



## APPLICANT FLEET DESCRIPTION SPREADSHEET

This file is to be used as a supporting document for funding assistance from the U.S. Environmental Protection Agency. The spreadsheet is divided into three sections: Company and Project Manager Information, Project Information, and Vehicle Information. Below is an explanation of each field.

For an example of how the Applicant Fleet Description spreadsheet should be filled out, please refer to the tab labeled 'Example AFD'.

### Section One

- OrganizationName-** Enter the name of the organization applying for the grant (regardless of who will actually use the funds).
- FirstName-** Enter the FIRST name of the person applying for the grant.
- LastName-** Enter the LAST name of the person applying for the grant.
- JobTitle-** Enter the Job Title of the person applying for the grant.
- EmailAddress-** Enter the email address of the person applying for the grant.
- Address-** Enter the address of the person applying for the grant.
- City-** Enter the city of the Organization applying for the grant.
- State-** Enter the two letter postal code for the State of the Organization applying for the grant.
- ZipCode-** Enter the zip code of the Organization applying for the grant.
- OfficePhone-** Enter the phone number of the person applying for the grant.
- OfficePhoneExt-** Enter the extension of the person applying for the grant (if applicable).

### Section Two

- ProjectName-** Enter the name of the project.
- Entity-** Enter the name of the Entity who will be managing the grant (this could be the same as the Organization in section 1).
- Target Fleet-** Select from the dropdown menu provided in each cell the target fleet to be addressed.
- Number of Vehicles-** Enter the number of vehicles to be addressed.
- City-** Enter the city in which the project will take place.
- County-** Enter the county in which the project will take place.
- State-** Enter the two letter postal code for the state in which the project will take place.
- Funding Amount Requested-** Enter the grant amount requested.
- Additional Funding Source-** If there are to be matching funds, enter the source.
- Additional Funding Amount-** Enter the amount of funds provided.

### Section Three

**Vehicles can be combined on one line if all the information is the same. Please see the Example AFD tab.**

- VehicleType-** Enter the vehicle type, either "On Highway" "NonRoad".
- Vehicle Class-** Select from the dropdown menu the Vehicle Class or type of nonroad equipment.
- VehicleCount-** Enter the number of vehicles that fall under this class or type of nonroad equipment.
- Model Year-** Enter the model year of this vehicle set.
- Retrofit Year-** Enter the year in which the retrofit will take place.
- Technology-** Enter the type of technology to be used. Example: Diesel Particulate Filter, Replacement, Biodiesel 100
- Annual Miles-** For ON-HIGHWAY ONLY, Enter the average number of vehicle miles traveled per year per vehicle.
- Horsepower-** For NONROAD ONLY, Enter the average horsepower of the equipment.
- UsageRate Hours-** For NONROAD ONLY, Enter the average number of hours the equipment is used per year.

**New Mexico Environment Department  
Applicant Fleet Description Spreadsheet**



**Section 1: Company and Project Manager Information**

OrganizationName	FirstName	LastName	JobTitle	Address	City	State	EmailAddress	ZipCode	OfficePhone	OfficePhoneExt
Mid America Regional Council (MARC)	Jane	Smith	Air Quality Planner	1234 Main St	Kansas City	MO	<a href="mailto:smith.jane@marc.org">smith.jane@marc.org</a>	12345	555-555-5555	NA

**Section 2: Project Information**

ProjectName	Entity	TargetFleet	Number of Vehicles	City	County	State	Region	Funding Amount Requested	Additional Funding Source	Additional Funding Amount
Clean KC Schools	Kansas City Public School District	School Buses	100	Kansas City	Jackson	MO	7	\$750,000	Match from School District	\$30,000

**Section 3: Vehicle Information:**

VehicleType	Vehicle Class	VehicleCount	Engine Make	Engine Model	Engine Model Year	Retrofit Year	Technology	Annual Miles (On highway engines only)	Horsepower (nonroad engines only)	UsageRate Hours(nonroad engines only)
On Highway	School Bus	50	International	T444E	2005	2008	Diesel Particulate Filter	13,000	NA	NA
On Highway	School Bus	50	Navistar	B250F	1998	2008	Diesel Oxidation Catalyst	13,000	NA	NA
NonRoad	Dumpers/Tenders	2	unknown	unknown	1999	2008	Diesel Particulate Filter	NA	175	566

