

## **ANNEX C**

### **SCOTTISH ULTRA-LOW EMISSION BUS SCHEME**

#### **Guidance to accompany application form**

This specific guidance is to help with completion of the application form, and explains below what information is required.

Some areas of the Form are self-evident, and this guidance will note these points.

**A1** Applicant Information – tick which box applies

**A2** Bus operator and/or local authority name(s) - If it is a joint bid, please enter the names of all bidders and specify who the lead will be. Only one application is expected to be completed for a joint bid, however it should make clear who the individual partners are.

**A3** (For joint bids only) Who is the lead bidder? – note who in the joint application will take the lead in the application process

**A4** Bid Manager name and position - Name and position of the official with overall responsibility for delivering the proposed bid, and who will be the main contact for Transport Scotland officials to liaise with

**B1** What are you bidding for? – Brief description of the overall bid, eg 10 electric buses and 5 charging points

**B2** Where in Scotland will buses run and/or infrastructure be? – description of the areas and routes buses will be running on, eg new routes (numbers 1 and 2) through Edinburgh and the Lothians, with charging points in depots at Musselburgh and North Berwick

**B3** Total SULEBS funding sought bearing in mind that the maximum funding available is 50% (or up to a maximum of 75% if zero emissions) of the difference in cost of a ULEB v an equivalent standard diesel bus, and up to 75% of infrastructure costs.

**B4** Total cost of your proposal (This should include Transport Scotland funding as specified in B3 + any third party contributions) (£million) – Self explaining.

**B5** Joint Bids - If this is a joint bid, please give further details of how you will work together and your reason for submitting a joint bid.

**C1** The Buses – please complete each individual question – all columns need to be completed and applications will be rejected and returned if not fully completed.

**C2** The Infrastructure – please complete each individual question - all columns need to be completed and applications will be rejected and returned if not fully completed.

**C3 Funding Profile** – please complete each individual question - all columns need to be completed and applications will be rejected and returned if not fully completed.

**D1 Ambition and Innovation** – please give a clear and concise summary of strategy to replace existing diesel bus fleets with ultra-low and zero emission buses. Short paragraphs or bullet points desirable.

**E1 Declaration** - must be signed and dated by local authorities. Applications will be rejected and returned if not completed.

**E2 Submission of Bids** – Deadline for completion and checklist to ensure that all necessary documents are enclosed with the bid. **All documents** must be included, or assurance given that they will be received in support of the bid, prior to the deadline, or the bid will be rejected and returned to the applicant.

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