CLEAN FLEETS NORTH TEXAS

2018 CALL FOR PROJECTS

GUIDELINES

Updated: December 27, 2018

North Central Texas Council of Governments
616 Six Flags Drive
Arlington, TX 76011
817-704-2508
www.nctcog.org/aqfunding
AQgrants@nctcog.org

CONTENTS

INTRODUCTION......................................................................................................................... 2
CONTACT INFORMATION........................................................................................................... 2
SCHEDULE.................................................................................................................................. 3
ELIGIBLE APPLICANTS & PROJECT AREA ............................................................................. 3
PROJECT ELIGIBILITY & APPLICATION REQUIREMENTS ..................................................... 4
APPLICATION PROCESS.......................................................................................................... 7
SELECTION CRITERIA.................................................................................................................. 8
GRANT ADMINISTRATION & PROJECT IMPLEMENTATION REQUIREMENTS .................. 9
INTRODUCTION

The North Central Texas Council of Governments (NCTCOG), under the Environmental Protection Agency’s (EPA) Clean Diesel Funding Assistance Program Fiscal Year (FY) 2017, is offering approximately $1.5 million in grant funding through the Clean Fleets North Texas 2018 Call for Projects (CFP). This CFP will fund replacement of existing diesel-powered heavy-duty vehicles or equipment operating in the Dallas-Fort Worth (DFW) ten-county ozone nonattainment area.

Ten counties in the North Central Texas region are classified as moderate nonattainment under the 2008 ozone National Ambient Air Quality Standards (NAAQS). This means ground-level ozone pollution levels in these counties exceed the EPA’s ozone NAAQS. Ozone is formed when nitrogen oxides (NOₓ) and volatile organic compounds mix in the presence of sunlight and heat. Programs to reduce NOₓ emissions from mobile sources, which comprise approximately 76 percent of ozone forming pollutants, are an important element of working toward ozone attainment. Breathing ground-level ozone can result in a number of health effects that are observed in broad segments of the population. Evidence from observational studies indicates that higher daily ozone concentrations are associated with increased hospital admissions and other markers of morbidity. In addition to threatening human health, high ozone concentrations pose a risk to the environment, wildlife, agriculture and manufactured structures in the region. Ozone nonattainment can also cost the region economically, as businesses may be subject to more strict regulations, such as requirements to install emission control devices. It can also put funding to build new roadways at risk.

Despite exponential population growth, which results in more vehicle miles traveled in the DFW nonattainment area, ground-level ozone concentrations have improved substantially in the past twenty years. On October 26, 2015, the EPA lowered the 8-hour ozone NAAQS to ≤70 parts per billion (2015 ozone NAAQS). On December 22, 2017, the EPA sent letters to States recommending counties for nonattainment designation under the 2015 ozone NAAQS. No additional counties will be added to the DFW nonattainment region. However, with the adoption of the 2015 ozone NAAQS, the region must implement additional programs to further reduce emissions. For additional information about ozone emissions and efforts to improve air quality in North Central Texas, visit www.nctcog.org/airquality.

CONTACT INFORMATION

Please submit any questions or comments to:

Email: AQgrants@nctcog.org
Website: www.nctcog.org/aqfunding

NCTCOG Project Staff:

Amy Hodges
Air Quality Planner
817-704-2508
ahodges@nctcog.org

Lori Pampell Clark
Program Manager
817-695-9232
lclark@nctcog.org
SCHEDULE

Applications will be accepted and reviewed on a modified first-come, first-served basis. See the “Application Process” section for more details.

<table>
<thead>
<tr>
<th>Milestone</th>
<th>Estimated Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call for Projects Opens</td>
<td>March 22, 2018</td>
</tr>
<tr>
<td>Workshop/Webinar</td>
<td>April 5, 2018</td>
</tr>
<tr>
<td>Interim Call for Projects Application Deadlines</td>
<td>Last Friday of Each Month, at 5:00 pm Central Time, Beginning April 27 and Continuing Until all Funds Awarded</td>
</tr>
<tr>
<td>Proposals Evaluated &amp; Selected</td>
<td>Within 30 Days from Applicable Deadline</td>
</tr>
<tr>
<td>Awarded Projects Announced</td>
<td>Within 60 Days from Applicable Deadline</td>
</tr>
<tr>
<td>Awardees to Receive Executed Agreements and Approval to Purchase</td>
<td>Within 60 Days of Award Announcement</td>
</tr>
<tr>
<td>Final Application Deadline</td>
<td>January 25, 2019</td>
</tr>
<tr>
<td>All Approved Projects Must Be Implemented</td>
<td>December 31, 2019</td>
</tr>
</tbody>
</table>

Project Dates

Projects must be implemented and final reimbursement request submitted by December 31, 2019. NCTCOG expects notifying grant recipients of award within 60 days from the deadline for the month in which the application was submitted. For example, if an application is submitted in April 2018, notification is expected by the end of June 2018.

ELIGIBLE APPLICANTS & PROJECT AREA

This CFP is open to local governments or private companies who contract with local governments, who own heavy-duty diesel vehicles or equipment operating in the ten counties currently classified as nonattainment for the pollutant ozone. This includes Collin, Dallas, Denton, Ellis, Johnson, Kaufman, Parker, Rockwall, Tarrant, and Wise counties.

Further, in order to be eligible, all applicants must have adopted a policy which is consistent with the Regional Transportation Council (RTC) Clean Fleet Policy prior to the application submittal. To meet this requirement, a policy should include goals or elements which meet the following objectives:

1) Reduce emissions from fleet activities,
2) Reduce fuel consumption among fleet vehicles and equipment,
3) Support partnership with the NCTCOG and DFW Clean Cities Coalition, and
4) Educate fleet personnel on air quality and fuel consumption efforts.

Additional information, including a template policy, guidance documents and details on what these four objectives entail, can be found at www.nctcog.org/fleetpolicy.
PROJECT ELIGIBILITY & APPLICATION REQUIREMENTS

All projects must reduce NOx emissions by reducing emissions from existing diesel-powered vehicles or equipment, and fit one of the following categories.

Project Type 1:

**Vehicle Replacement** – replacement of an older diesel on-road vehicle with a newer model year on-road vehicle.

Table 1: Replacement of Diesel On-Road Vehicle Eligibility Details

<table>
<thead>
<tr>
<th>Current Gross Vehicle Weight Rating (GVWR)</th>
<th>Eligible Old Engine Model Years</th>
<th>Eligible New Vehicle</th>
<th>Maximum Funding Levels</th>
</tr>
</thead>
<tbody>
<tr>
<td>16,000 and Up</td>
<td>1995 – 2006</td>
<td>2017 or Newer Vehicle of any Fuel Type</td>
<td>45% Cost if New Is Electric</td>
</tr>
<tr>
<td></td>
<td>1995 - 2009</td>
<td>2017 or Newer Electric Vehicle</td>
<td>35% Cost if New is Powered by Engine Certified to CARB* optional Low-NOx Standards</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>25% Cost for All Others</td>
</tr>
</tbody>
</table>

*CARB=California Air Resources Board; a list of currently available engines certified to CARB Low-NOx standards are available at: [https://www.arb.ca.gov/msprog/onroad/optionnox/optionnox.htm](https://www.arb.ca.gov/msprog/onroad/optionnox/optionnox.htm)

Project Type 2:

**Non-Road Equipment Replacement** – replacement of an older diesel non-road equipment that operates more than 500 hours per year, with a newer model year non-road equipment.

Table 2: Replacement of Diesel Non-Road Vehicle and Equipment Eligibility Details

<table>
<thead>
<tr>
<th>Current Engine Horsepower</th>
<th>Eligible Old Engine Model Year and Tier</th>
<th>Eligible New Tier</th>
<th>Maximum Funding Levels</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 - 50</td>
<td>2005 and Newer: Unregulated – Tier 2</td>
<td>Tier 4 final or All-Electric</td>
<td>45% Cost if New Is Electric</td>
</tr>
<tr>
<td>51 - 300</td>
<td>1995 and Newer; Tier 0 – Tier 2</td>
<td>Tier 3, 4 interim, Tier 4 final or All-Electric</td>
<td>35% Cost if New is Powered by Engine Certified to CARB* optional Low-NOx Standards</td>
</tr>
<tr>
<td>51 - 300</td>
<td>1995 and Newer; Tier 3</td>
<td>Tier 4 final or All-Electric</td>
<td>25% Cost for All Others</td>
</tr>
<tr>
<td>301+</td>
<td>1985 and Newer; Tier 0 – Tier 2</td>
<td>Tier 3, 4 interim, Tier 4 final or All-Electric</td>
<td>25% Cost for All Others</td>
</tr>
<tr>
<td>301+</td>
<td>1985 and Newer; Tier 3</td>
<td>Tier 4 final or All-Electric</td>
<td>25% Cost for All Others</td>
</tr>
</tbody>
</table>

*CARB=California Air Resources Board; a list of currently available engines certified to CARB Low-NOx standards are available at: [https://www.arb.ca.gov/msprog/onroad/optionnox/optionnox.htm](https://www.arb.ca.gov/msprog/onroad/optionnox/optionnox.htm)
The following requirements will apply to all grant recipients under this program. NCTCOG reserves the right to withhold grant payment or request return of funds if these requirements are not met and/or not sufficiently documented. Potential applicants should consider these conditions carefully when evaluating whether to submit a grant application.

**New Equipment for Replacement**

- New vehicles/equipment must perform the same function, be of the same type, and have a similar gross vehicle weight rating (GVWR) or horsepower as the vehicles/equipment being replaced. Specific advance approval must be obtained from NCTCOG if:
  - For on-road vehicles, the GVWR does not stay within 10 percent of the engine’s intended service class.
  - For non-road equipment, the horsepower does not stay within 25 percent of the old engine.

- New equipment/engine **vehicles/equipment** must remain operational in the DFW ozone nonattainment area for at least six years.

- Funding will not be awarded to replacement projects that would have occurred within three years of the project start date based on normal fleet turnover (attrition) as defined in the equipment or fleet owner’s budget plan, operating plan, standard procedures, or retirement schedule. Normal attrition does not include replacements that must occur due to a State or Local mandate. Replacement projects must include a detailed discussion of the fleet owner’s normal attrition schedule and must explain how the proposed emission reductions are above and beyond what would have occurred through normal fleet turnover within three years of the project start date.

**Cost Eligibility:**

**Eligible Costs**

- Limited to purchase costs of new equipment.
- Applicants must notify NCTCOG of the value of any existing financial incentives that directly reduce the cost of the proposed activity, including tax credits or deductions, other grants, anticipated scrap value, or any other financial assistance, to allow for accurate calculation of incremental cost.
- Any funds received for scrapped vehicle/equipment will be treated as program income, which will be recorded as part of the applicant’s required cost share. Applicants will be required to report scrap value when requesting reimbursement for implemented activities, or to retain scrapped equipment for internal use.

**Ineligible Costs**

- Administrative costs and other internal costs of the grant recipient including, but not limited to, personnel expenses, internal salaries, indirect costs, and travel.
- Fees for a third-party consultant or dealer hired to coordinate the application or manage and administer grant-funded activities, including coordination of the work and submission of reports and paperwork. This restriction is not intended to limit the ability of the equipment supplier or installer to include reasonable and necessary costs for managing the work to be performed in the price of the engine, equipment, or installation services.
Per the Uniform Grant Management Standards, the cost-plus-percentage-of-cost method of contracting for professional services shall not be used.

Cost Estimate

- As part of the application, Applicants must submit a cost estimate for each project type, which will be the basis for determining the maximum grant award amount based on applicable funding thresholds. Applicants are advised to consult multiple vendors to ensure that estimated costs are as accurate and realistic as possible. Awarded applicants will be required to abide by procurement procedures which are consistent with federal funding requirements as described in the next section.

Property Management Requirements:

- Grant recipients must maintain grant-funded vehicles/equipment in accordance with federal property management requirements. This means that grant recipients must maintain grant-funded vehicles/equipment in good working order and operate them in a manner consistent with the grant until the fair market value is $5,000 dollars or less. At the end of the six-year Activity Life, or upon transfer of ownership, the grant recipient must contact NCTCOG for further instructions regarding disposition. Equipment may not be sold, scrapped or otherwise disposed of until written approval is received from NCTCOG. Sale, scrap or other disposal without NCTCOG approval or when fair-market value exceeds $5,000, could result in a partial return of grant funding.

DUNS & SAM Number:

- Applicants are required to provide a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number, and a current registration with the System for Award Management (SAM). Applicants can receive a DUNS number at no cost by calling the toll-free DUNS Number request line at 1-866-705-5711, or visiting the D&B Website at www.dnb.com/us/. Applicants can receive free SAM registration at www.SAM.gov. If a DUNS number or SAM has not yet been assigned, please include the date the applicant requested a number.

Emissions Credit:

- Applicant must surrender all emissions reductions to NCTCOG to meet air quality requirements and goals. The recipient may not utilize emissions reductions to satisfy other air quality commitments unless otherwise agreed to by NCTCOG.

Voluntary Reductions:

- Projects must be voluntary in nature and not required by any local, state, or federal law, rule, regulation, memorandum of agreement, or other legally binding document.

Minority/Women’s Business Enterprise Participation:

- Applicants must use good faith efforts to contract with Minority Business Enterprises (MBE) and Women Business Enterprises (WBE) as part of this program. As part of the EPA Clean Diesel Funding Assistance Program, NCTCOG has the following DBE/MBE/WBE Fair Share Objectives and Goals:

  MBE: 7.34% Construction; 19.37% Supplies; 12.98% Services; and 19.57% Equipment
  WBE: 10.60% Construction; 14.15% Supplies; 23.70% Services; and 19.64% Services
If an applicant is unable to identify contracting opportunities consistent with the goals outlined above, applicants must document their good faith efforts. Documentation of good faith efforts consist of:

(a) Ensuring MBE/WBEs are aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities.
(b) Making information on forthcoming opportunities available to MBE/WBEs and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by MBE/WBEs in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date.
(c) Consider whether large contracts could be divided into subcontracts with MBE/WBEs.
(d) Encourage contracting with a consortium of MBE/WBEs when a contract is too large for one of these firms to handle individually.
(e) Use the services and assistance of the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.
(f) Grant Recipients’ must report to NCTCOG expenditures related to MBE/WBE contract opportunities.

APPLICATION PROCESS

Application forms are available through www.nctcoq.org/AQfunding; click on the box called “Clean Fleets North Texas 2018 Call for Projects”. Applications must include original signatures from the applicant’s Authorized Official on the certification statements in Part 4 of the application. As part of applying, applicants must also complete a Risk Assessment, which is available at: https://www.surveymonkey.com/CFNT2018 https://www.surveymonkey.com/r/R9989PZ.

Applications for the Clean Fleets North Texas 2018 Call for Projects will be accepted on a modified first-come, first-served basis. The last Friday of each month will serve as an interim deadline. Applications received “in-hand” by 5 pm Central Time on the last Friday of each calendar month will be considered competitively with applications received since the preceding deadline. Evaluation will be based on the selection criteria outlined on page 8. Mailed applications which are postmarked by this time but have not yet been received are not considered “in-hand” and will be considered to have been submitted during the subsequent calendar month. Applications must be in a sealed envelope with a return address on the outside. Faxed applications will not be accepted. Applications will continue to be accepted until all grant funds have been awarded or until Friday, January 25, 2019, whichever comes first.

Applications should be mailed or delivered to the following address:

North Central Texas Council of Governments
Transportation Department
Clean Fleets North Texas 2018 Call for Projects
Attention: AQ Grants
616 Six Flags Drive
Arlington, TX 76011
Applicants are strongly encouraged to also email the application file in Excel format, to AQgrants@nctcog.org. Applicants are encouraged to submit in advance of the submission deadline to allow staff time to review for completeness.

- **Steps to Apply:** All of the items listed below must be “in hand” by the application deadline for a project to be deemed complete.
  - Submit Risk Assessment (including any required attachments)
  - Submit Application Form (including Part 1, Part 2, Part 3, and Part 4)

**Use of Consultants**

Private consultants may be available to assist in completing and submitting an application. These consultants do not represent NCTCOG, and NCTCOG neither encourages nor discourages the use of a consultant to assist with the application process. NCTCOG has no agreement with any consultant and applications submitted by a particular consultant will not receive any more favorable treatment than other applications. Fees charged by a consultant are the responsibility of the applicant and may not be charged to the grant, either directly or as an addition to the cost basis of the grant-funded equipment. Moreover, NCTCOG staff are available to field application questions as needed.

**SELECTION CRITERIA**

NCTCOG will evaluate submitted applications based upon a competitive process focusing on cost-effectiveness, diesel reduction effectiveness, and/or implementation feasibility/risk.

NCTCOG will evaluate and rank eligible applications based on the following criteria:

- **Quantitative Analysis (primary project ranking criteria):**
  - Cost per ton of NO\textsubscript{x} reduced in the ten-county ozone nonattainment area.

- **Qualitative Assessment:**
  - Feasibility/risk
    - In accordance with provisions under the Office of Management and Budget’s Uniform Administrative Requirements, Cost principles, and Audit Requirements for Federal Awards (2 CFR 200)\textsuperscript{4}, NCTCOG will conduct a risk assessment of all anticipated subrecipients prior to final selection.
    - Clearly identified funding needs, implementation procedures, and sources of local match
    - Readiness for implementation

- Multipollutant Emission Benefits
  - Cost per ton of Particulate Matter reduced
  - Cost per ton of Hydrocarbon Emissions Reduced
  - Cost per ton of Carbon Monoxide Emissions Reduced
  - Cost per ton of Carbon Dioxide Emissions Reduced
  - Cost Per Gallon of Petroleum Reduced
The risk assessment outlined above will include an evaluation of financial stability, quality of management systems, and history of performance. NCTCOG is not obligated to fund a proposal from an applicant that has demonstrated marginal or unsatisfactory performance on previous grants or contracts with NCTCOG and/or other state or federal agencies. NCTCOG is not obligated to fund a proposal from an applicant based on a determination of the risks, including the financial condition of the applicant and other risk factors as may be determined by NCTCOG.

NCTCOG may base funding decisions on factors associated with best achieving the purpose of the CFP, and is not obligated to select a project for funding. Additionally, NCTCOG may select parts of an application for funding or offer to fund less than the amount requested in an application.

**GRANT ADMINISTRATION & PROJECT IMPLEMENTATION REQUIREMENTS**

NCTCOG will notify all applicants whether the project has been awarded and, if so, grant amounts awarded. The notification will be sent to all points of contact identified on the grant application. This notification, which informs the applicant that its application has been selected and is being recommended for award, is not authorization to begin work. Entities selected to receive grant funding will be required to execute an agreement with NCTCOG in order to receive grant funding.

Applicants who receive a grant award will be required to meet with NCTCOG staff prior to implementing their project to explain all grant expectations. If awarded, the steps to implement generally are as follows:

**Step 1: Sign Agreement with NCTCOG**
- No grant activities may begin until after the agreement between NCTCOG and the grant recipient is fully executed.

**Step 2: Conduct a Competitive Procurement**
- Grant recipients are required to comply with federal procurement requirements regarding fair and open competition when making purchases. These requirements also impact the process through which a purchase can be made. Applicants should review NCTCOG’s Third Party Procurement Procedures, Subgrantee Procurement Procedures document, which is available at www.nctcog.org/AQfunding/forms, to ensure understanding of these requirements.
  - In summary, these procedures require that awardees:
    - Maintain a written code of conduct related to contract award and administration;
    - Maintain a contract administration system to ensure vendors and contractors perform according to the terms;
    - Conduct procurement transactions in an open, fair and competitive manner; and
    - Maintain written procurement procedures.
• The Third Party Procurement Procedures provide guidance on the requirements for each type of procurement by dollar threshold. Projects under this proposal will fall under one of the following procurement methods:
  - Purchases under $150,000: must obtain at least two competitive written quotes
  - Purchases over $150,000: must follow requirements for one of the following:
    - Publicly Advertised Sealed Bid Process
    - Publicly Advertised Competitive Proposal Process
  - Public sector entities may make purchases through governmental cooperative purchasing programs
  - For purchases over $150,000 total cost, NCTCOG must approve the recipient’s planned procurement process prior to moving forward with purchases.

• NCTCOG uses a Third Party Procurement Review Checklist to determine whether awardees have complied with the procurement requirements. NCTCOG staff is available to assist awarded applicants with any questions. Applicants are encouraged to review these procedures carefully prior to applying.

**Step 3: Complete Purchases in Accordance with Agreement and Scope Requirements**

• Grant recipients may be required to grant NCTCOG a security interest in any grant-funded vehicle/equipment and will be required to document fulfillment of this requirement prior to reimbursement being issued. The security interest may consist of:
  - For on-road vehicles: listing NCTCOG as the first lienholder on vehicle titles.
  - For non-road equipment: filing a Uniform Commercial Code -1 (UCC-1) financing statement or a performance bond that identifies NCTCOG as having an interest.

• NCTCOG shall relinquish such security interest when all federal interest in grant-funded vehicles/equipment is fulfilled (generally, this occurs when fair market value falls below $5,000).

**Step 4: Submit for Reimbursement**

• Grants will be made on a reimbursement basis for eligible expenses incurred and paid by the grant recipient. A cost may not be considered incurred until the grant-funded vehicle/equipment has been paid for by the grant recipient. Requests for reimbursement shall include documentation to show that the vehicle/equipment has been received, expenses paid by the grant recipient, and proper vehicle/equipment disposition has occurred. All eligible expenses must be paid in full with cash on-hand (not financed, etc.) in order to be reimbursed. NCTCOG will only waive this requirement under specific circumstances on a case by case basis. Prospective applicants should discuss any potential requirement for flexibility with NCTCOG staff prior to applying. Reimbursement request forms are available at www.nctcog.org/aqfunding/forms.asp.

• Applicants must notify NCTCOG of the value of any existing financial incentives that directly reduce the cost of the proposed activity, including tax credits or deductions, other grants, anticipated scrap value, or any other public financial assistance, to allow for accurate calculation of incremental cost.
• Applicants must identify expected local match sources, which must fund at least 75, 65 or 55 percent of total replacement project cost depending on type of replacement vehicle/equipment. Matching funds should be sourced from cash in-hand. Applicants intending to use match other than cash-in-hand should contact NCTCOG staff to discuss prior to applying. Matching funds must not already be tied to emission reduction commitments (i.e. funding from the Texas Emissions Reduction Plan may not be used as matching funds).

**Step 5: Disposition**

• All vehicles/equipment being replaced must be rendered permanently disabled. Disabling the engine requires cutting or punching a three inch by three inch (3” x 3”) hole in the engine block. Disabling the chassis consists of cutting completely through the frame/frame rails on each side of the vehicle/equipment at a point located between the front and rear axles. Both the engine and chassis of each vehicle/equipment must be disabled for each replacement activity.

• Complete documentation of disposition must be submitted to NCTCOG at the end of the project, including a completed Vehicle/Equipment and Engine Disposition Form (available for download at [www.nctcog.org/AQfunding/forms](http://www.nctcog.org/AQfunding/forms)) as well as before and after photos of all destroyed components. **NCTCOG recommends that all reimbursement documents be submitted for preliminary review before proceeding with disposition of vehicles/equipment. NCTCOG will notify performing party of preliminary approval of reimbursement, and if disposition should proceed.**

• Alternative disabling methods must be approved by NCTCOG in advance on a case by case basis. If other, pre-approved scrappage methods are used, details and documentation must be submitted to NCTCOG. Disposition documentation requirements will apply and will be detrimental as part of the NCTCOG approval.

• NCTCOG staff will be available, upon request, must be present to witness vehicle/equipment and engine destruction and to take the required photos if so desired. **Grant recipients will schedule the destruction in coordination with NCTCOG to ensure staff attendance.**

• Any funds received for scrapped vehicle/equipment will be treated as program income, which will be recorded as part of the applicant’s required cost share. Applicants will be required to report scrap value when requesting reimbursement for implemented activities, or to retain scrapped equipment for internal use.

• While NCTCOG does not endorse nor recommend any particular facilities, the Texas Commission on Environmental Quality maintains a list of dismantler and recycler facilities that participate in the AirCheckTexas Drive a Clean Machine program at [www.tceq.texas.gov/airquality/mobilesources/vim/dismantlers.html](http://www.tceq.texas.gov/airquality/mobilesources/vim/dismantlers.html). This list may be a useful reference for locating facilities who can ensure compliance with this grant program’s requirements.

**Step 6: Reporting and Vehicle/Equipment Use**
• **Project Status Report:** Grant recipients must submit reports regarding project status on a monthly basis until final reimbursement is issued.

• **Annual Asset Management Reporting:** Grants recipients will be required to submit annual reports which will be available through the NCTCOG website at [www.nctcog.org/AQfunding/reporting](http://www.nctcog.org/AQfunding/reporting) until property management requirements are fulfilled. This report will also ensure compliance with 2 CFR 200.313. Required reporting will include, but is not limited to, the following information for each activity:
  - Hours/Mileage
  - Asset Condition
  - Location/Area of Operation

• **Geographic Area of Use:** All grant-funded equipment/engines must be utilized predominantly in the ten-county DFW ozone nonattainment area, as outlined on page two, throughout the six year Activity Life.

• **Automatic Vehicle Locator Service:** Grant recipients must allow NCTCOG to arrange installation of an automatic vehicle locator service (AVLS) device, from a vendor selected by NCTCOG, on all grant-funded equipment to facilitate required usage reporting. The AVLS device will track operating characteristics of the equipment, including but not limited to hours used, equipment speed (where relevant), and percentage of use within each of the ten ozone nonattainment counties.

• **Public Awareness:** To further enhance the partnership and marketing of emission reduction efforts, the grant recipient must agree to place a label on grant-funded vehicles/equipment if requested by NCTCOG.

• **Notification of Changes:** Recipients must agree to notify NCTCOG of changes in the following during the Activity Life until all federal interest is fulfilled: termination of use, change in use or location, sale, transfer, or accidental or intentional destruction of grant-funded equipment/engines. Any sale, transfer, or decision to terminate use must be pre-approved by NCTCOG and may trigger repayment associated with property management requirements.

Awarded applicants are obligated to fulfill agreement requirements including, but not limited to, surrender of eligible emissions credits, and completion of reporting requirements to NCTCOG until all federal interest in the grant-funded vehicles/equipment is fulfilled. Failure to comply with these requirements may result in return of all or a pro-rata share of the grant funds to NCTCOG.

4 [https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl](https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl)