

Wood Energy for Public Facilities Grant Program (WE) 2021 Questions and Answers - Updated Jan. 21, 2021

All questions related to the Wood Energy competitive process are required to be in writing to cef@commerce.wa.gov to ensure an equitable process.

Some edits may have been made to avoid project-specific details in the original question, but otherwise, questions are presented as submitted.

Questions received up to Jan. 21, 2021

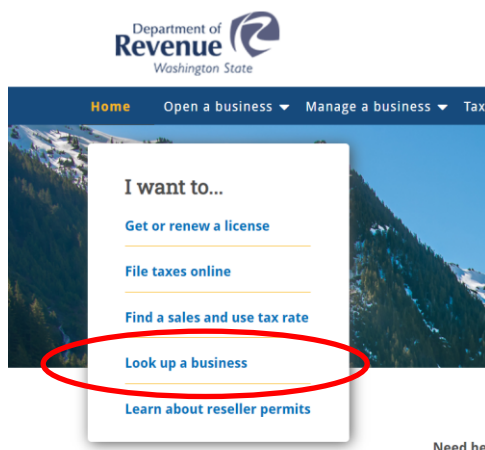
1. **Q.** What is the correct timeframe for the submission of documentation of secured match funding after award? There is a discrepancy between the NOFO and the sample match documentation letter. Page 3 of the NOFO states the following: "Successful applicants who do not provide documentation of secured match funding within three months of award may have their award withdrawn." However, the provided sample match documentation letter for the application states the following: "Failure to provide documentation of secured match as designated in the application within 30 days of contingent award may result in loss of contingent award." I wanted to confirm which was the correct timeframe for the submission of documentation of secured match funding after award.

A. Please refer to page 3 of the NOFO for the correct timeframe. Successful applicants should provide documentation of secured match within three months of the award or they may have their award withdrawn. We updated the sample Match Documentation Letter(s) under Required Documents on the [Wood Energy for Public Facilities website](#) to remove the language about 30 days.
2. **Q.** Please define "public facility" for the purposes of the 2021 Wood Energy Grant.

A. The definition of public facility for the purposes of the 2021 Wood Energy Grant is: "a facility owned/controlled by a state, local or federal public entity."
3. **Q.** I am finding some of the attachment forms a little confusing for the Biomass Grant, as we are not a contractor, but a state entity. Do all forms still apply? What do we need to fill out for the DOR compliance Status? The link takes us to DOR, but doesn't say what we need to do? Is there a certain form we need to fill out? There is also mention of including a Diverse Business Inclusion Plan with our proposal. Is this supposed to be included as an attachment, as it is not noted in the attachment section? If so, is Commerce able to provide this form in Word form?

A. All of the forms are required for all applicants with the exception of the Department of Revenue Compliance (DOR) status. The DOR Compliance status is not required for federal agencies. If the Department of Revenue Compliance Status is not relevant to your organization, please provide a brief explanation along with your application in lieu of the screenshot.

- For the DOR Compliance Status, please see instructions below:
 - Navigate to the DOR website: <https://dor.wa.gov/>
 - Go to, “I want to... Look up a business”



- Search for your organization under “UBI/Account ID#” or “Business name”
- Take a screen shot or save the file as a PDF
- For the Diverse Business Inclusion Plan, please find an example in Exhibit B of the NOFO in the Exhibits section.

4. Q. Will the entire bidders’ deck meeting be transcribed?

A. There was a misstatement in the bidders’ conference that the entire bidders’ video would be transcribed. While the video and the slides will be available, only the Q&A will be transcribed and are included below.

5. Q. Should Exhibit’s B-D in the packet be included in the application, or after the application has been awarded to someone?

A. Please include Exhibits B (Diverse Business Inclusion Plan) and C (Contractor Certification) in the application packet. You do not have to include Exhibit D (Interagency Agreement Template) unless you receive the award. Section 2.13 of the NOFO requires responders to submit a Diverse Business Inclusion plan. Similarly, we do ask for the applicant to explain whether they are using state certified minority businesses in the budget section.

6. **Q. We have been working with a contractor, but the final contract for the work for this project hasn't been awarded yet. However, most of the work would be done with the chosen contractor. Should we gather information on their Diverse Inclusion Plan, Contractor Certification Plan, and attach their current contract with us to the grant application?**

A. Yes, please gather information on the Diverse Inclusion Plan, Contractor Certification Plan with the chosen contractor in mind, even if the final contract work hasn't yet been awarded with the chosen contractor. Please also attach their current contract to the grant application.

7. **Q. Can you share any more information about the feedstock criteria that you are looking at in terms of scoring, location, etc.? (Question from Bidders' Conference)**

A. The goal here is to ensure that the project does something in terms of supporting rural and timber dependent communities with an additional emphasis on community resiliency and backup energy, community energy needs, and so on. There isn't a specific ranking or scoring relative to any particular feedstock because the feedstock is going to be dependent on the project. So pellets versus slash versus chips, it makes no difference. The emphasis here is just on wood energy in lieu of propane or bunker fuel or heating oil for meeting a facility's thermal needs.

8. **Q. What is the typical size of the award? (Question from Bidders' Conference)**

A. Since it's a relatively nominal amount of money relative to the scale of capital investments in a thermal facility, we are anticipating it's probably going to be a single award just because of practical reasons. But we are open to potentially splitting it to two depending on the applications we receive and how they are scored.

9. **Q. My question is how often this program opens? One to two awards this round and then when would they have a chance again? (Question from Bidders' Conference)**

A. This is a one off. This is from some residual funds left over from Clean Energy Funds second round. We didn't issue them prior to this because it was a fairly small amount compared to all of the other funds with the limited staff capacity we had. Also for the parallel work we were doing at the time especially around public schools and wood energy, the level of interest just did not seem to be there. However, we don't want to have to re-appropriate these funds for a third biennium and it is time to get them out and working. So this is just a one-time thing.