

## **Grant Application**

The Port Authority of New York and New Jersey (Port Authority) is accepting applications for grant funding to be applied toward the purchase of newer, cleaner, Class 8 drayage trucks. The Port Authority aims to incentivize the scrapping of older Class 8 drayage trucks (with engine Model Years 1994 through 2006) and replace them with 2007 U.S. Environmental Protection Agency (EPA) emission compliant or newer Class 8 drayage trucks.

To improve public health and worker safety, beginning January 1, 2018 no Container Terminal Facility shall permit access by any Drayage Truck equipped with an engine that is equipped with a model year 1995 or older engine. Beginning March 1, 2016, Drayage Trucks equipped with a 2006 or older engine have been denied access to the PortTruckPass system.

To obtain grant assistance for the purchase of a replacement Class 8 drayage truck, applicants must complete the steps listed in this application. Applicants will be contacted at the primary contact phone number listed in this application for any missing information or documents. All paperwork must be provided to the Port Authority Grant Administrator (Tetra Tech, Inc.) by email, mail or fax at the addresses as shown on the bottom of page 3 of this application. **Completion of this application and submission of all supporting documentation does not guarantee that you will receive a grant under the Regional Truck Replacement Program (RTRP or Program).**

## **Important Program Information**

- All completed applications will be considered on a first-come, first-serve basis. Only applications that are considered complete will move forward.
- Applicants may only apply for grant funding for a maximum of two (2) replacement trucks.
- Any awarded Grants will cover up to, but no more than, 50% of the replacement truck purchase price, or a maximum of \$25,000, whichever is less.
- If selected to receive a Grant, a five (5) year Program commitment from the participant is required for truck replacements.
- For the duration of the five (5) year Program commitment, the Participant Replacement truck must perform regular operation at the Port Authority marine terminals by visiting the marine terminals a minimum of 150 times per year.
- Applications are being sought from independent owner operators (IOOs), Licensed Motor Carriers (LMC) and others that might meet Program requirements.
- If selected to receive a Grant, you shall execute a Participant Agreement approved by the Port Authority.

For additional information, assistance, or to receive application materials, please contact us by:

website: <http://www.panynj.gov/truckers-resources/truck-replacement.html>

email: [panynj@tetrattech.com](mailto:panynj@tetrattech.com) phone: 866-515-1716

- You may **not** order or purchase any replacement truck prior to obtaining written approval from the Port Authority Grant Administrator. Any new truck purchased **prior** to written approval is **ineligible** for the grant funding.
- You may **not** scrap a truck prior to obtaining written approval from the Port Authority Grant Administrator. Any truck scrapped **prior** to written approval is **ineligible** for the grant funding.
- The grant funding will be distributed to the participant dealership after the Port Authority receives confirmation that the replacement truck is delivered to the applicant and the qualifying truck is scrapped.
- Applications submitted with altered language or forms will be void.

The approved grant funding amount shall not be combined with any other governmental financial purchase contributions.

### **Criteria for Eligibility of Applicants & Qualifying Trucks**

- Trucks qualifying for replacement and scrappage must be a Class 8 truck with a history of operating for the past year in Port Authority Marine Terminals.
- Marine Terminals consist of Port Newark/Elizabeth Port Authority Marine Terminal, Port Jersey Marine Terminal, Brooklyn Marine Terminal, and Howland Hook Marine Terminal.
- Qualifying truck applicant must have performed 150 or more drayage trips to the Port Authority Marine Terminals during the previous 12 months. (Trips will be verified by the RTRP Administrator using the PortTruckPass system.)
- Class 8 trucks qualifying for replacement and scrappage must have engines with Model Year 1994 or 1995. Beginning November 30, 2016 engine Model Years 1996 through 2000 will also qualify.
- Qualifying applicant must **not** be delinquent in tolls for any Port Authority Bridge or Tunnel Crossings.

### **Application Instructions**

#### **HOW TO APPLY:**

1. Complete the **Part 1: Notice of Obligations** (Form 1). The application must be initialed, signed and dated.
2. Complete the **Part 2: Designation of Officials and Access to Records Location** (Form 1).
3. Complete and attach the **Supplemental Application Form** (Form 2) for each vehicle to receive grant funding.

Please note:

- Submitted application forms must include original wet ink signatures by the applicant.
- All forms must be legible and unaltered. Altered application forms will not be accepted.

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4. Submit a copy of old **Qualifying Vehicle Title** – Title must be free and clear of all liens, applicant must be listed as registered owner and VIN on title must match the grant application and vehicle registration.
5. Submit copies of old **Qualifying Vehicle Registration** – Applicant must provide current and previous year's registration. If truck is seasonally registered, applicant must provide copies of registration for 12 of the last 18 months.
6. Submit **Proof of Insurance** – Applicant must provide the old Qualifying Vehicle's Primary Liability Coverage for the previous 12 months (e.g. Acord form).
7. Submit **Proof of Drayage Vocation** – Applicant must provide documentation that the old Qualifying Vehicle made at least 150 trips to the Port Authority's marine terminals during the previous 12 months (e.g. bills of lading, invoices, trip tickets, driver's logs, etc.).

**APPLICATION PROCESS:**

After the submittal of the application and all supporting documents, the Port Authority Grant Administrator will review the application. The applicant will be notified if any additional information is needed or if there are any discrepancies in the documents submitted.

- Submission of an application does not guarantee grant funding.
- For truck replacements, the make, model, and manufacture year of the truck engine to be purchased must meet 2007 U.S. EPA emissions standards. Also, the truck replacement must have a Gross Vehicle Weight Rating (GVWR) of 33,001 pounds or greater.

**PUBLIC INFORMATION NOTICES**

Upon application submission, all documents become the property of the Port Authority and as such become subject to the Port Authority of New York and New Jersey Freedom of Information Code, which applicants can view at <http://www.panynj.gov/faqs/freedom-of-information.html>. Applicants are entitled to request and review their personal information the Port Authority gathers on its forms. Applicants may also have any application errors corrected. To review such information, contact the Port Authority.

Submit applications by:

**Email:** panynj@tetrattech.com

**Mail:** Regional Truck Replacement Program c/o Tetra Tech, Inc.  
3475 E. Foothill Blvd.,  
Pasadena, CA 91107-6024  
Attn: Grant Administrator

**Fax:** 866-515-1716

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**FORM 1: Grant Application**

**Part 1: Notice of Obligations**

**Applicant/Company Name:** \_\_\_\_\_

**Type of Company:**  Independent Owner  Licensed Motor Carrier

Other: \_\_\_\_\_

**Certifications**

Grants made through the Regional Truck Replacement Program (RTRP) to help purchase a newer drayage truck are federal funds. Please read the following statements and certify that you understand your obligations if you receive a grant through the RTRP.

I understand that to receive a grant from the Port Authority of New York & New Jersey (Port Authority) RTRP, I have read the Eligibility Criteria and Application Guidelines and agree to ALL the following terms and conditions by **initialing each of the following sections:**

- Initial** \_\_\_\_\_ Commit to a five (5) year service commitment (the Participant Agreement) that I will operate the replacement (newer) drayage truck to continue performing drayage at PANYNJ\* for 150 trips or more per year.
- Initial** \_\_\_\_\_ Scrap my drayage truck equipped with a Model Year 1994 to 2006 engine and replace it with the same Class truck that is equipped with a Model Year 2007 U.S. EPA emissions compliant engine.
- Initial** \_\_\_\_\_ Applicant fully understands that alternatives to the Phase Out Plan noted above are currently being evaluated, which may affect Engine Model Year access and implementation date(s), and still wishes to go forward with a grant to replace applicant’s truck.
- Initial** \_\_\_\_\_ Applicant will not purchase the replacement truck(s) until receiving written approval from the Port Authority Grant Administrator. Any replacement truck purchased prior to written approval is ineligible for the grant funding.
- Initial** \_\_\_\_\_ Applicant will not scrap the old truck(s) until receiving written approval from the Port Authority Grant Administrator.
- Initial** \_\_\_\_\_ I understand that completion of the Grant Application for the RTRP does not guarantee acceptance into the RTRP.
- Initial** \_\_\_\_\_ Applicant is not delinquent in tolls for any Port Authority Bridge or Tunnel Crossing.
- Initial** \_\_\_\_\_ I have read and agree to the conditions and requirements of the Port Authority RTRP as stated in this program document.

\* Port Newark/Elizabeth Port Authority Marine Terminal, Port Jersey Marine Terminal, Brooklyn Marine Terminal, and Howland Hook Marine Terminal.

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**Signature of Authorized Official:**

I hereby certify that to the best of my knowledge and belief all information provided in this application and any attachments is true and correct. If the application was prepared by a third party, I certify that I have read the complete application after all forms and information were completed. I agree with the information provided, and the date provided below is the date I signed the form. I further understand that prior to incorporating these forms and information into a grant Participant Agreement, the data and information may be revised by the Port Authority or Port Authority Grant Administrator for accuracy and that our acceptance of a grant Participant Agreement will constitute agreement with those revisions. Failure to sign the application or signing it with a false statement may make the submitted offer or any resulting Participant Agreements voidable. Intentional falsification of these forms will be prosecuted to the extent allowed under the law and may be used as an adverse factor in future grant awards.

<b>Applicant/Company Name:</b>	
<b>Signature of Authorized Official:</b>	
<b>Date:</b>	
<b>PLEASE SIGN IN BLUE INK.</b> Faxed or photocopied signature pages will not be accepted. The application, with an original signature, must be received by the Port Authority Grant Administrator or the application will not be accepted.	
<b>Print Name of Authorized Official:</b>	
<b>Authorized Official Title:</b>	

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**FORM 1: Grant Application**

**Part 2: Designation of Officials and Access to Records Location**

**1. Authorized Official:** The person with legal authority to sign this application on behalf of the Applicant.

**Name: (Mr. or Ms.):** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_  
*Street Address* *City* *State* *Zip*

**Physical Address:** \_\_\_\_\_  
 (for express delivery, *Street Address* *City* *State* *Zip*  
 No P.O. Box)

**Main Phone** **Secondary** **Fax**  
**Number:** \_\_\_\_\_ **Number:** \_\_\_\_\_ **Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**2. Designated Project Representative:** The applicant or an employee of the applicant who will serve as the Grant contact and will be responsible for receiving and submitting the Grant Participant Agreement documents.

Same as No. 1 above

**Name: (Mr. or Ms.):** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_  
*Street Address* *City* *State* *Zip*

**Physical Address:** \_\_\_\_\_  
 (for express delivery, *Street Address* *City* *State* *Zip*  
 No P.O. Box)

**Main Phone** **Secondary** **Fax**  
**Number:** \_\_\_\_\_ **Number:** \_\_\_\_\_ **Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**3. Financial Officer (if applicable):** The person with legal responsibility to conduct financial transactions on behalf of the Applicant.

Same as No. 1 above

**Name: (Mr. or Ms.):** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_  
*Street Address* *City* *State* *Zip*

**Physical Address:** \_\_\_\_\_  
 (for express delivery, *Street Address* *City* *State* *Zip*  
 No P.O. Box)

**Main Phone** **Secondary** **Fax**  
**Number:** \_\_\_\_\_ **Number:** \_\_\_\_\_ **Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

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**FORM 2: Supplemental Application Form**

(Attach to FORM 1: Grant Application Form)

**1. Attachment Checklist for Each Truck** (be sure to provide a copy of each item in the checklist below for each qualifying truck).

- \_\_\_\_\_ **Total Number of Trucks** (maximum of 2 trucks per applicant)
- \_\_\_\_\_ **Truck Registration** (current and previous year’s registration. If truck is seasonally registered, applicant must provide copies of registration for 12 of the last 18 months.)
- \_\_\_\_\_ **Truck Title** (clear title)
- \_\_\_\_\_ **Insurance Coverage** (Auto Liability, one year)
- \_\_\_\_\_ **GVWR Photograph** (sticker located on the inside doorframe of driver’s door)
- \_\_\_\_\_ **Proof of Drayage Vocation** The Old Vehicle made at least 150 trips to the Port Authority’s marine terminals during the previous 12 months (e.g. bills of lading, invoices, trip tickets, driver’s logs, etc.).

**2. Qualifying Truck Information** (Please fill out all fields below. Below Fields)

	Truck 1	Truck 2
Vehicle Identification Number (VIN)		
Truck Make		
Truck Model		
Truck Model Year		
Engine Make		
Engine Family Name (12-digits)		
Engine Model Year		
Engine Horsepower		
Current Odometer Reading		

**3. Replacement Truck Information if Known** (Replacement truck engine must meet U.S. EPA 2007 emission standards.)

	Truck 1	Truck 2
Vehicle Identification Number (VIN)		
Truck Make		
Truck Model		
Truck Model Year		
Engine Family Name (12-digits)		

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**4. Dealer Contact Information (if known)**

Dealership: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
*Street Address City State Zip*

Email Address: \_\_\_\_\_

**5. Mandatory Scrappage for All Qualifying Trucks**

Qualifying trucks with engine Model Years 1994 through 2006 must be scrapped when replaced with a 2007 U.S. EPA emission compliant or newer diesel truck.

Initial \_\_\_\_\_ I will scrap my qualifying truck at a Scrapyard that the Port Authority has approved to participate in the Program.

**6. Proof of Drayage Vocation** - Show that the Qualifying Truck made at least 150 trips to the Port Authority's marine terminals during the previous 12 months (e.g. bills of lading, invoices, trip tickets, driver's logs, etc.).

Proof Submitted:  Bill of Lading  Invoices  Trip Tickets  
 Driver's Logs  Other: \_\_\_\_\_

**7. Qualifying Truck GVWR (Gross Vehicle Weight Rating)**

To clarify the GVWR for your qualifying truck(s) please attach a picture (one for each truck) of the sticker located on the inside doorframe on the driver's side showing the Manufacture's GVWR.

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