



Natural Resources
Canada

Ressources naturelles
Canada

GREEN FREIGHT ASSESSMENT PROGRAM

Applicant's Guide

June 19, 2020

TABLE OF CONTENTS

Section 1: Introduction	2
Section 2: Project Objectives and Priorities	3
Section 3: Funding Details	3
Section 4: Submission Details and Deadlines	3
Section 5: Project Assessment and Eligibility	4
Section 6: Contact Us	6

Section 1: Introduction

1.1 Background

In Canada, transportation contributes nearly one quarter of total greenhouse gas (GHG) emissions. A significant amount of these transportation-related GHG emissions is related to medium and heavy-duty vehicles (MHDV). Demand for freight is highly correlated with economic growth and will continue to grow due to increasingly globalized supply chains, 'just-in-time' delivery and the exportation of natural resources.

There is a significant emission reductions potential from improving freight efficiency and Canada is identifying pathways for reducing emissions while ensuring competitiveness of the sector. A key part of these reductions will be obtained from MHDV fleets implementing energy efficient operational practices, adopting newer technologies and purchasing alternatively fuelled vehicles..

1.2 Natural Resources Canada – Green Freight Programs

Natural Resources Canada (NRCan) has been promoting freight efficiency within Canada's on-road medium and heavy-duty commercial fleets for years, by providing tools and information through the [SmartDriver Training Curriculum](#) and the [SmartWay Transport Partnership Programs](#).

NRCan's SmartDriver program offers free driver training resulting in the reduction of fuel use and related GHG emissions. Building on the success of SmartDriver, NRCan further engaged Canada's freight industry through the SmartWay Transport Partnership. Delivered in collaboration with the U.S. Environmental Protection Agency since 2012, the SmartWay program not only helps companies' measure, report and benchmark emissions from their freight activities but also provide a comparison of performance against companies with similar operations. To date more than 3,500 North American companies have signed on to the Partnership, and are invested in reducing fuel costs, improving efficiency, and encouraging best practices in their freight supply chains.

1.3 Introduction to the Program

In 2018 Natural Resources Canada launched the Green Freight Assessment Program (GFAP) to help companies make data-driven investment decisions to reduce their emissions and fuel costs. This is achieved through two initiatives: Assessment Projects and Implementation Projects.

Through the **Assessment Projects**, companies can receive up to **\$10,000** for a third party fleet energy assessment and obtain tailored recommendations for their fleet. This provides the opportunity for companies to make data-driven decisions when exploring energy efficient retrofits or fuel switching options.

Through the **Implementation Projects**, companies can receive up to **\$100,000** to invest in the fuel-saving recommendations outlined in their fleet assessment. This allows companies to offset the upfront cost, as well as de-risk their investment in energy efficient retrofits or alternatively fueled vehicles.

Section 2: Project Objectives and Priorities

2.1 Key Objectives and Outcomes

The objective of this program is to achieve a reduction in greenhouse gas emissions from the on-road freight sector as well as a reduction in operational costs and increased competitiveness due to more energy-efficient MHDV fleets in Canada.

Through Assessment Projects, NRCan aims to increase the knowledge and capacity of the on-road freight sector to adopt energy efficiency measures tailored to operational needs by providing cost-sharing support.

Section 3: Funding Details

3.1 Funding Amount and Duration

Successful applicants (Proponents) will be eligible to receive up to 50% cost-sharing contributions to complete a Fleet Energy Assessment. Proponents will be eligible for funding from the date of the signature of the contribution agreement (CA) until the project completion date deadline, as determined in the CA. The value of NRCan's contribution towards the assessment will not exceed \$10,000.

3.2 Basis for Payment

Payment to the proponent will be made as a reimbursement of up to 50% of the costs incurred by the proponent. One payment is made following the receipt of proper documentation as defined in the CA.

Natural Resources Canada is under no obligation to enter into a funding agreement as a result of the online application. In addition, any work prior to entering into a CA will be ineligible for reimbursement.

Section 4: Submission Details and Deadlines

4.1 Submission Process

Project proposal review and selection will be a four-step process:

- (1) Obtain a quote for your Green Freight Assessment (**Applicant**)
- (2) Submit an online application for review (**Applicant**)
- (3) Proposal review, assessment, selection, and applicant notification (**NRCan**)
- (4) Enter into a contribution agreement acceptable to NRCan (**Applicant and NRCan**)

4.2 Submission of the Application form

Applications submitted by email will not be accepted. You must apply on-line through the web application form. The Program will confirm receipt of the application within 5 business days. Based on the outcome of an internal proposal review process, NRCan will aim to inform the both, successful and

unsuccessful Applicants within 30 business days. Unsuccessful Applicants will be offered the opportunity to receive formal feedback on the review of their project proposal.

4.3 Project Approval and Waitlist

The Program will operate on a continuous intake process, and companies may submit an application at any time during an open Request for Proposals (RFP) period. The RFP period will close on March 31, 2021.

Applications will be considered on a first-come first-served basis, until all program funds have been committed. After that, applicants will be placed on a wait list as they are approved. Once funding becomes available, applicants on the wait list and eligible projects will be notified. The Program will regularly update wait listed applicants regarding their place in the queue, and any program updates.

4.4 Deadlines for Application

The deadline to apply is March 31st, 2021. Proposals received after the set RFP deadline will be deemed ineligible.

Section 5: Project Assessment and Eligibility

5.1 Assessment Criteria

Applications will be reviewed and assessed against an evaluation matrix. All applications meeting the minimum criteria will be retained on a first-come, first-serve basis.

The application form consists of five sections:

Company information

This section gathers the applicant's standard company information. Applicants will be assessed on the following criteria:

- An eligible company's head office must be located in Canada and it must operate in Canada
- Number of employees
- Ownership and employment composition

Employee Composition

This section explores the employee composition in your organization. Applicants will be assessed on the following criteria:

- Business size
- Percentage of women employees
- Percentage of indigenous employees

Business operation

The description of your business operations will include information on your business as a whole. This section is a high-level overview of your business fleet(s), not the specific fleet(s) being assessed.

Applicants will be assessed on the following criteria:

- Participation in sustainability initiatives
 - SmartWay Transportation Partnership
 - SmartDriver Training
 - Green Freight Assessment Program
 - Other (must be specified)
- Percentage of kilometers of fleet driven in Canada

Fleet Portrait

The fleet portrait is a description of the specific fleet being considered for the assessment. In this section, it is required to provide extensive description of the fleet(s) you have selected to be assessed within this program. Applicants will be assessed on the following criteria:

- Fleet Type and Size
- Fleet Composition
- Average Truck Age
- Average Truck Lifecycle

Previous Assessment Experience and Readiness

This section relates to previous fleet energy assessment projects your company has undergone, the objective of your project, and the overall project readiness in terms of data availability, budget, corporate support and anticipated timelines. Applicants will be assessed on the following criteria:

- Previous fleet assessment experience and outcome;
- Goal of the freight energy assessment project (investment options being explored, sustainability goals and current state of fleet);
- Data readiness and availability;
- Corporate support and backing;
- Financial budget for project; and,
- Implementation readiness (anticipated timelines related to implementation of assessment recommendations).

5.2 Eligible Recipients

Only companies/organizations operating in Canada are eligible to apply. Eligible recipients include individuals and legal entities validly incorporated or registered in Canada including not-for-profit and for-profit organizations such as:

- Companies;
- Industry associations;
- Research associations;
- Standards organizations;

- Indigenous and community groups ;
- Canadian academic institutions;
- Provincial, territorial, regional or municipal governments or their departments or agencies where applicable.

5.3 Eligible Expenses

Eligible costs include:

- Professional and technical services;
- GST, PST and HST net of any tax rebate to which the proponent is entitled.

Section 6: Contact Us

To obtain additional information about this invitation, please contact:

rncan.freightassessment-evaluationdeflotte.rncan@canada.ca

IMPORTANT:

Any funding under this entire proposal submission, review and assessment process will be contingent upon the successful execution of a contribution agreement. Until a written contribution agreement is signed by both parties, no commitment or obligation exists on the part of NRCan to make financial contributions to any project, including any expenditure incurred or paid prior to the signing of such contribution agreement.