



## Department of Energy

Washington, DC 20585

*(enter date here, centered)*

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

The Honorable Daniel K. Inouye  
Chairman, Committee on Appropriations  
U.S. Senate  
Washington, DC 20510

The Honorable Rodney P. Frelinghuysen  
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 to Make a Non-competitive Financial Assistance Award

Dear Chairmen Rogers, Inouye, Frelinghuysen and Feinstein:

No earlier than three full business days from the date of this notification, the Department of Energy intends to award an action over \$1,000,000 in accordance with Section 311 of P.L. 112-74.

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*".  
*Provide a short description of financial assistance effort.*
- The grant number is *(fill-in)*.
- The selectee is *(name of the selectee)* in *(name city and state)*.
- The dollar value of this award is *(\$ dollar amount to the nearest dollar state to include cost share if it applies)* from fiscal year 20*(XX enter fiscal year)* appropriations. These *(\$ dollar amount of each treasury account)* funds are from treasury account number *(xx enter account information)* and drawn from *(xx enter program information)*

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program. *(If the award uses multiple FY funds or multiple treasury account numbers and program names, then the notice will need to list this information and dollar amount per treasury account number.)*

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 Norman D. Dicks  
Ranking Member  
Committee on Appropriations  
U.S. House of Representatives

The Honorable Thad Cochran  
Ranking Member  
Committee on Appropriations  
U.S. Senate

The Honorable Peter Visclosky  
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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