



NATIONAL ENERGY TECHNOLOGY LABORATORY



ICCS Area 2 Procurement Discussion Phase 2 Renewal Applications

Brittley Robbins, Acquisition and Assistance Division

General Information

- **Finalized Renewal Application clause is contained in a modification to the original Cooperative Agreement**
 - Modification was processed in mid-February time frame
 - Modified Renewal Application clause supercedes the clause from time of initial Phase 1 award
- **Renewal Application clause contains all criteria for the initial and comprehensive review of the Phase 2 application**

Submission and Timing

- **Phase 2 Renewal Applications**
 - Electronic version (CD or flash drive) only
 - No paper copies
 - Expectation is that Applications will be mailed via FedEx, USPS, UPS, etc.
 - Hand-delivery is not expected but will be accepted
 - If hand-delivering, provide prior notice to Brittley Robbins (for NETL Security purposes)
 - Do NOT submit through FedConnect or Grants.gov
 - Applications must be ***received*** by Brittley no later than 4:30PM Eastern, Monday May 17, 2010

Summary of required files

<u>Name of Document</u>	<u>Format</u>	<u>File Name</u>
SF 424 - Application for Federal Assistance.....	PDF	424.pdf
Cover Letter File.....	PDF	Letter.pdf
Project Narrative File	PDF	Project.pdf
Appendix A – Site Documentation.....	PDF	site.pdf
Appendix B – Team Letters of Commitment and Agreements.....	PDF	Team.pdf
Appendix C – Project Management Plan	PDF	pmp.pdf
Appendix D – Statements from Potential Buyers.....	PDF	buyer.pdf
Appendix E – Financial Statements.....	PDF	fin_statement.pdf
Appendix F – Financial Model of Project.....	Excel	fin_model.xls
Appendix G – Financial Commitment Letters.....	PDF	fin_commitment.pdf
Project Summary/Abstract File.....	PDF	Summary.pdf
Resume File.....	PDF	Bio.pdf
SF 424A Excel - Budget Information for Non-Construction Programs File.....	Excel	SF424A.xls
Budget Justification File.....	PDF	Budget.pdf*
Subaward Budget File(s).....	Excel	See Instructions
Budget for DOE Federally Funded Research and Development Center (FFRDC) Contractor File, if applicable.....	PDF	See Instructions
Environmental Information Volume.....	PDF	EIV.pdf
Draft Phase 1 Topical Report.....	PDF	Topical.pdf

- ***Clarification on budget file requirements is on NETL website at <http://www.netl.doe.gov/technologies/iccs/index2.html>**

Good Luck!