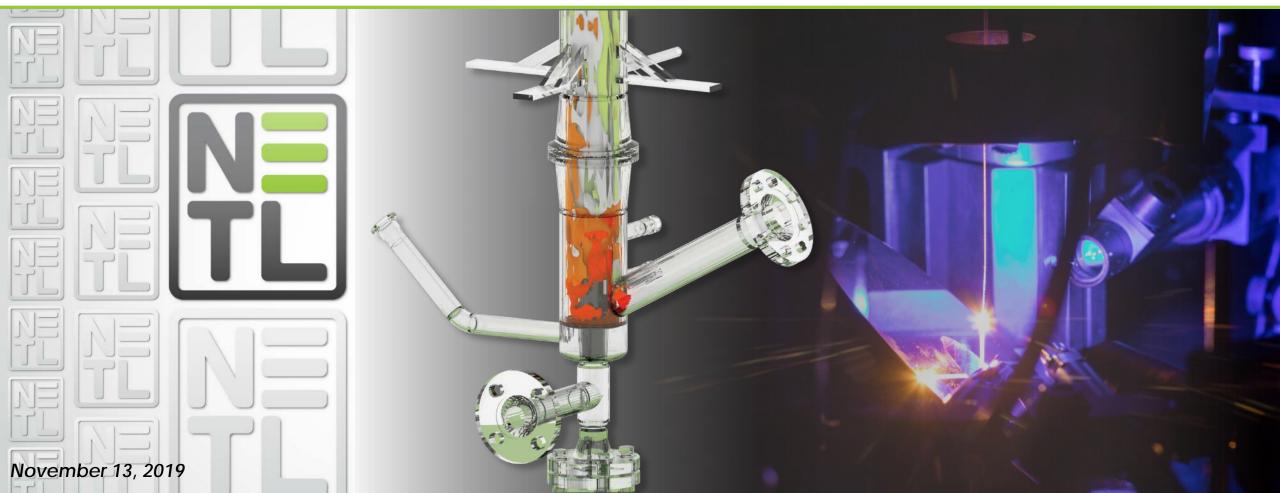
Welcome to the Webinar



NETL Webinar on FE's Minority Serving Institutions Program

Maria Reidpath Project Manager, Enabling Technologies and Partnerships





- The objective of this Webinar is to assist officials at Minority Serving Institutions (MSIs) by
 - Increasing awareness of NETL's Historically Black Colleges and Universities and Other Minority Institutions (HBCU/OMI) Program and its available opportunities
 - Presenting the context for these opportunities: NETL's Mission and Priorities in general and of Crosscutting Research in particular
 - Reviewing NETL's engagement with MSIs and its purpose
 - Briefing participants on the intricacies of doing business with the Federal Government and how to effectively respond to NETL Funding Opportunity Announcements (FOAs)





- This Webinar is being recorded and will be posted (in 7-10 days) on NETL Website: <u>www.netl.doe.gov</u>. Go to the "News and Events" tab on the upper right-hand side and click "Conference Proceedings".
- If you are using computer audio, you may experience audio issues depending on your internet connection speed. To avoid this, we recommend the phone call option.
- Your telephones are muted and we will not be able to hear your questions, so
 please use the chat/question box that came up when you logged onto
 GoToWebinar for your questions. All questions will be answered, time-permitting,
 after all the presentations have been made.
- Questions that are not answered during the Webinar will be posted, along with the answers, at the same location as the Webinar recording.



Goals of NETL's HBCU-OMI Program



- To reach the intended population i.e. U.S. minority students.
- For minority students to benefit from high-quality learning experiences by participating in research activities that impact the Nation and potentially, the World.
- For minority students to have the opportunity to present project progress reports and final results at professional venues thus gaining valuable exposure and experience.
- For faculty Principal Investigators to use the research project(s) as teaching tool for minority students.



Agenda



- Welcome and Introductions
 Maria Reidpath, Project Manager,
 Enabling Technologies and Partnerships
- 2. Overview of NETL's Mission and Activities Sydni Credle, Technology Manager, University Training and Research
- 3. Overview of Crosscutting Research Program Sydni Credle, Technology Manager, University Training and Research
- 4. Doing Business with the Federal Government Sheldon Funk, Contract Specialist, Financial Assistance

- Responding to the Areas of Interest (or Topics)
 Sydni Credle, Technology Manager,
 University Training and Research
- 6. Funding Opportunity Announcements (FOAs) Sheldon Funk, Contract Specialist, Financial Assistance
- 7. Questions and Answers



Questions?

VISIT US AT: www.NETL.DOE.gov



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@NationalEnergyTechnologyLaboratory

CONTACT:

Sydni Credle, Ph.D., P.E. Technology Manager, University Training and Research 304-285-5255 sydni.credle@netl.doe.gov

Maria Reidpath Project Manager, Enabling Technologies and Partnerships 304-285-4140 <u>maria.reidpath@netl.doe.gov</u>

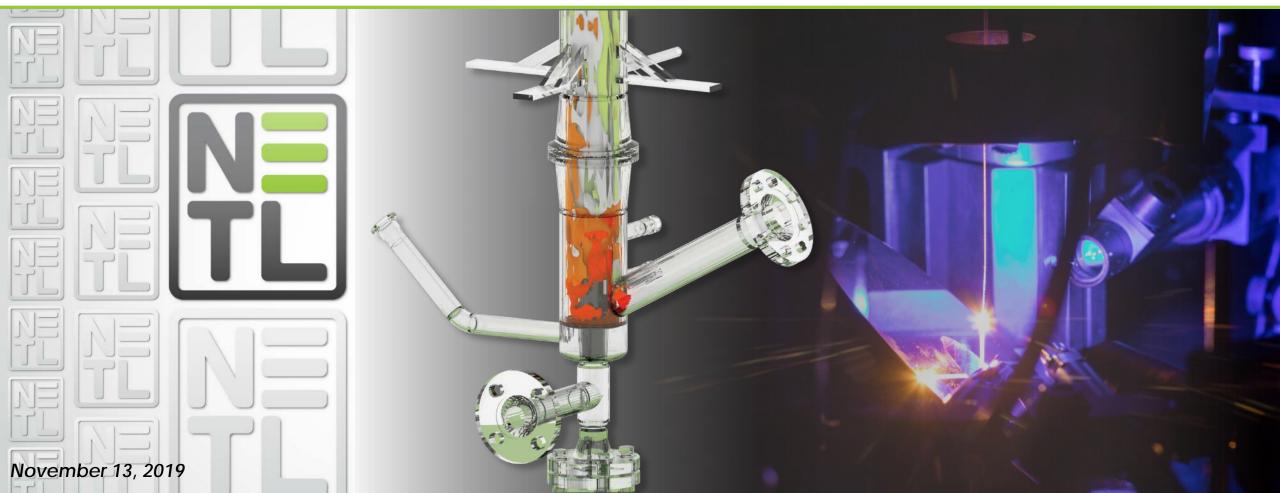


NETL Mission & Activities



NETL Webinar on FE's Minority Serving Institutions Program

Sydni Credle, Ph.D., P.E. Technology Manager, University Training and Research



MISSION

Discover, integrate and mature technology solutions to enhance the Nation's energy foundation and protect the environment for future generations

- Effective Resource Development
- Efficient Energy Conversion
- Environmental Sustainability

VISION

Be the Nation's renowned fossil-energy science and engineering resource, delivering world-class technology solutions today and tomorrow

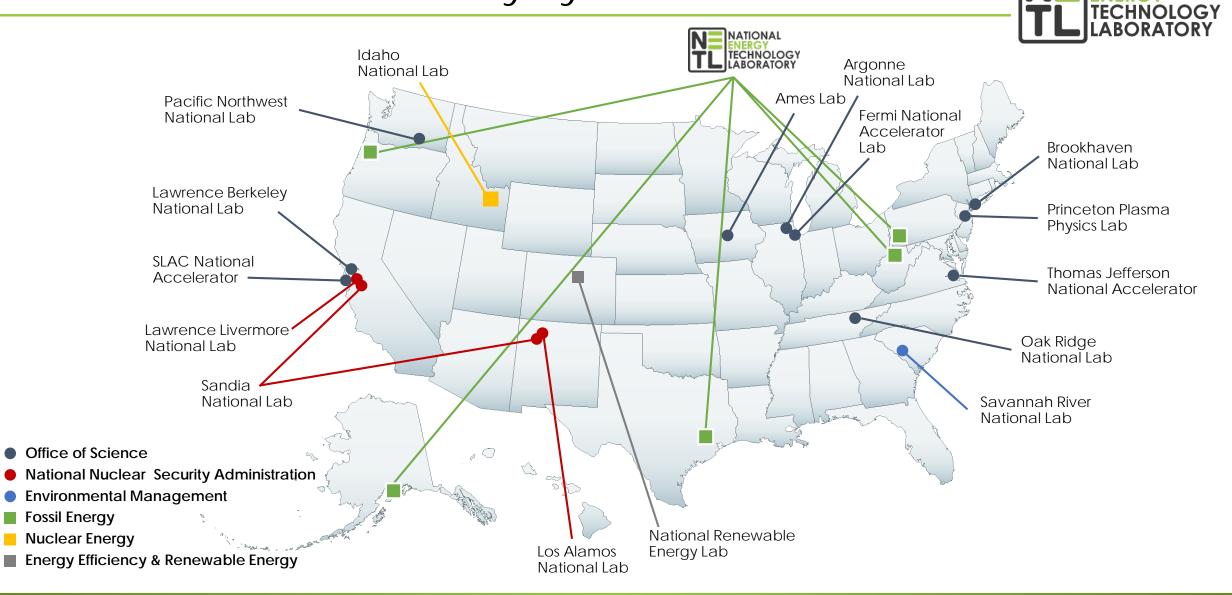
- Technology Convener
- Knowledge and Technology Generation Center
- Responsible Steward







The National Laboratory System



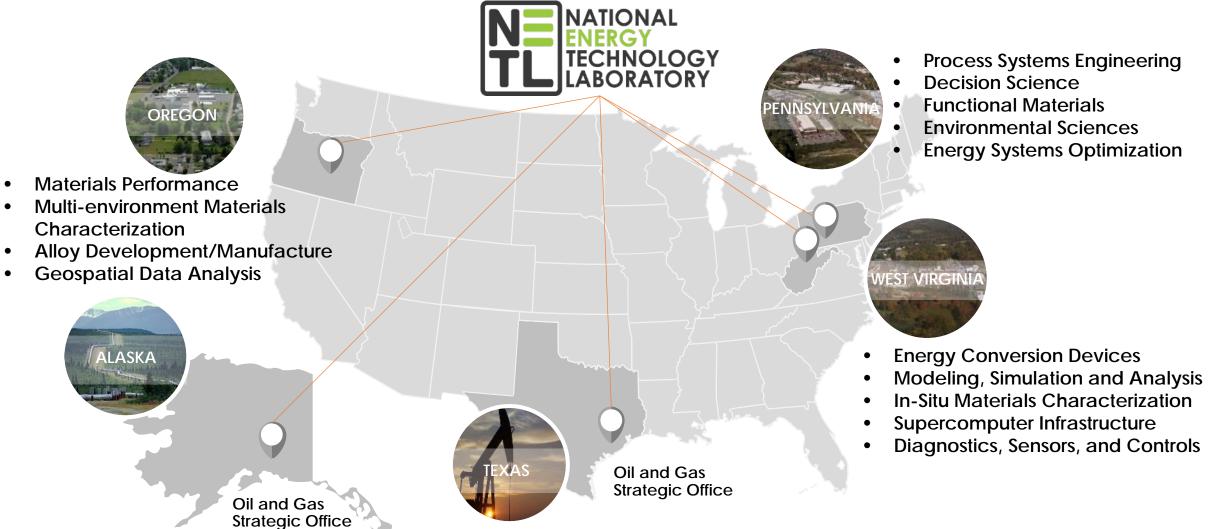


NATIONAL ENERGY

Research Focus by Site











By the Numbers Workforce Federal 458 Full Time Equivalent 1,226 Employees (FTEs) 3 labs across the U.S. Contractor 900+ R&D projects in 50 states **Joint Faculty** 768 **Postdoctoral Researchers \$6.3B** total award value **Graduate Students \$991M** FY19 budget **Undergraduate Students**

NETL possesses an array of authorities to manage & implement complex R&D programs

- Program planning, development, and execution
- Legal, Financial, Procurement and Head of Contracting Authority (HCA)
- Project Management Expertise



Updated June 30, 2019

NETL Budget

FY19 Budget/FY20 CR \$991M

Coal Program

Carbon Capture	\$1	101M
Carbon Storage	\$	98M
Adv. Energy Systems	\$1	130M
Crosscutting	\$	56M
NETL Coal R&D	\$	36M
Rare Earth Elements	\$	18M
STEP	\$	22M
Transform. Coal Pilots	\$	25M

Oil & Gas Program

Natural Gas Tech.\$ 51MUnconvent. FE Tech.\$ 46M

FE Program Support

Program Direction\$ 27MNETL Research & Ops.\$ 50MNETL Infrastructure\$ 45M

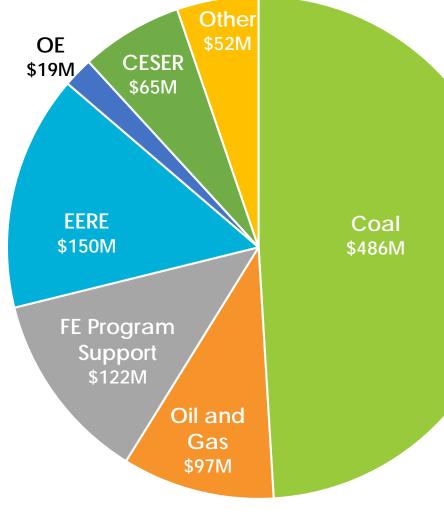
Non-Fossil Programs

 EERE
 \$150M

 OE
 \$19M

 CESER
 \$65M

Strategic Partnerships Other \$ 52M

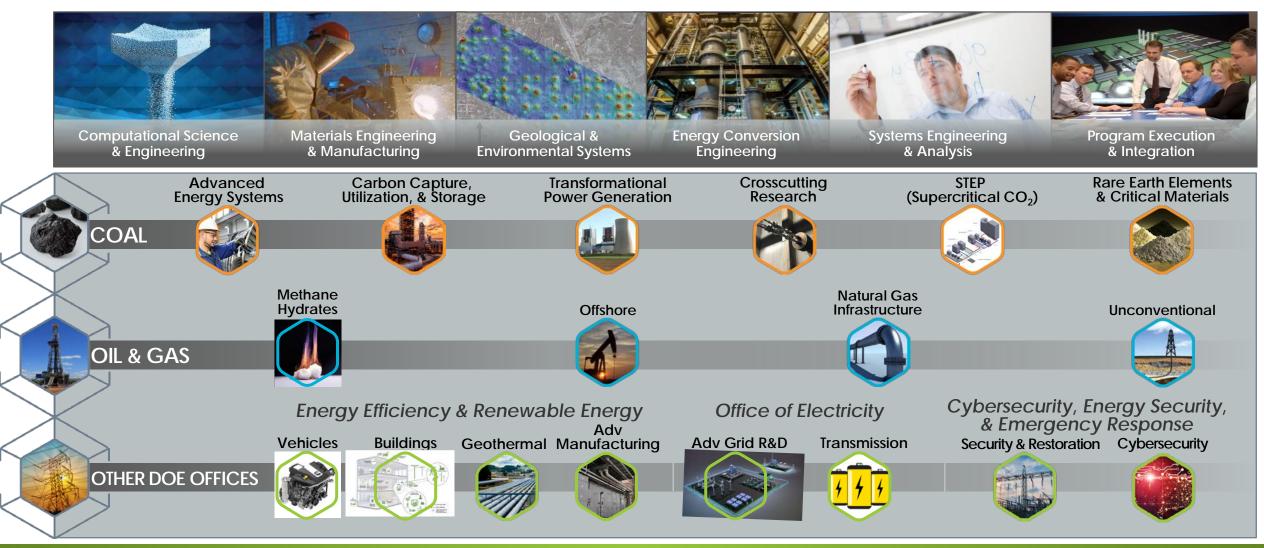






Core Competencies & Technology Thrusts







Technology Development Pathway

An Active Portfolio from Concept to Market Readiness

NATIONAL ENERGY TECHNOLOGY LABORATORY

KNOWLEDGE-BASED DECISION MAKING

- Systems Engineering
 and Integration
 - Engineering analysis
 - Pre-FEED/FEED studies
 - Do NEPA
- Decision Science and Analysis
 - Screening studies
 - Techno-economic analysis
 - Technology Readiness Assessments



COMMERCIALIZATION Technology available for wide-scale deployment

DEMONSTRATION

System demonstrated in operational environment

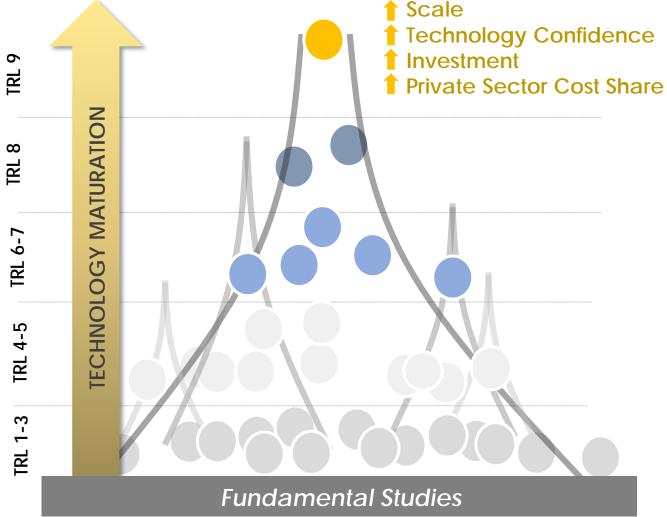
SYSTEM TESTING

System performance confirmed at pilot-scale

DEVELOPMENT

Technology component validated/integrated

DISCOVERY Concept identified/proven at laboratory-scale





Established & Expanding Partnerships

An Active Portfolio from Concept to Market Readiness



600+ partnerships with industry, academia & govt organizations 900+ research and development projects nationwide



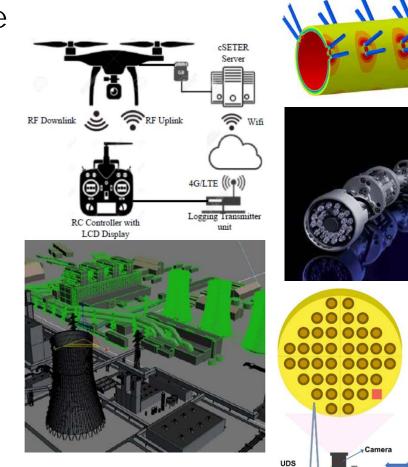


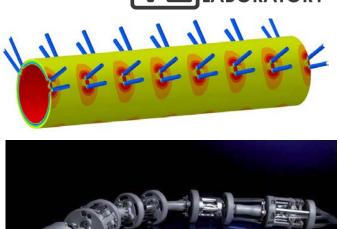
Conclusions

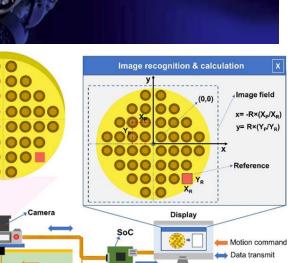
 DOE's Office of Fossil Energy and the National Energy Technology Laboratory are aligned with the priorities of the America First Energy Plan.

。 R&D, STEM, and Workforce

- NETL manages a variety of research programs on behalf of DOE's Office of Fossil Energy
 - Including an HBCU-OMI program targeting fossil energy









Questions?

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CONTACT:

Sydni Credle, Ph.D., P.E. Technology Manager, University Training and Research 304-285-5255 sydni.credle@netl.doe.gov

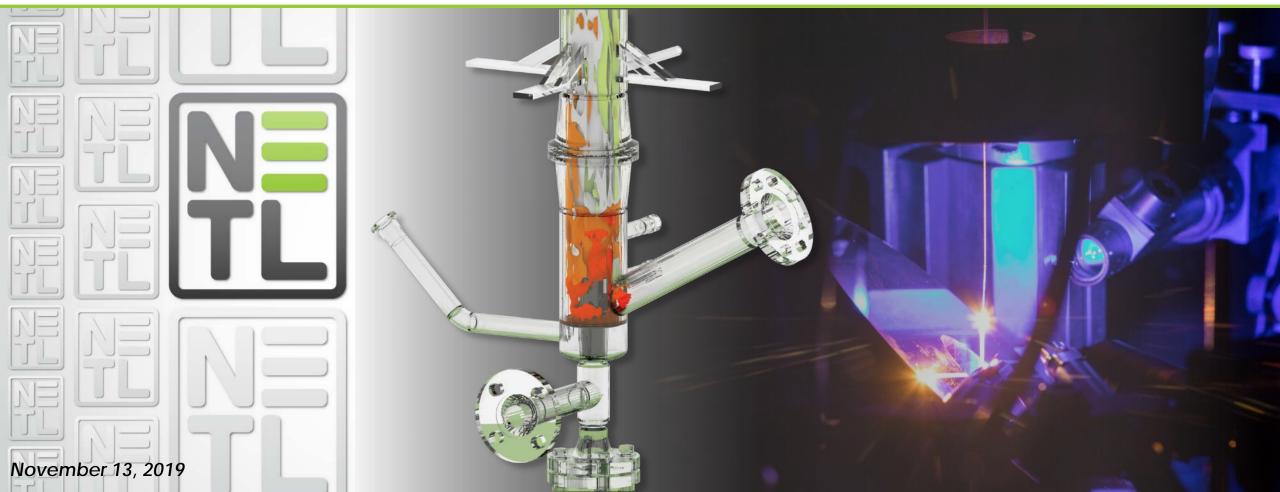


Crosscutting Research



NETL Webinar on FE's Minority Serving Institutions Program

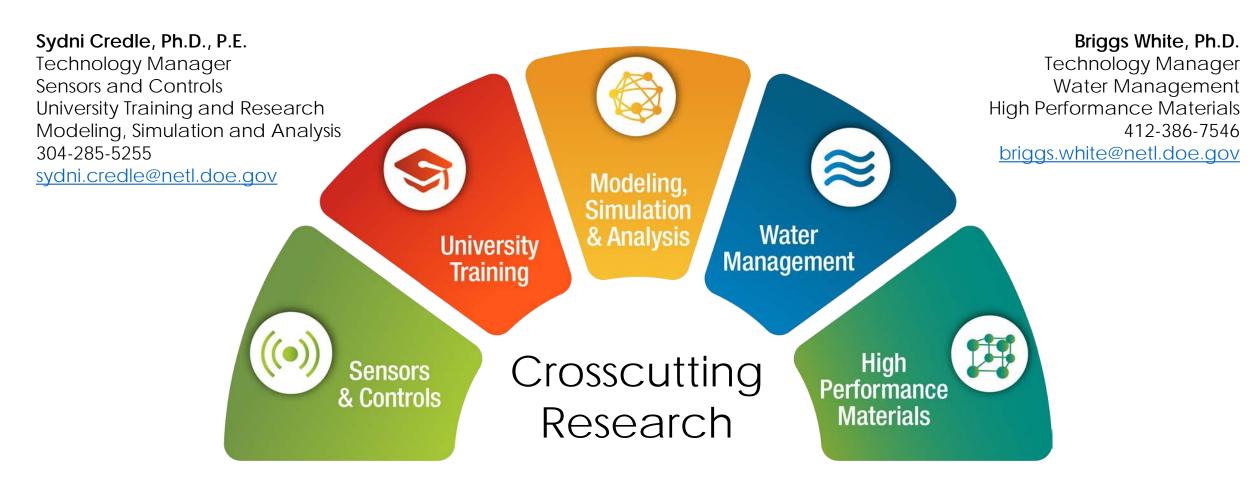
Sydni Credle, Ph.D., P.E. Technology Manager, University Training and Research



Crosscutting Research Program Areas



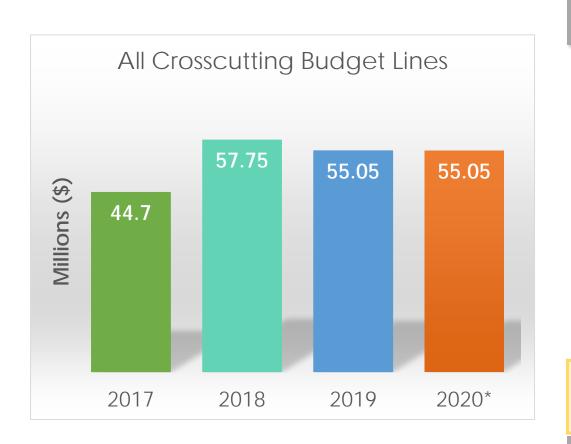
Broad Applicability, Multiplier Impact





Budget





Budget Lines	FY17	FY18	FY19	FY20*
Sensors & Controls	\$3.65M	\$7.5M	\$8M	\$8M
Modeling	\$20.85M	\$20M	\$14M	\$14M
Water Management	\$9.8M	\$7M	\$8M	\$8M
Materials	\$8M	\$20M	\$20M	\$20M
HBCU	\$1M	\$1M	\$2.05M	\$2.05M
UCR	\$1.4M	\$2.25M	\$3M	\$3M
Total	\$44.7M	\$57.75M	55.05M	55.05M

*Continuing Resolution





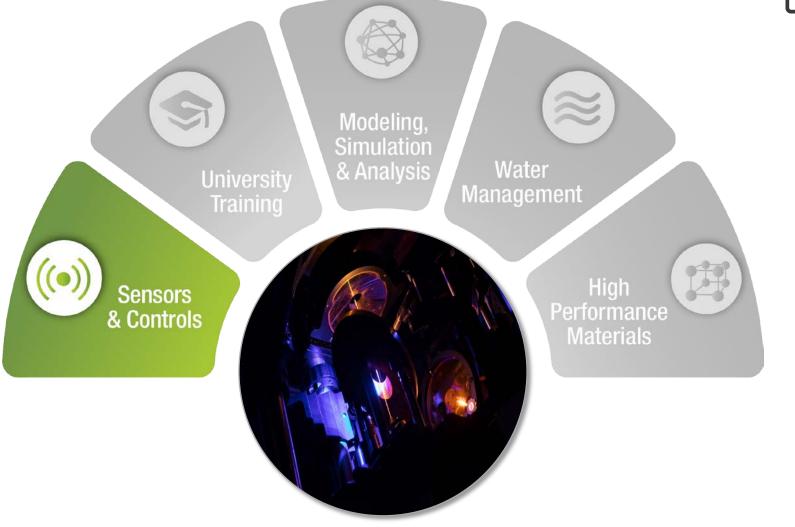
29 new Crosscutting Research projects received \$24 million in federal funding

Торіс	FOA	Details
Advanced Materials for High-Efficiency, Flexible and Reliable Coal- Fueled Power Plants	DE-FOA-0002002	5 projects DOE Funding: \$4,469,403
Advanced Manufacturing of Embedded Sensors	DE-FOA-0002001	3 projects DOE Funding: \$2,999,002
Coal Power Plant Cooling Technology - Cooling Tower Enhancement	DE-FOA-0002001	3 projects DOE Funding: \$3,385,718
Modeling Existing Coal Plant Challenges	DE-FOA-0002001	4 projects DOE Funding: \$2,909,485
Application of Novel Analytic Method(s) to Determine Arsenic and/or Selenium Concentrations in Fly Ash Waste Streams Generated from Coal Combustion	DE-FOA-0001991	2 projects DOE Funding: \$799,706
Coal Plant Effluent Water Reuse	DE-FOA-0001991	1 project DOE Funding: \$400,000
Cybersecure Sensors for Fossil Power Generation	DE-FOA-0001991	4 projects DOE Funding: \$1,600,000
Modeling Existing Coal Plant Challenges using High Performance Computing	DE-FOA-0001991	3 projects DOE Funding: \$1,199,238
Adaptive Data-Driven Approaches featuring Physics-Based Attributes for Improved Flexibility, Reliability, and Performance	DE-FOA-0001989	3 projects DOE Funding: \$4,286,228
Artificial Intelligence for Enhanced Data Analytics and Control of Coal-based Power Plants	DE-FOA-0001989	1 projects DOE Funding: \$1,999,837



Program Areas

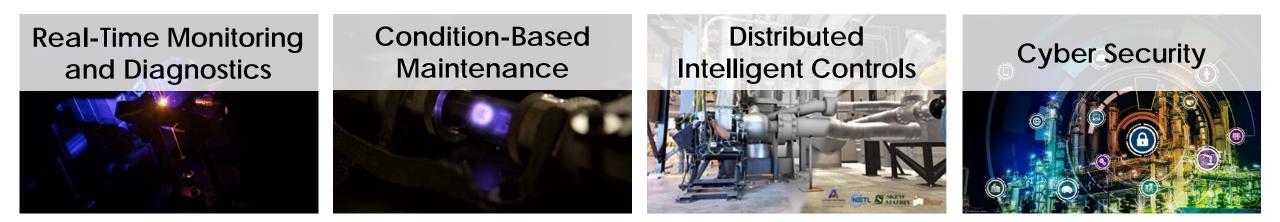




https://netl.doe.gov/coal/sensors-and-controls





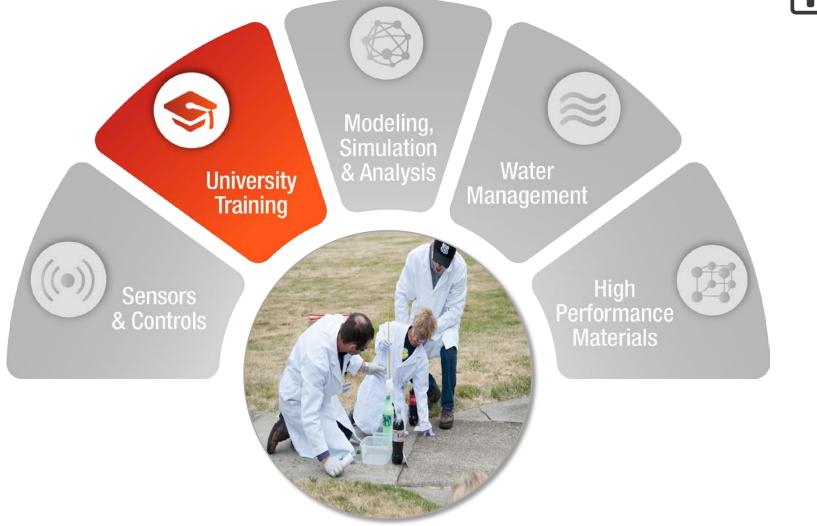


Mission: Test and mature novel sensor and control systems operable in coal-fired power plants for real-time measurement capability, improved overall plant efficiencies, more effective ramp rates, and increased flexibility.



Program Areas





https://netl.doe.gov/coal/university-training



Educational Grant Programs



- Historically Black Colleges & Universities and Other Minority Institutions (HBCU/OMI)
 - Provide and promote opportunities for HBCU/OMI in science and engineering.
 - Foster private sector participation and interaction with HBCU/OMI in fossil energy related programs.
 - Provide a forum to facilitate technology transfer, strengthen educational training, and develop/enhance the research infrastructure capabilities of HBCU/OMI.

• University Coal Research (UCR)

- Sustain a national university program of fossil energy research that focuses on innovative and fundamental investigations pertinent to fossil fuel conversion and utilization
- Support development of future scientists and engineers through exposure to research in fossil energy technologies
- Improve our fundamental scientific and technical understanding of chemical and physical processes involved in the conversion and utilization of fossil fuels



University Training and Research

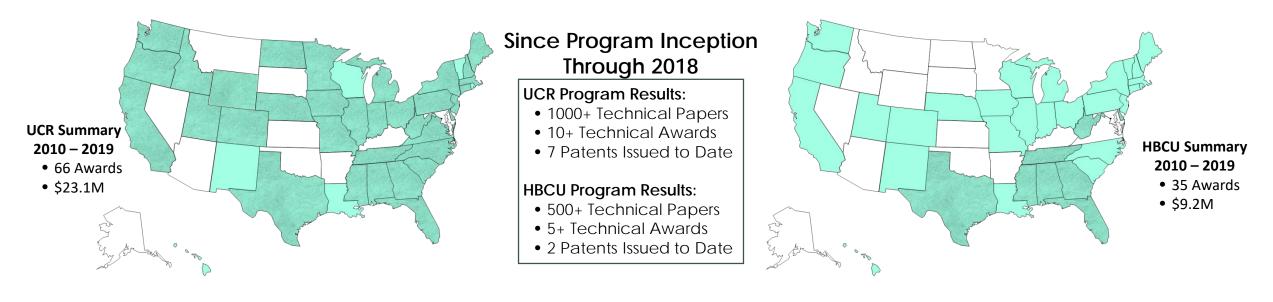
Workforce & Talent Development

\$32.3M and 101 grants3,000 student researchersFossil Energy researchSTEM training addresses workforce gap

\$500,000 per award No cost share requirement

ATIONAL

HNOLOGY





Program Areas





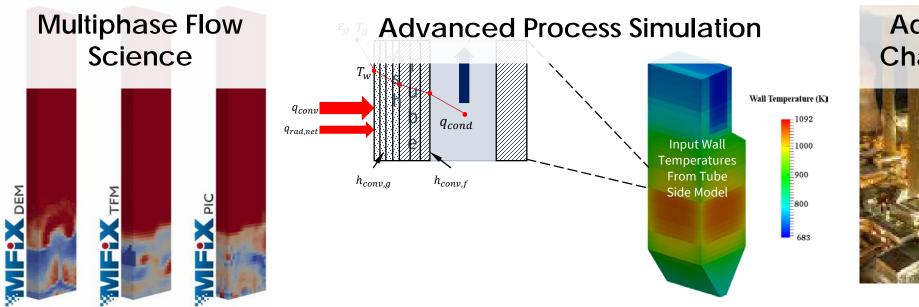
https://netl.doe.gov/coal/modeling-simulation-analysis



10



Mission: Simulate coal fleet challenges to lift-up technology solutions, apply computational tools at multiple scales to accelerate development and deployment.



Addressing Existing Fleet Challenges with Modeling



Program Areas



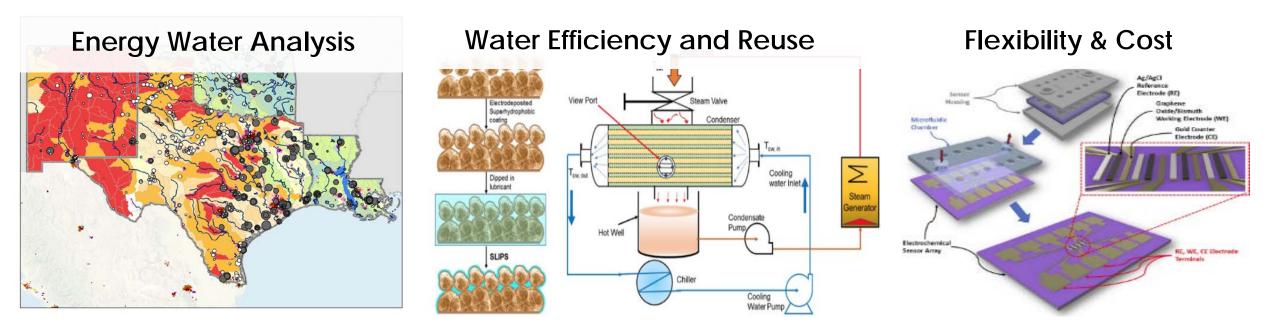


https://netl.doe.gov/coal/water-management





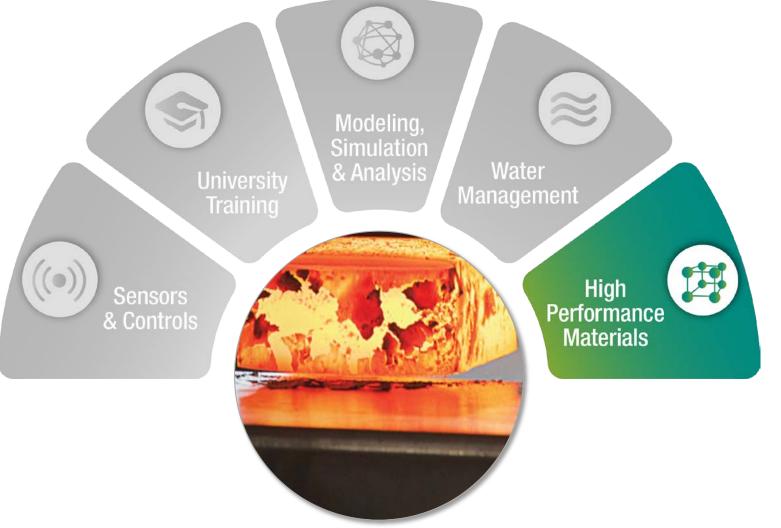
Mission: Provide leadership, raise awareness, and offer costeffective technical solutions to potential national issues in water quality and availability.





Program Areas





https://netl.doe.gov/coal/high-performance-materials





Mission: Characterize, produce, and certify cost-effective alloys and high performance materials suitable for extreme environments found in coal power generation to support existing and new plants.



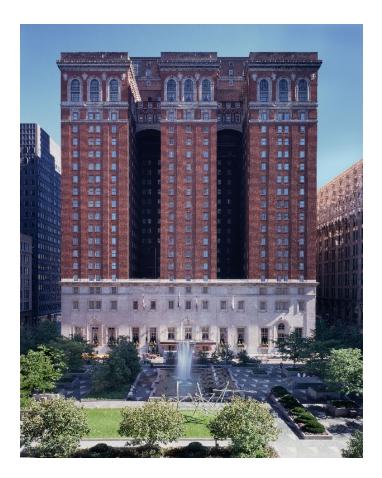


Annual Crosscutting Project Review Meeting April 21-23, 2020

Omni-William Penn Hotel, Pittsburgh PA

Links to Proceedings of Previous Project Review Meetings

<u>2019</u>	<u>2016</u>
<u>2018</u>	<u>2015</u>
<u>2017</u>	<u>2014</u>







Useful Links



NETL

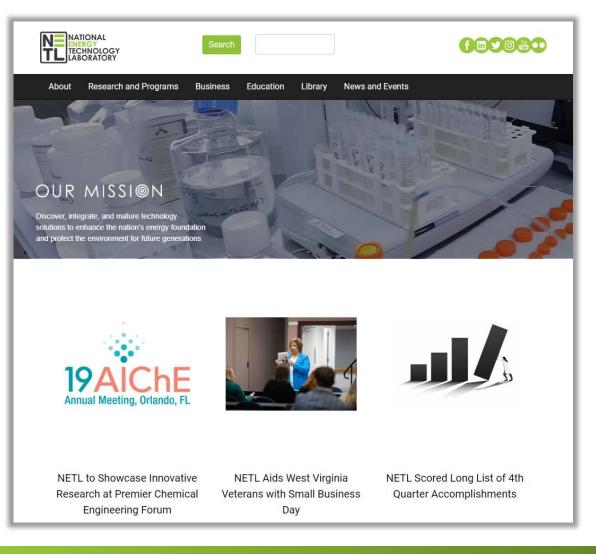
• <u>www.netl.doe.gov</u>

Office of Fossil Energy

- <u>www.energy.gov/fe</u>
- Crosscutting Research
 - <u>www.netl.doe.gov/research/coal/</u> <u>crosscutting</u>

Project Information

- https://www.netl.doe.gov/node/2476
- Project Portfolios/Publications
 - <u>https://netl.doe.gov/crosscutting/</u> <u>publications</u>





Questions?

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CONTACT:

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Briggs White, Ph.D. Technology Manager, Water Management High Performance Materials 412-386-7546 briggs.white@netl.doe.gov

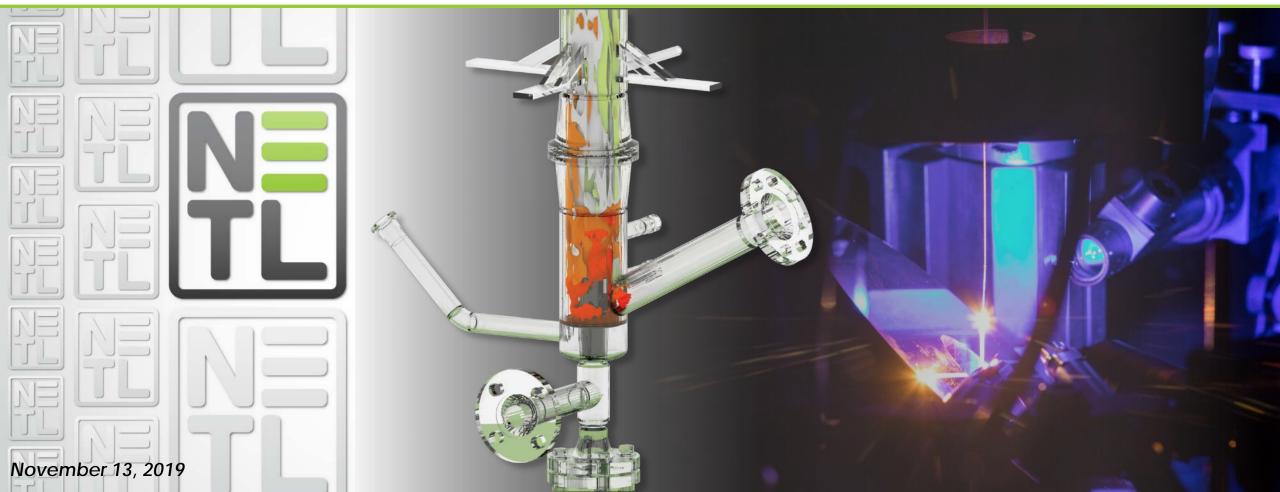


Doing Business with the Federal Government NETL Webinar on FE's Minority Serving Institutions Program



Sheldon Funk

Contract Specialist, Finance & Acquisition Center





- Identify opportunity of interest through Funding Opportunity Announcement (FOA)
 - Discussed in detail later in presentation
- Meet registration requirements
- Prepare and submit application

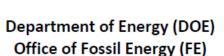


May 2019

The Funding Opportunity Announcement (FOA)

- A publicly available document by which a Federal agency makes known its intentions to award discretionary grants or cooperative agreements, usually as a result of competition for funds
- May be known as program announcements, requests for applications, notices of funding availability, solicitations, or other names depending on the agency and type of program
- See most recent DE-FOA-0001991
 - FUNDING IS CLOSED; FOR EXAMPLE USE ONLY
 - <u>http://www.fedconnect.net/fedconnect/?doc=</u>
 <u>DE-FOA-0001991&agency=DOE</u>

FINANCIAL ASSISTANCE FUNDING OPPORTUNITY ANNOUNCEMENT



UNIVERSITY TRAINING AND RESEARCH FOR FOSSIL ENERGY APPLICATIONS

Funding Opportunity Announcement (FOA) Number: DE-FOA-0001991 FOA Type: Initial CFDA Number: 81.089 Fossil Energy Research and Development

Submission Deadline for Full Applications:	02/25/2019 08:00 PM ET

Expected Date for Selection Notifications:

Some key administrative item(s) related to this Funding Opportunity					
Announcement that may be different from previous years are found					
	in Sections III.D and III.E.				





Registration/Submission Requirements



- Obtain a Dun and Bradstreet Data Universal Numbering System (DUNS) number (<u>dnb.com/duns-number.html</u>)
- Register with the System for Award Management (SAM) (<u>sam.gov/SAM</u>)
- Register with <u>grants.gov</u>
- Register with <u>fedconnect.net</u>



Registration Requirements: Grants.gov



- Register with Grants.gov
 - $_{\circ}$ There are 3 steps to this process:
 - 1. The Authorized Organizational Representative (AOR) must register
 - 2. An email is sent to the **E-Business (E-Biz) POC listed in SAM**. The E-Biz POC must approve the AOR registration using their MPIN from their SAM registration
 - 3. AOR verifies that registration was completed at Grants.gov
- Grants.gov is where you will submit your application package



Registration Requirements: Fedconnect.net



- Applicants must register with FedConnect (<u>fedconnect.net</u>) to submit questions
- View and download announcement documents or amendments
- Communicate with Federal representatives managing the announcement
- Allow at least <u>44</u> <u>days</u> to complete entire registration process





- Questions related to the registration process, system requirements or how an application form works must be directed to <u>grants.gov</u>; 1-800-518-4726; or <u>support@grants.gov</u>
- Questions related to the content of the announcement must be submitted to the FedConnect portal
- Must be registered with FedConnect to submit questions and view responses



Application Preparation and Submission



- Applicants must download application package, forms and instructions at <u>grants.gov</u>
- Applications must be submitted through <u>FedConnect</u> or <u>grants.gov</u> (this will be indicated in the solicitation document)
 - o Must register at FedConnect or Grants.gov!
 - Update SAM annually
- Applications must be submitted through <u>grants.gov</u> by a qualified HBCU/OMI (Minority Serving Institution) authorized representative



Accessing NETL FOAs in FedConnect



- In an internet browser, enter the FedConnect URL <u>fedconnect.net</u>
- On the Main Page, click on
 Search Public Opportunities Only

FedConnect

The Government Acquisition & Grants Portal

ALERT: SAM.gov will be down for scheduled maintenance Saturday, 11/09/2019, from 8:00 AM to 3:00 PM. This outage may impact the registration process in FedConnect.

Do you want the US federal government to buy your products or services? Or, are you seeking grants or assistance funding?

FedConnect can help. Every day, FedConnect helps over 100,000 vendors and grant applicants, find, respond to and win opportunities for contracts, grants, and other types of assistance funding. To learn more about how FedConnect works, click here to review the tutorial.

Do you work for a federal agency?

FedConnect is the perfect complement to FedBizOpps and Grants.gov. FedConnect goes beyond the basic features of those systems to provide full lifecycle support including the ability to post opportunities, receive responses, deliver awards, and communicate throughout the pre-award, award, and post-award phases using FedConnect's secure 2-way messaging. Click here to learn more.

Sign In - Full Access	→
Search Public Opportunities Only	→
Register for Free Account	→

Internet Explorer Compatibility Notice: If you are using Internet Explorer 9 (IE9) or above, Compatibility View must be on. Contact support with additional questions.

Need help?

- FedConnect: Ready, Set, Go! Tutorial
- Updated! Reverse Auction Vendor Tip Sheet
- Check Registration Status
- Password Reset
- Contact Your Organization's FedConnect Administrator
- Contact FedConnect Support

Want to learn more?

- Participating Government Agencies
- Accessibility Features





Under Search Criteria, select Issuing Office, type "National Energy Technology Lab", and click on Search FedConnect. Help public opportunities This is a list of publicly posted opportunities. To view a particular opportunity click the hyperlink under the title. For more details on using this page, click Help. Search Criteria Advanced Options — National Energy Technology Lab Issuing Office Search **Response Due** PSC / NAICS Reference Number Title Type Agency Issuing Office Issue Date Date FSC ROMO Beaver Meadows Visitor Solicitation NPS NPS. IMR - Lakewood 11/25/2019 04:00 Z2AZ 11/7/2019 236220 140P1219R0020 Center HVAC PM US/Eastern MABO USGS OAG SACRAMENTO 11/14/2019 12:00 DOI -11/7/2019 HABITAT RESTORATION Solicitation R425 115112 140G0320Q0006 ACQUISITION BR USGS PM US/Eastern DOI -NPS, IMR - Northern 11/21/2019 05:00 Duct Cleaning YELL Solicitation 11/7/2019 561790 140P1420Q0006 J045 NPS Rockies MABO PM US/Eastern Replace Eight (8) Each, Heat DOI -11/21/2019 08:00 Solicitation Bureau of Reclamation 11/7/2019 4420 332410 140R1720Q0005 Exchanger Tubing Bund BOR PM US/Eastern DOE 11/14/2019 08:00 Solicitation DOE

WAPA (DSW)

11/7/2019

5930

PM US/Eastern



RFQ for Disconnect Switches

335313 89503120QWA000081



Help

• Click the hyperlink under the title to view **FedConnect**.

public opportunities

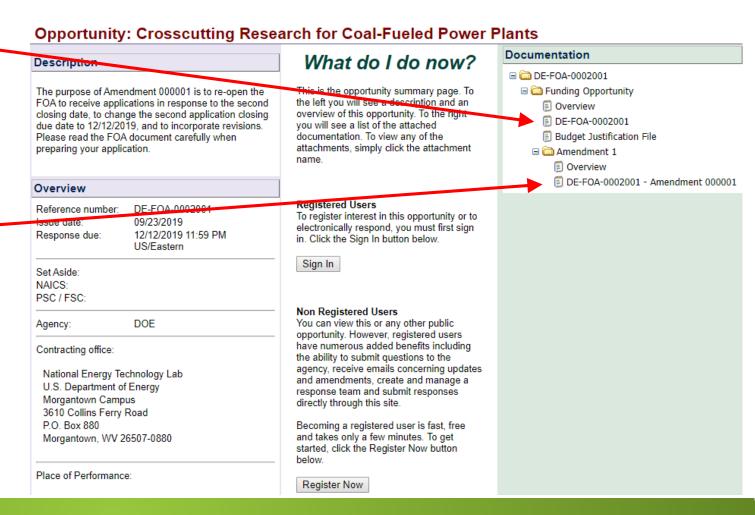
This is a list of publicly posted opportunities. To view a particular opportunity, click the hyperlink under the title. For more details on using this page, click Help.

□ Search Criteria Advanced Options Issuing Office ▼ National Energy Technology Lab Search									
Title		Туре	Agency	Issuing Office	Issue Date	Response Due Date	PSC / FSC	NAICS	Reference Number
Purchase of M Consistometer	<u>15-400 Assy, RP</u> M15-40	Special Notice	DOE - DOE	National Energy Technology Lab	11/7/2019 10:05:42 AM		6635	811310	89243320RFE000029
Notice of Inten FEI Houston C	to Sole Source to m	Special Notice	DOE - DOE	National Energy Technology Lab	11/4/2019 11:02:25 AM	11/15/2019 12:00 PM US/Eastern	7030	334516	89243320QFE000146
RFI: Energy Sto Fuel Energy Sy	<u>orage for Fossil</u> / <u>stems</u>	Funding Opportunity	DOE - DOE	National Energy Technology Lab	10/30/2019	12/16/2019 08:00 PM US/Eastern			DE-FOA-0002209
Security Suppo Office of the As	ort Services for the	Sources Sought	DOE - DOE	National Energy Technology Lab	10/25/2019 8:20:52 AM	11/22/2019 08:00 PM US/Eastern	R430	561612	89243320NAU000002
Revised Source Minerals Marke	<u>es Sought Critical</u> a <u>t An</u>	Pre- solicitation Notice	DOE - DOE	National Energy Technology Lab	10/18/2019 2:45:14 PM	11/15/2019 02:00 PM US/Eastern	R425	541720	89243320NFE000030



FedConnect.

- Click on the FOA Reference Number under Funding Opportunity to view the FOA instructions
- To view Amendments to the FOA, click on the FOA
 Reference Number under Amendment 1





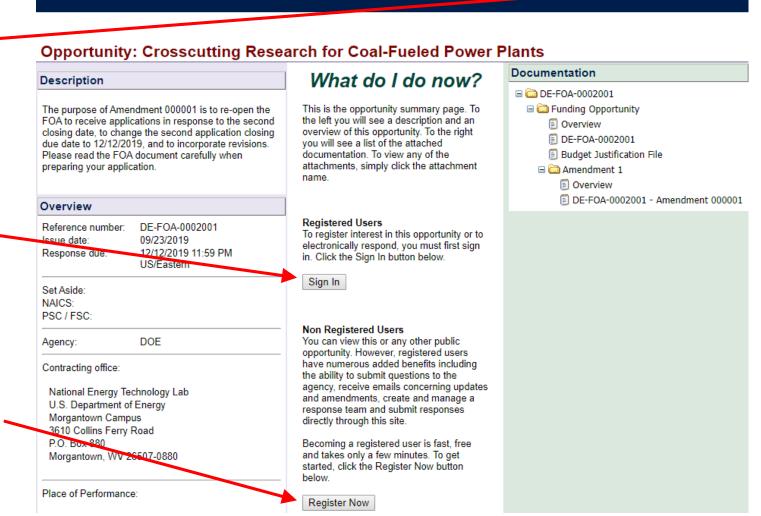


Videos

I Help

FedConnect.

- Help buttons are available on each page to assist you navigate FedConnect
- To submit questions about this FOA or submit an application, Registered
 Users click on Sign In
- Click on Register Now to receive notifications and agency alerts, and view the message center





NATIONAL

TECHNOLOGY

Opportunities for Work with NETL



- NETL Research Programs use the websites below to post solicitations/funding opportunity announcements, receive proposals/applications, and disseminate other information for competitive awards. Entities wishing to participate in these solicitations must register at these websites.
 - o Fedconnect <u>https://www.fedconnect.net/</u>
 - Grants.gov
 <u>https://grants.gov/</u>
- **Proposals will only be accepted through FedConnect or <u>Grants.gov</u> (this will be indicated in the solicitation document). Each website has the ability to send email messages to potential applicants when a new solicitation from NETL is posted.**
- Additional information can also be found at NETL Business website: <u>https://netl.doe.gov/business/solicitations</u>



14

Questions?

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CONTACT:

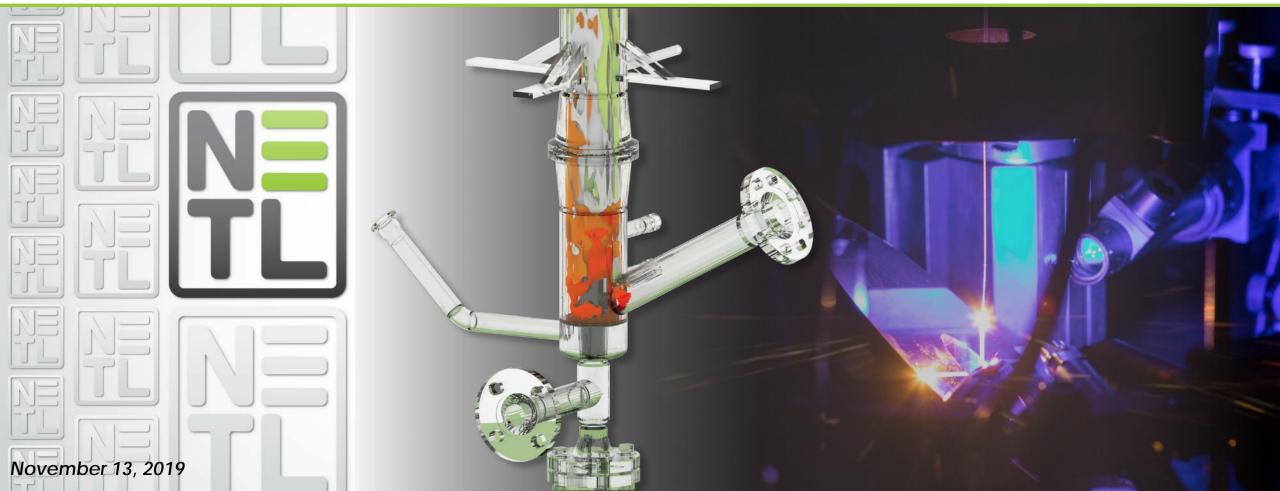
Sheldon Funk Contract Specialist, Finance & Acquisition Center 304-285-0204 <u>sheldon.funk@netl.doe.gov</u>



Responding to Areas of Interest (AOIs) NETL Webinar on FE's Minority Serving Institutions Program



Sydni Credle, Ph.D., P.E. Technology Manager, University Training and Research



HBCU/OMI Role in Crosscutting Research



- Fossil energy R&D that supports program goals while educating and training next generation highly-skilled scientists and engineers in advanced technology systems with knowledge of, and sensitivity for, cultural diversity
- Identify student roles when/where possible
- Research crosscuts many different technology areas (sensors, materials, simulation, water management, etc.)





The FOA provides background materials regarding the topics often called "Areas of Interest" (AOIs)

	Describe in detail each area of research where NETL is seeking proposals
	Should be carefully considered as a potential topic for research proposals
Areas of Interest	Number/types of areas of interest are dependent on funding in particular areas, DOE mission goals, and technology maturity
	Areas of Interest change annually
	May also include descriptions of research that are NOT being sought in the FOA





Application of Novel Analytic Method(s) to Determine Arsenic and/or Selenium Concentrations in Fly Ash Waste Streams Generated from Coal Combustion

Cybersecure Sensors for Fossil Power Generation

Modeling Existing Coal Plant Challenges using High Performance Computing

Coal Plant Effluent Water Reuse

Coal Contaminant Partitioning in Power Plant Wastewater

Automated Plant Component Inspection, Analysis, and Repair Enabled by Robotics

Improved Ab Initio Models of High Performance Structural Alloys for Existing and Advanced Technologies Fossil Energy (FE) Power Plants

Improved Water Usage at Existing Power Generation Facilities





Read the FOA Carefully

- Understand the Background/Description
- Understand the specific Objectives
- Understand the topics NETL is interested in funding

Read AOI Language Closely

- Understand where your research strengths best fit
 with NETL AOIs
- Look for specific thresholds or requirements
- Determine items that are not of interest within that topic area/area of interest

Recycling Applications is Generally NOT a Successful Approach



Responding to FOAs



- Create a Proposal Team
- Identify key research team members
- Consider teaming with another institutions
 - Provide letters of support
 - Financial investment if applicable
 - Be as specific as possible
- Develop Application Preparation Schedule and Key Submittal Dates
- Use FedConnect to ask questions while FOA is open
 - Can be used for technical, administrative, or FOA clarification (differences between milestones, success criteria, deliverables, etc.)
- See if your questions have already been asked/answered on the server



Get Organized Early

Ask Questions

Responding to FOAs

Identify Required

Submittals

Submit All

Documentation

NATIONAL ENERGY TECHNOLOGY LABORATORY

- SF-424, Narrative, Abstract, Project Management Plan, Budget Justifications etc.
- Address ALL Areas
 - Follow the review criteria and ensure that all aspects are clearly addressed by your application

Address the "Cake" prior to the "Icing"

- Ensure that all required documentation is submitted
- Failure to do so can result in a non-responsive application
- Ensure Page limits, margins, spacing, font size (all specified within the FOA)
- Ensure cohesiveness and consistency between documentation (budgets, narrative, SOPO, PMP, etc.)

Verify that the final application complies with ALL FOA requirements



Questions?

VISIT US AT: www.NETL.DOE.gov



@NETL_DOE



@NationalEnergyTechnologyLaboratory

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Funding Opportunity Announcements (FOAs) NETL Webinar on FE's Minority Serving Institutions Program



Sheldon Funk

Contract Specialist, Finance & Acquisition Center

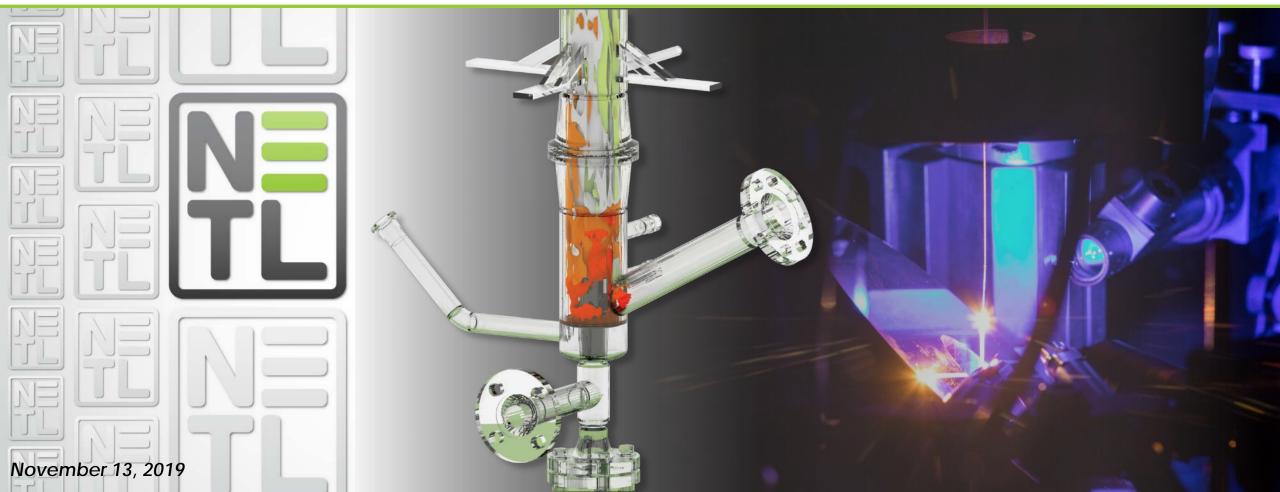


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Questions/Agency Contacts Other Information Two Keys to Writing Effective Applications Project Narrative - Address each item! **Project Objectives** Merit Review Criteria Discussion Relevance and Outcomes/Impacts **Roles & Responsibilities of Participants** Decision-making and Communication Strategy Management Capabilities Multiple Principal Investigators Facilities and Other Resources Equipment **Bibliography and References** Other Project Narrative Considerations Statement of Project Objectives (SOPO) Common SOPO Format Typical Merit Review Criteria



NATIONAL ENERGY TECHNOLOGY LABORATORY

- A typical FOA issued for Minority Serving Institutions (usually referred to as HBCU-OMI) tends to follow a standard format
- Some FOA sections provide information to the applicant
 - Who is eligible
 - How to submit
 - Contact information
- Other FOA sections offer critical guidance on how to create a responsive application
 - What information should be provided
 - What are the review criteria that will be used to evaluate an application?



Typical FOA Organization

NATIONAL ENERGY TECHNOLOGY LABORATORY

- Funding Opportunity Description
- Award Information
- Eligibility Information
- Application and Submission Information
- Application Review Information
- Award Administration Information
- Questions/Agency Contacts
- Other Information



- Type of Application
- Type of Award Instrument

 Grant
- Estimated Funding
- Expected Number of Awards
- Anticipated Award Size
- Maximum DOE Share
- Estimated Period of Performance





Eligibility Information



- The Principal Investigator and/or Co-Principal Investigator(s) must be teaching professors at an HBCU/OMI. Other participants who do not hold teaching or student positions may be included in the research team.
- Applications from university-affiliated research institutions must be submitted through the college or university with which they are affiliated
- At least one student registered at the university is to receive compensation for performing research related to a grant
- The scope of work to be performed by subcontractors may not be more significant than what's to be performed by the Applicant



Application and Submission Information

NATIONAL ENERGY TECHNOLOGY LABORATORY

- Form and Content Requirements
- Full Applications
- Post-Selection Information Requests
- Submission Dates And Times
- Intergovernmental Review
- Other Submission And Registration Requirements
- Funding Restrictions
- Pre-Award Costs
- Pre-Award Costs Related to National Environmental Policy Act (NEPA) Requirements
- Performance of Work in the United States
- Foreign Travel
- Equipment and Supplies
- Lobbying
- Additional Application and Submission Requirements





- Applications usually include online forms such as
 - SF 424 Application for Federal Assistance
 - Project/Performance Site Location(s)
 - SF-LLL Disclosure of Lobbying Activities
- Attachments to the online forms project narrative file
 - Project Summary / Abstract File

。Resume File

- SF 424A Excel, Budget Information Non-Construction Programs File
- Budget Justification File
- Subaward Budget File(s)
- Project Management Plan
- Environmental Questionnaire



SF 424 – Application for Federal Assistance



- Complete this form first to populate data in other forms
- Complete all required fields in accordance with the pop-up instructions on the form
- The list of certifications and assurances referenced in Field 21 can be found on DOE Financial Assistance Forms Page at https://www.energy.gov/management/officemanagement/operational-management/financial-assistance/financialassistance-forms under Certifications and Assurances



Project/Performance Site Location(s)



- Use this form to indicate the primary site where the work will be performed.
 If a portion of the project will be performed at any other site(s), identify the site location(s) in the blocks provided
- Note that the Project/Performance Site Congressional District is entered using a 2-digit state code followed by a dash and a 3-digit Congressional district code. For example VA-001



Project Summary/Abstract File



- Self-contained, one (1) page document
- Summary of the proposed activity for public dissemination
- Identifies:
 - $_{\circ}\,$ name of the applicant
 - project director/principal investigator(s)
 - project title
 - objectives of the project
 - description of the project
 - methods to be employed
 - potential impact (i.e., benefits, outcomes)
 - major participants
- Must not include any proprietary or business sensitive information





- Resumes of each key person proposed including sub-awardees and consultants are required.
 - A key person is any individual who contributes in a substantive, measurable way to the project
- Each resume **should not exceed 2 pages** including (if applicable):
 - Education and Training: provide institution, major/area, degree, and year (Undergraduate, graduate, and postdoctoral training)
 - Professional Experience: Beginning with the current position, list in chronological order, include brief description of professional/academic positions
 - Publications: Provide a list of up to 10 publications most closely related to the proposed project. For each publication, identify the names of all authors (in the same sequence in which they appear in the publication), the article title, book or journal title, volume number, page numbers, year of publication, and website address (if available).
 - Patents, copyrights, and software systems developed may be provided in addition to or substituted for publications
 - Synergistic Activities: List no more than 5 professional and scholarly activities related to the effort proposed
- All resumes are saved in a single file



SF 424-A, Budget Information – Non-Construction Programs File



- A separate budget for each year of support requested and a cumulative budget for the total project period are usually required
- Use the SF 424A Excel, "Budget Information Non Construction Programs" form on the DOE Financial Assistance Forms Page at <u>https://www.energy.gov/management/office-</u> <u>management/operational-management/financial-assistance/financial-assistance/financial-assistance-forms</u> under DOE budget forms





- Justify the costs proposed in each Object Class Category/Cost Classification category. For example:
 - Identify key persons and personnel categories and the estimated costs for each person or category
 - Provide a list and cost of equipment
 - 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 cost for each category



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Project Management Plan



- This plan typically includes the following sections:
 - Executive Summary
 - Risk Management
 - Milestone Log
 - Funding and Costing Profile
 - Project Timeline
 - Success Criteria at Decision Points





- Environmental questionnaire for each geographic site where project activities will take place must be completed
- The form is located at <u>https://www.netl.doe.gov/sites/default/files/2018-02/451_1-1-3_0.pdf</u>



- Review Criteria
- Other Selection Factors
 Program Policy Factors
- Other Review Requirements
 - Risk Assessment
 - Reporting Matters Related to Recipient Integrity and Performance
- Review and Selection Process
- Anticipated Notice of Selection and Award Dates







- Initial Review Criteria determine if:
 - the applicant is eligible for an award
 - the information required by the FOA has been submitted
 - the proposed project is responsive to the objectives of the FOA
- Merit Review Criteria to evaluate and score each application can include:
 - Scientific and Technical Merit
 - Technical Approach and Understanding
 - Applicant/Team Capabilities, Facilities, and Equipment
- Other selection factors such as program policy are sometimes considered by the Selection Official





- Merit Review
 - Applications that pass an initial review will undergo a merit review
- Selection Official Consideration
 - Selection Official can consider the merit review recommendation, program policy factors, and the amount of funds available
- Government Discussions with Applicant
 - The Government may enter into discussions with a selected applicant for any reason deemed necessary
 - Failure to resolve satisfactorily the issues identified by the Government will preclude award to the applicant





Award Notices

- Ineligible Submissions
- Full Application Notifications
 - Successful Applicants
 - Unsuccessful Applicants
 - Alternate Selection Determinations
 - Notice of Award

Administrative and National Policy Requirements

- Administrative Requirements
 - DOE Special Terms and Conditions for Use in Most Grants and Cooperative Agreements
 - National Policy Requirements
 - Intellectual Property Provisions
- DUNS and SAM Requirements
- Other Requirements
- Reporting





- Questions
 - Questions regarding the content of the announcement must be submitted through the FedConnect portal
 - Questions relating to the registration process, system requirements, how an application form works, or the submittal process must be directed to Grants.gov. DOE/NNSA cannot answer these questions
- Agency Contact*
 - Name/E-mail:

* As noted above, the typical FOA will note that applicant **questions must be submitted through FedConnect or** at <u>grants.gov</u>, as appropriate, and shall not be submitted to the Agency Contact. **Questions submitted directly** to the Agency Contact will not be answered, but party asking the question will be advised to submit such question(s) via the appropriate portal. No response to questions via email.





- Modifications
- Government Right to Reject or Negotiate
- Commitment of Public Funds
- Treatment of Application Information
- Evaluation and Administration by Non-Federal Personnel
- Intellectual Property Developed Under This Program
- Notice Regarding Eligible/Ineligible Activities
- Notice of Right to Conduct a Review of Financial Capability
- Notice of Potential Disclosure Under Freedom of Information Act (FOIA)
- Requirement for Full and Complete Disclosure
- Other Information



Two Keys to Writing Effective Applications



- Adhere to FOA Guidance on key submittal items such as:
 - Project Narrative
 - Statement of Project Objectives (SOPO)
 - 。 Project Management Plan
 - Project Summary/ Abstract
- Specifically Address Merit Review Criteria as they relate to the FOA Areas of Interest



Project Narrative – Address each item!



- Project Narratives Can Include:
 - Project Objectives
 - Merit Review Criterion Discussion
 - Relevance and Outcomes/Impacts
 - Roles & Responsibilities of Participants
 - Decision-making and Communication Strategy
 - Management Capabilities
 - Multiple Principal Investigators
 - Facilities And Other Resources
 - Equipment
 - Bibliography And References
 - Statement of Project Objectives (SOPO)





 The project objective in a project narrative should provide a clear, concise statement of the specific objectives/aims of the proposed project





- Applications are evaluated and scored in accordance with the merit review criteria and weights provided in the FOA
- It is critical to **provide sufficient information** so reviewers can evaluate applications in accordance with the merit review criteria provided in the FOA
- Only applications that address each merit review criterion and sub-criterion separately will be considered and evaluated
- Applications that avoid substantial discussion of requested information by referring to other publications, project narrative appendices, and/or attachments outside the project narrative can be judged as nonresponsive to the criterion.
 - Referenced publications, project narrative appendices, and attachments are to be supplied to validate the discussion



Relevance and Outcomes/Impacts



- Should explain the project's relevance to the objectives in the FOA and the expected outcomes and/or impacts
- Justification for the proposed project should include a clear statement of the importance in terms of the utility of the outcomes and the target community of beneficiaries



Roles & Responsibilities of Participants



 A project narrative will often require multi-organizational or multiinvestigator projects to describe the roles and the work to be performed by each participant/investigator, business agreements between the applicant and participants, and how the various efforts will be integrated and managed





 This section provides a discussion of how communication and decisionmaking will occur within the context of the organizational structure, with particular emphasis on scientific/technical direction and mechanisms for controlling project scope, cost, and schedule.





- Provide information relevant to the capabilities and experience of the PI and project team in managing technical projects of similar nature and complexity.
 - Include examples that demonstrate the ability to successfully meet research objectives within scope, budget, and schedule.



Multiple Principal Investigators



- Project narratives can require applicants to indicate if the project will include multiple Pls
 - $_{\circ}\,$ This decision is solely the responsibility of the applicant





- Project narratives typically identify the facilities (e.g., office, laboratory, computer, etc.) to be used at each performance site listed
 - If appropriate, indicate their capacities, pertinent capabilities, relative proximity, and extent of availability to the project
 - Describe only those resources that are directly applicable to the proposed work
 - Provide any information describing other resources available to the project such as machine and electronics shops





- Project narratives may request a list of important items of equipment already available for this project
- If you are proposing to acquire equipment, describe comparable equipment, if any, already at your organization and explain why it cannot be used



Bibliography and References



- If applicable, provide a bibliography for any references cited in the Project Narrative section
- This section must include only bibliographic citations
- This section is not typically included in the page limitation of the project narrative



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Other Project Narrative Considerations



- Project narratives will typically specify a "not to exceed" length, e.g. "20 pages, (single spaced)"
 - This includes cover page, table of contents, charts, graphs, maps, photographs, and other pictorial presentations
 - Evaluators will review only the number of pages specified
- There may be instructions on how to mark proprietary information in the application



Statement of Project Objectives (SOPO)



- The project narrative will likely request a single, detailed SOPO that addresses how the project objectives will be met
- The SOPO should contain a clear, concise description of all activities to be completed during project performance and follow the structure discussed below
- Typically the SOPO cannot contain proprietary or confidential business information
- The SOPO typically will count as part of the page limitation on the project narrative for the proposed work
- The FOA may include a prescribed format for the SOPO



Common SOPO Format



- Title of work to be performed, divided into four sections
- Objectives
 - One paragraph on the overall objective(s) of the work is usually sufficient
 - Objective(s) for each phase of the work should also be included
- Scope of work
 - The scope of work in a typical SOPO should summarize the effort and approach to achieve the objective(s) of the work for each proposed phase
 - This section often may not exceed one-half page
- Tasks to be performed
 - In a typical SOPO the proposed tasks should be provided in a concisely written, logical sequence
 - This section usually provides a brief summary of the planned approach each task and subtask (if applicable) in a format based on the task structure
 - The SOPO should be divided into the phases of the project, as appropriate
- Deliverables





Scientific and Technical Merit

 The application is evaluated to determine the overall technical merit and quality of the proposed concept

Technical Approach and Understanding

 The application can be evaluated to determine the overall quality, soundness, and reasonableness of the technical approach to fulfill the requirements of the proposed work

• Applicant/Team Capabilities, Facilities, and Equipment

 Applications can be evaluated in terms of the qualifications and experience of key personnel the qualifications of the participating organizations, the proposed management of the effort, and the facilities and equipment





- Scientific and Technical Merit
 - The application is evaluated to determine the overall technical merit and quality of the proposed concept. This can include the following:
 - The degree to which development of the proposed technology can be expected to contribute to a developmental breakthrough for the challenges described in the topic area
 - The thoroughness and relevance of the scientific, engineering, and technical information and data provided to support readiness of the proposed technology
 - The degree to which the proposed work is based on sound scientific and engineering principles





- Technical Approach and Understanding
 - The application is evaluated to determine the overall quality, soundness, and reasonableness of the technical approach to fulfill the requirements of the proposed work. This can include the following:
 - The likelihood that the overall approach will result in successful achievement of the objectives and deliverables described in the applicable topic area
 - The proposed approach must satisfy the requirements, goals and objectives of the applicable topic area
 - Adequacy and completeness of project risks should be identified with mitigation strategies including technical, organizational, cost share support and other risks affecting the potential for success





- Applicant/Team Capabilities, Facilities, and Equipment
 - Applications can be evaluated in terms of the qualifications and experience of key personnel, qualifications of participating organizations, proposed management of the effort, facilities, and equipment
 - If appropriate, emphasize the following:
 - scientific mastery of the described technology,
 - pertinent systems operations and analysis experience,
 - project management experience, and
 - demonstrated R&D experience and capabilities relevant to the proposed work.





- Emphasize prior university experience in managing projects of similar type, size and complexity, and in successfully completing similar R&D projects
- Present the project organization showing responsibilities. Lines of authority should be clearly described and optimized to assure successful project execution.
- Discuss the appropriateness and availability of facilities, equipment, and their relevance to technology development and/or commercial applications as applicable



Questions?

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