




U.S. Department of Energy

Office of Electricity Delivery and Energy Reliability

Smart Grid Investment Grant (SGIG)

*From Selection to Award –
Successfully Navigating the
Negotiations Process*

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November 19, 2009*

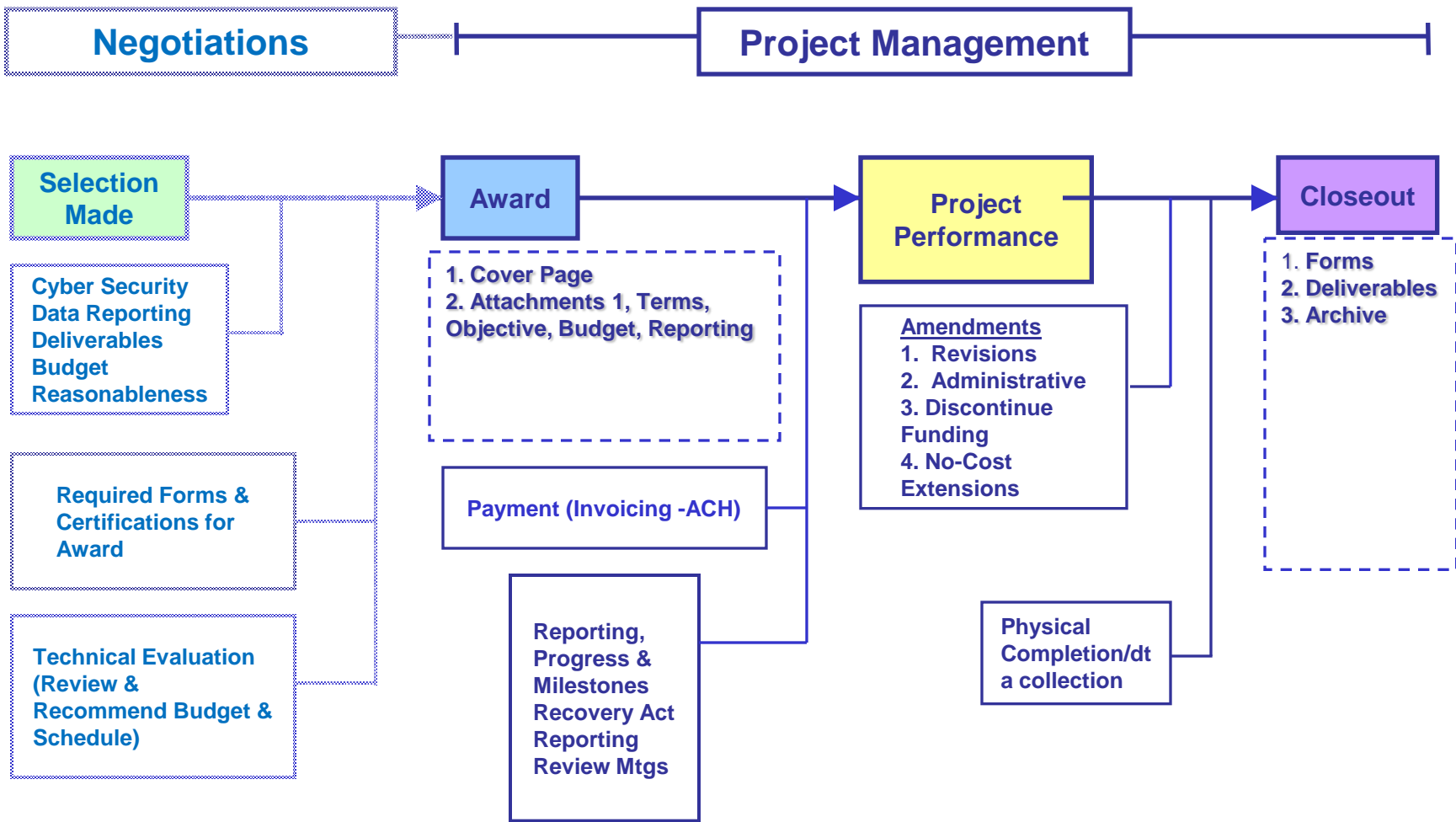


American Recovery & Reinvestment Act (ARRA) of 2009

- **These awards are funded by the ARRA**
- **There are special clauses and requirements**
- **Spending and progress will be posted regularly:**
 - **<http://www.energy.gov/recovery> and at <http://www.recovery.gov/>**
 - **Awardee must report project status and job creation narrative and number on a quarterly basis at**
 - **www.federalreporting.gov**



Standard Project Timeline: Agreement Award to Closeout





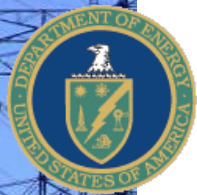
Contents of Award

- **Cover Page (Assistance Agreement)**
- Special Terms and Conditions
- **Attachment A: Budget**
- **Attachment B: Reporting Requirements**
- **Attachment C: Intellectual Property**
- **Attachment D: National Policy Assurances**



Review of Special Terms and Conditions

- **Acknowledge of Award Document**
- **Award Project Period**
- **Pre-award Costs**
- **Maximum Obligations**
- **Payment Procedures**
- **Cost Sharing**
- **Reporting Requirements**
- **Monitoring Process**



Acknowledgement Of Award Documents

- **All awardees must acknowledge receipt of award documents in the Fedconnect portal. Please confirm your Fedconnect registration.**
- **After the award document has been signed by both parties the awardee will receive notification and receive an electronic copy via the FedConnect portal.**
- **To register in Fedconnect, go to:**
<https://www.fedconnect.net/FedConnect/>
- **For technical assistance with FedConnect call (800) 899-6665.**



Review of Special Terms and Conditions

- **Award Project Period – The effective date of award is the date on which the award is signed by the Contracting Officer.**
- **Pre-Award Costs – Any work you do prior to award is done at your own risk. You are able to recoup pre-award expenditures up to 90 days prior to the effective date of the award without the prior approval by the CO. The CO must provide written approval for pre-awards costs for a period greater than 90 days immediately preceding the date of award.**
- **All pre-award costs must be incurred in direct support of your project and meet the requirements of the appropriate cost principles.**



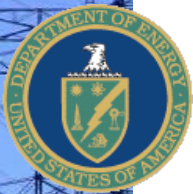
Review of Special Terms and Conditions

- **Maximum Obligation – The maximum Federal funding for your project is limited to the amount shown on the Agreement Cover Page. You are not obligated to continue performance of your project beyond the total amount obligated.**
- **Payment Procedures - Payment will be made by reimbursement through the Automated Clearing House.**
- **Requests for reimbursements must be made electronically through DOE's Oak Ridge Financial Service Center (ORFSC) VIPERS.**
- **To access and use VIPERS, you must enroll at <https://finweb.oro.doe.gov/vipers.htm>. Detailed instructions on how to enroll are provided on the web site.**
- **For technical assistance with VIPERS, call (888) 251-3557.**



Review of Special Terms and Conditions

- You must submit a Standard Form (SF) 270, "Request for Reimbursement" at <https://finweb.oro.doe.gov/vipers.htm> and attach a file containing appropriate supporting documentation.
- Submitting the SF 270 should coincide with your normal billing pattern, but not more frequently than every two weeks.
- The DOE approving official is the DOE Program Manager who will approve the invoice as soon as practicable but not later than 30 days after your request is received, unless the billing is improper.
- Upon receipt of an invoice payment authorization from the DOE approving official, the ORFSC will disburse payment to you. You may check the status of your payments at the VIPER web site. All payments are made by electronic funds transfer to the bank account identified on the ACH Vendor/Miscellaneous Payment Enrollment Form (SF 3881) that you filed.



Review of Special Terms and Conditions

- **Cost Sharing - The selectee must provide cost share of at least 50% of the total allowable costs (i.e., the sum of the Government share and the recipient share of allowable costs equals the total allowable cost of the project).**
- **Reporting Requirements – Recovery Act (The funding making this possible.)**
- **Smart Grid Investment specific**
 - **All reporting is electronic**
 - **DOE will be providing a reporting “how to” guide in the future**



Review of Special Terms and Conditions

- **Monitor project progress compared to SOPO/milestones**
- **Conduct site visits and project reviews**
- **Review reports and approve invoices/payments**
- **Maintain on-going relationship/communications with Principal Investigator and team members**
- **Keep PM's and CO apprised of progress as well as any issues for concern.**



Resources for the Recipient

- **DOE has established a Resource Page for Recipient Reporting that can be found at: <http://www.energy.gov/recovery>**
 - **The page provides guidance, instructions for complying with the recipient reporting requirements of the American Recovery and Reinvestment Act, including reporting number of jobs created.**
 - **Recipients are required to report quarterly, with the report due no later than the tenth calendar day after each calendar quarter in which the recipient received the cooperative agreement awarded funded by the Recovery Act.**



Resources for the Recipient

- DOE has established a Clearinghouse for Recovery information. The Clearinghouse will provide initial consultations, and also make referrals when appropriate to other information sources (websites, documents, DOE staff, etc).

Webpage: <https://recoveryclearinghouse.energy.gov/>

Email: RecoveryClearinghouse@hq.doe.gov

Toll-free: 1-888-DOE-RCVY (1-888-363-7289)

- Information & forms for recipients are located at:http://management.energy.gov/business_doe/business_forms.htm
- DOE PM's and CO's
- FedConnect - <https://www.fedconnect.net/FedConnect/>
- For technical assistance with VIPERS, call (888) 251-3557