



VISION ZERO SIDE GUARD INCENTIVE PROGRAM APPLICATION

A NYC-BIC, NYCDOT & NYC-DCAS PARTNERSHIP PROGRAM

I. APPLICANT INFORMATION (REQUIRED INFORMATION)					
Applicant Name/Registered Owner (Equipment Owner)					
Business Name					
Street Address					
City		State		ZIP	
Authorized Contact Full Name			Title		
Phone			E-mail Address		
Fleet Size: _____		<i>"Fleet Size" means the number of vehicles that are registered to be driven on public highways and have a manufacturer's gross vehicle weight rating of 10,000 pounds or greater that are under common ownership or control by a person or business.</i>			
BIC License or Registration No.:					

Important Program Information:

- All completed applications will be considered on a first-come, first serve basis. Only applications that are considered complete will move forward. Due to limited funds, completion of applications in a timely manner is encouraged.
- Original ink signature applications must be submitted for an application to be complete.
- Applications submitted with altered language or forms will be void.
- You may not order or purchase any Side Guard equipment for the qualifying truck prior to obtaining approval from the New York City Department of Transportation (NYCDOT) or the Side Guard Incentive Program Administrator.
- Installed Side Guards must comply with [VOLPE side guard specifications](#).
- Side Guards must be purchase and installed by Side Guard vendors or installers approved by the program. No funding can be offered to applicants that purchase Side Guards and then either self-install or have the Side Guards installed outside the program approved vendors.
- Any awarded incentives will cover up to, but no more than, 50% of the side guard purchase and installation price, or a maximum of \$2,000 per qualifying truck, whichever is less.
- Maximum number of Side Guards per applicant cannot exceed 10 Side Guards (10 Trucks) or as approved by the Program Administrator. If applications for Side Guard funding exceeds available funds, the Program Administrator reserves the right to reduce the maximum number of Side Guards per applicant.
- Previous funded awardees are not eligible if they have already received Side Guard funding for 10 or more trucks.
- All approved applicants have 60 days from the date of approval to complete installation(s) of Side Guards on the Qualifying Truck(s) or the grant incentive will be forfeited.
- Incentive amounts will be distributed to the program approved vendor upon vendor receipt of applicant's matching funds; completion of a work certificate by the vendor; and applicant's final acceptance of the Side Guard work performed on the up-fitted vehicle.
- Completion of this application and submission of all supporting documentation does not guarantee that you will receive program funding.

Eligibility Criteria for BIC Licensee or Registrant applicants:

- An applicant must meet the Business Integrity Commission (BIC) requirements of Good Standing. "Good standing" means that the applicant: (1) has a current license or registration issued by the BIC or has submitted to BIC a properly completed renewal application* and (2) has no outstanding debts, judgments, liens, or other obligations payable to BIC. **

* - Those companies that have submitted an application for a license/registration for the first time and who have not received final approval from BIC may not be considered.

** - Those companies that have outstanding debts, judgments, or liens, or other obligations to other governmental agencies (including local, state and federal) may be required to provide additional documentation by BIC and each request shall be considered on a case-by-case basis.

Eligibility Criteria for Qualifying Truck:

- Truck must be Class 3 to Class 8 with a Gross Vehicle Weight Rating (GVWR) of 10,001 pounds or greater.
- Truck must have a 2007 U.S. EPA emission compliant or newer model year engine.



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II. SUPPLEMENTAL INFORMATION - PLEASE ANSWER THE FOLLOWING QUESTIONS:

Do you use a GPS or Automatic Vehicle Locator (AVL) system to monitor your fleet locations?

Yes No

Have you independently purchased and installed Side Guards for your fleet?

Yes No If yes, how many trucks have been up-fitted: _____

III. QUALIFYING TRUCK INFORMATION – USE ADDITIONAL FORMS, AS NEEDED

Total Number of Trucks to be Outfitted: _____

Note: Maximum number of Side Guards per applicant cannot exceed 10 Side Guards (10 Trucks), or as approved by the Side Guard Program Administrator.

The following documents and digital photographs are required for each Qualifying Truck to complete your application:

- Copy of Current Vehicle Registration
- Photograph of Vehicle Identification Number (VIN)
- Photograph of Engine Family Name (found on engine tag)
- Photograph of Gross Vehicle Weight Rating (GVWR)
- Photograph of the left side and right side of the truck
- Photograph of BIC License Plate Number or Registration

Vehicle Identification Number (VIN):

Make:	Truck Model Year:	Gross Vehicle Weight Rating (GVWR):
Model:	Engine Model Year:	Engine Family Name:
BIC License Plate Number:		

Vehicle Identification Number (VIN):

Make:	Truck Model Year:	Gross Vehicle Weight Rating (GVWR):
Model:	Engine Model Year:	Engine Family Number:
BIC License Plate Number:		

Vehicle Identification Number (VIN):

Make:	Truck Model Year:	Gross Vehicle Weight Rating (GVWR):
Model:	Engine Model Year:	Engine Family Name:
BIC License Plate Number:		

Vehicle Identification Number (VIN):

Make:	Truck Model Year:	Gross Vehicle Weight Rating (GVWR):
Model:	Engine Model Year:	Engine Family Name:
BIC License Plate Number:		



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DECLARATION AND SIGNATURE PAGE

I am the owner of the existing vehicle(s), have the legal authority to apply for incentive funding for the entity described in this application, and agree to the following statement by signing below:

- I (equipment owner or Principal of the above named business) have reviewed the information provided in this application, including all supporting documentation, and certify the application information is true and correct, and that I meet the minimum requirements of the Vision Zero Side Guard Incentive Program;
- All approved applicants have 60 days from the date of approval to complete installation(s) of Side Guards on the Qualifying Truck(s). Applicants that fail to meet the 60-day deadline will not be awarded with funding and the grant incentive will be forfeited.
- To the best of my knowledge, neither the owner nor the trucks identified in this application has any outstanding violations or non-compliance with New York City or New York State regulations;
- Incentive funds will only be used to offset the cost of the Side Guard purchase and installation;
- I understand that installed Side Guards must comply with VOLPE Side Guard specification standards. Supplier and installer selection are at the discretion of the applicant. A Side Guard resource table is presented in the following link [Resource Vendor Table](#)
- I understand that Side Guards may **not** be purchased, received, or installed prior to obtaining an approval by the Side Guard Incentive Program Administrator equipment owner shall assume all financial risk and is in no way assured program funds;
- I understand that the Side Guard Incentive Program is not responsible for installations done incorrectly, applicants are responsible to acknowledge compliance with VOLPE specification standards with vendors/installers at the time of installation completion. Side Guards must be covered by a warranty;
- I have all the information needed to understand what must be done to maintain eligibility for Program funds (see BIC website for details <http://www.nyc.gov/html/bic/html/home/home.shtml>). This includes meeting the definition of "Good Standing" as per BIC (see page 1, Eligibility Criteria for BIC Licensee or Registrant); maintaining registration and ownership; keeping qualifying trucks in legal operating condition within New York; and maintaining Side Guards in good condition;
- I understand that the program-funded Side Guards are intended to remain in use on the qualified truck for the duration of the useful life of that truck;
- I understand that an incomplete or illegible application, including applications that are missing required documentation, may be rejected by the BIC, NYCDOT or the Side Guard Incentive Program Administrator at their discretion;
- I acknowledge that BIC and the NYCDOT are subject to the Freedom of Information Act (FOIA) and may be required to release the information contained in the program application to third parties if required by State and Federal Public Record laws;
- Any additional non-program funding needed to complete the equipment project according to the proposed timeframe is reasonably available;
- I understand, as an applicant, that incentive programs have limited funds and shall terminate upon depletion of program funding; and
- I understand, as an applicant, that the program is being implemented at the discretion of the BIC and the NYCDOT any and all determinations are final and not subject to appeal.

Signature of Authorized Official

I hereby certify that to the best of my knowledge and belief all information provided in this application and any attachments is true and correct. If the application was prepared by a third party, I certify that I have read the complete application after all forms and information were completed. I agree with the information provided, and the date provided below is the date I signed the form. I further understand that prior to incorporating these forms and information for program participation, the data and information may be revised by the BIC, NYCDOT or the Side Guard Incentive Program Administrator for accuracy and that our acceptance of a participation agreement will constitute agreement with those revisions. Failure to sign the application or signing it with a false statement may make the submitted offer or any resulting participation agreement voidable. Intentional falsification of these forms will be prosecuted to the extent allowed under the law and may be used as an adverse factor in future incentive awards.

Printed Name of Owner: _____

Title: _____

Signature of Owner: _____

Date: _____

Submit applications by: **Email:** sideguardincentive@tetrattech.com **Mail:** Vision Zero Side Guard Incentive Program
c/o Tetra Tech, Inc.
249 E. Ocean Blvd., Suite 325
Long Beach, CA 90803