**Request for Information (RFI) DE-FOA-00002413: Understanding Workforce-Development Assets and Gaps for Technical and Non-Technical Bioenergy Workforce Preparation**

DATE: September 2, 2020

SUBJECT: [Request for Information (RFI)](https://eere-exchange.energy.gov/default.aspx#FoaId4c7b0d83-00ab-4435-b86c-e7cee5f37dee)

**RFI Response Guidelines**

* Responses must be provided as a Microsoft Word (.docx) attachment to the email (template provided for respondents’ convenience) and be no more than 5 pages in length (using 12-point Arial-, Calibri-, or a Times New Roman-type font) and 1-inch margins. Only electronic responses will be accepted.
* Responses must be provided as attachments to an email and sent to [**bioenergizeme@ee.doe.gov**](mailto:bioenergizeme@ee.doe.gov) no later than **5:00 p.m. (EDT) on November 2, 2020**. (It is recommended that attachments with file sizes exceeding 25 MB be compressed to ensure message delivery.)
* If proprietary information is included in your response, please see page 4 of the [[RFI](https://eere-exchange.energy.gov/#FoaId4c7b0d83-00ab-4435-b86c-e7cee5f37dee)](https://eere-exchange.energy.gov/default.aspx#FoaId4c7b0d83-00ab-4435-b86c-e7cee5f37dee) for instructions.
* Respondents may answer as many or as few questions as they wish. (The Template includes three categories of responses—i.e., (1) industry [non-education/workforce-development], (2) education-related, or (3) workforce-development or government affiliation—each of which is brief with questions that are found in the [[RFI](https://eere-exchange.energy.gov/#FoaId4c7b0d83-00ab-4435-b86c-e7cee5f37dee)](https://eere-exchange.energy.gov/default.aspx#FoaId4c7b0d83-00ab-4435-b86c-e7cee5f37dee).) Respondents may delete questions and categories they do not use.
* This template is provided for respondents’ convenience. This instruction page (red font) may be deleted and will not be included in your final response.
* *Guide to respondents*: The Bioenergy Technologies Office is particularly interested in the information that the questions elicit; however, any input the respondent wants to share is of value.
* A prompt for additional information or comments is included with each response type so other information may be submitted.
* A response to this [[RFI](https://eere-exchange.energy.gov/#FoaId4c7b0d83-00ab-4435-b86c-e7cee5f37dee)](https://eere-exchange.energy.gov/default.aspx#FoaId4c7b0d83-00ab-4435-b86c-e7cee5f37dee) will not be viewed as a binding commitment to develop or pursue the project or ideas discussed.

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Respondent’s name:

Name of company/institution:

**Contact information:**

* Zip code:
* Email address:

***Please identify your answers by responding to a specific question or topic if applicable. Respondents may answer as many or as few questions as they wish.***

**(Response category 1) *Industry (or any non-education or non-workforce-development sector)***

Describe your role (e.g., employee, line manager, operations leadership, division director, president/CEO, human resources, corporate trainer, learning and development manager, non-profit technical trainer):

List the primary product or type of products that your industry/sector produces:

Identify three challenges you experience in trying to develop a bioenergy workforce (specify whether each challenge is related to your existing workforce or a future, desired workforce):

Describe what kinds of educational materials or courses would help your organization address its workforce challenges (include specific job type, if applicable):

Describe the kinds of delivery methods you would recommend for education/training for your workforce needs (e.g., online, traditional classroom, classroom and online hybrid, on-the-job training):

(Optional) Provide additional information or comments:

**(Response category 2) *Education-related field***

Describe your role or current position:

Provide your field of research or age/grade of students and subject(s) you teach:

Do you have a program or a specific course that covers biomass or bioenergy topics? **If yes**:

* Provide details on the specific topics the program/course covers (respondents may include links, add attachments, or paste text from other sources, such as a course syllabus):
* Is your program or course publicly available and non-proprietary?
* Provide the number of people who have participated in and/or who have graduated from your program:
* Describe how the program was developed (you may include links to or a description of any analysis/results that have been published on the program):
* Describe the methods of information delivery your program uses (e.g., online, traditional classroom, classroom and online hybrid, on-the-job training):

If you **don't** have a program or a specific course that covers biomass or bioenergy topics, then:

* What challenges do you face (or anticipate facing) when trying to incorporate bioenergy into your program or courses?
* What information delivery methods does your institution prefer (e.g., online, traditional classroom, classroom and online hybrid, on-the-job training)?
* Describe what resources or educational materials would be desirable to enhance your current bioenergy/biomass offerings:

(Optional) Provide additional information or comments:

**(Response category 3) *Workforce-development or government affiliation***

Describe your role or current position:

Provide your industry:

Do you have a program or a specific course that covers biomass or bioenergy topics? **If yes**:

* Describe the workforce-development program(s) available that include bioenergy:
* What is the goal/mission of your workforce-development program?
* Who is the target audience?
* Describe the local, regional, state, or federal support:
* What is the metric(s) used to assess impacts of the program?
* Is the program participation voluntary or mandatory?
* Provide the sponsor(s) (if any) (i.e., corporate/industry/non-governmental partners or sponsors):

If you **don't** have a program or a specific course that covers biomass or bioenergy topics, then*:*

* Describe the program your organization plans on developing—if it includes any reference to bioenergy—or what prevents your organization from creating a career development program:

(Optional) Provide additional information or comments: