

## Checklist for Online Application System

### Higher Blends Infrastructure Incentive Program (HBIIP)

#### Catalog of Federal Domestic Assistance (CFDA) Number 10.754

- The HBIIP application window:
  - **Window 1**
    - **Opens** 7/1/2023
    - **Closes** at 4:30 pm Eastern, 9/30/2023
  - **Window 2**
    - **Opens** 10/1/2023
    - **Closes** at 4:30 pm Eastern, 12/31/2023
  - **Window 3**
    - **Opens** 1/1/2024
    - **Closes** at 4:30 pm Eastern, 3/31/2024
  - **Window 4**
    - **Opens** 4/1/2024
    - **Closes** at 4:30 pm Eastern, 6/30/2024
  - **Window 5**
    - **Opens** 7/1/2024
    - **Closes** at 4:30 pm Eastern, 9/30/2024
  
- Register the applicant entity at [www.sam.gov](http://www.sam.gov) to obtain a Unique Entity Identifier (UEI) and expiration date. Include the UEI and expiration date as part of a complete application.
  - SAM User Guides are available at <https://sam.gov/content/help>.
  - Additional assistance is available through the Federal Service Desk at <https://fsd.gov/fsd-gov/home.do>.
  
- Create a USDA E-Authentication Customer Account at <https://www.eauth.usda.gov>.
  - Instructions on how to complete a registration and how to verify an identity can be found at [here](#).

- A Company may request access to *HBIIP Online Application System* by emailing a written request and a completed [HBIIP Online Access Request](#) to [HBIIP@usda.gov](mailto:HBIIP@usda.gov).
  - Please allow at least one week for its processing.
  
- Upon approval, a Company's authorized/rightful users will each receive an email from [HBIIP@usda.gov](mailto:HBIIP@usda.gov), with the URL <https://higherblendsgrants-apply.rd.usda.gov> and instructions to access the system.
  - Copy the URL and paste it into the address bar of a **Google Chrome** internet browser and hit enter.
  - Bookmark the URL for future use.
  - **NOTE:** *Please check your Spam folder if you do not receive an email as expected.*
  
- Additional instructions can be found in the [HBIIP Online Grant Application Instruction Guide](#).
  
- [Preliminary Environmental Information Survey](#) and supporting documentation, including detailed project description, required maps, and indication of where equipment will be located, can be emailed to [HBIIP@usda.gov](mailto:HBIIP@usda.gov).
  
- Additional Resources:
  - [Single Point of Contact List for Executive Order 12372 Requirements](#) (7.3.1)
  - [Dispensers and Fueling Equipment Reference Guide](#) (7.5.6 and 7.5.7)
  - [HBIIP Project Technical Report Guide](#) (7.8)
  - [Environmental Review Documents Guide](#) (7.8)
  - [Preliminary Environmental Information Survey](#) (7.8)
  - [Matching Funds Verification/Certification Guide](#) (7.7.2 and 7.8)
  - [SF 424D - Assurances - Construction Programs](#) and [Instructions](#) (7.8)