Higher Blends Infrastructure Incentive Program (HBIIP)
Fuel Distribution Facilities

May 26, 2020
Fuel Distribution Facilities

Of the $100 million available to eligible participants/owners:

- 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.

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.
Fuel Distribution Facilities

Agenda

• Plan your work.
  • Things you will need.
  • Things you must do.
  • Things to remember.

• Work your plan!
  • Things you will need.
  • Things you must do.
  • Things to remember.
Plan your work.
Things you will need.

- [https://www.rd.usda.gov/programs-services/higher-blends-infrastructure-incentive-program](https://www.rd.usda.gov/programs-services/higher-blends-infrastructure-incentive-program)
- Feasibility Study/Business Plan (planning documents)
  - HBIIP Project Technical Report Guide
- Strong/Dependable 3rd parties
- Good support!
Higher Blends Infrastructure Incentive Program

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)
  - 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)
Plan your work.  
**Things you must do.**

- **Enroll.**
  - Checklist for Online Application System
  - HBIIP Online Access Request

- **Follow the Instructions.**
  - HBIIP Online Application Instructions and Users Guide

- **Read the Notice.**
  - 05/05/20 NOFA for the Higher Blends Infrastructure Incentive Program for FY2020
Enroll Request to Participate

- 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
# 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
<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Email</th>
<th>eAuth ID</th>
<th>Company TIN</th>
<th>Company DUNS Code</th>
<th>Company SAM/CAGE Code</th>
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</thead>
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<tr>
<td>1.</td>
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<td>10.</td>
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</tr>
</tbody>
</table>
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.
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](mailto: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.
Follow the Instructions

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.

5/16/2020
1.0

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This is a partial table of contents. The full table can be found in the document.
Plan your work.
Things to remember.

• HBIIP Application Deadline is, 11:59pm EDT, August 13, 2020.

• Things may take longer than you think!

• The Higher Blends Infrastructure Incentive Program will be administered in accordance with the Notice of Funds Availability published in the Federal Register, May 5, 2020; pages 26656-26665.
  o 05/05/20 NOFA for the Higher Blends Infrastructure Incentive Program for FY2020
The Federal Register
Vol. 82, No. 77
Tuesday, May 3, 2017

Notices

This section of the FEDERAL REGISTER contains documents other than rules or proposed rules that are applicable to the public. It includes notices and invitations to meetings, public hearings, or other events, documents that permit or require compliance by businesses or individuals, and other documents of official interest. This section also includes documents of general significance, such as significant and unusual individual scientific, technical, or policy matters that are of interest to the public. These documents are appraised in the section following.

DEPARTMENT OF AGRICULTURE
Animal and Plant Health Inspection Service

Notice of Availability of an Environmental Assessment for Release of Aphidinae for Biological Control of Russian Wheat Aphid

Agency: Animal and Plant Health Inspection Service, USDA.

Action: Notice of availability.

Summary: USDA is advising the public that the Animal and Plant Health Inspection Service has prepared an environmental assessment relative to permitting the release of Aphidinae for the biological control of Russian wheat aphid, a pest of crops, in the Western United States. Based on the environmental assessment, no adverse environmental effect has been predicted. A document open house was held on May 16, 2017 and a Final Environmental Assessment is available for public review. USDA is soliciting comments on the EA, which can be viewed at http://www.regulations.gov.

DATES: We will consider all comments that we receive on or before June 4, 2017.

ADDRESSES: You may submit comments by one of the following methods:

- Federal eRulemaking Portal: Go to www.regulations.gov and navigate to “Search Federal Register” or “Advanced Search.” Select “Find by Agency” and navigate until you select the agency for this document, Animal and Plant Health Inspection Service (APHIS). Click on the link for this document, Notice of Availability of an Environmental Assessment for Release of Aphidinae for Biological Control of Russian Wheat Aphid, and select “Submit Comment.”

- Postal Mail: Send your comment to Bucket No. APHIS-2017-0009, Regulatory Services and Development, APHIS, Station 612B-2-A, 4700 River Bank Road, Riverdale, MD 20737-1200.

Supporting documents and any comments we receive on this docket may be viewed at http://www.regulations.gov.

The Federal Register contains documents other than rules or proposed rules that are applicable to the public. It includes notices and invitations to meetings, public hearings, or other events, documents that permit or require compliance by businesses or individuals, and other documents of official interest. This section also includes documents of general significance, such as significant and unusual individual scientific, technical, or policy matters that are of interest to the public. These documents are appraised in the section following.

DEPARTMENT OF AGRICULTURE
Community Credit Corporation

Rural Business Cooperative Service
Notice of Funds Availability for the Higher Blends Infrastructure Incentive Program (HBIIP) for Fiscal Year 2017

Agency: Community Credit Corporation and the Rural Business Cooperative Service, USDA.

ACTION: Notice.

SUMMARY: The Community Credit Corporation (CCC) and the Rural Business Cooperative Service (RBCS), a Rural Development agency of the United States Department of Agriculture (USDA), announces the availability of up to $360 million in competitive grants to eligible entities for activities designed to expand the sales and use of renewable fuels under the Higher Blends Infrastructure Incentive Program (HBIIP). Grant awards of up to $500,000 are available for competitive projects. The purpose of the HBIIP is to promote the use of higher blends of ethanol or biodiesel in the United States. The program is designed to foster growth in the renewable fuels industry by providing infrastructure improvements to support the sale and use of renewable fuels.
Work your plan!
Things you will need

• Chrome browser or equivalent
• PDF (Portable Document Format) printing and scanning capability
• https://www.rd.usda.gov/programs-services/higher-blends-infrastructure-incentive-program
• Feasibility Study/Business Plan (planning documents)
  o HBIIP Project Technical Report Guide
• Strong/Dependable 3rd parties
• Good support!
Higher Blends Infrastructure Incentive Program

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- 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)
Things you must do

- Complete the application
- Review the application before submittal
- Submit the application prior to the deadline
Complete the application

Fuel Distribution Facilities

- **Applicant Type (Select One):**
  - Owner of 10 fueling stations or fewer
  - Owner of greater than 10 fueling stations
  - Fleet facility
  - **Fuel Distribution Facility**
Complete the Application

- Receive email from, RD.AdminAppsSupport@usda.gov with, URL and instructions to access the system.

- Copy URL and paste it into the address bar of a Google Chrome internet browser and hit enter.

- Bookmark the URL for future use.
According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number.

The valid OMB control number for this Information collection is 0570-0072.
The time required to complete this information collection is estimated to average 78 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

You are accessing a U.S. Government Information System which includes:
(1) This network;
(2) All computers connected to this network; and
(3) All devices and storage media connected to this network.
Unauthorized or improper use of this System may result in civil and criminal penalties.

By using this System, you understand and consent to the following:
(1) You will use this System solely for purposes and activities related to application, submission, and participation in the Higher Blends Infrastructure Incentive Program;
(2) You are an Agent or otherwise Rightful User of this system who is legally authorized to represent a Company that could rightfully be considered an eligible applicant to and/or participant in, the Higher Blends Infrastructure Incentive Program;
(3) The statements You provide herein are true. The information You provide is complete and accurate to the best of your knowledge; and
(4) The responsibilities of providing information sufficient to meet the requirements of the Higher Blends Infrastructure Incentive Program rest solely with the applicant Company and You, its authorized Agent.

By Clicking the “Finish” button you are confirming your legal, final, and irrevocable consent to the above statements.
For assistance finding the correct congressional district visit [https://www.house.gov/representatives/find-your-representative](https://www.house.gov/representatives/find-your-representative)

**Pull Down NAICS Code**

**Must complete field before Save.**
Be sure to Save!
Be sure to Save!
1. Check SPOC list to see if your State participates.

If No, select bottom option and Save Application Information
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.)
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  - 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)
Intergovernmental Review (SPOC List)

In 2018 the Federal Government outlined approximately $700 billion in grants to State and local governments. Executive Order 13372, "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 ***

<table>
<thead>
<tr>
<th>State</th>
<th>Name</th>
<th>Title</th>
<th>Office Name</th>
<th>Address</th>
<th>Phone</th>
<th>Fax</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARIZONA</td>
<td>Matthew Hamon, GPC</td>
<td>Statewide Grant Administrator</td>
<td>ADGA, Office of Grants and Federal Resources</td>
<td>100 N. 15th Avenue, 4th Floor Phoenix, AZ 85007</td>
<td>(602) 542-7767</td>
<td>None</td>
<td><a href="mailto:Matthew.Hamon@azden.gov">Matthew.Hamon@azden.gov</a></td>
</tr>
<tr>
<td>ARKANSAS</td>
<td>Gwen Ervin-McLerty</td>
<td>Program Manager</td>
<td>Office of Intergovernmental Services</td>
<td>1513 W. 7th St., Room 412 Little Rock, Arkansas 72203</td>
<td>(501) 682-5212</td>
<td>(501) 682-5266</td>
<td><a href="mailto:Gwen.ervin-McLerty@fs.arkansas.gov">Gwen.ervin-McLerty@fs.arkansas.gov</a></td>
</tr>
<tr>
<td>CALIFORNIA</td>
<td>Grants Coordination</td>
<td>State Clearinghouse</td>
<td>Office of Planning and Research</td>
<td>P.O. Box 3044, Room 222 Sacramento, California 95812-3044</td>
<td>(916) 452-0613</td>
<td>(916) 323-3018</td>
<td><a href="mailto:state.clearinghouse@opr.ca.gov">state.clearinghouse@opr.ca.gov</a></td>
</tr>
<tr>
<td>DELAWARE</td>
<td>Allison Kowalski</td>
<td>Budget Development, Planning and Administration</td>
<td>Office of Management and Budget</td>
<td>122 Martin Luther King Jr. Blvd, South</td>
<td>302-672-5125</td>
<td></td>
<td><a href="mailto:Allison.Kowalski@state.de.us">Allison.Kowalski@state.de.us</a></td>
</tr>
<tr>
<td>DISTRICT OF COLUMBIA</td>
<td>Pat Henry</td>
<td>Office of Partnerships and Grant Services</td>
<td>441 4th Street, NW (Judiciary Square)</td>
<td>Suite 707 North Washington, DC 20001</td>
<td>(202) 737-8900</td>
<td>None</td>
<td><a href="http://opgs.dc.gov">http://opgs.dc.gov</a></td>
</tr>
<tr>
<td>FLORIDA</td>
<td>Chris Stahl</td>
<td>Florida State Clearinghouse</td>
<td>Florida Dept. of Environmental Protection</td>
<td>3800 Commonwealth Blvd. Mail Station 47 Tallahassee, Florida 32399-2400</td>
<td>(850) 717-9076</td>
<td></td>
<td><a href="mailto:Chris.Stahl@dep.state.fl.us">Chris.Stahl@dep.state.fl.us</a></td>
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Submissions: State.Clearinghouse@dep.state.fl.us
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<tr>
<th>STATE</th>
<th>NAME</th>
<th>OFFICE ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Iowa</td>
<td>Debora Rossowher</td>
<td>Iowa Department of Management State Capital Building Room 312 1007 E Grand Avenue Des Moines, Iowa 50319 Telephone: (515) 281-8834 Fax: (515) 281-8766 <a href="mailto:Debora.Rossowher@iowa.gov">Debora.Rossowher@iowa.gov</a></td>
</tr>
<tr>
<td>Kentucky</td>
<td>Lucie Neely</td>
<td>The Governor’s Office for Local Development 1624 Capitol Center Drive, Suite 340 Frankfort, Kentucky 40601 Telephone: (502) 573-2382 Ext. 274 Fax: (502) 573-1519 <a href="mailto:Lucie.Neely@ky.gov">Lucie.Neely@ky.gov</a></td>
</tr>
<tr>
<td>Louisiana</td>
<td>Terry Thomas</td>
<td>Louisiana SPOC for EPA Grant Office of Management and Finance LA Department of Environmental Quality P.O. Box 4308 Baton Rouge, LA 70821-4308 Telephone: (225) 219-3840 Fax: (225) 219-3846 <a href="mailto:Terry.Thomas@la.gov">Terry.Thomas@la.gov</a></td>
</tr>
<tr>
<td>Maryland</td>
<td>Jason Dubow, Manager</td>
<td>Resource Conservation &amp; Management Maryland Department of Planning 301 West Preston Street, Suite 1101 Baltimore, Maryland 21201-2305 Telephone: (410) 767-4400 Fax: (410) 767-4480 <a href="mailto:info@planningmaryland.gov">info@planningmaryland.gov</a> <a href="http://planning.maryland.gov/OurWork/GrantResources.shtml">http://planning.maryland.gov/OurWork/GrantResources.shtml</a></td>
</tr>
<tr>
<td>Michigan</td>
<td>Ed Rugy</td>
<td>Southeast Michigan Council of Governments 1001 Woodward, Suite 1400 Detroit, Michigan 48226 Telephone: (313) 324-3335 Fax: (313) 961-4609 <a href="mailto:rugy@smcog.org">rugy@smcog.org</a></td>
</tr>
<tr>
<td>Missouri</td>
<td>Sara Vonderfritz</td>
<td>Federal Assistance Clearinghouse Office of Administration Commissioner’s Office Capital Building, Room 123 Jefferson City, Missouri 65102 Telephone: (573) 751-0373 Fax: (573) 751-1212 <a href="mailto:sara.vonderfritz@oa.mo.gov">sara.vonderfritz@oa.mo.gov</a></td>
</tr>
<tr>
<td>Nevada</td>
<td>Office of Grant Procurement, Coordination and Management</td>
<td>Single Point of Contact 400 East 2nd Street, First Floor Carson City, Nevada 89701 Telephone: (775) 684-5676 Fax: (775) 684-0160 <a href="mailto:grantsoffice@nevada.gov">grantsoffice@nevada.gov</a></td>
</tr>
<tr>
<td>South Carolina</td>
<td>Boney L. Anderson</td>
<td>Grants Services Coordinator Executive Budget Office 1205 Powhatan Street Edgar A. Brown Building, Suite 529 Columbia, South Carolina 29001 Telephone: (803) 734-0635 Fax: (803) 734-0645 <a href="mailto:Boney.A.Anderson@admin.sc.gov">Boney.A.Anderson@admin.sc.gov</a></td>
</tr>
<tr>
<td>Utah</td>
<td>Ken Matthews</td>
<td>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 <a href="mailto:stategrants@utah.gov">stategrants@utah.gov</a></td>
</tr>
</tbody>
</table>
1. Check SPOC list to see if your State participates.

If No, select bottom option and Save Application Information
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.
Allow 4-6 weeks after Aug. 13, 2020
Up to 18 months to complete project.

Use tool tip to help write the Title of your Success Story.

Be sure to Save!
Be sure to Save!
Be sure to Save!
Be sure to Save!

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

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<th>Year</th>
<th>Volume (Gallons)</th>
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<tr>
<td>2019</td>
<td>2,000,000</td>
</tr>
<tr>
<td>2018</td>
<td>2,000,000</td>
</tr>
<tr>
<td>2017</td>
<td>1,000,000</td>
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</table>

* Total Volume (Gallons) 2017-2019: 5,000,000

* 5-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)
- 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

**HBIIP Priority Score**

* Priority Score: 3.2000

---

*Should match the number on the Estimated Funding tab*

Be sure to Save!
And then Refresh
<table>
<thead>
<tr>
<th>COST CLASSIFICATION</th>
<th>(A) TOTAL COST</th>
<th>(B) COSTS NOT ALLOWABLE FOR PARTICIPATION</th>
<th>(C) TOTAL ALLOWABLE COSTS</th>
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<tbody>
<tr>
<td>1. Administrative and legal expenses</td>
<td>$300,000</td>
<td>$0</td>
<td>$300,000</td>
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<tr>
<td>2. Land, structure, rights-of-way, appraisals, etc.</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td>3. Relocation expenses and payments</td>
<td>$0</td>
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<td>$0</td>
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<tr>
<td>4. Architectural and engineering fees</td>
<td>$0</td>
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<td>$0</td>
</tr>
<tr>
<td>5. Other architectural and engineering fees</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td>6. Project inspection fees</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
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<tr>
<td>7. Site work</td>
<td>$100,000</td>
<td>$0</td>
<td>$100,000</td>
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<tr>
<td>8. Demolition and removal</td>
<td>$100,000</td>
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<td>11. Miscellaneous</td>
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<td>13. Contingencies</td>
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<td>14. SUBTOTAL</td>
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<td>15. Project (program) income</td>
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<td>16. TOTAL PROJECT COSTS (subtract #15 from #14)</td>
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<td>17. Federal assistance requested, calculate as follows:</td>
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<td>$0</td>
<td>$1,000,000</td>
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Should match the number on the Estimated Funding tab

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.

Be sure to Save!
Attachments -- Waiting for 424D Certification to be uploaded

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<th>CREATED BY</th>
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<tr>
<td>Loan Delinquency</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Technical Report</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Fuel Distribution Facility Feasibility/Business Plan</td>
<td></td>
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<tr>
<td>Environmental Review Documents</td>
<td></td>
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<tr>
<td>Supporting Documents</td>
<td></td>
<td></td>
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<td></td>
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</table>
Higher Blends Infrastructure Incentive Program

Important Documents
- Checklist for Online Application System
- HBlIP Online Access Request
- HBlIP Online Application Instructions and Users Guide
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- Handbook for Handling, Storing, and Dispensing E85 and Other Ethanol-Gasoline Blends
- Biodiesel Handling and Use Guide (Fifth Edition)
ASSURANCES - CONSTRUCTION PROGRAMS

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 the collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0140-0056), 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 impose, 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 assisting agency's interest 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 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 Personal Act of 1974 (2 U.S.C. 3154-3163) relating to prescribed standards for merit systems for programs funded under one of the 10 or regulations specified in Appendix A of OMB'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 (29 U.S.C. §651 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 (111 U.S.C. §505) 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. §518 et seq.) and 1983; and 1986); 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 handicap; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §1981a et seq.), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-455), as amended, relating to non-discrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1972 (P.L. 91-566), as amended, relating to non-discrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§500 et seq. and §502); 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 non-discrimination in the sale, rental, or financing of housing; (i) any other non-discrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other non-discrimination statutes which may apply to the project.
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 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.


14. Will comply with flood insurance purchase requirements of Section 102(p) 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 insurance and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) compliance with environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violation pursuant to EO 11716; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in flood plains 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) use of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1965, 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. 93-527); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).


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, Financial Management Standards, and Non-Profit Financial Statements.

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

*SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

*TITLE

*APPLICANT ORGANIZATION

*DATE SUBMITTED

Completed on submission to Grants.gov
Signed SF 424 D Certification

Signed Matching Funds Certification

Loan Delinquency

Technical Report

Fuel Distribution Facility Feasibility/Business Plan

Environmental Review Documents

Supporting Documents
### Signed SF 424 D Certification

**Attached Files**

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<thead>
<tr>
<th>Title</th>
<th>File Type</th>
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<td>PDF</td>
<td>Tony Crakes</td>
<td>82708</td>
<td>Signed SF 424 D Certification</td>
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- Signed Matching Funds Certification
- Loan Delinquency
- Technical Report
- Fuel Distribution Facility Feasibility/Business Plan
- Environmental Review Documents
- Supporting Documents
Completed Elements
Higher Blends Infrastructure Incentive Program

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- Checklist for Online Application System
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- HBIIP Online Application Instructions and Users Guide
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  - 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)
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:

<table>
<thead>
<tr>
<th>Estimated Funding</th>
<th>Cash</th>
<th>In-kind other</th>
<th>Total</th>
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<tr>
<td>Federal</td>
<td>$1,000,000</td>
<td></td>
<td>$1,000,000</td>
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<tr>
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<td></td>
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<tr>
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<td>$100,000</td>
<td>$200,000</td>
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<tr>
<td>Local</td>
<td>$100,000</td>
<td>$100,000</td>
<td>$200,000</td>
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<tr>
<td>Other</td>
<td>$100,000</td>
<td>$100,000</td>
<td>$200,000</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>$1,800,000</td>
<td>$200,000</td>
<td>$2,000,000</td>
</tr>
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</table>

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 NRIP 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.
Signed SF 424 D Certification
Signed Matching Funds Certification
Loan Delinquency
Technical Report
Fuel Distribution Facility Feasibility/Business Plan
Environmental Review Documents
Supporting Documents

UPLOAD FILES
Match Funds Certification exa...
640 KB
1 of 1 file uploaded
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- Biodiesel Handling and Use Guide (Fifth Edition)
Higher Blends Infrastructure Incentive Program (HBIIP)

Project Technical Report

The technical requirements specified in this section apply to HBIIP Fuelling 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
Signed SF 424 D Certification
Signed Matching Funds Certification
Loan Delinquency
Technical Report
Fuel Distribution Facility Feasibility/Business Plan
Environmental Review Documents
Supporting Documents

Upload Files

DONE
Feasibility Study and Business Plan 2019

Tony’s Fuel Oil
Fuel Distribution Facility
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- 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.
By signing this application, I certify:

(1) to the statements contained in the list of certifications;

(2) that the statements herein are true, complete and accurate to the best of my knowledge;

(3) that I am providing the required certifications and agree to comply with any resulting terms if I accept an award, and

(4) that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 215, Section 1001).

* Required Certifications:
  - SP 404-D Certification;
  - Matching Funds Certification.

** Required Assurances:
  - Loan Delinquency Information;
  - Executive Order 12372 Technical Report;
  - Executive Order 12372 Financial Feasibility/Business Plan (if Fuel Distribution Facility) and Environmental Review Documents.

If you respond with "This application was made available to the State Under Executive Order 12372 Process for Review on" to the Executive Order 12372 question at the bottom of the Application Information page, you are required to submit a copy of the State Submittal to your State. A link to download the State Submittal is provided for download below.

Attached to your online application requires your Authorized Representative to download, sign, date, scan, and upload the signed grant application as an Attachment Type of Signed Grant Application in the Attachments page. A link to the Federal Submittal is provided for download below.

- [HBP Federal Application Submittal.pdf]
- [HBP State Application Submittal.pdf]

Don't change the file names when you upload!

Attachments:

- [HBP Federal Application Submittal.pdf]
- [HBP State Application Submittal.pdf]

Submit Application
# Higher Blends Infrastructure Incentive Program

**Federal Grant HBIIP PDF**

## Application Information

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<tr>
<th>Grant Program Window Name:</th>
<th>The Higher Blends Infrastructure Incentive Program Window 1</th>
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<tbody>
<tr>
<td>Name of Federal Agency:</td>
<td>Commodity Credit Corporation and Rural Business-Cooperative Service, USDA</td>
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<tr>
<td>Catalog of Federal Domestic Assistance Number:</td>
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<td>The Higher Blends Infrastructure Incentive Program (HBIIP)</td>
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<td>Funding Opportunity Title:</td>
<td>Notice of Funds Availability and Solicitation of Applications for the Higher Blends Infrastructure Incentive Program (HBIIP) for Fiscal Year 2020</td>
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<td>8/12/2020</td>
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<tr>
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<td>New</td>
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<tr>
<td>Application Status Date/Time:</td>
<td>5/16/2020 7:00 PM</td>
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<tr>
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<td>Yes - 7/7/2020</td>
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## Company Information - Applicant

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<thead>
<tr>
<th>Name:</th>
<th>Tony's Station less than 10</th>
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<tbody>
<tr>
<td>Taxpayer Identification Number (TIN):</td>
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</tr>
<tr>
<td>DUNS/Unique Entity Identifier:</td>
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<td>SAM/CAGE Code:</td>
<td>66666</td>
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<td>Applicant Type:</td>
<td>Owner of 10 or fewer fueling stations</td>
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<tr>
<td>NAICS Code:</td>
<td>Gasoline Station with Convenience Stores (447110)</td>
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**Company Address**

<table>
<thead>
<tr>
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<th>33 SE Convenience Blvd.</th>
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<tbody>
<tr>
<td>Address Line 2</td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td>Ankeny</td>
</tr>
<tr>
<td>State:</td>
<td>IA</td>
</tr>
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</table>
By signing this application, I certify:

(1) to the statements contained in the list of certifications;

(2) that the statements herein are true, complete and accurate to the best of my knowledge;

(3) that I am providing the required assurances** and agree to comply with any resulting terms if I accept an award, and

(4) I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

* Required Certifications:
  - SP 404 D Certification; and
  - Matching Funds Certification;

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Attachment

Upload File Or drag drop

Missing Files!
- HBP_Federal_Application_Submittal

Submit Application
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SF 424 D Certification; and
Matching Funds Certification.

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Technical Report;
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SF 424 D Certification; and Matching Funds Certification.

** Required Assurances:

Loan Delinquency Information; Executive Order 12372; Technical Report; Feasibility/Business Plan (if Fuel Distribution Facility); and Environmental Review Documents.

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** IMPORTANT **

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Attachment

Upload File  Or drag files

Files already uploaded. Uploading files again will override them!!
Higher Blends Infrastructure Incentive Program
State Grant HBIIP PDF

Application Information

Grant Program Window Name: The Higher Blends Infrastructure Incentive Program Window 1
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
Submission Window Description: FY 2020
Submission Window Start Date: 5/15/2020
Submission Window End Date: 8/12/2020
Submission Type: Application
Application Type: HBIIP
Application Status: New
Application Status Date/Time: 5/16/2020 7:00 PM
Is Application Subject to Review By State Under Executive Order 12372?: Yes - 7/7/2020

Company Information - Applicant

Name: Tony's Station less than 10
Taxpayer Identification Number (TIN): 402773732
DUNS/Unique Entity Identifier: du9999902222
SAM/CAGE Code: 66666
Applicant Type: Owner of 10 or fewer fueling stations
NAICS Code: Gasoline Station with Convenience Stores (447110)

Company Address

Address Line 1 33 SE Convenience Blvd.
Address Line 2
City: Ankeny
State: IA

IOWA
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What’s next?

• Accepting Enrollment Requests as of 5/14/20;

• HBIIP Application Window Opened, 5/15/20;
  • HBIIP Online Application System, Available.

• Training Webinars – See Events tab
  • HBIIP Orientation and Enrollment, Tuesday, 5/12/20, 2pm EDT
  • Fueling Station and Fleet Facility Emphasis, Tuesday, 5/19/20, 2pm EDT
  • Fuel Distribution Facility Emphasis, Tuesday, 5/26/20, 2pm EDT
  • HBIIP Applicants and Stakeholders Check in, Tuesday, 6/2/20, 2pm EDT
  • Topics TBD, Tuesday, TBD, 2pm EDT

• HBIIP Application Window Closes, 8/13/20, 11:59pm EDT;
  • HBIIP Applications No Longer Accepted; Submit button unavailable.
What’s next?
Application Processing

August:
• Agency Review for Eligibility and Completeness
• Evaluation Panel and Competition

September:
• Selection, Written Communication to All Participants
• Public Announcement of Awards/Obligation
• Grant Agreement/Contracts Execution
• Project Executions
Thank you!

Anthony Crooks
Kelly Bogle
EnergyPrograms@usda.gov

202-205-9322

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