

Rural Energy Pilot Program Application Guide

Instructions and notice to applicants:

- This guide is intended to help you, but you do not have to use it in order to submit an application.
- Using the application guide will not favorably impact your application.
- Regardless of whether or not you use the guide, you must complete and submit all required federal forms and registrations, and include documentation that supports applicant and project eligibility claims, priority points, and verifications of reserved and matching funds.
- You also must ensure you provide complete responses to all eligibility and evaluation questions. This includes summarizations of certain parts of your business plan, which you also will provide in its entirety as an attachment to your application.
- Incomplete applications **will not** be considered for funding.
- Certifications, statements, and other standard terms used in this guide (examples include “you,” “I,” “we,” “it,” “applicant,” “entity,” and “grantee,” among others) refer to the **legal entity** applying for the REPP grant. By checking, signing, or otherwise acknowledging these elements, you confirm they are true and correct.
- To be considered for REPP funding, you must submit your complete, signed application and all required documents to the secure Cloud Vault link provided to you by the Agency no later than **11:59 p.m. eastern time on July 18, 2022**.

A note about website links: For ease of reference, this guide provides links to relevant, useful information hosted outside the USDA domain. Federal endorsement of non-USDA programs or activities is neither intended nor implied. Please be aware that, when you access information through a link provided in this document, you are subject to the copyright and licensing restrictions of those sites. All links in this document were active as of April 2022.

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Program Overview

The Rural Energy Pilot Program (REPP) offers grant assistance to Rural Energy Community Partnerships (RECPs) to develop renewable energy to help meet our nation's energy needs and combat climate change while prioritizing environmental justice, racial equity, and economic opportunity. Established to provide community-scale renewable energy benefits and help in underserved rural communities, examples of RECPs include nonprofit or state-based organizations, federally-recognized Tribes, and municipalities or other public bodies.

REPP funds can be used to pay for up to 80 percent of eligible project costs directly related to commercially-available, community-based and scaled renewable energy systems. Up to 20 percent of awarded funds also can be used for community energy planning, capacity building, technical assistance, efficiency, and weatherization.

The maximum grant award per applicant is \$2 million, with a grant term of three years.

Document Purpose

The purpose of this guide is to help eligible applicants navigate REPP requirements and submit a complete application as required in the Notice of Funding Opportunity published in the *Federal Register* (available at this link: <https://go.usa.gov/xuTqN> – PDF).

Required Forms

The following forms (available at this link: <https://go.usa.gov/xu2Mn> – click “To Apply”) are required to complete your REPP application.

- Form SF-424 “Application for Federal Assistance”
- Form SF-424C “Budget Information – Construction Programs”
- Form SF-424D “Assurances – Construction Programs”
- Form SF-LLL “Disclosure of Lobbying Activities”
- RD Form 400-1 “Equal Opportunity Agreement”
- RD Form 400-4 “Assurance Agreement”
- RD REPP “Environmental Checklist”

Optional Form

You will find this form under the “Related Documents” tab at www.grants.gov:

- AD-2106 “Form to Assist in Assessment of USDA Compliance with Civil Rights Laws”

Application Resources

1. To register with SAM (no charge):
 - Website: <https://sam.gov/content/home>
 - Unique Entity Identifier (UEI) required to apply
2. Alcohol and Tobacco Tax and Trade Bureau (TTB):
 - Website: <https://www.ttb.gov/>
 - Required for projects related to alcoholic beverages
3. USDA Agricultural Marketing Service Hemp Production Program:
 - Website: <https://go.usa.gov/xuZNY>
 - Required for projects related to the domestic production of hemp

Application Template

Section 1: Summary Information

1	Applicant entity's legal name	
2	Employer Identification Number (EIN)	
3	Unique Entity Identifier (UEI)	

Section 1.2: Applicant Type

- District organization
- Tribe, or a political subdivision, special purpose unit, or consortium of Tribes
- State, political subdivision or special purpose unit of a state, or a local government or consortium of political subdivisions engaged in rural economic development activities
- Public or private nonprofit organization

Section 1.3: Preparer Information

Name	
Affiliation	
Date	

Section 2: Project Executive Summary

- Limit your summary to one page.
- An updated summary taken from your Letter of Intent (LOI) is acceptable.

- Provide an executive summary, project action plan, and scope of work.
- Include the applicant’s strategy, activities, budget, goals, and objectives.
- Describe plans to maintain the sustainability of the Rural Energy Community Partnership once the REPP grant period has ended.

Section 3: Applicant Eligibility Requirements

To address this section, use the *Federal Register* Notice of Funding Opportunity (available at this link: <https://go.usa.gov/xuTqN> – PDF) associated with the Rural Energy Pilot Program (REPP) Grant. All applicants must read, certify, and appropriately acknowledge the following information:

Section 3.1: Location

- I am an applicant (a state, Tribal, local, municipal, public body, or eligible nonprofit organization) located in the United States or its territories, the Republic of Palau, the Federated States of Micronesia, The Republic of the Marshall Islands, or American Samoa.

Section 3.2: Legal Responsibility and Authority

- I have the legal authority to carry out the purposes of this grant, **-AND-**
- My organization is in good standing in the state in which it is incorporated, or in the state in which the organization’s operations are primarily located
- In **Appendix A** (for Tribal entities), I have attached documentation confirming legal authority and good standing, **-OR-**
- In **Appendix B**, I have attached a copy of – or excerpt from – my organizational documents confirming legal authority to carry out the purposes of the REPP grant on behalf of my organization

Section 3.3: Single Grant Eligibility

- I confirm I am submitting only one application in response to this notice. This includes separate but related applicant entities with greater than 75 percent common ownership, or from a parent, subsidiary, or affiliated organization.

Section 3.4: Known Relationship with a Rural Development Employee

- I certify that I DO NOT have a known relationship or association with a USDA Rural Development employee.
- I certify I DO have a known relationship or association with an RD employee.

Section 3.5: Outstanding Judgments or Delinquencies

- I certify that the United States does not have an unsatisfied judgment against my property, and that I will not use grant funds to pay any judgments obtained by the United States.
- I certify that I am not delinquent on payment of federal income taxes or any other federal debt.

Section 3.6: Alcohol and Tobacco Tax and Trade Bureau

- I **DO** currently have an alcohol license or permit that meets TTB requirements (See Appendix E for additional information).
- I **DO NOT** have an alcohol license or permit that meets TTB requirements
- I **DO NOT** have an alcohol license or permit that meets TTB requirements, but I started the process for a permit on [enter mm/dd/yyyy below]
- NOT APPLICABLE:** This is not an alcohol-related project.

Section 3.7: Hemp Production Program Regulations – USDA AMS

- I **DO** currently have a hemp producer license issued by an approved state, Tribal, or federal plan according to Fiscal Year 2018 Farm Bill provisions (See Appendix F for additional information).
- I **DO NOT** have a hemp producer license issued by an approved state, Tribal, or federal plan according to Fiscal Year 2018 Farm Bill provisions.
- NOT APPLICABLE:** This is not a hemp-related project.

Section 4: Project Eligibility

Explain in detail how your project will meet REPP purposes. Projects must develop or establish clean energy communities by deploying community-scale, distributed or renewable energy technologies and systems. You must provide all requested information either in the body of the application, or in the appropriate appendix.

Section 4.1: Eligible Purposes

- I certify REPP funds will be used only to pay eligible project costs directly related to the establishment or development of a clean energy community by deploying community-scale, distributed or renewable energy technologies and systems. This includes associated machinery, materials, or equipment such as:

- Construction, retrofitting, replacement, or improvements
- Fees for construction permits and licenses

Professional service fees for qualified consultants, contractors, installers, and other eligible third-party providers

- I certify that not more than 20 percent of awarded funds will be used for eligible project costs related to community energy planning, capacity building or technical assistance, and the activities, materials, and equipment associated with energy efficiency or weatherization.

Section 4.2: Commercially-available Technologies

- I understand our REPP project must use commercially-available technology that meets the requirements outlined in paragraph 1 or 2, below:

1. A domestic or foreign system that:
 - a. Has, for at least one year specific to the proposed application, a proven and reliable operating history and performance data
 - b. Is based on established design and installation procedures and practices, and is replicable
 - c. Has professional service providers, trades, large construction equipment providers, and laborers familiar with installation procedures and practices
 - d. Has readily available, proprietary and balance of system equipment and spare parts
 - e. Has readily available service to properly maintain and operate the system
 - f. Has an established warranty valid in the U.S. for major parts and labor

2. A domestic or foreign renewable energy system certified by a recognized industry organization whose standards are acceptable to Rural Development. A renewable energy system is considered to have demonstrated **commercial availability** if it has been certified by a recognized industry organization whose certification standards are acceptable to Rural Development.

Examples include:

- a. Small Wind Certification Council
(available at this link: <https://smallwindcertification.org/>)

- b. Solar Rating and Certification Corporation
(available at this link: <https://solar-rating.org/>)
- c. Florida Solar Energy Center
(available at this link: <https://energyresearch.ucf.edu/solar-certification/>)
- d. American Wind Energy Association
(available at this link: <https://cleanpower.org/>)
- e. Intertek Small Wind Certification Program
(available at this link: <https://www.intertek.com/wind/directory/>)

Section 4.3: Technical Merit

- I acknowledge USDA's Rural Business-Cooperative Service (RBCS) will use the information provided in this application – including attachments – to determine the technical merit of all proposed projects, and only those projects with technical merit will be eligible to receive funding.

In making this determination, Rural Development can, at its discretion, engage the services of other government agencies or recognized industry experts.

Section 4.4: Rural Area Location

- I understand the project and designated service area must serve a “rural area” as defined on page 2750 in the Notice of Funding published in the January 22, 2022 *Federal Register* (available at this link: <https://go.usa.gov/xuTqN> – PDF)

You can check the address of your designated service area or project by visiting the USDA Property Eligibility Map at this link: <https://go.usa.gov/xuTrc>. Select “Rural Business,” and the click the link associated with the REPP.

Section 4.5: Work Plan and Budget

You must provide a detailed work plan and budget showing how the project's goals will be accomplished. Your plan must include:

- A narrative description of eligible activities and their associated tasks
- A budget breakdown of estimated costs for eligible activities and tasks
- Identification of personnel responsible for overseeing or conducting eligible activities and tasks
- Timeframes for completion of eligible activities and tasks
- Identification of sources of – and uses for – grant and matching funds for eligible activities and tasks

- Formulation of a grant period that does not exceed 36 months from the date of the award

Section 4.6: Purpose Eligibility and Use of Funds

I certify the proposed project does **NOT** request funds for **ANY** ineligible project costs under REPP. Examples of ineligible funds use include:

- Used equipment
- Vehicles
- Operations that get income from illegal activities or activities of a sexual nature
- Real property or land
- Lease payments, including lease-to-own or capitalized leases
- Any project that creates – or appears to create – a conflict of interest. For the REPP, examples of conflicts of interest include:
 - Distribution or payment of grant and matching funds to an individual owner, partner, or stockholder, or to a beneficiary or immediate family member of the applicant when the recipient will keep any portion of ownership in the applicant’s or borrower’s project
 - Assistance to Rural Development employees, relatives, or associates. RBCS will process any requests for assistance under this subpart in accordance with 7 CFR part 1900, subpart D (available at this link: <https://go.usa.gov/xuTYn>)
- Funding political or lobbying activities
- Paying off federal direct or guaranteed loans, or any other form of federal debt
- Expenses, equipment purchases, or paid services occurring prior to the grant period
- Expenses associated with applying for this program
- Expenses associated with reporting results or outcomes during the disbursement, performance, and servicing portions of the grant

Section 5: Evaluation Criteria

Complete, eligible REPP applications will be evaluated using the criteria in paragraphs (a) through (e) in this section. **A maximum of 100 points possible.**

Applications are evaluated for community impact, demonstration of support from relevant decision makers and community leaders, the likelihood that projects will be completed, and overall alignment with REPP goals.

Points are given **only** for well-documented and supported factors (such as comprehensive partnership planning documents or business plans), which assure Rural Development that project events and activities have a high probability of being accomplished. Points for each criteria are awarded at RD's discretion. Applicants demonstrating the experience or ability to deliver the stated criteria will be awarded higher points for that criteria.

Instruction: Attach a document with a detailed discussion for elements a) through e):

a) Develop renewable energy. Application materials demonstrate the RECP's ability and commitment to addressing the priority considerations specified in **Section III.C.** of the REPP funding notice.

- One point will be awarded for each of the six priority considerations proposed, and as outlined in **Section III.C.(a)**.
- Up to six points will be awarded for projects that plan, execute, or deploy renewable energy generation technologies (other than solar photovoltaic of at least 40 percent of total generation capacity as measured by megawatts of alternative generation capacity or megawatts of total generation capacity).
- Up to six points will be awarded for projects that can be delivered within 36 months of the grant award.
- Up to seven points will be awarded to projects leveraging other federal, state, Tribal, and local assistance resources for community planning, human-capacity building, technical assistance, efficiency, weatherization, and improvements in high-speed broadband service to the region.

Points are awarded on a scale of 0 – 25, with a maximum of 25 possible.

b) Community and regional impacts. Application materials fully describe the community objectives to be achieved by RECP efforts at the completion of REPP assistance. Examples of objectives to be identified by the RECP include:

- Ability to withstand disruptive events
- Economic and energy resilience
- Increased environmental justice

- Improved racial equity
- Expanded economic opportunity
- Stability or diversification of distributive energy resources

Points are awarded on a scale of 0 – 25, with a maximum of 25 possible.

c) Targeted region. Application materials must describe the geographic region to be served, including county names and zip codes, and demonstrate that the geographic region served by the RECP is of significant consequence to REPP priorities of advancing environmental justice, racial equity, and economic opportunity.

Elements:

1. Using the Economic Innovation Group’s Distressed Communities Index (available at this link: <https://eig.org/dci/interactive-map>) discuss relative distress scores and economic distress characteristics of the region. Examples include unemployment rates and income levels. **Maximum points available = 5.**
2. Using the U.S. Department of Energy’s Low Income Energy Affordability Data (LEAD) Tool (available at this link: <https://go.usa.gov/xuTZQ>) describe the relative energy burden of the geographic region to be served. **Maximum points available = 5.**
3. Using the U.S. Centers for Disease Control and Prevention’s Social Vulnerability Index (available at this link: <https://go.usa.gov/xuTZp>) describe the relative environmental health burden of the geographic region to be served. **Maximum points available = 5.**
4. Using the Economic Innovation Group’s Opportunity Zones Activity Map (available at this link: <https://eig.org/oz-activity-map>) document the geographic region to be served as a Qualified Opportunity Zone. **Maximum points available = 5.**
5. Using USDA Rural Development’s map of Distressed Energy Communities (<https://ruraldevelopment.maps.arcgis.com/apps/webappviewer/index.html?id=86027863e066487ca1b33dc9217a70d1>) indicate which counties or zip codes in the geographic region to be served are primarily distressed communities with high concentrations of employment in coal, the oil and gas industries, or with coal-fired generation facilities transitioning away from fossil-fueled energy production. **Maximum points available = 5.**
6. Using the U.S. Environmental Protection Agency’s Environmental Justice Screening and Mapping Tool (available at this link: <https://go.usa.gov/xuTB2>) provide a brief narrative with supporting information to demonstrate how the

geographic region meets the definition of a “disadvantaged community.”
Maximum points available = 5.

Points are awarded on a scale of 0 – 25, with a maximum of 25 possible.

d) Project and community support. Applicants must demonstrate the strength of local support for the RECP, its activities, projects, and entrepreneurial commitment.

Points will be awarded for:

- Demonstrating sources of funding
- Illustrating personnel and technical resources committed to the project
- Including institutional partners expanding capital and showing a willingness to invest in projects emerging from the RECP

Maximum points available = 10.

An additional 5 points can be awarded for demonstrating resources that sustain the project beyond the REPP grant period.

Points are awarded on a scale of 0 – 15, with a maximum of 15 possible.

e) Demonstrated readiness and likelihood of success. Application materials demonstrate the RECP’s readiness to successfully administer the REPP grant, and:

- Indicate a high likelihood of implementing technical assistance, weatherization, energy efficiency, and renewable energy projects.
Maximum points available = 3.
- Include a stakeholder engagement plan. **Maximum points available = 2.**
- Identify an energy resilience goal. **Maximum points available = 3.**
- Confirm the availability or expectation of project financing. **Maximum points = 2.**

Points are awarded on a scale of 0 – 10, with a maximum of 10 possible.

Section 6: Matching Funds

Section 6.1: Certification of Matching Funds

- I certify the cost-share matching funds for the project will be spent in advance of grant funding.

Section 6.2: Verification of Matching Funds

In Appendix D, you must provide all requested information, including authentic documentation requested from the contributing source to demonstrate and confirm:

1. The eligibility of the source and use of all matching funds, including cash and in-kind contributions
2. The availability of both cash and in-kind contributions during the proposed grant period

The use of the verification templates included in Appendix D is optional, but highly recommended. Choose one or more of the five templates to coordinate with the form of your matching funds. Sources, uses, and amounts of matching contributions presented in the budget and work plan must match the information verified in Appendix D. The contributing source of the matching funds must complete the requested information using the designated form(s), or provide ALL requested information using a similar format. The contributing source must then sign the form where indicated. Using Appendix D, verifications for all matching funds must be provided with your application.

Section 6.3: Matching Funds Certification and Signatures

I certify that, to the best of my knowledge and belief, the information included with this application (including Sections 1 – 6, and Appendices A – H, as applicable) plus any attachments, are true and correct.

Printed name of applicant or applicant's authorized representative:

Signature of applicant or applicant's authorized representative:

Date (MM/DD/YYYY)

Appendices

Appendix A: Tribes, and Tribal Entities as Applicants

This appendix is intended to clarify the eligibility of Tribal entities under the Rural Energy Pilot Program (REPP) Grant. Tribal entities are encouraged to consult with the USDA Rural Development office in their state for further assistance. A list of state offices is available at this link: <https://go.usa.gov/xuTkW>.

1. Are you a federally-recognized Tribe, a Tribal enterprise, a subdivision of a federally-recognized Tribe, a Tribally-chartered corporation, or a Section 17 corporation?
2. Are you chartered, incorporated, authorized, or organized to conduct business?
3. Does the lead applicant meet the eligibility requirements for **one of the four applicant types** according to the REPP Federal Register Notice (available at this link: <https://go.usa.gov/xuTqN> – PDF)?
4. Does the proposed project and related activity meet REPP eligibility requirements?

Documentation Required to Prove Good Standing:

Tribal applicants can provide the following documents as **part of their complete application** to fulfill requirements related to Certification for Good Standing in the state or primary location of the applicant's business operations for the REPP project. If a Certificate of Good Standing from the state is not available because of the applicant's organizational legal status, then an alternative document must be provided.

For instance:

1. If the Tribal applicant is a Section 17 Corporation, approval documents from the Department of Interior for that corporation must be provided as evidence of good standing.
2. If the applicant is incorporated under Tribal law, the Tribe itself may provide evidence of "good standing" in the form of a letter or Certificate from the Tribe.

These substitute documents confirming good standing do not relieve the applicant from providing all other required application elements specified in the program regulation, notice of funding, and application guide.

Appendix B: Legal Authority and Good Standing

ALL APPLICANTS must attach a legal opinion of Legal Authority and Good Standing (Examples include by-laws, articles of incorporation or organization, a letter or certificate of good standing from your Secretary of State or an equivalent agency).

Tribal applicants: Refer to **Appendix A** for documentation requirements.

Appendix C: Matching Funds Verification

Documentation verifying eligible matching funds must be included in Appendix C. If grant funds are awarded, this information will be re-verified upon execution of the financial assistance agreement. This guide includes verification templates for each type of matching funds contribution. You can select the template(s) appropriate for your project:

1. Applicant cash
2. Applicant approved loan or line-of-credit
3. Third-party cash
4. Third-party in-kind
5. Other program funds

Contact your state-based Rural Development office (a list is available at this link: <https://go.usa.gov/xuTkW>) if you have questions about your project budget or eligible use of grant or matching funds.

Appendix C.1: Verification of Matching Funds | Applicant Cash

The use of this form is optional, but highly recommended. If you choose not to use this form, you must provide ALL the information requested below in a similar format and include it in Appendix C.1. If you are contributing cash-on-hand to pay for eligible project expenses for goods or services during the grant period, the expenditure is considered a cash match. You must sign this statement to verify the

1. Amount of cash match
2. Source of the cash match
3. Use of the cash match.

A **copy of a bank statement** (with an ending date within one month of the application submission deadline) that shows an ending balance equal to – or greater than – the amount of cash matching funds proposed is also required at time of application. **NOTE:** Redact all account numbers appearing on your statement.

Applicant's legal name:

Title of your proposed project:

Total project cost:

Grant amount requested:

Applicant cash match:

Table1 | Example: Identify all sources, amounts, and uses of available **applicant cash matching funds** your organization has committed to eligible REPP expenditures during the proposed grant period. Include copies of account statements from each source dated within 30 days of your application submission. Statements must show an ending balance equal to – or greater than – the amount of proposed cash matching funds.

Cash Funds Sources	Holding Institution's Name	Cash Match Amount	Use of Funds
Checking account			
Savings account			
Certificate of Deposit			
Money Market			
Mutual Funds			
Other			
TOTALS:			

Printed name of applicant or applicant's authorized representative:

Signature of applicant or applicant's authorized representative:

Date (MM/DD/YYYY)

Appendix C.2: Verification of Matching Funds | Applicant-Approved Loan or Line of Credit

Use of this form is optional, but highly recommended. If you choose not to use this form, you must provide ALL the information requested below in a similar format and include it in Appendix C.2. **Ask your lending institution** to verify your approved loan or line of credit that will be used as matching funds for your project during the grant period. It is best if this information is verified as close as possible to the time you submit your application.

For purposes of facilitating the work plan and budget activities identified in the REPP Grant application, and as an authorized representative of the **lending institution** identified below, I verify and confirm the following information:

Legal name of lender providing loan or line of credit:

Address of lender providing loan or line of credit:

Legal name of loan or line of credit borrower (must match legal name on application):

Address of loan or line of credit borrower (must match application):

Total amount of loan or line of credit to be used for eligible REPP purposes:

Insert below a brief description of the borrower's use of loan or line of credit funds:

The loan or line of credit will be provided to the borrower during the proposed REPP grant period.

Date of transfer (MM/DD/YYYY):

Date of loan or line of credit approval (MM/DD/YYYY):

Check here if not applicable

Printed name of lending institution's authorized representative:

Title of lending institution's authorized representative:

Signature of lending institution's authorized representative:

Date (MM/DD/YYYY):

Appendix C.2: Verification of Matching Funds | Third-Party Cash

The use of this form is optional, but highly recommended. If you choose not to use this form, you must provide ALL the information requested below in a similar format and include it in Appendix C.3. The third-party contributor must complete and sign where indicated to verify the:

1. Amount of cash to be donated
2. When it will be donated, indicating specific dates (MM/DD/YYYY) corresponding to the proposed grant period, or to dates within the grant period, when matching funds will be made available to the project

Donations of goods, services, or time committed to the project is not considered a cash-matching contribution. These must be verified as third-party in-kind matches.

For purposes of facilitating the work plan and budget activities identified in the associated REPP Grant application, and as an authorized representative of the third-party organization identified below, I verify and confirm the following information:

Legal name of third party providing cash matching funds:

Address of third party providing cash matching funds:

Legal name of intended recipient of cash matching funds (must match legal name on application):

Address of intended recipient of cash matching funds (must match application):

Total amount of third-party cash matching funds to be donated for use with eligible REPP purposes:

Will third-party cash matching funds be provided to the intended recipient during the proposed grant period?

- Yes
- No

Date of transfer or availability (MM/DD/YYYY):

Name of financial institution holding third-party cash matching funds to be transferred to intended recipient:

Does your organization understand that third-party cash matching contributions cannot be used to provide services that directly benefit the third-party contributor, and that contributors of cash matching funds are not permitted to limit how or where the funds are used?

- Yes

No

Has your organization approved the third-party cash transfer amount and REPP general purpose?

Yes

No

Not applicable

Printed name of third-party organization's authorized representative:

Title of authorized representative:

Signature of authorized representative:

Date (MM/DD/YYYY):

Appendix C.4: Verification of Matching Contributions | Third-Party In-Kind

Use of this form is optional, but highly recommended. If you choose not to use this form, you must provide ALL of the information requested below in a similar format, and include it in Appendix C.4. Third-party contributors can provide a signed letter that includes the following information, or they can complete and sign this form, confirming:

1. The nature of the goods and services to be donated
2. The value of the goods and services to be donated, including a description of the basis for the valuation
3. When the goods and services will be donated during the proposed grant period, including specific dates (MM/DD/YYYY) when the matching contributions will be made available

For purposes of facilitating the work plan and budget activities identified in the associated REPP Grant application, and as an authorized representative of the third-party organization identified below, I verify and confirm the following information:

Legal name of third party providing in-kind contribution:

Address of third party providing in-kind contribution:

Legal name of intended recipient of in-kind contribution (must match legal name on application):

Address of intended in-kind recipient (must match application):

Total value of all third-party in-kind contributions to be donated for use with eligible REPP purposes:

Provide the following documentation for each third-party in-kind goods or service contributions:

1. Description of the good or service
2. Explanation of how the good or service will be used in the project
3. Date when the good or service will be provided
4. Value of the good or service
5. Basis for the valuation of the good or service (include relevant documentation)
6. Total value for all goods and services

Will the third-party in-kind contribution be provided to the recipient during the proposed grant period?

Yes

No

Anticipated date(s) of contributions:

Has your organization formally approved the in-kind match contribution value and purpose as of the time of REPP application?

Yes

Date of approval:

No

Not applicable

Does your organization understand that in-kind contribution from third parties cannot be used to directly benefit the third-party contributor?

Yes

No

Printed name of third-party in-kind organization's authorized representative:

Title of authorized representative:

Signature of authorized representative:

Date (MM/DD/YYYY):

Appendix C.5: Matching Contributions | Other Program Funds

As allowed by law, federal assistance from programs such as the U.S. Department of Energy's (DOE) Weatherization Assistance Program (available at this link: <https://go.usa.gov/xubDC>), the State Energy Program (SEP – available at this link: <https://go.usa.gov/xubDD>), and Energy Transitions Initiative Partnership Project (ETIPP – available at this link: <https://go.usa.gov/xubDB>), or from AmeriCorps Energy Corps (available at this link: <https://www.energycorps.org/>), U.S. Environmental Protection Agency Environmental Justice Program grants (available at this link: <https://go.usa.gov/xubDn>), or other state, Tribal, or local organization grants – can be considered matching funds.

Instruction: attach the first page of applications for any such programs for which your organization has applied. Ensure the following information is clearly identified:

- Program name
- Amount of funds requested
- Legal name of applicant who filed the application
- Brief description of use of funds
- Grantor's contact name
- Grantor's contact phone number or email

Appendix D: Alcohol and Tobacco Tax and Trade Bureau Compliance

REPP applicants whose projects will produce and market products in the industries of wine, beer, distilled spirits or other alcoholic merchandise must comply with Alcohol and Tobacco Tax and Trade Bureau (TTB) regulations, including permitting, filing of taxes and operational reports, among other requirements.

Attach proof of your current TB alcohol permit, or proof of submission of an application to obtain an alcohol permit through TTB. (Acceptable examples of proof include a copy of your active permit, a receipt from TTB acknowledging your permit or application, or a screen printout of your online application submission or permit.)

Please visit TTB's website (available at this link: <https://www.ttb.gov/>) for additional information. Noncompliance with TTB requirements can result in Rural Development determining you are not qualified to receive a federal award. Further, if you are found to be noncompliant with TTB requirements at any time after receiving a REPP grant, Rural Development can also determine you are noncompliant with your grant terms and conditions. In such instances, Rural Development can decide to withdraw the grant and begin proceedings to recover any dispersed funds.

Appendix E: USDA Agricultural Marketing Service Compliance (Hemp)

In accordance with the 2018 Farm Bill, applicants proposing to produce or market hemp products must provide a valid producer license issued by an approved state, Tribal, or federal plan.

If your project features hemp products, attach proof of your current hemp producer license. Acceptable examples of proof include a copy of your active license, or a screen printout of your online permit.

Please visit the AMS Hemp Production Program webpage (available at this link: <https://go.usa.gov/xubZq>) for additional information. Noncompliance with AMS requirements can result in Rural Development determining you are not qualified to receive a federal award.

Further, if you are found to be noncompliant with AMS requirements at any time after receiving a REPP grant, Rural Development can also determine you are noncompliant with your grant terms and conditions. In such instances, Rural Development can decide to withdraw the grant and begin proceedings to recover any dispersed funds.

Appendix F: Rural Development's Response to Required Letter of Intent

You will recall that Rural Development required you to submit a Letter of Intent (LOI) prior to submitting your REPP application. Rural Development sent you a response letter including instructions on how to file a complete application.

Please attach a copy of the response letter you received from us.

-END-



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