

## **Description of Application and Selection Process**

Missouri Department of Conservation (MDC) is offering one grant for up to \$704,000.00 for a “Fuels for Public Facilities” project. The Fuels for Public Facilities project is a “turn-key” boiler system which uses wood for fuel. A minimum 20% match is required with this grant, and certain criteria must be met and maintained by the grantee.

Additional funds may be available through the Department of Economic Development’s Division of Energy’s Energy Loan Program. Please visit <http://energyloan.mo.gov> for more information on the loan program.

The grant selection committee will consist of staff members from the Missouri Department of Conservation and South Central Ozark Council of Governments.

**Grant Submission Deadline:** *December 16, 2020 (postmarked date)*

**Grant Duration:** *Two years*

**Grant Amount:** *\$704,000 maximum (one grant per public facility). MDC will pay up to 80% of the project or up to \$704,000; whichever comes first.*

*Additional funding may be available through the Department of Economic Development Energy Division’s Energy Loan Program. Please visit <http://energyloan.mo.gov> for more information on the loan program.*

**Number of grants to be awarded:** *One*

**All grant applications must contain original signatures, and be mailed to the following address:**

Missouri Department of Conservation  
Forestry Division  
Attention: 2020 Fuels for Public Facilities Grant  
P.O. Box 180  
Jefferson City, MO 65102

## **Eligible Geographies** – where will the grants be awarded?

The intent, depending on the quality of the applications, is to distribute one grant within the state of Missouri.

## **Process of Selecting a Public Entity for the Fuels for Public Facilities Grant**

1. Public entity fills out the Grant Application Form. Up to three additional pages may be included to provide additional information that would be helpful to the grant selection committee.
2. Selection committee ranks all grant proposals based on the information provided, the 70-point criteria system described below, and location. The highest ranking proposals will be selected as recipients, and the next highest ranking proposals will be selected as alternate recipients. The point system will be based on the following criteria:
  - a. Facility suitability for implementing the Fuels for Public Facilities grant (i.e., optimum square footage of buildings to be heated and/or cooled and space for construction). (25 points possible)
  - b. Proof of benefit to an economically distressed area in one or more of the following items: (20 points)
    - 51% or more of community residents are classified as low and moderate-income
    - Per capita income is not more than 50% of the national per capita average
    - 24-month unemployment rate is at least 225% of the national average.
  - c. Urgent or emergent need for major system repairs or replacement. (15 points)
  - d. The ability to quickly implement the grant if awarded. (10 points)
3. An onsite visit of the facility to determine project feasibility will be conducted by the MDC Grant Administrator in conjunction with U.S. Forest Service personnel at no cost to the entity. The purpose of the onsite visit is to determine if the entity, administrative support, and local forest resources are all sufficient to ensure a successful project.
4. Once a grantee has been tentatively selected for a grant, a meeting will be conducted with the board/council to ensure that all parties understand their responsibilities under the grant. Based on this meeting and the information previously supplied by the board/council, a final award determination will be made. If an entity qualifies under the ranking system, but is not eligible under

item 4 of this section, a meeting will be conducted with an alternate entity under the terms of this paragraph. If the alternate entity is not eligible, the next highest ranking entity may be considered.

5. An agreement between the grantee and grantor will then be executed after the above items have been completed.

### **How will the grant be administered?**

1. The SCOCOG Project Coordinator will be responsible for providing activity, expenditure, job creation or retention, and wood usage reports to the MDC Grant Administrator.
2. Money will not be given directly to the entity; instead bills will be submitted to the SCOCOG Project Coordinator and approved by the MDC Grant Administrator for payment.
3. The SCOCOG Project Coordinator will be required to track all bills that each entity claims on their grant, and be responsible for ensuring that the entity follows the State of Missouri's purchasing guidelines.
4. At any time an auditor can review the SCOCOG Project Coordinator's and/or the entity's financial records pertaining to this grant. This auditor can be internal MDC auditors, external State of Missouri auditors, and/or the MDC Grant Administrator.

### **After the grant is awarded, what steps should a public entity go through to implement the grant?**

1. Solicit bids for engineering services to design the Fuels for Public Facilities project.
2. Solicit bids for a contractor to supply the equipment and build the Fuels for Public Facilities project.
3. Submit for approval engineering services contracts, major construction contracts (greater than \$25,000), and major equipment purchases to the MDC Grant Administrator prior to awarding contracts.
4. Solicit bids for fuel supply from loggers/fuel suppliers.

## **Grant Agreement**

Each successful public entity (recipient) will be required to enter into a sub-recipient agreement with MDC as the final step in the award process. Specific terms of the agreement will include but not be limited to the following:

1. Start the grant implementation process immediately; must have significant implementation (engineer hired to design the system) within 90 days of receiving official notification of grant award.
2. Agree that the grant money can only be spent on engineering services, construction of energy facilities, retrofitting buildings to use the new system, and purchases of equipment and supplies to make the project successful. Funds shall not be used to purchase the wood fuel.
3. Report progress monthly to SCOCOG Project Coordinator during the installation phase and at other times designated in the formal agreement.
4. Track and report all bills and jobs created or retained during the implementation phase.
5. Report annually for a period of five (5) years after the project is completed on wood usage, wood cost, and savings compared to the entity's current heating methods.
6. Maintain and operate the system for a minimum of ten (10) years. If equipment wears out, it must be replaced at the entity's expense and the new equipment will be considered part of this system.
7. Obtain all needed permits for this project from local and state authorities such as clean air and clean water permits.
8. Submit final report after the project is completed to the SCOCOG Project Coordinator.
9. Agree to submit a status report two years after the project has been completed to the MDC Grant Administrator.