




**Emissions Reduction Incentive Grants
(ERIG)
SUNSS Online Application Instructions**

Logging into SUNSS

- Log into **SUNSS** with your first name, last name, and email address

 TEXAS COMMISSION ON ENVIRONMENTAL QUALITY Questions or Comments >>

[TCEQ Home](#)

Welcome to TCEQ SUNSS,
the TCEQ Single-Use Non-CROMERR Submission System.


Here is what you can do online in SUNSS:


- » License Exam Registration (LEXR)
- » Occupational Licensing Electronic Applications (OLEA)
- » Online Registration of Boat Sewage and Pumpout Stations (ORBPS)
- » Regulatory Assessment Fee (RAF)
- » Surface Water Rights Data (SWRD) Annual Water Use Reports (WUR)
- » Texas Emissions Reduction Plan (TERP) Online Usage Report and Grant Applications **NEW**

This is SUNSS version 1.3. See [details of what you can do](#) or log into SUNSS by entering your name and email address in the box to the right.

Find Out When SUNSS Will Be Offline

We do our best to ensure that SUNSS is online when you need it. But for upgrades, security measures, and other maintenance, we must bring SUNSS or one of its modules offline. We cannot predict emergency outages, but for scheduled downtimes, see our [SUNSS maintenance schedule](#).

Enter TCEQ SUNSS: 

Your First and Last Name: 

E-mail:

Confirm E-mail:

Creating a New TERP Activity

- Click on the link to **TERP**

Available Forms
Select a form to complete.

License Exam Registration
[Exam Registration \(LEXR-R\)](#)
[Exam Registration Cancellation \(LEXR-C\)](#)

Occupational Licensing Electronic Applications
[Occupational Licensing Electronic Applications \(OLEA\)](#)

Online Registration of Boat Sewage and Pumpout Stations
[Application to Certify Marine Sanitation Device \(MSD\)](#)
[Application to Certify Pump-Out Stations \(POS\)](#)

Regulatory Assessment Fee
[Regulatory Assessment Fee Report \(RAF\)](#)

Surface Water Rights Data
[Annual Water Use Reports \(WUR\)](#)

Texas Emissions Reduction Plan
[Texas Emissions Reduction Plan \(TERP\)](#) ←

- Click **New TERP Activity**

Activities Page

[New TERP Activity](#) ←

<Back To Top>

Select Program Application

- Select **ERIG Application**, then click **Next**

Select Program Application or Reporting Form

TERP Online Usage Form

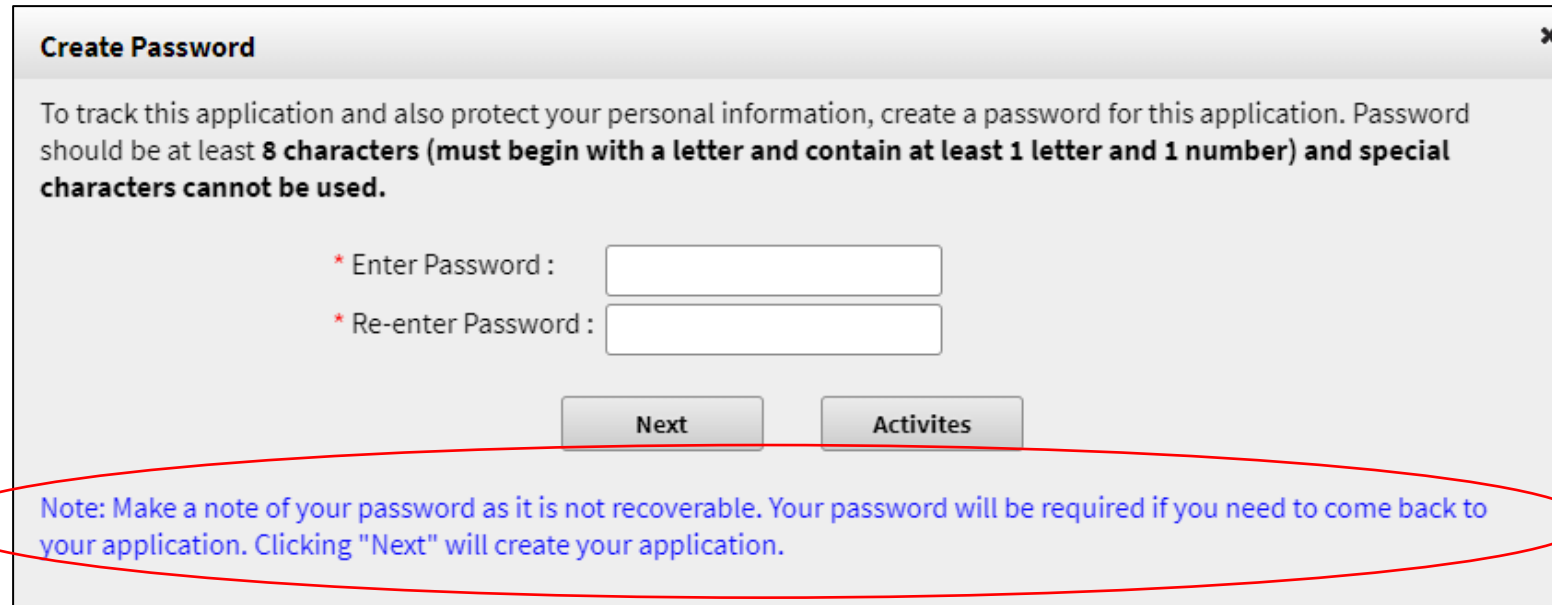
- TERP Online Usage Report

Texas Emission Reduction Plan (TERP)

- Dealer and Leasing Company Reservation Form
- Emissions Reduction Incentive Grant (ERIG) Application
- Governmental Alternative Fuel Fleet (GAFF) Application
- Rebate Grants Application
- Texas Clean School Bus Program (TCSB) Grant Application

Creating an Application Password

- Create a unique password and then click **Next**



Create Password

To track this application and also protect your personal information, create a password for this application. Password should be at least **8 characters (must begin with a letter and contain at least 1 letter and 1 number) and special characters cannot be used.**

* Enter Password :

* Re-enter Password :

Next **Activites**

Note: Make a note of your password as it is not recoverable. Your password will be required if you need to come back to your application. Clicking "Next" will create your application.

IMPORTANT NOTE: Don't forget your password!

- You are unable to recover or reset it. If you forget your password, you will need to start over and create an entirely new application.

Creating an ERIG Application

- Once you have created a password to a new ERIG Application, a reference number will be assigned
- Make note of this reference number along with your password
- Click Next to start entering information into the application

Emissions Reduction Incentive Grant Application Created

Your **Emissions Reduction Incentive Grant Application** has been created and assigned **Reference Number:**
3798.

Your application will appear on the Activities page as long as it is awaiting an action that you can perform.
Press **Next** to continue to fillout the application.

Editing an Application

- Click **Edit** and then enter the password to edit an application in progress

Activities Page

Pending application(s) that need to be completed.

| Select | Edit | Reference Number | Applicant Legal Name | Authorized Official | Status | Preview |
|--------------------------|--------------------------|------------------|----------------------|---------------------|-------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | ██████ | ████████████████████ | | In Progress | <input type="button" value="Preview"/> |

(1 of 1) [Navigation icons] [1] [10] [Refresh icon]

Enter Password [Close icon]

To access this application, enter the password that you set at the time of creating the application.

* Enter Password [Red arrow pointing to the input field]

Note: The password is not recoverable. If you don't remember your password, create a new application.

Potential Warning or Error Messages

- **Yellow warning messages:** messages warn you if something could be wrong in your application. If nothing is wrong, ignore and continue

Our records show that a different legal name is associated to this FEIN. Please verify your input and correct if necessary

address provided is not recognized by the US Postal Service. Please review the address with [USPS.com](https://www.usps.com) and correct if necessary.

- **Red error messages:** Indicates an error in your application. You must correct the incorrect entry to continue

 Activity#1: Provide an answer to all questions.

Federal Employer Identification Number is incorrect. Please enter only numbers of Federal Employer Identification Number

- **Red asterisks:** Indicates a mandatory question. Some questions will not be marked with asterisks but become mandatory depending on how you answered other question(s)

*** 2. Ownership Code (Business Type)**

3. FEIN (Federal Employer Identification Number ##-#####)

Do not enter hyphen.

Federal Employer Identification Number is required.

Navigating an ERIG Application

| Reference Number: [REDACTED] | |
|--|-------|
| ERIG Eligibility Criteria | Done |
| Applicant Information | Done |
| Application General Information | Done |
| ERIG Equipment and Activity Certifications | Done |
| ERIG Administrative and State Contracting Certifications | To Do |
| ERIG Program Certifications | To Do |
| Authorized Official Contact | To Do |
| Designated Project Representative Contact | To Do |
| Activity #1 | To Do |
| TERP Attachment | To Do |
| Additional Information | To Do |

- The menu bar on the left of the screen shows you the different sections of the application
- You are unable to jump forward in the application or skip sections. The application will automatically move to the next section once the current one is complete and saved
- The application is dynamic depending on the answers you provide; new required sections may appear
- A "Done" indicates the section is completed
- A "To Do" message indicates that this section needs to be completed

ERIG Eligibility Criteria

- **Equipment Type:** Applicant must confirm the project involves replacing or repowering non-road equipment, stationary equipment, marine vessels, or locomotives

ERIG Eligibility Criteria

Items marked with an asterisk () are required.*

* **1.** Does your project fall under Replacement or Repower of Marine Vessels?

No

* **1.1.** Does your project fall under Replacement or Repower of Locomotives?

No

* **1.1.1.** Does your project fall under Replacement or Repower of Select Non-Road and Stationary Equipment that is not included under the Rebate Grants Program?

Yes

* **1.1.1.1.** Is there a grant table for your equipment type on the Rebate webpage?

To verify your eligibility for this program (ERIG), please check to see if your equipment type is listed within the [Rebate Grant Amount Lookup Tool](#). If you find your equipment type listed in this tool, you will not be eligible for the ERIG program and should apply for the [Rebate Grants Program](#) instead.

No

Applicant Information

- **Applicant Legal Name:** Legal name of the grant applicant must match the name shown on IRS Form W-9
- **Ownership Code:** Select from the drop-down list
- **Texas Filing/Charter Number:** Certain ownership codes require entry of this number (ex: Texas Corporation)
- **Employer Identification Number (EIN):** Certain ownership codes require entry of this number (ex: School District)
- **Social Security Number:** Individuals and sole proprietors require entry of this number

Applicant Information

Items marked with an asterisk () are required.*

* 1. Applicant Legal Name (must match W-9 form)

JaneDoe Independent School District

* 2. Ownership Code (Business Type)

School District

* 2.1. Employer Identification Number (EIN ##-#####)

Certification of Eligibility to Receive a State-Funded Grant

- **Applicant Option:** Select the applicable option from the drop-down list
- **Certification Statement:** Select either **Agree** or **Do Not Agree** to the certification statement

Certification Regarding Child Support Obligations

An application for a grant paid from state funds must include the name and social security number of the individual or sole proprietor and each partner, shareholder, or owner with an ownership interest of at least 25 percent of the business entity submitting the application.

FEDERAL PRIVACY ACT NOTICE: This notice is given pursuant to the Federal Privacy Act. Disclosure of your Social Security Number (SSN) is required under Section 231.006(c) and Section 231.302(c)(3) of the Texas Family Code. The SSN will be used to identify persons that may owe child support. The SSN will be kept confidential to the fullest extent allowed under Section 231.302(e) of the Texas Family Code.

* 4. Select the applicant option

Select One...

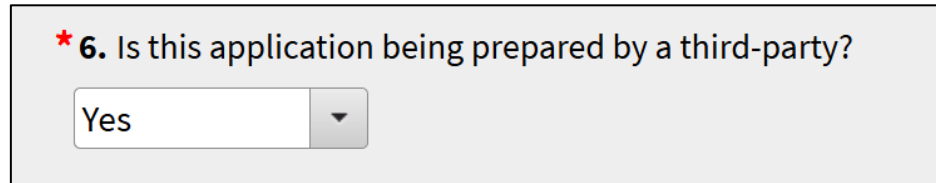
* 5. I certify that the individual or business entity submitting this application is not ineligible to receive the specified grant and acknowledge that this contract may be terminated, and payment may be withheld if this certification is inaccurate.

Select One...

Please note:
If you select **One or more individuals own 25% or more of the business entity as the applicant option**, you will need to provide those individuals' names and their Social Security Numbers

Use of a Third-Party Preparer

- **Third-Party Preparer:** Select **Yes** or **No** to indicate if the online application is being filled out by a third-party preparer (TPP)
- If **Yes** is selected, please note that a required Third-Party Preparer Contact section will appear in the application menu



* 6. Is this application being prepared by a third-party?

Yes

IMPORTANT NOTE IF YOU SELECT YES:

- The TPP and Authorized Official (AO) must **both** electronically sign the application when it is complete and ready to be submitted
- The TPP must share the SUNSS password they used to create the application with the AO
- The AO will login with the name and email address listed in the application, using the password provided by the TPP, to electronically sign the application

Project Type Selection

- **Project Type:** Select **Replacement** or **Repower** as the primary project type

Application General Information

Items marked with an asterisk () are required.*

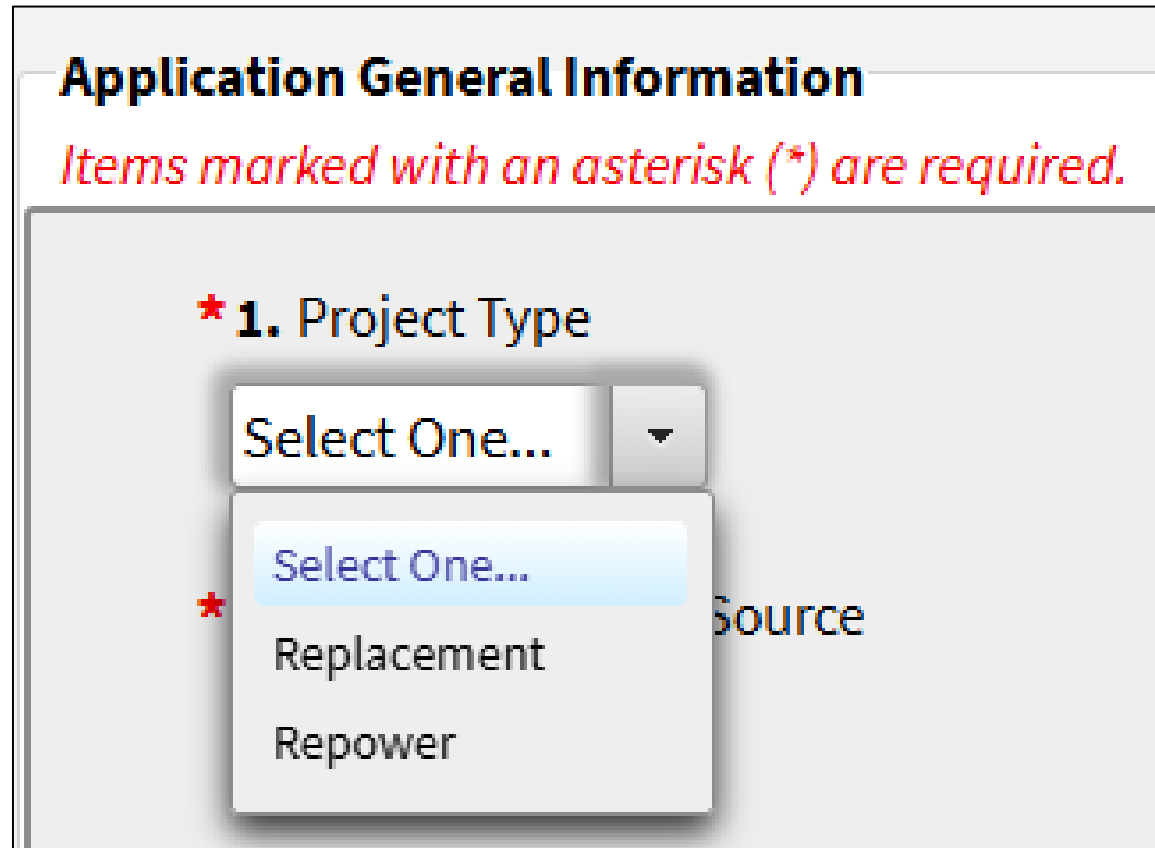
*** 1. Project Type**

Select One... ▼

* Select One... Source

Replacement

Repower

A screenshot of a web form titled "Application General Information". Below the title is a red italicized note: "Items marked with an asterisk (*) are required." The form contains a field labeled "* 1. Project Type". A dropdown menu is open, showing the text "Select One..." and a downward arrow. The dropdown list includes "Select One..." (highlighted in blue), "Replacement", and "Repower". To the right of the dropdown, the word "Source" is partially visible.

Project Emission Source and Fuel Type Selection

- **Project Emission Source:** Select the emission source for the project
- **Project Fuel Type:** Select the fuel type that would primarily be used by the new grant-funded equipment
- **Business Description:** Enter a brief description of how the proposed equipment and/or refueling infrastructure will be used in the routine operations of the applicant

*2. Project Emission Source

Select One... ▼

*3. Project Fuel Type

Select the primary fuel type of the new vehicles/equipment. Please refer to the Request for Grant Applications (RFGA) for clarification of fuel type acronyms.

Select One... ▼

*4. Business Description

Provide a detailed description of how the vehicles/equipment included in the project application will be used in the routine operations of the applicant.

Eligible Area and Usage Percentage

- **Eligible Area:** Select the area(s) where the grant-funded equipment would be used
 - Highlight the Area in the Available column, then click the add arrow button to move it to the Selected column
- **Enter % in Area:** Enter the usage percentage in the selected area
 - Be sure to confirm that your intended county selection is listed in the blue text

* 5. Is the Percent of Annual Operation the same for all activities?
Yes

* 5.1. Eligible Area
Select the Eligible Area(s) where, if awarded, your grant-funded vehicle/equipment will operate. After clicking on an Eligible Area, use the top button to move it to the Selected box.

| Available | | Selected |
|----------------------------|---|-------------------|
| Austin | → | Other |
| Beaumont/Port Arthur | → | Dallas/Fort Worth |
| Corpus Christi | ← | |
| El Paso | ← | |
| Houston/Galveston/Brazoria | ← | |
| San Antonio | ← | |

* 5.1.1. % in Dallas/Fort Worth Area
Collin, Dallas, Denton, Ellis, Henderson, Hood, Hunt, Johnson, Kaufman, Parker, Rockwall, Tarrant, and Wise Counties

* 5.1.2. % in Other Area
Anderson, Freestone, Howard, Hutchinson, Navarro, and Titus Counties

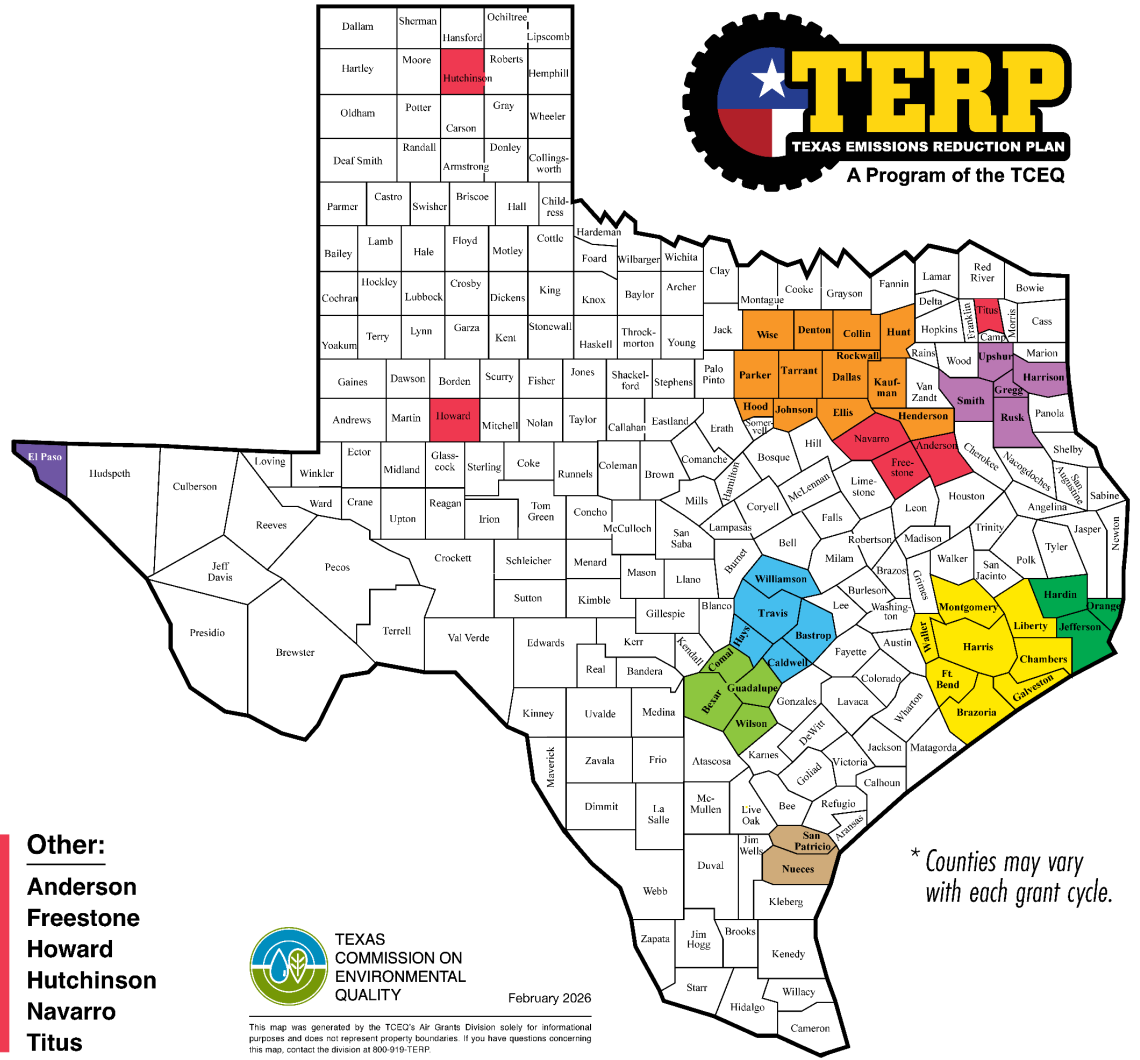
* 5.1.3. Other County
Since you selected "% in Other Area," please select the specific county. If you would operate in more than one "Other Area" county, select the one in which the grant-funded equipment would primarily be used.
Select One...

* 5.2. Total % in Eligible Areas
0.0

Project Eligible Areas

- **Eligible Areas** are defined as nonattainment and affected counties (“Eligible Counties”) in the map provided within the Request for Grant Applications (RFGA)
- At least 55% of the annual usage of the grant-funded equipment must occur in the Eligible Counties

- Area:**
Bastrop
Caldwell
Hays
Travis
Williamson
- Beaumont-Port Arthur Area:**
Hardin
Jefferson
Orange
- Corpus Christi Area:**
Nueces
San Patricio
- Dallas-Fort Worth Area:**
Collin
Dallas
Denton
Ellis
Henderson
Hood
Hunt
Johnson
Kaufman
Parker
Rockwall
Tarrant
Wise
- El Paso Area:**
El Paso
- Houston-Galveston-Brazoria Area:**
Brazoria
Chambers
Fort Bend
Galveston
Harris
Liberty
Montgomery
Waller
- San Antonio Area:**
Bexar
Comal
Guadalupe
Wilson
- Tyler-Longview Area:**
Gregg
Harrison
Rusk
Smith
Upshur
- Other:**
Anderson
Freestone
Howard
Hutchinson
Navarro
Titus



Selecting Other for Eligible Area

- If you select **Other** as an Eligible Area:
 - Enter the percentage usage into **% in Other Area**
 - Select your county from the drop-down list under **Other County**

*** 5.1. Eligible Area**
Select the Eligible Area(s) where, if awarded, your grant-funded vehicle/equipment will operate. After clicking on an Eligible Area, use the top button to move it to the Selected box.

| Available | Selected |
|----------------------------|-------------------|
| Austin | Other ← |
| Beaumont/Port Arthur | Dallas/Fort Worth |
| Corpus Christi | |
| El Paso | |
| Houston/Galveston/Brazoria | |
| San Antonio | |

*** 5.1.1. % in Dallas/Fort Worth Area**
Collin, Dallas, Denton, Ellis, Henderson, Hood, Hunt, Johnson, Kaufman, Parker, Rockwall, Tarrant, and Wise Counties

*** 5.1.2. % in Other Area**
Anderson, Freestone, Howard, Hutchinson, Navarro, and Titus Counties

*** 5.1.3. Other County**
Since you selected "% in Other Area," please select the specific county. If you would operate in more than one "Other Area" county, select the one in which the grant-funded equipment would primarily be used.

Select One... ←


*** 5.2. Total % in Eligible Areas**
0.0

Adding Refueling Infrastructure

- Applicant must confirm whether refueling infrastructure will be included with the application

* 6. Are you proposing projects that include the purchase and installation of refueling infrastructure or equipment?

Refueling infrastructure or equipment must support new equipment powered by an alternative fuel.

ERIG Equipment and Activity Certifications

- By selecting **Agree** to these certifications, you are certifying that you understand and certify compliance with the listed statements

ERIG Equipment and Activity Certifications

Items marked with an asterisk () are required.*

These certification sections include specific requirements and statements for funding under the ERIG Program. These terms apply to any contract awarded by TCEQ from this application. The ERIG Request for Grant Applications (RFGA) and the draft contract, located in Step 1 on the ERIG webpage, contain additional terms and conditions that the applicant should review before submitting an application.

[Click here for ERIG webpage](#)

By signing this application, you understand and certify compliance with all the statements below, as well as with any state statutes, regulations, policies, guidelines, and requirements as they relate to the application, acceptance, and the use of funds for this project. Grantees may apply for a waiver for the ownership and use requirements as described under Appendix B of the RFGA. Applicants requesting a waiver must complete and submit Supplemental Form 1 - Waiver Request with the application.

[Click here for Supplemental Form 1 - Waiver Request](#)

If any of these certifications change after the submittal of the application, you will provide prompt notification to TCEQ within three business days of becoming aware of the change. Failure to notify TCEQ of any changes to your certifications may make the application ineligible and may make any resulting contracts voidable.

ERIG Administrative and State Contracting Certifications

- By selecting **Agree** to these certifications, you are certifying that you understand and certify compliance with the listed statements

ERIG Administrative and State Contracting Certifications

Items marked with an asterisk () are required.*

*** 1. Legal Authority.** The applicant has legal authority in the State of Texas to apply for the grant. The applicant's governing body has authorized the filing of the application, understands these requirements and certifications, and has authorized the individual identified as the Authorized Official to act in connection with the application and to provide such additional information as may be required.

Select One... ▼

*** 2. Conflict of Interest.** The applicant has not given, offered to give, nor intends to give any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted application. All purchase decisions must be based on sound business decisions and arm's length bargaining.

Select One... ▼

Contracting with an Executive of a State Agency

- First select **Applies** or **Does Not Apply** from the drop-down list
- If you select **Does Not Apply**, move on to certification #10
- If you select **Applies**, then further information will be required

*** 9. Contracting with an Executive of a State Agency.** Under Texas Government Code Section 669.003, relating to contracting with an executive head of a state agency, the applicant represents that no person who, in the past four years, served as an executive of the TCEQ or any other state agency, was involved with or has any interest in this application. If applicant employs or has used the services of a former executive head of TCEQ or other state agency, the applicant shall provide the following information: name of former executive, name of state agency, date of separation from state agency, position with applicant, and date of employment with applicant.

Applies

*** 9.1.** Name of the former executive

*** 9.2.** Name of the state agency

*** 9.3.** Date of separation from state agency

*** 9.4.** Position with applicant

*** 9.5.** Date of employment with applicant

ERIG Program Certifications

- By selecting **Agree** to these certifications, you are certifying that you understand and certify compliance with the listed statements

ERIG Program Certifications

Items marked with an asterisk () are required.*

Replacement Project Certifications

For each equipment category the following certifications apply. By signing this application, you are certifying the applicable eligibility requirements listed herein.

* **1.** Non-road and stationary equipment eligible for replacement must be powered by an engine rated at 25 horsepower (hp) or greater.

Select One... ▼

* **2.** Non-road and stationary equipment eligible for replacement must have an engine that is certified to the US EPA emissions standards for non-road engines.

Select One... ▼

Authorized Official Contact

- Enter all required fields with the authorized official's (AO) information:
 - First & Last Name
 - Title (ex: President)
 - Email Address
 - Primary Phone Number
 - Mailing Address including City, State, Zip Code, and County

IMPORTANT NOTE FOR THIRD-PARTY PREPARERS:

- Once you complete and electronically sign the application, the AO **MUST** log into SUNSS using the exact first name, last name, and email address that you entered on this screen **and** using the password you set for the application

Designated Project Representative Contact

- Enter all required fields with the designated project representative's (DPR) information:
 - First & Last Name
 - Title (ex: Fleet Manager)
 - Email Address
 - Primary Phone Number
 - Mailing Address including City, State, Zip Code, and County
- **Please note:**
 - If the AO and DPR are the same individual, select AO-CONTACT from the drop-down list to copy the AO's contact information into the DPR fields
 - Under the Mailing Address section, select AO-MAILING to copy the AO's mailing address into the DPR fields

Designated Project Representative Contact
Items marked with an asterisk () are required.*

1. Same as another contact?

Select One...
* Select One...
AO-CONTACT

This screenshot shows a form section titled "Designated Project Representative Contact" with a note that items marked with an asterisk are required. It contains a question "1. Same as another contact?" followed by a dropdown menu. The dropdown menu is open, showing "Select One..." at the top, a red asterisk next to "Select One...", and "AO-CONTACT" as a selectable option.

Mailing Address

12. Same Address As

Select One...
* Select One...
AO-MAILING

This screenshot shows a form section titled "Mailing Address". It contains a question "12. Same Address As" followed by a dropdown menu. The dropdown menu is open, showing "Select One..." at the top, a red asterisk next to "Select One...", and "AO-MAILING" as a selectable option.

Third-Party Preparer Contact

- Enter the third-party preparer's (TPP) information into the required fields:
 - Company Name
 - First & Last Name
 - Title (ex: Sales Manager)
 - Email Address
 - Primary Phone Number
 - Mailing Address including City, State, Zip Code, and County
- **Please note:**
 - This type of contact section will only appear and be required in your application if **Yes** was selected for question #6 listed under the Applicant Information section

Third-Party Preparer Contact
Items marked with an asterisk () are required.*

*6. Is this application being prepared by a third-party?

Yes

Activity Information

- Enter the total number of activities included in this application, then click **Update Total**
 - **Please note:** 10 activities is the max number of activities per application. If you have more than 10 activities, an additional application(s) will be required

Activity Information #1

Items marked with an asterisk () are required.*

? Total number of activities for this grant **Update Total**

? Number of saved Activity question set(s) : 0

Old Equipment Information

- Enter information about the **Old Equipment**

Old Vehicle/Equipment Information

*** 2.2. Equipment Type**
Select One... ▼

? *** 2.3. Equipment Identification Number**
Click on the "?" icon for more information.

*** 2.4. Equipment Make**
Select your response from the drop-down list. If you can't find it on the list, select Other and type your response in the space provided.
Select One... ▼

*** 2.5. Equipment Model**
Select your response from the drop-down list. If you can't find it on the list, select Other and type your response in the space provided.
Select One... ▼

*** 2.6. Equipment Model Year**
Select One... ▼

*** 2.15. Does the applicant currently own this old equipment?**
If No, the waiver form must be filled out and signed by both the applicant and the current owner. This waiver form indicates consent from the current owner that, if awarded a grant, the applicant has permission to dispose of this specific vehicle/equipment according to the grant contract requirements. Waiver requests not submitted with this application will not be accepted. All waiver requests are considered on a case-by-case basis.
Select One... ▼

? *** 2.16. Has the applicant continuously owned the equipment for the two years immediately preceding the application signature date?**
If No, the waiver form must be filled out and uploaded for the ownership requirement. Waiver requests not submitted with this application will not be accepted. All waiver requests are considered on a case-by-case basis.
Select One... ▼

? *** 2.17. Was the equipment being replaced operated in Texas for the two years immediately preceding the application signature date?**
If No, the waiver form must be filled out and uploaded for the usage requirement. Waiver requests not submitted with this application will not be accepted. All waiver requests are considered on a case-by-case basis.
Select One... ▼

New Equipment Information

- Enter information about the **New Equipment**
 - **Please note:** The Equipment Type will auto-fill to match the old Equipment Type entered above

New Vehicle/Equipment Information


* **2.18.** Equipment Type

* **2.19.** Equipment Model Year

* **2.20.** Engine Model Year

2.21. Engine Horsepower (hp)

* **2.22.** Fuel Type

 * **2.23.** Federal NOx Emissions Rate (g/bhp-hr)
Click the "?" icon for information on how to determine your emissions rate in g/bhp-hr.

Annual Usage Information

- Enter **Annual Usage** information for the **New Equipment**

Annual Usage Information

? * 2.24. Annual Usage Type
Click the "?" icon for an explanation of standard and non-standard annual usage.

Select One... ▾

*** 2.25. Annual Usage Rate**

*** 2.26. Annual Usage Unit**
Select the appropriate units that correspond to the Annual Usage Rate entered.

Select One... ▾

*** 2.27. Project Activity Life**
Select the number of years that, if awarded a grant contract, you would commit to operating the grant-funded equipment in the eligible counties and complying with contractual obligations (such as annual usage reporting). A longer activity life reduces your cost per ton (CPT), which may increase your application's competitive score. For more information, visit the [ERIG program webpage](#) to review the RFGA and the corresponding technical supplement.

Select One... ▾

Disposition and Requested Grant Amount

- Enter **Method of Disposition**
- Enter **Grant Amount Requested for this Activity**
 - Click on the “?” icon for help determining the grant amount to enter

The screenshot shows a web form with two main sections. The first section is titled "Disposition of Equipment and Engine Being Replaced" and contains a required field "2.28. Method of Disposition" with a dropdown menu currently set to "Select One...". The second section is titled "Grant Amount" and contains a required field "2.29. Grant Amount Requested for this Activity" with a text input box. A blue link below the input box reads "Click the '?' icon for help determining the grant amount to enter."

Required Activity Attachments

- Upload color photographs and ownership documentation for the **Old Equipment**

Attachments

Click the link for acceptable photograph submission guidance.
[Application Photograph Submission Guidance](#) ←

* 2.30. Attach color photograph of the **front** of the equipment.

Allowed file types: txt, csv, pdf, doc, docx, xls, xlsx, jpg, jpeg, gif, tif, png, heic

+ Choose..

* 2.31. Attach color photograph of the **right side** of the equipment.

Allowed file types: txt, csv, pdf, doc, docx, xls, xlsx, jpg, jpeg, gif, tif, png, heic

+ Choose..

* 2.32. Attach color photograph of the **left side** of the equipment.

Allowed file types: txt, csv, pdf, doc, docx, xls, xlsx, jpg, jpeg, gif, tif, png, heic

+ Choose..

* 2.33. Attach color photograph of the **rear** of the equipment.

Allowed file types: txt, csv, pdf, doc, docx, xls, xlsx, jpg, jpeg, gif, tif, png, heic

+ Choose..

* 2.34. Attach color photograph of the engine.

Allowed file types: txt, csv, pdf, doc, docx, xls, xlsx, jpg, jpeg, gif, tif, png, heic

+ Choose..

* 2.35. Attach color photograph of the engine data plate.

Allowed file types: txt, csv, pdf, doc, docx, xls, xlsx, jpg, jpeg, gif, tif, png, heic

+ Choose..

* 2.36. Ownership Documentation

Attach document(s) that show compliance with the two-year ownership requirement. Acceptable documentation includes a copy of the bill of sale, equipment sales agreement, or equipment maintenance receipts for the two years immediately preceding the date you submit your application.

Allowed file types: txt, csv, pdf, doc, docx, xls, xlsx, jpg, jpeg, gif, tif, png, heic

+ Choose..

TERP Attachment

- Upload all required **TERP Attachments** for the application
 - Enter the applicant's legal name in the first box exactly as it appears on the **IRS Form W-9**
 - Upload a completed, signed, and dated **IRS Form W-9** (legal name must match)
 - Upload copy of Driver's License (individuals and sole proprietors only)

TERP Attachment

Items marked with an asterisk () are required.*

* 1. Enter your name exactly as it appears in the IRS Form W-9.

* 2. Upload the completed and signed IRS Form W-9

[IRS Form W-9](#)

The name in the IRS Form W-9 must match exactly as entered in the Applicant Legal Name field.

Allowed file types: txt, csv, pdf, doc, docx, xls, xlsx, jpg, jpeg, gif, tif, png, heic

Additional Information

- If needed, enter any additional relevant project information that was not already covered

Additional Information

Items marked with an asterisk () are required.*

1. Additional Information

This is a place to let the TERP application review team know any important information that was not covered.

Electronically Sign the Application

- On the **Activities Page** the system will indicate when all sections of your application have been completed and saved
- The status of the application will show it's ready to be signed
- Select the application, click the **Sign** button, and enter your password for the application

Activities Page

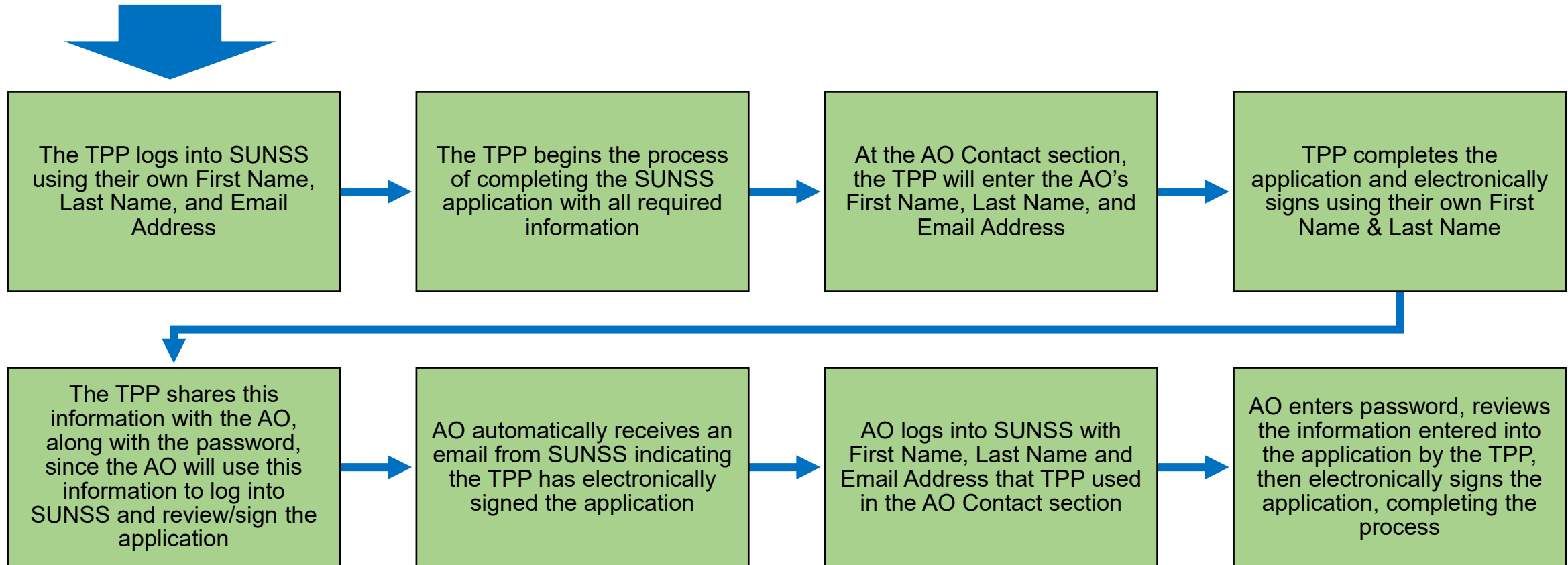
New TERP Activity

Pending application(s) that need to be completed.

| Select | Edit | Reference Number | Grant Type | Applicant Legal Name | Authorized Official | Status | Preview |
|--------------------------|------|------------------|---|----------------------|---------------------|---------------|---------|
| <input type="checkbox"/> | | 3948 | Emissions Reduction Incentive Grant Application | [REDACTED] | [REDACTED] | Ready to Sign | |

(1 of 1) [Navigation icons] 1 [Page 10] [Refresh icon]

Third-Party Preparers (TPP) and Authorized Officials (AO) Logging Into SUNSS



Third-Party Preparer (TPP) Signature

- This section will only appear and be required if the application **was completed** by a TPP
 - Click **View/Print Application** to save a copy of the application for your records
 - The TPP must apply checkmarks to the certification statements, type their name exactly as it appears in the application, and click **Electronically Sign your Application**

Signature Page

Signature Page

Please verify the information you provided is correct before you sign your application.

***** All Fields are required.**

Reference Number : **3948**

Applicant Legal Name : **[REDACTED]**

Third-Party Preparer : **[REDACTED]**

Application Summary : [View/Print Application](#)

Certification:

I hereby certify to the best of my knowledge and belief that all information provided in this application and any attachments is true and correct, as represented to me by the applicant. I understand that failure to sign the application will make this application ineligible. I understand that making a false statement may make the submitted application ineligible, may make any resulting contracts voidable, and may subject me to criminal and civil penalties. I also understand that any prior or current submission of knowingly false, inaccurate, or fraudulent information to the agency categorizes this application as "high risk", making it ineligible for an award, and I understand that the agency has the sole discretion to determine whether any information I have submitted is knowingly false, inaccurate, or fraudulent.

Entering your name in the signature box constitutes an electronic signature and is legally equivalent to your handwritten signature.

Third-Party Preparer's Signature :

Date
04/10/2026

Note: Your electronic signature must be consistent with your name.

Note: TCEQ is committed to complying with the Americans with Disabilities Act. TCEQ is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, sexual orientation, or veteran status in employment or in the provision of services, programs, or activities.

REMINDER:

The TPP must share the unique password they used to create the application with the AO

Authorized Official (AO) Signature

- If the application **was not completed** by a TPP, the only signature required will be that of the AO
 - Click **View/Print Application** to print a copy of the application for your records
 - The AO must apply checkmarks to the certification statements, type their name exactly as it appears in the application, and click **Electronically Sign your Application**

Signature Page

Signature Page

Please verify the information you provided is correct before you sign your application.

*** All Fields are required.

Reference Number : 3887

Applicant Legal Name : [REDACTED]

Authorized Official : [REDACTED]

Application Summary : [View/Print Application](#)

Certification:

I hereby certify to the best of my knowledge and belief that all information provided in this application and any attachments is true and correct. I understand that providing false or inaccurate information may make this application or any resulting contracts voidable. **Intentionally providing false information in this application will be prosecuted to the extent allowed under the law and may be used as an adverse factor in future grant selection decisions.**

I further understand that the submitted application information may be revised by TCEQ for accuracy prior to incorporating the information into a contract, and the acceptance of a contract will constitute agreement with those revisions.

Entering your name in the signature box constitutes an electronic signature and is legally equivalent to your handwritten signature.

Authorized Official Signature :

Date 04/01/2026

Note: Your electronic signature must be consistent with your name.

Note: TCEQ is committed to complying with the Americans with Disabilities Act. TCEQ is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, sexual orientation, or veteran status in employment or in the provision of services, programs, or activities.

Note: The application, signed by the Authorized Official, must be received by the application deadline or the application will not be accepted.

Personal Information Policy: Individuals are entitled to request and review their personal information that the agency gathers on its forms. Individuals may also have any errors in their information corrected.

To review such information, contact the TCEQ TERP program at TERP@tceq.texas.gov or 1-800-919-TERP (8377).

[Activities](#) [Electronically Sign your Application](#)

REMINDER:

The AO will login with the name and email address listed in the application and use the same password that was used when the application was created

Application Signed and Submitted

- Once electronically signed, the system will indicate that the application has been successfully submitted to TCEQ

The application(s) 1809 have been successfully Signed and Submitted.

Please take a moment to print your completed application if you would like a copy. This is the only opportunity you will have to print it.

[View/Print Application](#)

To print your application while viewing, right click anywhere on the text and select "Print" or Use Ctrl+P to print the application.


Activities

- You may click the **View/Print Application** button to download a copy of the submitted application


Email Confirmation of Submission

- You should receive an automated email confirming the application was submitted


ERIG Application Submitted


 noReply@tceq.texas.gov Reply Reply All Forward Share More

Retention Policy TCEQ Inbox (30 days) Expires 4/3/2026 Wed 3/4/2026 9:58 AM


 This item will expire in 10 days. To keep this item longer apply a different Retention Policy.

This confirms the submittal of your Emissions Reduction Incentive Grant (ERIG) Application to the TCEQ.

Your application was successfully submitted at 03/04/2026 09:57:57 AM. 

The confirmation number for this submittal is : 2496 

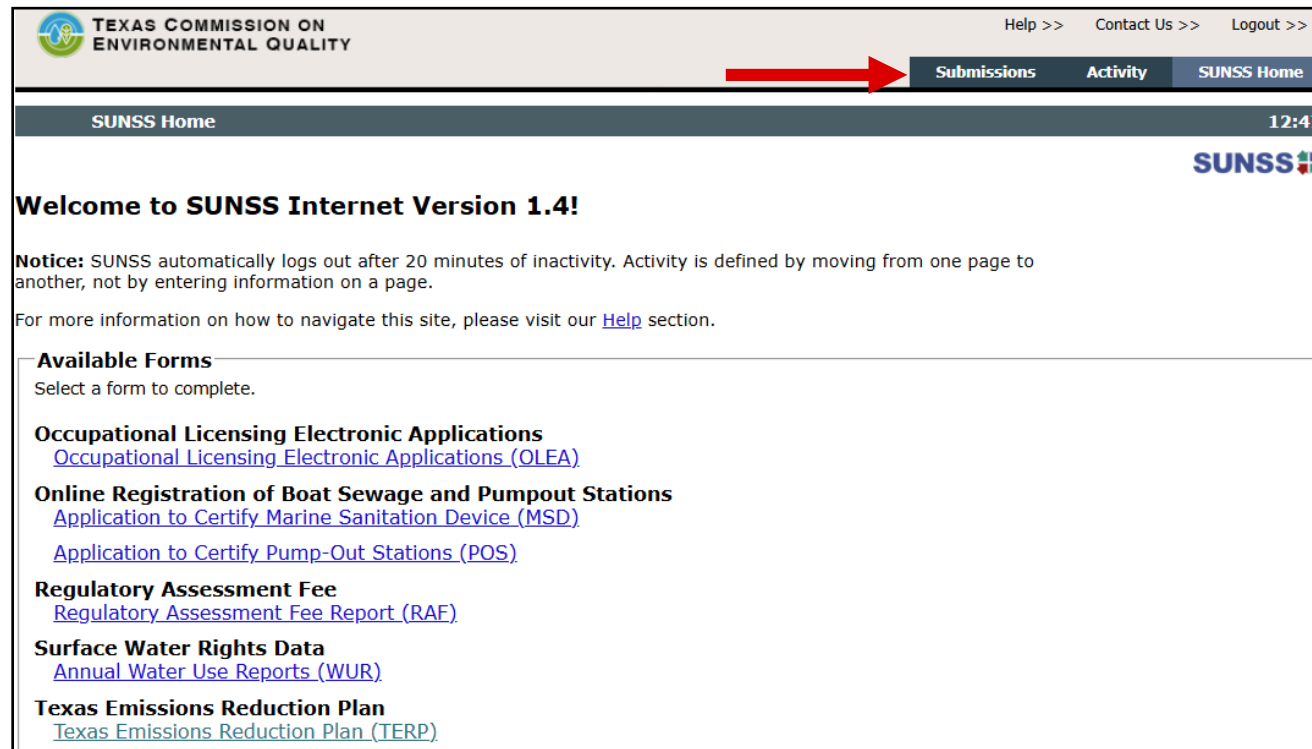
The hash code for this submittal is A1BB26EB2D0775EF36A0FAF61D0213CA9B322F2A87F2A984C696713C0E121F66

You may access the copy of record (submitted report) from the submit log which is available by selecting Submissions from the Home page of SUNSS <https://www3.tceq.texas.gov/sunss/>. 

If you have questions about this grant program or your submission, contact the Texas Emissions Reduction Plan (TERP) at 800-919-TERP (8377) or terp@tceq.texas.gov. For questions about the online SUNSS system, contact the STEERS Help Line at 512-239-6925 or steerstst@tceq.texas.gov.

Retrieving a Submission

- Using the Confirmation Number provided in the submission email, log into SUNSS with your password and select the **Submissions** button



TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Help >> Contact Us >> Logout >>

Submissions Activity SUNSS Home

SUNSS Home 12:47

SUNSS

Welcome to SUNSS Internet Version 1.4!

Notice: SUNSS automatically logs out after 20 minutes of inactivity. Activity is defined by moving from one page to another, not by entering information on a page.

For more information on how to navigate this site, please visit our [Help](#) section.

Available Forms
Select a form to complete.

Occupational Licensing Electronic Applications
[Occupational Licensing Electronic Applications \(OLEA\)](#)

Online Registration of Boat Sewage and Pumpout Stations
[Application to Certify Marine Sanitation Device \(MSD\)](#)
[Application to Certify Pump-Out Stations \(POS\)](#)

Regulatory Assessment Fee
[Regulatory Assessment Fee Report \(RAF\)](#)

Surface Water Rights Data
[Annual Water Use Reports \(WUR\)](#)

Texas Emissions Reduction Plan
[Texas Emissions Reduction Plan \(TERP\)](#)

Retrieving a Submission (Cont.)

- From the drop-down menu, select View COR (copy of record) to access a downloadable version of the application that was submitted

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Help >> Contact Us >> Logout >>

Submissions Activity SUNSS Home

Search Results for Submit Log 5:08

Search Again New Search

Search Again New Search

Your Search Returned **1** Records

| Form | Type | Submit Date | Processed | Conf.# | Ref.# | Pgm Area ID | Action |
|---|------|---------------------|---------------------|--------|-------|-------------|--|
| Emissions Reduction Incentive Grant Application | NEW | 04/10/2026 02:45 PM | 04/10/2026 02:45 PM | 2767 | 3948 | | View COR View COR Save COR View Attachments Save XSL |

The following search criteria was entered:

User Name: [REDACTED]

User Email: [REDACTED]

Program Area: TERP

Form(s): TERP ERIG

Confirmation Number: 2767

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Image from iStock

Questions?

- If you have any questions, please see the Request for Grant Applications (RFGA) online at:
<https://www.tceq.texas.gov/airquality/terp/erig>
- Applicants with questions regarding eligibility to apply for a grant should contact TERP staff at 1-800-919-TERP (8377) or TERP@tceq.texas.gov



Dawn Blache & Makayla Thornton

Grant Specialists

Air Grants Division

TERP@tceq.texas.gov

800-919-TERP (8377)