General Questions

If I am resubmitting the application, do I just submit the forms that needed corrections?

No, the application must be re-submitted in its entirety or the application will not be considered.

Can the applications be submitted with any questions left blank?

No, each question requires a response.

Can the application be submitted without a signature?

You must sign all forms that prompt a signature.

Do we need to re-sign and date the documents if we did not make changes?

If you are resubmitting your application you must submit all required documents. However, if no changes were made to a form that prompts a signature, you do not have to re-sign.

When can I get the funding?

85% of the funding will be distributed following the Project Completion Report and a site visit from OEMR. The remaining 15% will be distributed following the One-Year Results Report. While selected applications are undergoing review, no project costs can be incurred. Any project costs incurred prior to execution of the subaward agreement will be ineligible for rebate.

What kinds of projects were successful during the pilot program?

Projects that focused on monitoring and control technologies, vegetation management, and fire mitigation.

The application form mentions OEMR's program narrative. Where can I find that document?

Under the helpful documents section of the webpage.

The application form mentions several sections of an assistance agreement. Where can I find those sections?

Under the helpful documents section of the webpage.

If utilities have already commenced a project, can it potentially qualify for funding, or do the projects have to be conceptual?

OEMR's request for application states that while selected applications are undergoing review, no project costs can be incurred. Any project costs incurred prior to execution of the Subaward Agreement shall be ineligible for reimbursement. The intent of this program is to fund new projects that reduce the likelihood and consequences of disruptive events.

Is there specific criteria for what state an eligible project must be in? Or, can a project be in any of the following states: Shovel-Ready, Planning / Design, and Pre-planning (initiation/identification).

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If a utility has not yet submitted a completion report for a project funded under the Energy Resiliency Grant Pilot Program are they allowed to apply for this round of funding?

Yes.

Is a Subawardee required to track any metrics beyond the project completion?

Yes, a One-Year Results Report is required and shall be submitted to OEMR one-year after the Project Completion Report. Information on what the One-Year Results Report should include is found on page 4 of the RFA appendices.

Can I apply with a project that may not be complete until 2025?

Yes, page 4 of our Request for Application indicates that the project duration should not exceed 3 years.

Application / Subaward Notification Form

Can you provide clarification of the terms 'Total Subaward Amount', 'Total Subaward Cost Match', 'Subaward Cost Match Percentage' and 'Total Project Cost' on page 1?

The 'Total Subaward Amount' is the amount of federal funds requested for reimbursement. The 'Total Subaward Cost Match' is the amount of non-federal funds that will be applied to the project by the applicant. To get the "Subaward Cost Match Percentage', divide the 'Total Subaward Cost Match' by the 'Total Subaward Amount'. This number must be at least .33 or 33% for entities that sell less than 4,000,000 megawatt hours of electricity per year.

The 'Total Project Cost' is the sum of the 'Total Subaward Amount' and 'Total Subaward Cost Match'.

Environmental Questionnaire

Some of the questions on this form do not seem to pertain to the proposed project, can they be left blank?

No, this is a form required by the Department of Energy. If it does not apply to your project, please mark it as "N/A". There are some answers that have a "None" selection available.

Who does the "Principal Investigator" on page 1 of question 3 refer to? Can the principal investigator be our company?

The Principal Investigator should be a member of your organization who has sufficient knowledge of the project to answer the environmental questionnaire questions truthfully and accurately. The principal investigator should be a person, not the company.

Is a Project Title required on page 1 for question 4?

Yes, a project title is required.

Is question 6 on page 1 required if I attach a project site map?

Yes. You must write out the location of activities in question 6. Additionally, you must provide a map in addition to the questionnaire in accordance with question C2 on page 2.

Does an applicant have to check group A, B, or C on page 1 question 9?

Yes, pick the group that most aligns with the proposed project.

Is question C2 on page 2 required if I already specify the location of the activities?

Yes, a map must be provided in addition to the questionnaire. In addition, the location of activities must be written out in question 6 on page 1.

If I am unable to attach a map to the environmental questionnaire what should I do?

The EQ is locked for certain edits. Please include a map in your grant project submittal. It can be a separate file. We will make sure it is submitted with the EQ.

If the total size of the facility, structure, or system is unknown, is question D1b on page 2 required?

Yes, answer to the best of your ability.

I can't find the information needed for question D6a on page 5?

The link provided is incorrect. This question will be corrected internally by the grant team if the application moves forward for DOE review.

<u>**SF-424A**</u>

Can you provide more detail about where to put budget numbers in the SF-424A?

Please include applicant name at the top of the form.

<u>Section A</u>

Line 1(a): Enter a title for the activity applied for. Avoid putting ERGP or 40101(d) and be more specific to the activity/project you are applying for.

Line 1(b): The CFDA Number for this program is **81.254**.

Line 1(c)-(g):, All budget amounts should be entered in Column (e) and Column (f) under 'New or Revised Budget.' Federal, Column (e), must contain the total subaward amount requested, while Non-Federal, Column (f), is the cost-match provided by the applicant. The total Column (g) is the total project cost, Column (e) + Column (f). Columns (c) and (d) should be left blank.

*Note, the instructions attached to the SF-424A form ask that Section A contain the appropriate amounts of funds needed to support the project for the first funding period. However, since this program essentially has one funding period (at project completion) and not periodically through the project, please include total project costs in this section.

<u>Section B</u>

Lines 6a – 6k: Section B pertains to the budget for total project cost. Each Column (1) – (4) is used for each activity applied for in the application. If only one activity is planned, enter the appropriate budget values in each category under column (1). These values must match those values included in the categories in the Budget Justification Workbook.

<u>Section C</u>

Line 8: Enter the amounts of non-Federal resources, or cost-match. This section only pertains to cost-match and should not include the subaward amount requested (Federal). If applying for multiple activities in this application, utilize lines 9-11.

The subaward amount you are requesting from OEMR is considered federal funding, not state funding. So do not include it in this section.

The total in Section C should match the total of column (f) in Section A.

<u>Section D</u>

Lines 13-15: While this program will pay reimbursement at project completion, on these lines DOE would like to see a breakdown of the applicant's budget in the first year by quarter.

<u>Section E</u>

Line 16: In Section E, please include anticipated reimbursement of federal funds at project completion. Enter 85% of subaward amount requested in the year in which the project is expected

to finish and the remaining 15% in the following year at submission of the One-Year Results Report. If applying for multiple activities in this application, utilize lines 17-19.

<u>Section F</u>

Line 21: Use this space to explain amounts for individual direct object class categories that may appear to be out of the ordinary if necessary.

Line 22: If charging indirect, enter the type of indirect rate (provisional, predetermined, final, fixed, or de minimis) that will be in effect during the funding period, the estimated amount of the base to which the rate is applied, and the total indirect expense.

Line 23: Provide any other explanations or comments deemed necessary.

Budget Justification

What all needs to be filled out on the first tab, 'Instructions and Summary' in the Budget Justification Workbook?

While there are a lot of formulas on the first tab of the Budget Justification Workbook, you must complete five blank areas. These include:

Top of page: fill out Date of Submission and Form Submitted By (applicant).

Section A: fill the Federal Share (subaward amount requested), Cost Match (amount applicant will contribute to proposed project), and Proposed Application Period Dates. Total Project Costs and Cost Match % of Federal Share contain formulas based on data entered in the previous two columns. If these don't look correct, check your work in the spreadsheet to ensure you have all proper data entered. The Total Project Costs calculated in Section A must match the Total Costs calculated in Section B in this tab.

If the Cost Match % is not calculating correctly, double check your work to ensure that the subaward Cost Match amount meets the minimum percentage of the subaward amount (Federal Share) required. Remember, the cost match percentage is a percentage of the subaward amount requested, NOT the percentage of total project cost. Once you have clarified you have the correct percentage and the formula is still not calculating correctly, it is okay to override the formula to ensure your percentage is reflected correctly.

Section B: These numbers will auto-populate from the budget category tabs, no need to manually enter anything there. Utilize the Comments column as needed.

What is the SOPO Task Number?

The SOPO Task Number does not pertain to our program and can be left blank if applying for only one activity. If applying for multiple activities, utilize the SOPO Task # column to distinguish between activities as in the SF-424A.

Cost Match Commitment Letter

What should be included in the Cost Match Commitment Letter?

A short description of (1) the cost match value, (2) the source of the proposed cost match, (3) type of cost match, and (4) description of the proposed cost match should be included in the cost match commitment letter.

Certification of Requirements Letter

Does the person that signs this form have to be the principal investigator from the environmental questionnaire?

No.

Where is the date box on this form?

Please add the date in the upper left corner.

Disclosure of Lobbying Activities

How does an applicant fill out the Lobbying Disclosure form if we did not have any lobbying activities with respect to this grant?

The fields in Section 10 may be marked "not applicable."

If we do not have an answer for section 10b should we leave it blank?

If you do not have an answer, please make the box N/A.