



# Green Freight Program — Stream 2 Applicant Intake Form

## Section A: Applicant Information and Project Proposal

Please see instructions starting on page 7 for more information.

### 1. Company Information (Required)

Company Name	Legal Business Name	Business Number
1.1 Canadian Business Headquarters Address		

Unit No.	Street No.	Street Name	City	Province/ Terr.	Postal Code
1.2 Contact Information					

Contact Name	Title	Phone Number	Email
1.3 Financial Signatory Information			

Signatory Name	Title	Phone Number	Email
2. The Organization's Fleet Profile (Required)			

Number of Trucks in classes 2B, 3 and 4	Number of Trucks in classes 5 and 6	Number of Trucks in classes 7 and 8	Number of trailers
Years	Years		
What is the average age of the organization's trucks? What is the average lifecycle of the organization's trucks? Body types of the trucks			

### 3. Employee Composition

%	%	
Percentage (%) of employed Indigenous staff	Percentage (%) of women employed in non-administrative roles	Total # of Employees

### 4. Project Details (Required)

Repower	Purchase	Logistical Best Practices	(mm/dd/yyyy)
What project activity type are you applying for? Select all that apply.			When was the attached Enhanced Fleet Assessment completed?
What is the total cost of the project?	What \$ amount is the organization requesting from NRCan?	Will the project(s) be receiving any other funding from other sources (government, private or other)?	

#### 4.1 Project Specifics: Repower Projects (if applicable)

What are the proposed technologies for this repower project?

# of trucks being repowered	Class and type of truck(s)?	Equipment/technology being used	Brand Name(s)	Fuel Type
4.2 Project Specifics: Purchase Projects (if applicable)				

What alternative fuel vehicles are you proposing to purchase?

# of trucks being purchased	What is the class and type of truck?	Year	Make	Model	Fuel Type
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**4.3 Project Specifics: Logistical Best Practices (if applicable)**

What Logistical Best Practice Category has been chosen? (Select all that apply)	Identify the proposed equipment/technologies that will be implemented for this project.	
Cargo Management	Reduce Unnecessary Miles	
Innovative Computer Software		# of trucks Impacted

**4.4 Project Description**



4.5 Outcomes & Benefits

5. The Organization's Experience (Required)

	Yes	No
Range of service delivery and number of years in operation (International/National/Provincial/Local)	Total Company Fleet Size	Are 50% or more of company kilometers driven in Canada?



## 5.1 Organization's Mandate

## 5.2 Fuel Consumption Data Tracking



## 6.The Organization's Readiness (Required)

### 6.1 Financial Readiness

### 6.2 Alternative Fuel Commitment

Can the organization commit to using, on average, 40% renewable or non-fossil fuels from the first refueling through to March 31, 2029?

Yes

No

**Note:** It is a mandatory criteria that Projects to Purchase low-carbon alternative vehicle(s) commit to using an average renewable or non-fossil fuel blend of 1% or more.



## 7. Declaration of Outstanding Legal Actions (Required)

Is there any on-going legal action against the applicant, any parent company or any partner(s), that could result in financial losses that would impact the success of this project?

Yes

No

The signature below is an attestation that the information regarding on-going legal actions against the organization are complete and accurate.

Signature	Print Name	Title	Date
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## 8. Applicant's Attestation (Required)

### By submitting this proposal, the Applicant attests that:

It is an eligible recipient that proposes an eligible project. It understands and acknowledges that it has no business dealings in countries or transactions conducted in countries upon which, with persons upon whom, or with entities controlled by persons upon whom, Canada has imposed economic sanctions. All funding (cash and in-kind) identified by the Applicant and its partners and collaborators in the proposal is expected to be available for commitment at the time of the signing of the Contribution Agreement by duly authorized representatives of the Project Applicant and its partners and collaborators. Any proprietary or confidential information provided as part of the submission, by any party, is provided with the approval of that party. Federal reviewers are bound by the requirements of the Access to Information Act and the Privacy Act regarding the treatment of confidential information. It understands and acknowledges that should the Project be accepted for co-funding from the Program no liability and no commitment or obligation exists on the part of NRCan to make a financial contribution to the Project until a written Contribution Agreement is signed by both parties, and, furthermore, that any costs or expenses incurred or paid by the Applicant prior to the execution of a written Contribution Agreement by both parties are the sole responsibility of the Applicant, and no liability exists on the part of NRCan. It understands and acknowledges that NRCan officials will not entertain any request by Project Proponents to review or revisit NRCan's Project approval decisions. It understands and acknowledges that NRCan reserves the right to alter or cancel the currently envisaged process at its sole discretion. It understands and acknowledges that no Member of the House of Commons shall be admitted to any share or part of the Contribution Agreements, or any resulting benefit. It acknowledges that NRCan may collect, use, and share an Applicant's documentation prepared in the administration of the Program. NRCan may use and share this information for the purposes of assessing, reviewing the eligibility of the Applicant and the proposed project with other departments or agencies of the Government of Canada, and Provincial and/or territorial Governments for co-funding opportunities and total government stacking limits. The individual signing below attests that they have the authority to sign a legally binding Contribution Agreement between NRCan and the Project Proponent.

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Signature	Print Name	Title	Date
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## 9. Distribution List (Optional)

Would you like to be added to the Green Freight Program distribution list which provides the most up-to-date information on both Streams 1 and 2?

Yes

No



## Section A: Applicant Information and Project Proposal Instructions

Thank you for your interest in the Green Freight Program (GFP) — Stream 2. We are happy to see more organizations, like yours, strive to make freight transportation greener.

Please see the further instructions and clarifications below to help guide you during the drafting of your application.

As a reminder, for your application to be considered complete, please ensure that you submit the following documents along with your application:

- Enhanced Fleet Energy Assessment
- Application Form that includes the imbedded Budget, Timeline and Risks Disclosure and Attestation Table
- Quotes for the proposed fuel-switching technology to be installed on a current vehicle / for the purchase of a new lower carbon alternative fuel truck / for the implementation of the logistical best practice.
- Proof of funding sources (including any contributions the organization will contribute to the project.)
- Proof of organization incorporation and business number

### 1. Company Information

Ensure that all fields in this section are complete. Any incomplete or missing information will result in immediate disqualification from the competitive process. Please refer to our [website](#) for a list of eligible and ineligible applicants.

### 2. The Organization's Fleet Profile

Ensure that all fields in this section are complete. Any incomplete or missing information will result in immediate disqualification of the competitive process. A good resource for the information requested in this section is within your Enhanced Fleet Energy Assessment.

\* Note that we define a Fleet's life cycle as the average number of years the organization's trucks remain in operation

### 3. Employee Composition

This field is optional, however, please note that additional merit points will be awarded to organizations who can demonstrate a larger percentage of Indigenous people and women in non-administrative roles within their organization.

### 4. Project Details

Ensure that all fields in this section are complete. Any incomplete or missing information will result in immediate disqualification of the competitive process.

Please note that additional merit points will be awarded to organizations:

- who can clearly explain how it will improve the organization's fleet and reduce diesel consumption;
- who can provide, estimated fuel savings in litres and provide estimated CO2 emission reductions;
- who can provide data on expected greenhouse gas emission reductions;
- by explaining any additional benefits that can result from this project.

### 5. The Organization's Experience

Ensure that all fields in this section are complete. Any incomplete or missing information will result in immediate disqualification of the competitive process.

Please note merit points will be awarded:

- to applicants that can demonstrate the ability to report on program indicators with greater accuracy.
- to organizations that can demonstrate a broader interest in greening their fleets and to organizations who primarily operate in Canada.

### 6. The Organization's Readiness

Ensure that all fields in this section are complete. Any incomplete or missing information will result in immediate disqualification of the competitive process.

### 7. Declaration of Outstanding Legal Actions

Ensure that all fields in this section are complete. Any incomplete or missing information will result in immediate disqualification of the competitive process.

### 8. Applicant's Attestation

Ensure that all fields in this section are complete. Any incomplete or missing information will result in immediate disqualification of the competitive process.

### 9. Distribution List

Please note that this section is optional. If you would like to be the most up to date on program changes and news please select "Yes" and we will add the applicant's contact information to our Distribution list.

Please continue to Section B: Budget, Timeline and Risk  
Declaration and Attestation Table on the next page.

Next Page



## Section B: Project Budget, Timeline and Risk Mitigation

### 10. Project Budget

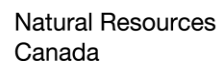
Please see instructions starting on page 12 for more information.

PROPOSED BUDGET	Fiscal Year 1 2025-2026	Fiscal Year 2 2026-2027	TOTAL
Requested NRCan Funding			
<b>ELIGIBLE EXPENDITURES</b>			
Salaries and benefits			
Professional services			
Reasonable travel costs			
Capital expenses			
Rental fees or leasing costs			
License fees and permits			
GST, PST and HST net of any tax rebate to which the recipient is entitled			
Overhead expenses directly related to the project will be considered to a maximum of 15% of eligible expenditures			
<b>Total by Fiscal Year:</b>			

<b>INELIGIBLE COSTS</b>			
<b>INELIGIBLE EXPENDITURES</b>	<b>2025-2026</b>	<b>2026-2027</b>	<b>TOTAL</b>
<b>IN-KIND COSTS</b>			
<b>Total Ineligible Costs</b>			
<b>TOTAL PROJECT COSTS</b>			

<b>SECURED PROJECT FINANCING</b>			
<b>Contributions</b>	<b>CASH</b>	<b>STATUS</b>	<b>PERCENT (%)</b>
<b>Private Sector Contribution</b>			
Proponent			
<b>Total Private Contributions</b>			
<b>Government Contribution</b>			
NRCan			
<b>Total Government Contributions</b>			
<b>TOTAL PROJECT COSTS</b>			





## 11. Project Timeline

Please see instructions starting on page 12 for more information.

Task	Principal Milestone(s)	Start Date (dd/mm/yy)	End Date (dd/mm/yy)	Approximate cost	Details/Notes
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12. Risk Mitigation

Please see instructions starting on page 12 for more information.

Risk	Impact	Likelihood	Mitigation Measures



## Section B: Project Budget, Timeline and Risk Mitigation Instructions

### 10. Budget

Provide a project budget describing the costs per the federal government's fiscal year (April 1 - March 31).

List the source of any eligible cash or in-kind contributions to the project by completing the cells highlighted in blue. You must reflect all funding including all governments contributions. Provide the contribution amount beside the funding source's name.

NOTES:

- 1 – At a minimum, each Applicant must show that they have already secured the required funding of their share of the project costs.
- 2 – Ensure that the "Total Project Costs" and "Total Contributions" are the same in each table.
- 3 – If you add rows, ensure that the totals and sums include those added rows.
- 4 – A project's completion date may be extended beyond March 31, 2027, but all eligible expenditures for reimbursement must be incurred prior to this date. Please note that the project end date cannot exceed March 31, 2029.
- 5 – NRCan's fiscal years are from April to March the funding per fiscal year should align with NRCan's fiscal years.
  - April 1 st 2025- March 31st, 2026 (FY 2025-2026)
  - April 1st 2026- March 31st, 2027 (FY 2026-2027)

### 11. Project Timeline

List the key activities in chronological order including the anticipated start date and end date. Please note that each activity included in this timeline must be reported on.

The project timeline must be clear and feasible. The project must provide a project timeline with phases (milestones) and the project must be completed no later than March 31, 2029.

Merit points will be awarded to applicants who can provide a reasonable timeline for their project, identifying the key milestones, and provide the timelines of expected expenses and be completed by March 31, 2027.

### 12. Risk Mitigation

Describe all potential risks to the Project and/or circumstances that may negatively affect the successful delivery, or cause delays of the Project objectives. List mitigation strategies for addressing each of the risks identified, should they occur. Applicants are required to provide a **minimum of 5 risks**. (Failure to list any potential risks will result in a score of 0). All Projects must consider a certain level of risk.

Likelihood legend

- Low: unlikely to occur
- Medium: moderately likely to occur
- High: very likely to occur

REMINDER: A project's completion date may be extended beyond March 31, 2027, but all eligible expenditures for reimbursement must be incurred prior to this date. Please note that the project end date cannot exceed March 31, 2029.

Merit will be awarded to applicants who can clearly explain and outline the risks and mitigations put in place to ensure that the project will succeed and be completed by March 31, 2027.