

**FINANCIAL ASSISTANCE
FUNDING OPPORTUNITY ANNOUNCEMENT**



**U.S. Department of Energy
Energy Efficiency and Renewable Energy
Golden Field Office, Biomass Program**

IN PARTNERSHIP WITH



**U.S. Department of Agriculture
National Institute of Food and Agriculture**

**BIOMASS RESEARCH AND DEVELOPMENT INITIATIVE
Funding Opportunity Announcement Number: DE-FOA-0000657
Announcement Type: Modification 000001
CFDA Number: 81.087**

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Pre-Application Due Date: 04/24/2012, 5:00 PM Eastern Time

Invited Full Application Due Date: 08/03/2012, 5:00 PM Eastern Time



Department of Energy
Golden Field Office
1617 Cole Boulevard
Golden, Colorado 80401-3393

DE-FOA-0000657
Modification 000001

DATE: April 2, 2012
FROM: Brenda Dias, Contracting Officer
TO: All Prospective Applicants

SUBJECT: Modification 000001 to Announcement DE-FOA-0000657,
"Biomass Research and Development Initiative"

The purposes of this modification are to:

1. Modify Section II.C. Maximum and Minimum Award Size:

Accordingly, the following sentences are deleted:

"The proposed total project costs must fall between the ceiling and floor stated below. **Applications and pre-applications that include proposed total project costs outside the stated ceiling and floor will not be reviewed or considered for award.** "Total project cost" means all the funds to complete the effort proposed by the Applicant, including DOE funds (including direct funding of any FFRDC) plus all other funds that will be committed by the Applicant as Cost Sharing."

and replaced with:

"The proposed Federal funding must fall between the ceiling and floor stated below. **Applications and pre-applications that include proposed Federal funding outside the stated ceiling and floor will not be reviewed or considered for award.** The ceiling and floor amounts are Federal funding amounts only."

2. Modify Section IV.C.3.a – Project Summary/Abstract File:

Accordingly, the following paragraph is deleted:

"THIS DOCUMENT MUST NOT INCLUDE ANY PROPRIETARY OR SENSITIVE BUSINESS INFORMATION AS THE DOE AND/OR USDA-

NIFA MAY MAKE IT AVAILABLE TO THE PUBLIC. The Pre-application project summary should not exceed 1 page when printed using standard 8.5” by 11” paper with 1” margins (top, bottom, left and right) with font not smaller than 10 point. Save the information in a single file named “Summary.pdf,” and click on “Add Optional Other Attachment” to attach.”

and replaced with:

“THIS DOCUMENT MUST NOT INCLUDE ANY PROPRIETARY OR SENSITIVE BUSINESS INFORMATION AS THE DOE AND/OR USDA-NIFA MAY MAKE IT AVAILABLE TO THE PUBLIC. The Pre-application project summary should not exceed 1 page when printed using standard 8.5” by 11” paper with font not smaller than 10 point. Save the information in a single file named “Summary.pdf,” and click on “Add Optional Other Attachment” to attach.”

All other terms and conditions of the Announcement remain the same.

REGISTRATION AND APPLICATION SUBMISSION REQUIREMENTS

Registration Requirements: Allow at least 21 days to complete registrations.

To submit an application under this announcement, complete the following registrations:

1. Obtain a Dun and Bradstreet Data Universal Numbering System (DUNS) number, at <http://fedgov.dnb.com/webform>.
2. Register in the Central Contractor Registration (CCR) system, at <https://www.bpn.gov/ccr/default.aspx>. Designating an E-Business Point of Contact (EBiz POC) and obtaining a special password called an MPIN are important steps in CCR registration. These items are needed to submit applications in Grants.gov. Update your CCR registration annually.
3. Register in Grants.gov at <http://www.grants.gov/>. See the Organization Registration User Guide at <http://www.grants.gov/assets/OrgRegUserGuide.pdf>. The Applicant User Guide is at <http://www07.grants.gov/assets/ApplicantUserGuide.pdf>.
4. Register in FedConnect at <https://www.fedconnect.net/>; use “Register as a Vendor” link. To create an organization account, your organization’s CCR MPIN is required.

Where to Download the Application Package:

Download the Application Package for this announcement at <http://www.grants.gov/>. Click on the “Apply for Grants” link; then, click on the “Download a Grant Application Package” link and follow the instructions. Insert the announcement number to download the Application Package.

Where to Submit the Application Package:

APPLICATIONS MUST BE SUBMITTED THROUGH GRANTS.GOV TO BE CONSIDERED FOR AWARD. Follow instructions in the User’s Guide for application submissions. Applicants are responsible for verifying successful transmission, prior to the Application due date and time.

Where to Ask Questions About the Funding Opportunity Announcement Content:

To ask questions about the Funding Opportunity Announcement, use FedConnect at <https://www.fedconnect.net/>. You must be a registered user in the system and submit questions by sending messages in your FedConnect email box. Part VII of this announcement explains how to submit questions to the Department of Energy (DOE).

Where to Submit Questions About the Registrations or Systems:

DUNS & Bradstreet: govt@dnb.com

Central Contractor Registration (CCR) system: <https://www.bpn.gov/ccr/default.aspx>
By phone: 866-606-8220 or 334-206-7828 (8:00 a.m. to 8:00 p.m., Eastern Time)

Grants.gov: support@grants.gov
By phone: 1-800-518-4726 (7:00 a.m. to 9:00 p.m., Eastern)

FedConnect: support@FedConnect.net
By phone: 1-800-899-6665 (8:00 a.m. to 8:00 p.m., Eastern)

Table of Contents

<u>Number</u>	<u>Subject</u>	<u>Page</u>
SECTION I – FUNDING OPPORTUNITY DESCRIPTION.....		
	A. Description	7
	B. Legislated Program Objectives	7
	C. Approach	8
	D. Project Description.....	9
SECTION II – AWARD INFORMATION		
	A. Type of Award Instrument.....	13
	B. Estimated Funding	13
	C. Maximum and Minimum Award Size.....	13
	D. Expected Number of Awards.....	14
	E. Anticipated Award Size	14
	F. Period of Performance	14
	G. Type of Application	14
SECTION III - ELIGIBILITY INFORMATION.....		
	A. Eligible Applicants	15
	B. Cost Sharing	15
	C. Other Eligibility Requirements.....	16
	D. Multiple Principal Investigators	17
	E. Multiple Submissions	17
SECTION IV – APPLICATION AND SUBMISSION INFORMATION.....		
	A. Address to Request Application Forms.....	18
	B. Letter of Intent and Pre-Application.....	18
	C. Content and Form of Pre-Application	18
	D. Full Applications.....	21
	E. Post-Selection	22
	F. Submission Dates and Times.....	22
	G. Intergovernmental Review	22
	H. Funding Restrictions	23
	I. Submission and Registration Requirements	24
SECTION V – PRE-APPLICATION REVIEW INFORMATION.....		
	A. Criteria.....	26
	B. Review and Selection Process	27
	C. Anticipated Notice of Selection and Award Dates	28
SECTION VI - AWARD ADMINISTRATION INFORMATION.....		
	A. Notice of Selection.....	29
	B. Administrative and National Policy Requirements.....	30
SECTION VII - QUESTIONS/AGENCY CONTACTS		
	A. Questions.....	34

SECTION VIII - OTHER INFORMATION.....	35
A. Amendments	35
B. Government Right to Reject or Negotiate	35
C. Commitment of Public Funds.....	35
D. Proprietary Application Information.....	35
E. Evaluation and Administration by Non-Federal Personnel.....	36
F. Intellectual Property Developed under this Program	36
G. Notice of Right to Request Patent Waiver	37
H. Notice Regarding Eligible/Ineligible Activities	37
I. Notice of Right to Conduct a Review of Financial Capability	38
J. Notice of Potential Disclosure under Freedom of Information Act.....	38
Appendix A – Definitions	39
Appendix B – Personally Identifiable Information	46
Appendix C – Cost Share Information	48
Appendix D – Minimum Requirements for Full Applications & Selection of Awardees for FY 2012 BRDI.....	55

SECTION I – FUNDING OPPORTUNITY DESCRIPTION

A. Description

This section of the Funding Opportunity Announcement (FOA) contains information on the Department of Energy (DOE) and United States Department of Agriculture (USDA) programmatic objectives, administrative roles, and areas of interest addressed by this FOA.

Section 9001(a) of the Food, Conservation, and Energy Act of 2008 (FCEA) (Pub. L. 110-246), re-authorized the Biomass Research and Development Initiative (BRDI) competitive grants program by amending section 9008 of the Farm Security and Rural Investment Act of 2002 (FSRIA), as amended, (Pub. L. 107-171) (7 U.S.C. 8108). Collaboration between DOE and USDA on BRDI is directed under section 9008(e)(1) of FSRIA, as amended. Additionally, DOE provides funds guided by certain administrative provisions of the Energy Independence and Security Act of 2007 and the Energy Policy Act of 2005. Section 9008(e)(3) of FSRIA provides direction and guidance on the technical areas as described in BRDI. The technical areas are: (A) Feedstocks development, (B) Biofuels and biobased products development, and (C) Biofuels development analysis. These areas are described further below.

For fiscal year (FY) 2012 BRDI requires that funded projects integrate all three legislatively mandated technical areas. These areas include (A) Feedstocks development, (B) Biofuels and biobased products development, and (C) Biofuels and biobased products development analysis. The intent of requiring integration is to encourage a collaborative problem-solving approach to all studies funded under BRDI, to facilitate formation of consortia, identify and address knowledge gaps, and accelerate the application of science and engineering for the production of sustainable biofuels, bioenergy, and biobased products. The result of integration has improved the positioning of advanced manufacturing technologies to become more commercially viable in the near-term timeframe.

For FY 2012 DOE anticipates funding one (1) to three (3) awards, and USDA/National Institute of Food and Agriculture (NIFA) anticipates funding from five (5) to ten (10) awards. Anticipated award size ranges from \$3 million to \$7 million per award. All DOE funding is subject to the availability of annual Congressional appropriations.

B. Legislated Program Objectives

Both DOE and USDA have been given responsibility to support the development of a biomass-based industry in the United States. The objectives of this responsibility are specified in Section 9008(e) of FSRIA, as amended, which requires the development of:

- (A) technologies and processes necessary for abundant commercial production of biofuels at prices competitive with fossil fuels;*
- (B) high-value biobased products –*
 - (i) to enhance the economic viability of biofuels and biopower;*
 - (ii) to serve as substitutes for petroleum-based feedstocks and products; and*
 - (iii) to enhance the value of coproducts produced using the technologies and processes; and*

(C) a diversity of economically and environmentally sustainable domestic sources of renewable biomass for conversion to biofuels, bioenergy, and biobased products.

DOE and USDA both support Federal initiatives and Agency programmatic goals pertaining to the development of a biomass-based industry; however, DOE and USDA support for these goals should not be construed by applicants as BRDI priorities for the peer review process. BRDI applications will be evaluated using the criteria in Section V.A. of this FOA. These initiatives and programmatic goals include the following:

- The Twenty-in-Ten Plan, established in the Clean Air Act of 1990 (42 U.S.C. 7545), as amended by section 202 of the Energy Independence and Security Act 2007 (EISA 2007), requiring 36 billion gallons of biofuels by 2022 under the Renewable Fuel Standard;
- The Advanced Energy Initiative of 2006, calling for cost competitive cellulosic ethanol by 2012;
- USDA-NIFA's vision of agriculture and natural resource-based energy that enhance stewardship of our environment, sustainable and secure renewable energy resources, and vibrant and energy-efficient rural communities;
- DOE/EERE's Energy Efficiency and Renewable Energy's (EERE's) strategic goals of reducing dependence on imported oil and enabling a domestic bioindustry;
- USDA's BiopREFERRED Program that creates a market pull for new products and technologies (<http://www.biopREFERRED.gov/>); and
- DOE/EERE's Biomass Program Multi-Year Program Plan (http://www1.eere.energy.gov/biomass/pdfs/mypp_november_2011.pdf).

Background resource material, including the complete text of the BRDI legislation, can be found at the following websites:

- Section 9008 of the Farm Security and Rural Investment Act of 2002 (FSRIA), as amended, (Pub. L. 107-171) (*7 U.S.C. 8108*).
- *Roadmap for Biomass Technologies in the United States* prepared by the Biomass Technical Advisory Committee.
http://www.usbiomassboard.gov/pdfs/final_biomass_roadmap_2002kw.pdf
- *National Biofuels Action Plan*, developed by the Biomass Research and Development Board.
<http://www1.eere.energy.gov/biomass/pdfs/nbap.pdf>

C. Approach

Collaboration between DOE and USDA on BRDI is directed under Section 9008(e)(1) of FSRIA, as amended, (7 U.S.C. 8108(e)(1)). Applicants should be aware that DOE is administering the Pre-Application process (i.e., DOE will post the FOA, receive the Pre-Applications, and convene the Merit Review Committee meeting to evaluate the quality of the Pre-Applications). Based on the results of the review, DOE and USDA will jointly identify projects that will be invited to submit Full Applications. USDA will administer the Full Application process (i.e., USDA will post the Request for Applications (RFA), receive the Full Applications, and convene the USDA Scientific Peer Review to evaluate the quality of the Full Applications). The result of the USDA Scientific Peer Review will be a ranked list of Full Applications, starting with the project that is most qualified and ending with the project that is

least qualified. DOE and USDA will then apply any special or program policy factors to projects at the top of the list and will select projects for funding. Additional information regarding administration of this FOA is included in Sections III through VII.

D. Project Description

Pre-Applications are being solicited that integrate all three of the technical topic areas described below and on the following pages. Applicants are encouraged to develop partnerships with other entities, as needed, to ensure that all three technical areas are adequately addressed (additional information on eligibility is provided in Section III). **Only applications that address the integration of all three technical areas will be reviewed.**

- A. **Feedstocks Development** – Research, development, and demonstration activities regarding feedstocks and feedstock logistics (including harvest, handling, transport, preprocessing, and storage) relevant to production of raw materials for conversion to biofuels and biobased products. The BRDI program is designed to support near-term commercial systems. Projects should emphasize development and optimization of existing feedstocks that will be available for testing and demonstration during the life of the project. Proposals that include breeding or genetic improvement of feedstocks should reconcile this work with the Program’s emphasis on near-term impacts.

The lack of logistics systems capable of handling and delivering a sufficiently high tonnage of feedstocks year-round to support the rapid escalation of cellulosic biofuels production has been identified as a significant barrier to the expansion of a sustainable domestic biofuels industry. Feedstocks or combinations of feedstocks that will be considered include: agricultural residues, energy crops (switchgrass, miscanthus, energycane, sorghum, poplar, willow, etc.), forest resources (forest thinnings, wood chips, wood wastes, small diameter trees, etc.), urban wood wastes, oilseed crops, algae, animal waste, other waste streams that are byproducts of alternative energy processes. Additional information on acceptable feedstocks may be found in the definitions for “Advanced Biofuel” and “Renewable Biomass” which are presented in Appendix A – Definitions. Projects should include the use or development of the following:

- Dedicated biofuel or industrial product crops with desired features, including enhanced productivity, broader site range, low requirements for chemical inputs, and enhanced processing characteristics;
- Advanced crop production methods and management technologies and systems to achieve optimal yields while conserving soil and water resources;
- Innovative equipment designs and systems for harvest, handling, preprocessing, transport, and storage that will be compatible with the biomass conversion technology;
- Innovative uses of alternative waste streams that decrease the cost, environmental impacts, greenhouse gas footprint or complexity of renewable energy systems for small commercial applications;
- Compatibility of the selected feedstock with potential conversion systems;
- Strategies for integrating feedstock production into existing managed land; and
- Generation of data that can contribute to a best management practices database.

B. Biofuels and Biobased Products Development - Research, development, and demonstration (R,D,&D) activities to support:

- (i) Development of diverse cost-effective technologies for the use of cellulosic biomass in the production of biofuels, bioenergy, and biobased products; and
- (ii) Product diversification through technologies relevant to the production of a range of biobased products (including chemicals, animal feeds, and cogeneration power) that potentially can increase the feasibility of fuel production in a biorefinery.

The DOE Biomass Program has been focused on developing, demonstrating, and deploying cellulosic ethanol to enable a FY2012 goal of making cellulosic ethanol cost-competitive with corn-based ethanol. Over the last two decades, research and development have led to significant progress in the biochemical processes used to convert cellulosic biomass to ethanol. First-generation technology for cellulosic ethanol production is now in the demonstration phase. In addition to cellulosic ethanol and biodiesel, USDA-NIFA and DOE will support other advanced biofuels and/or biobased products, such as biobutanol, hydrocarbons, and Fischer-Tropsch gasoline and diesel, which are still in the early stages of investigation in terms of production technologies, cost-effectiveness, and performance characteristics. Additional information on acceptable biofuels and biobased products may be found in the definitions for “Advanced Biofuel” and “Biobased Product” which are presented in Appendix A – Definitions.

For FY 2012, DOE and USDA-NIFA have identified areas of particular interest for BRDI. These areas of interest will not be given a priority over applications that address other technologies and are not intended to deter submission of applications that address other technologies. Research, development, and demonstration projects of particular interest include, but are not limited to, technologies that would address:

- Small scale biomass densification (e.g. gasification, pyrolysis, pellets) R,D&D to address issues of local and regional production of biofuels from cellulosic feedstocks;
- Research and development of local-scale woody biomass-to-energy conversion with a major thrust focusing on the simultaneous generation of electricity and useful heat;
- Conversion, via biological, thermal, catalytic or chemical means, of acceptable feedstocks into advanced biofuels and/or biobased products including intermediate and end-use products;
- Improvement of chemical and physical biomass separation that reduces capital expenses, operating costs, and energy inputs;
- Improvement of the production and performance or commercial viability of biobased products and co-products;
- Improvement of the potential for developing rural based processing and manufacturing of biofuels and/or biobased products;
- Demonstration of commercial relevance of the technology, its expected marketability, and its potential commercial viability for processing and manufacturing biobased products; and
- Demonstration of biobased products to evaluate functional and environmental performance and to facilitate amending or developing industry standards and specifications.

Areas of particular interest for Biochemical, Thermochemical, and Chemical conversions, based on known barriers to successful commercialization, include, but are not limited to, research,

development, and demonstration of technologies that would address:

Biochemical Conversion:

- Pretreatment technologies
- Hydrolysis and saccharification technologies that enhance advanced biofuels production
- Fermentation technologies for advanced biofuels
- Advanced bioprocessing technologies

Thermochemical Conversion:

- Gasification
- Pyrolysis

Chemical Conversion:

- Tolerance to inhibitory compounds
- Exothermic reactions for waste heat
- Reduction of cellulosic components at mild conditions with recycle of reactants
- Selective dehydrations without side reactions
- Catalyst development for cleaving C-O and C-C bonds
- Cleavage of C-N bonds while preserving molecular structure

- C. **Biofuels and Biobased Products Development Analysis** – The intent of this section and integrating Technical Areas A, B, and C is to apply systems evaluation methods that can be used to optimize system performance and market potential and to quantify the project’s impact on sustainability; therefore, successful applications will consider the life-cycle (cradle-to-grave) impacts including environmental, social, and economic implications that are attributable to the project. Successful projects should include these sustainability data in engineering process models and be used over the life of the project to improve the system and quantify sustainability impacts. As appropriate, the proposed project should include additional aspects of the following:
- A. *Strategic guidance – The development of analysis that provides strategic guidance for the application of renewable biomass technologies to improve sustainability and environmental quality, cost effectiveness, security, and rural economic development.*
 - B. *Energy and Environmental Impact – Development of systematic evaluations of the impact of expanded biofuel production on the environment (including forest land) and on the food supply for humans and animals, including the improvement and development of tools for life cycle analysis of current and potential biofuels.*
 - C. *Assessment of Federal land – Assessments of the potential of Federal land resources to increase the production of feedstocks for biofuels and biobased products, consistent with the integrity of soil and water resources and with other environmental considerations.*

To integrate Technical Area (C) with (A) and (B), the proposed project should consider the full life-cycle of the technology, which can be characterized by the following stages and, where appropriate, should generate geographically specific social, economic, and environmental data that can be made publicly available to be used in local, state, regional, and national analytical

tools and models. The tools and models should utilize primary data generated by the project's efforts.

- Biomass feedstock development and cultivation;
- Feedstock harvesting and preparation;
- Feedstock logistics (handling, storage, and transportation);
- Waste stream logistics (handling, storage, and transportation);
- Biomass pre-processing (as appropriate);
- Biomass conversion;
- Production of biofuels/bioenergy/biobased products;
- Product logistics and distribution;
- Product consumption; and
- End of useful life.

E. Notice of NEPA Applicability

Environmental Review and Approval: Federal agencies are responsible for conducting the environmental review process required by the National Environmental Policy Act (NEPA) and related environmental statutes, regulations, permits, and approvals. NEPA applies to all federal grant programs and requires federal agencies to integrate environmental values into their decision-making processes by considering the environmental impacts of their proposed actions. While NEPA compliance is a federal agency responsibility and the ultimate decisions remain with the federal agency, applicants will be required to assist in the timely and effective completion of the NEPA process in the manner most pertinent to the applicant's proposed project.

If a project is selected for negotiation of award, and the recipient moves forward with activities that are not authorized for Federal funding by the DOE Contracting Officer in advance of the NEPA determination, the recipient is doing so at risk of not receiving Federal funding and such costs may not be recognized as allowable cost match. DOE does not guarantee or assume any obligation to reimburse any costs incurred prior to receiving written authorization from the DOE Contracting Officer.

SECTION II – AWARD INFORMATION

During the application phase, applications that meet the eligibility requirements, will be considered for funding by either DOE or USDA-NIFA; however, applicants *may not* request to be funded by a particular organization and must prepare their pre-application in accordance with this DOE FOA.

A. Type of Award Instrument

Grants

- DOE and USDA anticipate awarding grants under this funding opportunity announcement. All DOE funding is subject to the availability of annual Congressional appropriations.

B. Estimated Funding

- All DOE funding is subject to the availability of annual Congressional appropriations. BRDI funding made available to USDA-NIFA is mandatory through FY 2012 pursuant to 7 U.S.C. 8108 (h)(1).
- All figures below should be treated as estimates.

Anticipated Federal Funding:	\$35 million
FY 2012 USDA-NIFA Federal Funding Amount:	\$25 million
Anticipated FY 2013 DOE Federal Funding Amount*:	\$10 million

* DOE reserves the right to fund, in whole or in part, any, all, or none of the applications submitted in response to this announcement and will award the number of financial instruments that serves the public purpose and is in the best interests of the Government. All DOE funding is subject to the availability of annual Congressional appropriations.

C. Maximum and Minimum Award Size

The proposed total project costs must fall between the ceiling and floor stated below.

Applications and pre-applications that include proposed total project costs outside the stated ceiling and floor will not be reviewed or considered for award. “Total project cost” means all the funds to complete the effort proposed by the Applicant, including DOE funds (including direct funding of any FFRDC) plus all other funds that will be committed by the Applicant as Cost Sharing.

- Ceiling (i.e., the maximum amount for an individual award made under this announcement): \$7,000,000 (total, not per year)
- Floor (i.e., the minimum amount for an individual award made under this announcement): \$3,000,000 (total, not per year)

All DOE funding is subject to the availability of annual Congressional appropriations.

D. Expected Number of Awards

- Based on the FY 2011 competition, DOE anticipates making approximately 1 to 3 awards in FY 2013 under this announcement, subject to the availability of annual Congressional appropriations.
- Based on the FY 2011 competition, USDA-NIFA anticipates making approximately 5 to 10 awards in FY 2012 under this announcement.

E. Anticipated Award Size

Average Award Size

- The average award size for this program in FY 2010 was \$ 5.8 million. DOE and USDA expect the average award size to be similar under this announcement. All DOE funding is subject to the availability of annual Congressional appropriations.

F. Period of Performance

Number of Years

- DOE and USDA anticipate making awards with project periods of up to 3 (three) years.

G. Type of Application

New Applications Only

- DOE and USDA-NIFA will accept **only new applications** under this announcement (i.e., applications for renewals of existing DOE/USDA-NIFA funded projects will not be considered).

SECTION III - ELIGIBILITY INFORMATION

A. Eligible Applicants

All entities listed under Section 9008(e)(5) of FSRIA, as amended (7 U.S.C. 8108(e)(5)), are eligible to apply. Eligible entities are:

- (A) an institution of higher education;*
- (B) a National Laboratory;*
- (C) a Federal research agency;*
- (D) a State research agency;*
- (E) a private sector entity;*
- (F) a nonprofit organization; or*
- (G) a consortium of 2 or more entities described in subparagraphs (A) through (F).*

Applicants are encouraged to form consortia so that a range of capabilities is available to address all aspects of the three technical areas. Institutions of higher education include colleges and universities beyond the secondary education level. Private sector entities include companies, corporations, farms, ranches, cooperatives, and others that compete in the marketplace. DOE specific restrictions on consortia, explained below, do not apply to USDA awards.

If an application proposes a consortium, DOE will require that the consortium structure consist of a Consortium Lead Organization (with associated Director and other key personnel) and technical partners who will conduct the technical scope of work described by the consortium in collaboration with the Lead Organization. All participants must be clearly identified. The Consortium Lead should be focused on the coordination and management of the overall technical effort in addition to the strategy, approach, and expected outcomes. The Consortium Lead must describe how it will effectively maintain cohesiveness in a group of organizations having different corporate or operating cultures. DOE will expect this information to be included in the full application. It is anticipated that the award(s) will be made to the Lead Organization within the selected consortium, with the technical partners as sub-recipients to the Lead Organization. DOE does not anticipate making awards to a joint venture or other special entity formed specifically for the purpose of carrying out a project under this FOA.

B. Cost Sharing

Cost Share 20% and 50%

- The cost share must be at least 20% of the total allowable costs for research and development projects and 50% of the total allowable costs for demonstration and commercial application projects, and must come from non-Federal sources unless otherwise allowed by law. The sum of the Government share, including FFRDC contractor costs if applicable, and the recipient share of allowable costs equals the total allowable cost of the project. (See Section 9008(e)(6)(B) of FSRIA (7 U.S.C. 8108(e)(6)(B)) for the applicable USDA cost sharing requirements and 10 CFR Part 600 for the applicable DOE cost sharing requirements.) These percentages are currently required by both USDA and DOE.

To ensure proper cost share determinations for Pre-Applications, Applicants will be required to identify whether the Application is proposing a research, development, demonstration, or a commercial project.

The term “demonstration” is defined as demonstration of technology in a pilot plant or semi-works scale facility, including a plant or facility located on a farm. See Appendix A for additional definitions.

C. Other Eligibility Requirements

- **DOE National Laboratory Contractors and Other Federally Funded Research and Development Center (FFRDC) Contractors.**

A DOE National Laboratory Contractor is eligible to apply for funding under this announcement if its cognizant Contracting Officer provides written authorization and this authorization is submitted with the application. If a DOE National Laboratory Contractor is selected for award, the proposed work will be authorized under the DOE work authorization process and performed under the laboratory’s Management and Operating (M&O) contract.

The following wording is acceptable for the authorization:

“Authorization is granted for the _____ Laboratory to participate in the proposed project. The work proposed for the laboratory is consistent with or complementary to the missions of the laboratory, will not adversely impact execution of the DOE assigned programs at the laboratory, and will not place the laboratory in direct competition with the domestic private sector.”

FFRDC contractors may be proposed as team members on another entity’s application, subject to the following guidelines:

Authorization for non-DOE FFRDCs. The Federal agency sponsoring the FFRDC contractor must authorize in writing the use of the FFRDC contractor on the proposed project and this authorization must be submitted with the application. The use of a FFRDC contractor must be consistent with the contractor’s authority under its award.

Authorization for DOE FFRDCs. The cognizant Contracting Officer for the FFRDC must authorize in writing the use of a DOE FFRDC contractor on the proposed project and this authorization must be submitted with the application. The following wording is acceptable for this authorization:

“Authorization is granted for the _____ Laboratory to participate in the proposed project. The work proposed for the laboratory is consistent with or complementary to the missions of the laboratory, will not adversely impact execution of the DOE assigned programs at the laboratory, and will not place the laboratory in direct competition with the domestic private sector.”

Value/Funding. The value of, and funding for, the FFRDC contractor portion of the work will not normally be included in the award to a successful applicant. Usually, DOE will fund

a DOE FFRDC contractor through the DOE field work proposal system and other FFRDC contractors through an interagency agreement with the sponsoring agency.

Cost Share. The applicant's cost share requirement will be based on the total cost of the project, including the applicant's and the FFRDC contractor's portions of the effort.

- FFRDC Contractor Effort: The FFRDC contractor effort, in aggregate, may be up to 100% of the total estimated cost of the project, including the applicant's and the FFRDC contractor's portions of the effort.

Responsibility. The applicant, if successful, will be the responsible authority regarding the settlement and satisfaction of all contractual and administrative issues, including but not limited to, disputes and claims arising out of any agreement between the applicant and the FFRDC contractor.

D. Multiple Principal Investigators

The assignment and use of multiple Principal Investigators (PIs) for projects submitted to this FOA is allowed. Additionally, PIs may collaborate on multiple projects. The applicant, whether a single organization or team/partnership/consortium, must indicate in the pre-application if the project will include multiple PIs. The decision to use multiple PIs for a project is the sole responsibility of the Applicant. If multiple PIs will be designated, the Applicant must identify in the application the Lead Contact PI/Project Coordinator. Each PI's roles and administrative, technical, and scientific responsibilities for the project should be described in the pre-application (see Section IV.C.3.a.).

E. Multiple Submissions

Eligible entities may submit multiple pre-applications under this FOA; however, each must describe a unique project. Because of the broad and comprehensive nature of this competition, the PI can be the lead/primary PI on only one application. If more than one application is submitted with the same lead/primary PI listed on the application, only one of the applications with the listed PI will be considered for review.

SECTION IV – APPLICATION AND SUBMISSION INFORMATION

A. Address to Request Application Forms

Pre-Application forms and instructions are available at Grants.gov. To access these materials, go to <http://www.grants.gov>, select “Apply for Grants,” and then select “Download Application Package.” Enter the CFDA and/or the funding opportunity number located on the cover of this announcement and then follow the prompts to download the application package. (Also see Section I of this Part below.)

B. Letter of Intent and Pre-Application

Pre-application

A pre-application is required. You must complete the SF-424, attach your Pre-Application Project Summary and Pre-Application Project Narrative in the “Other Attachments Form,” and submit electronically through Grants.gov at www.grants.gov.

As described in Section I.D – Project Description, all proposed projects submitted under this FOA must address all three technical areas. Pre-Applications and Applications that do not address these requirements will not be reviewed.

C. Content and Form of Pre-Application

You must complete the mandatory forms and any applicable optional forms, in accordance with the instructions on the forms and the additional instructions below, as required by this FOA. **Files that are attached to the forms must be in Adobe Portable Document Format (PDF) unless otherwise specified in this announcement.**

Once the forms below have been completed, save the Application Package in a single file, using up to 10 letters of the Applicant’s Organization Name as the file name (e.g., Company). If your organization is submitting more than one Application, you must identify an application number at the end of each file name (e.g., Company-1).

1. SF 424 - Application for Federal Assistance

Complete this form first to populate data in other forms. Complete all required fields in accordance with the instructions on the form. The list of certifications and assurances referenced in Field 21 can be found at: <http://energy.gov/management/downloads/certifications-and-assurances-use-sf-424> under Certifications and Assurances.

2. Project/Performance Site Location(s)

Indicate the primary site where the work will be performed. If a portion of the project will be performed at any other site(s), identify the site location(s) in the blocks provided. **Note**

that the Project/Performance Site Congressional District is entered in the format of the 2 digit state code followed by a dash and a 3 digit Congressional district code; for example, VA-001. In the form, hover over this field for additional instructions.

Use the “Next Site” button to expand the form to add additional Project/Performance Site Locations.

3. Other Attachments Form

Submit the following files with your application and attach them to the Other Attachments Form. Click on “Add Mandatory Other Attachment” to attach the Project Narrative. Click on “Add Optional Other Attachment,” to attach the other files.

a. Project Summary/Abstract File

The pre-application project summary uses a standard format that can be downloaded from FedConnect at <https://www.fedconnect.net/> (not Grants.gov). On the FedConnect website, click on “Search Public Opportunities,” then under “Search Criteria” select “Issuing Office” and enter “Golden Field Office,” then click on “Search.” Once the screen comes up, click on the appropriate FOA in the list. There will be a box on the right called “Documentation” that includes a list of downloadable documents relating to the FOA. By clicking on “Summary Page” a Microsoft Word document will be downloaded to your computer.

This document should contain information about the proposed project that is suitable for dissemination to the public. Provide information in the blank boxes in accordance with the following:

- Name of Applicant Organization – enter the single entity that will be the primary recipient.
- Collaborating and/or Partner Organizations – if more than one organization or entity is participating in the project, list the other organizations here.
- Contact PI/Project Coordinator – the PI who will serve as the single point of contact for the project. See Section III.D.
- Other Principal Investigator(s) – if multiple PIs are included in the project, list the other PIs here.
- Project Title – enter the project title.
- City, state, and zip code where the project will be managed – use the location that best describes where the project will be managed/coordinated.
- Federal Funds Requested – enter the dollar amount being requested.
- Cost Share Provided – enter the dollar amount being contributed by the applicant(s).
- Total Project Cost – enter the total project cost. This should be the sum of the Federal Funds and the Cost Share.
- Does the project address all three Technical Areas? Put an X by either “Yes” or “No.”
- TA 1 – Feedstocks Development: List the Proposed Feedstock(s) and Advanced Crop Production Method – this refers to Technical Area 1. Please provide a list of proposed feedstock(s) and method(s) that will be used by the project.

- TA 2 – Biofuels and Biobased Products Development: List the Proposed Conversion Technology(s) – this refers to Technical Area 2. Please provide a list of technologies that will be used by the project.
- TA 3 – Biofuels and Biobased Products Development Analysis: State the Proposed Sustainability Approach – this refers to Technical Area 3. Please state very briefly.
- Provide an Abstract in the box below – insert an abstract in the box provided.

Note that the Pre-application project summary is a Microsoft Word table. The boxes will expand as information is typed into them.

THIS DOCUMENT MUST NOT INCLUDE ANY PROPRIETARY OR SENSITIVE BUSINESS INFORMATION AS THE DOE AND/OR USDA-NIFA MAY MAKE IT AVAILABLE TO THE PUBLIC. The Pre-application project summary should not exceed 1 page when printed using standard 8.5” by 11” paper with 1” margins (top, bottom, left and right) with font not smaller than 10 point. Save the information in a single file named “Summary.pdf,” and click on “Add Optional Other Attachment” to attach.

b. Project Narrative File - Mandatory Other Attachment

The project narrative must not exceed five (5) pages, including cover page, table of contents, charts, graphs, maps, photographs, and other pictorial presentations, when printed using standard 8.5” by 11” paper with 1 inch margins (top, bottom, left, and right), single spaced. **EVALUATORS WILL REVIEW ONLY THE NUMBER OF PAGES SPECIFIED IN THE PRECEDING SENTENCE.** The font must not be smaller than 11 point. Do not include any Internet addresses (URLs) that provide information necessary to review the application. Include a header containing the page number and the Applicant’s Organization Name and Pre-application number, if applicable (similar to the Pre-application file name described in Section IV.C, second paragraph, but full Applicant name may be used). See Section VIII.D for instructions on how to mark proprietary application information. Save the information in a single file named “Project.pdf,” and click on “Add Mandatory Other Attachment” to attach.

The project narrative must include:

- Project Objectives.
This section should provide a clear, concise statement of the specific objectives/aims of the proposed project.
- Merit Review Criterion Discussion.
This section should be formatted to address each of the merit review criterion and sub-criterion listed in Part V. A. below. Provide sufficient information so that reviewers will be able to evaluate the application in accordance with these merit review criteria. **ONLY THOSE PRE-APPLICATIONS THAT ADDRESS EACH MERIT REVIEW CRITERION WILL BE EVALUATED AND CONSIDERED.**

All the components of your Project Narrative (listed above) must be within the Narrative page limit specified in paragraph b. above. Documents listed below may be included as clearly marked appendices to your Narrative and will not count towards the Project Narrative page limit. Please note that some of the required documents listed below may have their own page limits to which you must adhere.

c. Resume File

If desired, biographical information may be provided for key personnel only. This information will not count toward the 5-page limit on the Project Narrative. Save all biographical information in a single file named “resume.pdf” and click on “Add Optional Other Attachment” to attach. Biographical information must not exceed 2 pages per person when printed on 8.5” by 11” paper with 1 inch margins (top, bottom, left, and right), single spaced, with font not smaller than 11 point.

The resume file must not exceed eight (8) pages, total.

Summary of Required Forms/Files

Your application must include the following documents:

D. Full Applications

Based on the results of the pre-application review, a select number of applicants will be invited to submit full applications. **FULL APPLICATIONS WILL BE ACCEPTED ONLY**

Name of Document	Format	File Name
SF 424 - Application for Federal Assistance	Part of Adobe Application Package	
Project/Performance Site Location(s)	Part of Adobe Application Package	
Other Attachments Form: Attach the following files to this form:	Part of Adobe Application Package	See Instructions
Project Summary/Abstract File	PDF	Summary.pdf
Project Narrative File	PDF	Project.pdf
Resume File	PDF	Resume.pdf

FROM ENTITIES OR ORGANIZATIONS THAT HAVE RECEIVED AN INVITATION TO SUBMIT THE FULL APPLICATION. NO OTHER FULL APPLICATIONS WILL BE REVIEWED.

Minimum requirements for full applications are included in Appendix D of this FOA. All applicants are encouraged to review this information to make themselves aware of the expected content of a full application, should they be invited to submit one. The invitation to submit a full application will include additional instructions regarding submission and content of the full application.

E. Post-Selection

If selected for negotiation of award, DOE/USDA-NIFA reserve the right to request additional or clarifying information for any reason deemed necessary, including, but not limited to:

- Indirect cost information
- Other budget information
- Commitment Letter from Third Parties Contributing to Cost Share, if applicable
- Name and phone number of the Designated Responsible Employee for complying with national policies prohibiting discrimination (See 10 CFR 1040.5)
- Representation of Limited Rights Data and Restricted Software, if applicable
- Environmental Questionnaire

F. Submission Dates and Times

1. Pre-application Due Date

Pre-application Date

- Pre-applications must be received by **04/24/2012**, not later than 5:00 PM Eastern Time. (See Section IV.B)
- Pre-applications received after the deadline will **not** be reviewed.

2. Anticipated Notice of Invitation to Submit Full Applications

After the Pre-Application review, selected Pre-Applicants will be invited to submit a Full Application. USDA-NIFA anticipates issuing invitations to submit Full Applications by **June 12, 2012**.

3. Application Due Date – August 3, 2012, 5:00 PM Eastern Time

Only Full Applications from Pre-applicants invited to submit a Full Application will be considered. Pre-applicants who have been invited to submit Full Applications will be notified when Full Applications are due. At this time, USDA-NIFA anticipates Full Applications will be due by August 3, 2012, not later than 5:00 PM Eastern Time. You are encouraged to transmit your application well before the deadline. **APPLICATIONS RECEIVED AFTER THE DEADLINE WILL NOT BE REVIEWED OR CONSIDERED FOR AWARD.**

G. Intergovernmental Review

Program Not Subject to Executive Order 12372

- This program is not subject to Executive Order 12372 – Intergovernmental Review of Federal Programs.

H. Funding Restrictions

Projects may be funded by either USDA-NIFA or DOE, depending on the outcome of the review process and the interests of each agency; therefore, applicants should not attempt to tailor their applications toward one agency over the other. The following information is provided so that applicants will be aware of the requirements associated with each agency.

For Applications invited to be funded by DOE:

All DOE funding is subject to the availability of annual Congressional appropriations.

Cost Principles Costs must be allowable in accordance with the applicable Federal cost principles referenced in 10 CFR Part 600. The cost principles for commercial organizations are in FAR Part 31.

Pre-award Costs Recipients may charge to an award, resulting from this announcement, pre-award costs that were incurred within the ninety (90) calendar day period immediately preceding the effective date of the award, if the costs are allowable in accordance with the applicable Federal cost principles referenced in 10 CFR Part 600. Recipients must obtain the prior approval of the Contracting Officer for any pre-award costs that are for periods greater than this 90 day calendar period.

Pre-award costs are incurred at the applicant's risk. DOE is under no obligation to reimburse such costs if for any reason the applicant does not receive an award or if the award is made for a lesser amount than the applicant expected.

If recipients are State or Local Governments, they may not incur pre-award costs prior to award, without prior approval of the DOE Contracting Officer.

DOE does not guarantee or assume any obligation to reimburse costs where the recipient incurred the costs prior to receiving from the DOE Contracting Officer a written authorization indicating that DOE has issued either a NEPA clearance or a final NEPA determination. If the applicant carries out activities that may have an adverse affect on the environment or limit the choice of reasonable alternatives prior to receiving such written authorization from the DOE Contracting Officer, the applicant is doing so at risk of not receiving Federal funding and such costs may not be recognized as allowable cost share. Likewise, if a project is selected for negotiation of award, and the recipient moves forward with activities that are not authorized for Federal funding by the DOE Contracting Officer in advance of the NEPA determination, the recipient is doing so at risk of not receiving Federal funding and such costs may not be recognized as allowable cost share. Nothing contained in the pre-award cost reimbursement regulations or any pre-award costs approval letter from the DOE Contracting Officer override these NEPA requirements to obtain the written authorization from the DOE Contracting Officer regarding a final NEPA determination prior to taking any action that may have an adverse affect on the environment or limit the choice of reasonable alternatives.

For Applications invited to be funded by USDA-NIFA:

Pursuant to section 1462(a) of the National Agricultural Research, Extension, and Teaching Policy Act of 1977 (7 U.S.C. 3310(a)), **indirect costs are limited to the lesser of the total amount of project indirect costs calculated with the institution or organization's Federally negotiated indirect cost rate, including FFRDC and other Federal Agencies, or 22 percent** of requested Federal funds. Costs that are a part of an institution's indirect cost pool may not be reclassified as direct costs for the purpose of making them allowable. Unrecoverable indirect costs above the 22% cannot be used for cost share.

USDA-NIFA has determined that grant funds awarded under this authority may not be used for the renovation or refurbishment of research, education, or extension space; the purchase or installation of fixed equipment in such space; or the planning, repair, rehabilitation, acquisition, or construction of buildings or facilities.

Pre-award Costs. Recipients may charge pre-award costs that were incurred within the ninety (90) calendar day period immediately preceding the effective date of the award, if the costs are allowable in accordance with the applicable Federal cost principles referenced in Section VI. B.2. of this announcement. Recipients must obtain the prior approval of the USDA-NIFA Authorized Departmental Officer (ADO) for any pre-award costs that are for periods greater than this 90 day calendar period.

Pre-award costs are incurred at the applicant's risk. USDA-NIFA is under no obligation to reimburse such costs if for any reason the applicant does not receive an award or if the award is made for a lesser amount than the applicant expected.

I. Submission and Registration Requirements

1. Where to Submit

PRE-APPLICATIONS MUST BE SUBMITTED THROUGH GRANTS.GOV, TO BE CONSIDERED FOR AWARD UNDER THIS ANNOUNCEMENT. You cannot submit an application through Grants.gov unless you are registered. Please read the registration requirements below carefully and start the process immediately. Submit electronic applications through the "Apply for Grants" function at www.Grants.gov.

If you have problems completing the registration process or submitting your application, call Grants.gov at 1-800-518-4726 (7:00 a.m. to 9:00 p.m., Eastern) or send an email to support@grants.gov. It is the responsibility of the applicant to verify successful transmission, prior to the pre-application due date and time.

2. Registration Process Requirements

To submit a pre-application in response to this FOA, Applicants must be registered with Grants.gov. Register in Grants.gov at <http://www.grants.gov/>. See the Organization Registration User Guide at <http://www.grants.gov/assets/OrgRegUserGuide.pdf>.

The Applicant User Guide is at <http://www07.grants.gov/assets/ApplicantUserGuide.pdf>. Allow at least 21 days to complete all registration requirements.

Before you can register with Grants.gov, you will need the following:

- a. Your organization's Dun and Bradstreet Data Universal Numbering System (DUNS) (including plus 4 extension if applicable). To check whether your organization has a DUNS or if your organization requires a DUNS, search for the number or request one at <http://fedgov.dnb.com/webform/displayHomePage.do>.
- b. A federal Central Contractor Registration (CCR) account. If your organization is not currently registered with CCR, please register at www.ccr.gov before continuing with your Grants.gov registration. Designating an Electronic Business Point of Contact (EBiz POC) and obtaining a special password called an MPIN are important steps in CCR registration. These items are needed to submit pre-applications in Grants.gov. Update your CCR registration annually.
- c. Registration in FedConnect at <https://www.fedconnect.net/>; use "Register as a Vendor" link. To create an organization account, your organization's CCR MPIN is required; obtain the MPIN from your organization's Electronic Business Point of Contact. Refer to the FedConnect Quick Start guide at the website.

3. Electronic Authorization of Pre-Applications and Award Documents

Submission of a pre-application and supplemental information under this announcement through electronic systems used by the Department of Energy, including Grants.gov and FedConnect, constitutes the authorized representative's approval and electronic signature.

Submission of award documents, including modifications, through electronic systems used by the Department of Energy, including FedConnect, constitutes the authorized representative's approval and acceptance of the terms and conditions of the award. Award acknowledgement via FedConnect constitutes the authorized representative's electronic signature.

SECTION V – PRE-APPLICATION REVIEW INFORMATION

A. Criteria

1. Initial Review Criteria

Pre-Application Award Eligibility

- Prior to a comprehensive merit evaluation, DOE will perform an initial review to determine that (1) the applicant is eligible for an award; (2) the information required by the announcement has been submitted; (3) all mandatory requirements are satisfied; and (4) the proposed project is responsive to the objectives of the funding opportunity announcement. If a pre-application fails to meet these requirements, it may be deemed non-responsive and eliminated from full Merit Review.

2. Merit Review Criteria

Pre-Applications will be evaluated against the merit review criteria shown below.

Criterion 1: Technical Relevance and Merit (Weight: 35 percent)

Specific considerations are:

- Relevance and alignment of the project objectives to the Technical Area goals;
- Effective integration of the three technical areas for biofuels and/or bioenergy and/or biobased products; and
- Novelty, innovation, uniqueness, and originality of the project objective or the extent to which the project objectives move the industry forward. Applications should articulate how this project will advance the industry against the relevant baseline that the system, technology, or product is building upon or competing against.

Criterion 2: Technical Approach/Work Plan (Weight: 25 percent)

Specific considerations are:

- Clarity, reasonableness, and feasibility of the technical approach to achieve project goals;
- Viability, adequacy, and relevance of the proposed task structure, milestones, schedule, and performance measures and deliverables;
- Likelihood that a Research and Development project will be ready to be demonstrated or scaled-up upon completion;
- Likelihood that a Demonstration project will generate adequate performance data and business planning to secure additional funding or financing; and
- Adequacy and viability of the tools and management capabilities to mitigate project uncertainty and risks.

Criterion 3: Rural Economic Development & Sustainability (Weight: 25 percent)

Extent to which the proposed project demonstrates the following criteria based on preliminary data specific to this proposal:

- Promotion of enterprise and community self-sufficiency, rural economic development, job creation; inclusion of community stakeholders;
- Quantification of life-cycle economic and environmental benefits, e.g. impacts and benefits to public safety, the environment, and land sustainability in rural areas. In

particular, collection of data that can be used to gauge improvements in key sustainability areas, specifically soil quality, water quality/water use, generation/reduction of hazardous/toxic substances, air emissions; wastewater discharges; reductions in use of pesticides, herbicides and fertilizer, and other data necessary to quantify the sustainability of the project. Quantification of projected energy efficiency and/or petroleum displacement benefits and include any assumptions used;

- Demonstrate the integration of system evaluation methods to optimize the economic, environmental, and social performance of the system; and
- For advanced hydrocarbon-based biofuels, compatibility of the proposed technology or product with existing infrastructure and end use applications.

Criterion 4: Technical, Management, and Facility Capabilities (Weight: 15 percent)

Specific considerations are:

- Credentials, capabilities, experience (technical and managerial), availability, and performance record of key personnel;
- Type, quality, availability, and appropriateness of facilities, equipment, and supplies; and
- Extent the roles and responsibilities of key personnel are clearly defined.

3. Other Selection Factors

No other selection factors will be applied to pre-applications.

PLEASE NOTE: In accordance with guidelines provided by the BRDI Board, established in section 9008(c) of FSRIA (7 USC 8108 (c)), as amended, for full applications, DOE and USDA-NIFA will conduct independent program policy factor reviews to rank applications after the peer review panel has recommended proposals for funding consideration (see Appendix D “Minimum Requirements for Full Applications & Selection of Awardees for FY2012 BRDI” for more information).

B. Review and Selection Process

1. Merit Review

Pre-Applications Subject to Merit Review

Pre-Applications that pass the initial review will be subjected to a merit review in accordance with the guidance provided in the “Department of Energy Merit Review Guide for Financial Assistance.” This guide is available at:
<http://www.management.energy.gov/documents/meritrev.pdf>.

It is very important that those documents, Project Abstract and Project Narrative file, that will be used during the Merit Review Process do not contain any Personally Identifiable Information as described in Appendix B.

2. Invitation to Submit Full Application

Based on the results of the pre-application technical merit review, and the recommendations of the Merit Review Committee, the Selection Officials from each agency will jointly agree on a minimum numeric score that merits further consideration. Pre-applications receiving scores at, or above, this number will be invited to submit a full application package to USDA-NIFA. Pre-applications receiving scores below this number will be removed from consideration for funding under this announcement. In either case, a letter of explanation will be provided to the applicant, including comments from the reviewers. This constitutes the debriefing process. The decision of the Merit Review Committee and Selection Officials is final and not subject to appeal.

C. Anticipated Notice of Selection and Award Dates

USDA anticipates notifying Pre-applicants who have been selected to submit Full Applications by June 12, 2012.

SECTION VI - AWARD ADMINISTRATION INFORMATION

A. Notice of Selection

1. Notice of Selection

Selected Applicants Notification

DOE and USDA-NIFA will notify applicants selected for negotiation of award. This notice of selection is not an authorization to begin performance. (See Section IV.H with respect to the allowability of pre-award costs.)

Non-selected Notification

Organizations whose applications have not been selected will be advised as promptly as possible. This notice will explain why the application was not selected.

2. Notice of Award

Notice of Award – DOE

A Financial Assistance Award or Assistance Agreement issued by the Contracting Officer is the authorizing award document. It normally includes, either as an attachment or by reference:

- (1) Special Terms and Conditions;
- (2) Applicable program regulations, if any;
- (3) Application as approved by DOE;
- (4) DOE assistance regulations at 10 CFR part 600;
- (5) National Policy Assurances To Be Incorporated As Award Terms;
- (6) Budget Summary; and
- (7) Federal Assistance Reporting Checklist, which identifies the reporting requirements.

For grants and cooperative agreements made to universities, non-profits and other entities subject to OMB Circular A-110, the Award also includes the Research Terms and Conditions and the DOE Agency Specific Requirements located at:

<http://www.nsf.gov/bfa/dias/policy/rtc/index.jsp>.

Notice of Award - USDA

The award document will provide pertinent instructions and information including, at a minimum, the following:

- (1) Legal name and address of performing organization or institution to whom the Director has issued an award under the terms of this request for applications;
- (2) Title of project;
- (3) Name(s) and institution(s) of Project Directors chosen to direct and control approved activities;
- (4) Identifying award number assigned by the Department;
- (5) Project period, specifying the amount of time the Department intends to support the project without requiring recompetition for funds;
- (6) Total amount of Departmental financial assistance approved by the Director during

- the project period;
- (7) Legal authority(ies) under which the award is issued;
 - (8) Appropriate Catalog of Federal Domestic Assistance (CFDA) number;
 - (9) Applicable award terms and conditions (see <http://www.nifa.usda.gov/business/awards/awardterms.html> to view USDA-NIFA award terms and conditions);
 - (10) Approved budget plan for categorizing allocable project funds to accomplish the stated purpose of the award; and
 - (11) Other information or provisions deemed necessary by USDA-NIFA to carry out its respective awarding activities or to accomplish the purpose of a particular award.

B. Administrative and National Policy Requirements

1. DOE Administrative Requirements

The administrative requirements for DOE grants and cooperative agreements are contained in Title 2 CFR (See: <http://ecfr.gpoaccess.gov>). Grants and cooperative agreements made to universities, non-profits and other entities subject to Title 2 CFR are subject to the Research Terms and Conditions located on the National Science Foundation web site at: <http://www.nsf.gov/bfa/dias/policy/rtc/index.jsp>.

DUNS and CCR Requirements

Additional administrative requirements for DOE grants and cooperative agreements are contained in 2 CFR, Part 25 (See: <http://ecfr.gpoaccess.gov>). Prime awardees must keep their data at CCR current. Subawardees at all tiers must obtain DUNS numbers and provide the DUNS to the prime awardee before the subaward can be issued.

Subaward and Executive Reporting

Additional administrative requirements necessary for DOE grants and cooperative agreements to comply with the Federal Funding and Transparency Act of 2006 (FFATA) are contained in 2 CFR, Part 170. (See: <http://ecfr.gpoaccess.gov>). Prime awardees must register with the new FSRS database and report the required data on their first tier subawardees. Prime awardees must report the executive compensation for their own executives as part of their registration profile in the CCR.

Special Terms and Conditions and National Policy Requirements

The DOE Special Terms and Conditions for Use in Most Grants and Cooperative Agreements are located at:

<http://energy.gov/management/downloads/special-terms-and-conditions-use-most-grants-and-cooperative-agreements>

The National Policy Assurances To Be Incorporated As Award Terms are located at

<http://energy.gov/management/downloads/national-policy-assurances-be-incorporated-award-terms>

By submitting an application in response to this FOA the Applicant certifies that:

- (1) It is **not** a corporation that has been convicted (or had an officer or agent of such corporation acting on behalf of the corporation convicted) of a felony criminal violation under any Federal law within the preceding 24 months,
- (2) It is **not** a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability,
- (3) If the Applicant's financial assistance application is chosen for award and the award is in excess of \$1,000,000, the applicant will, by the end of the fiscal year, upgrade the efficiency of their facilities by replacing any lighting that does not meet or exceed the energy efficiency standard for incandescent light bulbs set forth in Section 325 of the Energy Policy and Conservation Act (42 U.S.C. 6295).

Intellectual Property Provisions

The standard DOE financial assistance intellectual property provisions applicable to the various types of recipients are located at:

<http://energy.gov/gc/standard-intellectual-property-ip-provisions-financial-assistance-awards>

Reporting

Reporting requirements are identified on the Federal Assistance Reporting Checklist, DOE F 4600.2, attached to the award agreement.

2. USDA-NIFA Administrative Requirements

The regulations at 7 CFR Part 3430 apply – USDA-NIFA Competitive and Noncompetitive Nonformula Federal Assistance Programs – General Award Administrative Provisions. However, other regulations (listed below) may also be applicable. These include, but are not limited to:

2 CFR Part 220—Cost Principles for Educational Institutions (OMB Circular A-21).

2 CFR Part 225—Cost Principles for State, Local, and Indian Tribal governments (OMB Circular A-87).

2 CFR Part 230 – Cost Principles for Non-profit Organizations (OMB Circular A-122).

7 CFR Part 1, subpart A—USDA implementation of the Freedom of Information Act.

7 CFR Part 3—USDA implementation of OMB Circular No. A-129 regarding debt collection.

7 CFR Part 15, subpart A—USDA implementation of Title VI of the Civil Rights Act of 1964, as amended.

7 CFR Part 331 and 9 CFR Part 121—USDA implementation of the Agricultural Bioterrorism Protection Act of 2002.

7 CFR Part 3015—USDA Uniform Federal Assistance Regulations, implementing OMB directives (i.e., OMB Circular Nos. A-21, A-87, and A-122, now codified at 2 CFR Parts 220, 225, and 230) and incorporating provisions of 31 U.S.C. 6301-6308 (formerly the Federal Grant and Cooperative Agreement Act of 1977, Pub. L. No. 95-224), as well as general policy requirements applicable to recipients of Departmental financial assistance.

7 CFR Part 3016—USDA implementation of Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

7 CFR Part 3017—USDA implementation of Government-wide Debarment and Suspension (Nonprocurement) and 7 CFR Part 3021—Government-wide Requirements for Drug Free Workplace (Grants).

7 CFR Part 3018—USDA implementation of Restrictions on Lobbying. Imposes prohibitions and requirements for disclosure and certification related to lobbying on recipients of Federal contracts, grants, cooperative agreements, and loans.

7 CFR 3019—USDA implementation of OMB Circular A-110, Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals, and other Non-profit Organizations (2 CFR Part 215).

7 CFR Part 3021—Government-wide Requirements for Drug-Free Workplace (Financial Assistance).

7 CFR Part 3052—USDA implementation of OMB Circular No. A-133, Audits of States, Local Governments, and Non-profit Organizations.

7 CFR Part 3407—USDA procedures to implement the National Environmental Policy Act of 1969, as amended.

29 U.S.C. 794 (section 504, Rehabilitation Act of 1973) and 7 CFR Part 15b (USDA implementation of statute) —prohibiting discrimination based upon physical or mental handicap in Federally assisted programs.

35 U.S.C. 200 et seq. —Bayh Dole Act, controlling allocation of rights to inventions made by employees of small business firms and domestic non-profit organizations, including universities, in Federally assisted programs (implementing regulations are contained in 37 CFR Part 401).

Reporting requirements for USDA-NIFA awards: Grantees are required to submit initial project information and annual and summary reports to USDA-NIFA's Current Research Information System (CRIS). The CRIS database contains narrative project information, progress/impact statements, and final technical reports that are made available to the public. For applications recommended for funding, instructions on preparation and submission of project documentation will be provided to the applicant by the agency contact. Documentation must be submitted to CRIS before USDA-NIFA funds will be released. Project reports will be requested by the CRIS office when required. For more information about CRIS, visit <http://cris.NIFA.usda.gov>.

SECTION VII - QUESTIONS/AGENCY CONTACTS

A. Questions

Questions regarding the content of the announcement must be submitted through the FedConnect system. You must register with FedConnect to respond as an interested party to submit questions, and to review responses to questions. It is recommended that you register as soon after release of the FOA as possible to have the benefit of all responses. More information is available at https://www.fedconnect.net/Fedconnect/PublicPages/FedConnect_Ready_Set_Go.pdf. DOE will try to respond to a question within 3 business days, unless a similar question and answer have already been posted on the website.

Questions and comments concerning this FOA shall be submitted not later than three (3) calendar days prior to the application due date. Questions submitted after that date may not allow the Government sufficient time to respond.

Questions relating to the registration process, system requirements, how an application form works, or the submittal process must be directed to Grants.gov at 1-800-518-4726 or support@grants.gov. The Grants.gov Helpdesk is available 7:00 a.m. to 9:00 p.m. Eastern Time. DOE cannot answer these questions.

SECTION VIII - OTHER INFORMATION

A. Amendments

Notices of any amendments to this announcement will be posted on Grants.gov. When you download the application at Grants.gov, you can register to receive notifications of changes through Grants.gov.

Notices of any amendments to this announcement will also be available in the FedConnect system. You can receive an email when an amendment or an announcement message is posted by registering with FedConnect as an interested party for this FOA. It is recommended that you register as soon after the release of the FOA as possible to ensure you receive timely notice of any amendments or other announcements. More information is available at <http://www.fedconnect.net> and https://www.fedconnect.net/Fedconnect/PublicPages/FedConnect_Ready_Set_Go.pdf.

B. Government Right to Reject or Negotiate

DOE and USDA-NIFA reserve the right, without qualification, to reject any or all applications received in response to this announcement and to select any application, in whole or in part, as a basis for negotiation and/or award.

C. Commitment of Public Funds

For awards made by DOE, the Contracting Officer is the only individual who can make awards or commit the Government to the expenditure of public funds. A commitment by other than the Contracting Officer, either explicit or implied, is invalid.

For awards made by USDA-NIFA, the Authorized Departmental Officer (ADO) is the only individual who can make awards or commit the Government to the expenditure of public funds. A commitment by other than the ADO, either explicit or implied, is invalid.

D. Proprietary Application Information

DOE will use data and other information contained in applications strictly for evaluation purposes. Applicants should not include confidential, proprietary, or privileged information in their applications unless such information is necessary to convey an understanding of the proposed project.

Applications containing confidential, proprietary, or privileged information must be marked as described below. Failure to comply with these marking requirements may result in the disclosure of the unmarked information under the Freedom of Information Act or otherwise. The U.S. Government is not liable for the disclosure or use of unmarked information, and may use or disclose such information for any purpose.

The cover sheet of the application must be marked as follows and identify the specific pages containing confidential, proprietary, or privileged information:

Notice of Restriction on Disclosure and Use of Data:

Pages *[list applicable pages]* of this document may contain confidential, proprietary, or privileged information that is exempt from public disclosure. Such information shall be used or disclosed only for evaluation purposes or in accordance with a financial assistance or loan agreement between the submitter and the Government. The Government may use or disclose any information that is not appropriately marked or otherwise restricted, regardless of source.

The header and footer of every page that contains confidential, proprietary, or privileged information must be marked as follows: “Contains Confidential, Proprietary, or Privileged Information Exempt from Public Disclosure.”

In addition, every line and paragraph containing proprietary, privileged, or trade secret information must be clearly marked with double brackets or highlighting.

E. Evaluation and Administration by Non-Federal Personnel

In conducting the merit review evaluation, the Government may seek the advice of qualified non-Federal personnel as reviewers. The Government may also use non-Federal personnel to conduct routine, nondiscretionary administrative activities. The applicant, by submitting its application, consents to the use of non-Federal reviewers/administrators. Non-Federal reviewers must sign conflict of interest and non-disclosure agreements prior to reviewing an application. Non-Federal personnel conducting administrative activities must sign a non-disclosure agreement.

F. Intellectual Property Developed under this Program

Patent Rights. The government will have certain statutory rights in an invention that is conceived or first actually reduced to practice under a DOE or USDA-NIFA award. Specific regulations of each agency will be identified in the award documents for each project.

For DOE: 42 U.S.C. 5908 provides that title to such inventions vests in the United States, except where 35 U.S.C. 202 provides otherwise for nonprofit organizations or small business firms. However, the Secretary of Energy may waive all or any part of the rights of the United States subject to certain conditions. (See “Notice of Right to Request Patent Waiver” in paragraph G below.) The standard DOE financial assistance intellectual property provisions applicable to the various types of recipients are located at <http://energy.gov/gc/standard-intellectual-property-ip-provisions-financial-assistance-awards>.

Rights in Technical Data. Normally, the government has unlimited rights in technical data created under a DOE agreement. Delivery or third party licensing of proprietary software or data developed solely at private expense will not normally be required except as specifically negotiated in a particular agreement to satisfy DOE’s own needs or to insure the commercialization of technology developed under a DOE agreement.

Special Protected Data Statutes. This DOE program is covered by a special protected data statute.

The provisions of the statute provide for the protection from public disclosure, for a period of up to 5 years from the date of its development, of first-produced data that would be trade

secret, or commercial or financial information that is privileged or confidential, if the information had been obtained from a non-Federal party. Generally, the provision entitled, Rights in Data – Programs Covered Under Special Protected Data Statutes, (10 CFR 600 Appendix A to Subpart D), will apply to a DOE award made under this announcement. This provision will identify data or categories of data first produced in the performance of the award that will be made available to the public, notwithstanding the statutory authority to withhold data from public dissemination, and may also identify data that will be recognized by the parties as protected data. For National Laboratories and FFRDCs, the data rights clause in Applicant’s Management and Operating (M&O) Contract will apply.

For USDA-NIFA: 37 CFR Part 401—Rights to Inventions Made by Nonprofit Organizations and Small Business Firms under Government Grants, Contracts, and Co-operative Agreements and 7 CFR 3019.36 - Intangible Property section of Uniform Administrative Requirements For Grants And Agreements With Institutions Of Higher Education, Hospitals, And Other Nonprofit Organizations (which pertains to copyrights, patents, and inventions) provide guidance under this section. These regulations apply to all USDA-NIFA recipients (excluding Federal agencies and National Laboratories). For more information, please refer to the following links:

<http://www.NIFA.usda.gov/business/awards/intellprop.html>

http://www.NIFA.usda.gov/business/pdfs/patents_copyrights.pdf

G. Notice of Right to Request Patent Waiver

For DOE, Applicants may request a waiver of all or any part of the rights of the United States in inventions conceived or first actually reduced to practice in performance of an agreement as a result of this announcement, in advance of or within 30 days after the effective date of the award. Even if such advance waiver is not requested or the request is denied, the recipient will have a continuing right under the award to request a waiver of the rights of the United States in identified inventions, i.e., individual inventions conceived or first actually reduced to practice in performance of the award. Any patent waiver that may be granted is subject to certain terms and conditions in 10 CFR 784.

Domestic small businesses and domestic nonprofit organizations will receive the patent rights clause at 37 CFR 401.14, i.e., the implementation of the Bayh-Dole Act. This clause permits domestic small business and domestic nonprofit organizations to retain title to subject inventions. Therefore, small businesses and nonprofit organizations do not need to request a waiver.

H. Notice Regarding Eligible/Ineligible Activities

Eligible activities under this program include those which describe and promote the understanding of scientific and technical aspects of specific energy technologies, but not those which encourage or support political activities such as the collection and dissemination of information related to potential, planned or pending legislation.

I. Notice of Right to Conduct a Review of Financial Capability

DOE and USDA-NIFA reserve the right to conduct an independent third party review of financial capability for applicants that are selected for negotiation of award (including personal credit information of principal(s) of a small business if there is insufficient information to determine financial capability of the organization).

J. Notice of Potential Disclosure under Freedom of Information Act

Applicants should be advised that identifying information regarding all applicants, including applicant names and/or points of contact, may be subject to public disclosure under the Freedom of Information Act, whether or not such applicants are selected for negotiation of award.

REFERENCE MATERIAL

Appendix A – Definitions

“Advanced Biofuel” means fuel derived from renewable biomass other than corn kernel starch, including:

- (i) biofuel derived from cellulose, hemicellulose, or lignin;
- (ii) biofuel derived from sugar and starch (other than ethanol derived from corn kernel starch);
- (iii) biofuel derived from waste material, including crop residue, other vegetative waste material, animal waste (including manure), food waste, food processing waste, and yard waste;
- (iv) diesel-equivalent fuel derived from renewable biomass, including algae oils, oil seed crops, re-claimed vegetable oils and animal fat;
- (v) biogas (including landfill gas and sewage waste treatment gas) produced through the conversion of organic matter from renewable biomass;
- (vi) butanol or other alcohols produced through the conversion of organic matter from renewable biomass; and
- (vii) other fuel derived from cellulosic biomass.

“Amendment” means a revision to a Funding Opportunity Announcement.

"Applicant" means the legal entity or individual signing the Application. This entity or individual may be one organization or a single entity representing a group of organizations (such as a Consortium) that has chosen to submit a single Application in response to a Funding Opportunity Announcement.

"Application" means the documentation submitted in response to a Funding Opportunity Announcement.

“Authorized Departmental Officer or ADO” means the Secretary of Agriculture or any employee of the Department with delegated authority to issue or modify award instruments on behalf of the Secretary.

“Authorized Organization Representative (AOR)” is the person with assigned privileges who is authorized to submit grant applications through Grants.gov on behalf of an organization. The privileges are assigned by the organization’s E-Business Point of Contact designated in the CCR.

"Award" means the written documentation executed by a DOE Contracting Officer, after an Applicant is selected, which contains the negotiated terms and conditions for providing Financial Assistance to the Applicant. A Financial Assistance Award may be either a Grant or a Cooperative Agreement.

“Biofuel” means a fuel derived from renewable biomass.

“Biobased Product” means:

- (A) an industrial product (including chemicals, materials, and polymers) produced from biomass; or
- (B) a commercial or industrial product (including animal feed and electric power) derived in connection with the conversion of biomass to fuel.

“Bioenergy” means power generated in the form of electricity or heat using biomass as a feedstock.

“Biomass Conversion Facility” means a facility that converts or proposes to convert renewable biomass into:

- (A) heat;
- (B) power;
- (C) biobased products; or
- (D) advanced biofuels.

“Biorefinery” means a facility (including equipment and processes) that:

- (A) converts renewable biomass into biofuels and biobased products; and
- (B) may produce electricity.

“Budget” means the cost expenditure plan submitted in the Application, including both the DOE contribution and the Applicant Cost Share.

“Cellulosic Biofuel” means renewable fuel derived from any cellulose, hemicellulose, or lignin that is derived from renewable biomass and that has lifecycle greenhouse gas emissions, as determined by the Administrator of the Environmental Protection Agency (EPA), that are at least 60 percent less than the baseline lifecycle greenhouse gas emissions.

“Central Contractor Registration (CCR)” is the primary database which collects, validates, stores and disseminates data in support of agency missions. Funding Opportunity Announcements which require application submission through FedConnect or Grants.gov require that the organization first be registered in the CCR at <https://www.bpn.gov/CCR/default.aspx>.

“Commercial” means, for the purposes of this program, a project that is commercially viable, but the technology is implemented in a new or novel way.

“Consortium (plural consortia)” means the group of organizations or individuals that have chosen to submit a single Application in response to a Funding Opportunity Announcement.

“Contracting Officer” means the DOE official authorized to execute Awards on behalf of DOE and who is responsible for the business management and non-program aspects of the Financial Assistance process.

“Cooperative Agreement” means a Financial Assistance instrument used by DOE to transfer money or property when the principal purpose of the transaction is to accomplish a public purpose of support or stimulation authorized by Federal statute, and Substantial Involvement (see

definition below) is anticipated between DOE and the Applicant during the performance of the contemplated activity.

"Cost Sharing" means the respective share of Total Project Costs to be contributed by the Applicant and by DOE/USDA. The percentage of Applicant Cost Share is to be applied to the Total Project Cost (i.e., the sum of Applicant plus DOE/USDA Cost Shares) rather than to the DOE/USDA contribution alone.

"Data Universal Numbering System (DUNS) Number" is a unique nine-character identification number issued by Dun and Bradstreet (D&B). Organizations must have a DUNS number prior to registering in the CCR. Call 1-866-705-5711 to receive one free of charge. <http://fedgov.dnb.com/webform/displayHomePage.do>

"Demonstration" means demonstration of technology in a pilot plant or semi-works scale facility, including a plant or facility located on a farm.

"E-Business Point of Contact (POC)" is the individual who is designated as the Electronic Business Point of Contact in the CCR registration. This person is the sole authority of the organization with the capability of designating or revoking an individual's ability to conduct CCR transactions.

"E-Find" is a Grants.gov webpage where you can search for Federal Funding Opportunities in FedGrants. <http://www.grants.gov/search/searchHome.do>

"Financial Assistance" means the transfer of money or property to an Applicant or Participant to accomplish a public purpose of support authorized by Federal statute through Grants or Cooperative Agreements and sub-awards. For DOE, it does not include direct loans, loan guarantees, price guarantees, purchase agreements, Cooperative Research and Development Agreements (CRADAs), or any other type of financial incentive instrument.

"FedConnect" is where federal agencies post opportunities and make awards via the web. Any Applicant can view public postings without registering. However, registered users have numerous added benefits including the ability to electronically submit Applications / Responses to the government directly through this site. <https://www.fedconnect.net/FedConnect/>

"Federally Funded Research and Development Center (FFRDC)" means a research laboratory as defined by Federal Acquisition Regulation 35.017.

"Funding Opportunity Announcement (FOA)" is a publicly available document by which a Federal agency makes known its intentions to award discretionary grants or cooperative agreements, usually as a result of competition for funds. Funding opportunity announcements may be known as program announcements, notices of funding availability, solicitations, or other names depending on the agency and type of program.

"Grant" means a Financial Assistance instrument used by DOE to transfer money or property when the principal purpose of the transaction is to accomplish a public purpose of support or

stimulation authorized by Federal statute, and no Substantial Involvement is anticipated between DOE and the Applicant during the performance of the contemplated activity.

“Grants.gov” is the “storefront” web portal which allows organizations to electronically find grant opportunities from all Federal grant-making agencies. Grants.gov is THE single access point for over 900 grant programs offered by the 26 Federal grant-making agencies.

<http://www.grants.gov>

“Indian Tribe” means any Indian tribe, band, nation, or other organized group or community, including Alaska Native village or regional or village corporation, as defined in or established pursuant to the Alaska Native Claims Settlement Act (85 Stat. 688)[43 U.S.C. § 1601 et seq.], which are recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

“Institutions of higher education” has the meaning given the term in section 102 of the Higher Education Act of 1965 (20 U.S.C. 1002(a)).

“Integration of technical areas” means a continuum or linking of activities or objectives that are within the scope of feedstocks development, biofuels and biobased products development, and biofuels development analysis as defined in the Project Description section of this document.

“Intermediate Ingredient or Feedstock” means a material or compound made in whole or in significant part from biological products, including renewable agricultural materials (including plant, animal, and marine materials) or forestry materials, that are subsequently used to make a more complex compound or product.

“Key Personnel” mean the individuals who will have significant roles in planning and implementing the proposed Project on the part of the Applicant and Participants, including FFRDCs.

“Life cycle assessment” means the comprehensive examination of a product’s environmental and economic aspects and potential impacts throughout its lifetime, including raw material extraction, transportation, and manufacturing, use, and disposal.

“Life cycle cost” means the amortized annual cost of a product, including capital costs, installation costs, operating costs, maintenance costs, and disposal costs discounted over the lifetime of the product.

“Marketing Partner Identification Number (MPIN)” is a very important password designated by your organization when registering in CCR. The E-Business Point of Contact will need the MPIN to assign privileges to the individual(s) authorized to perform CCR transactions on behalf of your organization. The MPIN must have 9 digits containing at least one alpha character (must be in capital letters) and one number (no spaces or special characters permitted).

“Participant” for purposes of this Funding Opportunity Announcement only, means any entity, except the Applicant substantially involved in a Consortium, or other business arrangement

(including all parties to the Application at any tier), responding to the Funding Opportunity Announcement.

“Pilot Plant” means an integrated chemical processing system that includes the processing units necessary to convert biomass feedstock into biofuels/bioenergy/biobased products at a minimum feed rate of 1 ton/day of biomass feedstock.

“Preliminary data” means data and results generated by prior research, development, and demonstration and/or unstructured and structured interviews and literature reviews.

“Primary data” means data observed or collected directly from research, development, and demonstration activities.

“Principal Investigator” refers to the technical point of contact/Project Manager for a specific project award.

“Private sector entities” include companies, corporations, farms, ranches, cooperatives, and others that compete in the marketplace.

“Project” means the set of activities described in an Application, State plan, or other document that is approved by DOE for Financial Assistance (whether such Financial Assistance represents all or only a portion of the support necessary to carry out those activities).

“Proposal” is the term used to describe the documentation submitted in response to a Funding Opportunity Announcement. Also see Application.

“Recipient” means the organization, individual, or other entity that receives a Financial Assistance Award from DOE, is financially accountable for the use of any DOE funds or property provided for the performance of the Project, and is legally responsible for carrying out the terms and condition of the award.

“Recovered materials” means waste materials and by-products that have been recovered or diverted from solid waste, but such term does not include those materials and by-products generated from, and commonly reused within, and original manufacturing process (42 U.S.C. 6903(19)).

“Recycling” means the series of activities, including collection separation, and processing, by which products or other materials are recovered from the solid waste stream for use in the form of raw materials in the manufacture of new products other than fuel for producing heat or power by combustion.

“Renewable Biomass” means

(1) Materials, pre-commercial thinnings, or invasive species from National Forest System land (as defined in section 11(a) of the Forest and Rangeland Renewable Resources Planning Act of 1974 (16 U.S.C. 1609(a)) and public lands (as defined in section 103 of the Federal Land Policy and Management Act of 1976 (43 U.S.C. 1702)) that—

- (i) are byproducts of preventive treatments that are removed to reduce hazardous fuels; to reduce or contain disease or insect infestation; or to restore ecosystem health;
- (ii) would not otherwise be used for higher-value products; and
- (iii) are harvested in accordance with—

(I) applicable law and land management plans; and the requirements for H. R. 2419—383

(A) old-growth maintenance, restoration, and management direction of paragraphs (2), (3), and (4) of subsection (e) of section 102 of the Healthy Forests Restoration Act of 2003 (16 U.S.C. 6512); and

(B) large-tree retention of subsection (f) of section 102 of the Healthy forests Restoration Act of 2003 (10 U.S.C. 6512); or

(2) any organic matter that is available on a renewable or recurring basis from non-Federal land or land belonging to an Indian or Indian tribe that is held in trust by the United States or subject to a restriction against alienation imposed by the United States, including—

(i) renewable plant material, including feed grains; other agricultural commodities; other plants and trees; algae; and

(ii) waste material, including crop residue; other vegetative waste material (including wood waste and wood residues); animal waste and byproducts (including fats, oils, greases, and manure); and food waste and yard waste.

“Request for Application (RFA)” is a document by which a Federal agency makes known its intentions to award discretionary grants or cooperative agreements. RFAs, Funding Opportunity Announcements (FOAs), Program Announcements (PAs), or other solicitation instruments used with similar intent are developed in accordance with the Office of Management and Budget (OMB) policy directive, 68 FR 37370–37379 (June 23, 2003), which establishes a standard format for Federal agency announcements (i.e. , program solicitations or RFAs) of funding opportunities under programs that award discretionary grants or cooperative agreements.

“Research” means any systematic study directed toward new or fuller knowledge and understanding of the subject studied.

“Research and Development (R&D)” means any activity which is: a systematic study directed at applying new knowledge to meet a recognized need; or a systematic application of knowledge toward the production of useful materials, devices and systems or methods, including design, development and improvement of prototypes, and new processes to meet specific requirements.

“Rural” means any area other than; (1) a city or town that has a population of greater than 50,000 inhabitants, or (2) the urbanized areas contiguous and adjacent to such a city or town.

“Selection” means the determination by the DOE Selection Official that negotiations take place for certain Projects with the intent of awarding a Financial Assistance instrument.

“Selection Official” means the DOE official designated to select Applications for negotiation toward Award under a subject Funding Opportunity Announcement.

“Semi-works” means a combination of chemical processing units that constitute a subset of the fully integrated system and are used to develop process flow diagrams and mass and energy balances for the purposes of scaling up to a demonstration scale facility.

"Substantial Involvement" means involvement on the part of the Government. DOE's involvement may include shared responsibility for the performance of the Project; providing technical assistance or guidance which the Applicant is to follow; and the right to intervene in the conduct or performance of the Project. Such involvement will be negotiated with each Applicant prior to signing any agreement.

"Technology Investment Agreement (TIA)" is a type of assistance instrument used to support or stimulate research projects involving for-profit firms, especially commercial firms that do business primarily in the commercial marketplace. TIAs are different from grants and cooperative agreements in that the award terms may vary from the Government-wide standard terms (See DOE TIA regulations at 10 CFR Part 603). The primary purposes for including a TIA in the type of available award instruments are to encourage non-traditional Government contractors to participate in an R&D program and to facilitate new relationships and business practices. A TIA can be particularly useful for awards to consortia (See 10 CFR 603.225(b) and 603.515, Qualification of a consortium).

"Total Project Cost" means all the funds to complete the effort proposed by the Applicant, including DOE funds (including direct funding of any FFRDC) plus all other funds that will be committed by the Applicant as Cost Sharing.

"Transportation fuel" means fuel for use in motor vehicles, motor vehicle engines, nonroad vehicles, or nonroad engines (except for ocean-going vessels).

"Tribal Energy Resource Development Organization or Group" means an "organization" of two or more entities, at least one of which is an Indian Tribe (see "Indian Tribe" above) that has the written consent of the governing bodies of all Indian Tribes participating in the organization to apply for a grant or loan, or other assistance under 25 U.S.C. § 3503.

Appendix B – Personally Identifiable Information

In responding to this Announcement, Applicants must ensure that Protected Personally Identifiable Information (PII) is not included in the following documents: Project Abstract, Project Narrative, Biographical Sketches, Budget or Budget Justification. These documents will be used by the Merit Review Committee in the review process to evaluate each application. PII is defined by the Office of Management and Budget (OMB) and DOE as:

Any information about an individual maintained by an agency, including but not limited to, education, financial transactions, medical history, and criminal or employment history and information that can be used to distinguish or trace an individual's identity, such as their name, social security number, date and place of birth, mother's maiden name, biometric records, etc., including any other personal information that is linked or linkable to an individual.

This definition of PII can be further defined as: (1) Public PII and (2) Protected PII.

- a. **Public PII:** PII found in public sources such as telephone books, public websites, business cards, university listing, etc. Public PII includes first and last name, address, work telephone number, email address, home telephone number, and general education credentials.
- b. **Protected PII:** PII that requires enhanced protection. This information includes data that if compromised could cause harm to an individual such as identity theft.

Listed below are examples of Protected PII that Applicants must not include in the files listed above to be evaluated by the Merit Review Committee.

- Social Security Numbers in any form
- Place of Birth associated with an individual
- Date of Birth associated with an individual
- Mother's maiden name associated with an individual
- Biometric record associated with an individual
- Fingerprint
- Iris scan
- DNA
- Medical history information associated with an individual
- Medical conditions, including history of disease
- Metric information, e.g. weight, height, blood pressure
- Criminal history associated with an individual
- Employment history and other employment information associated with an individual
- Ratings
- Disciplinary actions

- Performance elements and standards (or work expectations) are PII when they are so intertwined with performance appraisals that their disclosure would reveal an individual's performance appraisal
- Financial information associated with an individual
- Credit card numbers
- Bank account numbers
- Security clearance history or related information (not including actual clearances held)

Listed below are examples of Public PII that Applicants may include in the files listed above to be evaluated by the Merit Review Committee:

- Phone numbers (work, home, cell)
- Street addresses (work and personal)
- Email addresses (work and personal)
- Digital pictures
- Medical information included in a health or safety report
- Employment information that is not PII even when associated with a name
- Resumes, unless they include a Social Security Number
- Present and past position titles and occupational series
- Present and past grades
- Present and past annual salary rates (including performance awards or bonuses, incentive awards, merit pay amount, Meritorious or Distinguished Executive Ranks, and allowances and differentials)
- Present and past duty stations and organization of assignment (includes room and phone numbers, organization designations, work email address, or other identifying information regarding buildings, room numbers, or places of employment)
- Position descriptions, identification of job elements, and those performance standards (but not actual performance appraisals) that the release of which would not interfere with law enforcement programs or severely inhibit agency effectiveness
- Security clearances held
- Written biographies (e.g. to be used in a program describing a speaker)
- Academic credentials
- Schools attended
- Major or area of study
- Personal information stored by individuals about themselves on their assigned workstation or laptop unless it contains a Social Security Number

Appendix C – Cost Share Information

Cost Sharing or Cost Matching

The terms “cost sharing” and “cost matching” are often used synonymously. Even the DOE Financial Assistance Regulations, 10 CFR Part 600, use both of the terms in the titles specific to regulations applicable to cost sharing. DOE almost always uses the term “cost sharing,” as it conveys the concept that **non-federal share is calculated as a percentage of the Total Project Cost**. An exception is the State Energy Program Regulation, 10 CFR Part 420.12, State Matching Contribution. Here “cost matching” for the non-federal share is calculated as a percentage of the federal funds only, rather than the Total Project Cost.

How Cost Sharing Is Calculated

As stated above, cost sharing is calculated as a percentage of the Total Project Cost. Following is an example of how to calculate cost sharing amounts for a project with \$1,000,000 in federal funds with a minimum 20% non-federal cost sharing requirement:

Formula: Federal share (\$) divided by Federal share (%) = Total Project Cost

Example: \$1,000,000 divided by 80% = \$1,250,000

Formula: Total Project Cost (\$) minus Federal share (\$) = Non-federal share (\$)

Example: \$1,250,000 minus \$1,000,000 = \$250,000

Formula: Non-federal share (\$) divided by Total Project Cost (\$) = Non-federal share (%)

Example: \$250,000 divided by \$1,250,000 = 20%

See the sample cost share calculation for a blended cost share percentage below. **Keep in mind that FFRDC funding is DOE funding.**

What Qualifies For Cost Sharing

While it is not possible to explain what specifically qualifies for cost sharing in one or even a couple of sentences, in general, if a cost is allowable under the cost principles applicable to the organization incurring the cost and is eligible for reimbursement under a DOE grant or cooperative agreement, then it is allowable as cost share. Conversely, if the cost is not allowable under the cost principles and not eligible for reimbursement, then it is not allowable as cost share. In addition, costs may not be counted as cost share if they are paid by the Federal Government under another award unless authorized by Federal statute to be used for cost sharing.

The rules associated with what is allowable as cost share are specific to the type of organization that is receiving funds under the grant or cooperative agreement, though are generally the same for all types of entities. The specific rules applicable to:

- Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations are found at

10 CFR600.123;

- State and Local Governments are found at 10 CFR600.224;
- For-profit Organizations are found at 10 CFR600.313.

In addition to the regulations referenced above, other factors may also come into play such as timing of donations and length of the project period. For example, the value of ten years of donated maintenance on a project that has a project period of five years would not be fully allowable as cost share. Only the value for the five years of donated maintenance that corresponds to the project period is allowable and may be counted as cost share.

Additionally, DOE generally does not allow pre-award costs for either cost share or reimbursement when these costs precede the signing of the appropriation bill that funds the award. In the case of a competitive award, DOE generally does not allow pre-award costs prior to the signing of the Selection Statement by the DOE Selection Official.

Following is a link to the DOE Financial Assistance Regulations. You can click on the specific section for each Code of Federal Regulations reference mentioned above.

USDA Cost Sharing

The non-Federal share of the cost of a research or development project under BRDI shall be not less than 20 percent of the total allowable cost. The non-Federal share of the cost of a demonstration project under BRDI shall be not less than 50 percent of the total allowable cost. The total project cost is equal to the sum of Federal funds requested and non-Federal matching funds. Cost share should be calculated as illustrated above. Applicant cost share must come from non-Federal sources unless otherwise allowed by law. Refer to Section VI.B.2 for costs allowable on NIFA grants. **USDA-NIFA DOES NOT PERMIT BLENDING OF RESEARCH AND DEVELOPMENT WITH DEMONSTRATION COST SHARE.**

DOE Financial Assistance Regulations:

<http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=98a996164312e8dcf0df9c22912852b0&rgn=div5&view=text&node=10:4.0.1.3.9&idno=10>

As stated above, the rules associated with what is allowable cost share are generally the same for all types of organizations. Following are the rules found to be common, but again, the specifics are contained in the regulations and cost principles specific to the type of entity:

(A) *Acceptable contributions.* All contributions, including cash contributions and third party in-kind contributions, must be accepted as part of the recipient's cost sharing if such contributions meet all of the following criteria:

- (1) They are verifiable from the recipient's records.
- (2) They are not included as contributions for any other federally-assisted project or program.

(3) They are necessary and reasonable for proper and efficient accomplishment of project or program objectives.

(4) They are allowable under the cost principles applicable to the type of entity incurring the cost as follows:

(a) *For-profit organizations.* Allowability of costs incurred by for-profit organizations and those nonprofit organizations listed in Attachment C to OMB Circular A-122 is determined in accordance with the for-profit costs principles in 48 CFR Part 31 in the Federal Acquisition Regulation, except that patent prosecution costs are not allowable unless specifically authorized in the award document.

(b) *Other types of organizations.* Allowability of costs incurred by other types of organizations that may be subrecipients under a prime award is determined as follows:

(i) *Institutions of higher education.* Allowability is determined in accordance with OMB Circular No. A-21 -- Cost Principles for Educational Institutions

(ii) *Other nonprofit organizations.* Allowability is determined in accordance with OMB Circular A-122, Cost Principles for Non-Profit Organizations

(iii) *Hospitals.* Allowability is determined in accordance with the provisions of 45 CFR Part 74, Appendix E, Principles for Determining Costs Applicable to Research and Development Under Grants and Contracts with Hospitals

(iv) *Governmental organizations.* Allowability for State, local, or federally recognized Indian tribal government is determined in accordance with OMB Circular No. A-87, Cost Principles for State, Local, and Indian Tribal Governments

(5) They are not paid by the Federal Government under another award unless authorized by Federal statute to be used for cost sharing or matching.

(6) They are provided for in the approved budget.

(B) *Valuing and documenting contributions*

(1) *Valuing recipient's property or services of recipient's employees.* Values are established in accordance with the applicable cost principles, which mean that amounts chargeable to the project are determined on the basis of costs incurred. For real property or equipment used on the project, the cost principles authorize depreciation or use charges. The full value of the item may be applied when the item will be consumed in the performance of the award or fully depreciated by the end of the award. In cases where the full value of a donated capital asset is to be applied as cost sharing or matching, that full value must be the lesser or the following:

- (a) The certified value of the remaining life of the property recorded in the recipient's accounting records at the time of donation; or
 - (b) The current fair market value. If there is sufficient justification, the Contracting Officer may approve the use of the current fair market value of the donated property, even if it exceeds the certified value at the time of donation to the project. The Contracting Officer may accept the use of any reasonable basis for determining the fair market value of the property.
- (2) *Valuing services of others' employees.* If an employer other than the recipient furnishes the services of an employee, those services are valued at the employee's regular rate of pay, provided these services are for the same skill level for which the employee is normally paid.
- (3) *Valuing volunteer services.* Volunteer services furnished by professional and technical personnel, consultants, and other skilled and unskilled labor may be counted as cost sharing or matching if the service is an integral and necessary part of an approved project or program. Rates for volunteer services must be consistent with those paid for similar work in the recipient's organization. In those markets in which the required skills are not found in the recipient organization, rates must be consistent with those paid for similar work in the labor market in which the recipient competes for the kind of services involved. In either case, paid fringe benefits that are reasonable, allowable, and allocable may be included in the valuation.
- (4) *Valuing property donated by third parties.*
 - (a) Donated supplies may include such items as office supplies or laboratory supplies. Value assessed to donated supplies included in the cost sharing or matching share must be reasonable and must not exceed the fair market value of the property at the time of the donation.
 - (b) Normally only depreciation or use charges for equipment and buildings may be applied. However, the fair rental charges for land and the full value of equipment or other capital assets may be allowed, when they will be consumed in the performance of the award or fully depreciated by the end of the award, provided that the Contracting Officer has approved the charges. When use charges are applied, values must be determined in accordance with the usual accounting policies of the recipient, with the following qualifications:
 - (i) The value of donated space must not exceed the fair rental value of comparable space as established by an independent appraisal of comparable space and facilities in a privately-owned building in the same locality.
 - (ii) The value of loaned equipment must not exceed its fair rental value.
- (5) *Documentation.* The following requirements pertain to the recipient's supporting

records for in-kind contributions from third parties:

- (a) Volunteer services must be documented and, to the extent feasible, supported by the same methods used by the recipient for its own employees.
- (b) The basis for determining the valuation for personal services and property must be documented.

**SAMPLE COST SHARE CALCULATION
FOR BLENDED COST SHARE PERCENTAGE (*FOR DOE PROJECTS ONLY*)**

The following example shows the math for calculating required cost share for a project with \$2,000,000 in Federal funds with four tasks requiring different Non-federal cost share percentages:

<u>Task</u>	<u>Proposed Federal Share</u>	<u>Required Federal Share %</u>	<u>Non-federal Cost Share %</u>
Task 1 (R&D)	\$1,000,000	80%	20%
Task 2 (R&D)	500,000	80%	20%
Task 3 (Demonstration)	400,000	50%	50%
Task 4 (Outreach)	<u>100,000</u>	100%	0%
	\$2,000,000		

Federal share (\$) divided by Federal share (%) = Task Cost

Each task must be calculated individually as follows:

Task 1

\$1,000,000 divided by 80% = \$1,250,000 (Task 1 Cost)

Task 1 Cost minus federal share = Non-federal share

\$1,250,000 - \$1,000,000 = **\$250,000 (Non-federal share)**

Task 2

\$500,000 divided 80% = \$625,000 (Task 2 Cost)

Task 2 Cost minus federal share = Non-federal share

\$625,000 - \$500,000 = **\$125,000 (Non-federal share)**

Task 3

\$400,000 / 50% = \$800,000 (Task 3 Cost)

Task 3 Cost minus federal share = Non-federal share

\$800,000 - \$400,000 = **\$400,000 (Non-federal share)**

Task 4

Federal share = \$100,000

Non-federal cost share is not mandated for outreach = **\$0 (Non-federal share)**

The calculation may then be completed as follows:

<u>Task</u>	<u>Proposed Federal Share</u>	<u>Federal Share %</u>	<u>Required Non-federal Cost Share \$</u>	<u>Required Non-federal Cost Share %</u>	<u>Total Project Cost</u>
Task 1	\$1,000,000	80%	\$250,000	20%	\$1,250,000
Task 2	500,000	80%	125,000	20%	625,000
Task 3	400,000	50%	400,000	50%	800,000
Task 4	<u>100,000</u>	100%	<u>0</u>	0%	<u>100,000</u>
	\$2,000,000		\$775,000		\$2,775,000

Blended Cost Share %

Non-federal share (\$775,000) divided by Total Project Cost (\$2,775,000) = 27.9% (Non-federal)

Federal share (\$2,000,000) divided by Total Project Cost (\$2,775,000) = 72.1% (Federal)

Appendix D – Minimum Requirements for Full Applications & Selection of Awardees for FY 2012 BRDI

The announcement for full applications, when it is made available via Grants.gov, will contain all of the following information, as well as detailed instructions for applicants on completing and submitting the required forms. However, in the interest of disclosing as much helpful information as possible to those considering submitting pre-applications to the Biomass Research and Development Initiative, we are making a few key sections of the announcement for full applications available at this time. These are:

- **Content and Form of Application Submission**
 - **Full Application Review Requirements**
 - **General Award Administration Information**
 - **Use of Funds; Changes**
-

Content and Form of Application Submission

For USDA-NIFA, this program will be listed in the Catalog of Federal Domestic Assistance (CFDA) under 10.312. When it is made available on Grants.gov, the announcement for full applications will be associated with this CFDA number. Only electronic applications may be submitted via Grants.gov to USDA-NIFA in response to this RFA. When the announcement for full applications is made available, invited applicants will be able to download and submit the following required forms via Grants.gov:

- **SF 424 R&R Cover Sheet**
- **SF 424 R&R Project/Performance Site Location(s)**
- **R & R Other Project Information Form**
- **R & R Senior/Key Person Profile (Expanded)**
- **R & R Personal Data**
- **SF 424 (R & R) Budget Fed & Non-Fed**
- **Supplemental Information Form**

General requirements of the submission will include:

Project Summary/Abstract.

The project summary must contain a summary of the proposed activity suitable for dissemination to the public. It must include:

- Name of Applicant Organization – enter the single entity that will be the primary recipient.
- Collaborating and/or Partner Organizations – if more than one organization or entity is participating in the project, list the other organizations here.
- Contact PI/Project Director – the PI who will serve as the single point of contact for the project. See Section III.D.
- Other Principal Investigator(s) – if multiple PIs are included in the project, list the other PIs here.
- Project Title – enter the project title.
- City, state, and zip code where the project will be managed – use the location that best describes where the project will be managed/coordinated.
- Federal Funds Requested – enter the dollar amount being requested.

- Cost Share Provided – enter the dollar amount being contributed by the applicant(s). (Please Note: USDA does not consider the cost share provided during the peer review process).
- Total Project Cost – enter the total project cost. This should be the sum of the Federal Funds and the Cost Share.
- Does the project address all three Technical Areas? Put an X by either “Yes” or “No.”
- TA 1 – Feedstocks Development: List the Proposed Feedstock(s) and Advanced Crop Production Method – this refers to Technical Area 1. Please provide a list of proposed feedstock(s) and method(s) that will be used by the project.
- TA 2 – Biofuels and Biobased Products development: List the Proposed Conversion Technology(s) – this refers to Technical Area 2. Please provide a list of technologies that will be used by the project.
- TA 3 – Biofuels Development Analysis: State the Proposed Sustainability Approach – this refers to Technical Area 3. Please state very briefly.
- Provide an Abstract.

Project Narrative Requirements

The Project Narrative portion of the full application shall not exceed **25 pages** of written text regardless of whether it is single or double spaced including charts, graphs, maps, photographs, and other pictorial presentations. This maximum (25 pages) has been established to ensure fair and equitable competition.

The Project Narrative must include all of the following:

1. Title Page. Cover page should include the name and type of organization, the RFA title, the project title (Note this page does not count against the narrative’s specified page limit.)
2. Table of Contents. Table of contents should include page numbers corresponding to the elements outlined in these guidelines. (Note the table of contents does not count against the narrative’s specified page limit.)
3. Project Objectives. This section should provide a clear, concise statement of the specific objectives/aims of the proposed project.
4. Merit Review Criterion Discussion. This section should be formatted to address each merit review criterion and sub-criterion listed below. Provide sufficient information so that reviewers will be able to evaluate the application in accordance with these merit review criteria (this information is repeated in Part V.B.) DOE and USDA will evaluate and consider only those applications that address separately each merit review criterion and sub-criterion below:
5. Relevance and Outcomes/Impacts. This section should explain the relevance of the effort to the objectives in Part I., B. and the expected outcomes and impacts. Outcomes are observed changes in knowledge, adoption of new and more efficient technologies, change of practice, or behaviors. Impacts are the measurable results of outcomes such as

increased biofuel production, improved cost effectiveness, or adoption of new feedstocks and advanced manufacturing technologies.

6. **Project Timetable.** This section should outline as a function of time, year by year, all of the important activities or phases of the project, including any activities planned beyond the project period. Successful applicants must use this project timetable to report progress.
7. **Evaluation Phase.** This section must include a plan and quantifiable measures to be used to assess the success of the project.

Full Application Review Requirements

The following criteria will be used to evaluate full applications. Weight percentages for each area are as follows:

Criterion 1: Technical Relevance and Merit (Weight: 35 percent)

Specific considerations are:

- Relevance and alignment of the project objectives to the Technical Area goals;
- Effective integration of the three technical areas for biofuels and/or bioenergy and/or biobased products; and
- Novelty, innovation, uniqueness, and originality of the project objective or the extent to which the project objectives move the industry forward. Applications should articulate how this project will advance the industry against the relevant baseline that the system, technology, or product is building upon or competing against.

Criterion 2: Technical Approach/Work Plan (Weight: 25 percent)

Specific considerations are:

- Clarity, reasonableness, and feasibility of the technical approach to achieve project goals;
- Viability, adequacy, and relevance of the proposed task structure, milestones, schedule, and performance measures and deliverables;
- Likelihood that a Research and Development project will be ready to be demonstrated or scaled-up upon completion;
- Likelihood that a Demonstration project will generate adequate performance data and business planning to secure additional funding or financing;
- Adequacy and viability of the tools and management capabilities to mitigate project uncertainty and risks; and
- Status of environmental permitting (note: this bullet is applicable, as appropriate to invited full applications only, and not pre-applications).

Criterion 3: Rural Economic Development & Sustainability (Weight: 25 percent)

Extent to which the proposed project demonstrates the following criteria based on preliminary data specific to this proposal:

- Promotion of enterprise and community self-sufficiency, rural economic development, job creation; inclusion of community stakeholders;
- Quantification of life-cycle economic and environmental benefits, e.g. impacts and benefits to public safety, the environment, and land sustainability in rural areas. In

- particular, collection of data that can be used to gauge improvements in key sustainability areas, specifically soil quality, water quality/water use, generation/reduction of hazardous/toxic substances, air emissions; wastewater discharges; reductions in use of pesticides, herbicides and fertilizer, and other data necessary to quantify the sustainability of the project. Quantification of projected energy efficiency and/or petroleum displacement benefits and include any assumptions used;
- Demonstrate the integration of system evaluation methods to optimize the economic, environmental, and social performance of the system; and
 - For advanced hydrocarbon-based biofuels, compatibility of the proposed technology or product with existing infrastructure and end use applications.

Criterion 4: Technical, Management, and Facility Capabilities (Weight: 15 percent)

Specific considerations for this criterion are:

- Credentials, capabilities, experience (technical and managerial), availability and performance record of key personnel;
- Type, quality, availability, and appropriateness of facilities, equipment, and supplies; and
- Extent the roles and responsibilities of key personnel are clearly defined.

Other Selection Factors

In accordance with guidelines provided by the BRDI Board, established in section 9008(c) of FSRIA, as amended (7 U.S.C. 8108 (c)), for full applications, DOE and USDA-NIFA will conduct independent program policy factor reviews. DOE's program policy factor review will be conducted by DOE Headquarters (HQ) for consideration by the DOE Selection Official.

For applications selected for award by DOE, additional program policy factors will include:

- Balance of the overall portfolio of DOE investments in biomass research and development and relevance to the specific DOE barriers and pathways as outlined in the Program Multi-year Program Plan:(http://www1.eere.energy.gov/biomass/pdfs/mypp_november_2011.pdf.)
- Projects that best leverage DOE resources.

For applications selected for award by USDA-NIFA, additional program policy factors will include:

- Involve a consortia of experts from multiple institutions;
- Encourage the integration of disciplines and application of the best technical resources;
- Diversity of funded feedstocks and conversion technologies;
- Geographic diversity of research and/or development projects, as well as demonstration projects; and
- Balance among the value chain components (e.g., feedstock development and growth; feedstock harvesting and preparation; feedstock logistics and transportation; feedstock storage and handling; biomass pre-processing (as appropriate); biomass conversion; production of biofuels/bioenergy/biobased products; product logistics and handling; product delivery and distribution).

General Award Administration Information

Within the limit of funds available for such purpose, the awarding official of USDA-NIFA shall make grants to those responsible, eligible applicants whose applications are judged most meritorious under the procedures set forth in the RFA. The date specified by the awarding official of USDA-NIFA as of the effective date of the grant shall be no later than September 30th of the Federal fiscal year in which the project is approved for support and funds are appropriated for such purpose, unless otherwise permitted by law. It should be noted that the project need not be initiated on the grant effective date, but as soon thereafter as practical so that project goals may be attained within the funded project period. All funds granted by USDA-NIFA under this RFA shall be expended solely for the purpose for which the funds are granted in accordance with the approved application and budget, the regulations, the terms and conditions of the award, the applicable Federal cost principles, and the Department's assistance regulations. USDA-NIFA awards made under this RFA will be made in FY 2012.

To view Standard Award Terms and Conditions USDA-NIFA intends to utilize for Biomass Research and Development Awards issued in FY 2012: see <http://www.NIFA.usda.gov/business/awards/awardterms.html>.

Use of Funds; Changes

1. Delegation of Fiscal Responsibility

Unless the terms and conditions of the award state otherwise, the awardee may not in whole or in part delegate or transfer to another person, institution, or organization the responsibility for use or expenditure of award funds.

2. Changes in Project Plans

a. The permissible changes by the awardee, PD(s), or other key project personnel in the approved project shall be limited to changes in methodology, techniques, or other similar aspects of the project to expedite achievement of the project's approved goals. If the awardee or the PD(s) is uncertain as to whether a change complies with this provision, the question must be referred to the Authorized Departmental Officer (ADO) for a final determination. The ADO is the signatory of the award document, not the program contact.

b. Changes in approved goals or objectives must be requested by the awardee and approved in writing by the ADO prior to effecting such changes. In no event will requests for such changes be approved which are outside the scope of the original approved project.

c. Changes in approved project leadership or the replacement or reassignment of other key project personnel must be requested by the awardee and approved in writing by the ADO prior to effecting such changes.

d. Transfers of actual performance of the substantive programmatic work in whole or in part and provisions for payment of funds, whether or not Federal funds are involved, must be requested by the awardee and approved in writing by the ADO prior to effecting such transfers, unless prescribed otherwise in the terms and conditions of the award.

e. The project period may be extended by USDA-NIFA without additional financial support, for such additional period(s) as the ADO determines may be necessary to complete or fulfill the purposes of an approved project, but in no case shall the total project period exceed five years. Any extension of time shall be conditioned upon prior request by the awardee and approval in writing by the ADO, unless prescribed otherwise in the terms and conditions of award.

f. Changes in Approved Budget: Unless stated otherwise in the terms and conditions of award, changes in an approved budget must be requested by the awardee and approved in writing by the ADO prior to instituting such changes if the revision will involve transfers or expenditures of amounts requiring prior approval as set forth in the applicable Federal cost principles, Departmental regulations, or award.