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U.S. Department of Agriculture

Farm Service Agency (FSA) Commodity Credit Corporation

Biofuel Infrastructure Partnership (BIP)

The Biofuel Infrastructure Partnership is authorized funding under Sections 5(b) and 5(e) of the Commodity Credit Corporation (CCC) Charter Act, (15 U.S.C. 714c(b) and 714c(e)).

Announcement No.: USDA-FSA-2015-22

For Fiscal Year 2015

Date Issued: June 18, 2015

Applications must be submitted electronically via the Grants.gov website.

Details are provided under Part III.



Biofuel Infrastructure Partnership Announcement

No. USDA- FSA– 2015 – 22

Page 2

ANNOUNCEMENT TYPE: Request for Applications

FUNDING OPPORTUNITY NUMBER: USDA–FSA–2015– 22

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NUMBER: 10.117

DATE: Applications must be received on Grants.gov by 5:00 pm (Eastern daylight time) on July 15, 2015.

EXECUTIVE SUMMARY:

The Biofuel Infrastructure Partnership (BIP) is a competitive grant opportunity with funding authorized under Sections 5(b) and 5(e) of the Commodity Credit Corporation (CCC) Charter Act, and is a one-time only grant for States, the Commonwealth of Puerto Rico, and Washington, D.C. (each referred to as an “applicant”).

A Notice of Funds Availability (NOFA) was published in the Federal Register, [pages 34363 – 34366] on June 16, 2015, announcing that up to an aggregate of \$100 million is available for one-time grant opportunities in fiscal year (FY) 2015 among all successful applicants.

This Request for Applications (RFA) provides the objectives for projects, the eligibility criteria for applicants, the application forms and associated instructions needed to apply for a BIP competitive grant.

The primary objective of the BIP is to increase consumption of biofuel in the form of ethanol. BIP is intended to drive innovative public-private partnerships to implement more comprehensive approaches to marketing higher levels of ethanol by cost-sharing for the installation of infrastructure for higher blends of ethanol. Higher blends of renewable fuel offer significant potential for increasing the use of renewable fuels in the U.S. gasoline pool, and BIP could help substantially increase ethanol consumption.

Table of Contents

Part I—Background and Authority		4
A. Background	4	
B. Authority	5	
Part II—Timetables, Eligibility, and Application Format Instructions		5
A. Timetables	5	
B. Eligibility – Who may Submit an Application	5	
C. Incomplete Applications	5	
D. Application and Budget Content Instructions	6	
Part III—Application Delivery/Submission Instructions		9
A. Preparing and Submitting an Application via Grants.gov	9	
B. SF-424 Instructions	10	
Part IV—Application Review		11
A. General	11	
B. Evaluation Criteria	11	
C. Conflicts of Interest and Confidentiality	13	
Part V—Grantee Responsibilities		13
Part VI—Grant Administration Information		14
A. Grant Administration Information	14	
B. Reports	15	
Part VII—General Provisions		16
A. Cost Principles, Audit, and Administrative Requirements	16	
B. Method of Payment	16	
C. Additional Regulations	16	
D. Additional General Terms and Conditions	17	
Part VIII—Supplemental Information		19
A. Contacts	19	
B. Reference Links	20	

Part I—Background and Authority

A. Background

The BIP provides an opportunity for States, the Commonwealth of Puerto Rico, and Washington, D.C. to apply for grants to assist in the implementation of activities to expand the infrastructure for renewable fuels derived from agricultural products produced in the United States. Each grant will fund a portion of the costs related to the installation of fuel pumps and related infrastructure dedicated to the distribution of higher ethanol blends, for example “E15” and “E85,” at vehicle fueling locations, including, but not limited to, local fueling stations, convenience stores (CS), hypermarket fueling stations (HFS), or fleet facilities.

Only States, the Commonwealth of Puerto Rico, and Washington, D.C. are eligible for the BIP. Grants will be awarded through a competitive Request for Applications (RFA) process.

Applicants must propose to use BIP grant funding to expand their existing biofuel infrastructure programs or create new biofuel infrastructure programs. These activities may not be duplicative of existing programs or program activities.

In the event that qualifying applications for funds exceed the total amount made available by CCC, those applications with a higher proportion of funds versus in-kind contributions will be given a corresponding higher priority by CCC in the award of these grants.

If the total amount requested in the qualifying applications exceeds the available funding, CCC may use additional criteria for selection, which could include, but not be limited to:

- The distribution of funds between applicants;
- The distribution of funds between new programs and existing programs; and
- The need to target funding to increase demand for different blends of ethanol.

CCC funds made available under BIP may only be used for infrastructure to support higher ethanol blend utilization, including:

- Blender pumps that can dispense a range of ethanol blends including E85 (new pumps or retrofit of existing pumps), capped at 75 percent CCC share per pump;
- Dedicated E15 or E85 pumps (new pumps or retrofit of existing pumps), capped at 75 percent CCC share per pump; and
- New storage tanks and related equipment associated with new facilities or additional capacity (replacement is not included), capped at 25 percent CCC share per tank.

The applicant’s contributions must consist of non-Federal funds or in-kind contributions. However, other Federal funds may be part of the budget but cannot count towards the applicant’s contribution. Contributions may be used to support higher ethanol blend utilization through:

- Any activity for which CCC funds may be used;
- Marketing and educational expenses associated with BIP;
- Data collection and program evaluation costs associated with BIP;

Biofuel Infrastructure Partnership Announcement

No. USDA- FSA– 2015 – 22

Page 5

- Administrative costs associated with BIP; and
- Expenses specifically set forth in the grant agreement executed with CCC.

For FY 2015, up to \$100 million is budgeted to support BIP. To the extent that funds are available for this purpose, the Farm Service Agency (FSA) acting on behalf of the Commodity Credit Corporation (CCC) will award grants for applications found to be meritorious based on recommendations from an interagency review panel. There is no commitment by FSA or CCC to fund any particular application or to make a specific number of grants.

Successful applicants must fully expend Federal funds by December 31, 2016, with an opportunity for extension upon approval by CCC.

Projects will be reviewed periodically to determine if funds are used according to the terms of the grant agreement.

B. Authority

The authority for funding these grants to States, the Commonwealth of Puerto Rico, and Washington, D.C. under the BIP is found in Sections 5(b) and 5(e) of the Commodity Credit Corporation (CCC) Charter Act (15 U.S.C. 714c(b) and 714c(e)).

Part II—Timetables, Eligibility, and Application Format Instructions

A. Timetables

Due Date: BIP applications must be received by Grants.gov by 5:00 pm (Eastern daylight time) on July 15, 2015.

Late Submission: BIP applications submitted after the due date will not be considered for funding.

B. Eligibility – Who May Submit an Application

Only a State, the Commonwealth of Puerto Rico, or Washington, D.C. may apply for a BIP grant. Any applications received by an individual or an entity that is not a State, the Commonwealth of Puerto Rico, or Washington, D.C. will not be considered.

Applicants must include all proposed activity under a single application. If multiple applications are received from an applicant, only the final application received will be considered.

Multiple States may submit a combined regional proposal instead of separate proposals, especially if a joint proposal creates synergies or increased efficiencies.

C. Incomplete Applications

Incomplete applications will not be considered for funding. However, as determined by CCC, if time permits, incomplete applications may be returned and may be resubmitted.

D. Application and Budget Content Instructions

1. Application Content Instructions. Each application must contain the following elements:
 - a) Title page;
 - b) Table of contents;
 - c) Executive summary, which includes;
 - (i) Activities. Provide a summary of the application that briefly describes activities proposed to be funded under the grant; and
 - (ii) Objectives, Funding, Performance, and Other Resources. Include objectives and tasks to be accomplished, the amount of funding requested, the amount of matching or in-kind funding, how the work will be performed, whether organizational staff, consultants or contractors will be used, and whether other resources will be used;
 - d) Eligibility certification that the applicant is a State, the Commonwealth of Puerto Rico, or Washington, D.C. and that the individual submitting the application is acting in a representative capacity on behalf of the State, the Commonwealth of Puerto Rico, or Washington, D.C. government;
 - e) Application narrative that must include, but is not limited to, the following:
 - (i) Project Title. The title of the proposed project must be brief (not to exceed 75 characters) yet describe the essentials of the project.
 - (ii) Information sheet. A one-page information sheet listing each of the evaluation criteria, followed by the page numbers of all relevant material and documentation contained in the application that address or satisfy the criteria.
 - (iii) Objectives, Needs and Benefits of the Project. This section must include the following:
 - (A) A description of how and where the BIP funding will be used to encourage and enhance consumer choice related to ethanol consumption, such as including E15 or E85 pumps, in the State, the Commonwealth of Puerto Rico, or Washington, D.C. areas, including specific goals, and should provide:
 1. An estimate of the number of vehicles who will have access to higher blends through the proposed project;
 2. Degree that blender pumps are prioritized in the proposal to enable more flexibility and consumer choice;
 3. Current volume of ethanol sales and an estimate of the increased volume (gallons) of ethanol sales that the proposal is expected to generate over the lifecycle of the infrastructure investment; and

Biofuel Infrastructure Partnership Announcement

No. USDA- FSA– 2015 – 22

Page 7

4. Estimate of the increased number of flexible fuel vehicles (FFVs) that will have increased access to E85 pumps;
 - (B) A description of the methods that will be used to achieve the results of paragraph (A) of this subparagraph;
 - (C) A description of how and to what extent the proposed program will meet with widespread acceptance among vehicle fuel stations and fuel consumers;
 - (D) A detailed description of how, where and to what extent the program will be able to enhance and provide diversity in ethanol products and how program funds may be used to improve those consumer choice opportunities for ethanol blends;
 - (E) A detailed description of how, where and to what extent the applicant's program will prioritize blender pumps to enable more flexibility, consumer choice and access to E15 and E85;
 - (F) A detailed description of how any additional Federal, State, tribal government, or private resources, if any, will be used to carry out grant activities, such as public education and marketing plan or data collection and program evaluations;
 - (G) A detailed description of how the public will be made aware of the location of the new or enhanced gasoline ethanol consumer choice opportunities; and
 - (H) A description of how the applicant(s) will complete an environmental evaluation of the proposal consistent with the National Environmental Policy Act
- (iv) Work Plan/Approach. Applications must discuss the specific tasks to be completed using grant and matching funds. The work plan should show how customers will be identified, key personnel to be involved with administration of the grant, and the evaluation methods to be used to determine the success of specific tasks and overall objectives of a BIP grant. The budget must present a breakdown of the estimated costs associated with BIP activities and allocate these costs to each of the tasks to be undertaken. Additional funds from Federal, State, Tribes, or private resources, if any, as well as grant funds and resources provided in kind must be accounted for in the budget.
 - (v) Performance Evaluation Criteria. Applications must discuss how the applicant will evaluate whether the program for which the grant is being sought will meet the stated goals for the State(s), the Commonwealth of Puerto Rico, or Washington, D.C., as applicable, including but not limited to vehicle fuel stations' participation, outreach, and cost-effectiveness.
 - (vi) Other similar efforts. The applicant must describe its previous accomplishments and outcomes in enhancing and expanding ethanol consumer access and promotion activities, if any.

Biofuel Infrastructure Partnership Announcement

No. USDA- FSA– 2015 – 22

Page 8

- (vii) Qualifications of personnel. Applicants must describe the qualifications of personnel expected to perform key tasks, and whether these personnel are to be full- or part-time employees or contract personnel.
2. Budget Content Instructions. Regarding Detailed Budget Breakdown, use form SF-424C, “Budget Information – Construction Programs.” All sections are required to be completed, including the following:
- a) Administrative and Legal Expenses. List names, positions, and rates of compensation. If contract employees are hired, include their total time, rates of compensation, job titles, and roles.
 - b) Land, Structures, Rights-of-way, Appraisals, etc. Indicate the rates/amounts in conformance with normal accounting procedures. Explain what costs are covered in this category and the basis of the rate computations in the narrative.
 - c) Relocation Expenses and Payments. State the purpose of the relocation and itemize the estimated costs to show the number of trips required, the destinations, number of people traveling, the per diem rates, airfare, the cost of transportation, and any miscellaneous expenses for each trip. Calculations of other special transportation costs (such as charges for use of applicant-owned vehicles or vehicle rental costs) should also be shown. Provide detail on any specific item that represents a significant portion of the requested funding.
 - d) Fees (Architectural, Engineering, & Project Inspection). Enter estimated basic fees related to construction (this includes startup services and preparation of project performance work plan; surveys, tests, soil borings; and estimated engineering inspection costs).
 - e) Site Work. Enter estimated costs of site preparation and restoration that are not included in the basic construction contract.
 - f) Demolition & Removal and Construction. Enter estimated cost of the construction contract, including demolition and removal. Costs exceeding the 25 percent cap on underground storage tanks should be reported in “Costs Not Allowable for Participation,” Column B, on the SF-424C.
 - g) Education and Marketing. Show the estimated cost of publishing the results of the effort, including the final report. Include costs of drafting or graphics, reproduction, page or illustration charges, and a minimum number of reprints.
 - h) Equipment. General-purpose equipment must be purchased from the applicant's operating funds. Title to non-expendable personal property shall be vested with the applicant or the Federal Government as determined in the grant agreement terms and conditions in accordance with 2 CFR part 200. Enter estimated cost of office, shop, laboratory, safety equipment, etc. to be used at the facility, if such costs are not included in the construction contract.
 - i) Other Miscellaneous costs. Itemize the different types of costs not included elsewhere.
 - j) Sub Total Costs. Totals for items (a) – (i).

Biofuel Infrastructure Partnership Announcement

No. USDA- FSA– 2015 – 22

Page 9

- k) Contingencies. Show the proposed rate, cost base, and proposed amount for contingency costs based on the applicable cost principles in 2 CFR Part 200, as adopted and supplemented by 2 CFR Part 400..
 - l) Program Income. Enter estimated program income to be earned during the grant period, e.g., salvaged materials, etc.
 - m) Total Project Costs proposed. Total items (j) and (k); subtracting (l).
3. CCC Funds May Not be Used for the Following:
- a) Costs for duplicating or replacing current program services; however, grant funds may be used to expand the level of effort or program service beyond what is currently provided;
 - b) Payment of costs of preparing the application for funding through BIP;
 - c) Payment of costs of the project incurred prior to the date of grant approval;
 - d) Funding of political activities or lobbying efforts;
 - e) Payment of any judgment or debt owed to the United States;
 - f) Payment for the repair of privately owned vehicles;
 - g) Payment for any cost of fueling station canopies;
 - h) Payment for salaries, overhead, and related expenses; or
 - i) Payment for marketing, education, administration, research, testing and other non-infrastructure expenses.

Part III—Application Delivery/Submission Instructions

A. Preparing and Submitting an Application via Grants.gov

All applications must be submitted online via the Grants.gov web site by the closing date and time in Part II above.

Please note that the electronic submission system is relatively complex for first-time users and involves several preliminary registration steps to be taken before the application can be submitted (go to www.grants.gov and click on the “Get Registered” link in the red Applicants section on the left side of the page).

It is virtually impossible to complete the process of electronic submission for the first time if you start just a few days before the due date.

All entities applying for funding, including renewal funding, must have a Dun and Bradstreet Universal Data Numbering System (DUNS) number. The DUNS number must be included in the data entry field labeled "Organizational DUNS" on the SF-424 form.

Biofuel Infrastructure Partnership Announcement

No. USDA- FSA– 2015 – 22

Page 10

Instructions for obtaining a DUNS number can be found at the following website:

<http://www.grants.gov/web/grants/applicants/organization-registration/step-1-obtain-duns-number.html>

In addition to having a DUNS number, applicants applying electronically through Grants.gov must register with the federal System for Award Management (SAM).

Step-by-step instructions for registering with SAM can be found here:

<http://www.grants.gov/web/grants/applicants/organization-registration/step-2-register-with-sam.html>

All applicants must register with SAM in order to apply online. Failure to register with SAM will result in your application being rejected by Grants.gov during the submission process.

If you have completed a prior application, you may already have completed the registration process. Please allow sufficient time for the application to be submitted electronically and allow time for possible computer delays.

An application received after the closing date and time will not be considered for award. For registered applicants, to submit a grant application:

- Go to www.grants.gov (applications will ONLY be accepted from this site). Information about submitting an application using Grants.gov can be found on the Grants.gov site with supplementary materials.
- Go to “Apply for Grants,” then “Download a Grant Application Package.”
- Search for application using funding opportunity No. USDA-FSA-2015-22.

B. SF-424 Instructions

All new and continuation/revision applications must contain the completed form SF-424 and project/budget narrative.

Note: The person who electronically submits form SF-424 must have the authority to bind the applicant government agency to the terms and conditions of the grant agreement.

Part IV—Application Review

A. General

Evaluated applications will be ranked based on merit. Each application will be evaluated in a two-part process:

- Each application will be screened to ensure that it meets the administrative requirements as set forth in the NOFA of June 16, 2015 and this RFA; and
- Applications that meet these administrative requirements will be evaluated by an interagency review panel.

The interagency review panel will conduct a merit review based on the evaluation criteria. The views of the individual reviewers will be used by CCC to determine which applications will be recommended for funding. Final approval of applications recommended for award will be made by the FSA Deputy Administrator for Farm Programs (Deputy Administrator).

Interagency reviewers will be selected based upon knowledge, skills, training, and experience in relevant fields.

B. Evaluation Criteria

The evaluation criteria noted below will be used in reviewing applications submitted in response to this RFA.

Incomplete or non-responsive applications will not be evaluated. Applicants may revise their applications and re-submit them prior to the published deadline if there is sufficient time to do so.

CCC will evaluate how the applications will increase the use of ethanol using the evaluation criteria in this RFA and in accordance with the NOFA published on June 16, 2015.

Proposals must include, and will be scored based on an evaluation of, the following 18 criteria elements:

1. The total dollar amount of CCC funds requested;
2. The total dollar amount of the matching funds provided by the applicant;
3. The total dollar amount of other contributions provided by the applicant;
4. The total dollar amount of matching funds and other contributions provided by private entities such as, but not limited to, commercial vendors of automotive fuel, agricultural commodity promotional organizations, Tribes, and other entities interested in the promotion of renewable fuels;
5. The percentage of the matching funds or other contributions in relation to the requested CCC funds;
6. Plan to increase the number of consumers who have access to multiple vehicle fueling stations that offer higher ethanol blends within a geographic area

Biofuel Infrastructure Partnership Announcement

No. USDA- FSA– 2015 – 22

Page 12

7. An estimate of the number of consumers who will have access to higher blends through the proposed project;
8. Degree that blender pumps are prioritized in the proposal to enable more flexibility and consumer choice, as demand for additional blends grows;
9. Current volume of ethanol sales (gallons), and an estimate of the increased volume (gallons) of ethanol sales that the proposal is expected to generate over the lifecycle of the infrastructure investment;
10. Estimate of the increased number of FFVs using E85;
11. Proposed plan to collect and provide data and other information necessary to evaluate the program (for example, collect and report data on sales and retail and wholesale pricing of higher ethanol blends by fueling station recipients, or describe outcomes of public education and marketing, such as number of consumers contacted, etc.);
12. Proposed public education and marketing plan (for example, the placement of blender pumps or dedicated E15 or E85 pumps within the vehicle fueling stations, signage about the availability and merits of higher ethanol blends, and the promotion of FFVs for proposals that include E85 infrastructure);
13. Proposed program evaluation approach (for example, randomized trials) to identify which approaches are the most effective at promoting use of higher ethanol blends;
14. Other elements that can increase ethanol use, such as efforts to improve the wholesale distribution system or pricing to ensure higher blends are priced based on energy content;
15. An explanation of how the BIP grant will add to the growth of biofuel infrastructure in the applicant beyond any existing program;
16. Demonstration of capacity to operate the proposed program by documenting existing or previous efforts to support biofuels utilization and infrastructure;
17. A description of how the program will address maintaining and enhancing qualifying infrastructure (that is, blender pumps, dedicated E15 or E85 pumps, new storage tanks and related equipment), including, but not limited to, the minimum length of time that supported infrastructure and pumps must be used to dispense the higher ethanol blends, any foreseen participation barriers, as well as a description of financial incentives the program provides to purchase or enhance qualifying infrastructure; and
18. A description of how the applicant will complete an environmental evaluation of the proposal consistent with the National Environmental Policy Act.

After all applications have been evaluated using the evaluation criteria and scored in accordance with the terms specified in the RFA, a list of all applications in ranked order, together with funding level recommendations, will be submitted to the Deputy Administrator, FSA.

C. Conflicts of Interest and Confidentiality

During the interagency review process, care will be taken to prevent any actual or perceived conflicts of interest that may affect review or evaluation.

Names of applicants, application content, and interagency review evaluations will be kept confidential, except to those involved in the review process, to the extent permitted by law. In addition, the identities of the interagency reviewers will remain confidential. Therefore, the names of the reviewers will not be released to applicants.

Part V—Grantee Responsibilities

Before receiving grant funding, the grantee will be required to sign an agreement. The grant agreement will require the grantee to commit to do all of the following:

- Make arrangements for the monitoring and evaluation of the activities of the applicant-led project(s), including information about the pumps, infrastructure, recipients, and anything else the grant funds are used to support; and
- Provide an accounting for the money received by the grantee under this subpart.

Grantees will be required to monitor grant funds as specified in the next paragraph of this section, and must agree to that monitoring before grant funds are awarded.

The grantee will be required to certify that the grant funds will be expended solely for the purposes for which the funds are granted, in accordance with the approved application and budget, the NOFA of June 16, 2015, this RFA, and the terms and conditions of the grant agreement, and will be used in compliance with the federal regulations at 2 CFR part 200, as adopted and supplemented by 2 CFR part 400, and additional regulations as set forth in Part VII. The grantee will be required further to certify that the grant funds will not be used for the ineligible purposes set forth in Part II.D.3 above.

Failure of the grantee to execute a grant agreement in a timely fashion, as determined by the CCC, will be construed to be a withdrawal from the BIP.

Part VI—Grant Administration and Information

A. Grant Administration Information

1. General

Within the limit of funds available for such purpose, CCC will make grants to those responsible eligible applicants whose applications are judged most meritorious under the procedures set forth in this RFA.

The effective date of the grant shall be no later than September 30, 2015. However, CCC's intention is to award grants as soon as possible. It should be noted that the project need not be initiated on the grant effective date, but as soon thereafter as practical so that project goals may be attained within the funded project period.

All funds granted under this RFA shall be expended solely for the purpose for which the funds are granted in accordance with the approved application and budget, the NOFA of June 16, 2015, this RFA, the terms and conditions of the grant agreement, federal regulations at 2 CFR part 200, as adopted and supplemented by 2 CFR part 400, and additional regulations as set forth in Part VII.

Grantees are responsible for managing the day-to-day operations of the grant agreement and supported activities to assure compliance with applicable Federal requirements, and that performance goals are being achieved. Recipient monitoring must cover each program, function or activity.

Upon notification of selection, grantees will be notified of documentation required for receipt of award.

2. Changes in Project Plans

- a) Changes in Project Period: Project periods are from date of the grant agreement through December 31, 2016. However, the project period may be extended by CCC without additional financial support, for such additional period(s) as CCC determines may be necessary to complete or fulfill the purposes of an approved project, but in no case shall the total project period exceed three years. Any extension of time shall be conditioned upon prior request by the grantee and approval in writing by CCC, unless prescribed otherwise in the terms and conditions of the grant agreement.
- b) No other changes to the project are permitted unless requested by the grantee and approved in writing by CCC prior to effecting such changes, including changes as set forth below, unless prescribed otherwise in the terms and conditions of the grant agreement.

B. Reports

1. The following reports will be required from all award recipients:

Report	Due Date
Form SF-425, Federal Financial Report (Quarterly)	<ul style="list-style-type: none">• February 15, 2016;• May 15, 2016;• August 15, 2016;• November 15, 2016
Performance Reports	<ul style="list-style-type: none">• June 1, 2016• Earlier of April 1, 2017 or 90 days after completion date
Form SF-425, Federal Financial Report (Final)	<ul style="list-style-type: none">• Earlier of April 1, 2017 or 90 days after completion date

2. Cash Management and Financial Reporting Requirements

Grantees must provide the following to CCC through FSA:

- a) Form SF-425 is required quarterly and is due 45 days after the end of each fiscal quarter until the final Federal Financial Report is submitted. Instructions for submitting SF-425 can be found at www.forms.gov. Form SF-425 must list expenditures according to agreed upon budget categories, on a periodic basis as specified in as provided in Section B of this Part, below, and the grant agreement.

Within 45 calendar days after the end of each Federal fiscal quarter, the SF-425 must be submitted by mail to CCC through FSA at the address in Part VIII.

If after 45 calendar days, recipient has not submitted a report, the account will be placed in a manual review status. Funds may be withheld for accounts with delinquent reports.

Report unused grant funds and interest earned using Section 12 of the SF-425.

- b) The grantee will liquidate all obligations incurred under the grant agreement and submit a final SF-425 no later than 90 calendar days after the grant agreement completion date.

Part VII—General Provisions

A. Cost Principles, Audit, and Administrative Requirements

The grant is subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR part 200, as adopted and supplemented by 2 CFR part 400, which are incorporated herein by reference.

Copies of 2 CFR parts 200 and 400 are available on the internet at: http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl

B. Method of Payment

The grant will be disbursed by the FSA Financing and Cash Operations Office in Kansas City, Missouri using electronic funds transfer to the grant recipient's bank account. The grantee must complete form SF-3881, ACH Vendor/Miscellaneous Payment Enrollment Form, and return the form to FSA before disbursement can be made.

C. Additional Regulations

The grant is subject to the following additional regulations, as applicable:

1. 2 CFR part 25, Universal Identifier and System of Award Management;
2. 2 CFR part 170, Reporting Subaward and Executive Compensation Information;
3. 2 CFR part 175, Award Term for Trafficking in Persons;
4. 2 CFR part 180, OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), as adopted and supplemented by 2 CFR part 417, Nonprocurement Debarment and Suspension
5. 2 CFR part 415, General Program Administrative Regulations
6. 2 CFR part 418, New Restrictions on Lobbying
7. 2 CFR part 182, Government-wide Requirements for Drug-Free Workplace (Financial Assistance), as adopted and supplemented by 2 CFR part 421, Requirements for Drug-Free Workplace (Financial Assistance)
8. 7 CFR part 1b – National Environmental Policy Act
9. Existing regulations and State laws regarding underground storage tanks (USTs), in cases where BIP funds are used for the purpose of adding USTs.

D. Additional General Terms and Conditions

Advance

Grantees must use the request for advance form, which will be provided by CCC, to request advances.

Audit

Grantees must comply with the audit requirements of 2 CFR parts 200 and 400. The audit requirements apply to the years in which grant funds are received and years in which work is accomplished using grant funds.

Civil Rights

CCC prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. The BIP will also be administered in accordance with all other applicable civil rights law.

Close-out Procedure

Upon submittal of the final SF-425 to CCC, close-out procedures will be initiated for the grant agreement. Each grant agreement is a separate action and will be closed out in accordance with the applicable general provisions.

Delegation of Fiscal Responsibility

Unless the terms and conditions of the grant agreement provide otherwise, the grantee may not in whole or in part delegate or transfer to another person, institution, or organization the responsibility for use or expenditure of grant funds.

Environmental Review

Although completion of environmental review is not part of the application requirements, a description of how the applicant(s) will complete an environmental evaluation of the proposal consistent with the National Environmental Policy Act (NEPA, 42 U.S.C. 4321 et seq.), including the method of compliance as described below, must be detailed in the application (see Part II). Each applicant for the Biofuel Infrastructure Partnership funds will be required to define how it will complete an environmental evaluation of its proposal consistent with the provisions of NEPA, the Council on Environmental Quality's Regulations for Implementing the Procedural Provisions of NEPA (40 CFR parts 1500-1508), and FSA regulations for compliance with NEPA (7 CFR part 799). This may include the preparation of a Programmatic Environmental Assessment (PEA). The PEA must assess any current program in the applicant supporting biofuel infrastructure, if one exists, and the proposed alternative policies for implementation of the current or proposed program if funding is received from CCC. The purpose of the PEA is to evaluate the impacts of expanding blender fuel pumps.

Biofuel Infrastructure Partnership Announcement

No. USDA- FSA– 2015 – 22

Page 18

Consistent with 40 CFR 1501.4(c), the PEA will be used to determine if the receipt of Federal funds will constitute a major Federal action significantly affecting the quality of the human environment and if an Environmental Impact Statement needs to be prepared. Depending on the scope of the environmental evaluation needed and the anticipated impacts of the proposal, the use of the environmental evaluation checklist form, FSA-850, or any superseding version of this form may be appropriate.

Fiscal Integrity

The grantee will notify CCC of any significant problems relating to the administrative or financial aspects of the grant, such as misappropriation of Federal funds.

Inspection

Grantees must permit periodic inspection of the program operations by a CCC representative, as determined by CCC.

Modification Authority; Change in Scope or Objectives

The grant agreement may be modified in writing by mutual consent of CCC and the grantee. The grantee must obtain prior approval from CCC for any change to the scope or objectives of the approved project. Failure to obtain prior approval of changes to the scope of work or budget may result in suspension, termination, or recovery of grant funds.

Performance Evaluation

CCC will incorporate performance criteria in grant agreements and will regularly evaluate the progress and performance of grantees.

Program Income

Any program income will be deducted from total allowable costs to determine the net allowable costs before calculating the Government's share of reimbursable costs.

Publication Requirements

Publication of the project results or any portion thereof and production of audiovisuals are subject to prior review and approval by CCC. Appropriate credits to the U.S. Department of Agriculture, Farm Service Agency, must be in any formally published article(s) or audiovisuals, providing FSA does not otherwise feel it appropriate to issue a disclaimer.

Part VIII—Supplemental Information

A. Contacts

For Further Information Contact –

For questions specific to BIP’s policy provisions, please:

- Email Katina.Hanson@wdc.usda.gov and Brad.Karmen@wdc.usda.gov and in the Subject Line type: BIP;
- Telephone (202) 720-3175

For questions about the BIP grant application process not answered through grants.gov:

- Email Kelly.Novak@wdc.usda.gov and in the Subject Line type: BIP;
- Telephone (202) 720-4053

For questions specific to BIP’s financial and accounting provisions including email, fax, and/or address for submitting SF-425, please:

- Email Angela.White@kcc.usda.gov;
- Telephone (816) 926-8809;
- Fax (816) 926-3696; or
- For regular mail (USPS), mail to:
USDA – Farm Service Agency Beacon
Facility - Mail Stop 8578
P.O. Box 419205
Kansas City, MO 64141-6205
- For express mail (FedEx or UPS):
USDA – Farm Service Agency Beacon
Facility - Mail Stop 8578
9240 Troost Avenue
Kansas City, MO 64131-3055
- For sending interest and refund checks with regular mail (USPS), mail to:
USDA – Farm Service Agency Beacon Facility - Mail Stop 8212
P.O. Box 419205
Kansas City, MO 64141-6205
- For sending interest and refund checks using express mail (FedEx or UPS):
USDA – Farm Service Agency Beacon
Facility - Mail Stop 8212
9240 Troost Avenue
Kansas City, MO 64131-3055
- For questions related to Grants.gov, please:
Email support@grants.gov or
Telephone at (800) 518-4726.

Biofuel Infrastructure Partnership Announcement

No. USDA- FSA– 2015 – 22

Page 20

B. Reference Links

For access to grants.gov application web site: www.grants.gov

For converting documents to PDF: <http://grants.gov/assets/PDFConversion.pdf>

For access to Grants.gov application guide:
<http://www.grants.gov/assets/ApplicantUserGuide.pdf>

For access to FSA’s web site: www.fsa.usda.gov

For further information about BIP: www.fsa.usda.gov/energy

To receive e-mail notifications for new BIP announcements, to:
<http://www.grants.gov/search/subscribeAdvanced.do>

Any inconsistency between the original printed document and the disk or electronic document shall be resolved by giving precedence to the printed document.

-- END OF PROGRAM ANNOUNCEMENT--