

Applications may also be submitted electronically through [www.grants.gov](http://www.grants.gov).

b. Application Format and Content. Each submittal should be in PDF format. The application template form FPL-1500-4 is in word format and is recommended to be used. After completing the template, the document should be saved as a PDF format either using Adobe Acrobat or Word software. The template form FPL-1500-4 along with directions for completing can be found at the [www.fpl.fs.fed.us/tmu](http://www.fpl.fs.fed.us/tmu). Paper copy shall be single sided on 8.5-by 11-inch plain white paper only (no colored paper, over-sized paper, or special covers). Do not staple. All forms and application template can be found at [www.fpl.fs.fed.us/tmu](http://www.fpl.fs.fed.us/tmu) 2013 Hazardous Fuels Woody Biomass Utilization Grant Program.

*Outline of form FPL-1500-4 and mandatory appendices*

(1) *Project Summary Sheet*

(2) *Title Page*

(3) *Project Narrative*

The project narrative shall provide a clear description of the work to be performed, impact on removing woody biomass and creating renewal energy (e.g., tons of biomass removed that would have otherwise been burned, cost savings to landowners, source of biomass removed from forested areas, broken-out by ownership), and how jobs will be created and/or retained, and sustained. Application narrative should address the 15 discussion areas listed on the form FPL-1500-4.

(4) *Budget Summary Justification in Support of SF 424A.*

(5) *Qualifications and Summary Portfolio of Engineering Services*

For the engineering systems, the project usually consists of a system designer, project manager, equipment supplier, project engineer, construction contractor or system installer and a system operator and maintainer. One individual or entity may serve more than one role. The project team must have demonstrated expertise in similar bioenergy systems development, engineering, installation, and maintenance. Authoritative evidence that project team service providers have the necessary professional credentials or relevant experience to perform the required services must be provided. Authoritative evidence that vendors of proprietary components can provide necessary equipment and spare parts for the system to operate over its design life must also be provided. A list of the same or similar projects designed, installed and currently operating with references shall be provided along with appropriate contacts.

(6) *Community Benefit Statement.*

Provide a one page narrative on the social, environmental and economic impacts and the importance of the project to the community. Include substantiated facts and benefits, such as local employment rate, per capita income and fossil fuel impacts with and without the project. Include letters of support from community leaders demonstrating on-going community collaboration, where appropriate, in the appendix. Forest Service regions shall use this information to help evaluate regional impacts, particularly impact of job creation and retention as appropriate at the geographic scale for the region and how this grant award provides for the overall general welfare of the region.

(7) *Appendices.*

The following information shall be included in the appendices and scanned into a single PDF file:

a. Comprehensive Feasibility Assessment.

b. Woody Biomass Resource Supply Assessment.

c. Quotes for Professional Engineering Services considered (minimum of two quotes): Rationale for selection of engineering firm, if already selected.

d. Letters of Support from Partners, Individuals, or Organizations: Letters of support shall be included in an appendix and are intended to display the degree of collaboration occurring between the different entities engaged in the project. These letters shall include partner commitments of cash or in-kind services from all those listed in the SF 424 and SF 424A. Each letter of support is limited to one page in length.

e. Federal Funds: List all other Federal funds received for this project within the last three years. List agency, program name, and dollar amount.

f. Miscellaneous, such as schematics.

g. Last three years of financial statements (balance sheets, income statements, cash flow analysis).

h. Administrative Forms: SF 424, SF 424A, SF 424B and AD 1047, 1048, 1049 and certificate regarding lobbying activities are standard forms that shall be included in the application. These forms can be accessed at [www.fpl.fs.fed.us/tmu](http://www.fpl.fs.fed.us/tmu) under 2013 Woody Biomass Grant Program.

Dated: November 2, 2012.

**Victoria Christiansen,**

*Acting Associate Deputy Chief.*

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## COMMISSION ON CIVIL RIGHTS

### Agenda and Notice of Public Meeting of the South Carolina Advisory Committee

Notice is hereby given, pursuant to the provisions of the rules and regulations of the U.S. Commission on Civil Rights (Commission) and the Federal Advisory Committee Act (FACA) that a meeting of the South Carolina Advisory Committee (Committee) will convene on Tuesday, March 5, 2013, at 10:30 a.m. and adjourn at approximately 11:30 a.m. The meeting will be held at the Aiken County Public Library, 314 Chesterfield Street SW., Aiken, South Carolina, 29801. The purpose of the meeting is for the Committee to receive ethics training and orientation and plan future activities.

Members of the public are entitled to submit written comments; the comments must be received in the regional office by April 5, 2013. Written comments may be mailed to the Southern Regional Office, U.S. Commission on Civil Rights, 61 Forsyth St. SW., Suite 16T126, Atlanta, GA 30303. They may also be faxed to the Commission at (404) 562-7005, or emailed to the Commission at [pminari@usccr.gov](mailto:pminari@usccr.gov). Persons who desire additional information may contact the Southern Regional Office at (404) 562-7000.

Hearing-impaired persons who will attend the meeting and require the services of a sign language interpreter should contact the Southern Regional Office at least ten (10) working days before the scheduled date of the meeting.

Records generated from this meeting may be inspected and reproduced at the Southern Regional Office, as they become available, both before and after the meeting. Persons interested in the work of this Committee are directed to the Commission's Web site, <http://www.usccr.gov>, or may contact the Southern Regional Office at the above email or street address.

The meeting will be conducted pursuant to the rules and regulations of the Commission and FACA.

Dated in Washington, DC, February 13, 2013.

**David Mussatt,**

*Acting Chief, Regional Programs Coordination Unit.*

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