



Department of Commerce

Notice:

This Webinar will be recorded for future reference.



Clean Energy Fund 4

DAIRY DIGESTER ENHANCEMENT APPLICANTS' CONFERENCE

Kristin Ramos
GRANTS MANAGER

12/6/2019

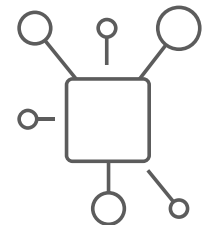




We strengthen communities



HOUSING / HOMELESSNESS



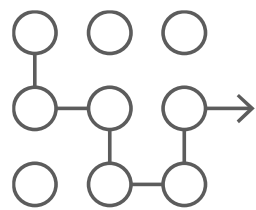
INFRASTRUCTURE



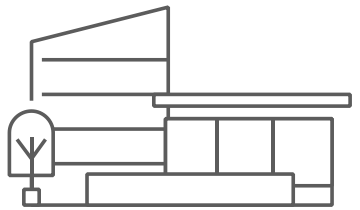
BUSINESS ASSISTANCE



ENERGY



PLANNING



COMMUNITY FACILITIES



CRIME VICTIMS / SAFETY



COMMUNITY SERVICE



Applicants' Conference Reminders

- This webinar is being recorded
- Please email any questions related to the program or process to cef@commerce.wa.gov
 - A Q&A document will be developed and posted on the FPFAP website at: <https://www.commerce.wa.gov/growing-the-economy/energy/clean-energy-fund/dairy-digester-enhancement/>
 - Attendees, please document your presence on this webinar by emailing: cef@commerce.wa.gov with your name and organization



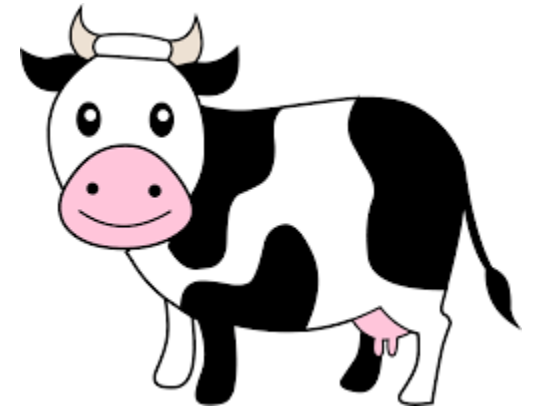
Today's Agenda

Clean Energy Fund 4 - Dairy Digester Enhancement Applicant's Conference



Appliants' Conference Agenda

- Applicant Responsibilities
- Program Goals, Priority, and Eligibility Criteria
- Available Funding and Match Requirements
- Timeline and Performance Period
- Application Overview
- Questions





Applicant Responsibilities

Clean Energy Fund 4 Dairy Digester Enhancement Program



Applicant Responsibilities

- **The Applicant is responsible for:**
 - Reviewing the Request for Proposal in its entirety
 - Reviewing the Q&A document prior to asking additional questions
 - Submitting the application in a timely manner – late applications will NOT be accepted for any reason
 - Applications are due by 5:00 PM Pacific Time January 31, 2019
 - No ZIP file applications will be accepted
 - The accuracy and contents of the submitted application
 - Following the instructions as indicated on the application

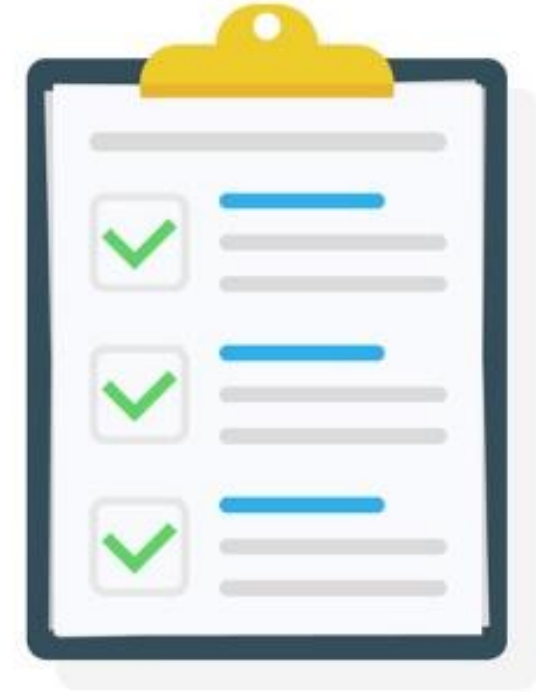
The background features a repeating pattern of overlapping, stylized leaf or petal shapes in a light yellow color, set against a solid, darker yellow background. The shapes are arranged in a circular, sunburst-like pattern.

Program Goals, Priorities, and Eligibility Criteria

Clean Energy Fund 4 Dairy Digester Enhancement Program

Program Goals, Priorities, and Eligibility Criteria

- Who can apply
- Washington State Business
- Supplanting
- Minority and Women Owned Business Participation



Program Goals, Priorities, and Eligibility

Criteria

- Dairy Digester Enhancement Program origins and intent
- Project Locations
- Ineligible projects include digester repair and basic scientific research





Available Funding and Match Requirements

Clean Energy Fund 4 Dairy Digester Enhancement Program

Available Funding and Match Requirements

- There is \$970,000 available under a competitive application process.
- COMMERCE intends to award three to six projects ranging from \$30,000 to \$300,000.
- A minimum 1:1 match of non-federal funds, including cash or in-kind services, is required.





Timeline and Performance Period

Clean Energy Fund 4 Dairy Digester Enhancement Program



Timeline and Performance Period

Dairy Digester Enhancement

Estimated Date	Task Category	Subtask Description
12/6/2019	RFP & Application Released	Request for Proposal and Application on Website
12/6/19-1/24/20	Q&A for Process Open	Q&A document updated and posted Tues & Thurs
1/31/2020	Application Due	Application and all required documents due
2/28/2020	Awards	Awardees and non-awardees notified
3/3-3/10/2020	Debriefing Conferences	Hold Debriefing Conferences (if requested)
3/15/2020	Begin Contract Negotiations	Contracts negotiated and executed

Commerce reserves the right to modify dates as required for program implementation.



Application Overview

Clean Energy Fund 4 Dairy Digester Enhancement Program



Application Overview

- <https://www.commerce.wa.gov/growing-the-economy/energy/clean-energy-fund/dairy-digester-enhancement/>
- **Application Materials**
 - Request for Proposal
 - Application

CLEAN ENERGY FUND (CEF) 4 - DAIRY DIGESTER ENHANCEMENT GRANT APPLICATION

Directions:

Please follow the guidance provided in the Request for Proposal (RFP) and complete this application in full. If an area does not apply, insert "NA".

Please be aware that any information provided is subject to public disclosure. Only include proprietary information if necessary.

Complete all sections of the application. Incomplete applications may be disqualified.

Requirements:

1. Do not alter or edit any of the following:
 - o Font size
 - o Margins
 - o Font type
 - o Table size
2. Responses may include embedded visual images or graphs
3. Applications *must be received* by Commerce by 5:00pm Pacific on Tuesday, December 31, 2019
4. Send questions regarding the application process to CEF@commerce.wa.gov
5. The maximum size of the application is 10 MB to ensure delivery

Steps:

6. Save the document with this file name structure in WORD format (not PDF):
 - o <Name of Organization>_ CEF 4 DDE_APP
7. After saving the document, email it to: energy_policy@commerce.wa.gov
 - o Subject line: < Name of Organization >_CEF 4 DDE_APP_ PKG
8. Include all required attachments located on the [CEF 4 Dairy Digester Enhancement Program](#) as separate files attached to the same email message as the application:
 - o Certification Assurance
 - o Ethics in Public Service Compliance
 - o Risk Assessment Survey
 - o Match Documentation Letter
 - o DOR Compliance Status
 - o Ethics in Public Service Compliance
 - o Screenshot of Department of Revenue Status (applicant to provide)

Award decisions will be made February 28, 2020

Commerce reserves the right to adjust timelines to ensure an equitable application review process. Commerce is under no obligation to pay for any costs associated with preparation or submission of applications.



Application Overview

- **Supporting/required documents**

- Certification Assurance
- Ethics in Public Service Compliance

- Match Documentation Letter

- **DOR Compliance Status**

- <http://bls.dor.wa.gov/checkstatus.aspx>

- Debarment Certification

- Risk Assessment Survey

Washington State Department of Revenue

Services > Business Lookup > JZ ROSE

License Information: [New search](#) [Back to results](#)

Entity name: JZK, INC.
 Business name: JZ ROSE
 Entity type: Profit Corporation
 UBI #: 601-524-947
 Business ID: 001
 Location ID: 0002
 Location: Active
 Location address: 207 1ST ST S
 YELM WA 98597-5230
 Mailing address: PO BOX 5230
 YELM WA 98597-5230

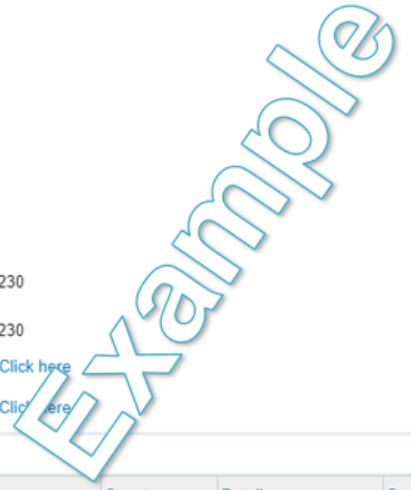
Excise tax and reseller permit status: [Click here](#)
 Secretary of State status: [Click here](#)

Endorsements

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance
Yelm General Business	10622			Active	Mar-31-2020	Sep-19-2018

Governing People *May include governing people not registered with Secretary of State*


Governing people	Title
KNIGHT, JUDITH	





Application Overview

- Follow all instructions as indicated, both on the first page, as well as within each of the 10 questions
 - Failure to follow instructions may result in disqualification
- The first section is Applicant Information
- The second section is about the project
- If unsure how to respond, email cef@commerce.wa.gov for process related questions only
 - The last day to submit a question is January 24, 2020
- Do not wait until the last minute to submit the application



Application Overview

Proposal Content

- Summary/Approach/ Methodology
- Work Plan
- Project Schedule
- Outcomes and Performance Measurement
- Risks
- Deliverables
- Team Structure and Internal Controls
- Qualifications and Experience
- References
- Budget/Cost Identification

Weighting:

Work Plan-50%

Applicant Strength-40%

Replicability-10%

Questions?

Clean Energy Fund 4 Dairy Digester Enhancement Program



Thank you!

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GRANTS MANAGER

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