

US EPA ARCHIVE DOCUMENT

AGENCY: ENVIRONMENTAL PROTECTION AGENCY (EPA)

TITLE: “Analysis of Innovative Feedstock Sources and Production Technologies for Renewable Fuels”

ACTION: Request for Proposals (RFP)

RFP Number: OAR-OTAQ-07-12

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO: 66.034

DATES: The closing date and time for receipt of hard copy proposal packages is August 24, 2007 at 4:00 p.m. EST. All hard copies of proposals must be received by Elizabeth Etchells by August 24, 2007, 4:00 p.m., EST in order to be considered for funding. Electronic submissions must be submitted via www.grants.gov by August 24, 2007, 11:59 p.m., EST. Proposals received after the closing date and time will not be considered for funding. Final applications will be requested from those eligible entities whose proposal has been successfully evaluated and preliminarily recommended for award.

To allow for efficient management of the competitive process, EPA requests submittal of an **Intent to Apply** by August 15, 2007. Submission of *Intent to apply is optional*; it is a process management tool that will allow EPA to better anticipate the total staff time required for efficient review, evaluation, and selection of submitted proposals.

SUMMARY: This notice announces the availability of funds and solicits proposals from eligible entities for the study and analysis of innovative feedstock sources for the production of renewable fuels as an alternative to petroleum-based fuels including for each feedstock its potential based on availability, production efficiency, costs and resources use (e.g. water, fertilizer and fossil fuels, etc). Studies and analyses should also evaluate the potential of innovative fuel processing technologies specific to these alternative feedstocks and compare process technologies by fuel production efficiency and cost. Analysis of feedstocks and process technologies should consider life cycle emissions including greenhouse gases (GHG).

FUNDING/AWARDS: The total estimated funding for this competitive is approximately \$1,555,580. EPA anticipates awarding one cooperative agreement from this announcement, subject to availability of funds and the quality of proposals received.

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I. FUNDING OPPORTUNITY DESCRIPTION

A. Background

EPA's Office of Transportation and Air Quality (OTAQ) protects public health and the environment by supporting studies on ways to reduce air pollution from motor vehicles, engines, and the fuels used to operate them, and by encouraging travel choices that minimize emissions. Improved public understanding of the availability, costs, GHG intensity and other features of renewable fuel feedstocks and the technologies used to produce them can help in promoting and expanding the use of renewable fuels, as an alternative to petroleum-based fuels, which will serve to help protect public health and the environment.

B. Scope of Work

EPA is seeking to fund a cooperative agreement with an eligible entity to develop further the public's understanding of a) innovative feedstock sources as an alternative to petroleum-based fuel products and b) process technologies for renewable fuels through 2030. To accomplish this goal, proposals must include: 1) a comprehensive report detailing innovative feedstocks including a comparison to petroleum-based fuel products 2) a comprehensive report analyzing the potential for each innovative fuel processing technique; 3) a comparison of fuel process technologies; 4) an evaluation of technical and economic barriers to large-scale feedstock production and use; and 5) an effective approach to providing this information to non-federal audiences. Further details about these topics are provided in this section and section I part C.2.

EPA is seeking proposals to further the public's understanding of alternative feedstock sources for production of renewable fuels beyond conventional feedstocks covering items 1 and 4 in the above paragraph. Traditional feedstocks that should be excluded are 1) corn or grain feedstocks for starch-based ethanol; 2) soybean, animal fat or waste grease feedstocks for biodiesel; and 3) energy crops such as switchgrass, wood chips and willow for cellulosic ethanol. Examples of the type of innovative feedstock that should be analyzed include but are not limited to algal oil for biodiesel and citrus peels and other fruit wastes for cellulosic ethanol. A renewable fuel is defined in the Energy Policy Act of 2005 as a motor vehicle fuel that is produced from plant or animal products or wastes, as opposed to fossil fuel sources.

In addition to describing an effective approach for disseminating results of your study and analysis to the public (Item 5, above), one or more of the following items should be addressed in the proposal sections addressing the innovative feedstock analysis and evaluation of technical and economic barriers to large-scale feedstock production and use, as an alternative to petroleum based fuel (items 1 and 4 identified above):

- Why feedstock sources are a viable alternative to petroleum based sources of fuel
- Feedstock, transport, refining, distribution costs
- Impacts to ecosystems, including water supply, access to harvest (particularly in forests), changes in pesticide and fertilizer use and runoff, etc.
- What are the consequences of diverting these resources to renewable fuel production?
- Opportunity costs for competing uses for the type of land that is needed for the feedstock should also be taken into consideration.
- Barriers to entry for feedstocks should be analyzed with respect to incorporation within the existing feedstock and fuel transportation infrastructure.
- What are the competing uses for these alternative feedstocks (e.g., woodwaste can also be used to fuel biomass electricity plants)? If so, what would the price of the renewable fuel have to be to be able to outbid these other uses?
- Limitations on the future availability of feedstock: In addition to the opportunity costs for the feedstocks, or for the land that is needed for the feedstock, what are possible future limitations on the availability of feedstock due to climate change, and changes in precipitation patterns, temperatures, etc.?
- Comparison of the net energy and GHG impacts expected from the use of the alternative renewable fuel.

Applicants are encouraged to address other aspects of alternative feedstocks not listed above that they consider innovative or useful to the analyses.

EPA is also seeking a comparative study of a wider range of renewable fuel processing techniques that could potentially displace conventional methods covering items 2 and 3 from the first paragraph of this section. An example is the use of microbes instead of catalysts to produce ethanol after gasification of a feedstock.

In addition to describing an effective approach for disseminating results of your study and analysis to the public (Item 5, above), one or more of the following items should be addressed in the proposal sections addressing innovative processing techniques analysis and the comparison of fuel process technologies (items 2 and 3 above):

- Feedstock, transport, refining, distribution costs
- Impacts to ecosystems, including water supply, access to harvest (particularly in forests), changes in pesticide and fertilizer use and runoff, etc.
- Barriers to entry for production technologies should be analyzed with respect to incorporation within the existing feedstock and fuel transportation infrastructure.
- What type of economies of scale can we expect over time as production capacity increases?
- How advances in production technologies through gains in efficiency might affect production costs
- Comparison of the net energy and GHG impacts expected from the production of the alternative renewable fuel.

Applicants are encouraged to address other aspects of innovative production technologies not listed above that they consider valuable to the analyses.

C. EPA Strategic Plan Linkage and Anticipated Outcomes/Outputs

Linkage to EPA Strategic Plan. Tasks under this project support the EPA Strategic Plan's Goal 1 (Clean Air and Global Climate Change); Objective 1.5 (Reduce Greenhouse Gas Emissions). Specifically, proposed activities will study and analyze innovative feedstocks for the production of renewable fuels including the life cycle environmental impacts from feedstock production and fuel production and use and the effect on greenhouse gas emissions.

2. **Outputs.** The term "output" means an environmental activity, effort, and/or associated work product related to an environmental goal and objective that will be produced or provided over a period of time or by a specified date. Outputs may be quantitative or qualitative but must be measurable during an assistance agreement funding period.

Expected outputs from the project(s) to be funded under this announcement, which must be made widely available to interested non-federal audiences, should include the following: 1) a comprehensive report detailing the following items for each alternative feedstock through a 2030 timeframe: technical feasibility, costs (feedstock, production and technology costs), production capacity, feedstock availability (current and potential availability in 2030), production efficiency for the feedstock and fuel, resource use, environmental impacts, and lifecycle emissions; 2) a comprehensive report analyzing the potential for each innovative fuel processing technique identified through a 2030 timeframe; 3) a comparison of fuel process technologies by fuel production efficiency and costs through a 2030 timeframe; and 4) an evaluation of technical and economic barriers to large-scale feedstock production and use through a 2030 timeframe. Each of these expected outputs will be expected in final draft by September 30, 2009. Interim outputs with the available information and research status will be expected by September 30, 2008.

Progress reports and a final report will also be a required output, as specified in Section VI(C) of this announcement, "Reporting Requirement."

3. **Outcomes.** The term "outcome" means the result, effect or consequence that will occur from carrying out an environmental program or activity that is related to an environmental or programmatic goal or objective. Outcomes may be environmental, behavioral, health-related, or programmatic in nature, but must be quantitative. They may not necessarily be achievable within an assistance agreement funding period.

Projects to be funded under this announcement are expected to produce at least one, and preferably all, of the following environmental outcomes:

- Improved understanding of a wider range of feedstock sources, as an alternative to petroleum-based feedstocks, for the production of renewable fuels with quantifiable analysis detailing feasibility, costs, capacity, availability, production efficiency, resource use, environmental impacts, and lifecycle

emissions.

- Improved understanding of the potential supply from these alternative feedstocks with quantifiable estimates of each feedstock's potential.
- Improved understanding of the potential for innovative production technologies for renewable fuels including a quantitative comparison of the production technologies.

D. Supplementary Information.

Clean Air Act, Section 103 authorizes EPA to "conduct, and promote the coordination and acceleration of, research, investigations, experiments, demonstrations, surveys, and studies relating to the causes, effects (including health and welfare effects), extent, prevention, and control of air pollution." This agreement supports studies and research into cost effective means to reduce greenhouse gases reductions from renewable fuels. Specifically, the cooperative agreement supports research on the control of greenhouse gas emissions.

II. AWARD INFORMATION

A. What is the amount of funding available and what is the project/budget period for this grant?

The total estimated funding expected to be available for the one award that will be made under this competitive opportunity is approximately \$1,555,580. EPA will award the funding in two increments of approximately \$750,000 per year. The successful applicant must expend all funds by September 30, 2009. The Agency does not anticipate extending the budget and project period beyond that date.

B. Partial Funding.

In appropriate circumstances, EPA reserves the right to partially fund proposals by funding discrete portions or phases of proposed projects. If EPA decides to partially fund a proposal, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal, or portion thereof, was evaluated and selected for award, and therefore maintains the integrity of the competition and selection process.

C. How many agreements will EPA award in this competition?

EPA anticipates of award one cooperative agreement resulting from this announcement.

D. What is the project period for awards resulting from this solicitation?

The estimated project period for awards resulting from this solicitation will begin in November 1, 2007. Proposed project periods may be up to two years. All work must be completed by September 30, 2009.

E. Funding Type

The funding for selected projects will be in the form of a cooperative agreement. Cooperative agreements permit substantial involvement between the EPA Project Officer and the selected applicants in the performance of the work supported. Although EPA will negotiate precise terms and conditions relating to substantial involvement as part of the award process, the anticipated substantial Federal involvement for this project will be:

- close monitoring of the successful applicant's performance to verify the results proposed by the applicant;
- collaboration during performance of the scope of work;
- approving substantive terms of proposed contracts;
- approving qualifications of key personnel (EPA will not select employees or contractors employed by the award recipient);
- review and comment on reports prepared under the cooperative agreement (the final decision on the content of reports rests with the recipient).

F. Can funding be used to acquire services or fund partnerships?

EPA awards funds to one eligible applicant as the “recipient” even if other eligible applicants are named as “partners” or “co-applicants” or members of a “coalition” or “consortium”. The recipient is accountable to EPA for the proper expenditure of funds.

Funding may be used to provide subgrants or subawards of financial assistance to fund partnerships provided the recipient complies with applicable requirements for subawards or subgrants including those contained in 40 CFR Parts 30 or 31, as appropriate. Successful applicants must compete contracts for services and products and conduct cost and price analyses to the extent required by the procurement provisions of these regulations. The regulations also contain limitations on consultant compensation. Applicants are not required to identify contractors or consultants in their proposal. Moreover, the fact that a successful applicant has named a specific contractor or consultant in the proposal EPA approves does not relieve it of its obligations to comply with competitive procurement requirements. Please note that applicants may not award sole source contracts to consulting, engineering or other firms assisting applicants with the proposal solely based on the firm's role in preparing the proposal.

Successful applicants cannot use subgrants or subawards to avoid requirements in EPA grant regulations for competitive procurement by using these instruments to acquire commercial services or products from for-profit organizations to carry out its assistance agreement. The nature of the transaction between the recipient and the subawardee or subgrantee must be consistent with the standards for distinguishing between vendor transactions and subrecipient assistance under Subpart B Section .210 of OMB Circular A-133, and the definitions of “subaward” at 40 CFR 30.2(ff) or “subgrant” at 40 CFR 31.3, as applicable. EPA will not be a party to these transactions.

III. ELIGIBILITY INFORMATION

A. Eligible Entities

Proposals will be accepted from States, local governments, territories, Indian Tribes, and possessions of the U.S., including the District of Columbia, international organizations, public and private universities and colleges, hospitals, laboratories, other public or private non-profit institutions.

Non-profit organization, as defined by OMB Circular A-122, means any corporation, trust, association, cooperative, or other organization which: (1) is operated primarily for scientific, educational, service, charitable, or similar purposes in the public interest; (2) is not organized primarily for profit; and (3) uses its net proceeds to maintain, improve, and/or expand its operations. For this purpose, the term "non-profit organization" excludes (i) colleges and universities; (ii) hospitals; (iii) state, local, and federally-recognized Indian tribal governments; and (iv) those non-profit organizations which are excluded from coverage of this Circular in accordance with paragraph 5 of the Circular.

Non-profit organizations described in Section 501(c)(4) of the Internal Revenue Code that engage in lobbying activities as defined in Section 3 of the Lobbying Disclosure Act of 1995 are not eligible to apply.

B. Cost Sharing or Matching

There is no statutory or regulatory match requirement under the Clean Air Act Section 103. Eligible and allowable voluntary contributions of funds and/or in kind contributions of resources will be treated as cost shares under 40 CFR 30.23.

C. Threshold Eligibility Criteria

These are requirements that if not met by the time of proposal submission will result in elimination of the proposal from consideration for funding. Only proposals from eligible entities (see above) that meet all of these criteria will be evaluated against the ranking factors in Section V of this announcement. Applicants deemed ineligible for funding consideration as a result of the threshold eligibility review will be notified within 15 calendar days of the ineligibility determination.

1. Applicant must be an eligible entity. See Section III.A for further information.
2. Proposals must substantially comply with the proposal submission instructions and requirements set forth in Section IV of this announcement or else they will be rejected. However, where a page limit is expressed in Section IV with respect to the proposal, pages in excess of the page limitation will not be reviewed.
3. Proposals must be received by the EPA or through www.grants.gov on or before the solicitation closing date and time published in Section IV of this announcement. Proposals received after the published closing date and time will be returned to the sender without further consideration.
4. Proposals must support Goal 1 “*Clean Air and Global Climate Change*”, “*Protect and improve the air so it is healthy to breathe and risks to human health and the environment are reduced. Reduce greenhouse gas intensity by enhancing partnerships with businesses and other sectors*” of EPA’s Strategic Plan.
5. Applicant(s) must have a peer-reviewed article published on renewable fuels within the last five years. Refer to section IV part C.4 for more information.
6. Applicant proposals must address these items from Section I, Part B (Scope of Work): 1) a comprehensive report detailing innovative feedstocks including a comparison to petroleum-based fuel products 2) a comprehensive report analyzing the potential for each innovative fuel processing technique; 3) a comparison of fuel process technologies; 4) an evaluation of technical and economic barriers to large-scale feedstock production and use; and 5) an effective approach to providing this information to non-federal audiences.

IV. APPLICATION AND SUBMISSION INFORMATION

A. How to Obtain Application Package

EPA encourages applicants to obtain proposal materials and apply electronically through <http://www.grants.gov>.

Applicants may also download individual grant application forms from EPA’s Office of Grants and Debarment website at: http://www.epa.gov/ogd/grants/how_to_apply.htm.

To obtain a hard copy of materials, please send an email or written request to the Agency contact listed in Section VII of this announcement.

B. Form of Proposal Submission

Applicants have the option to submit their proposals in *one of two ways*: 1) Electronically through the Grants.gov website, or 2) hard copy by express delivery service or U.S. Postal Service. All proposals must be prepared, and include the information as described in Section IV.C. below, regardless of mode of transmission.

1. Grants.gov Submission

The electronic submission of your proposal must be made by an official representative of your institution who is registered with Grants.gov and is authorized to sign applications for Federal assistance. For more information, go to <http://www.grants.gov> and click on “Get Registered” on the left side of the page. **Note that the registration process may take a week or longer to complete.** If your organization is not currently registered with grants.gov, please encourage your office to designate an AOR and ask that individual to begin the registration process as soon as possible.

To begin the application process under this grant announcement, go to <http://www.grants.gov> and click on the “Apply for Grants” tab on the left side of the page. Then click on “Apply Step 1: Download a Grant Application Package and Instructions” to download the PureEdge viewer and obtain the application package for the announcement. To download the PureEdge viewer click on the “PureEdge Viewer” link. Once you have downloaded the viewer, you may retrieve the application package by entering the Funding Opportunity Number, EPA-OAR-OTAQ-07-12 or the CFDA number that applies to the announcement (CFDA 66.034), in the appropriate field. You may also be able to access the application package by clicking on the button “How To Apply” at the top right of the synopsis page for this announcement on <http://www.grants.gov> (to find the synopsis page, go to <http://www.grants.gov> and click on the “Find Grant

Opportunities” button on the left side of the page and then go to Search Opportunities and use the Browse by Agency feature to find EPA opportunities).

ATTENTION – Microsoft Vista and Word 2007 Users

Please note that Grants.gov does not currently support the new Microsoft Vista Operating system. The PureEdge software used by Grants.gov for forms is not compatible with Vista. Grants.gov will be reviewing this new product to determine if it can be supported in the future. In addition, the new version of Microsoft Word saves documents with the extension .DOCX. The Grants.gov system does not process Microsoft Word documents with the extension .DOCX. When submitting Microsoft Word attachments to Grants.gov, please use the version of Microsoft Word that ends in .DOC. If you have any questions regarding this matter please email the Grants.gov Contact Center at support@grants.gov or call 1-800-518-4726.

Proposal Submission Deadline

Your organization’s AOR (Authorized Representative) must submit your complete proposal package as described below, electronically to EPA through Grants.gov (<http://www.grants.gov>) no later than **11:59 p.m. EDT on August 24, 2007.**

Proposal Materials

The following forms and documents are required to be submitted under this announcement:

- I. Application for Federal Assistance (SF-424)
- II. Budget Information for Non-Construction Programs (SF-424A)
- III. Narrative Proposal (as described in section IV.C of the announcement)

-The proposal package *must* include all of the following materials:

I. Standard Form (SF) 424, Application for Federal Assistance

Complete the form. There are no attachments. Please be sure to include organization fax number and email address in Block 5 of the Standard Form SF 424.

Please note that the organizational Dun and Bradstreet (D&B) Data Universal Number System (DUNS) number must be included on the SF-424. Organizations may obtain a DUNS number at no cost by calling the toll-free DUNS number request line at 1-866-705-5711.

II. Standard Form SF 424A – Budget Information:

Complete the form. There are no attachments.

The total amount of federal funding requested for the project period should be shown on line 5(e) and on line 6(k) of SF-424A, the amount of indirect costs should be entered on line 6(j). The indirect cost rate (i.e., a percentage), the base (e.g., personnel costs and fringe benefits), and the amount should also be indicated on line 22.

**Selected applicant(s) will need to submit a copy of their current indirect cost rate that has been negotiated with a federal cognizant agency during application phase.*

III. Narrative Proposal

The document should be readable in PDF, MS Word or Word Perfect WP6/7/8 for Windows and consolidated into a single file and be prepared in accordance with section IV c of the announcement.

****Documents I through III** listed under Proposal Materials above should appear in the “Mandatory Documents” box on the www.grants.gov Grant Application Package page.

For documents I and II, click on the appropriate form and then click “Open Form” below the box. The fields that must be completed will be highlighted in yellow. Optional fields and completed fields will be displayed in white. If you enter an invalid response or incomplete information in a

field, you will receive an error message. When you have finished filling out each form, click “Save.” When you return to the electronic Grant Application Package page, click on the form you just completed, and then click on the box that says, “Move Form to Submission List.” This action will move the document over to the box that says, “Mandatory Completed Documents for Submission.”

For document number III, the Narrative Proposal, you will need to attach electronic files. Prepare your narrative proposal as described above in Section IV.C. of this announcement and save the document to your computer as an MS Word, PDF or WordPerfect file. When you are ready to attach your proposal to the application package, click on “Project Narrative Attachment Form,” and open the form. Click “Add Mandatory Project Narrative File,” and then attach your proposal narrative (previously saved to your computer) using the browse window that appears. You may then click “View Mandatory Project Narrative File” to view it. Enter a brief descriptive title of your project in the space beside “Mandatory Project Narrative File Filename;” the file name should be no more than 40 characters long. If there other attachments that you would like to submit to accompany your proposal, you may click “Add Optional Project Narrative File” and proceed as before. When you have finished attaching the necessary documents, click “Close Form.” When you return to the “Grant Application Package” page, select the “Project Narrative Attachment Form” and click “Move Form to Submission List.” The form should now appear in the box that says, “Mandatory Completed Documents for Submission.”

Once your proposal package has been completed and saved, send it to your Authorized Representative (AOR) for submission to U.S. EPA through www.grants.gov. Please advise your AOR to close all other software programs before attempting to submit the application package through grants.gov.

In the “Application Filing Name” box, your AOR should enter your organization’s name (abbreviate where possible), the fiscal year (e.g., FY07), and the grant category (e.g., Assoc Prog Supp). The filing name should not exceed 40 characters. From the “Grant Application Package” page, your AOR may submit the application package by clicking the “Submit” button that appears at the top of the page. The AOR will then be asked to verify the agency and funding opportunity number for which the application package is being submitted. If problems are encountered during the submission process, the AOR should reboot his/her computer before trying to submit the application package again. [It may be necessary to turn off the computer (not just restart it) before attempting to submit the package again.] If the AOR continues to experience submission problems, he/she may contact grants.gov for assistance by phone at 1-800-518-4726 or email at <http://www.grants.gov/help/help.jsp> or contact Elizabeth Etchells at 202-564-1372 or etchells.elizabeth@epa.gov

Proposal packages submitted thru grants.gov will be time/date stamped electronically.

*If you have not received a confirmation of receipt from EPA (*not from grants.gov*) within 30 days of the proposal deadline, please contact Elizabeth Etchells at 202-564-1372. Failure to do so may result in your proposal package not being reviewed.

2. Hard Copy Submission

Because of the unique situation involving U.S. mail screening, **EPA highly recommends that applicants use an express mail option to submit their proposal packages** (SF 424, SF 424A and Narrative Proposal). Please provide one original of the proposal package (including signed and completed SF 424 and SF 424A forms) and four copies--**no binders or spiral binding**--to:

U.S. Postal Service

U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, NW
ATTN: Elizabeth Etchells (Mail Code: 6401A)
OAR/OTAQ/TCD

Washington, DC 20460

Express Delivery Address (FedEx, UPS, DHL, etc.)

U.S. Environmental Protection Agency
ATTN: Elizabeth Etchells, Ariel Rios North, Room 6520DD
OAR/OTAQ/TCD
1200 Pennsylvania Avenue, NW
Washington, DC 20460
Phone: 202-564-1372

C. Content of Proposal Submission

All proposal submissions, regardless of mode of transmission, must contain a completed and signed SF-424, Application for Federal Assistance, a completed SF-424A, Budget Information—Non-Construction Programs, and a Narrative Proposal as described below.

Narrative Proposal

The Narrative Proposal (including sections 1-3 below) **cannot** exceed a maximum of 20 single-spaced typewritten pages, including the Summary Page. Pages in excess of 20 will not be considered. Supporting materials, such as resumes and letters of support, can be submitted as attachments and are not included in the 20-page limit.

1. Summary Page

- a. Project Title
- b. Applicant Information. Include applicant (organization) name, address, contact person, phone number, fax and e-mail address.
- c. Funding Requested. Specify the amount you are requesting from EPA.
- d. Total Project Cost. Specify total cost of the project. Identify funding from other sources, including cost share or in-kind resources.
- e. Project period. Provide beginning and ending dates.

2. Narrative Work Plan

****The Narrative must explicitly describe how the proposed project meets the guidelines established in Sections I-III (including the threshold eligibility criteria in Section III.C) of this announcement, and address each of the evaluation criteria set forth in Section V.**

a. Project Summary/Approach: The summary shall contain the following components:

- i. Detailed project summary, description of specific actions and methods to be undertaken and the responsible institutions, including estimated time line for each task.
- ii. Description of the associated work products to be developed.
- iii. Explanation of project benefits to the public, and specifically the potential audience(s) served.
- iv. Description of the roles of the applicant and partners, if any.
- v. Description of the applicant's organization and experience related to the proposed project.
- vi. Description of staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project. *Example: Extent to which staff demonstrates a level expertise in the analysis of renewable fuel feedstocks and production technologies.*
- vii. Budget and estimated funding amounts for each work component/task. This section provides an opportunity for narrative description of the budget or aspects of the budget found in the SF-424A such as "other" and "contractual."

b. Environmental Results—Outcomes and Outputs

Identify the expected quantitative and qualitative outcomes of the project (**See Section I**), including what measurements will be used to track your progress towards achieving the outcomes and how the results of the project will be evaluated. Identify the expected project outputs and how progress towards achieving the outputs will be tracked and measured.

c. Past Performance

I. Programmatic Capability: Submit a list of federally funded assistance agreements similar in size, scope and relevance to the proposed project that your organization performed within the last three years (no more than 5 agreements, and preferably EPA agreements) and describe **(i)** whether, and how, you were able to successfully complete and manage those agreements and **(ii)** your history of meeting the reporting requirements under those agreements including submitting acceptable final technical reports.

*In evaluating applicants under these factors in Section V, EPA will consider the information provided by the applicant and may also consider relevant information from other sources, including information from EPA files and from current and prior Federal agency grantors (e.g., to verify and/or supplement the information provided by the applicant). If you do not have any relevant or available past performance or reporting information, please indicate this in the proposal and you will receive a neutral score for this factor under Section V.

II. Reporting on Environmental Results--Outcomes and Outputs: Submit a list of federally funded assistance agreements that your organization performed within the last three years (no more than 5 agreements, and preferably EPA agreements), and describe how you documented and/or reported on whether you were making progress towards achieving the expected results (e.g., outputs and outcomes) under those agreements. If you were not making progress, please indicate whether, and how, you documented why not.

*In evaluating applicants under this factor in Section V, EPA will consider the information provided by the applicant and may also consider relevant information from other sources, including information from EPA files and from current and prior Federal agency grantors (e.g., to verify and/or supplement the information provided by the applicant). If you do not have any relevant or available environmental results past performance information, please indicate this in the proposal and you will receive a neutral score for this factor under Section V.

3. Attachments. These are not included in the 20-page limit.

a. Resumes. Provide resumes or curriculum vitae for all principal investigators and any other key personnel.

b. Support Letters. Specifically indicate how the supporting organization will assist in the project. Please refer to Section III.F regarding funding partnerships.

c. Copies of Peer-reviewed Articles. Include copies with full citations of any peer-reviewed published on renewable fuels within the last five year.

D. Submission Dates and Times

The deadline for receipt of hard copy proposal packages is **August 24, 2007, 4:00 p.m., EST**. All hard copies of proposal packages must be received by Elizabeth Etchells, 4:00 p.m., EST by **August 24, 2007** in order to be considered for funding. Electronic submissions must be submitted via Grants.gov by **August 24, 2007, 11:59 p.m., EST**. Proposals received after the closing date and time will not be considered for funding.

Final (full) grant applications will be requested only from those eligible entities whose proposals have been tentatively selected for award. Additional instructions for final application packages will be provided when the applicant is notified of the tentative selection.

E. Confidential Business Information

In accordance with 40 CFR 2.203, applicants may claim all or a portion of their proposal as confidential business

information. EPA will evaluate confidential claims in accordance with 40 CFR Part 2. Applicants must clearly mark proposals or portions of proposals they claim as confidential. If no claim of confidentiality is made, EPA is not required to make the inquiry to the applicant otherwise required by 40 CFR 2.204 (c)(2) prior to disclosure. Note that under Public Law No. 105-277, data produced under an award is subject to the Freedom of Information Act.

F. Pre-proposal/Application Assistance and Communications

In accordance with EPA's Assistance Agreement Competition Policy (EPA Order 5700.5A1), EPA staff will not meet with individual applicants to discuss draft proposals, provide informal comments on draft proposals, or provide advice to applicants on how to respond to ranking criteria. Applicants are responsible for the contents of their proposals. However, EPA will respond to questions in writing from individual applicants regarding threshold eligibility criteria, administrative issues related to the submission of the proposal, and requests for clarification about the announcement.

V. APPLICATION REVIEW INFORMATION

Only those proposals that meet the threshold criteria in section III will be evaluated according to the criteria set forth below. Applicants should directly and explicitly address these criteria as part of their proposal submittal. Each proposal will be rated under a points system, with a total of 100 points possible.

A. Evaluation Criteria

Criteria	Points
<p>1. Project Summary/Approach: Under this criterion, the Agency will evaluate the following factors: (i) 15 pts, the extent and quality to which the proposal narrative includes a well-conceived strategy for addressing all five of the requirements in Section I, Part B (Scope of Work) and Part C (EPA Strategic Plan Linkage and Anticipated Outcomes/Outputs) including 1) a comprehensive report detailing innovative feedstocks including a comparison to petroleum-based fuel products; 2) a comprehensive report analyzing the potential for each innovative fuel processing technique; 3) a comparison of fuel process technologies; 4) an evaluation of technical and economic barriers to large-scale feedstock production and use; and 5) an effective approach to providing this information to non-federal audiences, (ii) 10 pts, the extent and quality to which the proposal’s goals are realistic and will be actually implemented by project end, (iii) 5 pts, whether the proposal sets forth a reasonable time schedule for the execution of the tasks associated with the project(s).</p>	<p>30</p>
<p>2. Environmental Results—Outcomes and Outputs: Extent and quality to which the proposal describes the evaluative component of the project, including how the applicant’s success in achieving the expected project outcomes and outputs, <u>including technical specifics</u> identified in Section I, will be tracked and measured.</p>	<p>25</p>
<p>3. Past Performance--Programmatic Capability and Reporting on Environmental Results: Under this criterion, the Agency will evaluate the applicant’s technical ability to successfully complete and manage the proposed project taking into account the following factors: (i) 9 pts, its past performance in successfully completing and managing federally funded projects similar in size, scope, and relevance to the proposed project performed within the last 3 years, (ii) 9 pts, its history of meeting reporting requirements on federally funded assistance agreements similar in size, scope, and relevance to the proposed project performed within the last 3 years and submitting acceptable final technical reports under those agreements, and (iii) 8 pts, its past performance in documenting and/or reporting on progress towards achieving the expected outcomes and outputs (e.g., results) under federally funded projects similar in size, scope and relevance to the proposed project within the last 3 years; and, if such progress was not made whether the documentation and/or reports satisfactorily explained why not.</p>	<p>25</p>
<p>NOTE: In evaluating applicants under this criterion, the Agency will consider the information provided by the applicant and may also consider relevant information from other sources including agency files and prior/current grantors (e.g., to verify and/or supplement the information supplied by the applicant). Applicants with no relevant or available past</p>	

performance or reporting history will receive a neutral score for this criterion.	
4. Staff Expertise/Qualifications: Description of staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the proposed project. <i>ie: Extent to which staff demonstrates a level expertise in the analysis of renewable fuel feedstocks and production technologies.</i>	10
5. Budget/Resources: Whether the proposed project budget is appropriate to accomplish the proposed goals, objectives, and measurable environmental outcomes and whether the budget provides an approximation of the percentage of the budget designated for each major activity.	10

B. Review and Selection Process

Proposals will first be evaluated against threshold eligibility factors listed in Section III. Only those proposals which meet all the threshold factors will be evaluated using the evaluation criteria listed above. Each proposal will be given a numerical score and will be rank-ordered according to the numerical score. Preliminary funding recommendations will be provided to the Approving Official based on this ranking.

C. Other Factors

Final funding decisions will be made by the Approving Official based on the rankings and preliminary recommendation of the EPA evaluation team. In making the final funding decisions, the Approving Official may also consider programmatic priorities. Once final decisions have been made, a funding recommendation will be developed and forwarded to the EPA Award Official.

VI. AWARD ADMINISTRATION INFORMATION

A. Award Notices

Following evaluation of proposals, all applicants will be notified regarding their status.

1. Proposal Notifications.

- a. EPA anticipates notification to *successful* applicant(s) will be made, via telephone, electronic or postal mail by September 12, 2007. The notification will advise the applicant that its Proposal has been successfully evaluated and recommended for award. The notice shall require submission of a Final Application. (*Refer to Section IV(B), Content and form of Application Submission.*)
- b. EPA anticipates notification to *unsuccessful* applicant(s) will be made via electronic or postal mail by September 12, 2007. In either event, the notification will be sent to the original signer of the application.

2. Final Proposal Notifications.

- a. EPA anticipates notification to *successful* applicant(s) regarding the status of Final Applications will be made, via telephone, electronic or postal mail by September 5, 2007.
- This notification, which advises that the applicant’s proposal has been recommended for award, is not an authorization to begin performance. The award notice signed by the EPA grants officer is the authorizing document and will be provided through postal mail. At a minimum, this process can take up to 90 days from the date of recommendation.

B. Administrative and National Policy Requirement

A listing and description of general EPA Regulations applicable to the award of assistance agreements may be viewed at: http://www.epa.gov/ogd/AppKit/applicable_epa_regulations_and_description.htm.

Executive Order 12372, Intergovernmental Review of Federal Programs may be applicable to awards, resulting from this announcement. Applicants selected for funding may be required to provide a copy of their proposal to their [State Point of Contact](#) (SPOC) for review, pursuant to Executive Order 12372, Intergovernmental Review of Federal

Programs. This review is not required with the Initial Proposal and not all states require such a review.

C. DUNS Number

All applicants **are required** to provide a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number when applying for a Federal grant or cooperative agreement. Applicants can receive a DUNS number, at no cost, by calling the dedicated toll-free DUNS Number request line at 1-866-705-5711, or visiting the D&B website at: <http://www.dnb.com>.

D. Reporting Requirement

Quarterly progress reports and a detailed final report will be required. Quarterly reports summarizing technical progress, planned activities for next quarter and summary of expenditures are required. The final report shall be completed within 90 calendar days of the completion of the period of performance. The final report should include: summary of the project or activity, advances achieved and costs of the project or activity. In addition, the final report shall discuss the problems, successes, and lessons learned from the project or activity that could help overcome structural, organizational or technical obstacles to implementing a similar project elsewhere. The schedule for submission of quarterly reports will be established by EPA, after award.

E. Exchange Network

EPA, states, territories, and tribes are working together to develop the National Environmental Information Exchange Network, a secure, Internet- and standards-based way to support electronic data reporting, sharing, and integration of both regulatory and non-regulatory environmental data. States, tribes and territories exchanging data with each other or with EPA, should make the Exchange Network and the Agency's connection to it, the Central Data Exchange (CDX), the standard way they exchange data and should phase out any legacy methods they have been using. More information on the Exchange Network is available at www.exchangenetwork.net.

F. Disputes

Assistant agreement competition-related disputes will be resolved in accordance with the dispute resolution procedures published in 70 FR (Federal Register) 3629, 3630 (January 26, 2006) located on the web at: http://frwebgate.access.gpo.gov/cgi-bin/getpage.cgi?position=all&page=3629&dbname=2005_register

G. Non-profit Administrative Capability

Non-profit applicants that are recommended for funding under this announcement are subject to pre-award administrative capability reviews consistent with Section 8b, 8c and 9d of EPA Order 5700.8 - Policy on Assessing Capabilities of Non-Profit Applicants for Managing Assistance Awards (http://www.epa.gov/ogd/grants/award/5700_8.pdf). In addition, non-profit applicants that qualify for funding may, depending on the size of the award, be required to fill out and submit to the Grants Management Office the Administrative Capabilities Form, with supporting documents, contained in Appendix A of EPA Order 5700.8.

VII. AGENCY CONTACTS

For further information, contact:

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All questions or comments must be communicated in writing via postal mail, facsimile, or electronic mail to the contact person listed above. Questions and answers will be posted until the closing date of this announcement at the OAR Grants/Funding webpage: http://www.epa.gov/air/grants_funding.html.