPA or CARB verified or certified technologies. Review the NMED CDP Guidance for: a complete listing of eligible equipment (i.e., Eligible Diesel Emissions Reductions Solutions); additional project outputs to be included in the summary (Include the number of years that the technology will remain in the fleet); and for a list of project outputs.
Project Outcomes and Benefits (60 Points)	The term "outcome" means the result, effect or consequence that will occur from carrying out an environmental program or activity that is related to an environmental or programmatic goal or objective. Outcomes may be qualitative and environmental, behavioral, health-related or programmatic in nature, but must also be quantitative. They may not necessarily be achievable within an assistance agreement funding period. Refer to the NMED CDP Guidance Document for more information regarding Project Outcomes and Benefits.
Total Project Lifetime Emission Results (tons) and Cost Effectiveness	NMED requires that all applicants use the USEPA Diesel Emissions Quantifier (DEQ) for the emission calculation and cost effectiveness, this can be found at: [cfpub.epa.gov/quantifier/index.cfm?action=main.home]. The applicant must provide a copy of the DEQ report as Appendix F. The applicant must complete the Total Lifetime Results and Cost Effectiveness table. The information provided in this table is for the total project, not for the individual units.
Public Health Benefits (30 Points)	The applicant must provide a detailed description of how the project will reduce environmental risks to the public and sensitive populations. Describe the impacted communities within the project location including total population, percent minority, percent low income (defined as a household annual income of $25,000 or less), and proximity to hospitals/medical/elderly facilities, and school(s), including daycare facilities. For full credit, include a map which shows the locations of these facilities relative to the project area. You can use United States Census Bureau data for demographic data (e.g. minority populations and low-income data). [https://data.census.gov/]. Attach a screen print of each webpage that displays the required demographic data as Appendix G, and the map that shows the affected area as Appendix H. For fleet projects that service multiple areas throughout the State, the applicant must provide a detailed summary of the route, screen print(s)

	as Appendix G and a map for each area serviced as Appendix H, along with the percentage of time the fleet spends in each affected area.
Air Quality in the Project Location (30 Points)	The applicant must provide a detailed description of how the project will reduce environmental impacts in the project location as it pertains to the air quality standards and proximity to Class I Areas. Indicate whether the project is located: • within or adjacent to a non-attainment area for the National Ambient Air Quality Standards for ozone (currently Sunland Park in Doña Ana County); • within or adjacent to a county whose ozone design value is equal to or greater than 95% of the National Ambient Air Quality Standard for ozone (currently Doña Ana, Lea, Eddy, San Juan, , Sandoval, and Bernalillo); or • within or near a designated priority county listed in the NMED Clean Diesel Program Guidance Document Describe the proximity (in miles) to the nearest Class I Area. If there are additional Class I Areas within 100 miles, list all of them. A map of the Federal Class I Areas within the State and in surrounding areas can be found at: [https://www.env.nm.gov/air-quality/reg-haze/] and [https://www.env.nm.gov/wp-content/uploads/sites/2/2017/01/NM_ClassIAreas_Map.pdf]. Include a map, showing these features relative to the project area as Appendix I.
Community Engagement and Partnerships (5 Points)	Provide a summary that outlines project partners involved in this project and any community activities associated with this project. Project partners include government entities, school districts or community organizations.
Fuel Type (30 Points)	Select all applicable fuel types for the proposal. Projects are not limited to using one fuel type; projects can use multiple fuel types such as compressed natural gas (CNG) or electricity (electric vehicles - EV).
Additional Fueling Infrastructure Requirements	Should the project, as proposed, require additional fueling infrastructure, provide a detailed summary of the infrastructure that will be needed for this project including dates of completion that correspond to the project completion date.
Ability to be deployed in a timely manner (5 points)	Provide a description/summary discussing the estimated time of delivery for equipment or vehicles to include a brief discussion of the applicant's purchasing procedures.
Purchasing Procedures (5 Points)	The applicant must follow state purchasing procedures, as applicable, found at: [www.generalservices.state.nm.us/statepurchasing/] New Mexico Procurement Code, Sections 13-1-28 through 13-1-199 NMSA

	1978, as applicable; and the applicable requirements contained at 2 CFR 200, *Office of Management and Budget Guidance – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*; in particular *Procurement Standards* at 2 CFR 200.317 – 200.326, found at [https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D]. Provide a detailed summary of the applicant's purchasing procedures ensuring that all vendors will be selected in accordance with State procurement and public contracting laws. This must include price agreements in place, bidding processes or other purchasing procedures.
Previous Grant Experience (5 Points)	Provide a summary of all previous grant experience. Indicate whether any of the projects for which grant funding was received were not completed and why. If all projects were completed, please indicate this in one sentence.
Signatures	The responsible official must provide their printed name, official title, signature and date.
Required Appendices (90 Points)	