

**FINANCIAL ASSISTANCE
FUNDING OPPORTUNITY ANNOUNCEMENT**

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S T A T E O F N E B R A S K A

State Of Nebraska

Nebraska Energy Office

Recovery Act – State Energy Program

Renewable Energy Curriculum for State Community Colleges

Issue Date:

January 25, 2010

Application Due Date:

February 26, 2010, 5:00 PM Central Time

REGISTRATION REQUIREMENTS AND APPLICATION RESOURCES

Purpose/Summary

The Nebraska Energy Office seeks proposals from the six Nebraska Community Colleges to develop renewable energy curriculum to educate and train individuals to design, construct, install, repair, assess, and/or evaluate renewable energy systems in Nebraska. The objectives are to:

1. Develop renewable energy curricula for use at Nebraska's community colleges;
2. Create new jobs and increase productivity to spur economic growth and community development by providing training and instruction in renewable energy methods and technologies;
3. Implement renewable energy curricula that will result in increased energy generation from renewable technologies in Nebraska; and
4. Evaluate and assess the outcomes and impact of the renewable energy curricula.

Eligible Entities & Allocations:

Entity	Maximum Award Amount for a Single Entity*
Central Community College	\$318,333
Metropolitan Community College	\$318,333
Mid-Plains Community College	\$318,333
Northeast Community College	\$318,333
Southeast Community College	\$318,333
Western Community College	\$318,333
TOTAL	\$1,909,998
* Joint applications for collaborative efforts among one or more entities are eligible and encouraged under this solicitation. Collaborative award amounts will be determined by the Energy Office.	

Questions

Questions relating to the content of the announcement can be submitted to Julie Hendricks at julie.hendricks@nebraska.gov or (402) 471-3682.

Application Preparation and Submission

Applicants must download the solicitation and application package, application forms and instructions, from the Nebraska Energy Office's ARRA web site. The Nebraska Energy Office web site is <http://www.neo.ne.gov/grants/education/RECDG.htm>

Submit applications to the Nebraska Energy Office electronically to julie.hendricks@nebraska.gov or by non-electronic means to: Nebraska Energy Office, P.O. Box 95085, 1111 "O" Street, Suite 223, Lincoln, NE 68509.

All successful applications under this solicitation must comply with the following criteria:

- 1. By March 31, 2012, all curriculum development, training, and educational activities funded under this proposal must be completed.**
- 2. American Recovery and Reinvestment Act requirements:**
 - a. Compliance with subchapter IV of Chapter 31 of title 40, United States Code (Davis-Bacon Act);**
 - b. Compliance with the National Environmental Policy Act of 1969 – 42 United States Code Section 4321 et seq.; and**
 - c. Ensuring that iron, steel and manufactured goods are produced in the United States.**
 - d. The recipient is required and must agree to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.**

PART I – FUNDING OPPORTUNITY DESCRIPTION

A. AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 (ARRA 2009)

Projects under this solicitation will be funded, in whole or in part, with funds appropriated by the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5, (Recovery Act or Act). Be advised that special terms and conditions may apply to projects funded by the Act relating to:

- Reporting, tracking and segregation of incurred costs;
- Reporting on job creation and preservation;
- Publication of information on the Internet;
- Access to records by Inspectors General and the Government Accountability Office;
- Prohibition on use of funds for gambling establishments, aquariums, zoos, golf courses or swimming pools;
- Ensuring that iron, steel and manufactured goods are produced in the United States;
- Ensuring wage rates are comparable to those prevailing on projects of a similar character;
- Protecting whistleblowers and requiring prompt referral of evidence of a false claim to an appropriate inspector general; and
- Certification and Registration.

These special terms and conditions will be based on provisions included in Titles XV and XVI of the Act. The special terms and conditions can be found at

http://management.energy.gov/policy_guidance/1672.htm.

The Office of Management and Budget (OMB) has issued Initial Implementing Guidance for the Recovery Act. See M-09-10, Initial Implementing Guidance for the American Recovery and Reinvestment Act of 2009 and M-09-15, Updated Implementing Guidance for the American Recovery and Reinvestment Act of 2009. OMB will be issuing additional guidance concerning the Act in the near future. Applicants should consult the DOE website, www.energy.gov, the OMB website <http://www.whitehouse.gov/omb>, and the Recovery website, www.recovery.gov regularly to keep abreast of guidance and information as it evolves.

Recipients of funding appropriated by the Act shall comply with requirements of applicable Federal, State, and local laws, regulations, U.S. Department of Energy policy and guidance, and instructions in this solicitation, unless relief has been granted by U.S. Department of Energy or the Nebraska Energy Office. The requirements of applicable Federal, State and local laws, regulations, U.S. Department of Energy policy and guidance, and instructions in this solicitation shall apply to subrecipients at any tier to the extent necessary to ensure the recipient's compliance with the requirements.

Recovery Act funds can be used in conjunction with other funding as necessary to complete projects, but tracking and reporting must be separate to meet the reporting requirements of the Recovery Act and related Office of Management and Budget Guidance. Applicants for projects funded by sources other than the Recovery Act should plan to keep separate records for Recovery Act funds and ensure those records comply with the requirements of the Act. Funding provided through the Recovery Act that is supplemental to an existing grant is one-time funding.

Applicants should require their first tier subawardees to obtain a DUNS number (or update the existing DUNS record) and register with the Central Contractor Registration (CCR).

B. DESCRIPTION OF FUNDING OPPORTUNITY

1. Background:

- Create opportunities for training and education related to renewable energy technologies.
- Improve the reliability of electricity and fuel supply and the delivery of energy services.
- Reduce the impacts of energy production and use on the environment.

1. Statutory Authority:

American Recovery and Reinvestment Act of 2009 (ARRA).

The American Recovery and Reinvestment Act (ARRA) was enacted to preserve and create jobs and promote economic recovery; to assist those most impacted by the recession; to provide investments needed to increase economic efficiency by spurring technological advances in science and health; to invest in transportation, energy efficiency, environmental protection, and other infrastructure that will provide long-term economic benefits; and, to stabilize state and local government budgets, in order to minimize and avoid reductions in essential services and counterproductive state and local tax increases.

C. PROGRAM PRIORITIES

1. Energy Policy and Conservation Act:

Title III, Energy Policy and Conservation Act of 2005, as amended, authorizes the U.S. Department of Energy to administer the State Energy Program. U.S. Department of Energy is responsible for overseeing and managing the allocation and use of \$3.1 billion in ARRA funds distributed to the states, territories and the District of Columbia through the State Energy Program for the purpose of:

- Stimulating the creation or increased retention of jobs;
- Saving energy (kwh/therms/gallons/BTUs/etc.);
- Increasing energy generation from renewable sources; and
- Reducing greenhouse gas (GHG) emissions

Under these primary objectives, states should plan for and maximize efforts toward achieving the specific goal of reducing per capita energy consumption by at least 25 percent of the State's 1990 per capita energy use by 2012 as stipulated in the Energy Policy and Conservation Act of 2005. This is a minimum goal; higher or more stringent goals are encouraged.

2. Collaborative Initiatives

Collaborative initiatives among colleges that provide targeted training in a specified renewable energy area are highly encouraged. Projects that are duplicative or redundant are discouraged. Projects should demonstrate efforts to coordinate delivery of curriculum as well as use of technology to maximize access to programs throughout the state.

PART II – AWARD INFORMATION

A. TYPE OF AWARD INSTRUMENT

The Nebraska Energy Office anticipates awarding aid agreements under this solicitation.

B. ESTIMATED FUNDING

\$1,910,000 is expected to be available for new awards under this solicitation.

C. MAXIMUM AND MINIMUM AWARD SIZE

The Nebraska Energy Office anticipates that the maximum award per single entity will be \$318,333. Award amounts for collaborative projects will be determined by the Energy Office.

D. PERIOD OF PERFORMANCE

The Nebraska Energy Office anticipates making agreements with performance periods through March 31, 2012.

E. TYPE OF APPLICATION

The Nebraska Energy Office will accept only new applications under this solicitation. One application per entity will be accepted. Joint applications for collaborative efforts among one or more entities are eligible and encouraged under this solicitation.

PART III – ELIGIBILITY INFORMATION

A. ELIGIBLE APPLICANTS

Eligibility for financial assistance under this solicitation is restricted to the following:

- A Nebraska Community College.
- Any project funded must be located in Nebraska.

B. COST SHARING

Cost share of at least 15 percent of the ARRA funds requested for the projects is required. In-kind cost-share is not permitted. The cost share must come from non-Federal sources. The sum of the Nebraska Energy Office's share and the recipient share of allowable costs equals the total allowable cost of the project.

PART IV – APPLICATION AND SUBMISSION INFORMATION

A. ADDRESS TO REQUEST APPLICATION PACKAGE

Application forms and instructions are at <http://www.neo.ne.gov/grants/education/RECDG.htm>. Alternatively, application forms and instructions can be requested from the Nebraska Energy Office, 1111 "O" Street, Suite 223, P.O. Box 95085 Lincoln, NE 68509; 402-471-2867.

B. APPLICATION

Complete all the forms in accordance with the instructions on the forms and the additional instructions below and submit them to the Nebraska Energy Office **on or before February 26, 2010 at 5:00 PM, Central Time**. Applicants are encouraged to submit their application in advance of the deadline.

1. SF 424 NE - Application for Federal ARRA Assistance

Complete all required information on the form.

PLEASE NOTE: By signing the SF 424 NE, applicants are providing their written assurance that they will comply with ALL requirements set forth in the American Reinvestment and Recovery Act.

2. Other Required Forms

Submit the following files with your application:

A. PROJECT NARRATIVE

The Project Narrative must include a concise summary (not to exceed 5 (FIVE) pages when printed using standard 8.5" by 11" paper with 1 inch margins) of the approach for executing the project as defined in the Statement of Project Objectives (listed below). Do not include any Internet addresses (URLs) that provide information necessary to review the application. The Project Narrative should address how the proposed project aligns with the Statement of Project Objectives.

The Project Narrative may be released to the public in compliance with ARRA transparency guidelines by the Nebraska Energy Office in whole or in part at any time.

STATEMENT OF PROJECT OBJECTIVES

B. OBJECTIVES

1. The objectives of this Renewable Energy Curriculum for State Community Colleges solicitation are to:
 - a. Implement renewable energy curricula that will result in a trained workforce to service renewable energy technologies in Nebraska;
 - b. Develop renewable energy curricula for use at Nebraska's technical community colleges;
 - c. Create new jobs and increase productivity to spur economic growth and community development by providing training and instruction in renewable energy methods and technologies;
 - d. Evaluate and assess the outcomes and impact of the renewable energy curricula; and
 - e. Leverage funds.

This solicitation focuses on developing curricula for renewable energy technology to educate and train traditional and non-traditional students so that the state of Nebraska can maximize economic opportunities related to the development and production of renewable energy. For the purposes of this solicitation, renewable energy is defined as energy generated from natural resources such as solar, hydro, biomass, wind, and geothermal sources.

C. SCOPE OF WORK

The Scope of Work should identify and describe the major tasks necessary to complete the project prior to March 30, 2012. The Scope of Work should not exceed 3 (THREE) pages when printed using standard 8.5" by 11" paper with 1 inch margins, and the following should be described in sufficient detail to understand how the proposed project will be successfully completed:

- List all major tasks necessary to develop and implement a successful renewable energy curriculum;
- Describe how each task will be completed;
- Describe efforts to collaborate and/or coordinate with other community colleges to determine the best ways to deliver training and curriculum in a way that maximizes access statewide;
- Identify project principals and key personnel with a brief biography of each key member

of the team.

D. MILESTONE TIMELINE

Using the list of major tasks identified in the Scope of Work above, provide a Milestone Timeline similar to the illustration below. This Timeline should outline as a function of time, year by year, all the important activities or phases of the project. The Milestone Timeline must not exceed one (1) page when printed using standard 8.5” by 11” paper with 1” margins (top, bottom, left and right) with font no smaller than 11 point.

Sample Project Timeline

Fill in as many tasks and subtasks as the project requires and as identified in the Project Narrative and Scope of Work.

Milestone Timeline

Year	2010				2011				2012			
	1	2	3	4	1	2	3	4	1	2	3	4
Task 1.0 Project Management and Planning	→											
Task 2.0 Descriptive Title	→											
Subtask 2.1 Descriptive Title			→									
Subtask 2.2 Descriptive Title						→						
Subtask 2.3 Descriptive Title		→										
Task 3.0 Descriptive Title					→							
Subtask 3.1 Descriptive Title									→			
Subtask 3.2 Descriptive Title										→		
Continue with Additional Phases & Tasks											→	
Note: Timelines for each task and subtask has an associated level of effort, typically budgeted cost.												

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E. DELIVERABLES

Describe the deliverables associated with the project. The description of the Deliverables from the project must not exceed one (1) page when printed using standard 8.5” by 11” paper with 1” margins (top, bottom, left and right) with font no smaller than 11 point. There are other deliverables required under this solicitation including monthly and quarterly progress and financial reports.

F. PROJECT SUMMARY/ABSTRACT

The project summary/abstract must contain a summary of the proposed activity suitable for dissemination to the public. It should be a self-contained document that identifies the name of the applicant, the project director/principal investigator(s), the project title, the objectives of the project, a description of the project, including methods to be employed, the potential impact of the project (i.e., benefits, outcomes), and major participants (for collaborative projects). This document must not include any proprietary or sensitive business information as the Nebraska Energy Office may make it available to the public. The project summary must not exceed one (1) page when printed using standard 8.5" by 11" paper with 1" margins (top, bottom, left and right) with font no smaller than 11 point.

G. SF 424 A NE EXCEL – BUDGET INFORMATION – NON CONSTRUCTION PROGRAMS

You must provide a project budget for each year of support requested and a cumulative budget for the total project period. Use the SF 424-A NE Excel, "Budget Information – Non Construction Programs" form on the Nebraska Energy Office web site at <http://www.neo.ne.gov/grants/energygrants.htm>. You may request funds under any of the Object Class Categories as long as the item and amount are necessary to perform the proposed work, meet all the criteria for allowance under the applicable Federal cost principles, and are not prohibited by the funding restrictions in this announcement.

H. BUDGET JUSTIFICATION

You must justify the costs proposed in each Object Class Category/Cost Classification Category (e.g., identify key persons and personnel categories and the estimated costs for each person or category; provide a list of equipment and cost of each item; identify proposed subaward/consultant work and cost of each subaward/consultant; describe purpose of proposed travel, number of travelers, and number of travel days; list general categories of supplies and amount for each category; and provide any other information you wish to support your budget). Provide the name of your cognizant/oversight agency, if you have one, and the name and phone number of the individual responsible for negotiating your indirect rates. Cost sharing is required and you must have a letter from each third party contributing cost sharing (i.e., a party other than the organization submitting the application) stating that the third party is committed to providing a specific minimum dollar amount of cost sharing. In the budget justification, identify the following information for each third party contributing cost sharing: (1) the name of the organization; (2) the proposed dollar amount to be provided; (3) the amount as a percentage of the total project cost; and (4) the proposed cost sharing – cash. By submitting your application, you are providing assurance that you have signed letters of commitment, if referenced in the proposal. Applicants selected will be required to submit these signed letters of commitments.

I. ARRA 2009 PREVAILING WAGE INFORMATION

Applications shall provide information which validates that all laborers and mechanics on projects funded directly by or assisted in whole or in part by and through funding appropriated by the Act are paid wages at rates not less than those prevailing on projects of a character similar in the locality as determined by subchapter IV of Chapter 31 of title 40, United States Code (Davis-Bacon Act). For guidance on how to comply with this provision, see <http://www.dol.gov/esa/whd/contracts/dbra.htm>.

J. NATIONAL ENVIRONMENTAL POLICY ACT

All Projects receiving ARRA financial assistance from the U.S. Department of Energy must be reviewed under the National Environmental Policy Act (NEPA) of 1969 – 42 U.S.C. Section 4321 et seq. The first step in the NEPA review process requires financial assistance recipients to submit information to the Nebraska Energy Office regarding the potential environmental impacts of the project receiving funds. Applicants must complete the Environmental Checklist (DOE PMC EF-1)

on-line at the following site: <https://www.eere-pmc.energy.gov/NEPA.asp> Only successful applicants under this solicitation will be required to complete the NEPA Environmental checklist.

K. SF-LLL DISCLOSURE OF LOBBYING ACTIVITIES

Only successful applicants, if applicable, will be required to complete SF- LLL. Applicability: If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence any staff member of the Nebraska Energy Office, Nebraska state senator, Nebraska governor, an officer or employee of any other state or federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the grant/cooperative agreement, you must complete and submit Standard Form – LLL, “Disclosure Form to Report Lobbying.”

Summary of Required Forms

Your application must include the following documents:

(NOTE: Some documents will be completed only if the application is selected for funding)

Required Documents

1. Application for Federal Assistance – SF424 NE
2. Project Narrative
3. Scope of Work
4. Milestone Timeline
5. Deliverables
6. Project Summary/Abstract
7. SF424 A Excel, Budget Information – Non-Construction Programs
8. Budget Justification

Required Documents if Selected for Funding

9. ARRA 2009 Prevailing Wage Information
10. National Environmental Policy Act
11. SF-LLL Disclosure of Lobbying Activities
12. E-Verify documentation

C. SUBMISSIONS FROM SUCCESSFUL APPLICANTS

If selected for award, the Nebraska Energy Office reserves the right to request additional or clarifying information for any reason deemed necessary, including, but not limited to:

- Indirect cost information
- Other budget information
- Name and phone number of the Designated Responsible Employee for complying with national policies prohibiting discrimination (See 10 CFR 1040.5)
- Representation of Limited Rights Data and Restricted Software, if applicable
- Commitment Letter from Third Parties Contributing to Cost Sharing, if applicable

D. FUNDING RESTRICTIONS

Cost Principles: Costs must be allowable in accordance with the applicable Federal cost principles referenced in 10 CFR Part 600. The cost principles for commercial organization are in FAR Part 31.

Part V - APPLICATION REVIEW INFORMATION

A. REVIEW AND AWARD PROCESS

Applications under this solicitation will be reviewed and awarded in accordance with the American Recovery and Reinvestment Act (ARRA), U.S. Department of Energy State Energy Program guidelines and Statement of Project Objectives in this solicitation.

Criteria used in the review process, not in priority order: 1) potential to create new jobs and increase productivity by providing training and instruction in renewable energy methods and technologies; 2) efforts to collaborate and coordinate among eligible entities to maximize access to programs and trainings; 3) timeline for project development and implementation; 4) proposed evaluation and assessment criteria to measure program impact; 5) funds leveraged and 6) number of jobs created or retained.

B. ANTICIPATED NOTICE OF SELECTION AND AWARD DATES

The Nebraska Energy Office anticipates making all awards by March 19, 2010.

Part VI - AWARD ADMINISTRATION INFORMATION

A. AWARD NOTICES

1. Notice of Award

An Assistance Agreement issued by the contracting officer is the authorizing award document. It normally includes either as an attachment or by reference: (1) Special Terms and Conditions; (2) Applicable program regulations, if any; (3) Application as approved by the Nebraska Energy Office; (4) DOE assistance regulations at 10 CFR part 600 (if applicable); (5) National Policy Assurances to be Incorporated as Award Terms; (6) Budget Summary; and (7) Federal Assistance Reporting Checklist, which identifies the reporting requirements.

B. ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

1. Administrative Requirements

The administrative requirements, which include Property/Equipment purchases, for DOE grants and cooperative agreements are contained in 10 CFR Part 600 (See: <http://ecfr.gpoaccess.gov>). Grants and cooperative agreements made to universities, non-profits and other entities subject to OMB Circular A-110 are subject to the Research Terms and Conditions located on the National Science Foundation web site at <http://www.nsf.gov/bfa/dias/policy/rtc/index.jsp>.

2. ARRA 2009 Award Administration Information

Special Provisions relating to work funded under American Recovery and Reinvestment Act of 2009, Pub. L. 111-5 shall apply. These provisions can be found at http://management.energy.gov/policy_guidance/1672.htm.

3. Special Terms and Conditions and National Policy Requirements

The DOE Special Terms and Conditions for Use in Most Grants and Cooperative Agreements are located at http://management.energy.gov/business_doe/business_forms.htm. The National Policy Assurances To Be Incorporated As Award Terms are located at DOE http://management.energy.gov/business_doe/business_forms.htm.

4. Intellectual Property Provisions

The standard DOE financial assistance intellectual property provisions applicable to the various types of recipients are located at http://www.gc.doe.gov/financial_assistance_awards.htm. The

provision that applies to the PUCs is NRD-1003.

C. REPORTING

Reporting requirements will be required of successful applicants. Financial and progress reports will be used to adhere to transparency and oversight requirements detailed in the Recovery Act and posted on <http://www.recovery.gov>.

PART VII - OTHER INFORMATION

A. MODIFICATIONS

Notices of any modifications to this announcement will be posted on www.neo.ne.gov . You can receive an email when a modification or an announcement message is posted by signing up for an RSS feed at <http://www.neo.ne.gov/ARRA/recoveryact.htm> .

B. GOVERNMENT RIGHT TO REJECT OR NEGOTIATE

The Nebraska Energy Office reserves the right, without qualification, to reject any or all applications received in response to this solicitation and to select any application, in whole or in part, as a basis for negotiation and/or award.

C. COMMITMENT OF PUBLIC FUNDS

The Director and Deputy Director are the only individuals who can make awards or commit the Nebraska Energy Office to the expenditure of public funds. A commitment by other than the Director or Deputy Director, either explicit or implied, is invalid.

The Nebraska Energy Office will commit funds to projects selected under this solicitation when American Recovery and Reinvestment Act funding is released to the agency under provisions in the Act.