



Department of Energy

Washington, DC 20585

(enter date here, centered revised template January 10, 2014)

The Honorable Harold Rogers
Chairman, Committee on Appropriations
U.S. House of Representatives
Washington, DC 20515

The Honorable Barbara A. Mikulski
Chairwoman, Committee on Appropriations
U.S. Senate
Washington, DC 20510

The Honorable Mike Simpson
Chairman, Subcommittee on Energy
and Water Development
Committee on Appropriations
U.S. House of Representatives
Washington, DC 20515

The Honorable Dianne Feinstein
Chairman, Subcommittee on Energy
and Water Development
Committee on Appropriations
U.S. Senate
Washington, DC 20510

Subject: Section 311 Notification of Pending Public Announcement of Selection of
Applications for Negotiation of Financial Assistance Awards

Dear Chairmen Rogers, Mikulski, Simpson and Feinstein:

In accordance with Section 311 of P.L. 112-74 and as continued in P.L. 113-6, no earlier than three full business days from the date of this notification, the Department of Energy intends to announce publicly one or more selections for negotiation of financial assistance award(s) over \$1,000,000.

This information is market sensitive, predecisional and not public at this time. Accordingly, we request that you do not further disseminate this information. If you are considering disseminating this predecisional information, we respectfully request that you consult with the Department prior to making such a decision.

The action, in support of the Department of Energy, *(insert the name of the DOE Office that this action supports)*, is as follows: *(State the following in bullet format*

- Funding is being provided for Notice Number (fill-in), entitled "*provide title*". The dollar value of this award is *(\$ dollar amount to the nearest dollar to include cost share if it applies; list cost share separately)* from fiscal year 20(*XX enter fiscal year*) appropriations. These funds are from *(program office name and program name.)*. *(If the award uses multiple FY funds or multiple program offices and/or program names, then the notice will need to provide this information and the dollar amount per program name. See AL/FAL for sample table.)*
- *Provide a short description of financial assistance effort.*

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- The grant number is *(fill-in)*.
- The selectee is *(name of the selectee)*, located in *(name city and state)*.

Note: (If there are more than a few selectees to list, then the list can be an enclosure to the letter. For an Office of Science 10 CFR 605 award, edit the letter to show it is for financial assistance awards instead of selection of applicants.)

Staff from the Office of Budget, Office of the Chief Financial Officer will follow up with additional details as appropriate. If you have any questions, please contact the Office of External Coordination at 202-586-4180.

Sincerely,

*Name of Head of Contracting Activity or
delegated Procurement Director
Title
Contracting Activity Office Name*

cc:

The Honorable Nita M. Lowey
Ranking Member
Committee on Appropriations
U.S. House of Representatives

The Honorable Richard C. Shelby
Ranking Member
Committee on Appropriations
U.S. Senate

The Honorable Marcy Kaptur
Ranking Member
Subcommittee on Energy and Water Development
U.S. House of Representatives

The Honorable Lamar Alexander
Ranking Member
Subcommittee on Energy and Water Development
U.S. Senate

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