



STATE AND PRIVATE FORESTRY, COOPERATIVE FORESTRY
STATE FORESTER WOOD TO ENERGY “JUMP-START” PROGRAM
TECHNOLOGY MARKETING UNIT, MADISON, WISCONSIN

Date: 05/20/07

GOAL: Provide financial assistance through State Foresters to accelerate the adoption of woody biomass as an alternative energy source, initially focused on public facilities and institutions.

PURPOSE: Funding will support the development of project(s) and help jump-start a state-wide program that implements wood to energy technology.

AWARD INFORMATION: \$800,000 is available for granting under this program. Individual grants will not be less than \$25,000 or more than \$75,000. Successful applicants will be announced by July 16, 2007. The maximum length of the award is 12 months from the date of award. Written performance reports will be required.

DATES: Application Deadline: Close of business June 29, 2007.

ELIGIBLE APPLICANT: Eligible applicant is the State Forester or their designated representative. Construction projects involving a permanent building or infrastructure item, such as roads, are not allowed.

SUPPLEMENTARY INFORMATION: To meet the needs of privately held forest resources requires a long-term commitment that can be fostered through local and State agencies. Non-industrial private forest land stewardship can provide income, employment and renewable energy that contribute to the economic health and diversity of rural communities. Urban and community forest management can be enhanced by incorporating wood-to-energy efforts, as these forests can provide a source of woody biomass while utilization can decrease the costs of managing urban forests. This grant program is intended to help State Foresters provide education, technical, and financial assistance to launch or strengthen a wood-to-energy program in their state. (16 U.S.C., 2101 (b)(5), 16 U.S.C. 2102(A)(10)(B)).

ADDRESSES: Application packages must be sent to the following address: ATTN: Patricia Brumm, Grants and Agreements Specialist, Forest Products Laboratory, One Gifford Pinchot Dr., Madison, WI 53726-2398. For more detailed information regarding federal restrictions, visit www.fpl.fs.fed.us/tmu. Paper copies of the information are also available by contacting the USDA Forest Service, S&PF Technology Marketing Unit, Madison, Wisconsin.

FOR FURTHER INFORMATION CONTACT: Patricia Brumm, Grants and Agreements Specialist, (608)-231-9282, for technical questions, Dave Atkins, Program Manager, (406.329.3134) datkins@fs.fed.us.

EXAMPLES OF PROJECTS THAT COULD BE FUNDED:

- Educational Project – Public education/awareness efforts that help improve the use of woody biomass for energy through the development of web sites, holding workshops, developing brochures, and other communication tools that address the linkage between landscape-scale forest management, urban forest management, air quality improvements, energy independence, etc.
- Jump-starting Opportunities – Conduct preliminary feasibility assessments at a university, hospital, prison, or other facility that can create a sustainable market-based use for landscape-scale or urban-scale woody biomass projects. Decision boards are often unfamiliar with this technology and need some analysis and a report of prospective costs and savings to inform their decision-making process.
- Wood Supply Issues - An inventory of existing sources of material being generated (landfills, hazardous fuel treatments, timber harvest activities current and planned) in geographic areas will substantially assist decision makers considering an investment in energy conversion efforts. An inventory of existing businesses with the capacity to produce and deliver material can be very valuable.
- Market Assessment – Analyze the state’s boiler database to identify the most likely candidates for conversion from an economic basis. This analysis will help establish priorities for development of the program and inform the private sector about the extent of the market opportunities and spur investment.

APPLICATION SUBMISSION: Specific content and submission requirements for the pre-application are as follows: Each submittal must be composed of 3 paper copies (single-sided) of the application plus the original application. Paper copies of the application must be on 8.5- by 11-inch plain white paper with a minimum font size of 11 letters per inch. Top, bottom, and side margins must be no less than 3/4 inch. All pages must be clearly numbered. The paper copies of the application package should be stapled with a single staple in the upper left-hand corner.

APPLICATION CONTENT: Assemble information in the following order: cover page, project summary, project narrative, statement of need, project coordinator(s) and partner(s), goals and objectives, technical approach work plan, budget justification narrative, budget, and appendices. The project narrative should provide a clear description of the work to be performed and its impact on all of the partners involved. The project narrative should be no more than 5 pages, excluding cover page, budget justification, budget, or appendices.

APPLICATION DELIVERY: Applications must be post marked by June 27, 2007 and received no later than 5:00 p.m. Central Standard Time on June 29, 2007, by Patricia Brumm at the Forest Products Laboratory. Hand-delivered, email, or fax applications will not be accepted. **NO EXCEPTIONS ALLOWED.**

COST SHARE: (Matching Requirement). Applicants must demonstrate at least a 50% match of the total project costs from non-Federal sources, which can include cash or in-kind contributions.

DUNS NUMBER: All applicants must include a Dun and Bradstreet (D&B), Data Universal Numbering System (DUNS) number in their full application. State Foresters who might be using another entity for administration of the grant should inform the entity to have or obtain a DUNS number. For the purpose of this requirement, the applicant is the entity that meets the eligibility

criteria and has the legal authority to apply for an award. For assistance in obtaining a DUNS number at no cost, call the DUNS number request line (1-866-705-5711) or register on-line at <https://eupdate.dnb.com/requestoptions/government/ccrreg/>.

OUTREACH: This announcement will be conducted through the National Association of State Foresters.

EVALUATION AND CRITERIA POINT SYSTEM

Present the State's Intent to Establish or Expand a Wood-to-Energy Program: 50 Points

- Describe the role the State Forester's office will play or is playing in accomplishing with this criteria; describe how this grant will improve the state's effectiveness; describe what success will look like in 12 months, 36 months, and 72 months.
- Provide a brief overview of the staffing and agencies that are to be involved.
- Show examples of projects that have been completed, are underway, or planned.
- Summarize the financial and/or public support for woody biomass renewable energy projects in the state.
- Summarize the energy savings and the potential economic impact that would be realized with a wood-to-energy program.
- Estimate the sustainable woody biomass supply available for local projects, if available or how the estimate could be attained.
- Highlight any state-wide assessment(s) that can help target project development, such as critical forest health, wildfire protection areas, municipal watersheds, heating/boiler system replacements, or air quality restrictions.
- Describe the current level of expertise on your staff and if there is a need and willingness to attend and/or receive training as part of this award.

Clear Description of the Proposed Project(s): 30 Points

- A project site/s that will be developed.
- Adequacy and completeness of the proposed tasks.
- Likelihood of meeting project objectives.
- Reasonableness of time schedule.
- Identified deliverables/tasks/ and the way success will be measured.

Budget: 10 Points

- Brief narrative description of the budget.
- Why Forest Service funding is important to the State's efforts.
- Table that displays a realistic budget and timeframe.
- Level of matching funds for the grant.

Identify the administrative lead for the grant: 10 Points

- Experience, capabilities (technical and managerial)
- Demonstrated capacity to manage a program.

APPLICATION REVIEW PROCESS: A merit review process will be used for applications submitted under this solicitation. A panel of technical experts from Federal agencies will judge the merits of each application. Panel members will independently review the applications according to the evaluation criteria and point system. A total of 100 points is possible. As a result of this review, successful applications are recommended to a Senior Forest Service official for final selection. A letter of notification is provided to each applicant.

LETTERS OF SUPPORT FROM PARTNERS, INDIVIDUALS, OR ORGANIZATIONS: Letters of support should be included in an appendix. Each letter of support should be limited to one page.

KEY PERSONNEL QUALIFICATIONS: Qualifications of the designated project manager on behalf of the State Forester or their designee should be included in an appendix. Qualifications are limited to one page.