



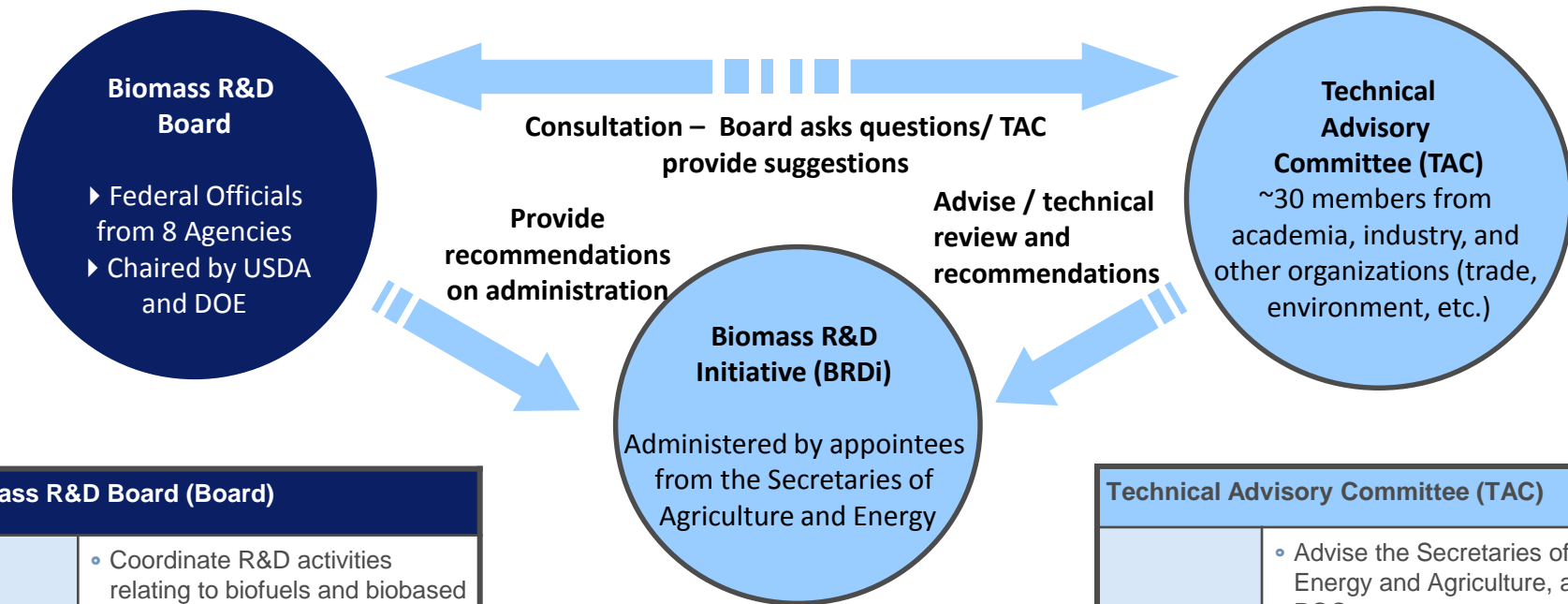
**Biomass Research and Development
Technical Advisory Committee**

Mark P. Elless, Ph.D.
Designated Federal Officer

Biomass R&D Act and Authorizations

- The Committee was established by the Biomass Research and Development Act of 2000 (Biomass Act). This has since been amended by the Food, Conservation and Energy Act of 2008 (FCEA). The revised Biomass R&D Act outlines the Committee's objectives, membership requirements, and duties.
- The recent Agricultural Act of 2014 (Farm Bill) reauthorized the Committee. The Initiative was also reauthorized, however the annual mandatory funding amount was cut to \$3M mandatory/year, except for 2018 where no mandatory funding was authorized.
- The Biomass R&D Act also established the Interagency Biomass R&D Board and the Biomass R&D Initiative.

Biomass R&D Breakdown



Biomass R&D Board (Board)	
Roles	<ul style="list-style-type: none"> Coordinate R&D activities relating to biofuels and biobased products (meetings at least quarterly) Provide recommendations to the points of contact concerning administration of the BRDi
Public Document	<ul style="list-style-type: none"> The Board released the National Biofuels Action Plan (NBAP) in October 2008 and an update is currently pending. Other Board documents are located on the BiomassBoard.gov website

Biomass R&D Initiative (BRDi)	
Purpose	<ul style="list-style-type: none"> Award competitive grants, contracts, and financial assistance are provided to, or entered into with, eligible entities to carry out research on and development and demonstration of biofuels and biobased products
Public Document	<ul style="list-style-type: none"> The BRDi publishes at least 1 request for proposal (RFP) each year

Technical Advisory Committee (TAC)	
Roles	<ul style="list-style-type: none"> Advise the Secretaries of Energy and Agriculture, and the POCs on <ul style="list-style-type: none"> The technical focus and direction of the BRDi RFPs Procedures for reviewing and evaluating the proposals Evaluate and perform strategic planning on BRDi activities Facilitate partnerships
Public Document	<ul style="list-style-type: none"> All TAC meetings (at least quarterly) are public

Biomass Board - Federal Composition

- **The Board is a panel consisting of senior-level representatives from these agencies:**
 - Department of Agriculture: Co-Chair
 - Department of Energy: Co-Chair
 - National Science Foundation
 - Environmental Protection Agency
 - Department of Interior
 - Office of Science and Technology Policy
 - Department of Transportation
 - Department of Defense



Co-chair



Co-chair



Duties of the Committee Regarding BRDI

- To advise the Secretaries of Energy and Agriculture through the points of contact with respect to the Biomass R&D Initiative.
- To evaluate and make recommendations in writing to the Board to ensure the following:
 - (A) funds authorized for the Initiative are distributed and used in a manner that is consistent with the objectives, purposes, and considerations of the Initiative;
 - (B) 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;
 - (C) 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 Department of Agriculture and Energy; and
 - (D) activities under this title are carried out in accordance with this title.
- The Committee Charter specifically calls for the TAC to make recommendations related to the BRD Initiative.

TAC Subcommittees

- ❑ Conversion
- ❑ Sustainable Feedstocks, Production and Logistics
- ❑ Products Markets, and Systems

Subcommittees develop:

- Problem Statements: Identify issues/challenges that must be addressed.
- Recommendations: Technical or R&D strategies that address the identified problem statements.
- Information Requests: Requests for speakers, data, reports, or other information that can be given or presented to the committee that assists them in developing their recommendations.

Subcommittees gain wisdom through:

- Assembly of subject matter experts to address cross-cutting challenges.
- Development of workshops and reports based on recommendations.
- Site visits to key resources.

Committee Recommendations and Annual Report

DOE and USDA General Counsel have advised that a broader biomass R&D scope is permissible. The TAC recommendations should be written to address the findings and needs of the Committee in the following areas:

- Specific Committee Reporting Obligations- BRDI
 - Information Requests from the Board
 - Subcommittee Recommendations
 - Feedstock Recommendations
 - Conversion Recommendations
 - Product, Markets and Systems
- Recommendations are used to inform the Biomass R&D Board and provided to DOE and USDA Programs.
- A report of consented upon recommendations frame the TAC Annual Report

TAC Ground Rules

- TAC conforms to all Federal Advisory Committee Act (FACA) requirements: <http://www.gsa.gov/portal/content/101010>
- Meetings are announced in Federal Register and open to public.
 - Subcommittees are permitted to work in closed sessions.
- Representative vs Special Governmental Employee (SGE)
- Co-Chairs are the spokespersons for the TAC
 - Refer press inquiries to them
- TAC provides suggestions for information requests via DFO and Co-chairs.
- Final recommendations are formed by majority consensus.
- Public policy recommendations are not prohibited

Online Resources for TAC Members

The Board website (www.biomassboard.gov) contains numerous resources for TAC members:

- Meetings
 - Previous meeting agendas and minutes
 - Previous presentations
- Work Plans
 - Work plans for the last 10+ years
- Reports
 - Bioenergy roadmaps
 - Workshop summaries
 - DOE and USDA reports and portfolio analyses
 - Previous TAC recommendations
- TAC Library
 - Outlined in next slide

Online Resources for TAC Members

TAC Library:

- BRDI Materials
 - Solicitations and Awards
 - Annual Reports
 - Prior TAC Recommendations
- Related Solicitations and Awards
 - DOE FOAs
 - ARPA-E FOAs
- Additional Information
 - DOE and USDA factsheets
 - DOE and USDA roadmaps and research
 - BETO's Multi-Year Program Plan
- The online library is outdated but will be updated with information on recent FOAs.

Travel Reimbursement

- **Traveler Information Form:**
 - Please complete this form (except SSN) and submit to Tasha Ballard at DOE.
 - Tasha will make your travel arrangements (flights) and reimburse your allowable expenses.
 - Email is Tasha.Ballard@ee.doe.gov.
- **Allowable Expenses:**
 - Flights will be arranged by Tasha Ballard
 - Lodging location will identified for you at government per diem rates. You will make and pay for your own reservation and be reimbursed.
 - Continental Breakfast and lunches will be provided for each day of the meetings. You will be reimbursed at the per diem rate for dinners.
 - Other Expectable Expenses: baggage fees; cab/shuttles; parking; wi-fi

SGE Paperwork

Special Government Employee (SGE) Forms

1. **Appointment Affidavit (SF-61 form).** If you will NOT be at the first meeting in person, please provide this form to a notary public who will swear you in and certify the form. You only need to print and sign your name and date the form. The top portion will be completed by HR. This form is essential to your appointment; once certified, please send it to us as soon as possible (see address below) along with the I-9 and copies of I-9 identification requirements (see #2).
2. **Employment Eligibility Verification (I-9 form).** Please complete the top portion of this form. If you will NOT be at the first meeting in person, please send us a photocopy of either your passport or your driver's license, and your social security card, along with the sf-61. Please see the last page of this form regarding acceptable forms of ID.
3. **Application for Federal Employment (OF-612 form).**
4. **Confidential Financial Disclosure Report (OGE-450 form).**
5. **Questionnaire for Non-Sensitive Positions (SF-85 form).**
6. **Waiver of Compensation form.**
7. **Declaration of Federal Employment (OF-306 form).**
8. **Prohibited Activities form.**
9. **Applicant Disability, Race/National Origin and Gender Identification (DOE F 1600.7 form).**
10. **Statement of Prior Federal Service (SF-144 form).**

- If you are planning to attend the meeting on August 22-23 in DC, you can complete the paper work in the presence of a DOE official and at that time you will also be sworn in. At the meeting please bring your passport or other approved form of ID as noted in the attached I-9 form.
- If you will not be at the first meeting, please send your completed forms to me by August 1, 2018. However, please **do not** send your original Passport, Driver's License or Social Security card, a copy will suffice. **Please send by Federal Express (any other shipping will be delayed in delivery due to DOE's standards for screening incoming mail).** Please note that the notarized documents will serve as the official swearing-in. The forms can be sent via overnight delivery or e-mailed to me and following up with the originals.
- Please have the notary complete the I-9 form (Employment Eligibility Verification); (verification of citizenship); you would show your passport or other forms of identification as noted on the I-9 form. If the notary public will not sign the certification portion, please forward a copy of the identification used when the forms are returned.

FOAs, RFIs, Reports, and Events



BETO FOAs, RFIs, Reports, and Events

Nov. 30, 2017

- New Feedstock-Conversion Interface Consortium Launched

Feb. 6, 2018

- BETO Program Evaluation Report Published

Feb. 1, 2018

- Published Engineered Carbon Reduction Listening Day Summary Report; Rewiring Initiative Announced

Feb. 15, 2018

- Breakthrough Research in Engine & Fuel Co-Optimization Released

May 2, 2018

- Up to \$12M for Co-Optimization of Fuels and Engines Announced

May 9, 2018

- DOE BRDI Selections Announced

Jun. 28, 2018

- Workshop Summary Report on Performance-Advantaged Biobased Chemicals Published

May 3, 2018

- Sec. Perry Announces Up to \$78 Million for Bioenergy Research Funding Opportunities

Jun. 18, 2018

- \$4M in Funding for Bio-Based Research Announced

DOE Selects \$3M in Research Projects to Advance Biofuels, Bioenergy, and Biobased Products

Integrating science and engineering, DOE selected two projects to develop diverse, cost-effective cellulosic biomass technologies for use in the production of biofuels, as well as a range of biobased products that potentially can increase the economic feasibility of fuel production in a biorefinery. The DOE selections are:

The University of Tennessee (UT), Knoxville, TN – UT will be developing an integrated biorefinery design that combines the production of liquid fuels and renewable chemicals to verify production of affordable cellulosic ethanol.

Northwestern University (NU), Evanston, IL – NU will be developing a rapid synthesis of next-generation biofuels and bioproducts from lignocellulosic biomass. The project will employ several strategies to reduce the timeframe of discovering biosynthetic pathways to optimize fuel and chemical production, including bottom-up engineering principles, computational models, and cell-free framework systems.