



Higher Blends Infrastructure Incentive Program (HBIIP) Applicants and Stakeholders Check In

June 2, 2020

HBIP Applicants and Stakeholders Check In

Tony Crooks

Kelly Bogle



Overview

Higher Blends Infrastructure Incentive Program (HBIIP)

What does this program do?

The purpose of the HBIIP is to **increase significantly** the sales and use of higher blends of ethanol and biodiesel,

by **expanding the infrastructure** for renewable fuels derived from U.S. agricultural products.

Who may apply?

Owners of –

Transportation fueling facilities:

Fueling stations, convenience stores, hypermarket fueling stations, fleet facilities, and similar entities with capital investments;

Fuel distribution facilities:

Terminal operations, depots, midstream partners, and similarly equivalent operations.

HBIIP Overview (continued)

What funding is available?

Up to **\$100 million** is available to eligible participants/owners:

- Approximately **\$86 million** is available to transportation fueling facilities,

for activities related to higher blends of fuel ethanol; **greater than 10 percent ethanol**, including E15 and E85.

- Approximately **\$14 million** is available to transportation fueling facilities and biodiesel distribution facilities,

for activities related to higher blends of biodiesel; **greater than 5 percent biodiesel**, including B20 or higher.



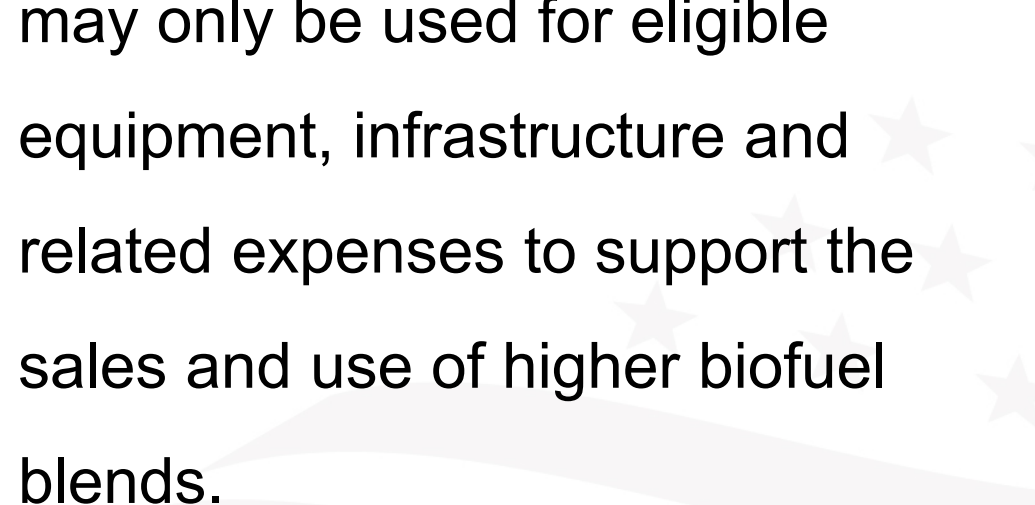
HBIIP Overview (continued)

What are the terms?

Grants for up to, 50 percent of *total eligible project costs*, but not to exceed \$5 million, whichever is less.

How must funds be used?

Funds made available under HBIIP may only be used for eligible equipment, infrastructure and related expenses to support the sales and use of higher biofuel blends.





HBIIIP Applicants and Stakeholders Check In

Agenda

- Enrollment
- What to do until HBIIIP access
- Worksheet templates
 - Existing station
 - New station
 - Fuel distribution facility
- Other important documents

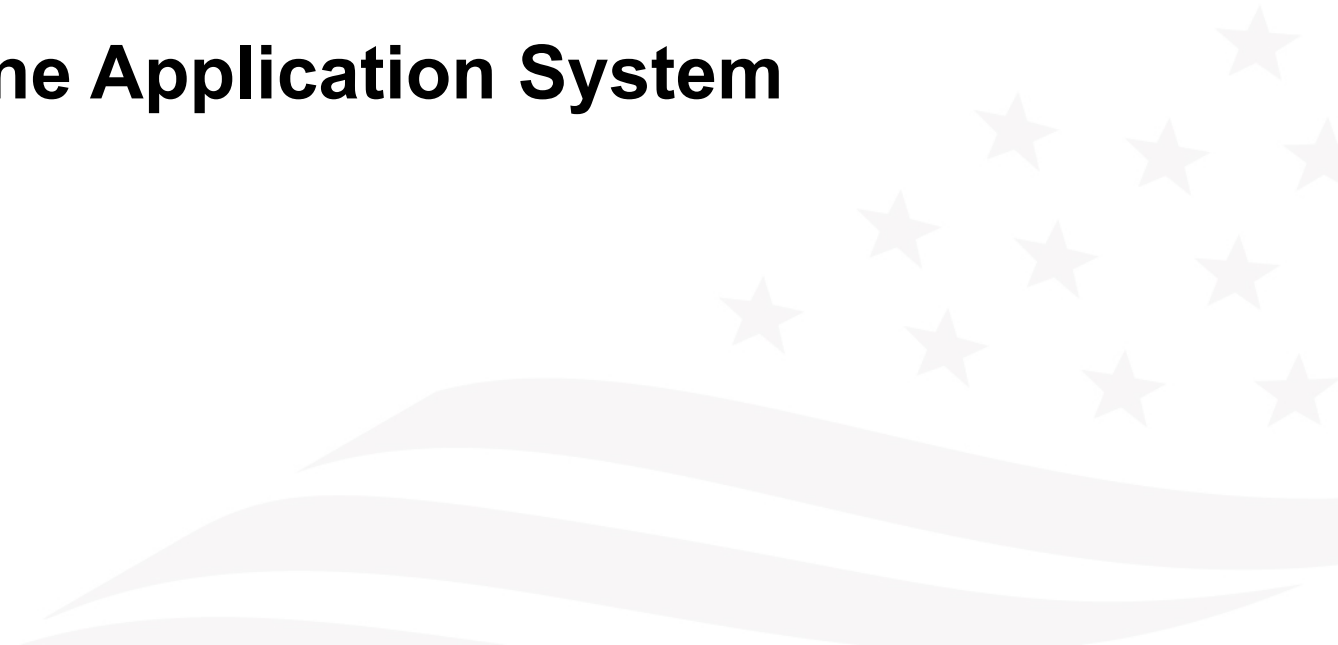


Enrollment



HBIP Enrollment

- **USDA E-Authentication, SAM CAGE code, DUNS/UEI, TIN**
- **Requesting access to the Online Application System**
- **Obtaining access to the Online Application System**



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Important Documents

- [Checklist for Online Application System](#)
- [HBIIP Online Access Request](#)
- [HBIIP Online Application Instructions and Users Guide](#)
 - [Single Point of Contact List for Executive Order 12372 requirements](#) (sec: 7.3.1.)
 - [Dispensers and Fueling Equipment Reference Guide](#) (sec: 7.5.6. and 7.5.7.)
 - [HBIIP Project Technical Report Guide](#) (sec: 7.8)
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 - [Matching Funds Verification/Certification Guide](#) (sec: 7.7.2 and 7.8)
 - [SF 424 D Assurances - Construction Programs](#) (sec: 7.8)

Other Resources

- [Fuels Institute Retailing Biofuels Federal Regulations](#)
- [Handbook for Handling, Storing, and Dispensing E85 and Other Ethanol-Gasoline Blends](#)
- [Biodiesel Handling and Use Guide \(Fifth Edition\)](#)

HBIP Enrollment

- A Dun and Bradstreet Universal Numbering System (DUNS)/Unique Entity Identifier (UEI) number can be obtained at no cost via a toll-free request line at

1-866-705-5711

or online at

<http://fedgov.dnb.com/webform>.

- Register the DUNS/UEI# at www.sam.gov. Include the CAGE code & expiration date.

- Create a USDA E-Authentication Customer Account, <https://www.eauth.usda.gov>.

Level 2 access is recommended.

Level 1 access is available.

[D&B D-U-N-S Request Home Page](#)

[About the D&B D-U-N-S Number](#)

[Frequently Asked Questions \(FAQ\)](#)

[D&B, SAM, Grants Contacts](#)

[D&B's Privacy and Data Policy](#)

[Accessibility](#)

Search

Fill out the following information to search for your company.

Please select the country or territory where your company is physically located, then click continue.

Please DO NOT enter any periods or special characters anywhere in the form, including a + or () in the phone number. Invalid characters include > < () # % { } + ;

For questions regarding the countries listed please contact Dun & Bradstreet at SAMHelp@dnb.com

UNITED STATES OF AMERICA ▾

[Continue](#)

Enter the following information for companies located in UNITED STATES OF AMERICA and click the submit button to execute your search.

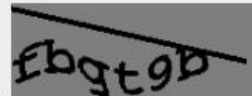
Business Name *

Street

City

State *

Phone



[Click here for a new image](#)
[Click here to listen to audio](#)
[Click here to download wav file](#)

Enter the verification code shown:

This is to prevent automated registrations

[Submit](#)



A NEW WAY TO SIGN IN - If you already have a SAM account, use your SAM email for login.gov.

Log In

Login.gov FAQs

- HOME
- SEARCH RECORDS
- DATA ACCESS
- CHECK STATUS
- ABOUT
- HELP

⚠️ ALERT: SAM.gov will be down for scheduled maintenance Saturday, 06/13/2020 from 8:00 AM to 1:00 PM

The System for Award Management (SAM) is an official website of the U.S. government. There is no cost to use SAM. You can use this site for FREE to:

- Register to do business with the U.S. government
- Update or renew your entity registration
- Check status of an entity registration
- Search for entity registration and exclusion records

Getting Started

Create A User Account



Start by creating a SAM user account.

Register Entity



After creating your SAM user account, log in to register to do business with the U.S. government.

Search Records



Do a public search for existing entity registration records or exclusion records.

Federal users can log in to see additional information.



IBM-P-20200424-1037

WWW2

- Search Records
- Data Access
- Check Status
- About
- Help
- Disclaimers
- Accessibility
- Privacy Policy
- FAPIIS.gov
- GSA.gov/IAE
- GSA.gov
- USA.gov

eAuth Home

Delivering easy to obtain, secure and private online access to USDA programs and services.

More Access with Fewer Passwords

USDA eAuthentication(eAuth) is the system used by USDA agencies to enable individual customers and employees to obtain accounts that will allow them to access USDA Web applications and services via the Internet.

A single eAuth account saves time and reduces the number of passwords for users by providing effortless access to multiple online resources, programs and benefits to view or conduct official business via the Internet with USDA. This includes submitting forms electronically, completing surveys online, and checking the status of USDA accounts.



Identity Security

Our goal is to protect your personal information. The authentication and security encryption standards and practices we implement ensure your information is protected.



Designed for Mobile

Intuitive navigation paired with a responsive design and multi-browser compatibility provides an optimized user experience on mobile devices to register for accounts and view information.



Straightforward Simplified Processes

Uncomplicated account registration, enhanced privacy, with minimal data collection. Convenient online identity verification. Self-service forgotten password and User ID recovery. Intuitive Help and FAQs.



Convenience

Use a computer, tablet, or a smart phone to access your information or sign-up for an account 24 hours a day, 7 days a week.



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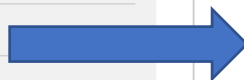
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- [Biodiesel Handling and Use Guide \(Fifth Edition\)](#)



HBIIP Company/Account and User Creation Request

Request Type

- 1. Create Company Account only
- 2. Create User Account only
- 3. Create both Company Account and User Account

Company Information

Company Legal Name

Company TIN

DUNS/EUI Number

SAM/CAGE Code

Applicant Type (Select One)

Authorized User Information

	Last Name	First Name	Email	eAuth ID	Company TIN	Company DUNS Code	Company SAM/CAGE Code
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

Enroll Request to Participate

HBIIP Company/Account and User Creation Request

Request Type

1. Create Company Account only

2. Create User Account only

3. Create both Company Account and User Account

Company Information

Company Legal Name

Company TIN

DUNS/EUI Number

SAM/CAGE Code

Applicant Type (Select One)

Authorized User Information

	Last Name	First Name	Email	eAuth ID	Company TIN	Company DUNS Code	Company SAM/CAGE Code
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

- Select: Create both Company Account and User Account.
- Company's Legal Name
- Company TIN
- DUNS/UEI Number
- SAM CAGE code
- **Applicant Type (Select One):**
 - Owner of 10 fueling stations or fewer
 - Owner of greater than 10 fueling stations
 - Fleet facility
 - Fuel Distribution Facility
- Information for at least one Authorized User



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 Rural Develop...	 eAuthentication	 Site Temporar...	 Federal Register	 Add shortcut

[Customize](#)

HBIIIP Company/Account and User Creation Request

Request Type

- 1. Create Company Account only
- 2. Create User Account only
- 3. Create both Company Account and User Account Yes

Company Information

Company Legal Name Extra Fancy Fuels, LLC

Company TIN 55-55555555

DUNS/EUI Number 555AA5555

SAM/CAGE Code 5AA55

Applicant Type (Select One) Owner of 10 or fewer fueling stations; or

Authorized User Information

	Last Name	First Name	Email	eAuth ID	Company TIN	Company DUNS Code	Company SAM/CAGE Code
1.	Fancy	John	jfancy@efello.com	jefello@efello.com	55-5555555	555AA5555	5AA55
2.							
3.							
4.							
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9.							
10.							

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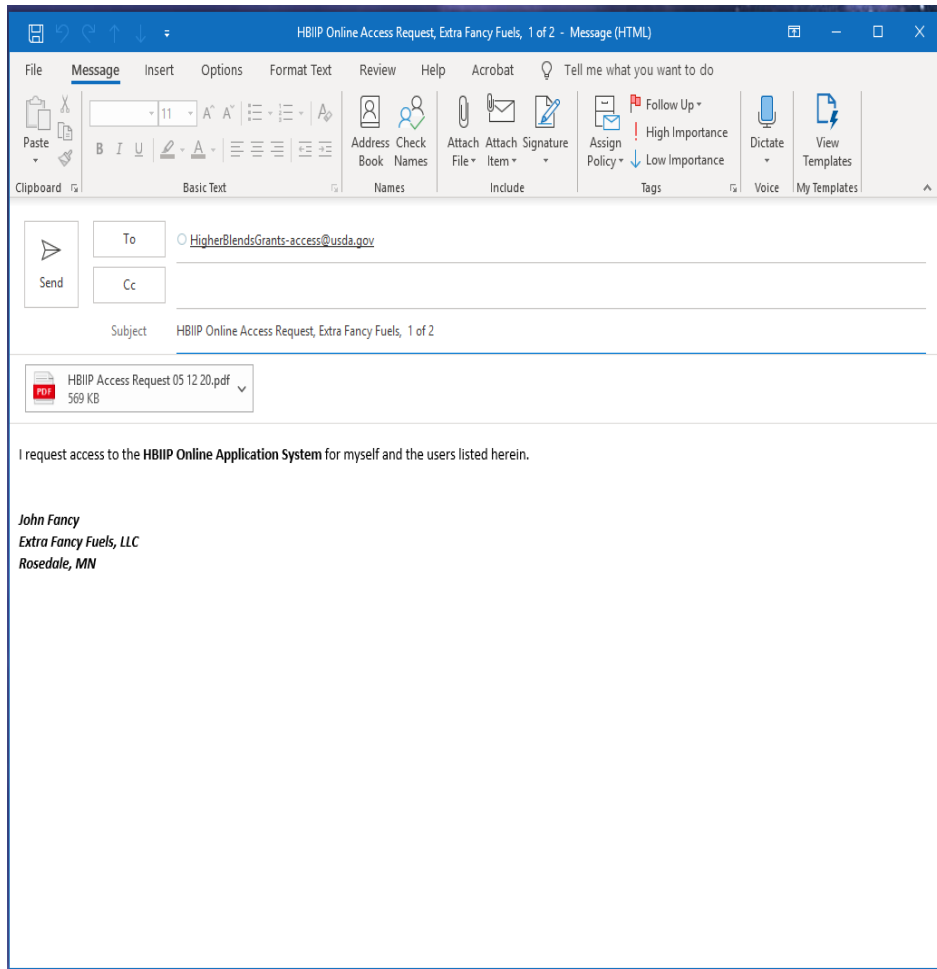
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1

Save

Cancel

Enroll Request to Participate

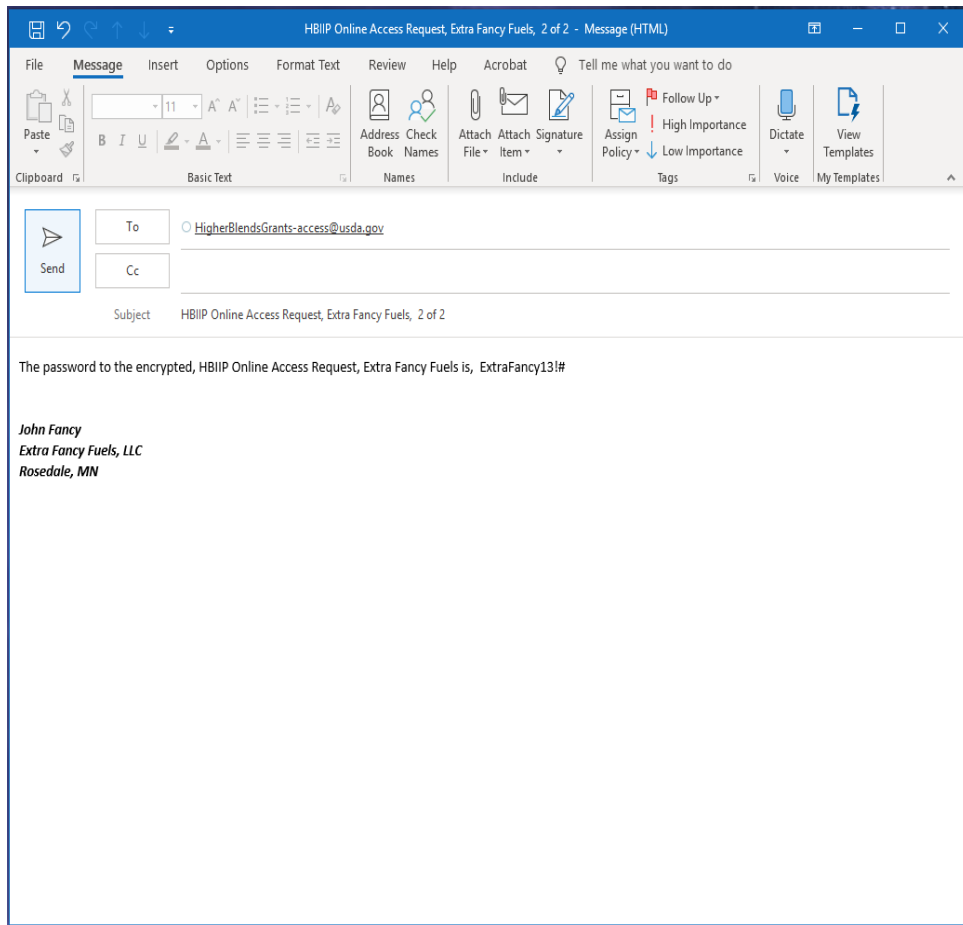


To request access to *HBIIP Online Application System*:

1. Send an Email attached with a **completed and encrypted HBIIP Online Access Request** to, HigherBlendsGrants-access@usda.gov

Please allow at least 2 business days to process your request.

Enroll Request to Participate



To request access to *HBIIP Online Application System*:

1. Send an Email attached with a completed and encrypted HBIIP Online Access Request to, HigherBlendsGrants-access@usda.gov

Please allow at least 2 business days to process your request.

2. Send second email immediately with the encryption password

Enroll

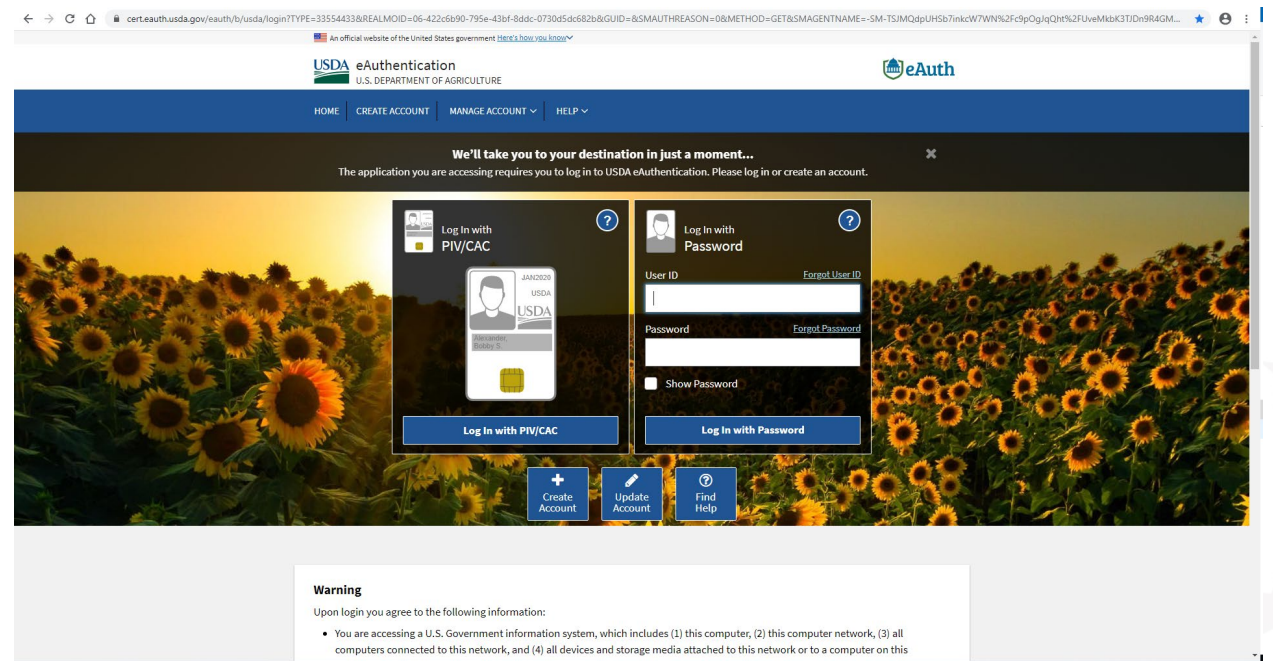
Obtain access to the Online Application System

- Upon approval, a Company's authorized/rightful users will each receive an email from, RD.AdminAppsSupport@usda.gov with,

A URL 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.





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📱 Apps 🇪🇺 eCFR — Code of Fe... 🇺🇸 Higher Blends Infra... 🏠 eAuthentication HB... 📄 HBIP - V10 | Avonn... 📄 7 U.S.C. 2276 - Conf... 🌐 Federal Register :: H... » | 📁 Other bookmarks

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Google

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 Salesforce	 HBIP	 Rural Develop...	 Log in	 Rural Develop...
 Rural Develop...	 eAuthentication	 Site Temporar...	 Federal Register	 Add shortcut

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Questions on Enrollment?

Kelly Bogle



What to do until HBIIP access



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Follow the Instructions



United States Department of Agriculture
Rural Development

Higher Blends Infrastructure Incentive Program (HBIIP)

Online Grant Application Instruction Guide

Office of the Chief Information Officer
United States Department of Agriculture
Rural Development Business Center
Washington, D.C.

5/15/2020
1.0

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Intergovernmental Review (SPOC List)

In 2018 the Federal Government outlayed approximately \$700 billion in grants to State and local governments. Executive Order 12372, "Intergovernmental Review of Federal Programs," was issued with the desire to foster the intergovernmental partnership and strengthen federalism by relying on State and local processes for the coordination and review of proposed Federal financial assistance and direct Federal development. The Order allows each State to designate an entity to perform this function. Below is the official list of those entities. For those States that have a home page for their designated entity, a direct link has been provided below by clicking on the State name.

States that are not listed on this page have chosen not to participate in the intergovernmental review process, and therefore do not have a SPOC. If you are located within a State that does not have a SPOC, you may send application materials directly to a Federal awarding agency.

Contact information for Federal agencies that award grants can be found in Appendix IV of the Catalog of Federal Domestic Assistance.

*** SPOC List as of February 7, 2019 ***

ARIZONA

Matthew Hanson, GPC
Statewide Grant Administrator
ADOA, Office of Grants and Federal Resources
100 N. 15th Avenue, 4th Floor
Phoenix, AZ 85007
Telephone: (602) 542-7567
Fax: None
Matthew.Hanson@azdoa.gov

CALIFORNIA

Grants Coordination
State Clearinghouse
Office of Planning and Research
P.O. Box 3044, Room 222
Sacramento, California 95812-3044
Telephone: (916) 445-0613
Fax: (916) 323-3018
state.clearinghouse@opr.ca.gov

DISTRICT OF COLUMBIA

Pat Henry
Office of Partnerships and Grant Services
441 4th Street, NW (Judiciary Square)
Suite 707 North
Washington, DC 20001
Telephone: (202) 727-8900
Fax: None
<http://opgs.dc.gov>

ARKANSAS

Gwen Ervin-McLarty
Program Manager
Office of Intergovernmental Services
Department of Finance and Administration
1515 W. 7th St., Room 412
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DELAWARE

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Allison.Kowalchick@state.de.us

FLORIDA

Chris Stahl
Florida State Clearinghouse
Florida Dept. of Environmental Protection
3800 Commonwealth Blvd.
Mail Station 47
Tallahassee, Florida 32399-2400
Telephone: (850) 717-9076
Chris.Stahl@dcp.state.fl.us
Submissions: State.Clearinghouse@dcp.state.fl.us

IOWA

Debra Scrowther
Iowa Department of Management
State Capitol Building Room G12
1007 E Grand Avenue
Des Moines, Iowa 50319
Telephone: (515) 281-8834
Fax: (515) 281-7076
Debra.Scrowther@iowa.gov

LOUISIANA

Terry Thomas
Louisiana SPOC for EPA Grant
Office of Management and Finance
LA Department of Environmental Quality
P.O. Box 4303
Baton Rouge, LA 70821-4303
Phone (225) 219-3840
Fax: (225) 219-3846
Terry.Thomas@la.gov

MICHIGAN

Ed Hug
Southeast Michigan Council of Governments
1001 Woodward, Suite 1400
Detroit, Michigan 48226
Telephone: (313) 324-3335
Fax: (313) 961-4869
hug@semcog.org

NEVADA

Office of Grant Procurement, Coordination and
Management
Single Point of Contact
406 East 2nd Street, First Floor
Carson City, Nevada 89701
Telephone: (775) 684-5676
Fax: (775) 684-0260
grants@admin.nv.gov

SOUTH CAROLINA

Bonny L. Anderson
Grants Services Coordinator
Executive Budget Office
1205 Pendleton Street
Edgar A. Brown Building, Suite 529
Columbia, South Carolina 29201
Telephone: (803) 734-0435
Fax: (803) 734-0645
Bonny.Anderson@admin.sc.gov

KENTUCKY

Lee Nalley
The Governor's Office for Local Development
1024 Capital Center Drive, Suite 340
Frankfort, Kentucky 40601
Telephone: (502) 573-2382 Ext. 274
Fax: (502) 573-1519
Lee.Nalley@ky.gov

MARYLAND

Jason Dubow, Manager
Resource Conservation & Management
Maryland Department of Planning
301 West Preston Street, Suite 1101
Baltimore, Maryland 21201-2305
Telephone: (410) 767-4490
Fax: (410) 767-4480
mdp.clearinghouse@maryland.gov
<http://planning.maryland.gov/OurWork/GrantResources.shtml>

MISSOURI

Sara VanderFeltz
Federal Assistance Clearinghouse
Office of Administration
Commissioner's Office
Capitol Building, Room 125
Jefferson City, Missouri 65102
Telephone: (573) 751-0337
Fax: (573) 751-1212
sara.vanderfeltz@oa.mo.gov

NEW HAMPSHIRE

Wendy Gilman
New Hampshire Office of Energy and Planning
Attn: Intergovernmental Review Process
Wendy Gilman
107 Pleasant Street, Johnson Hall
Concord, New Hampshire 03301
Telephone: 603-271-0596
wendy.gilman@osi.nh.gov

UTAH

Ken Matthews
Utah State Clearinghouse
Governor's Office of Planning and Budget Utah State Capitol
Complex
Suite E210, PO Box 142210
Salt Lake City, Utah 84114-2210
Telephone: (801) 538-1149
Fax: (801) 538-1547
stategrants@utah.gov

Company Information

Application Information

Project Information

Stations

Financial Information

Attachments

Application Overview

Name of Federal Agency

Commodity Credit Corporation and Rural Business-Cooperative Service, USDA

Catalog of Federal Domestic Assistance Number

10.754

CFDA Title

The Higher Blends Infrastructure Incentive Program(HBIIIP)

Funding Opportunity Title

Notice of Funds Availability and Solicitation of Applications for the Higher Blends Infrastructure Incentive Program(HBIIIP) for Fiscal Year 2020

Solicitation Window Description

FY 2020

Solicitation Window Start Date

May 15, 2020

Solicitation Window End Date

Aug 13, 2020

Submission Type

Application

Application Type

HBIIIP

Application Status

New

Application Status Date/Time

May 17, 2020, 12:51:21 AM

*Is Application Subject to Review By State Under Executive Order 12372?

- This application was made available to the State under Executive Order 12372 Process for Review on
- Program is subject to E.O. 12372 but has not been selected by the State for review.

Save

1. Check SPOC list to see if your State participates.

If No, select bottom option and Save Application Information

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Fax: (916) 323-3018
state.clearinghouse@opr.ca.gov

DISTRICT OF COLUMBIA

Pat Henry
Office of Partnerships and Grant Services
441 4th Street, NW (Judiciary Square)
Suite 707 North
Washington, DC 20001
Telephone: (202) 727-8900
Fax: None
<http://opgs.dc.gov>

ARKANSAS

Gwen Ervin-McLarty
Program Manager
Office of Intergovernmental Services
Department of Finance and Administration
1515 W. 7th St., Room 412
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Fax: (501) 682-5206
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DELAWARE

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FLORIDA

Chris Stahl
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Florida Dept. of Environmental Protection
3800 Commonwealth Blvd.
Mail Station 47
Tallahassee, Florida 32399-2400
Telephone: (850) 717-9076
Chris.Stahl@dep.state.fl.us
Submissions: State.Clearinghouse@dep.state.fl.us

IOWA

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Iowa Department of Management
State Capitol Building Room G12
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LOUISIANA

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Louisiana SPOC for EPA Grant
Office of Management and Finance
LA Department of Environmental Quality
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Phone (225) 219-3840
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hug@semcog.org

NEVADA

Office of Grant Procurement, Coordination and
Management
Single Point of Contact
406 East 2nd Street, First Floor
Carson City, Nevada 89701
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grants@admin.nv.gov

SOUTH CAROLINA

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Executive Budget Office
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Edgar A. Brown Building, Suite 529
Columbia, South Carolina 29201
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Bonny.Anderson@admin.sc.gov

KENTUCKY

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The Governor's Office for Local Development
1024 Capital Center Drive, Suite 340
Frankfort, Kentucky 40601
Telephone: (502) 573-2382 Ext. 274
Fax: (502) 573-1519
Lee.Nalley@ky.gov

MARYLAND

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Resource Conservation & Management
Maryland Department of Planning
301 West Preston Street, Suite 1101
Baltimore, Maryland 21201-2305
Telephone: (410) 767-4490
Fax: (410) 767-4480
mdp.clearinghouse@maryland.gov
<http://planning.maryland.gov/OurWork/GrantResources.shtml>

MISSOURI

Sara VanderFeltz
Federal Assistance Clearinghouse
Office of Administration
Commissioner's Office
Capitol Building, Room 125
Jefferson City, Missouri 65102
Telephone: (573) 751-0337
Fax: (573) 751-1212
sara.vanderfeltz@oa.mo.gov

NEW HAMPSHIRE

Wendy Gilman
New Hampshire Office of Energy and Planning
Attn: Intergovernmental Review Process
Wendy Gilman
107 Pleasant Street, Johnson Hall
Concord, New Hampshire 03301
Telephone: 603-271-0596
wendy.gilman@osi.nh.gov

UTAH

Ken Matthews
Utah State Clearinghouse
Governor's Office of Planning and Budget Utah State Capitol
Complex
Suite E210, PO Box 142210
Salt Lake City, Utah 84114-2210
Telephone: (801) 538-1149
Fax: (801) 538-1547
stategrants@utah.gov

Name of Federal Agency

Commodity Credit Corporation and Rural Business-Cooperative Service, USDA

Catalog of Federal Domestic Assistance Number

10.754

CFDA Title

The Higher Blends Infrastructure Incentive Program(HBIIP)

Funding Opportunity Title

Notice of Funds Availability and Solicitation of Applications for the Higher Blends Infrastructure Incentive Program(HBIIP) for Fiscal Year 2020

Solicitation Window Description

FY 2020

Solicitation Window Start Date

May 15, 2020

Solicitation Window End Date

Aug 12, 2020

Submission Type

Application

Application Type

HBIIP

Application Status

New

Application Status Date/Time

May 17 2020, 10:51:01 AM

*Is Application Subject to Review By State Under Executive Order 12372?

- This application was made available to the State under Executive Order 12372 Process for Review on
- Program is subject to E.O. 12372 but has not been selected by the State for review.

07/07/20

Complete this field.

Save

2. If Yes, Select top option; Contact State SPOC to discuss opportunities and requirements.
3. Use calendar function to select date you will send/email State Submittal PDF to State.
4. Save Application Information.
5. When Submitting Federal Application, print State Submittal for emailing to State.



Higher Blends Infrastructure Incentive Program

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Important Documents

- [Checklist for Online Application System](#)
- [HBIIIP Online Access Request](#)
- [HBIIIP Online Application Instructions and Users Guide](#)
 - [Single Point of Contact List for Executive Order 12372 requirements](#) (sec: 7.3.1.)
 - [Dispensers and Fueling Equipment Reference Guide](#) (sec: 7.5.6. and 7.5.7.)
 - [HBIIIP Project Technical Report Guide](#) (sec: 7.8)
 - [Environmental Review Documents Guide](#) (sec: 7.8)
 - [Matching Funds Verification/Certification Guide](#) (sec: 7.7.2 and 7.8)
 - [SF 424 D Assurances - Construction Programs](#) (sec: 7.8)

Other Resources

- [Fuels Institute Retailing Biofuels Federal Regulations](#)
- [Handbook for Handling, Storing, and Dispensing E85 and Other Ethanol-Gasoline Blends](#)
- [Biodiesel Handling and Use Guide \(Fifth Edition\)](#)



Dispensers and Fueling Equipment Reference Guide

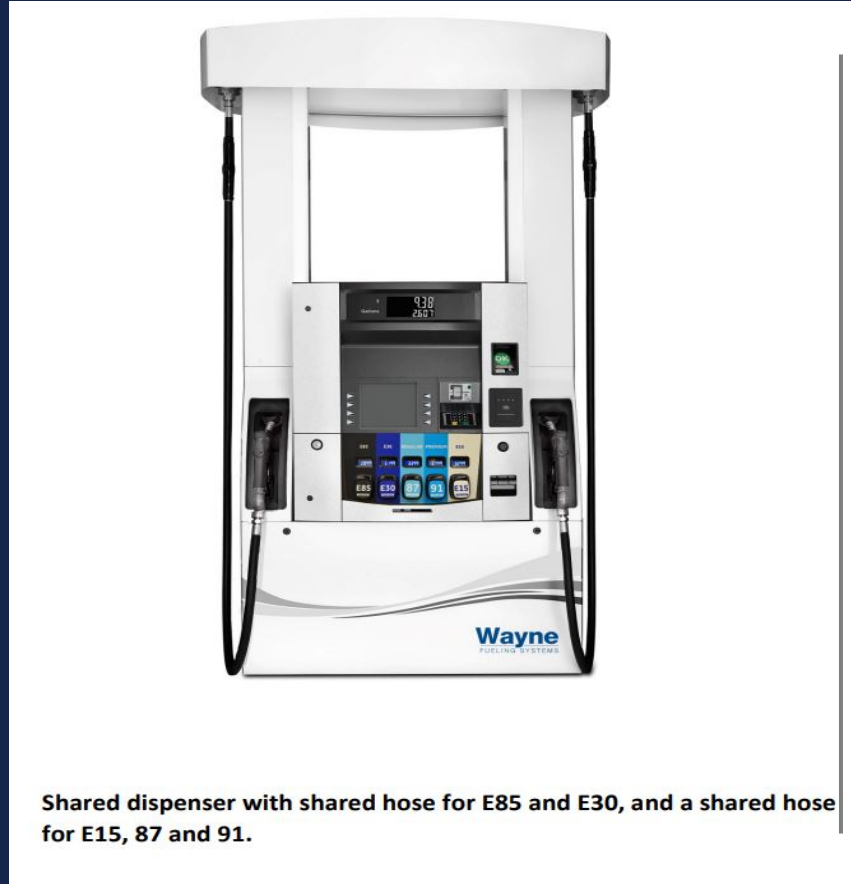
DISPENSER: A dispenser (pump) is a unit that generally offers fuel and allows payment on two sides.

REFUELING POSITION: The number of spots a vehicle can pull into and purchase a particular fuel (E10, E15, diesel, etc.).





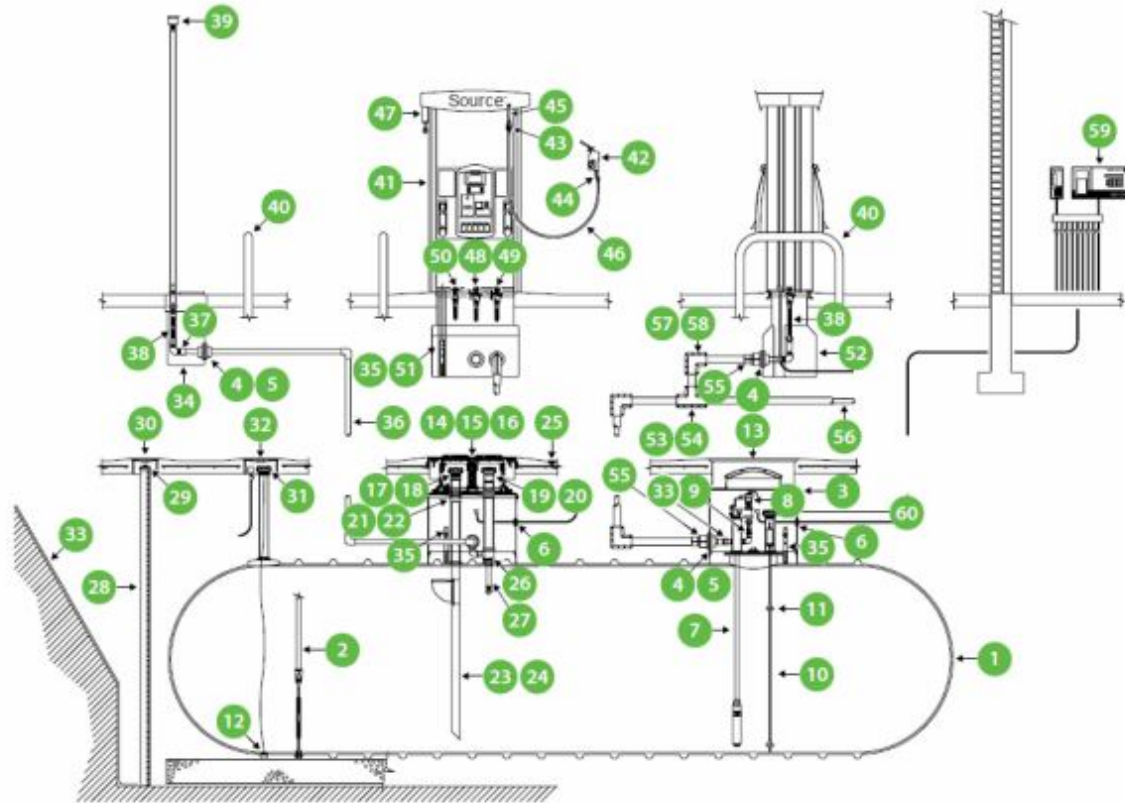
Dedicated E85 dispenser with dedicated hose



Shared dispenser with shared hose for E85 and E30, and a shared hose for E15, 87 and 91.



Flex Fuel Dispenser – Shared dispenser with E85 dedicated hose, diesel dedicated hose, and 1 shared hose for 3 standard fuels.



Typical Fuel Dispenser and Underground Storage Piping

(Illustration by Source North America)

Table 5. Fuel Dispenser and Underground Storage Piping Components

#	Equipment	#	Equipment	#	Equipment
1	Tank	21	Face seal adaptor	41	Dispenser
2	Tank straps	22	Jack screw kit	42	Nozzle
3	Sump and cover (tank)	23	Overfill prevention valve	43	Breakaway
4	Sump entry fitting (boot)	24	Drop tube (often a part of #23)	44	Swivel
5	Sump penetration fittings	25	Fuel grade ID #	45	Whip hose
6	Flexible entry boots	26	Extractor tee	46	Hose
7	Submersible turbine pump	27	Monitoring well screen (pipe)	47	Hose retractor
8	Mechanical line leak detector	28	Ball float vent valve	48	Stabilizer bar kit
9	Ball valve	29	Well cap-monitoring	49	Shear valve
10	Magnetostrictive probe	30	Manhole-monitoring	50	Shear valve-vapor (stage II only)
11	Float kit	31	Interstitial cap	51	Sensor tube
12	Interstitial sensor	32	Manhole	52	Dispenser sump
13	Manhole-composite	33	Roll filter fabric	53	Pipe-secondary containment tee
14	Manhole-multi-port spill containment	34	Transition sump-vent	54	Pipe-product tee
15	Spill bucket	35	Sump sensor	55	Concentric reducer
16	Fuel grade ID tag	36	Pipe	56	Pipe-secondary containment
17	Fill adaptor (top or side)	37	Pipe adaptor	58	Pipe-product elbow
18	Fill cap (top or side)	38	Flexible connector	57	Pipe-secondary containment elbow
19	Vapor adaptor	39	Vent	59	Console
20	Vapor cap	40	Steel bumper	60	Probe cap adaptor

Handbook for Handling, Storing, and Dispensing E85 and Other Ethanol-Gasoline Blends

Higher Blends Infrastructure Incentive Program

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Important Documents

- [Checklist for Online Application System](#)
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 - [Dispensers and Fueling Equipment Reference Guide](#) (sec: 7.5.6. and 7.5.7.)
 - [HBIIIP Project Technical Report Guide](#) (sec: 7.8)
 - [Environmental Review Documents Guide](#) (sec: 7.8)
 - [Matching Funds Verification/Certification Guide](#) (sec: 7.7.2 and 7.8)
 - [SF 424 D Assurances - Construction Programs](#) (sec: 7.8)

Other Resources

- [Fuels Institute Retailing Biofuels Federal Regulations](#)
- [Handbook for Handling, Storing, and Dispensing E85 and Other Ethanol-Gasoline Blends](#)
- [Biodiesel Handling and Use Guide \(Fifth Edition\)](#)

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Higher Blends Infrastructure Incentive Program (HBIIP)

Project Technical Report

The technical requirements specified in this section apply to HBIIP Fueling Station Projects and to HBIIP Biodiesel Distribution Facility Projects.

This Report is to be submitted concurrently with the HBIIP Application. Only one HBIIP application may be submitted per HBIIP applicant and all affiliates, as applicable. An application may request HBIIP assistance for more than one location. If it is determined that an applicant is affiliated with another entity that has also applied, then the maximum grant award applies to all affiliated entities as if they applied as one applicant. An Affiliate is an entity controlling or having the power to control another entity, or a third party or parties that control or have the power to control both entities.

(a) **Qualifications of project team.** The HBIIP project team is expected to consist of a project manager, an equipment supplier of major components, a project engineer, and a construction contractor or system installer. One individual or entity may serve more than one role. Agency regulations require for engineers to be licensed in the State where the project is to be constructed. However, the Agency may grant an exception provided: State or Tribal law does not require the use of a licensed PE; and the project is not complex, as determined by the Agency, and can be completed to meet the

HBIP Project Technical Report

1. Qualifications of project team.
 2. Agreements, permits, and certifications.
 3. Resource assessment.
 4. Design and engineering.
 5. Project development schedule.
 6. Project economic assessment.
 7. Equipment procurement.
 8. Equipment installation.
 9. Operations and maintenance.
 10. Dismantling and disposal of project components.
- 

Questions on What to do until HBIIP access?

Kelly Bogle



HBIP Worksheet templates



Tony's less than 10 station

Least common, but simplest

- Existing station (Targeted Assistance for “Owner of 10 stations or fewer”)
- 4 islands under canopy in forecourt
- 2 dispensers per island
- 2 fueling positions/hoses per dispenser
- *Retrofit/upgrade existing* dispensers to pump rack blended E15/88
- Install UST/S for E15

Station Type
Existing

Existing station

* Fueling Station Name
Tony's less than 10 station

Station Physical Address

* Address Line 1
33 SE Convenience Store Blvd.

Address Line 2

* City Alkeny * State IA

* County/Parish Polk County FIPS Code 153

* Zip/Postal Code 55103 Zip/Postal Code (last 4) * Country United States

* Congressional District IA-03

* Telephone 515-965-7200 Telephone Extension

Fax Number

Congressional tool tip

Administrator
Priorities

Priority Scoring Criteria (Check all that apply)

- Interstate Corridor
- * Interstate Corridor Name
I-35
- Sole Station
- Western States
- New England States

Save

Name and contact information of person to be contacted on matters involving this station

Prefix	* First Name
	Tony
Middle Name	
* Last Name	
Crooks	
Suffix	

* Telephone Number	Telephone Extension
515-965-7200	
Fax Number	
* Email	
tonyc@tonyslessthan10.com	

Station Mailing Address

* Address Line 1			
33 SE Convenience Blvd.			
Address Line 2			
* City	* State		
Alkeny	IA		
* County/Parish	County FIPS Code		
Polk	153		
* Zip/Postal Code	Zip/Postal Code (last 4)	* Country	
55103		United States	
* Congressional District			
IA-03			

Save

Be sure to Save!

Basic Information

Contact Information

Historical Data

Proposed Activities

	3 YEAR AVERAGE	3 YEAR TOTAL	2019	2018	2017
Total gallons of ALL fuels sold	800,000	2,400,000	700,000	800,000	900,000
Total gallons of E10 fuel sold	633,333	1,900,000	600,000	700,000	600,000
Total gallons of E15 fuel sold	0	0	0	0	0
Total gallons of E85 fuel sold	0	0	0	0	0
Total gallons of diesel fuel sold	0	0	0	0	0
Total fuel sales revenue	\$1,400,000.00	\$4,200,000.00	\$1,750,000	\$200,000	\$2,250,000

* Total Number of Existing Fuel Dispensers

8

* Total number of existing refueling positions

16

* Number of HBIP refueling positions proposed

16

* Number of E85 refueling positions proposed

0

* Number of B20 refueling positions proposed

0

Save

Be sure to Save!

Priority Score: 1.6000 Amount of Grant Requested: \$120,000 Non-Federal Cost Share Amount: \$160,000 Total Eligible Project Cost: \$280,000 HBIP Project Contribution: 72,000 Administrator Priorities: 40,000 Targeted Assistance Priority: 68,000

Basic Information Contact Information Historical Data Proposed Activities

Dispensers

	REPLACE OR ADD NEW B25 (FOR ...	REPLACE OR ADD NEW B25 DISPENSERS...	INSTALL B25 DISPENSERS FOR C...	REINSTALL EXISTING DISPENSER I...	REPLACE OR ADD B20 DISPENSER	TOTAL DISPENSERS/PUMPS
Total Number Dispensers	0	0	0	8	0	8
Number of Dedicated Dispensers	0	0	0	0	0	0
Number of Shared Dispensers	0	0	0	8	0	8
Number of Dedicated Fueling Positions	0	0	0	0	0	0
Number of Shared Fueling Positions	0	0	0	16	0	16
Average Capped Cost	\$0	\$0	\$0	\$25,000	\$0	
Matching Fund Marketing Commitment	\$0	\$0	\$0	\$10,000	\$0	\$10,000
Total Cost	\$0	\$0	\$0	\$200,000	\$0	\$200,000
Federal Cost Share Amount	\$0	\$0	\$0	\$100,000	\$0	\$100,000
Non-Federal Cost Share Amount	\$0	\$0	\$0	\$100,000	\$0	\$100,000
Federal Cost Share Percentage	50%	50%	50%	50%	50%	50%
Non-Federal Cost Share Percentage	50%	50%	50%	50%	50%	50%

Storage Tanks

	INSTALL/REPLACE UNDERGROUND/ABOVEGROUND STORAGE TANK(S) AND REQUIRE...	INSTALL/REPLACE BIODIESEL UNDERGROUND/ABOVEGROUND STORAGE TANK(S) AN...
Total Number Storage Tanks	1	0
Average Capped Cost	\$80,000	\$0
Total Cost	\$80,000	\$0
Federal Cost Share Amount	\$20,000	\$0
Non-Federal Cost Share Amount	\$60,000	\$0
Federal Cost Share Percentage	25%	25%
Non-Federal Cost Share Percentage	75%	75%

Total Proposed Activities

Total Cost	\$280,000
Federal Cost Share Amount	\$120,000
Non-Federal Cost Share Amount	\$160,000
Federal Cost Share Percentage	43%
Non-Federal Cost Share Percentage	57%
Matching Fund Marketing Commitment	\$10,000

Save

RETROFIT EXISTING DISPENSERS TO SELL RACK BLENDED E15

Dispensers	REPLACE OR ADD NEW E25 (FOR ...	REPLACE OR ADD NEW E85 DISPE...	INSTALL E85 DISPENSERS FOR C...	RETROFIT EXISTING DISPENSER T...	TOTAL DISPENSERS/PUMPS
Total Number Dispensers	0	0	0	8	8
Number of Dedicated Dispensers	0	0	0	0	0
Number of Shared Dispensers	0	0	0	8	8
Number of Dedicated Fueling Positions	0	0	0	0	0
Number of Shared Fueling Positions	0	0	0	16	16
Average Capped Cost	\$0	\$0	\$0	\$25,000	\$0
Matching Fund Marketing Commitment	\$0	\$0	\$0	\$10,000	\$0
Total Cost	\$0	\$0	\$0	\$200,000	\$0
Federal Cost Share Amount	\$0	\$0	\$0	\$100,000	\$0
Non-Federal Cost Share Amount	\$0	\$0	\$0	\$100,000	\$0
Federal Cost Share Percentage	50%	50%	50%	50%	50%
Non-Federal Cost Share Percentage	50%	50%	50%	50%	50%

8 dispensers

8 shared dispensers

16 shared hoses/fueling positions; 87, 88, 91

Storage Tanks

	INSTALL/REPLACE UNDERGROUND/ABOVEGROUND STORAGE TANK(S) AND REQUIRE...	INSTALL/REPLACE BIODIESEL UNDERGROUND/ABOVEGROUND STORAGE TANK(S) AN...
Total Number Storage Tanks	1	0
Average Capped Cost	\$80,000	\$0
Total Cost	\$80,000	\$0
Federal Cost Share Amount	\$20,000	\$0
Non-Federal Cost Share Amount	\$60,000	\$0
Federal Cost Share Percentage	25%	25%
Non-Federal Cost Share Percentage	75%	75%
Total Proposed Activities		
Total Cost	\$280,000	
Federal Cost Share Amount	\$120,000	Non-Federal Cost Share Amount \$160,000
Federal Cost Share Percentage	43%	Non-Federal Cost Share Percentage 57%
Matching Fund Marketing Commitment	\$10,000	

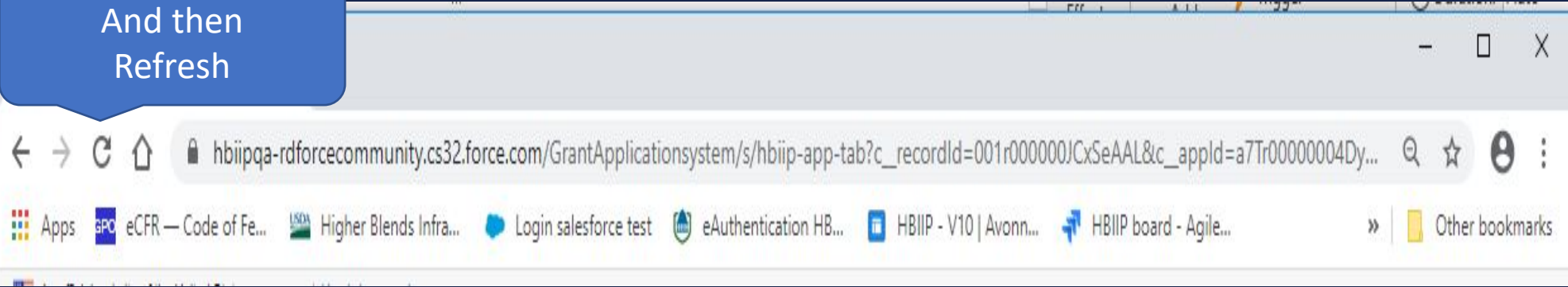
1 UST/S

1
\$80,000
\$80,000
\$20,000
\$60,000
25%
75%

Save

Be sure to Save!

And then
Refresh



Application Rollup Totals

Priority Score
1.6000 **Priority score = (HBIIIP project cont. + Admin Prior. + Targeted Asst.) / \$ Grant request = 192,000 / \$120,000 = 1.6000**

Amount of Grant Request
\$120,000

Non-Federal Cost Share Amount
\$160,000

Total Eligible Project Cost
\$280,000


HBIIIP Project Contribution
72,000

Administrator Priorities
40,000

Targeted Assistance Priority
80,000

Total Cost: Equipment (All except USTS/Systems) All Fueling Systems
\$200,000

Total Cost: Underground Storage Tanks/Systems, Existing Fueling Stations
\$80,000

 Stations (1)

Add Stations

STATION NAME	STATION SCORE	CONGRESSIONAL DISTRICT	ACTIONS
Tony's less than 10 station	1.6000	IA-03	

[Budget Costs](#) Estimated Funding

FEDERAL FUNDING

COST CLASSIFICATION	(A) TOTAL COST	(B) COSTS NOT ALLOWABLE FOR PARTICIPATION	(C) TOTAL ALLOWABLE COSTS
1. Administrative and legal expenses	\$0	\$0	\$0
2. Land, structures, rights-of-way, appraisals, etc.	\$0	\$0	\$0
3. Relocation expenses and payments	\$0	\$0	\$0
4. Architectural and engineering fees	\$0	\$0	\$0
5. Other architectural and engineering fees	\$0	\$0	\$0
6. Project inspection fees	\$0	\$0	\$0
7. Site work	\$0	\$0	\$0
8. Demolition and removal	\$0	\$0	\$0
9. Construction	\$0	\$0	\$0
10. Equipment	\$280,000	\$40,000	\$240,000
10a. Equipment (all except UST/Systems) All Fueling Stations	\$200,000	\$0	\$200,000
10b. Underground Storage Tanks/Systems, Existing Fueling Stations	\$80,000	\$40,000	\$40,000
11. Miscellaneous	\$0	\$0	\$0
12. SUBTOTAL (sum of lines 1- 10 +11)	\$280,000	\$40,000	\$240,000
13. Contingencies	\$0	\$0	\$0
14. SUBTOTAL	\$280,000	\$40,000	\$240,000
15. Project (program) income			
16. TOTAL PROJECT COSTS (subtract #15 from #14)	\$280,000	\$40,000	\$240,000

17. Federal assistance requested, calculate as follows:

\$120,000

Enter eligible costs from line 16c and multiply X 50%.

Save

Application Rollup Totals

Priority Score
1.6000

Amount of Grant Request
\$120,000

Non-Federal Cost Share Amount
\$160,000

Total Eligible Project Cost
\$280,000

HBIIP Project Contribution
72,000

Administrator Priorities
40,000

Targeted Assistance Priority
80,000

Total Cost: Equipment (All except USTS/Systems) All Fueling Systems
\$200,000

Total Cost: Underground Storage Tanks/Systems, Existing Fueling Stations
\$80,000



Stations (1)

Add Stations

STATION NAME	STATION SCORE	CONGRESSIONAL DISTRICT	ACTIONS
Tony's less than 10 station	1.6000	IA-03	

Tony's #2 New Station

More common Proposed Activities

- New Fueling Station (Targeted Assistance for fewer than 10 stations)
- 4 islands under canopy in forecourt
- 2 dispensers per island
- 2 fueling positions/hoses per dispenser
- Install 8 dispensers with shared capacity to pump:
 - E15 (blended E85 w/ 87) to sell as 88; shared hose w/ 87, 89, and 91
 - E85 flex fuel; dedicated hose

Note: UST/S is installed at construction but not considered eligible project costs for New Station.

Station Type

New

New station – Constructed during grant period

*Fueling Station Name

Tony's #2 - NEW station

Station Physical Address

*Address Line 1

2810 NE 118th

Address Line 2

*City

Ankeny

*State

IA

*County/Parish

Polk

County FIPS Code

153

*Zip/Postal Code

50021

Zip/Postal Code (last 4)

*Country

United States

*Congressional District

IA-03

*Telephone

515-965-7200

Telephone Extension

Fax Number

Priority Scoring Criteria (Check all that apply)

Interstate Corridor

*Interstate Corridor Name

i-35

Sole Station

Western States

New England States

Save

Be sure to Save!

Name and contact information of person to be contacted on matters involving this station

Prefix

* First Name

Tony

Middle Name

* Last Name

Crooks

Suffix

* Telephone Number

515-965-7200

Telephone Extension

Fax Number

* Email

tonyc@tonyslessthan10.com

Station Mailing Address

* Address Line 1

2610 NE 118th

Address Line 2

* City

Ankeny

* State

IA

* County/Parish

Polk

County FIPS Code

153

* Zip/Postal Code

50021

Zip/Postal Code (last 4)

* Country

United States

* Congressional District

IA-03

Basic Information

Contact Information

Projected Data

Proposed Activities

Projected Fuel Sales

* Projected total gallons of ALL fuels sold

800,000

* Projected total gallons of E10 fuel sold

500,000

* Projected total fuel sales revenue

\$1,500,000

Proposed Fueling Positions

* Total Number of Fuel Dispensers proposed

8

* Number of E15/E25 refueling positions proposed

18

* Number of E85 refueling positions proposed

16

* Number of B20 refueling positions proposed

0

* Total number of refueling positions proposed

32

Save

Be sure to Save!

Dispensers	INSTALL NEW E25 (FOR E15) DISPENSER	INSTALL NEW E85 DISPENSER (NOT IN C...	INSTALL E85 DISPENSERS FOR CALIFOR...	INSTALL NEW B20 DISPENSER	TOTAL DISPENSERS/PUMPS
Total Number Dispensers	8	8	0	0	16
Number of Dedicated Dispensers	0	0	0	0	0
Number of Shared Dispensers	8	8	0	0	16
Number of Dedicated Fueling Positions	0	16	0	0	16
Number of Shared Fueling Positions	16	0	0	0	16
Average Capped Cost	\$19,000	\$19,000	\$0	\$0	
Matching Fund Marketing Commitment	\$12,000	\$0	\$0	\$0	\$12,000
Total Cost	\$152,000	\$152,000	\$0	\$0	\$304,000
Federal Cost Share Amount	\$76,000	\$76,000	\$0	\$0	\$152,000
Non-Federal Cost Share Amount	\$76,000	\$76,000	\$0	\$0	\$152,000
Federal Cost Share Percentage	50%	50%	50%	50%	50%
Non-Federal Cost Share Percentage	50%	50%	50%	50%	50%

Shared dispensers

Shared costs

Total Proposed Activities

Total Cost: \$304,000

Federal Cost Share Amount: \$152,000	Non-Federal Cost Share Amount: \$152,000
Federal Cost Share Percentage: 50%	Non-Federal Cost Share Percentage: 50%
Matching Fund Marketing Commitment: \$12,000	

Be sure to Save!

Save

And then
Refresh



← → ↻ 🏠 🔒 hbiipqa-rdforcecommunity.cs32.force.com/GrantApplicationsystem/s/hbiip-app-tab?c__recordId=001r000000JcXSeAAL&c__appld=a7Tr00000004Dy... 🔍 ☆ 👤 ⋮

📱 Apps 🇵🇸 GPO eCFR — Code of Fe... 🇺🇸 USDA Higher Blends Infra... 🌐 Login salesforce test 🏠 eAuthentication HB... 📄 HBIIP - V10 | Avonn... 🚀 HBIIP board - Agile... » 📁 Other bookmarks

Application Rollup Totals

Priority Score
2.5368

Amount of Grant Request
\$272,000

Non-Federal Cost Share Amount
\$312,000

Total Eligible Project Cost
\$584,000

HBIIIP Project Contribution
414,000

Administrator Priorities
136,000

Targeted Assistance Priority
140,000

Total Cost: Equipment (All except USTS/Systems) All Fueling Systems
\$504,000

Total Cost: Underground Storage Tanks/Systems, Existing Fueling Stations
\$80,000

 Stations (2)

Add Stations

STATION NAME	STATION SCORE	CONGRESSIONAL DISTRICT	ACTIONS
Tony's #2 - NEW station	3.2763	IA-03	▼
Tony's less than 10 station	1.6000	IA-03	▼

Budget Costs Estimated Funding

FEDERAL FUNDING

COST CLASSIFICATION	(A) TOTAL COST	(B) COSTS NOT ALLOWABLE FOR PARTICIPATION	(C) TOTAL ALLOWABLE COSTS
1. Administrative and legal expenses	\$0	\$0	\$0
2. Land, structures, rights-of-way, appraisals, etc.	\$0	\$0	\$0
3. Relocation expenses and payments	\$0	\$0	\$0
4. Architectural and engineering fees	\$0	\$0	\$0
5. Other architectural and engineering fees	\$0	\$0	\$0
6. Project inspection fees	\$0	\$0	\$0
7. Site work	\$0	\$0	\$0
8. Demolition and removal	\$0	\$0	\$0
9. Construction	\$0	\$0	\$0
10. Equipment	\$584,000	\$40,000	\$544,000
10a. Equipment (all except UST/Systems) All Fueling Stations	\$504,000	\$0	\$504,000
10b. Underground Storage Tanks/Systems, Existing Fueling Stations	\$80,000	\$40,000	\$40,000
11. Miscellaneous	\$0	\$0	\$0
12. SUBTOTAL (sum of lines 1- 10 +11)	\$584,000	\$40,000	\$544,000
13. Contingencies	\$0	\$0	\$0
14. SUBTOTAL	\$584,000	\$40,000	\$544,000
15. Project (program) income			
16. TOTAL PROJECT COSTS (subtract #15 from #14)	\$584,000	\$40,000	\$544,000
17. Federal assistance requested, calculate as follows:			\$272,000

Enter eligible costs from line 10c and multiply X 50%.

Save

Budget Costs Estimated Funding

Funding Source	*Amount
Federal ⓘ	\$272,000
Applicant	\$172,000
State	\$50,000
Local	\$
Other	\$50,000
TOTAL	\$544,000

This number cannot exceed the value in 17.C (Federal Assistance Requested) on the Budget Costs tab.

The sum of Applicant + State + Local + Other can not be less than Federal.

Save

Be sure to Save!

Tony's Fuel Distribution Facility Example

- Average throughput volume of 2 M gallons per year, 2017-19
- Projected - Incremental increase of throughput volume of B20 or higher blends as substantiated by:
 - Validated demand, 200,000 gallons added;
 - Market drivers, 200,000 gallons added;
 - Documented incentives, 200,000 gallons added;
 - Project sustainability, 200,000 gallons added;
 - Investment to consumer education/marketing, 200,000 gallons added;
 - Partnerships, 200,000 gallons added;

Annual throughput volume for past 3 years (2017-19), for all fuels

* 2019 Gallons

2,000,000

* 2018 Gallons

2,000,000

* 2017 Gallons

2,000,000

* Total Volume (Gallons) 2017-2019

6,000,000

* 3-Year Average Volume (Gallons) 2017-2019

2,000,000

The incremental increase in throughput/volume of HBIIP fuel, as substantiated by

* Validated demand (Gallons Added)

200,000

* Market drivers (Gallons Added)

200,000

* Documented Incentives (Gallons Added)

200,000

* Project sustainability (Gallons Added)

200,000

* Investment to consumer education and marketing (Gallons Added)

200,000

* Partnerships (Gallons Added)

200,000

* Total Incremental Increase (Gallons)

1,200,000

- Validated demand (Gallons added)
- Market drivers (Gallons added)
- Documented incentives (Gallons added)
- Project sustainability (Gallons added)
- Investment to consumer education/marketing (Gallons added)
- Partnerships (Gallons added)

Requested Federal Funds



* Federal Funds (\$)

\$1,000,000.00

Should match the number on the Estimated Funding tab

HBIIP Priority Score

* Priority Score

3.2000

Save

Be sure to Save!

Budget Costs Estimated Funding

FEDERAL FUNDING

COST CLASSIFICATION	(A) TOTAL COST	(B) COSTS NOT ALLOWABLE FOR PARTICIPATION	(C) TOTAL ALLOWABLE COSTS
1. Administrative and legal expenses	\$50,000	\$0	\$50,000
2. Land, structures, rights-of-way, appraisals, etc.	\$0	\$0	\$0
3. Relocation expenses and payments	\$0	\$0	\$0
4. Architectural and engineering fees	\$0	\$0	\$0
5. Other architectural and engineering fees	\$0	\$0	\$0
6. Project inspection fees	\$0	\$0	\$0
7. Site work	\$150,000	\$0	\$150,000
8. Demolition and removal	\$100,000	\$0	\$100,000
9. Construction	\$300,000	\$0	\$300,000
10. Equipment	\$1,400,000	\$0	\$1,400,000
11. Miscellaneous	\$0	\$0	\$0
12. SUBTOTAL (sum of lines 1- 10 +11)	\$2,000,000	\$0	\$2,000,000
13. Contingencies	\$0	\$0	\$0
14. SUBTOTAL	\$2,000,000	\$0	\$2,000,000
15. Project (program) income			
16. TOTAL PROJECT COSTS (subtract #15 from #14)	\$2,000,000	\$0	\$2,000,000

17. Federal assistance requested, calculate as follows:

Enter eligible costs from line 16c and multiply X 50%.

Save

Be sure to Save!

Should match the number on the Estimated Funding tab

\$1,000,000

Company Information Application Information Project Information Facility Information **Financial Information** Attachments Application Overview

Budget Costs Estimated Funding

Funding Source	*Amount
Federal ⓘ	\$1,000,000
Applicant	\$600,000
State	\$200,000
Local	\$
Other	\$200,000
TOTAL	\$2,000,000

Be sure to Save!

This number cannot exceed the value in 17.C (Federal Assistance Requested) on the Budget Costs tab.

The sum of Applicant + State + Local + Other can not be less than Federal.

Questions on HBIIP Worksheet templates?

Kelly Bogle



Other important documents





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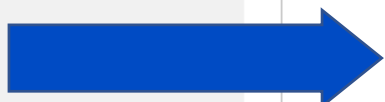
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 - [Dispensers and Fueling Equipment Reference Guide](#) (sec: 7.5.6. and 7.5.7.)
 - [HBIIP Project Technical Report Guide](#) (sec: 7.8)
 - [Environmental Review Documents Guide](#) (sec: 7.8)
 - [Matching Funds Verification/Certification Guide](#) (sec: 7.7.2 and 7.8)
 - [SF 424 D Assurances - Construction Programs](#) (sec: 7.8)

Other Resources

- [Fuels Institute Retailing, Biofuels Federal Regulations](#)
- [Handbook for Handling, Storing, and Dispensing E85 and Other Ethanol-Gasoline Blends](#)
- [Biodiesel Handling and Use Guide \(Fifth Edition\)](#)



Environmental Review Documents

(Cleared Under OMB Docket No. 0575-0197)

For the Agency to consider an application, the application must include all environmental review documents with supporting documentation in accordance with 7 CFR part 1970.

Any required environmental review must be completed prior to obligation of funds; as per 7 CFR 1970.11(b).

Applicants are advised to contact the Agency/RD State Office/State Environmental Coordinator to determine environmental requirements as soon as practicable to ensure adequate review time for their proposed projects.

Project characteristics should help determine the type of environmental review required.

- Projects replacing/installing E15/E25 fuel dispensers, but no Underground Storage Tanks and Systems (USTS) related activity should qualify as Categorical Exclusion (Cat. Ex.) without a report. 7 CFR 1970.53(c) refers to upgrading equipment in existing structures.
- Projects replacing/installing USTS, the use of 7 CFR 1970.53(c)(2) is appropriate; Cat. Ex., without a report.
- For new UST installations, the use of 7 CFR 1970.54(c)(13) is appropriate. This assumes in both cases that there is no extraordinary circumstance present that would elevate the level of environmental review per 7 CFR 1970.52.

Applicants are advised in all cases of new facilities construction to contact RD State/State Environmental Coordinator to determine environmental requirements as soon as practicable.



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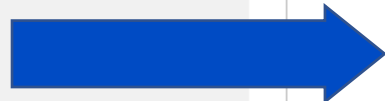
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Matching Funds -- Verification and Certification

Verification. Applicants must provide a budget to support the work plan showing all sources and uses of funds during the project period. Applicants will be required to verify matching funds, both cash and in-kind. Sufficient information should be included for the USDA to verify all representations.

Sources of Estimated Funding:

Estimated Funding:	Cash	In-kind value	All
Federal	\$272,000		\$272,000
Applicant	\$172,000		\$172,000
State	\$25,000	\$25,000	\$50,000
Local	0	0	0
Other	\$30,000	\$20,000	\$50,000
TOTAL	\$260,000	\$20,000	\$280,000

If matching funds are in cash, applicants must provide a copy of a bank statement showing a funds level adequate to cover the stated cash match.

Bank Statement from Applicant's bank demonstrating availability of \$172,000 at execution.

If a third party is providing cash for the match, the applicant must submit a letter from that party certifying that the party has the cash and will provide that cash to the applicant.

Letter of from State to certify \$25,000, cash available and to be provided to applicant.

Letter of from Other parties to certify \$30,000 cash available and to be provided to applicant.

If a third party is providing in-kind services for the match, a Letter of Commitment must be submitted to certify the/each type of service rendered to the project, that the/each service is an eligible HBIIP expense, the cash equivalent value of the/each service, and the approximate delivery time of the/each service for the match.

Letter of Commitment from State Authority/Organization to certify in-kind value of \$25,000 and type of assistance to be provided to applicant during grant period.

Letter of Commitment from Other Organization to certify in-kind value of \$20,000 and type of assistance to be provided to applicant during grant period.

Certification. Applicants must certify that matching funds will be available at the same time grant funds are anticipated to be spent and that matching funds will be spent in advance of grant funding, such that for every dollar of grant that is advanced, not less than an equal amount of match funds will have been funded prior to submitting the request for advance.

Matching Funds -- Verification and Certification

Verification. Applicants must provide a budget to support the work plan showing all sources and uses of funds during the project period. Applicants will be required to verify matching funds, both cash and in-kind. Sufficient information should be included for the USDA to verify all representations.

Sources of Estimated Funding:

Estimated Funding:	Cash	In-kind value	All
Federal	\$1,000,000		\$1,000,000
Applicant	\$600,000		\$600,000
State	\$100,000	\$100,000	\$200,000
Local	0	0	0
Other	\$100,000	\$100,000	\$200,000
TOTAL	\$1,800,000	\$200,000	\$2,000,000

If matching funds are in cash, applicants must provide a copy of a bank statement showing a funds level adequate to cover the stated cash match.

Bank Statement from Applicant's bank demonstrating availability of at least \$600,000 at execution.

If a third party is providing cash for the match, the applicant must submit a letter from that party certifying that the party has the cash and will provide that cash to the applicant.

Letter of from State to certify \$100,000, cash available and to be provided to applicant.

Letter of from Other parties to certify \$100,000 cash available and to be provided to applicant.

If a third party is providing in-kind services for the match, a Letter of Commitment must be submitted to certify the/each type of service rendered to the project, that the/each service is an eligible HBIIP expense, the cash equivalent value of the/each service, and the approximate delivery time of the/each service for the match.

Letter of Commitment from State Authority/Organization to certify in-kind value of \$100,000 and type of assistance to be provided to applicant during grant period.

Letter of Commitment from Other Organization to certify in-kind value of \$100,000 and type of assistance to be provided to applicant during grant period.

Certification. Applicants must certify that matching funds will be available at the same time grant funds are anticipated to be spent and that matching funds will be spent in advance of grant funding, such that for every dollar of grant that is advanced, not less than an equal amount of match funds will have been funded prior to submitting the request for advance.





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ASSURANCES - CONSTRUCTION PROGRAMS

OMB Approval No. 4040-0009
Expiration Date 06/30/2014

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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2 pages

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Pages per sheet

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11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the

- National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of State, Local Governments, and Non-Profit

**424D must be certified by
Notary public or equivalent
recognized officer.**

*SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	*TITLE <input style="width: 95%;" type="text"/>
*APPLICANT ORGANIZATION <input style="width: 95%;" type="text"/>	*DATE SUBMITTED Completed on submission to Grants.gov

Questions on Other important documents?

Kelly Bogle



Thank you!

*Anthony Crooks
Kelly Bogle*



EnergyPrograms@usda.gov

202-205-9322



Rural Development

U.S. DEPARTMENT OF AGRICULTURE

<https://www.rd.usda.gov/programs-services/higher-blends-infrastructure-incentive-program>