

DOE OFFICE OF INDIAN ENERGY

Funding Opportunity Announcement Webinar

FIRST STEPS TOWARD DEVELOPING RENEWABLE ENERGY AND ENERGY
EFFICIENCY ON TRIBAL LANDS – 2016

Lizana Pierce, Senior Engineer and Program Manager



U.S. DEPARTMENT OF
ENERGY

Office of
Indian Energy

September 6, 2016

Send FOA Questions to tribal@ee.doe.gov

FOA Document, Forms & Frequently Asked Questions

<https://eere-exchange.energy.gov>

DE-FOA-0001621: FIRST STEPS TOWARD DEVELOPING RENEWABLE ENERGY AND ENERGY EFFICIENCY ON TRIBAL LANDS – 2016

Apply

Under this Funding Opportunity Announcement (FOA), DOE's Office of Indian Energy is soliciting applications from Indian Tribes (including Alaska Native Regional Corporations and Village Corporations) and Tribal Energy Resource Development Organizations to:

- (1) Conduct energy options analyses (Topic Area 1);
- (2) Establish baseline energy use and efficiency options (Topic Area 2);
- (3) Develop energy organizations (Topic Area 3);
- (4) Conduct climate resiliency planning (Topic Area 4);
- (5) Establish policy, regulations, and codes to reduce energy use or promote energy development (Topic Area 5); and,
- (6) Obtain skills and training related to energy use and development (Topic Area 6).

It is expected that proposed activities will result in specific outcomes (measurable results or end-products) that will lead to the development and deployment of strategic energy solutions, and/or build knowledge or skills necessary to implement successful energy solutions.

Under this Funding Opportunity Announcement, required cost share must be at least 10% of the total allowable costs of the project (i.e., the sum of the Government share, and the Recipient share of allowable costs equals the total allowable cost of the project). All cost share must come from non-Federal sources, unless otherwise allowed by law. Cost share may include cash or in-kind contributions (e.g., contribution of time, unrecovered indirect costs, unrecovered facilities and administrative costs, rental value of buildings or equipment, and the value of a service, other resource, or third party in-kind contribution) made during the period of performance of the grant.

DOE expects to make approximately \$2 million to \$3 million of Federal funding available for new awards under this FOA, subject to the availability of appropriated funds.

DOE anticipates making approximately eight (8) to twenty (20) grant awards with DOE funding per individual award varying between ranging from \$50,000 to \$250,000, and to not exceed \$250,000. DOE will not consider applications proposing DOE funds of less than \$50,000. DOE anticipates making awards with period of performances of approximately one (1) to two (2) years, but no longer than three (3) years. DOE may issue awards in one, multiple, or none of the topic areas.

See the Funding Opportunity Announcement for definitions and eligibility.

Informational Webinar

The DOE Office of Indian Energy will host an informational webinar on September 6, 2016 from 1:00-3:00 Mountain. The webinar is intended for those interested in applying under this FOA and will describe the FOA, discuss who is eligible to apply, what the application needs to include, cost share and other requirements, how to ask questions, and how applications will be selected for funding.

Please register at <https://attendee.gotowebinar.com/register/2026489366836090883>

Other eXCHANGE Information

The eXCHANGE system is currently designed to enforce hard deadlines for Application submissions. The APPLY and SUBMIT buttons automatically disable at the defined submission deadlines. The intention of this design is to consistently enforce a standard deadline for all applicants.

Applicants that experience issues with submissions PRIOR to the FOA Deadline:

<https://eere-exchange.energy.gov/#Foald1c5fe845-b4d5-42f6-a905-2d6b87874af2>

FOA Document, Forms & Frequently Asked Questions

Applicants that experience issues with submissions PRIOR to the FOA Deadline:

In the event that an Applicant experiences technical difficulties with a submission, the Applicant should contact the eXCHANGE helpdesk for assistance (EERE-Exchange@hq.doe.gov).

The full Funding Opportunity Announcement (FOA) is posted on the EERE eXCHANGE website at <https://eere-exchange.energy.gov>. Applications must be submitted to be considered for award. The applicant must first register and create an account on the EERE eXCHANGE website. A User Guide for the EERE eXCHANGE can be found at <https://eere-exchange.energy.gov/Manuals.aspx> after logging in to the system.

Information on where to submit questions regarding the content of the announcement and where to submit questions regarding submission of applications is found in the FOA.

DOCUMENTS

- [DE-FOA-0001621_First Steps Toward Developing Renewable Energy and Energy Efficiency on Tribal Lands – 2016](#)

REQUIRED APPLICATION DOCUMENTS

Pursuant to the FOA, Applicants are required to submit the "Required Application Documents" with their Application. Incomplete applications will not be reviewed or considered for award.

[View Required Application Documents](#)

CONTACT INFORMATION

- EERE-ExchangeSupport@hq.doe.gov
For technical issues related to the EERE Exchange Website
- tribal@ee.doe.gov

For questions related to the content of this FOA. All questions and answers related to this FOA will be posted on EERE Exchange at: <https://eere-exchange.energy.gov> specific FOA Number in order to view the questions and answers specific to this FOA. EERE will attempt to respond to a question within 3 business days, unless a question is posted on the website. Upon the issuance of a FOA, EERE personnel are prohibited from communicating (in writing or otherwise) with applicants regarding the FOA except as part of the process as just described.

FREQUENTLY ASKED QUESTIONS (FAQS)

Responses to questions are posted to the [FAQs webpage](#).

SUBMISSION DEADLINES

- Full Application Submission Deadline: 10/20/2016 5:00 PM ET

<https://eere-exchange.energy.gov/#Foald1c5fe845-b4d5-42f6-a905-2d6b87874af2>



FOA Document, Forms & Frequently Asked Questions

DOCUMENTS

- [DE-FOA-0001621_First Steps Toward Developing Renewable Energy and Energy Efficiency on Tribal Lands – 2016](#)

REQUIRED APPLICATION DOCUMENTS

Pursuant to the FOA, Applicants are required to submit the "Required Application Documents" with their Application. Incomplete app

Full Application

- [Application for Federal Assistance \(SF424\)](#)
- [Budget Justification \(IE 335\)](#)
- [SF LLL - Disclosure of Lobbying Activities](#)
- [Summary Slide Template](#)
- [Workplan Template](#)

[Hide Required Application Documents](#)

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FREQUENTLY ASKED QUESTIONS (FAQS)

Responses to questions are posted to the [FAQs webpage](#).

<https://eere-exchange.energy.gov/#Foald1c5fe845-b4d5-42f6-a905-2d6b87874af2>



FOA Document, Forms & Frequently Asked Questions

FREQUENTLY ASKED QUESTIONS

Select a FOA to view questions and answers for the specific funding opportunity. Alternatively select "Non-FOA related items" to view system FAQ items.

DE-FOA-0001621: First Steps Toward Developing Renewable Energy and Energy Efficiency on Tribal Lands – 2016

Question 1: My Tribe wants to start a reservation-based solar installation business and needs \$250,000 as start-up funding to train and certify a crew, remodel a barn as the office and warehouse site, and apply the training to a first project, and solarize the Tribal Center to reduce the energy bill. The Tribal Center would add another \$300,000 +/- to provide hands-on training to the crew under expert guidance. That would make the project about \$550k. I saw that grants are going to be \$50-250k. Should we ask for what we need or keep it to the \$250k? Is this an appropriate use for the grant?
Answer 1:

1. As stated in Section II.A.1. (page 10) of the Funding Opportunity Announcement (FOA), "DOE anticipates making approximately eight (8) to twenty (20) grant awards with DOE funding per individual award varying between ranging from \$50,000 to \$250,000, **and to not exceed \$250,000.**" Therefore, applications requesting more than \$250,000 will not be considered.
2. If you are asking for a determination on the appropriateness (or eligibility) of any or all of the elements of the project as described above, Section III.F. (page 16) of the FOA states, "**DOE will not make eligibility determinations for potential Applicants prior to the date on which applications to this FOA must be submitted.**" The decision of whether to submit an application in response to this FOA lies solely with the Applicant."

Additionally, Section I.C., Applications Specifically Not of Interest (pages 8 and 9), specifically states that applications proposing the "purchase of major equipment", the "installation of energy hardware", and "major construction of manufacturing facilities or buildings" are not of interest, will be deemed nonresponsive and will not be reviewed or considered.

Question 2: Under this FOA, should each proposal cover all six Topic Areas, or just one Topic Area?

Answer 2:

Under the 'Submission of Multiple Applications' as part of the Executive Summary (page 1 of the Funding Opportunity Announcement), "Applicants may submit more than one application to this FOA, provided each is unique and distinct and addresses only one Topic Area."

Also, Section III.E, Limitation on Number of Applications eligible for Review, "Each application must have a distinct title, unique Control Number as assigned by EERE Exchange during the registration process, and be readily distinguishable."

Question 3: I'm looking at the FOA for the Tribal Renewable Energy grant application and wanted to clarify what the term "control number" is referring to. Is that number synonymous with our EIN/TIN, or is the control number assigned to our application when we download it?

Answer 3:

The control number is not synonymous with an EIN/TIN. As stated on the cover page of this Funding Opportunity Announcement, "A control number will be assigned while registering in EERE Exchange. Retain this number as it will be used as an identifier and required on all application documents." Also, see Section IV.A., Application Process, which provides additional information on including the control number on all application documents.

<https://eere-exchange.energy.gov/#Foald1c5fe845-b4d5-42f6-a905-2d6b87874af2>



Anticipated Schedule

Informational Webinar:	September 6, 2016 at 3:00 pm Eastern Time
Submission Deadline for Applications:	October 20, 2016 at 5:00 pm Eastern Time
Expected Date for DOE Selection Notifications:	February 2016
Expected Timeframe for Award Negotiations	90 days after receipt of any requested supplemental information

EERE Exchange Registration

- To apply to this FOA, Applicants **must** register with and submit Application materials through EERE Exchange at <https://eere-Exchange.energy.gov>, EERE's online Application portal.
- Frequently asked questions for this FOA and the EERE Application process can be found at <https://eere-exchange.energy.gov/FAQ.aspx>.
- Register in Grants.gov (<http://www.grants.gov>) to receive automatic updates when Amendments to this FOA are posted. However, please note **Applications will not be accepted through Grants.gov.**

Other Registration Requirements

- The EERE Exchange registration does not have a delay; however, **the remaining registration requirements could take several weeks to process and are necessary for a potential Applicant to receive an award under this FOA.**
- Although not required in order to submit an Application through the EERE Exchange site, **all potential Applicants lacking a DUNS number, or not yet registered with SAM or FedConnect should complete those registrations as soon as possible.**
- Please see Part VI.B (beginning on page 41 of the FOA) for information on how to register in the above systems.

Notice

- All applicants are strongly encouraged to carefully read the Funding Opportunity Announcement DE-FOA-0001621 and adhere to the stated submission requirements.
- **This presentation summarizes the contents of FOA. However, if there are any inconsistencies between the FOA and this presentation or statements from DOE personnel, the FOA is the controlling document and applicants should rely solely on the FOA language or officially seek clarification from DOE by submitting a written question to tribal@ee.doe.gov.**
- If you believe there are any inconsistencies, please contact us by sending an email to tribal@ee.doe.gov.

Agenda

FOA Summary

Applications Not of Interest

Award Information

Applicant Eligibility

Cost Share

Content and Form of Application

Application Eligibility

Merit Review and Selection Criteria and Process

Registration Requirements

Application Submission and Points-of-Contact

Questions

Closing



FOA Executive Summary

FOA Summary	Under this Funding Opportunity Announcement (FOA), DOE's Office of Indian Energy is soliciting applications from Indian Tribes (including Alaska Native Regional Corporations and Village Corporations) and Tribal Energy Resource Development Organizations to: (1) conduct energy options analyses, (2) establish baseline energy use and efficiency options, (3) develop energy organizations, (4) conduct climate resiliency planning, (5) establish policy, regulations, and codes to reduce energy use or promote energy development; and (6) obtain skills and training related to energy use and development. See Section III.A for eligibility definitions.
Total Amount to be Awarded	Approximately \$2 million to \$3 million in Federal funds. The actual level of funding will depend on Congressional appropriations.
Average Award Amount	DOE anticipates making awards that range from \$50,000 to \$250,000 in DOE funds for the entire period of performance.
Types of Funding Agreements	Grants
Period of Performance	One (1) to two (2) years, but no longer than three (3) years.



FOA Executive Summary

Eligible Applicants	Subject to the definitions and requirements in Section III.A, eligible entities are restricted to (1) Indian Tribes (including Alaska Native villages, Alaska Native Regional Corporations and Village Corporations) and (2) Tribal Energy Resource Development Organizations. See Section III.A for eligibility requirements and definitions.
Cost Share Requirement	<u>10%</u> of total allowable costs of the project (i.e., the sum of the DOE share, and the Recipient share of allowable costs equals the total allowable cost of the project).
Means of Submission	Applications <u>must</u> be submitted through EERE Exchange at https://eere-Exchange.energy.gov , DOE's online application portal. DOE will not review or consider applications submitted through other means. The Users' Guide for Applying to the Department of Energy DOE Funding Opportunity Announcements is found at https://eere-Exchange.energy.gov/Manuals.aspx .
Submission of Multiple Applications	Applicants may submit more than one application to this FOA, provided each is unique and distinct and addresses only one Topic Area.
Application Forms	Required forms and templates for applications are available on EERE Exchange at https://eere-Exchange.energy.gov .

Strengthening Tribal Communities Sustaining Future Generations



The DOE Office of Indian Energy is charged by Congress under the Indian Tribal Energy Development and Self Determination Act of 2005 (Energy Policy Act of 2005 (EPAct 2005), Title V, codified at 42 USC § 15801) to “provide, direct, foster, coordinate, and implement energy planning, education, management, conservation, and delivery programs that –

- (1) promote Indian tribal energy development, efficiency, and use;
- (2) reduce or stabilize energy costs;
- (3) enhance and strengthen Indian tribal energy and economic infrastructure relating to natural resource development and electrification; and
- (4) bring electrical power and service to Indian land and the homes of tribal members located on Indian lands or acquired, constructed, or improved (in whole or in part) with Federal funds.

FOA Description

Through this Funding Opportunity Announcement (FOA), the Office of Indian Energy will continue its efforts to maximize the development and deployment of energy solutions for the benefit of American Indians and Alaska Natives and help build the knowledge, skills, and resources needed to implement those energy solutions.

In support of these objectives, the Office of Indian Energy is soliciting applications to initiate the first steps toward developing and sustaining renewable energy and energy efficiency on Tribal Lands.

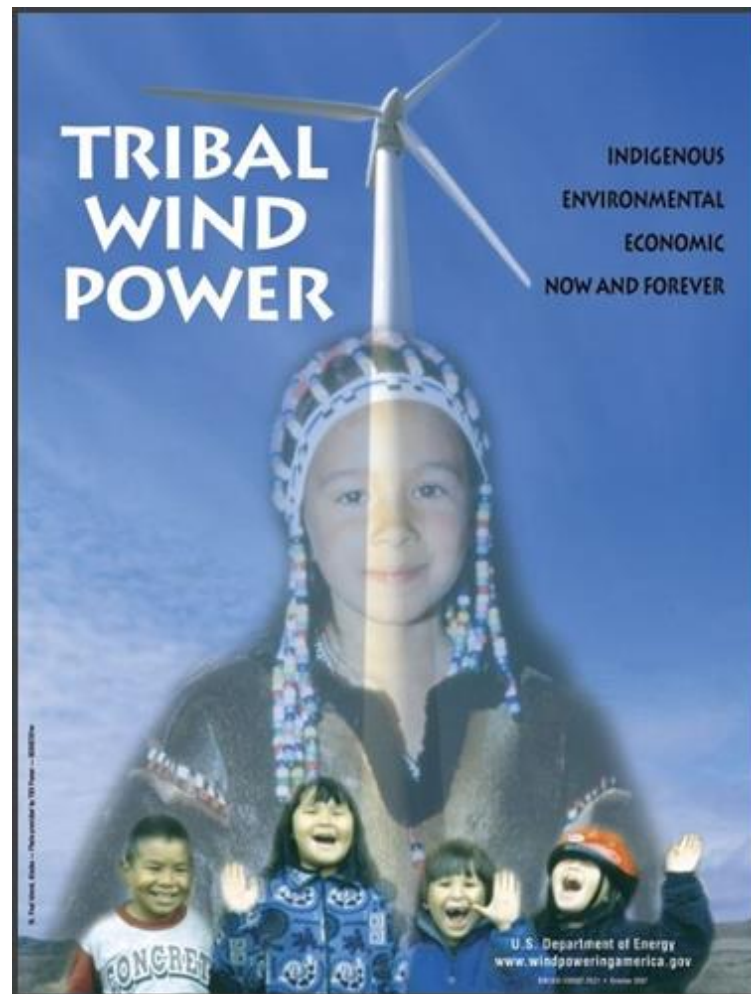
Through grants, DOE intends to provide financial support under the provisions of the Title V of the Energy Policy Act (EPAAct) of 2005.



FOA Description

Specifically, the Office of Indian Energy is soliciting applications from Indian Tribes including Alaska Native villages, Alaska Native Regional Corporations and Village Corporations (hereafter referred to as “Indian Tribe”) and Tribal Energy Resource Development Organizations under the following Topic Areas:

- (1) Conduct energy options analyses (Topic Area 1);
- (2) Establish baseline energy use and efficiency options (Topic Area 2);
- (3) Develop energy organizations (Topic Area 3);
- (4) Conduct climate resiliency planning (Topic Area 4);
- (5) Establish policy, regulations, and codes to reduce energy use or promote energy development (Topic Area 5); and,
- (6) Obtain skills and training related to energy use and development (Topic Area 6).



FOA Description - Continued

- Pursuant to its authorizing statute, the Office of Indian Energy will only accept applications from an eligible, which includes:
 - (1) **Indian Tribe** (including Alaska Native villages, Alaska Native Regional Corporations and Village Corporations) or
 - (2) **Tribal Energy Resource Development Organization.**

Applications from a consortium of Indian Tribes (Tribal Consortium) will be accepted but must be submitted by a single Indian Tribe acting as the Applicant representing the Consortium.

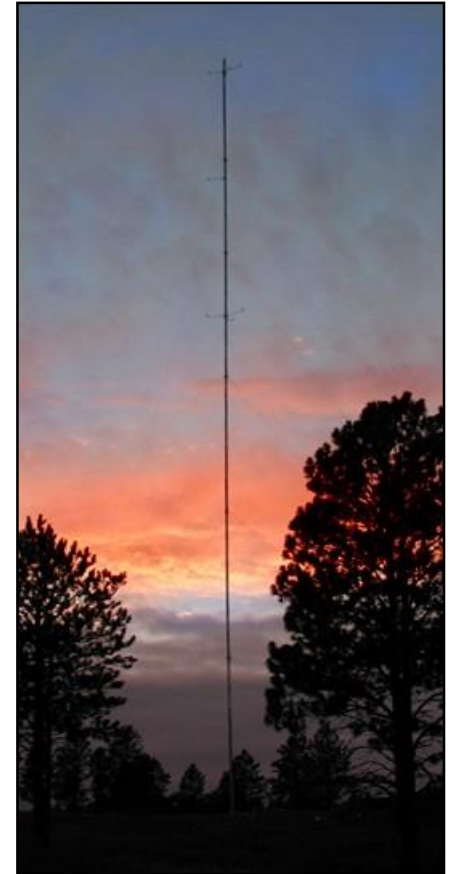
Applications from any other organization or entity, regardless of whether they represent an eligible Applicant, will not be accepted.

FOA Description - Continued

- A Tribal Council Resolution from each participating Indian Tribe, declaration (or resolution) from each Tribal Energy Resource Development Organization, and a letter of commitment from all other project participants are required as a part of the application.
- All resolutions, declarations and letters of commitment must be specific to this FOA and must include any cost sharing commitments (see Statements of Commitment and Cost Sharing File under Part IV.C., Content and Form of Application).

FOA Description - Continued

- It is expected that proposed activities will **result in specific outcomes (measureable results or end-products)** that will lead to the development and deployment of strategic energy solutions, and/or build knowledge or skills necessary to implement successful energy solutions.
- A **10% cost share of the total allowable costs of the project** (i.e., the sum of the Government share, and the Recipient share of allowable costs equals the total allowable cost of the project) will be required and must come from non-Federal sources, unless otherwise allowed by law (see Section III.B and Appendix B).



Northern Cheyenne Tribe (MT)
Completed wind feasibility
(anemometer at sunset)

FOA Description - Continued

Quarterly and Annual Reporting

- Selected Applicants will be required to document progress in quarterly reports and the project results in a comprehensive final report, as well as present at an annual Program Review to be held in Denver, Colorado.
- For planning purposes, Applicants should plan to attend and present grant activities each year during the period of performance of the grant, beginning in 2017.
 - Travel costs for this annual review (one-week in duration plus travel days) should be included for each year of the grant in the proposed budget.

Applications Specifically Not of Interest

The following types of applications will be deemed nonresponsive and will not be reviewed or considered for an award:

- Applications that fall outside the technical parameters specified in Section I.B of the FOA.
- Applications proposing the
 - Purchase of major equipment,
 - Installation of energy hardware,
 - Installation of meters and/or other indicators to induce behavioral changes,
 - Evaluation of product marketing opportunities,
 - Assessment of manufacturing opportunities,
 - Technology Research and Development (R&D),
 - Product development,
 - Procurement of project related services,
 - Demonstration of unproven technologies, or
 - Major construction of manufacturing facilities or buildings.
- Any application where the Applicant has already taken irreversible actions regarding the proposed DOE funded project. Irreversible actions may include, but are not limited to, site clearing, ground breaking, equipment or system purchase or installation, building renovation, and building retrofits.

Award Information

Total Amount to be Awarded	Approximately \$2 million to \$3 million in Federal funds. The actual level of funding will depend on Congressional appropriations.
Average Award Amount	DOE anticipates making awards that range from \$50,000 to \$250,000 in DOE funds for the entire period of performance.
Types of Funding Agreements	Grants
Period of Performance	One (1) to two (2) years, but no longer than three (3) years.

Applicant Eligibility

Who's Eligible to Apply?

- Only the following types of Applicants are eligible to apply to this FOA. Applicants that do not meet these requirements will be deemed ineligible and their Applications will not be reviewed or considered.
- In accordance with EPOA 2005 authorities and consistent with 2 CFR 910.126(b), eligibility for award under this FOA is restricted to:
 - (1) an Indian Tribe; or
 - (2) Tribal Energy Resource Development Organization.

Applicant Eligibility - Continued

- 1) “**Indian Tribe**,” for purposes of this FOA, means any Indian tribe, band, nation or other organized group or community, including Alaska Native villages, Alaska Native Regional Corporations and Village Corporations as defined in or established pursuant to the Alaska Native Claims Settlement Act (85 Stat. 688) [43 U.S.C. §§ 1601 et seq.], that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

For purposes of this FOA, an eligible “**Indian Tribe**” (including Alaska Native villages, but not Alaska Native Regional Corporations and Village Corporations), must be federally recognized as listed in *Indian Entities Recognized and Eligible to Receive Services from the United States Bureau of Indian Affairs*, published by the Department of Interior’s Bureau of Indian Affairs in the Federal Register on [May 4, 2016, 81 FR 26827](#).

For the purposes of this FOA, “**Alaska Native Regional Corporation**” means one of the thirteen Alaska Native Regional Corporations, as defined in and established pursuant to the Alaska Native Claims Settlement Act (43 U.S.C. §§ 1602(g)).

Applicant Eligibility - Continued

“**Alaska Native Village Corporations**” or “Village Corporation”, for purposes of this FOA, are as defined in or established pursuant to the Alaska Native Claims Settlement Act (43 U.S.C. §§ 1602(J)).

“**Tribal Consortium**” (plural consortia), for purposes of this FOA, means a group of Indian Tribes (as defined above), that have chosen to submit a single application. Under this announcement, a Tribal Consortium is eligible to submit an application provided the application is submitted by a single Indian Tribe representing the Consortium.

- 2) “**Tribal Energy Resource Development Organization**” for purposes of this FOA, 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, where “organization” means a partnership, joint venture, Limited Liability Company (LLC) or other unincorporated association or entity that is established to develop Indian energy resources.”

Applicant Eligibility - Continued

QUESTIONS REGARDING ELIGIBILITY

DOE will not make eligibility determinations for potential Applicants prior to the date on which applications to this FOA must be submitted. The decision of whether to submit an application in response to this FOA lies solely with the Applicant.

Cost Sharing Requirements

- Under this Funding Opportunity Announcement, required **cost share must be at least 10% of the total allowable costs of the project** (i.e., the sum of the DOE share, and the Recipient share of allowable costs equals the total allowable cost of the project).
- All cost share must come from non-Federal sources unless otherwise allowed by law. See 2 CFR 200.306 and 2 CFR 910.130 for the applicable cost sharing requirements.
- Except for pre-award costs with prior DOE approval, only cost share contributions made **during the period of performance** of the grant, if awarded, can be considered. Costs incurred prior to award selection cannot be considered as cost share or for reimbursement by DOE.

Cost Sharing Requirements - Continued

All cost share must come from non-Federal sources **unless otherwise allowed by law** (see note below and Appendix B). See 2 CFR 200.306 and 2 CFR 910.130 for the applicable cost sharing requirements.

NOTE:

- Per the Indian Self-Determination Act (Public Law 93-638) as codified and amended, funding under the **Indian Self-Determination Act** may be used as non-Federal cost share by Indian Tribes on Federal grants.
- For **Tribal self-governance funding agreements**, see 25 U.S.C. Section 458cc(j), *Funds*, “All funds provided under funding agreements entered into pursuant to this subchapter, and all funds provided under contracts or grants made pursuant to this subchapter, shall be treated as non-Federal funds for purposes of meeting matching requirements under any other Federal law.”
- For **self-determination contract funding**, see 25 U.S.C Section 450h(c), *Use as matching shares for other similar Federal grant programs*, “The provisions of any other Act notwithstanding, any funds made available to a tribal organization under grants pursuant to this section may be used as matching shares for any other Federal grant programs which contribute to the purposes for which grants under this section are made.”
- For **compact funding**, see 25 U.S.C. Section 450j-1(j), “Notwithstanding any other provision of law, a tribal organization may use funds provided under a self-determination contract to meet matching or cost participation requirements under other Federal and non-Federal programs.”

Cost Share Contributions

- Contributions must be:
 - Specified in the project budget
 - Verifiable from the Recipient's records
 - Necessary and reasonable for proper and efficient accomplishment of the project
- Every cost share contribution must be reviewed and approved in advance by the Contracting Officer and incorporated into the project budget before the expenditures are incurred
- **As all sources of cost share are considered part of total project costs, the cost share dollars will be scrutinized under the same Federal regulations as Federal dollars to the project.**

Allowable Cost Share

- Cost Share must be allowable and must be verifiable upon submission of the Application
- Refer to the following applicable Federal cost principles:

Entity	Cost Principles
Educational Institutions	2 CFR Part 220
State, Local, and Indian Tribal Governments	2 CFR Part 225
Non-profit Organizations	2 CFR Part 230
For-profit Organizations	FAR Part 31

Allowable Cost Share - Continued

- Cash Contributions

May be provided by the Recipient, Subrecipients, or a Third Party

- In-Kind Contributions

Can include, but are not limited to:

- Contribution of time
- Unrecovered indirect costs
- Unrecovered facilities and administrative costs
- Rental value of buildings or equipment
- Value of a service, other resource, or third party in-kind contribution.

Unallowable Cost Share

The Recipient may not use the following sources to meet its cost share obligations including, but not limited to:

- Revenues or royalties from the prospective operation of an activity beyond the project period;
- Proceeds from the prospective sale of an asset of an activity;
- Federal funding or property (e.g., Federal grants, equipment owned by the Federal Government);
- Renewable Energy Credits (RECs), other green attribute monetization funds, or any other form of cost sharing received after the DOE grant period;
- Except for pre-award costs with prior DOE approval, any costs incurred prior to award selection;
- Expenditures that were reimbursed under a separate Federal Technology Office.

Cost Share Payment

- Recipients must provide documentation of cost share contribution, incrementally over the life of the award.
- The cumulative cost share percentage provided on each invoice must reflect, at a minimum, the cost sharing percentage negotiated.
- In limited circumstances, and where it is in the government's interest, the DOE Contracting Officer may approve a request by the Recipient to meet its cost share requirements on a less frequent basis, such as monthly or quarterly. See Section III.B.6 of the FOA.

Content and Form of Applications

- Applications must include:



- **Application for Federal Assistance Form SF-424 (Required)**



- **Summary for Public Release (Required)**



- **Summary Slide (Required)**



- **Technical Volume - 10 page limit (Required)**



- **Workplan - 5 page limit (Required)**



- **Attachments**

Content and Form of Applications

- Attachments:

- **Graphics File (Optional)**
- **Statement of Commitment and Cost Sharing File (Required)**
- **Subcontract Plan File, if applicable (Optional)**
- **Resume File (Required)**
- **Budget Justification Workbook IE 335 (Required)**
- **Subaward Budget Justification IE 335 (Required Only If Thresholds Met)**
- **Budget Support (Optional)**
- **SF-LLL: Disclosure of Lobbying Activities (Required)**
- **Waiver Request: Performance of Work in the United States (Optional)**

FOA Document Checklist (Page 19-20)

#	COMPONENTS
1	Application for Financial Assistance SF-424 (Required, Adobe PDF format)
2	Summary/Abstract for Public Release (Required, 1 page limit, Adobe PDF format)
3	Summary Slide (Required, 1 page limit, Microsoft PowerPoint format)
4	Technical Volume (Required, 10 page limit, see Section IV.C.4, Adobe PDF format)
5	Workplan (Required, 5 page limit including the milestone table, Microsoft Word format)
6	Graphics File (Optional, Adobe PDF format)
7	Statements of Commitment and Cost Sharing File (Required, Adobe PDF format)
8	Subcontract Plan File, if applicable (Optional, Adobe PDF format)
9	Resume File (Required, Adobe PDF format)
10	Budget Justification Workbook IE 335 (Required, Microsoft Excel format) Applicants <u>must</u> use the template available in EERE Exchange
11	Subaward Budget Justification Workbook IE 335, if applicable (Required <u>only</u> if thresholds met, Microsoft Excel format) Applicants must use the template available in EERE Exchange
12	Budget Support (Optional, Adobe PDF format)
13	SF-LLL Disclosure of Lobbying Activities (Required, Adobe PDF format)
14	Waiver Request: Performance of Work in the United States (Optional, Adobe PDF format)

Application Eligibility Requirements

- Applicants must submit an Application by **October 20, 2016 5:00 PM Eastern Time**
- Applications are eligible for review if:
 - The Applicant is an eligible entity (Section III.A of FOA)
 - The Cost Share requirement is satisfied (Section III.B of FOA)
 - The Application is compliant with the content and form requirements (Section III.C of FOA)
 - The proposed project is responsive to the intent of the FOA (Sections I.A and III.D of FOA)
 - The Application meets any other eligibility requirements listed in Section III of the FOA.
- DOE will **not** make eligibility determinations for potential Applicants **prior to** the date on which Applications to this FOA must be submitted. The decision whether to submit an Application in response to this FOA lies **solely** with the Applicant.

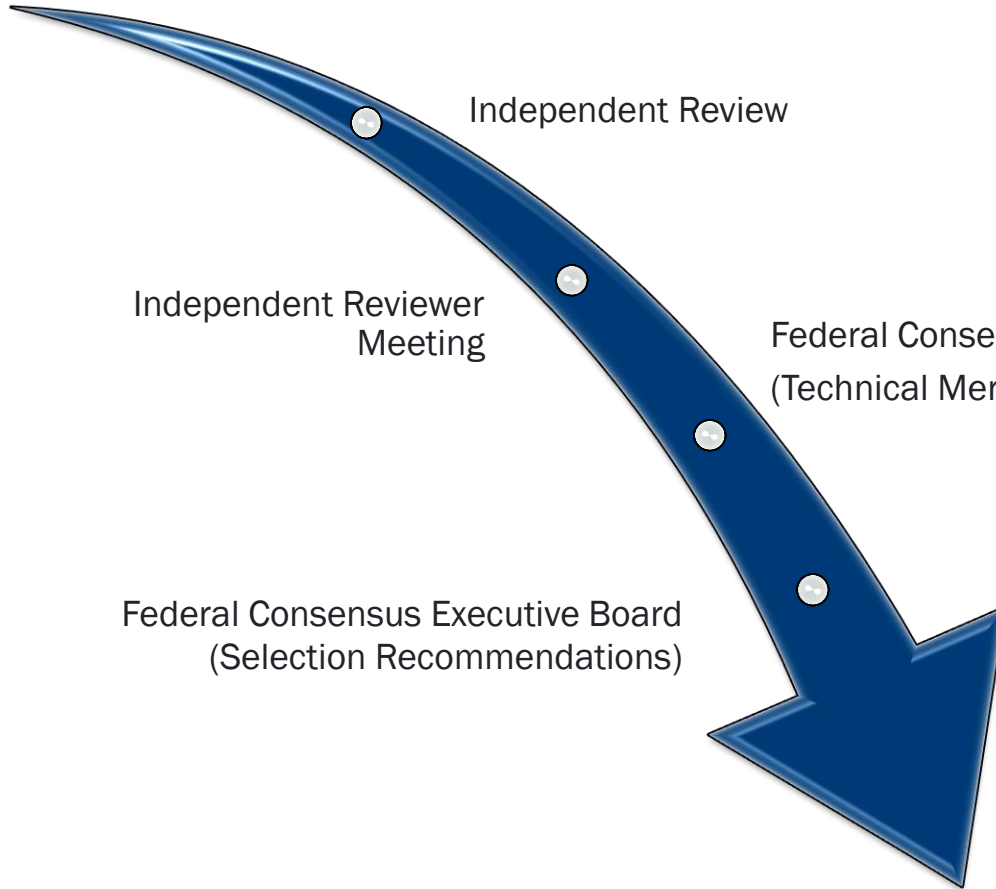
Merit Review and Selection Process

- The Merit Review and Selection Process consists of a series of reviews including an initial eligibility review, rigorous technical review, and programmatic review.
- Rigorous technical reviews are conducted by reviewers that are experts in the subject matter of the FOA.
- Ultimately, the Selection Official considers the recommendations of the reviewers, along with other considerations such as program policy factors, to make the selection decisions.

See a depiction of the process on the next slide

Merit Review Process

Eligibility Review



Selection Official makes Selections for Negotiation of Award

Technical Merit Review Criteria

Applications under all six (6) Topic Areas will be evaluated against the merit review criteria shown below. The sub-criteria under each criterion are of equal weight, unless otherwise specified.

Criterion 1: Goals and Objectives (20 %)

- Clarity and completeness of the Executive Summary including:
 - Concise overview of the proposed project;
 - Clarity of the description of the Applicant (Indian Tribe (including Alaska Native Regional Corporation and Village Corporation) or Tribal Energy Resource Development Organization), including the:
 - long-term energy goals and/or vision,
 - organizational structure, and
 - demographics; and,
 - Completeness of the discussion of the project goals and objectives, and how the project integrates into the vision and long-term goals of the Applicant.
- Extent to which the proposed project provides benefits to the Indian Tribe(s), Tribal Energy Resource Development Organization and/or tribal members.
- Soundness of the discussion of the need for and impact of DOE funding to the proposed project and the implications if not funded.

Technical Merit Review Criteria - Continued

Criterion 2: Project Description and Outcomes (30%)

- Clarity and completeness of the detailed project description, including
 - Relevance of the proposed project to the goals and objectives of the FOA, those of the Applicant, and the specific need or goal the proposed effort is intended to address.
 - Soundness of the detailed description of the proposed project.
 - Clarity and completeness of the discussion of previous work done, prior results, or other relevant background information.
 - Soundness of the discussion of any barriers or obstacles that could impede the project and description of plans to overcome those barriers or obstacles.
- The value of the specific expected outcomes (measurable results or end-products) of the proposed project.

Technical Merit Review Criteria - Continued

Criterion 3: Roles, Responsibilities, Capabilities and Commitment (30%)

- Soundness of the project management approach, including:
 - Organizational and individual roles and responsibilities;
 - Organizational relationships as evidenced by existing business or other agreements, if applicable.
 - Capabilities of the Applicant and participants to comprehensively address all aspects of the proposed project, including the reasonableness of any plan to obtain qualified consultants, contractors, or vendors.
- Demonstrated level of commitment of the Applicant and each participating organization as evidenced by:
 - (1) Past energy-related efforts; and,
 - (2) Commitments to the proposed project as evidenced by Letters of Commitment.

Technical Merit Review Criteria - Continued

Criterion 4: Workplan (20%)

- Clarity and completeness of the narrative description of each activity necessary to complete the project; and
- Likelihood of achieving project objectives through logical task structure.

Selection Factors

The Selection Official may consider the merit review recommendation, program policy factors, and the amount of funds available in arriving at selections for this FOA

Program Policy Factors

In addition to the Technical Merit Review Criteria, the Selection Official may consider the following program policy factors in determining which Applications to select for award negotiations:

- The degree to which the proposed project, including proposed cost shares, optimizes the use of available DOE funding to achieve programmatic objectives;
- Geographic diversity;
- Diversity across topic areas;
- Whether the proposed project will advance the goals of the Climate Action Champion program, as committed to by the designated Champion pursuant to its designation agreement. The Climate Action Champion program goals include improving climate resilience and reducing greenhouse gas emissions.
- Whether the proposed project will advance the goals of the Promise Zone Initiative which partners with high-poverty communities to develop job training for 21st century industries; improve educational opportunities; increase access to safe, affordable housing; and promote community safety.

Registration Requirements

- To apply to this FOA, Applicants must register with and submit application materials through EERE Exchange: <https://eere-Exchange.energy.gov>.
- A control number will be assigned while registering in EERE Exchange. Retain this number as it will be used as an identifier and required on all application documents.
- Although not required to submit an Application, the following registrations must be complete to received an award under this FOA.

Registration Requirement	Website
DUNS Number	http://fedgov.dnb.com/webform
SAM	https://www.sam.gov
FedConnect	https://www.fedconnect.net
Grants.gov	http://www.grants.gov

Means of Submission

- Applications **must** be submitted through EERE Exchange at <https://eere-Exchange.energy.gov>
- DOE will not review or consider applications submitted through any other means
- The Users' Guide for Applying to the Department of Energy Funding Opportunity Announcements can be found at <https://eere-Exchange.energy.gov/Manuals.aspx>

Key Submission Points

- Check entries in EERE Exchange
 - Submissions could be deemed ineligible due to an incorrect entry
- DOE strongly encourages Applicants to submit applications 1-2 days prior to the deadline to allow for full upload of application documents and to avoid any potential technical glitches with EERE Exchange.
- Make sure you push the submit button
 - Any changes made after you push the submit button will un-submit your application and you will need to push the submit button again
- For your records, print out the EERE Exchange Confirmation page at each step, which contains the application's Control Number.

Applicant Points-of-Contact

- Applicants must designate primary and backup points-of-contact in EERE Exchange with whom DOE will communicate during the process.
- It is imperative that the Applicant/Selectee be responsive during award negotiations and meet negotiation deadlines
 - Failure to do so may result in cancellation of further award negotiations and rescission of the Selection

Questions

- Questions about this FOA?
 - Email tribal@ee.doe.gov
 - All Q&As related to this FOA will be posted on the EERE Exchange website. See the Frequently Asked Questions or FAQs.
 - DOE will attempt to respond to questions within 3 business days, unless a similar Q&A has already been posted on the website.
 - You will be notified via email when a response to your question has been posted.

Questions

- Problems logging into EERE Exchange or uploading and submitting application documents with EERE Exchange?
 - Email EERE-ExchangeSupport@hq.doe.gov.
 - Include FOA name and number in subject line
- As questions are not being entertained during this webinar, please send those to us via email to tribal@ee.doe.gov. Please include FOA name and number in subject line.

Closing

- Please download Funding Opportunity Announcement DE-FOA-0001621 and read it thoroughly so you understand all the steps and requirements for submitting an application. Do not rely solely on this webinar.
- If you are considering submitting an application, please register in EERE Exchange as soon as possible to obtain a Control Number. This control number must be included on all application documents.
- Check the Frequently Asked Questions (FAQs) on EERE Exchange periodically for any supplemental information or amendments to the FOA.