

2007 Work Plan
December 1, 2006 – November 30, 2007
Biomass R&D Technical Advisory Committee

Background

The Biomass Research and Development (R&D) Technical Advisory Committee (Committee) is chartered to provide advice to the Secretaries of Agriculture and Energy and their points-of-contact (POCs) within the regulations of the Federal Advisory Committee Act (FACA). Under Secretary for Rural Development Thomas C. Dorr, U.S. Department of Agriculture (USDA), and Assistant Secretary for Energy Efficiency and Renewable Energy Alexander “Andy” Karsner, Department of Energy (DOE) are the Departmental POCs for 2006-2007.

The Committee was established by the Biomass R&D Act of 2000 [7 U.S.C. 7624 note] (as revised by the Energy Policy Act of 2005) to provide:

- Advice on the technical focus and direction of requests for proposals issued under the Biomass R&D Initiative, and
- Advice on the procedures for reviewing and evaluating the proposals.

The Committee shall also:

- Facilitate consultations and partnerships among Federal and State agencies, agricultural producers, industry, consumers, the research community, and other interested groups to carry out program activities relating to the Biomass R&D Initiative, and
- Evaluate and perform strategic planning on program activities relating to the Biomass R&D Initiative.

Additionally, the Committee shall have the following duties:

- Advise the POCs with respect to the Biomass R&D Initiative;
- Make recommendations in writing to the Biomass Research and Development Board to ensure that:
 - Funds authorized for the Biomass R&D Initiative are distributed and used in a manner that is consistent with the objectives, purposes, and considerations of the Biomass R&D Initiative;
 - Solicitations are open and competitive with awards made annually and that objectives and evaluation criteria of the solicitations are clearly stated and minimally prescriptive, with no areas of special interest;
 - The points-of-contact are funding proposals under this title that are selected on the basis of merit, as determined by an independent panel of scientific and technical peers predominantly from outside the Departments of Agriculture and Energy; and
 - Activities under the Biomass R&D Initiative are carried out in accordance with the Biomass Research and Development Act of 2000.

For each fiscal year for which funds are made available to carry out the Biomass R&D Initiative, the POCs provide a report to Congress, via the Secretaries of Agriculture and Energy, on whether funds appropriated for the Biomass R&D Initiative have been distributed and used in a manner that:

- Is consistent with the objectives, purposes, and additional considerations described in subsections (b) through (e) of section 307;
- Uses the criteria established under subsection (a)(3);
- Achieves the distribution of funds described in paragraphs (2) and (3) of section 307(g); and
- Takes into account any recommendations that have been made by the Advisory Committee.

Required 2007 Activities

Recommendations to Secretaries of Agriculture and Energy:

To be discussed at every public quarterly meeting throughout the fiscal year. At the last meeting of FY 2007, recommendations will be approved by majority vote for inclusion in the annual report to the Secretaries and Congress. The Biomass R&D Act of 2000 requires that the recommendations consider the following:

- Feedback on the results of the FY 2007 joint USDA – DOE biomass R&D solicitation.
- Recommendations for the FY 2008 joint solicitation.
- Recommendations on the progress of all R&D funded under the joint solicitation in achieving the goals of the Committee’s updated *Vision* document.

Recommended 2007 Activities

- Complete the update of the Committee’s *Roadmap* document. Submit both the *Vision* and *Roadmap* to the Secretaries of Agriculture and Energy in satisfaction of the Energy Policy Act of 2005 update requirement.
- Pursue the priorities of the Analysis and Policy subcommittees.
- Establish the goals and statement of work for a Communications subcommittee.
- Share Committee activities with other Federal Advisory Committees relevant to biomass.
- Communicate with the Biomass R&D Board (Board), both as a group and with individual agencies’ members, regarding Committee activities and priorities for biomass R&D. As required by the Biomass R&D Act of 2000, meet with the Board at least once during the year.

2007 Deliverables

- Revised *Roadmap* document.
- Recommendations to the Secretaries of Agriculture and Energy on biomass R&D.
- Policy Gap Analysis and Recommendations
- Analysis Subcommittee Reports and Activities
- Committee Outreach Plan and Activities.

Timeline for Generation of Recommendations

In order to provide recommendations for the annual report to Congress for fiscal year 2007 before its due date of December 20, 2007, formal approval of recommendations must be prompt. During its March 2-3, 2006 meeting, the Committee agreed to collect recommendations during a specific session at quarterly public meetings throughout each fiscal year. Members also agreed to allow submission of recommendations up to the final due date via email at mmanella@bcs-hq.com. Submission via other means is possible by contacting Michael Manella at 410-997-7778*217. Two weeks after each public meeting, a list of all submitted recommendations will be provided to all Committee members. If members cannot access email, a hard copy of the list is provided via fax or regular mail. A timeline will be included in updated versions of this Work Plan, to provide all deadlines for submission of recommendations for the FY 2007 Annual Report.

Recommended Committee Meeting Schedule

In 2007, the full Committee will meet at least quarterly, as stated in its charter.

Date	Purpose
February 13-14, 2007 2 -Day Meeting Orlando, FL	<ul style="list-style-type: none"> ▪ Receive Status of the FY 2007 Joint Solicitation ▪ Discuss <i>Roadmap</i> Update first draft ▪ Review Policy Gap Analysis - discuss Committee comments and decide on recommendations to propose for inclusion in annual report ▪ Review Analysis Subcommittee Efforts ▪ Presentation on Cellulosic Ethanol Economic/Scenario Model ▪ Review Communications Subcommittee Statement of Work & Outreach Plan ▪ Discuss Local and State Biomass R&D Efforts, including any local projects funded under the biomass R&D joint solicitation ▪ Discuss FY 2007 Recommendations to the Secretaries
May 15(-16), 2007 1 or 2-Day Meeting L'Enfant Plaza Washington, DC	<ul style="list-style-type: none"> ▪ Discuss <i>Roadmap</i> DRAFT ▪ Discuss FY 2007 Recommendations to the Secretaries ▪ <i>SGE/New Member Orientation/New DFO/New Co-Chair</i> ▪ Receive an update on the FY 2007 joint solicitation ▪ Discuss Subcommittee Efforts ▪ Presentation from EXCO on Board Activities ▪ Presentation: Update on DOE/OBP Activities ▪ Presentation: Update on USDA Activities ▪ Presentation: Matrix Benefit Analysis of Section 9008 Projects ▪ Presentation from DOE OBP on Transition Modeling Efforts ▪ Presentation from Woody Biomass Utilization Group ▪ Presentation from BERAC (Biomass-related Advisory Committee) ▪ Presentation of USDA Analysis of Projects Funded by Farm Bill section 9008 ▪ Receive report on agency reactions to 2002-2006 recommendations
September 10-11, 2007 2-Day Meeting General Motors Detroit, MI Trip to proving grounds (Monday evening) Need to leave city by 4pm	<ul style="list-style-type: none"> ▪ Review of National Biofuels Action Plan Discuss Interagency Biomass R&D Portfolio Analysis ▪ Approve FY 2007 Recommendations to Secretaries ▪ Discuss Policy, Analysis, and Communications Subcommittee Efforts ▪ Presentation from Wall Street/investment/financial bioenergy perspective ▪ Discuss Local and State Biomass R&D Efforts, including any local projects funded under the biomass R&D joint solicitation: Michigan Tech and/or Michigan State ▪ Presentation from Argonne National Lab on LCA for biofuels
November 28-29, 2007 2-Day Meeting Washington, DC	<ul style="list-style-type: none"> ▪ Review of National Biofuels Action Plan Discuss Interagency Biomass R&D Portfolio Analysis ▪ Receive an update on the status and awardees of the FY 2007 joint solicitation ▪ Presentation from USDA Agricultural Resource Service regarding financial analysis of feedstocks pricing ▪ Meet with the Biomass R&D Board to Discuss Recommendations, Research, and Policy ▪ Develop topics for the 2008 Work Plan ▪ Discuss Policy, Analysis, and Communications Subcommittee Efforts ▪ Discuss Local and State Biomass R&D Efforts, including any local projects funded under the biomass R&D joint solicitation