

DE-EE0002867/005

Peer Review

**REDACTED
EXEMPTION 5 -**

*deliberative
process*



AWARD DOCUMENTS - REQUEST FOR SCANNING

STRIPES Award No. DE-EE0002867 / 005

OAFA Specialist: Molly Hames

Navarro Specialist: _____

Program: Office of the Biomass Program

<p>OAFA SPECIALIST</p> <p>Mark the box next to each document included in this package for scanning.</p> <p>Initials: _____</p> <p>Date Package submitted to Scanning POC: _____</p>	<p>AWARD DOCUMENTS TO BE SCANNED:</p> <p>DOCUMENTS:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> AWD-001 Financial Assistance Award Index & Checklist <input type="checkbox"/> AWD-002 Selection Statement <input type="checkbox"/> AWD-003 Determination of Non-Competitive Financial Assistance (DNFA) Documentation <input type="checkbox"/> AWD-004 HCA Approval <input type="checkbox"/> AWD-005 HQ Business Clearance Documentation <input type="checkbox"/> AWD-006 Congressional Affairs Notification (DOE F 4220.10) <input checked="" type="checkbox"/> AWD-007 Successful Application Documentation (PRIME & SUBS) <input type="checkbox"/> AWD-008 National Environmental Policy Act (NEPA) Documentation <input type="checkbox"/> AWD-009 Pre-Award Information Sheet (PMC 121.1) <input type="checkbox"/> AWD-010 Dun&Bradstreet Risk Assessment (PMC 460.2) <input checked="" type="checkbox"/> AWD-011 Combined Technical Evaluation / Negotiation Memo (PMC 120.2) <input type="checkbox"/> AWD-012 Intellectual Property Law Division (IPLD) Documentation <input type="checkbox"/> AWD-013 Cost Share Determination Documentation <input type="checkbox"/> AWD-014 Cost / Price Documentation <input checked="" type="checkbox"/> AWD-015 EPLS <input type="checkbox"/> AWD-016 Pre-Award Cost Request and Authorization <input type="checkbox"/> AWD-017 Justification for Use of Conditional Availability of Funds Provision (PMC 132.2) <p>LETTERS/OTHER:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> AWD-018 Misc. Correspondence to Recipients <p>REVIEWS:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> AWD-019a Request for Review (PMC 112.2)(Review of Award Package) <input type="checkbox"/> AWD-019b [insert other as needed] <input type="checkbox"/> AWD-021 Other
<p>STRIPES Procurement Assistant</p> <p>Initials: _____</p> <p>Date Package returned to OAFA Specialist: _____</p>	<ul style="list-style-type: none"> <input type="checkbox"/> all documents indicated above are included in this package (Note: return package to OAFA Specialist if any of the documents indicated above are not included in this package) <input type="checkbox"/> all documents indicated above have been scanned to a non-editable .pdf format <input type="checkbox"/> .pdf files placed in applicable folder on S:\ drive <input type="checkbox"/> PMC 128.3 and document package returned (with all original documents) OAFA Specialist <p>STRIPES Procurement Assistant to retain electronic copy of PMC 128.3 for 1 year, then destroy</p>
<p>OAFA SPECIALIST</p>	<p>Action Items:</p> <ul style="list-style-type: none"> ✓ VERIFY that all .pdf files for all documents submitted for scanning were placed in applicable folder on S:\ drive ✓ UPLOAD all .pdf files to STRIPES AWARD as Supporting Documents ✓ PLACE all hardcopies of AWARD Supporting Documents in a secured shredder bin

OAFA Specialist: I acknowledge that all supporting documents for this award have been reviewed and uploaded to STRIPES. All paper documents contained in this file can be shredded.