

2025 Clean Fuel Advanced Technology Application

2025 Clean Fuel Advanced Technology (CFAT) Grant Application

For complete Application Instructions, please refer to Section 5 of the RFP.

Extended application deadline is 5pm, Friday, April 18. Please submit this via email to CFAT_Grants@ncsu.edu.

Expected Project period: July 1, 2025 – June 30, 2027

NOTE: Crucial new requirements and new information are highlighted in yellow.

Overview & Basic Information

Organization Name: _____

Organization Unique Entity Identifier (UEI): _____

(Visit the [SAM.gov](https://sam.gov) website to register or search for your UEI.)

Project Coordinator (first and last name): _____

Mailing Address: _____

City: _____

County: _____

Zip Code: _____

Telephone: _____

Cell Phone: _____

Email: _____

Alternate Contact Person (first and last name): _____

Alternate Contact Person (telephone): _____

Alternate Contact Person (cellphone): _____

Alternate Contact Person (email): _____

NOTE: Please enclose résumé of project coordinator or responsible manager.

Project Location (if different than mailing address): _____

Applicant Type (public or private): _____

Amount requested (\$): _____

Cost Share Matching Funds (\$) -- minimum 20% to 24% of total project cost (*Excel Budget Template spreadsheet to calculate your precise cost share*): _____

Your Total Direct Cost (\$) (includes both funds requested and matching funds): _____

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Percent matching funds of total project cost (from Budget worksheet): _____

Applicable Project Type and Specifics

This year the following five types of projects are applicable: 1) Alternative Fuel Vehicle (AFV) Purchases, 2) AFV Conversions and Up-Fits, 3) Idle Reduction, 4) Diesel Retrofits, and 5) EVSE Electric Vehicle Service Equipment (aka charging stations). Please use this section to give details on the proposed project type. Provide information only for the project type(s) applicable and delete project types that do not apply to your application.

1) Alternative Fuel Vehicle (AFV) Purchases

Vehicle type (make, model, year): _____
Dedicated or Bi-Fuel: _____
Number of vehicles: _____
Estimated or projected per-vehicle annual mileage: _____
Estimated or projected % miles using alternative fuel (bi-fuel or PHEV applications): _____
Conventional fuel type (Diesel or Gasoline): _____
Conventional vehicle being replaced or displaced (make, model, year): _____
Average conventional fuel economy (MPG): _____
Average vehicle speed (for Medium and Heavy Duty): _____
Average vehicle road weight (for Medium and Heavy Duty): _____
Alternative fuel station(s) where vehicle(s) will refuel or recharge (street address): _____

2) AFV Conversions and Up-Fits:

Vehicle type (make, model, year) to be converted or up-fitted: _____
Number of conversions or up-fits to be installed: _____
Estimated or projected % miles using alternative fuel (bi-fuel): _____
Estimated or projected per-vehicle annual mileage: _____
Conventional fuel type (Diesel or Gasoline): _____
Average conventional fuel economy (MPG): _____
Average vehicle speed (for Medium and Heavy Duty): _____
Average vehicle road weight (for Medium and Heavy Duty): _____
Alternative fuel station(s) where vehicle(s) will refuel or recharge (street address): _____

3) Idle Reduction:

Technology: _____
Number to be purchased: _____
Projected annual average per vehicle miles: _____
Projected annual per vehicle gallons to be saved: _____

4) Diesel Retrofits:

Technology: _____
Number to be purchased: _____
Annual average per vehicle miles: _____
Annual per vehicle fuel use (gallons): _____

5) Electric Vehicle Supply Equipment Level 2 and DC Fast Chargers:

Note: All EVSE projects must comply with Federal Minimum Charging Standards. Due to being

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beyond the Alt-Fuels Corridors, a mix of DC ports and Level 2 ports are allowed.

Charger type (Level 2 or DC Fast or mix): _____

Number of charging stations and number of ports / plugs (4 ports minimum): _____

Location(s) of chargers (map links are helpful): _____

Total charge time usage expected per port, per year: _____

Estimated eVMT (electric vehicle miles traveled) per port: _____

Publicly accessible (Yes/No): _____ (NOTE: Must be publicly accessible to be eligible.)

Project type (replacement of stranded asset or new installation): _____

In cases of replacement, previous funding source: _____ (NOTE: Replacement projects are not eligible if previous funding source was CFAT or FHWA CMAQ.)

ADDITIONAL QUESTIONS:

Is the project located within a Historic District? _____

Does the project include habitat associated with Threatened and Endangered Species listed by the U.S. Fish and Wildlife Service (USFWS) or National Marine Fisheries Service (NMFS)? _____

Does the project include a National Historic Landmark (NHL) or other designated historic site? _____

Administrative Requirements

This year's CFAT grants carry some familiar requirements and some new ones. We must report Emission Reductions, and having your help will speed the process. All projects must meet all FHWA Buy America requirements. Awardees' participation in education and outreach work is required as a part of Public Awareness and Education requirements. Finally, we need awardees to understand and comply with Expected Service Life requirements.

1) EMISSION REDUCTIONS:

If you have these data, please give total projected annual grams per mile reductions for this project. (Leave blank if NCCETC is calculating.)

CO (carbon monoxide): _____

NOx (oxides of nitrogen): _____

VOCs (volatile organic compounds): _____

PM (particulate matter): _____

2) "BUY AMERICA" COMPLIANCE:

For EV charging equipment, the purchased equipment must have at least 55% domestic content; ask your vendor to provide documentation that it is Buy America compliant.

For all other projects, the iron and steel content of manufactured products is covered under the existing FHWA waiver because total funding is less than \$500,000 per project.

Email us a "Buy America certification letter" from the supplier or vendor, or include this in your application package. CFAT_Grants@ncsu.edu.

For all AFV vehicle purchases or leases, applicant hereby certifies that vehicle final assembly occurs in the U.S.: (Initial here.) _____

3) PARTICIPATION IN PUBLIC AWARENESS AND EDUCATION:

Awardees are required to participate in public awareness and education work: Expanding awareness

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about the benefits of alternative fuels and advanced transportation technologies is an important component of increasing utilization across the state. This may include participation in your local Clean Cities and Communities Coalition's annual reporting process, and/or participation in NCCETC's educational events, webinars, vehicle demonstration days, etc.

If awarded, will you participate in our work to spread public awareness and to educate audiences to help advance clean transportation in North Carolina?

(Initial here that you agree.) _____

4) EXPECTED PROJECT SERVICE LIFE:

Service life is expected to meet federal minimum replacement standards per 41 CFR 102.34.270. All service life proposals are subject to Federal funding authority review and approval. Removal of equipment from service prior to projected service life requires notification of Federal funding authority for instruction.:

I understand and agree to notify NC DOT if the vehicles in this project are removed from service before the term described in 41 CFR 102.34.270.

(Initial here that you agree.) _____

5) EXPEDIENCY WILL BE WEIGHED FAVORABLY:

Evaluators will favorably weigh proposals that reflect a strategy to complete early. Applicants should plan for project start of July 1, 2025 with completion by June 30, 2027. It is important that you show a clear timeline documenting ability to implement within the first six to nine months (or sooner), post-contract, with the remaining time for collection of usage data.

NOTE: Applicant's commitment to project and promise of successful completion are a strong weighting factor. In the event of failure, NCCETC is unable to reallocate funds. Abandoned projects leave money unspent and negatively affect prospects for the future of the CFAT Program.

(Initial here that you understand.) _____

Cover Letter and Project Description

Your Cover Letter and Project Description should be a combined document, on organization letterhead with wet-ink signature.

At a minimum, Cover Letter must include

- 1) a statement about your organization's cost share contribution, including the following language: "[Organization] commits to providing cost share of XX% [20% to 24%, as calculated in the Budget template]. Currently, with the projected costs, that is \$_____.";*
- 2) commitment to using the proposed technology for a minimum period based on Minimum Replacement Standards (see RFP Section 4.1 Table of Minimum Replacement Standards) per 41 CFR 102.34.270; and*
- 3) a statement that, for EV charger projects, you understand the reporting requirements extend for 5 years and include both EV-ChART and parallel reports to NCCETC;*
- 4) the acceptance of responsibility for meeting all relevant state and federal purchasing requirements including Buy America requirements per Sections 1.3 and 1.4 of the RFP.*

Project Description:

Insert a brief project description: the "who, what, where and why" of the project. Describe who will be acquiring the technology and who will be operating it. Describe the technology, what it does for your operation, why your organization is acquiring it, and where it will be operated. Address evaluation criteria

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as related in Section Three of the RFP. Be sure to include discussion of near-term emission reduction plans to be pursued along with or after the proposed project and how your organization will insure implementation during the project period (evaluation criteria 3 and 5, Section 3 of the RFP).

NOTE: Cover letter and project description must be on letterhead of the applicant organization, and must have a “wet-ink” signature.

Attach your combined Cover Letter and Project Description as a Word DOC with this form and email to CFAT_Grants@ncsu.edu.

Statement of Work

Use this section to provide your Statement of Work (SOW). Your Statement of Work will include

- + Project Summary
- + Plan for Deliverables, including
 1. Acquisition & documentation,
 2. Utilization & fuel tracking,
 3. Public Awareness & Education, and
 4. Reporting
- + Timeline
- + Budget & Quotes

NOTE: This SOW text will be used to write your contract with NCSU, so include sufficient details to communicate the key information outlined.

Project Summary:

Provide a two- or three-sentence description of the project, emphasizing the “who” is doing “what.”

Plan for Deliverables

Please briefly describe your plan to fulfill four key deliverable tasks and all sub-tasks. This text will be used to write your contract with NCSU, so include sufficient details to communicate the key information outlined. Your plan should include the following details supporting 4 Tasks:

Plan for Task #1 Acquisition / Installation of Equipment with Documentation of Work.

Provide narrative detail of activities tied to the task of Acquisition / Installation of Equipment with Documentation of Work. Refer to complete application instructions in Section 5 of RFP.

Deliverable 1.1 requires copies of paid invoices for all costs associated with project will be provided. If submitting more than one invoice for reimbursement, final invoice will be marked as such. If only submitting one invoice, this will be marked as final. Cost share letter will be submitted with final invoice [refer to deliverable 4.1].

Deliverable 1.2: requires brief description of what was accomplished during acquisition and installation.

Plan for Task #2: Usage tracking of project technology/fuel.

Provide detail of activities tied to the task of tracking of technology or fuel use during the project. See complete application instructions in Section 5 of RFP. This deliverable requires that a minimum of

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thirty-six (36) months of recorded tracking of technology or fuel usage will be provided in acceptable form. Plan for quarterly reporting of these data.

Plan for Task #3: Public Awareness and Education.

Provide detail of activities tied to the task of raising public awareness and educating others during the project. See complete application instructions in Section 5 of RFP.

Deliverable 3.1: Documentation of all Public Awareness and Education activities will be provided via quarterly report template provided by the NC Clean Energy Technology Center. Provide NCCETC with contact information of the communication and social media staff in your organization.

Deliverable 3.2: Copies of all press releases and promotional material used to showcase project to the public will accompany quarterly reports. All press releases will acknowledge support through the "NC Clean Energy Technology Center at NC State University with federal Congestion Mitigation Air Quality funding provided from the NC Department of Transportation."

Deliverable 3.3: Photo of project signage and / or photo of vehicle decals are required.

Deliverable 3.4: Documentation of participation in your local Clean Cities and Communities Coalition's annual reporting process.

Plan for Task #4 Reporting.

Provide narrative detail of activities tied to the task of Reporting. Refer to complete application instructions in Section 5 of RFP.

Deliverable 4.1: Cost share documentation on letterhead will accompany final invoice. If more than one invoice, each invoice will include cost share.

Deliverable 4.2: Completion of quarterly progress reports.

Deliverable 4.3: Copies of paid invoices for grant funded project [see Deliverable 1.1] will accompany all requests for reimbursement.

Deliverable 4.4 requires a final report summarizing project deliverables.

Insert Plan for Deliverables here (including 4 Tasks):

Timeline

Please create your own Timeline of activities for completion of this project. Feel free to use a format like the following, or a Gantt chart or other clear project schedule to meet these deadlines.

NOTE:

Final report due June 30, 2027 or within 15 days of completion.

Final invoicing to NCCETC is to be on or before June 30, 2027.

Project period: July 1, 2025 – June 30, 2027.

Work cannot begin until the final authorization letter from the Federal Highway Administration has been received by the NC Clean Energy Technology Center.

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Insert your Timeline here:

Sample Timeline for CFAT25

1st Quarter: (include dates)

- Activity A
- Activity B
- Activity C
- etc.

Quarterly report due:

2nd Quarter:

- Activity A
- Activity B
- Activity C

Quarterly report due:

3rd Quarter:

- Activity A
- Activity B
- Activity C

Quarterly report due:

4th Quarter:

- Activity A
- Activity B
- Activity C
- etc.

Quarterly report due:

5th Quarter:

- Activity A
- Activity B
- Activity C
- Etc.

Quarterly report due:

6th Quarter:

- Activity A
- Activity B
- Activity C
- Etc.

Quarterly report due:

7th Quarter:

- Activities

Quarterly report due:

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8th Quarter:

- Activities
- Quarterly report due:

9th Quarter:

- Activities
- Etc., etc., etc.**
Final report due June 30, 2027.

NOTE:

Work cannot begin until the final authorization letter from the Federal Highway Administration has been received by the NC Clean Energy Technology Center.

Final report due June 30, 2027, or within 15 days of completion.

Final invoicing to NCCETC is to be on or before June 30, 2027.

Project period: July 1, 2025 – June 30, 2027.

Voluntary quarterly reporting should continue to accrue 36 months of data

EV charger projects require a total of 5 years of reporting.

Budget and Quotes

Use the Excel Budget Template to submit your financial plan and detailed price quotes. Be sure to include your price quotes with your application (as PDFs). Please submit budget as Excel file format with a filename including your organization's name and "CFAT25".

NOTE: Please use this link to download the Excel template. <https://go.ncsu.edu/cfat25budgettemplate>

8	Budget			
9	Expense Description	Quantity	Per Item Cost	Total
10	technology 1			
11	technology 2			
12	technology 3			
13				
14				
15	Itemized other eligible expenses (describe these here)			\$0.00
16	Total Direct Costs			\$0.00
17	Total NCSU indirect costs applied			#VALUE!
18	Total Project Costs			#VALUE!
19				
20	Requested federal funds (max)			\$0.00
21	Cost share committed by applicant			\$0.00
22	Percent cost share (20% minimum)			#VALUE!
23				

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Multi-Vehicle Worksheet:

If your application involves more than one vehicle, the following information will help us in evaluating your application, and in calculating emission reductions. This worksheet is in the XLS file linked above. Here is what it looks like:

										For Medium and Heavy Duty			
Year	Make	Model	Conventional Fuel Type	Alt Fuel Type	# of vehicles	Dedicated or Bi-Fuel	% of Alt Fuel Usage	Estimated Annual Mileage (total)	Average Fuel Economy (conventional fuel)	Avg Vehicle Speed (mph)	Avg Vehicle Road Weight (lbs)	Location of Depot	Name of Depot

When finished with this application, save the file with your organization name and “CFAT25” in the filename, and email (with all attachments) to CFAT_Grants@ncsu.edu.

The checklist on the next page may be helpful to ensure completeness in your application.

Checklist for Completion

This checklist is provided for your convenience. All files, including this application, should be emailed to CFAT_Grants@ncsu.edu. Once you have submitted your application form, a return email acknowledging receipt will be provided. The NCCETC is not responsible for project applications without an email acknowledgement of receipt. Questions regarding this RFP should be directed to (919) 360-2492 or emailed to CFAT_Grants@ncsu.edu.

Application form, including...

- ☐ Overview & Basic Information (including Unique Entity ID (UEI))
- ☐ Résumé of project coordinator or responsible manager (ATTACH AS FILE)
- ☐ Applicable Project Type and Specifics

Administrative Requirements, including

- ☐ Emissions Reductions
- ☐ “Buy America” Requirements
- ☐ Public Awareness and Education Participation
- ☐ Expected Project Service Life

- ☐ Cover Letter & Project Description (ATTACH AS FILE), including...
- ☐ + a statement about your organization’s cost share contribution,
- ☐ + commitment to using proposed technology for the minimum period, and reporting period
- ☐ + acceptance of responsibility for meeting all purchasing requirements.

Statement of Work, including...

- ☐ Project Summary
- ☐ Plan for Deliverables
- ☐ Timeline (INSERT OR ATTACH AS FILE)
- ☐ Budget and Quotes (ATTACH AS FILES)

Extended application deadline is 5pm, Friday, April 18.

When finished with this application, save this PDF with your organization-name in the filename, and email (with all attachments) to CFAT_Grants@ncsu.edu