

Lizana Pierce: Welcome to the webinar. This Informational Webinar is for people interested in applying to the Department of Energy's Funding Opportunity Announcement (or FOA), which was issued February 12, 2016, entitled Establishment of an Inter-tribal Technical Assistance Energy Providers Network.

As Randy said, my name is Lizana Pierce and I am a Senior Engineer with the Department of Energy and a Program Manager under the Office of Indian Energy Policy and Programs (otherwise known simply as the "Office of Indian Energy"). I have been working in clean energy for the last 20 years and specifically in Indian Energy since the late 90's. Under the Office of Indian Energy, I am tasked with implementing the deployment program – specifically for financial assistance that entails issuing funding opportunity announcements, managing the application review process, administering the resultant grants, and overseeing the funded tribal energy projects.

The intent of this webinar is to cover the basic aspects of the Funding Opportunity Announcement and highlight essential details about the application process, including:

- The types of applications sought;
- Who is eligible to apply;
- Cost share and other requirements;
- What the application needs to contain;
- How to ask questions; and
- How applications will be selected for funding.

Before we begin, I'd like to draw your attention to the email address on the lower right hand side of this cover page. This is the official mailbox to direct all of your questions to during the entire FOA process. Please do not contact DOE or DOE Laboratory staff directly with questions, including myself, as all questions must be in writing. The reason for only accepting questions in writing is to ensure you receive a formal response and so that everyone has the benefit of the response - because if you have a question, other potential applicants may also have that same question.

As we will not have a live Q&A session as part of this webinar, please capture your questions as they come up and send them via email to tribal@ee.doe.gov. In the subject line of your email, please include the FOA number, DE-FOA-0001453. Responses to all questions received at this mailbox will be posted to the Frequently Ask Questions (FAQs) webpage for this FOA on the EERE Exchange website, unless a similar question has already been asked. Responses to your questions will typically be posted within 3 business days after receipt. Before submitting a question, please check the FAQs webpage on the EERE Exchange website to see if a similar question has already been answered. In submitting a question, please be careful not to include any language that might be business sensitive, proprietary or confidential.

Your participation in this webinar is completely voluntary. There are no particular advantages or disadvantages to the application evaluation process with respect to your participation in the webinar today. These slides and an audio recording of this webinar will be posted in the next week or so. As a registrant of the webinar, you'll be notified when this material is available.

You may want to download the FOA document now for reference as I will be referencing specific pages during the webinar.

So, let's get started!

Next slide please.

Before we discuss the Funding opportunity Announcement itself, I wanted to walk you through the EERE Exchange site and where you can find the FOA document itself, application forms, and Frequently Asked Questions (FAQs). The EERE Exchange website is at www.eere-exchange.energy.gov/. Once on that page, scroll down the list until you locate this FOA number – DE-FOA-0001453. Clicking the FOA number in the FOA list will take you to the section of the webpage specific to this FOA as shown on the slide. As you can see in this slide of the EERE Exchange website, the section specific to this FOA (DE-FOA-0001453) includes a brief summary and other key information.

The direct link to this FOA summary is at the bottom of this slide. My apologies for this slide. The screenshot will be expanded on the next few slides.

Pause.

Next slide please.

As you can see from this screen shot, the EERE Exchange summary for this FOA includes the FOA document itself, application documents, contact information for submitting questions regarding this FOA and for EERE Exchange support, a link to the FAQs webpage, and the submission deadline (April 14, 2016 at 5:00 pm Eastern Time).

Pause.

If the application documents are not shown, you'll need to click on the "View Required Application Documents" link under Required Application Documents. Once the "View Required Application Documents" link is clicked, a list of application documents will be revealed as shown on this slide.

Next slide, please.

As you can see, once you click on "View Required Application Documents" under Required Application Documents you see the various forms that need to be included as part of your application. Note that these forms only comprise part of an application and, in and of themselves, do not make a complete application. Further into the presentation we'll go through the elements that comprise a complete application.

The forms include:

- 1) The Application for Federal Assistance (SF-424) – a fillable pdf form
- 2) Budget Justification (EERE 335) – an multi-tab Microsoft Excel form
- 3) Disclosure of Lobbying Activities (SF-LLL) – A Word document. If this does not apply to you, please indicate “not applicable” sign, date, and include as part of the application.
- 4) Summary slide template – a PowerPoint slide intended to summarize your proposed project

All other components of the application are self-generated. For a complete list of the application content, see the table beginning on page 15 of the FOA document.

Next slide, please.

The answers to all FOA related questions received in our email box (tribal@ee.doe.gov) will be posted on the Frequently Asked Questions (FAQs) webpage specific to this FOA on the EERE Exchange website. This slide shows an example of the FAQ webpage.

You may wish to check this page periodically as questions and answers will continue to be posted throughout the entire time the FOA is open.

Next slide, please.

This slide shows the anticipated schedule for the FOA which is also on the cover page of the Funding Opportunity Announcement (FOA) document. The FOA has already been posted, and we are conducting the FOA Informational Webinar now. Please note that all Applications are due on the EERE Exchange website no later than 5:00 Eastern on April 14, 2016. Note that the closing time is 5:00 Eastern so that help desk assistance and support will be available to you up until the closing time. If you are in Alaska, Pacific, Mountain, or Central time zones, please plan accordingly to meet that 5:00 Eastern deadline.

Please note that DOE will not extend the submission deadline for Applicants that fail to submit required information due to server/connection congestion. The EERE Exchange is designed to enforce the deadlines specified in this FOA. **The “Apply” and “Submit” buttons may be disabled at the defined submission deadline.** Therefore, please ensure you begin uploading you application at least 48 hours in advance of the submission deadline to ensure you meet that deadline, and allow at least 1 hour to submit an Application. Once the Application is submitted in EERE Exchange, you may revise or update your Application until the expiration of the deadline.

DOE anticipates notifying Applicants selected for negotiation of award this Summer and making awards in the Fall.

Each and every Applicant will received a notification letter by email to the technical and administrative points of contact designated by the Applicant in the EERE Exchange system.

Notification letters will state whether the Application is determined to be:

- Non-compliant (an incomplete or late Application),
- Ineligible,
- Nonresponsive (see page 4 of the FOA for Applications specifically not of interest),
- Not selected for funding,
- A selection is postponed,
- Not selected, but designated as an alternate, or
- Selected for negotiation towards an award.

The notification letter will state the basis upon which those decisions were made. Note that there is no process for appeal for Applications deemed non-compliant or ineligible; those decisions are final.

Next slide please.

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.

Next slide please.

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 of the FOA (pages 36-37) for information on how to register in the above systems.

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All applicants are strongly encouraged to carefully read the Funding Opportunity Announcement DE-FOA-0001453 ("FOA") 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.

The agenda for this webinar is as shown. First, we'll provide:

A summary of the FOA, Discuss Application 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, and Closing.

The FOA Executive Summary included on page 1 of the FOA document includes key information on the FOA. This information is summarized on this and the next two slides. We will go over this information as part of the presentation, but is provide here as a summary.

I'll give you a moment to read through the slide.

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Next slide, please.

A goal of the DOE Office of Indian Energy is to strengthen tribal communities to sustain future generations.

The office is: READ SLIDE.

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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 together with "Alaska Native Regional Corporations" and "Inter-tribal Organizations", will provide tribal communities and Alaska Native villages the knowledge, skills, and resources needed to implement successful strategic energy solutions on a regional, rather than individual Indian tribe or village, basis.

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The DOE Office of Indian Energy is initially piloting the Technical Assistance Energy Providers Network through "Alaska Native Regional Corporations" and "Inter-tribal Organizations".

Therefore, under this FOA, the DOE Office of Indian Energy is soliciting "Alaska Native Regional Corporations" and "Inter-tribal Organizations" interested in establishing internal energy experts to provide technical energy assistance and informational resources to their member Indian tribes including Alaska Native villages, on a regional basis.

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It is therefore envisioned that “Alaska Native Regional Corporations” and “Inter-tribal Organizations” will structure their technical assistance on a regional basis, to best meet the needs of their member Indian tribes, resulting in clear measurable outcomes or end-products that include:

A plan to become financially sufficient beyond DOE’s Office of Indian Energy funding and

A methodology of equitably providing services across member Indian tribes or Alaska Native villages.

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As part of these inter-tribal regional programs, it is envisioned that energy experts would:

- 1) Coordinate energy solutions among participating Indian tribes (including Alaska Native villages) within the region;
- 2) Deliver technical assistance;
- 3) Build the human capacity by providing information to tribal leaders and staff through workshops or webinars;
- 4) Serve as an information clearinghouse for participating Indian tribes (including Alaska Native villages);
- 5) Network with regional and national energy organizations;
- 6) Advise DOE’s Office of Indian Energy on the energy goals and needs within their region; and
- 7) Enhance DOE’s technical assistance network across Indian Country.

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In an effort to ensure each selected energy expert has the same baseline energy information, selected Applicants will need to plan and budget for five one-week trips to Golden, Colorado for training.

Also, as part of the resultant grants, Recipients will be required to attend and present at the annual Program Review. So, please include travel costs for a one-week trip each year of the proposed grant period. Typically, these annual Program Review meetings are held in Denver, Colorado. For more on the annual reviews, see “Tribal Energy Program Review” under “Projects” on the Office of Indian Energy website at www.energy.gov/indianenergy.

If you have any questions on either of these requirements, please send those to tribal@ee.doe.gov.

Next slide please.

Applications **not** of interest are indicated on the slide and on page 4 of the FOA document.

READ SLIDE.

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Just a reminder before we continue. Please capture any questions you may have as they come up and send them via email to tribal@ee.doe.gov. Please include the FOA name and number in the subject line.

Next, on to award information.

As discussed in the Executive Summary, DOE expects to make approximately \$4 to \$7 million in Federal funds available for new awards under this FOA. The average award amount is anticipated to range from \$300,000 to \$1,000,000 for the 3 to 5 year grant period. As previously discussed, at the end of the grant period, the funded technical assistance energy providers are expected to be financially sufficient such that they can continue these efforts without further DOE support.

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Now we'll go over who is 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.

Under this initial pilot, only

- (1) "Alaska Native Regional Corporations"; and
- (2) "Inter-tribal Organizations" are eligible to apply.

Not that that, to be eligible "Inter-tribal Organizations" must include as part of their applications, written evidence of their authority to submit an application to this FOA on behalf of *two or more* Indian tribes. That evidence may include, but is not limited to, a resolution, ordinance, executive order, charter, P.L. 93-638 contract, self-governance compact, or other legal documentation. DOE will determine the sufficiency of the authorization based on the evidence submitted as part of the application.

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For purposes of this FOA only, "**Alaska Native Regional Corporations**" means one of the thirteen Alaska Native Regional Corporations, as defined in and established pursuant to the Alaska Native Claims Settlement Act (85 Stat. 688) [43 U.S.C. §§ 1601 et seq.].

"Inter-tribal Organization," for purposes of this FOA only, means an organization comprised of *two or more* Indian tribes, established under Congressional, State, or Tribal law to act on behalf of the participating Indian tribes.

"Inter-tribal Organizations" may include, but are not limited to, inter-tribal councils, regional tribal organizations or associations, Alaska Regional Development Organizations (ARDORs), and tribal federations.

DOE will determine the sufficiency of the authorization based on the evidence submitted as part of the application.

Note that an “Indian Tribe” for purposes of this FOA, is any “Indian tribe, Band, Nation or other organized group or community” (including Alaska Native villages, but not regional or village corporations) which are recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

Specifically, for purposes of this announcement, an eligible “Indian tribe” (including Alaska Native village, but not regional or 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 January 14, 2015, 80 FR 1942, as supplemented by the Bureau of Indian Affairs Final Determination for Federal Acknowledgment of the Pamunkey Indian Tribe effective October 6, 2015 as published in the Federal Register July 8, 2015, 80 FR130.

You may also find these eligibility requirements on page 6 and 7 of the FOA.

Next slide, please. Thank you.

Next, on to cost sharing.

Under this Funding Opportunity Announcement, required cost share must be at least 10% of the total allowable costs of the project - where “total allowable cost of the project” is the DOE share and the Recipient share of allowable costs.

To assist Applicants in calculating proper cost share amounts, DOE has included additional cost share information in Appendix B to this FOA.

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All cost share must come from non-Federal sources unless otherwise allowed by law.

Included here and in the FOA on page 7-8 are a few instances where Federal funds can be used as non-Federal cost share, including funding under the

- (1) Indian Self-Determination Act,
- (2) Tribal self-governance funding agreements,
- (3) self-determination contract funding, and
- (4) compact funding.

Additionally, I understand that ICDBG (Indian Community Development Block Grant) funds may be used as non-Federal cost share.

If the funds being proposed as non-Federal cost share against this announcement are from a Federal source, allowed by law, the Applicant must:

- (1) specifically identify those funds and
- (2) provide as part of the application evidence of the authority that allows those funds to be used as non-Federal cost share.

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The total budget presented in the application must include both Federal (DOE) and Non-Federal (cost share), which combined reflect the TOTAL PROJECT COSTS proposed.

All costs must be verifiable from the Recipient's records and be necessary and reasonable for the accomplishment of the project.

And 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.

PAUSE.

Next slide. Thank you.

Cost Share must be allowable and must be verifiable at the time of submission of the Application. Please refer to this chart for your entity's applicable cost principles. It is imperative that you follow the applicable cost principles when creating your budget for the Application.

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Cost share can be provided in cash or as in-kind contributions. It can be provided by the Recipient, subcontractors, or a third party.

Allowable in-kind contributions may include, but are not limited to:

- (1) Contribution of time
- (2) Unrecovered indirect costs
- (3) Unrecovered facilities and administrative costs
- (4) Rental value of buildings or equipment
- (5) Value of a service, other resource, or third party in-kind contribution.

Next slide. Thank you.

Be aware that there are items that are considered unallowable cost share. If a cost is considered unallowable, it cannot be counted as cost share. This slide provides some examples of cost share that is unallowable.

Please take note of the fourth and fifth bullet. Generally, any costs before or after the DOE grant period cannot be considered cost share.

Next slide, please.

If an award is made, cost share must be provided on an invoice-by-invoice basis at, as a minimum, the percentage negotiated. However, if you are not able to provide the cost share on an invoice-by-invoice basis, you may request a waiver from the DOE Contracting Officer. Such a request would be made after notification of selection, but prior to award.

As an example of cost share on an invoice-by-invoice basis, if an award is executed and an entity is requesting reimbursement of \$50,000 and the cost share is 50%; then, the cost share reflected on that invoice must be \$50,000 – 50% in project costs of \$100,000.

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Next on to the Content and Format of an Application.

Applications must include:

- 1) Application for Federal Assistance (Form SF-424) is a formal application form signed by an authorized representative of the Applicant. By signing, the authorized representative is making certain certifications and assurances, and therefore the form must be printed, signed, and scanned before being uploaded as part of your application.

Note that all forms can be obtained from the EERE Exchange webpage under the “Required Application Documents”. By clicking “Required Application Documents”, hyper-links to the FOA forms are revealed and can then be downloaded, completed, and submitted as part of your application.

- 2) Summary for Public Release: Applicants are required to submit a 1 page summary of the proposed project for public release.

- 3) Summary Slide: A single PowerPoint slide that provides quick facts about the proposed project. Slide content requirements are provided in the FOA and a template provided as part of the “Required Application Documents” on EERE Exchange.

- 4) The Technical Volume is the key submission describing the proposed project and addressing the Merit Review Criteria. The technical volume must not exceed 10 pages as DOE will only review the first 10 pages. See the Table on pages 17-20 of the FOA document for specific content of the Technical Volume.

Briefly though, Technical Volume should include:

- 1) a project summary,
- 2) detailed project description,
- 3) description of the methodology to be employed to ensure services are equitably provided among member Indian tribes, including Alaska Native villages,
- 4) description of the plan to become financially sufficient beyond the grant funding.
- 5) Under Roles, Responsibilities, and Capabilities, the (1) management approach including a descriptions of the roles and responsibilities and capabilities; and (2) level of commitment.

The actual commitments of the Applicant and each participant must be included as an Attachment. Those commitments may be in the form of resolutions, declarations, and letters of commitment. Note that letters of support from anyone beside member Indian tribes are not required or desired.

5) Workplan: The Workplan should describe the work to be accomplished and how the Applicant will achieve project milestones. The Workplan must not exceed 5 pages as only the first 5 pages will be reviewed. See pages 21-22 of the FOA specific content of the Workplan and Appendix D for the format.

6) Attachments: We discuss the attachments on the next slide.

Next slide please. Thanks.

During the submittal of your Application in EERE Exchange, files are denoted as “Required” or “Optional”. Be aware that files designated as “Optional” on this slide, and in EERE Exchange, may actually be necessary to complete your Application and to fully address the merit review criteria.

Attachments to your applications may include:

- 1) The maps and graphics file is an optional file. Under this file supply any graphics to supplement the Technical Volume including maps, photographs, or other visuals, or any past studies, reports, or any other relevant supplemental data.
- 2) Statements of Commitment and Cost Sharing is a required file and includes the actual commitments from the Applicant and each participant. As indicated from the last slide, those commitments may be in the form of resolutions, declarations, and letters of commitment. Again, letters of support from anyone beside member Indian tribes are not required or desired.
- 3) Evidence of Authority: This file is required only for Inter-tribal Organizations. As previously presented, Inter-tribal Organizations must provide written evidence of their authority to submit an application to this FOA. Evidence of that authority may include, but is not limited to, a resolution, ordinance, executive order, charter, P.L. 93-638 contract, self-governance compact, or other legal documentation. DOE will determine the sufficiency of the authorization based on the evidence submitted as part of the application.

- 4) The Subcontract Plan File is required if project participants (i.e., consultants, contractors, or vendors) have not been identified. The plan should include a description of the selection process to be employed, statement of work, and criteria to be used for selection. The Subcontract Plan may be supplemented by excerpts of the Applicant's procurement policy and procedures document.
- 5) A resume is required for each key person proposed as part of the project (Technical Contact, Business Contact, tribal staff, consultants, subcontractor representatives, etc.). A key person is any individual who contributes in a substantive, measurable way to the execution of the project. Each resume must not exceed 2 pages. Save all resumes in a single file for uploading with your application.
- 6) Budget Justification (Form EERE 335): The Budget justification must include both the funds requested from DOE as well as cost share. Let me repeat that – the budget and budget justification must reflect all project costs, regardless of whether those funds are being requested from DOE or provided as cost share. The form itself is a multi-tab Microsoft Excel spreadsheet. In addition to the proposed cost, the form requests the basis for the costs being proposed. The form can be downloaded from the EERE Exchange website.
- 7) Applicants must provide a separate budget justification (Form EERE 335) for each subawardee (subrecipient or subcontractor, excluding vendors) that is expected to perform work estimated to be more than \$250,000 or 25 percent of the total work effort (whichever is less). Remember, the budget Justification must address the total project costs, both the funds being requested from DOE, as well as those proposed as cost share.
- 8) The Budget Support file is an optional file. The file, if submitted, may include documentation such as an Indirect Rate Agreement, breakdown of fringe costs, vendor quotes which exceed \$250,000, or other relevant supplemental budget information.
- 9) Disclosure of Lobbying Activities (Form SF-LLL): Recipients and Subrecipients may not use any Federal funds to influence or attempt to influence, directly or indirectly, congressional action on any legislative or appropriation matters. All Applicants are required to complete and submit SF-LLL, "Disclosure of Lobbying Activities" and disclose if any non-Federal funds have been paid or will be paid to any person for influencing or attempting to influence any of the following in connection with your application: (1) An officer or employee of any Federal agency; (2) A Member of Congress; (3) An officer or employee of Congress; or (4) An employee of a Member of Congress. If no non-Federal funds have been paid or will be paid to any person, indicate "none" on the form, sign, and submit.

PAUSE.

Next slide please. Thank you.

This slide summarizes the elements of an application and is included on page 15 of the FOA document. I'd recommend that if you choose to apply to this funding opportunity, to use this table as a checklist when preparing and when uploading your application.

Just another reminder to capture any questions you may have as they come up and send them via email to tribal@ee.doe.gov, including the FOA name and number in the subject line.

Next slide, please.

As we previously pointed out, Applicants must submit applications no later than 5:00 Eastern Time on April 14, 2016.

Once submitted, DOE will conduct an eligibility review, and an application will be deemed eligible if:

1) The Applicant is an eligible entity. Refer to Section III.A of FOA (Pages 6 & 7 of the FOA document). Specifically, eligibility for award under this Funding Opportunity Announcement is restricted to (1) "Alaska Native Regional Corporations"; and (2) "Inter-tribal Organizations" that, as part of their applications, provide written evidence of their authority to submit an application to this FOA on behalf of two or more Indian tribes.

2) Another eligibility requirement is Cost Share (see Section III.B on page 7 & 8 of the FOA document). The required cost share must be at least 10% of the total allowable costs of the project. Remember, the sum of both the DOE share, and the Recipient share of allowable costs, equals the total allowable cost of the project.

3) The Application is eligible if it complies with (1) the content and form requirements; and (2) the Applicant successfully uploaded all required documents and clicked the "Submit" button in EERE Exchange by the deadline. In other words, a complete application submitted by the deadline. See Section III.C on page 11 of FOA.

4) The Application is eligible if the proposed project is responsive to the intent of the FOA. See Sections I.A and III.D of the FOA. Specifically, any applications not responsive to the intent of the FOA as described in Section I or identified as "Specifically Not of Interest" as described in Section I.B on page 4 of the FOA, will be deemed nonresponsive and not reviewed or considered.

And

5) The Applicant is eligible if it meets any other eligibility requirements listed in Section III of the FOA.

Please be aware that DOE will **not** make eligibility determinations prior to the date on which applications are due. The decision whether to submit an application in response to this FOA lies **solely** with the Applicant. In other words, DOE will not advise you or make a determination on whether your entity, or your proposed project are eligible. So, please do not seek advice from any DOE employee or DOE laboratory staff.

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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.

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This slide reflects the multi-tiered review process.

Next slide please. Thank you.

Next, we'll go over the merit review criteria – or what your application will be reviewed against.

The four criterion are:

- 1) Executive Summary
- 2) Project Description and Outcomes
- 3) Roles, Responsibilities, Capabilities and Commitment
- 4) Workplan

Each of the criterion have varying weights ranging from 15% to 40% - where the weight indicates the relative importance of the criterion.

Please see pages 31 and 32 for the Technical Merit Review Criteria if you are following along with the FOA document. Also note that the Technical Volume and Workplan as described in the tables on pages 17 through 22 follow this same order and describe the required content on which this criteria will be applied.

The project summary (or Criteria 1) is worth 15% of the total score and includes:

- (1) Clarity of the overview of the proposed project
- (2) Quality and completeness of the description of the Applicant which includes the items listed on the slide
- (3) Soundness of the discussion of the need for and impact of DOE funding to the proposed project and the implications if not funded.

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Criterion 2 or the “Project Description and Outcomes” is weighted at 40%, and includes:

- 1) The extent to which the proposed project serves the Indian tribes being represented, taking into account the items shown.
- 2) The reasonableness of the methodology to be employed to ensure services under the proposed project are equitably provided among member Indian tribes including Alaska Native villages.

And,

- 3) The quality of the proposed plan to become financially sufficient beyond the grant funding period.

Next slide. Thank you.

The third criterion, “Roles, Responsibilities, Capabilities, and Commitment” is worth 30%. And, finally, Criterion four is the Workplan weighted at 15%.

I’ll give you a moment to review the sub-criterion.

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Next, on to Section Factors. READ SLIDE.

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After the Merit Review process, the Selection Official may consider the Program Policy Factors shown here to come to a final selection decision. The Program Policy Factors are included here and on pages 32-33 of the FOA.

I’ll give you a moment for you to read through the Program Policy Factors.

Under the 3rd bullet, please note that that only applies to the two Indian tribes designed as Climate Action Champions. Specifically, Blue Lake Rancheria and Sault Ste. Marie Tribe of Chippewa Indians.

Next slide please.

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.

The EERE Exchange registration does not have a delay; however the remaining registration requirements in the table could take several weeks to process and are necessary for a potential Applicant to receive an award under this FOA. Therefore, 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.

DUNS Number

Obtain a Dun and Bradstreet Data Universal Numbering System (DUNS) number through the website link shown.

SAM (System for Award Management)

Register with the System for Award Management system. Designating an Electronic Business Point of Contact (EBiz POC) and obtaining a special password called an MPIN are important steps in SAM registration. SAM registration must be updated annually.

FedConnect

Register in FedConnect. To create an organization account, your organization's SAM MPIN obtained during the SAM registration is required to register in FedConnect. For more information about the SAM MPIN or other registration requirements, review the "FedConnect Ready, Set, Go! Guide" which can be obtained from the FedConnect site. Note that all documents associated with any award will only be available through the FedConnect system and therefore is required if an award is to be made.

Grants.gov

Register in Grants.gov to receive automatic updates when Amendments to this FOA are posted. However, please note that Applications will **not** be accepted through Grants.gov.

For more on these registrations, see page 36 and 37 of the FOA document.

Next slide, please. Thank you.

All required submissions must come through EERE Exchange. DOE will not review or consider applications submitted through any other means.

Please see the *User's Guide for Applying to the Department of Energy Funding Opportunity Announcements* found on EERE Exchange under "Manuals". It is a step-by-step guide including screen shots on how to register and how to submit an application into EERE Exchange. Please note that for this FOA, there are no pre-application documents such as concept papers or letters of intent. Nor will you be able to reply to reviewer comments as reviewer comments will not be provided to applicants until after selections have been made. So, please disregard those sections of the EERE Exchange User's Guide.

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Key Submission Points. READ SLIDE

Applicants that experience issues with submission PRIOR to the FOA deadline should contact the Exchange helpdesk for assistance (EERE-ExchangeSupport@hq.doe.gov). The Exchange helpdesk and/or the EERE Exchange system administrators will assist Applicants in resolving issues. The Office of Indian Energy is not able to assist with technical issues associated with EERE Exchange system or the submittal of an application.

Applicants that experience issues with submissions that result in late submissions, should also contact the Exchange helpdesk for assistance. The Exchange helpdesk and/or the EERE Exchange system administrators who may be able to assist (including possibly finalizing submission on behalf of and with the Applicant's concurrence). It is strongly encouraged that you keep records and/or documentation (including screen shots) of any issues you experience in submitting your application.

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Applicants must designate primary and backup points-of-contact in EERE Exchange with whom DOE will communicate during the process. Remember these are the contacts that will be used to notify applicants of whether their applications was deemed non-responsive, non-compliant, unsuccessful, or selected for negotiation of an award.

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 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.

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 we did not entertain questions during this webinar, please send those to us via email to tribal@ee.doe.gov. Please include FOA name and number in subject line.

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A few final comments.

Please download Funding Opportunity Announcement DE-FOA-0001453 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.

Remember registering in Grants.gov, means you'll receive email notices of any amendments to the FOA. But, applications will NOT be accepted through Grants.gov

Thank you for your attention. Before I close, I'd also like to invite you to join the Office of Indian Energy's email list. To join, see the lower right corner of our website at www.energy.gov/indianenergy. By subscribing, you'll receive any information on this funding opportunity, funding opportunities through other agencies, training opportunities, webinars, and other upcoming events. For information on previously funded tribal energy projects, see "Projects" on the website. For a list of other open funding opportunities, see "Funding". The Office of Indian Energy also offers technical assistance. If interest, please checkout the "Technical Assistance" section of the website and submit a request.

These slides and an audio recording of this webinar will be posted in the next week or so. As a registrant of the webinar, you'll be notified when this material is available.

If there are any inconsistencies between the Funding Opportunity Announcement, this presentation or statements from DOE personnel, the FOA document is the controlling document and applicants should rely on that FOA language or seek clarification by sending your questions to tribal@ee.doe.gov.

Hopefully, we've answered some of your questions and provided an overview of the FOA and the process. We look forward to seeing your project ideas as part of your applications and possibly working with you in the future. Have a wonderful afternoon.

This concludes today's webinar.

