

## Appendix A: Documentation Required for a Complete Application

<b>Document</b>	<b>Requirements for scrap and replace project components</b>	<b>Requirements for shore power project components</b>
<b>Photos</b>	Photos of the existing equipment or marine vessel and engine tag(s).	Photos and an aerial map of the pier, harbor, or area showing where the shore power system will be installed.
<b>Ownership Records</b>	A bill of sale for the baseline equipment or alternative documentation (see Appendix B: Checklist for a Complete Application).	Documentation that the applicant owns or has guaranteed use of the land through a long-term lease, easement, or other legal arrangement, for the duration of the contract term. For project components where the land is not owned, provide an executed lease agreement or letter of commitment lasting for the duration of the project components. This documentation must be signed by the property owners or their authorized representatives.
<b>Insurance Documentation</b>	Documentation of liability insurance of not less than \$1,000,000 per occurrence, and property insurance in an amount not less than the insurable value of applicant's baseline equipment covering all risks of loss, damage and destruction to equipment.	Insurance documentation for the terminal property.
	Documentation or self-certification declaring self-insurance may be considered in lieu of private third-party insurance on a case-by-case basis.	
<b>Compliance Documents</b>	Documentation demonstrating compliance with CARB regulations applicable to all equipment owned by applicant, even if equipment is not included in this application. Examples of applicable compliance documents include: <ul style="list-style-type: none"> <li>• Diesel Off-road Online Reporting System (DOORS) documentation of fleet compliance (upload all pages of full document), including CARB's fleet calculator that shows the fleet's current compliance status</li> <li>• Commercial harbor craft reporting form</li> <li>• Certificate of Reported Compliance Truck and Bus Regulation</li> <li>• Additionally, for shore power any applicable terminal and vessel plans</li> </ul>	
<b>Activity/Usage Records for the existing Equipment</b>	Usage records with hour meter readings for twelve (12) consecutive months from 2019 or later. <sup>22</sup> If the equipment does not have a functional hour meter, provide fuel usage records.	Berth activity information for twelve consecutive months from 2019 or later. The activity information must include total vessel calls and a table that includes the following information for each vessel call: Lloyd's number for the vessels, vessel type, ship size (in twenty-foot

<sup>22</sup> Applicants must furnish usage records for baseline equipment to substantiate future usage proposals and to support cost-effectiveness calculations for a proposed project component. Applicants are strongly encouraged to assure that usage records and proposed future usage are reasonable as a basis for the required usage in a grant agreement. If a grantee operates funded equipment less than the minimum hours specified in a grant agreement or is otherwise unable to satisfy the project component's usage or project life requirements, the grantee may be required to repay grant funds.

		equivalent units (TEU) capacity, dead weight tonnage (DWT) or gross weight tonnage (GWT)), estimated power demand (total auxiliary power), average power requirement (kW) for the vessel while at berth, average berthing time of the vessel at the port per visit, estimate of time needed to connect and disconnect vessel from shore power equipment, type of fuel used in auxiliary engines, whether the vessel visit was subject to CARB's At Berth Regulation (y/n).
<b>CARB Executive Order(s)</b>	CARB Executive Order(s) for the existing engine(s) and the approval letter or CARB Executive Order(s) for the new engines. CARB's Executive Orders can be accessed at <a href="#">the following website</a> by selecting the applicable engine category and model year.	Not Required.
<b>New Equipment Quote</b>	A quote for the proposed new equipment. For airport GSE this quote must also include a quote for a new internal combustion equivalent piece of equipment in order to support the incremental cost value. For supportive infrastructure, the quote must also include a quote for the technology used to power (i.e., charge or refuel) the new equipment. Quotes must be dated within 60 days prior to application submittal date.	A budget that includes itemized cost information by phase (design, environmental, construction), and supporting estimates and quotes dated within 180 days prior to application submittal date.
<b>W-9</b>	<b>W-9</b> for the applicant.	