**Frequently Asked Questions (FAQ)**

If an existing vehicle is being converted to an alternative fueled vehicle (AFV):

* Q: How do I calculate Base Vehicle Cost?
	+ A: Base Vehicle Cost= fair market value/Kelly Blue Book value of the conventional vehicle prior to retrofit.
* Q: How do I calculate Incremental Vehicle Cost?
	+ A: Incremental Vehicle Cost= Cost of the retrofit that converts the conventional vehicle into an AFV.
* Q: What is my total vehicle cost?
	+ A: Base vehicle cost + Incremental vehicle cost = Total vehicle cost.
* Q: Should total vehicle cost be shown in the purchase order?
	+ A: Yes, the total vehicle cost figure provided in the application must match/equal the cost per vehicle figure identified in the purchase order submitted with 7 day form.
* Q: Should the incremental cost be shown in the purchase order?
	+ No, the incremental vehicle cost does not need to be identifiable in the vehicle purchase order that is submitted with the 7 day form.

If an AFV is being purchased outright and involves no vehicle conversion:

* Q: How do I calculate Base Vehicle Cost?
	+ A: Base Vehicle Cost= Cost of a conventional vehicle model that is comparable to your AFV.
* Q: How do I calculate Incremental Vehicle Cost?
	+ A: Incremental Vehicle Cost= the added expense of buying an AFV model instead of a conventional vehicle of the same or comparable model.
* Q: What is my total vehicle cost?
	+ A: Base vehicle cost + Incremental vehicle cost must = Total vehicle price.
* Q: Should total vehicle cost be shown in the purchase order?
	+ A: Yes, the total vehicle cost figure given in the application must match/equal the cost per vehicle figure identified in the purchase order submitted with 7 day form.
* Q: Should the incremental cost be shown in the purchase order?
	+ A: No, the incremental vehicle cost does not need to be identifiable in the vehicle purchase order that is submitted with the 7 day form.
* Q: Are there additional considerations I should keep in mind when applying to the program?
	+ A: Yes, please keep the following considerations in mind:
		- Vehicle cost, including incremental vehicle cost, should be consistent from the application to submission of reimbursement package.
		- Provide accurate vehicle pricing at time of application.
		- Provide accurate and easily identifiable vehicle cost, including incremental vehicle cost, in the final vehicle invoice that is submitted with Reimbursement Completion Form
		- Reimbursement will ultimately be given for 50% of the incremental vehicle cost up to maximum caps based on vehicle technology and gross vehicle weight, and will not exceed amounts dictated in voucher commitment letters.
		- Submitting accurate pricing information upfront reduces confusion throughout the process and thus reduces the probability that PPC will not access 100% of grant award.
		- When submitting application, please use PPC legal company name as identified on company W-9 form. Voucher agreements will be mailed to contact and address provided. If the signatory authority contact and address differs from information presented below, please indicate as such when submitting application.
		- When submitting application, please use legal MC name as identified on MC W-9 form. Address should reflect location where vehicles will be housed.

General Program Questions

* Q: How many vouchers can I apply for?
* A: Total Motor Carrier voucher request may not exceed 15% of the total program budget for any given fiscal year. For example, if the program budget is $2.0 million, a single motor carrier is limited to $300,000. Moreover, instituting a maximum voucher number based on percentage of program budget, instead of number of vehicles, prevents unfairly allowing Motor Carriers purchasing larger and more expensive vehicles to receive more total voucher funds than a Motor Carrier that elects to go with smaller, less expensive vehicles. Moreover, as an example, a Motor Carrier that elects to purchase heavy duty CNG vehicles that hits the $20,000 maximum voucher cap per vehicle would be able to apply for approximately 15 vehicles ($300,000/$20,000 voucher per vehicle= 15 vehicles). On the other hand, a Motor Carrier that elects to purchase medium-duty propane vehicles that hit the $12,000 maximum voucher cap per vehicle would be able to apply for approximately 25 vehicles ($300,000/$12,000 voucher per vehicle= 25 vehicles).