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Manitoba 



Efficient Trucking Program (ETP)

Program Guidelines

Manitoba Conservation and Climate
Climate and Green Plan Implementation Office



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1.0 Introduction

The transportation sector is the largest source of greenhouse gas (GHG) emissions in Manitoba, contributing almost 40 per cent of the province's total GHG emissions. More specifically, heavy-duty trucks for on-road movement of goods and freight represented 11 percent of total GHG emissions in 2017.¹

Manitoba has identified an opportunity to reduce GHG emissions from the heavy-duty trucking sector through the provision of rebates to install cost-effective fuel saving devices on vehicles and trailers.

The Efficient Trucking Program (ETP) is an application-based grant program designed to support fuel saving retrofits for existing heavy-duty vehicles, as defined below, that result in material GHG reductions in Manitoba. The program is operational until March 31, 2023.

The ETP is jointly-funded by the Manitoba government and the Government of Canada with support from the latter via the Low Carbon Economy Fund (LCEF), and is delivered by Manitoba Conservation and Climate, Climate and Green Plan Implementation Office. This program is administered on a day-to-day basis through Red River College's Vehicle Technology & Energy Centre, or VTEC (referred to in Program materials as the Service Provider).

This document applies to the initial round of applications for March 31, 2020 intake and applies to fuel saving device(s) implemented on or after June 10, 2019.

2.0 How to Apply

To apply for funding, applicants must:

1. Be eligible to apply (see Section 3)
2. Implement an eligible retrofit (see Section 4)
3. Download and complete an Application Form
4. Provide all required supporting documentation (guidance included in the Application Form).
5. Submit a signed and completed Application Form with all supporting documentation:

By Email: Efficient Trucking Program [**Preferred method**]
<etp@rrc.ca>

By Mail: Vehicle Technology & Energy Centre
C508 – 2055 Notre Dame Avenue, Winnipeg, Manitoba R3H 0J9

3.0 Eligibility Criteria

3.1 Eligible Applicants

Applicants must meet the following requirements:

- be a private sector, for-profit organization, including carriers and owner-operators; a municipal government established by or under provincial statute or a municipal organization; a not-for-profit organization; an Indigenous government or organization; or a public sector body or board established under provincial legislation;
- be the registered owner or lessee of the eligible vehicle or trailer for which upgrades are sought, and the registration must be valid at the time of application. The applicant must have the legal authority to modify the vehicle or trailer for which fuel saving device(s) will be installed (proof of ownership or permission of the lessor will be required);
- must have an active Manitoba National Safety Code number;

¹ Environment and Climate Change Canada. 2019. National Inventory Report 1990–2017: Greenhouse Gas Sources and Sinks in Canada. Part 3, page 35, Table A11-14



- equipment installation must occur in the Province of Manitoba;
- consent to an audit of the vehicle or trailer for which upgrades are sought, if selected; and
- consent to provide data to the Service Provider as outlined in the terms and conditions of an approved application.

3.2 Eligibility Criteria for Vehicles or Trailers

Vehicles and/or trailers must meet the following criteria:

- Be an existing registered vehicle within one of the allowed weight classes (see Table 1.0), or associated trailer:

TABLE 1.0 Eligible Heavy-duty vehicles

Weight class	Heavy-duty vehicle having a GVWR of more than:	...not more than:
Class 5	7,257 kg	8 845 kg
Class 6	8,845 kg	11 793 kg
Class 7	11,793 kg	14 969 kg
Class 8	14,969 kg	n/a

4.0 Eligible Fuel Saving Devices and Rebate Criteria

Manitoba has identified an initial series of fuel saving device(s) or technology(s), as summarized in Table 2.0 that can result in GHG reductions, and that applicants are eligible to receive rebates. It is the responsibility of the applicant to select the manufacturer and type of equipment to be installed. Neither the Manitoba government nor the Service Provider endorses any particular manufacturer or model. **The rebate is 50 percent of the total eligible cost to purchase and install an eligible fuel saving device, up to the maximum amount stated in Table 2.0.**

TABLE 2.0 List of eligible fuel saving device(s) technology(s)

Fuel Saving Device	Description	Maximum Rebate
Tire and Rolling Resistance		
Tire Pressure Monitoring Systems	Tire pressure monitoring systems improve commercial motor vehicle safety and fuel economy by automatically measuring and indicating air pressure and relaying tire air pressure information to the operator.	\$1,000 per truck or trailer
Low Rolling Resistant Tires	Low rolling resistance tires, whether in a dual or a wide-base configuration will save significant amounts of fuel when compared to tires that are not designed for low rolling resistance.	\$1,500 per truck or trailer
Aerodynamic Technology		
Side Skirts	A trailer skirt or side skirt is a device affixed to the underside of a semi-trailer, for the purpose of reducing aerodynamic drag caused by air turbulence.	\$2,500 per trailer
Boat Tails	A trailer tail, or boat tail, or rear fairing is an aerodynamic device intended to improve the fuel economy of semi-trailer trucks	\$2,500 per trailer
Anti-Idling Technology		
Auxiliary Power Units (APU's)	Heavy-duty truck engines are often used to power the heating and cooling of a truck cab. Among other anti-idling technologies, APU represent a cost effective option that can be mounted externally on the truck cab and perform the heating and cooling and electricity supply functions for the driver when the main engine is shut off.	\$10,000 per truck



An applicant can request a rebate for multiple devices on a single vehicle and/or trailer, as well as multiple devices for multiple vehicles and/or trailers owned or operated by the same applicant as part of a single application up to a maximum rebate of \$20,000 per truck and trailer combination.

The program allows for a maximum of 30 units (any combination of vehicles or trailers with unique Vehicle Identifier Numbers) per applicant.

4.1 Specific Fuel Saving Devices Requirements

All fuel saving devices must:

- be on the List of eligible fuel saving device(s) and technology(s) as outline in Table 2.0;
- be purchased new and have a valid manufacturer’s warranty;
- be purchased and installed on, an eligible vehicle or trailer on or after June 10, 2019.

4.2 Specific Rebate Requirements

Rebates for an eligible fuel saving device purchased and installed on an eligible vehicle or trailer will be provided in accordance with the following criteria:

- rebates will be offered on a first-come, first-served basis, and applications must be approved (see **Section 5.0**) in order to be eligible to receive a rebate;
- rebates will be distributed in accordance with the approved amount only. Manitoba Conservation and Climate will not be responsible for covering incremental costs if the actual costs incurred by the applicant are higher than the approved amount;
- rebates will not be provided retroactively for the purchase, including installation, of fuel saving devices prior to June 10, 2019;
- rebates will not be provided for factory installed fuel saving devices or for the purchase of new vehicles;
- rebates cannot be used in combination with other sources of federal or provincial funds provided for the purchase, including installation, of the fuel saving devices.

4.3 Eligible Expenditures

The following are eligible expenditures:

- material and supplies purchase costs (i.e. the cost of acquiring the fuel saving device(s));
- costs to install the fuel saving device(s), which must include proof of payment to a qualified third party installer in Manitoba, confirming installation in Manitoba; and
- any Goods and Services Tax (GST) that is not reimbursable by Canada Revenue Agency and any provincial Retail Sales Tax (RST) that is not reimbursable by the province.

Applicants may contact the Service Provider (see Section 9.0) for clarification as to whether the proposed expenditure for a project is eligible.

4.4 Ineligible Expenditures

Ineligible expenditures include the following:

- costs incurred for rejected, withdrawn or cancelled projects;
- operating and/or maintenance expenses related to the fuel saving devices after the device is installed;
- financing charges, legal fees, and loan interest payments;
- labour costs required to prepare and submit an application;
- costs associated with data collection and outcomes reporting; and
- any GST or provincial RST, for which the applicant is eligible for a rebate.



5.0 Application & Approval Process

5.1 Application Timelines

Applications will be accepted in the first year of the program until March 31, 2020 or until the program budget for the fiscal year is exhausted.

5.2 Application Requirements & Information

Applicants are required to submit a signed Application Form outlining the following information:

- applicant's legal name (including Canada Revenue Agency business number);
- contact person;
- contact information (phone numbers, email);
- company information (including size of fleet, if applicable);
- vehicle model and year (for each vehicle or trailer to be retrofitted);
- license plate and Vehicle Identification Number for each vehicle to be retrofitted;
- license plate and serial number for each trailer retrofitted;
- registered Gross Vehicle Weight for each vehicle to be retrofitted;
- type and cost of fuel savings devices to be installed, including manufacturer and model, for each vehicle or trailer to be retrofitted; and
- baseline information, including for the last (past) year, the annual travel distance (kilometres) as broken down by location (i.e., within Manitoba, in the rest of Canada, and outside Canada), the fuel consumed (including separate fuel consumption for refrigerated trailers as applicable), and an estimate of idling time.

Applicants are also required to provide their consent, if selected, for Manitoba Conservation and Climate, or the Service Provider, to audit the vehicles or trailers to verify installation of technology(s), and to provide all necessary data consistent with Section 6.0 if approved for the rebate.

As part of the application package, applicants are also required to submit the following:

- quote and/or invoice from a dealer or vendor for the fuel saving device(s) for which a rebate is sought, including manufacturer and model number of fuel saving device(s). The applicant's name must be the same on both the application form and the quote provided.
- copy of valid vehicle registration (for each vehicle and trailer to be retrofitted).

The timeframe required to assess applications may vary depending on the completeness of the application. In the event an application is deemed incomplete by the Service Provider, the applicant will be notified and the application assessment will not be undertaken until the required information is provided.

5.3 Application Process & Payments

1. Applicant reviews Program Guidelines, including the List of Eligible Fuel Saving Device(s), for eligibility.
2. Applicant completes Application Form and provides signed application form and all required supporting documentation to the Service Provider.
3. The Service Provider reviews the application package and supporting material for eligibility and completeness. If more information is required, the Service Provider will notify the applicant prior to the commencement of an application assessment.
4. Approved funding recipients will receive an electronic approval from the Manitoba Conservation and Climate outlining the approved rebate amount and funding conditions. Rejected applicants will also be notified by e-mail.
5. Purchase and installation of fuel saving device(s) must be completed within **three (3)** months from the date of approval (see above).



6. Once purchase and installation of fuel saving device(s) is completed, the applicant is required to submit a Request for Payment Form to the Service Provider. If, as anticipated for most Applications during the initial round of funding, the fuel saving device(s) have already been installed, then all copies of supporting documents must be submitted with the Application form, as outlined. If the applicant has not yet purchased or installed the proposed fuel saving device(s), then quotation(s) for purchase and installation should be included with the Application form, along a copy of registration for each truck and trailer. Once proposed equipment has been approved, the applicant can then proceed with purchase and installation, and then as part of the Request for Payment submission is required to submit the following:
 - a) declaration of fuel saving device(s) installation signed by the applicant, including information on the location where the devices were installed;
 - b) copy of purchase and installation invoices (including manufacturer and model of fuel saving devices) with zero remaining balance; and
7. The province reviews the Request for Payment Form and supporting documentation provided by the Service Provider and, if deemed satisfactory by the province, releases the approve rebate to which the applicant is entitled.
8. Applicant collects required data (see **Section 6.0**) and provides Annual Outcomes Reporting Forms to the Service Provider (template provided).

6.0 Data Collection and Reporting

Applicants are required to submit baseline information for each vehicles or trailer, including annual travel distance with a breakdown by location (i.e., within Manitoba, in the rest of Canada, and outside Canada), annual fuel consumption and estimate of annual idling time for a one year period prior to the installation of fuel saving device(s), as part of their application.

Funding recipients are required to provide the Service Provider with annual reports on project outcomes after installation of fuel saving device(s), including travel distance with a breakdown by travel location (i.e., within Manitoba, in the rest of Canada, and outside Canada), fuel consumption, and estimate of idling time. These sequential reports must be provided to the Service Provider on an annual basis for a period of three (3) years after installation of fuel saving devices(s). These reports should also include any additional information concerning the vehicle or trailer upgraded through the program that the funding recipient deems necessary to report.

7.0 Additional Terms and Conditions

7.1 Auditing

Recipients may be subject to a random compliance audit by the Manitoba government and/or the Government of Canada or their representatives, and must consent to allowing access to all relevant vehicles or trailers as a condition of funding.

8.0 Privacy & Confidentiality

Manitoba Conservation and Climate will only use information collected under the program for purposes directly related to the operation of the program and the reporting of outcomes of the program. Details on privacy and confidentiality are outlined in the Terms and Condition, which is part of the Application Form.

9.0 Contact

For questions relating to these Program Guidelines or the application process, please contact the Vehicle Technology & Energy Centre at:

Email: Efficient Trucking Program <etp@rrc.ca>

Phone: (204) 631-3301

Mail: Vehicle Technology & Energy Centre

Red River College

C508 – 2055 Notre Dame Avenue

Winnipeg, Manitoba R3H 0J9



