

# Greater Long Island Clean Cities Coalition

## MEMORANDUM OF UNDERSTANDING

### Purpose:

The purpose of this Memorandum of Understanding (MOU) is to set forth the agreements, respective responsibilities, and procedures necessary to carry out the objectives of the U.S. Department of Energy (DOE) Clean Cities program which accelerates the introduction and expands the use of alternative fuels and Alternative Fuel Vehicles (AFVs).

### Authority:

This MOU is authorized under the following laws and regulations: Energy Reorganization Act of 1974, which permits the Department of Energy (DOE) to use the facilities of public agencies, requires DOE to consult with heads of other agencies on the use of their facilities of public agencies and allows DOE to enter into cooperative projects with other public and private agencies; the Energy Policy Act of 1992, Section 505, Voluntary Supply Commitments, which requires DOE to obtain voluntary commitments to help achieve replacement fuel goals from fuel suppliers, fleet owners, and vehicle suppliers. Under this MOU, these groups, united with other local Stakeholders, signify their commitment to contribute to the goals of the program.

### Policy:

Signatories under this MOU undertake efforts to achieve the specific goals and objectives set forth in the attached Program Plan, as amended. This MOU does not create any contractual rights or financial obligations with respect to the signatory groups or any other parties. It does not require expenditure of funds unless approved by appropriate parties for each signatory group. This MOU expresses the intent of the undersigned to work together toward the achievement of Clean Cities goals.

### Guidelines:

The Clean Cities program will be administered according to the Program Plan, as amended. The signatories herein have agreed that the Program Plan, as amended is designed to achieve Clean Cities objectives and follows the guidelines described here.

This Memorandum of Understanding is not intended to, and does not create any contractual rights and obligations with respect to the signatories or any other parties. This MOU shall become effective upon signage.

Company Name: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_ ZIP \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

E-mail: (necessary,) \_\_\_\_\_

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

**Mail to:** Greater Long Island Clean Cities Coalition,  
Advanced Energy Center, Suite 209  
1000 Innovation Road  
Stony Brook, NY 11794-6044  
Phone: 631-504-5771 Fax to: 631-504-5757

**Stakeholders who sign the Memorandum of Understanding agree to support the efforts of the Clean Cities Coalition. Please choose from among the following choices of how to be involved with the Clean Cities efforts. Please select all that apply to your organization's future involvement.**

### *Commitment Chart*

\_\_\_\_\_ **Alternative Fuel Vehicle (AFV) Promotion and Deployment** – activities can include, but are not limited to: planning to purchase an AFV, supporting the promotion and use of AFVs, sponsoring an AFV workshop or event, sponsoring the publication of an AFV newsletter or guide, being a spokesperson for the Coalition about AFV benefits.

\_\_\_\_\_ **Alternative Fueling Infrastructure Development** – activities can include, but are not limited to: installing alternative fuel infrastructure or a fuel management/card reader system, supporting the development of publicly accessible alternative fuel infrastructure, promoting alternative fueling sites, sponsoring an event regarding infrastructure development, sponsoring a publication of material related to alternative fuel infrastructure, providing assistance with permitting for location and siting issues, and providing testimony at government events in support of alternative fuel infrastructure development.

\_\_\_\_\_ **Advertising and Marketing** – activities can include, but are not limited to: developing newsletters, informational guides on AFVs and other promotional publications, developing contacts and relationships with local media organizations and cable TV stations to secure press about the Coalition and its efforts, securing sponsors for major events.

\_\_\_\_\_ **AFV Program Development and Partnership Development** – activities can include, but are not limited to: working with the Coalition to identify and secure funding and grant opportunities, and identifying potential project partners for AFV projects.

\_\_\_\_\_ **Clean Cities Coalition Organizational Development** – activities can include, but are not limited to: working with the Coalition staff to provide personnel support in times of major events, helping to offset mailing and administrative costs, helping to secure dues and other financial contributions to make the organization self-sustaining and coordinating volunteer activities.

\_\_\_\_\_ **Legislative Support and Advocacy** – activities can include, but are not limited to: writing letters of support for legislative and policy issues, participating in Washington Day to lobby lawmakers in D.C., hosting a legislative reception to bring together lawmakers and Clean Cities stakeholders, attending meetings with lawmakers on critical Clean Cities issues.

\_\_\_\_\_ **Public Outreach, Education and Training** – activities can include but are not limited to: raising awareness about the benefits of using AFV's, developing promotional materials and presentations to be given to the public, business community or in the schools, targeting key organizations to work with to "get the word out" about AFVs, promoting the use of Public Service Announcements, working with the local utilities and various government agencies to present training seminars on using alternative fuels and vehicles.

\_\_\_\_\_ **Stakeholder Recruitment** – activities can include but are not limited to: identifying and actively recruiting potential new stakeholders and coordination of new stakeholder involvement in activities and events.