

AGRI Biofuels Infrastructure Grant Program 2022 Request for Proposals

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Grant Summary

Overview

The AGRI Biofuels Infrastructure Grant Program is a competitive funding opportunity for Minnesota retail service stations (including service stations, convenience stations, and hypermarket fueling stations) seeking to invest in retail petroleum dispensers, fuel storage tanks, and other equipment needed to dispense biofuels to the public in accordance with the biofuel replacement goals established by the legislature ([MINN. STAT. 239.7911](#)). The intent of the program is to increase access and sales of motor fuel blends containing at least 15% ethanol by investing in equipment that is certified as compatible with E25 or higher blends. This program is administered by the Agricultural Marketing and Development Division, Minnesota Department of Agriculture (MDA), through the Agricultural Growth, Research, and Innovation (AGRI) Program.

Funding availability

Approximately \$6,610,000 will be awarded in Fiscal Year (FY) 2022 for Biofuels Infrastructure projects throughout Minnesota. This includes \$5.61 million appropriated by the legislature to the AGRI Program (\$2.805 million in FY 2022 and FY 2023) and \$1 million from the Minnesota Corn Growers Association (MCGA). Projects may be funded through AGRI funds, MCGA funds, or a combination of both.

Applicants may request a maximum award of \$199,000 and a minimum award of \$5,000 for an individual project. Any funds remaining after the first round of grant awards will be made available via a separate Request for Proposals in FY 2023. Applicants must commit **at least 35%** of the total project cost as a cash match.

Grants may last up to three years from the start date. Projects will have start dates between June 2022 and June 2023. Because we are awarding FY 2023 funds at the same time, some projects will have start dates after July 1, 2022. Applicants must indicate their anticipated start date in their application.

Priorities

It is the policy of the State of Minnesota to ensure fairness, precision, equity, and consistency in competitive grant awards. This includes implementing diversity and inclusion in grant-making.

[Policy 08-02: Rating Criteria for Competitive Grant Review \(PDF\)](#) establishes the expectation that grant programs intentionally identify how the grant serves diverse populations, especially populations experiencing inequities and/or disparities.

This grant program prioritizes:

- Funding a combination of large projects and small projects upgrading equipment to be compatible with E25 or higher blends.
- Funding a combination of applicants providing critical access to motor fuel and other goods and services and applicants capable of selling high volumes of E15 and higher blends.

- Awarding funds equitably throughout the state.
- Businesses owned by women, members of the Black, Indigenous, and People of Color (BIPOC) community, and veterans.
- Projects that serve communities of color, Native American Tribal communities, socio-economically disadvantaged communities, and communities where access to biofuels is limited.

Grant outcomes will include:

- Increased access to motor fuel blends containing at least 15% ethanol.
- Increased sales to motor fuel blends containing at least 15% ethanol.

How to submit questions

All questions should be submitted through writing by email (MDA.AGRIGrants@state.mn.us) by **4:00 p.m. Central Time on Thursday, March 10, 2022**. All questions will be answered in writing and posted in the Question & Answer section of the [program webpage](#). MDA employees are not authorized to provide advice on any applications. Applicants who solicit or receive advice from unauthorized MDA employees may be disqualified from eligibility for a grant award.

How to apply

We must receive your completed [online application](#) for the AGRI Biofuels Infrastructure Grant Program by **4:00 p.m. Central Time on Thursday, March 17, 2022** to be considered for funding. We will not consider late applications.

Technical assistance with the online application system can be provided until the submission deadline by calling 651-201-6500 or emailing MDA.AGRIGrants@state.mn.us with “AGRI Biofuels Infrastructure Grant” in the subject line. We encourage applicants to apply early so that there is ample time to receive technical assistance if needed.

The MDA is not responsible for any technical or logistical problems resulting in the MDA not receiving the application on time. It is the responsibility of the applicant to ensure that submission is received by the MDA before the deadline. It is best practice to submit your application at least 24 hours in advance to prevent unforeseen delays. Applications will not be accepted after the grant deadline under any circumstances.

Application guidelines

- Applicants with multiple stations (10 or fewer to be eligible) must submit a separate application for each location for which grant funds are requested.
- Write for reviewers who are generally knowledgeable but may not have a thorough or deep understanding of your business or project. Use plain, easily understood language.

- Answer all questions completely within the character limits specified in the grant application. A preview of the questions and information requested in the online application can be found in the [Application Questions](#) section of this document.
- The [Project Evaluation Profile](#) included in this document will be used to score and compare the grant applications.

Timeline and deadlines for grant program

Questions due no later than 4:00 pm Central Time.....**March 10, 2022**

Applications due no later than 4:00 pm Central Time.....**March 17, 2022**

Applicants notified of decisions; grant agreement negotiations begin.....**May 2022**

Anticipated start date for projects awarded funding.....**June and July 2022**

Grant Eligibility

Eligible applicants

Applicants must:

- Be a retail petroleum dispenser in Minnesota **with no more than 10 retail petroleum dispensing sites regardless of their location.**
- Not be a fleet operator.
- Be in good standing with the State of Minnesota.
 - No back taxes owed.
 - No defaults on Minnesota State-backed financing for the last seven years.
 - Acceptable performance on past MDA grants.
 - Compliant with current state regulations.
- Be appropriately licensed and authorized to conduct business in Minnesota.
- Not be a business owned or managed by an employee or spouse of an employee of the MDA.

Stations owned, operated by, and/or serving Native American Tribal communities are encouraged to apply, provided they meet all other eligibility requirements.

Properties that are leased and not owned by applicants must indicate at the time of application the owners' permission to pursue the proposed improvements to the premises. Applications that are accepted for funding and located on leased property will require written confirmation by owner prior to grant start date that (1) the lease agreement will accommodate the installation of equipment per the terms of the resulting grant contract agreement, and (2) that the lease agreement will extend to or beyond the end date of the grant period.

Examples of applicants:

- Retail service stations.
- Convenience stations.
- Hypermarket fueling stations.

Collaboration

Eligible applicants may collaborate with stakeholders in developing proposals (e.g., seeking feedback from industry associations).

Eligible projects and expenses

Projects must:

- Replace or upgrade equipment that does not have the ability to be certified for E25.
- Include a marketing plan that promotes sale of motor fuel blends containing at least 15% ethanol.
- Include tracking of sales metrics to demonstrate sales of motor fuel blends of E15 and higher during the term of the grant period and beyond.
- Include matching funds from non-State sources; please see [Matching Funds](#) section.
- Not start until the grant contract agreement is signed by all parties and has reached its effective date. No purchasing or contracting of goods and services may occur prior to the full execution of the grant contract agreement or effective date, whichever is later.
- Be completed in three years or less. Grant contract agreements cannot be extended beyond three years.
- Be conducted in Minnesota.

Project examples:

- Replacing petroleum dispensers that cannot be certified for E25 with dispensers certified as compatible with E25 or higher blends.
- Upgrading fuel storage tanks that cannot be certified for E25 with tanks certified as compatible with E25 or higher blends.
- Replacing or upgrading other equipment needed to dispense E25 or higher blends.
- Modifying E85 equipment to also be compatible with E25 if not already compatible.

Ineligible expenses

Ineligible expenses include but are not limited to:

- **Expenditures incurred prior to full execution of grant contract agreement or effective date, whichever occurs later.**
- Replacing or upgrading equipment that is currently nonfunctional.
- Replacing or upgrading equipment currently certified as compatible with E25.
- Expenses for equipment not directly related to the storage or dispensing of E25 or higher blends (e.g., signage).
- Expenses not associated with the purchase or installation of eligible equipment.
- Expenses associated with environmental remediation. The [Petroleum Tank Release Cleanup Fund \(Petrofund\)](#) is a potential funding source for costs associated with petroleum tank leaks.
- Owner and employees' wages and benefits.

- Advertising, public relations, entertainment, and amusement costs.
- Donated or volunteer (in-kind) services. While these may be furnished to an applicant by professional and technical personnel, consultants, and other skilled and unskilled labor, the value of these services is not an eligible cost.
- Donations and in-kind contributions, including property and services, made by the applicant (regardless of the recipient).
- Fines, penalties, and other settlement expenses resulting from failure of the applicant to comply with federal, state, local, or Native American tribal laws and regulations.
- Indirect costs (expenses of doing business that are not readily identified with the project).
- Fundraising, including financial campaigns, solicitation of gifts and bequests, and similar expenses incurred to raise capital or obtain contributions.
- Taxes, except sales tax on goods and services.
- Lobbyists and political contributions.
- Bad debts, late payment fees, finance charges, legal costs, or contingency funds.
- Parking or traffic violations.
- Out of state transportation and travel expenses. Minnesota will be considered the home state for determining whether travel is out of state.

Matching funds

Applicants must commit **at least 35%** of the total project cost as a cash match. Matching funds can be in the form of cash, loans, other grants, or liquid capital assets dedicated to the project. However, other state funds cannot be used for the matching funds. State funds are obtained through the budgeting process of the Minnesota Legislature or granted by a state agency. For the purposes of this program, the MCGA funds are considered state funds and cannot be considered as match. Non-cash, in-kind matches of goods and services are not allowable.

Application Review Policies

Review process

A review committee, composed of MDA staff and external reviewers, evaluates all eligible applications based on the criteria in the Project Evaluation Profile. Reviewers may recommend whole or partial funding of a project. The commissioner of agriculture reviews the committee recommendations and is responsible for award decisions. The review committee and commissioner may use rural/urban, geographic distribution, services to underserved populations, applicant's history as a state grantee, and capacity to perform the work when making their decisions. The MDA will notify applicants, both successful and unsuccessful, in writing. Applicants may request a summary of reviewer comments.

Conflicts of interest

State grant policy requires that steps and procedures are in place to prevent individual and organizational conflicts of interest, both in reference to applicants and reviewers ([MINN. STAT.16B.98](#) and [Conflict of Interest Policy for State Grant-Making, 2022 \(Word\)](#)).

Organizational conflicts of interest occur when:

- A grantee or applicant is unable or potentially unable to render impartial assistance or advice to the MDA due to competing duties or loyalties.
- A grantee's or applicant's objectivity in carrying out the grant is or might be otherwise impaired due to competing duties or loyalties.

In cases where a conflict of interest is suspected, disclosed, or discovered, the applicants or grantees will be notified and actions may be pursued, including but not limited to disqualification from eligibility for the grant award or termination of the grant agreement.

Privacy notice and data classification

The information provided by an applicant will be used to assess the applicant's eligibility to receive a grant under the AGRI Program. The decision to apply for this grant is voluntary, and applicants are not legally required to provide any of the requested information. Applicants may decline to complete this application without any legal consequence. However, only completed applications will be considered for a grant; incomplete applications will not be considered.

Data provided in this application is initially classified by the Minnesota Data Practices Act as private or nonpublic, although some or all of the data will generally become public at various points of the application process unless the data are otherwise classified by state or federal law. Access to private or nonpublic data is limited to those authorized by law, including but not necessarily limited to MDA staff and contractors with a valid work assignment to access the data, parties authorized by the applicant, parties identified in a valid court order or federal subpoena, Minnesota Management and Budget, Minnesota Department of Administration, the state auditor, and the legislative auditor. If necessary, the MDA may also share the data with law enforcement or the Office of the Attorney General.

Per Minnesota's statute on grants ([MINN. STAT. 13.599](#)):

- Names and addresses of grant applicants, and the grant amount requested, will be public data once application responses are opened.
- All remaining data in application responses (except trade secret information, see below) becomes public data after the evaluation process is completed (for the purposes of this grant, when all grant agreements have been fully executed).
- All data created or maintained by the MDA as part of the evaluation process (except trade secret information, see below) will be public data after the evaluation process is completed.
- **Procedure for Claiming Protection of Trade Secrets:** Trade secret information ([MINN. STAT. 13.37, subd. 1\(b\)](#)) is classified as not public data. In order for an applicant to protect data submitted as part of this application as trade secret information, the applicant must clearly identify the specific formula, pattern, compilation, program, device, method, technique, or process that the applicant believes to be a valid trade secret (as defined by Minnesota law) and provide an explanation of the economic value of keeping the data from being generally known to other persons. Determining what constitutes trade secret information is ultimately the responsibility of the MDA, and the MDA cannot guarantee that data marked by an applicant as trade secret information, or otherwise marked "confidential," will be classified as such. If the MDA determines that data do not meet the definition of trade secret information, that data will be available to the public unless the applicant secures a court order saying otherwise.

Requirements for Grant Recipients

Accountability and reporting

Grantees will be required to provide regular reports during the grant period to document project progress and resulting sales of biofuels containing at least 15% ethanol. In addition, follow-up surveys will be required to help us determine the long-term impacts of the grant. Grantees are required to respond to requests for follow-up information for three years beyond the grant period, and information reported to the MDA may be classified as public data. Failure to respond to these in a timely manner may impact your ability to secure future funding from the MDA.

Grant award agreement and payments

Grant contract agreement templates are available for review on the [Office of Grants Management Forms and FAQs](#) webpage.

Upon approval of an application and prior to beginning work on the grant project(s) and receiving reimbursements, the applicant is required to do the following:

- Complete an IRS W-9 form or register as a vendor in SWIFT, the State's accounting system, and submit other required documentation within three weeks of award notification; and
- Sign a grant contract agreement indicating their intention to complete the proposed tasks. The agreement also authorizes the MDA to monitor the progress of the project. The grant award document must be signed within 30 days of being sent to the grantee.

Eligible expenses may only be incurred after the grant contract agreement has been signed by all parties. Grant periods may not extend beyond three years from the effective date of the grant contract agreement.

Grant funds are dispersed on a reimbursement basis. All grantee requests for reimbursement must correspond to the approved grant budget. To receive grant payments, grantees must provide proof that grant project work has been done by submitting details of each purchase on receipts or invoices, and proof that the vendors have been paid. Annual progress reports are required to be submitted during the duration of the project and up to three years beyond grant period. Grant payments shall not be made on grants with past due progress reports unless the MDA has given the grantee a written extension.

The MDA will hold back the final 10% of each grant award until the upgraded equipment is in operation.

For projects that replace or upgrade underground storage tanks, the grantee must submit UST alternative fuel compatibility form [UST alternative fuel compatibility form t-u5-09 \(PDF\)](#) to the Minnesota Pollution Control Agency (MPCA) and the MPCA must confirm its receipt before the MDA will make final payment.

Site visits and financial reconciliations

The grant contract agreement allows the MDA to monitor the progress of the project. The MDA will perform a monitoring visit for all grantees with awards of \$25,000 or more prior to approving final payment.

The MDA will perform a financial reconciliation of at least one invoice on grants greater than or equal to \$50,000; financial reconciliation may be performed on additional payment requests at the discretion of the MDA. For this purpose, the grantee must provide expense receipts, employee timesheets, invoices, and any other supporting documents requested by the state.

Bidding requirements

All funded applicants will be required to abide by the state's bidding requirements. See a detailed list of the state's [bidding requirements](#) for details; we anticipate that most grantees will need to follow the Non-governmental/nonprofit organization tab. Please note, if specific contractors are named in the application, grantees will not need to undergo a formal bidding process. This can save you time and effort later.

Affirmative action and non-discrimination policy

The grantee agrees not to discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status in regard to public assistance, membership or activity in a local commission, disability, sexual orientation, or age in regard to any position for which the employee or applicant for employment is qualified ([MINN. STAT. 363A.02](#)). The grantee agrees to take affirmative steps to employ, advance in employment, upgrade, train, and recruit minority persons, women, and persons with disabilities.

The grantee must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The grantee agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship ([Minnesota Rules, part 5000.3500](#)).

The grantee agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the [Minnesota Human Rights Act](#).

Audits of project

The grantee's books, records, documents, and accounting procedures and practices of the grantee or other party that are relevant to the grant or transaction are subject to examination by the granting agency and either the legislative auditor or the state auditor, as appropriate ([MINN. STAT. 16B.98, subd. 8](#)). This requirement will last for a minimum of six years from the grant agreement end date,

receipt, and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

Voter registration requirement

The grantee will provide voter registration services for its employees ([MINN. STAT. 201.162](#)).

AGRI Background and Program Goals

The Agricultural Growth, Research, and Innovation Program (AGRI) was established to advance Minnesota's agricultural and renewable energy industries ([MINN. STAT. 41A.12](#)). The goal of the AGRI Biofuels Infrastructure Grant Program is to increase access and sales of motor fuel blends containing at least 15% ethanol by investing in equipment that is certified as compatible with E25 or higher blends.

Project Evaluation Profile

Evaluation Criteria	Maximum Score
<p>Project Goals and Outcomes</p> <ul style="list-style-type: none"> Proposed outcomes of project address goals of the AGRI Biofuels Infrastructure Grant Program and reflect an increase of access to and sales of motor fuel blends containing at least 15% ethanol Proposed outcomes of project are realistic and appropriate for the size of budget request Applicant demonstrates how proposed outcomes were determined 	20
<p>Business Readiness and Financial Sustainability</p> <ul style="list-style-type: none"> Applicant demonstrates sound business management, financial aptitude, and stability Applicant describes the financial benefit of doing the grant project 	20
<p>Marketing and Business Plans</p> <ul style="list-style-type: none"> Applicant describes marketing efforts to increase sales of motor fuel blends containing at least 15% ethanol Applicant describes how proposed project aligns with business plan 	20
<p>Work Plan and Timeline</p> <ul style="list-style-type: none"> Work plan is thorough and realistic Work plan includes marketing efforts and tracking of sales A detailed description of each step of the grant project is provided with estimated dates 	15
<p>Budget and Match</p> <ul style="list-style-type: none"> Budget clearly details all project costs Budget clearly explains source and amount of applicant's funds (cash match) Budget is cost effective and planned purchases are backed by quotes or other sources 	15
<p>Diversity, Equity, and Inclusion (Business Ownership)</p> <ul style="list-style-type: none"> Applicant is a woman-owned business Applicant is owned by member of the BIPOC community Applicant is veteran-owned business 	5
<p>Diversity, Equity, and Inclusion (Service Area)</p> <ul style="list-style-type: none"> Applicant meaningfully serves communities of color or Native American Tribal communities Applicant serves economically distressed area and/or socio-economically disadvantaged community Applicant will create or sustain access to communities with limited access to motor fuel blends containing at least 15% ethanol 	5
<p>Total</p>	<p>100</p>

Application Questions

Contact information

Applicant information

- Legal Name of Business Entity
- Assumed Name(s), if any, of Business Entity
- Physical Address of Retail Entity
- Name, Mailing Address, Telephone Number, and Email Address of Contact Person for Application

Authorized representative

If awarded a grant, is the person authorized to sign contracts on behalf of the legal entity the same as the contact person listed above? (Yes/No)

- If no: Name, Mailing Address, Telephone Number, and Email Address for the Applicant's Authorized Representative who will sign any resulting Grant Contract Agreement.

Eligibility

Confirm that the following statements apply to your business.

- The business is in good standing with the State of Minnesota. (No back taxes owed, no defaults on Minnesota State backed financing for the past seven years, in compliance with current state regulations, and acceptable performance on past MDA grants.)
- The business is in Minnesota or authorized to conduct business in Minnesota.
- No one involved in the project or the application for the grant is an employee or spouse of an employee of the MDA.
- No work has started on proposed project or will work start before the Grant Contract Agreement is signed by all parties. The MDA is unable to reimburse for any work that is performed prior to the effective date of the Grant Contract Agreement. You may begin planning your project before the Grant Contract Agreement is signed, but you may not contract for or purchase any goods or services included in your grant budget, including those expenses covered by matching funds.

Previous grants

Has the business received previous MDA or USDA grant funding for biofuels infrastructure? (Yes/No)

- If yes, briefly describe your previous grant project(s), including date(s) and amount(s) awarded.

Project summary

Grant request

- Project Name (Name of station and city)
- Project Type (Select all that apply)
 - Replacement of petroleum dispensers for compatibility with E25 or higher blends
 - Upgrading fuel storage tanks for compatibility with E25 or higher blends
 - Replacing or upgrading other equipment needed to dispense E25 or higher blends
- Date you anticipate starting your project
 - Must be after the Grant Contract Agreement is signed by you **and** the State of Minnesota.
 - Award notification is in May. Some contracts may be signed as early as early June and others in July.
- Date you anticipate completing your project and begin selling higher blends of ethanol with the new equipment
 - Contracts may last three years from start date.
 - You will have up to three months after your Grant Contract Agreement end date to submit for a reimbursement.
 - All items and services must be paid for by the end date of the Grant Contract Agreement.

Applicant/project site details

- How many years has business been in operation?
- How many years has this specific dispensing site for the proposed project been in operation?
- Other than dispensing fuel, what services/products are available at this specific dispensing site?
- How many retail dispensing sites are owned or operated by the applicant in Minnesota?
- How many retail dispensing sites are owned or operated by the applicant in other states?
- Is the property on which the business is located owned by the applicant? (Yes/No)
 - If no, I affirm that I have permission from the property owner to pursue the proposed improvements to the premises.

Project description and proposed outcomes

- Provide a brief description of your project, outlining how it will increase access to and sales of E15 and higher blends. Limit this description to one to three sentences. *(500 characters, including spaces)*

- Indicate the number of gallons sold at the specific dispensing site during calendar year 2021 for the blends listed below.
 - E10 (any octane level)
 - E15
 - E30
 - E50
 - E85
- Indicate the number of gallons anticipated to be sold at the specific dispensing site during calendar years 2022, 2023 and 2024.
 - E10 (any octane level)
 - E15
 - E30
 - E50
 - E85
- Describe how you developed the estimates for calendar years 2022, 2023 and 2024. *(1,200 characters, including spaces)*

Business readiness and financial sustainability

- Summarize your ability to complete this project and the financial sustainability of your business by addressing the following *(2,000 characters, including spaces)*:
 - Description of how business is structured, including a brief description of management personnel and their experience relevant to the project and managing grant funds.
 - Description of the financial health/cash flow of the business over the past year. If the business encompasses multiple locations, please provide information for the specific dispensing site for proposed project and how that location's finances relate to overall business.
 - How is your business planning to grow or remain competitive?
 - How will proposed project financially benefit business?
- Optional: Applicants may upload letters of support from financial and/or business contacts that can attest to their sound business management, financial aptitude, and stability.

Marketing and business plans

- Explain how your proposed project fits into your business plan. *(1,200 characters, including spaces)*
- If your grant request is over \$100,000, please upload a copy of your most recent business plan (requests for \$100,000 and less may also include a copy of business plan, but it is not required). **Redact all confidential information and trade secrets included in your business plan.**
- Provide a description of your current marketing efforts and explain the how you will market biofuels after completion of the project. *(1,200 characters, including spaces)*

Project plan

Work plan and timeline

Create a work plan and timeline using the example format below. You should include the steps that you will take to successfully complete your project. For example, you might include target dates for requesting quotes, installing and testing equipment, and full launch of the equipment/sales of higher blends. You may also upload a work plan as an Excel or Word file.

Example:

Timeframe	Description of Task/Action Item	Responsible Party
<i>August 2022</i>	<i>Sign contract with contractor</i>	<i>Station Manager</i>
<i>May 2023</i>	<i>Remove pumps to be replaced</i>	<i>Contractor</i>
<i>June 2023</i>	<i>Install new pumps compatible with E25</i>	<i>Contractor</i>

Budget

Create a budget using the example format below. If specific contractors are named in the application, grantees will not need to undergo a formal bidding process as long as you use these contractors for your project. This can save you time and effort later. You may also upload the budget as an Excel or Word file.

Example:

Item	Quantity	Cost Per Unit	Total Estimate	Source of Estimate
<i>E25 Compatible Pump</i>	<i>4</i>	<i>\$20,000</i>	<i>\$80,000</i>	<i>ABC Commercial Fuel Pumps</i>
<i>Contractor Hours</i>	<i>100</i>	<i>\$100</i>	<i>\$10,000</i>	<i>XYZ Gas Pump Installers</i>

- Total Project Cost
- Total Grant Request (up to 65% of the Total Project Cost). Maximum of \$199,000, minimum \$5,000.
- Total Cash Match (at least 35% of the Total Project Cost)

Budget narrative

Justify your budget and explain how you plan to pay for your project. (2,000 characters, including spaces)

- Explain how you developed the budget estimates. Please indicate if specific vendors and/or contractors have been identified.
- Describe sources of cash match (financing, other grants, private investment, personal investment, or organization funds, etc.). Other state funds cannot be used to provide the cash match.

(Optional) Documents showing project costs and ability to pay for project

Submit documents such as:

- Quotes or estimates from businesses for equipment or services.
- Letters of commitment written by financial institutions or other organization that will be providing funding through loans or credit.
- Bank statements showing enough cash reserves to fund project.

Diversity, equity, and inclusion

This grant program prioritizes businesses owned by women, members of the BIPOC community, and veterans, as well as projects that serve communities of color, Native American Tribal communities, socio-economically disadvantaged communities, and communities where access to biofuels is limited. Explain how these priorities are reflected in your business and the communities you serve, if at all.
(1,200 characters, including spaces)