**Clean Energy Fund (CEF 2) Round 3  
Questions and Answers**

*The following are responses for non-project specific questions emailed or submitted via chat during the webinar to* [*energy\_policy@commerce.wa.gov*](mailto:energy_policy@commerce.wa.gov)*. Some edits may have been made to avoid project-specific details in the original question, but otherwise, questions are presented as submitted.*

1. Will the Bidder Conference Webinar (January 11, 2017) be recorded?
   1. *Yes, Commerce recorded the webinar and posted the recording and presentation slides to the Commerce CEF 2 webpage:* [*http://www.commerce.wa.gov/growing-the-economy/energy/clean-energy-fund/*](http://www.commerce.wa.gov/growing-the-economy/energy/clean-energy-fund/) *for reference.*
2. When will the Q&A document be posted?
   1. *The document will be updated and reposted a minimum of two days per week, although some questions may require additional time to provide an adequate response.*
3. Is there technical assistance available for the CEF 2 application?
   1. *Yes, ZoomGrants Technical Assistance is available M-F 7am-4pm PST 866-323-5404 x2 or* [*Questions@ZoomGrants.com*](mailto:Questions@ZoomGrants.com)
4. Can we call into Commerce with questions while working on an application?
   1. *Non-project specific inquiries need to be in writing to* [*energy\_policy@commerce.wa.gov*](mailto:energy_policy@commerce.wa.gov)*; however, technical assistance related to the ZoomGrants site can be via phone or email (See Question 4)*
5. Have you decided on the expert scoring panel?
   1. *As of 1/11/2017, panelist participants have not been identified. Commerce wants to maintain neutral and independent judging status.*
6. Can the capital asset(s) with a 13+ year life, to be located in the state of Washington be a permanent office for our company?
   1. *No. CEF2 is intended to support Clean Energy Technology development not to fund office development.*
7. Does the capital asset(s) with a 13+ year life have to be the clean energy technology?
   1. *The capital asset with 13+ year life must be an integral part of the clean energy technology that is being researched, developed or demonstrated (i.e., equipment or other asset necessary to carry out the research and development or demonstration project).*
8. The application says the applying company must be “Washington based”. If a company has a Washington-based R&D engineering office with test facilities in Washington but corporate headquarters are not in the state, would the project be eligible?
   1. *Yes, applicant, asset and operation must be in the state of Washington (as verified by UBI or Tax registration) is not required to be headquartered here.*
9. Will copies of the funding contracts be posted?
   1. *A sample contract boilerplate has been posted on ZoomGrants™*
10. Is there a standard format Letter of Intent for match contributors?
    1. *No. Match contributions should be on the committing organization’s letterhead, identify the total amount of match or cost share committed to the project, and be signed by someone within the organization who has the authority to make the commitment. Committing organizations need to know that if the project is funded, they will be asked to verify their actual commitment during the course of the project.*
11. Can a community college be recognized as a research institution?
    1. *Yes, provided demonstration of relevant research can be provided.*
12. Does funding from Washington State incorporated Cities and / or Municipalities qualify as non-state funding sources for matching funds?
    1. *Yes, as long as the funding did not originate from the state’s taxing / fee authority and consequently was passed through to the city or municipality (e.g. state’s 6.5% sales tax used for school district distributions).*
13. Can the match funding be used for development work to design a capital asset that will cost less than the value of the match?
    1. *Yes, match funding can include ancillary / incidental costs such as engineering, permitting, asset transport, software/controls to operate the asset(s), etc. needed to design and install the capital asset into its intended location.*
14. If a federal agency has notified us of their intent to award us $600,000 for a $750,000 project and we do not have the match available from our own funds, can we apply for the $150,000 cost share despite the fact that we have already been selected for an award?
    1. *Yes, as long as there is no supplanting of funds declared for match in the original federal application.*
15. Can the CEF2 funding be used for design of the capital asset, e.g., could 2/3 of the funding be used for design/development (i.e., expensed in the current year) of the capital asset and 1/3 for the component purchase and construction of the capital asset?
    1. *Yes, the ratio of ancillary design and development costs to the 13+-year capital asset component purchase and construction should be similar infrastructure capital projects.*
16. Can a federally negotiated indirect rate be used as applicant match?
    1. *Yes, as they relate to costs that are ancillary to the 13+-year capital asset (i.e. engineering, construction management, etc.) consistent with other capital infrastructure projects.*
17. Can match be either incoming from a new donor, or already received in the last year?
    1. *Yes, if it occurred on or after July 1, 2015 and is related to the proposed project.*
18. Are proposals kept confidential except for the response to question 7? Would they be made available to the public if a freedom of information act request were made?
    1. *Proposals submitted in response to this competitive procurement shall remain confidential until the contract, if any, is executed with the apparent successful Awardee. Thereafter, the proposals shall be deemed public records as defined in Chapter 42.56 of the Revised Code of Washington (RCW).*
19. No description is given of “administration services”, it is assumed that this is an optional budget category, if not please describe what you are expecting?
    1. *Administrative services category is optional and may include direct costs. For example, an accounting person providing services for invoice and payment processing that can be attributed to this project. This is different from indirect or overhead rates.*
20. Does it matter if the application is submitted before the deadline? In other words, are applications processed as they are submitted or once the deadline has passed?
    1. *No, it does not matter if they are submitted substantially early since all the applications will be processed as a batch.*
21. Do small businesses receive any preferential scoring as opposed to non-small business applicants?
    1. *No, there is no bonus or preferential scoring available to small business applicants.*
22. Does the funding that the CEF matches need to be solely from one (1) source or can the funding be a compilation from multiple funding sources?
    1. *The match can come from multiple sources as long as the documented total match is a minimum of 1:1 and non-state funds. Your primary funding source must require match. Your primary funding source cannot be state funds and must meet the minimum of 1:1 match.*
23. Does the term 'non-state' funding have any implications for those receiving federal grant funds for their project?
    1. *Applicants should refer their federal grant guidance or project officer in regard to any issues with their federal grant. For the purposes of this program, non-state funds can be federal grant funds that require match, private funds that require match, or an applicant’s own funds if they demonstrate need and/or compelling public benefit.*
24. If the original grant does not require a matching fund, we do not qualify to apply for WA state grant. Is this correct?
25. *Yes. This program requires entities to be seeking matching funds that are required by non-state funders.*
26. Is funding available only for project capital costs?
    1. *The project has to have a capital asset as a deliverable. Other costs related to the project may be allowable.*
27. Do matching funds for this grant need to be firm before the application is completed or can you work on the match during the application process?
    1. *There should be a plan for match during the application process; however, documentation of match will not be required for approved projects until contract development. A project will rank higher if there is a documented match in place at the time of application.*
28. Can potential contingency funding sources be kept confidential?
    1. *No. In order to proceed to contracting, there needs to be a commitment letter on funding source letterhead for the required 1:1 match.*
29. If my company puts up 100K of our own funds, would this qualify us for a potential 100K from this grant?
    1. *Possibly. Applicants proposing to match their own funds must demonstrate need and/or compelling public benefit.*
30. It sounds like this only funds hard assets. We couldn't fund a software platform that may be partially funded by DOE. Correct?
    1. *Software is not an eligible expenditure if it is not dedicated to the control of a specialized system supporting a program. Examples not eligible include word processing and project management software. There are instances where software may be considered an eligible project. Keep in mind it does need to have a 13+ year lifespan.*
31. The Program Summary talks about developing new technologies - is this the focus of the program? or is this a demonstration oriented focus?
    1. *Both. Projects must develop or demonstrate eligible clean energy technologies which have demonstrated viability but have not yet been commercialized* ***or*** *expand existing technologies through innovation such as novel configurations or increased efficiencies.*
32. Does our federal SBIR grant received for novel energy R&D qualify for this WA state grant? SBIR grants do not typically ask for matching fund, but extra fund from WA could help us do a better job in our R&D.
    1. *This program requires entities to be seeking matching funds that are required by non-state funders.*
33. If a construction budget is not yet developed, is the project still eligible?
    1. *Yes. If a project application is approved, a final budget is not required until contract development.*
34. If the company's complete overall project timeline is greater than 36 months, is it possible to pose a significant milestone as a project in and of itself? Such as a prototype that demonstrates the significant likelihood of success of the overall project?
    1. *It depends. If the capital equipment has a lifespan of 13+ years there is a possibility the project is eligible; however, it also depends on the details of the project.*
35. Is commercially available technology eligible for demonstration funding?
    1. *Yes, if the project expands existing technologies through innovation such as novel configurations or increased efficiencies.*
36. Does funding from private individuals, corporations, and nonprofits qualify for state match funding?
    1. *Possibly. Applicants proposing to match private funds must show the requested match is the minimum required by the funding source. Applicants proposing to match their own funds must demonstrate need and/or compelling public benefit.*
37. Can multiple technologies be funded for development and demonstration within one project?
    1. *It depends on the relationship between the technologies. That said, only one project is allowed per application.*
38. As a non-state match, does a private company not requiring a specific dollar match, but wants to not be the sole investor count?
    1. *Possibly. Applicants proposing to match their own funds must demonstrate need and/or compelling public benefit.*
39. How important is the 13-year life requirement for equipment?
    1. *The 13-year life requirement is legislatively mandated and a vital component of the vetting process.*
40. Please re-explain the matching-funds requirement. I’m really confused by what this means.
    1. *Your primary funding source must require match. Your primary funding source cannot be state funds and must meet the minimum of 1:1 match. Applicants proposing to match external private funds must show the requested match is the minimum required by the funding source. Applicants proposing to match their own funds must demonstrate need and/or compelling public benefit.*
41. Do you require the RD&D activity to all be performed physically in state? If a company is headquartered here but has members in other states, what are the constraints on how the Washington Clean Energy Funds are used and how the matching non-state funds are used?
    1. *An applicant must be a Washington state based research institution, non-profit, private business or other organization with a current registration with the Department of Revenue and the Secretary of State (if applicable). Additionally, an applicant must show significant in-state presence by conducting primary research, development, demonstration and deployment in Washington State*
42. What are the statistics for recent rounds of this funding? Number of Phase 1 submissions/number recommended for Phase 2 number of awards?
    1. *34 projects were submitted in Phase 1 of the last round. 26 moved to Phase 2. Nine were approved for funding.*
43. If an investor cannot fund our project completely and part of the stipulations for their investment is that we can find other funding, does that count as a match requirement?
    1. *Yes. We would need documentation of the requirement from the investor.*
44. My company is able to put up our own money to be able to cover 50% of the project but no more. Will this qualify as the match?
    1. *Possibly. Applicants proposing to match their own funds must demonstrate need and/or compelling public benefit.*
45. Our overall project is slated to bring in non-state funding to WA that is significantly greater than the match amounts here. This funding would help us in getting to a point where that non-state investment is much more likely. Does the potential a company have to bring in much more non-state funding strengthen their proposition?
    1. *1:1 match is a minimum requirement for this program; however, a higher ratio is desired and will be considered during the competitive prioritization.*
46. Can the application be partially filled out online, saved and then resume with filling out and completed later? Or does it need to be filled out in one session?
    1. *Yes. Make sure the application is saved before exiting ZoomGrants™.*
47. I missed the beginning of the webinar due to the cap. Where will the recording be posted?
    1. [*http://www.commerce.wa.gov/growing-the-economy/energy/clean-energy-fund/*](http://www.commerce.wa.gov/growing-the-economy/energy/clean-energy-fund/)
48. Are you going to post the answer to answer every question that is emailed to you / asked here in the FAQs? (just would like to know for reference)
    1. *Yes. The Q&A document will be updated on the website up to twice weekly. If a question needs additional research prior to posting, there may be a delay in response for that specific question. If there are no new questions, there will be no additional updates.*
49. Please remember to put up a link to previous projects that received grants in previous rounds of funding. It might also be helpful to put up the projects that didn't receive funding.

*Here is the link to the Press Release for previous funding:* <http://www.commerce.wa.gov/tag/research-and-development/>

1. I know this is addressed in the application, but to clarify: can our project application have proprietary information? Will the proprietary information be guarded?
   1. *Anything submitted to the State of Washington during the application process is subject to public disclosure.*
2. Will the webinar and questions be on the Department of Commerce site or the State Energy Site?
   1. [*http://www.commerce.wa.gov/growing-the-economy/energy/clean-energy-fund/*](http://www.commerce.wa.gov/growing-the-economy/energy/clean-energy-fund/)
3. Battery energy storage is a relatively young and emerging field that has many obstacles in the way of contractors implementing the projects. While the contractors will not be developing R&D necessarily are you interested in funding the construction of such projects in order to allow contractors to develop without so much risk?
   1. *Possibly. Projects must develop or demonstrate eligible clean energy technologies which have demonstrated viability but have not yet been commercialized* ***or*** *expand existing technologies through innovation such as novel configurations or increased efficiencies.*
4. Can you submit pictures or drawings with your application?
   1. *For the pre-application, we do not recommend pictures or drawings. These should be saved for the full application.*
5. Regarding intellectual property: the guidelines state that if a public disclosure request is made for proprietary information, it will be released unless a court order is obtained. Has this happened before?
   1. *Yes, not specifically with this program, but the State has had public disclosure requests that have gone through the court process to determine the legality of release of information.*
6. If a company has been awarded a contract in a previous round, can the company submit a project for the current round?
   1. Yes. The intent is to promote clean energy technology, and if a company has an additional idea that has been vetted and ranks high enough, there is a possibility of an additional award.
7. Can we apply for CEF 2 funds for a federal project that requires a match that we applied for last year and has been granted, but that we do not have the matching funds lined up to execute?
   1. *Yes, if they require a match.*
8. Will the Department of Commerce be willing to contact applicant partners to gain mutual support/favor for the project?
   1. *No. Commerce is required to remain neutral.*
9. Can the Clean Energy Fund, as a contingency, be applied to match funds from private investors that will be known to the Washington Department of Commerce, but kept confidential from the public?
   1. *Applicants proposing to match external private funds must show the requested match is the minimum required by the funding source. Applicants proposing to match their own funds must demonstrate need and/or compelling public benefit. Anything submitted to the State of Washington during the application process is subject to public disclosure.*
10. What would be required to confirm that our project is an eligible clean energy technology of these types?
    1. *Commerce recommends referring to the guidance for clarification and complete the Phase I Pre-application for eligibility determination.*
11. We are finalizing an eligibility application and had the following question: Does asking for more or less funding (assuming the request meets all other eligibility requirements) affect the probability of securing CEF funding, or - if the project is deemed to be deserving of CEF funding - will you just adjust the amount to match what's available?
    1. *Asking for more or less funding will not impact eligibility; however, having a project that is scalable and that meets guidelines (posted on the website:* [*http://www.commerce.wa.gov/growing-the-economy/energy/clean-energy-fund/*](http://www.commerce.wa.gov/growing-the-economy/energy/clean-energy-fund/)*) will meet the criteria.*
12. We have raised a designated dollar amount in angel investment through a convertible note, and we have been awarded additional specific dollar amount in grant funding through NSF. Which or both are eligible as matching funds?
    1. *Written commitment for match fund specific dollar amount needs to be provided in writing by the funding source, and the match funding is required to be non-state funding. Here are the links to the Guidance and the Webinar:* [*http://www.commerce.wa.gov/growing-the-economy/energy/clean-energy-fund/*](http://www.commerce.wa.gov/growing-the-economy/energy/clean-energy-fund/)
13. Administrative Requirements Inquiries:
    * Are there any required meetings prior to disbursement of funds?
14. *Meeting requirements are dependent upon the project and the entities involved.* 
    * Are there any regular updates that need to be provided? If so, are these monthly, quarterly, etc.?
15. *Yes. There are quarterly reporting requirements. Requirements can be referenced in the Guidance.*
    * What type documentation would need to be made in regards to equipment purchased or actions taken
16. *Competitive procurement processes must be followed, documentation of processes maintained for a minimum of six years from the time of grant closeout, and all documentation subject to inspection.*