

## Freight Transportation Fuel Efficiency Program (FTFEP) Application Form

### Instructions:

- Applicants applying for financial assistance through the Freight Transportation Fuel Efficiency Program (FTFEP) must complete and sign the FTFEP Application Form and submit it along with the following:
  - Purchase and/or installation quote(s) from a dealer or vendor for the fuel saving device(s) for which a rebate is sought, including manufacturer and model number for the fuel saving device(s). The applicant's name must be the same on both the Application Form and the quote provided.
  - Copy of valid vehicle registration (for each tractor/vehicle and trailer to be retrofitted);
  - Proof of tractor/vehicle or trailer ownership or, in the case of a lessee, proof that the applicant has authority to modify the tractor/vehicle or trailer by the lessor (for each tractor/vehicle and trailer to be retrofitted);
  - Copy of valid Commercial Motor Vehicle Inspection Certificate's (for each vehicle or trailer to be retrofitted) performed within the last 12 months; and
  - Copy of the company's short carrier profile, if applicable.
- Completed Application Forms, along with supporting documentation, must be submitted to:
  - By Email:** [climatechange@gov.nl.ca](mailto:climatechange@gov.nl.ca)
  - Or**
  - By Mail:** Department of Municipal Affairs and Environment  
Climate Change Branch  
West Block, Confederation Building  
P.O. Box 8700  
St. John's, NL A1B 4J6
- If the information provided is not sufficient to complete an assessment, additional information may be requested by the Department of Municipal Affairs and Environment (MAE). The timing of the assessment process will be dependent upon the submission of all required information by the applicant.

To be completed internally by MAE	
Application ID:	
Date application received by MAE (dd/mm/yy):	

1. Applicant Information			
Legal name of applicant:			
Company name (if different):			
Key Contact:		Fax Number:	
Key Contact Title:		Email:	
Business Phone:		CRA Business Number:	
Mailing Address:			
Please check which applies:			
<input type="checkbox"/> Carrier <input type="checkbox"/> Owner/Operator <input type="checkbox"/> Other (please specify): _____			
Please indicate size of fleet: _____			
Please indicate applicable recipient category:			
<input type="checkbox"/> Indigenous <input type="checkbox"/> Municipal <input type="checkbox"/> Non-profit <input type="checkbox"/> Private Sector <input type="checkbox"/> Public Sector			

<b>2. Baseline Vehicle Information<sup>1</sup></b>			
	<b>Vehicle 1</b>	<b>Vehicle 2</b>	<b>Vehicle 3</b>
<b>Vehicle Identification Number:</b>			
<b>Vehicle Make:</b>			
<b>Vehicle Model:</b>			
<b>Vehicle Model Year:</b>			
<b>Gross Vehicle Weight Rating (GVWR):</b>			
<b>Vehicle License Plate:</b>			
<b>Estimated kilometers driven per year:</b>			
<b>Estimated kilometers driven in NL per year:</b>			
<b>Estimated fuel consumption/year (Litres):</b>			
<b>Estimated hours driving per year:</b>			
<b>Estimated hours idling per year:</b>			
<b>Estimated remaining lifespan of vehicle (years):</b>			

<sup>1</sup> Copy this page if retrofitting more than three (3) vehicles

**3. Vehicle Rebate Information<sup>2</sup>**

	Vehicle 1				Vehicle 2				Vehicle 3			
	Auxiliary Power Unit (Diesel)	Auxiliary Power (Electric)	Cabin Heater/Cooler	Total All Technologies	Auxiliary Power Unit (Diesel)	Auxiliary Power (Electric)	Cabin Heater/Cooler	Total All Technologies	Auxiliary Power Unit (Diesel)	Auxiliary Power (Electric)	Cabin Heater/Cooler	Total All Technologies
<b>A. Manufacturer</b>				N/A				N/A				N/A
<b>B. Model</b>				N/A				N/A				N/A
<b>C. Fuel Saving Device Quote Number</b>				N/A				N/A				N/A
<b>D. Installer Quote Number</b>				N/A				N/A				N/A
<b>E. Fuel Saving Device Purchase Cost (excluding GST/HST/PST) (\$)</b>												
<b>F. Installation Cost (excluding GST/HST/PST) (\$)</b>												
<b>G. Sub-total (purchase and installation, excluding GST/HST/PST) (\$) (E+F)</b>												
<b>H. GST/HST/PST (\$)</b>												
<b>I. GST/HST/PST that is reimbursable by the Federal or Provincial Governments (\$)</b>												
<b>J. Sub-total (GST/HST/PST) (\$) (H-I)</b>												
<b>K. Total (\$) (G+J)</b>												
<b>L. Eligible rebate amount (to be completed internally by MAE) (\$)</b>												

<sup>2</sup> Copy this page if retrofitting more than three (3) vehicles

<b>4. Baseline Trailer Information<sup>3</sup></b>			
	<b>Trailer 1</b>	<b>Trailer 2</b>	<b>Trailer 3</b>
<b>Trailer Serial Number:</b>			
<b>Trailer Make:</b>			
<b>Trailer Model:</b>			
<b>Trailer Model Year:</b>			
<b>Trailer License Plate:</b>			
<b>Estimated travel distance per year:</b>			
<b>Estimated travel distance in NL per year:</b>			
<b>Estimated remaining lifespan of trailer (years):</b>			

<sup>3</sup> Copy this page if retrofitting more than three (3) trailers

5. Trailer Rebate Information <sup>4</sup>															
	Trailer 1					Trailer 2					Trailer 3				
	Side Skirt	Boat Tail	Diesel-Electric Refrigeration Unit)	Electric Refrigeration Unit	Total All Technologies	Side Skirt	Boat Tail	Diesel-Electric Refrigeration Unit)	Electric Refrigeration Unit	Total All Technologies	Side Skirt	Boat Tail	Diesel-Electric Refrigeration Unit)	Electric Refrigeration Unit	Total All Technologies
<b>A. Manufacturer</b>					N/A					N/A					N/A
<b>B. Model</b>					N/A					N/A					N/A
<b>C. Fuel Saving Device Quote Number</b>					N/A					N/A					N/A
<b>D. Installer Quote Number</b>					N/A					N/A					N/A
<b>E. Fuel Saving Device Purchase Cost (excluding GST/HST/PST) (\$)</b>															
<b>F. Installation Cost (excluding GST/HST/PST) (\$)</b>															
<b>G. Sub-total (purchase and installation, excluding GST/HST/PST) (\$ (E+F))</b>															
<b>H. GST/HST/PST</b>															
<b>I. GST/HST/PST that is reimbursable by the Federal or Provincial Governments</b>															
<b>J. Sub-total (GST/HST/PST) (\$ (H-I))</b>															
<b>K. Total (\$) (G+J)</b>															
<b>L. Eligible rebate amount (to be completed internally by MAE) (\$)</b>															

<sup>4</sup> Copy this page if retrofitting more than three (3) trailers

## 6. Privacy and Confidentiality Notice

1. The Applicant shall clearly mark any confidential information as 'confidential'. Confidential information disclosed to MAE shall be used by MAE to assess the application.
2. Confidential information shall be held in confidence, safeguarded and not publicly disclosed by MAE, unless otherwise provided for by the *Access to Information and Protection of Privacy Act, 2015* (ATIPPA) or other applicable legislation.
3. Confidential information may be disclosed by MAE to other Provincial Government departments and the Federal Government, pursuant to the terms and conditions of the Low Carbon Economy Leadership Fund Funding Agreement in relation to this application and any funds provided to the Applicant if the application is approved.
4. Notwithstanding Notice 1, confidential information does not include information that:
  - a. is in the public domain at the time of its disclosure or later becomes publicly available;
  - b. is rightfully obtained by MAE from a third-party having the right to disseminate the information without restriction on disclosure;
  - c. is independently developed by MAE without reference to confidential information;
  - d. is reported to MAE under another federal or provincial law without restriction on disclosure;
  - e. must be disclosed by MAE pursuant to any applicable law or to a court order, in which event MAE shall make reasonable efforts to give notice to the applicant prior to any disclosure; or
  - f. MAE is subsequently authorized to release, in writing, by the Applicant.
5. Any personal information collected in this application is collected under the authority of Section 61(c) of the *Access to Information and Protection of Privacy Act, 2015*, for the purposes of evaluating applications for the FTFEP and communicating with those who have applied. If you have any questions regarding privacy and confidentiality, please contact the Access and Privacy Coordinator, Department of Municipal Affairs and Environment, by phone at: (709) 729-7183.

## 7. Applicant Declarations

To the Department of Municipal Affairs and Environment (MAE):

- A. I confirm that information given in this application is, to the best of my knowledge and ability, complete, true and correct. I acknowledge that failure to disclose relevant information may result in cancellation of this application by MAE.
- B. I certify that neither the applicant, affiliated/associated companies nor its officers are involved in any litigation, or in any proceedings before any government board, agency or tribunal which have not been disclosed in writing as an attachment to this application.
- C. I consent to MAE sharing the information contained in this application and supporting documentation, including Confidential Information, with other Provincial Government departments/entities and/or the Government of Canada for the purposes of the assessment of this application, if necessary.
- D. I will provide all information required by MAE to complete the assessment of this project. I authorize MAE to make any inquires of such persons, firms, corporations and shareholders or other government departments and agencies as it deems necessary in order to reach a decision on this application. I consent to MAE obtaining credit reports from Dun and Bradstreet, Trans Union and other creditors in order to seek credit status.
- E. I certify that all debts owing to Provincial Government departments and/or its agencies, by the applicant and its affiliated/associated companies and shareholders have been disclosed in this application, including any amounts settled or written off by the applicant, its affiliated/associated companies and its shareholders in the last six years.
- F. I will provide all required consents to ensure that lender(s) described in (d) and (e) are able to provide MAE with full information concerning my (the Applicant's) operating and financial position, if necessary. I further authorize MAE to discuss fully my (the Applicant's) affairs with the lender(s).
- G. I confirm that legal documentation may be provided at the request of MAE, including but not limited to, By-Laws, Certificate of Good Standing, Certificate of Secretary under seal for current shareholders/directors or unanimous shareholder consent, Unanimous Shareholders' Agreement, Demand Note, General Security Agreement and/or property or other mortgage documentation.
- H. If this application is approved, I authorize MAE and/or the Government of Canada to access, at any reasonable time, the vehicles and/or trailers described in this application.
- I. I give permission for MAE to use information contained in this application, including Confidential Information, for assessing my (the Applicant's) eligibility, coordinating and providing follow-up services, and for program evaluation and/or research purposes.
- J. I give permission to MAE and/or the Government of Canada to use project details, including my (the applicant's) name, the nature and scope of the project, funding amounts provided and anticipated and actual project outcomes, for communications and/or marketing purposes, pending funding approval, provided Confidential Information is not disclosed.
- K. I agree to provide MAE with reports on project outcomes, such as fuel consumption, kilometres travelled, and other operational information for each truck and/or trailer, on a quarterly basis, for one year following the installation of fuel savings device(s), pending funding approval, and further agree and acknowledge that fifteen (15) per cent of the rebate amount to which the Recipient is entitled will be withheld until the Recipient submits its first Outcomes Reporting Form and it is determined to be satisfactory by MAE.
- L. I confirm that I have not received other sources of federal or provincial funds for the purchase and/or installation of the fuel saving device(s) for which this application is subject.
- M. I acknowledge that a completed application is not a guarantee of eligibility for a rebate under the FTFEP nor payment of the rebate itself.

\_\_\_\_\_  
Signature of authorized signing officer

\_\_\_\_\_  
Title

\_\_\_\_\_  
Print name of authorized signing officer

\_\_\_\_\_  
Date (dd/mm/yy)

## 8. FTFEP Terms and Conditions

Submission of an application to the Freight Transportation Fuel Efficiency Program (FTFEP) constitutes acceptance of the following terms and conditions. Recipient refers to a FTFEP Applicant who has been approved for funding.

- A. Where a rebate is provided to a Recipient under the FTFEP, the rebate will be provided in accordance with: (i) the FTFEP Application Form submitted to the Department of Municipal Affairs and Environment (MAE), including all supplementary documentation, (b) the FTFEP Program Guidelines and (c) the Approved Application Letter provided to the Applicant notifying the Applicant that funding has been approved. These documents constitute the entire agreement between MAE and the Recipient.
- B. The funding recipient shall submit to MAE a FTFEP Request for Payment Form, along with all required supplementary documentation, within six (6) months of receiving an Approved Application Letter from MAE;
- C. The Recipient shall indemnify and save harmless MAE, its officers, servants, employees and agents from and against all claims, demands, losses, costs, damages, actions, suits or other proceedings by whomsoever made, brought or prosecuted in any manner based upon, occasioned by or attributable to the provision of a rebate or any action taken or thing done or omitted to be done or maintained by virtue hereof; the exercise in any manner of rights arising hereunder; the negligence or want or care of the Recipient, its officers, servants, agents, or employees.
- D. Recipient(s) of a FTFEP rebate must comply with all federal and provincial laws and regulations, all municipal by-laws and any other orders, rules and by-laws applicable to the FTFEP rebate.
- E. The Recipient shall maintain proper books, accounts, and records for six years in relation to the FTFEP rebate following the provision of a FTFEP rebate, and shall provide access to MAE upon reasonable notice.
- F. The Applicant agrees that it shall be solely responsible for and liable for the selection, purchase and ownership of the fuel saving devices listed in the Application Form and acknowledges that MAE is not affiliated in any way with the manufacturer, distributor and/or dealer of the fuel savings devices.
- G. The Applicant acknowledges and agrees that MAE makes no representation or warranty, whether expressed, implied, direct or indirect with respect to the fuel saving devices, services or other measures that the Applicant has purchased and which is the subject matter of the rebate application.
- H. The Applicant acknowledges that MAE is not responsible for the design, verification, operation or implementation of the fuel saving devices nor the performance of the fuel savings devices, and that MAE accepts no liability nor makes any representations with respect to estimated or possible fuel and/or maintenance savings that will be incurred in the operation of the fuel saving devices, services or measures, and/or the performance, reliability, safety, use or fitness of the fuel savings devices for the Applicant's particular purpose(s).
- I. A Recipient may be required to reimburse Newfoundland and Labrador any funds received if at any time within five (5) years from the provision of a FTFEP rebate the recipient sells, leases, or otherwise disposes of, directly or indirectly, any device purchased, in whole or in part, as a result of or in connection with the program, other than to Newfoundland and Labrador, a local government, or with Newfoundland and Labrador's consent.
- J. If, in the opinion of MAE, the recipient of a FTFEP rebate breaches any of the terms and conditions outlined in the FTFEP Application Form, the FTFEP Program Guidelines or Approved Application Letter, including, but not limited to, the provision of fraudulent invoices, MAE may, at any time, take one or more of the following actions:
  - i. Provide the funding recipient with an opportunity to remedy the issue upon the terms and conditions established by MAE at its sole discretion;
  - ii. Reduce the amount of the rebate(s) to the funding recipient; or
  - iii. Demand from the recipient the repayment of any funds MAE provided to the recipient.

In consideration of the above, I hereby apply for the FTFEP and agree to the program's terms, conditions and criteria:

\_\_\_\_\_  
Signature of authorized signing officer

\_\_\_\_\_  
Title

\_\_\_\_\_  
Print name of authorized signing officer

\_\_\_\_\_  
Date (dd/mm/yy)