

# **BIOTENN GREEN ISLAND BIOFUEL CORRIDOR PROGRAM**

## **Retail Refueling Infrastructure Grant Application Package**

**TENNESSEE DEPARTMENT OF TRANSPORTATION  
Environmental Division**

### **PROJECT PROPOSAL DEADLINE**

**Proposals must be received by  
**April 30, 2010****

#### **Send completed proposals to:**

Tennessee Department of Transportation  
Green Island Biofuel Grants, Environmental Division  
James K. Polk Building, Suite 900  
505 Deaderick Street, Nashville, TN 37243-0334

Proposals may be submitted by email at:

[Linda.Tidwell@tn.gov](mailto:Linda.Tidwell@tn.gov)

or by FAX at:  
615-741-1098

For more information:

[www.tn.gov/tdot/biofuel/application.htm](http://www.tn.gov/tdot/biofuel/application.htm)

# BIOTENN

## GREEN ISLAND BIOFUEL CORRIDOR PROGRAM

### GRANT FUNDING APPLICATION

#### Introduction

Private sector retail refueling stations are invited to submit proposals for grant funding to assist in converting or installing fuel storage tanks and equipment to dispense biodiesel (B20) and fuel ethanol (E85) to the public. Funds are made available through BioTENN, a partnership initiative established under Governor's Executive Order 33. A minimum of 20 percent in nonfederal matching funds is required.

The Green Island Biofuel Corridor Program, administered by the Tennessee Department of Transportation (TDOT), seeks to encourage and expand the use of cleaner burning biofuels in Tennessee by creating a statewide network of publicly accessible B20 biodiesel and E85 refueling stations. The Green Island Biofuel Corridor Program was created to assist retail companies in establishing B20 and E85 refueling stations along interstate and major highway corridors and in major population centers and communities. This competitive grant funding solicitation focuses on completing the development of Green Island Biofuel Corridors across the state. It also seeks to identify partner retail stations in areas where reasonably accessible and convenient retail biofuel stations are not in place and to provide access to E85 and B20 for state and university fleet vehicles to assist the state in meeting a 20 percent petroleum reduction mandate for state vehicles.

For purposes of this funding opportunity, the following definitions apply:

**Retail refueling station** is defined as a business engaged in the sale of automotive fuel (gasoline or diesel fuel) directly to consumers. Farmer co-ops that operate retail refueling sites are included in this definition.

**E85 fuel ethanol** means a blend of denatured fuel ethanol and hydrocarbons which meets the most recent version of ASTM D5798, Standard Specification for Fuel Ethanol (Ed75-Ed85) for Automotive Spark-Ignition Engines and as adopted by the Tennessee Department of Agriculture, Regulatory Services Division.

**B20 biodiesel** is defined as a blend consisting of 80 percent on-road petroleum diesel and 20 percent B99/B100 (neat) biodiesel by volume. Blends of biodiesel and diesel fuels shall meet the following requirements: the base diesel fuel shall meet the most current requirements of ASTM D975, Standard Specification for Diesel Fuel Oils for grade No. 2-D S15; the biodiesel blend stock shall meet the most current requirements of ASTM D6751, Standard Specification for Biodiesel Fuel (B100) Blend Stock for Distillate Fuels grade S15. Blends of biodiesel and diesel fuels shall meet the most current version of ASTM D7467 for B20 S15 blends and as adopted by the Tennessee Department of Agriculture, Regulatory Services Division.

#### Project application process

This grant application package includes information regarding the project background, project application process and project selection, and a proposal application. This application package is available on the TDOT website at [www.tn.gov/tdot/biofuel/application.htm](http://www.tn.gov/tdot/biofuel/application.htm).

**Proposal submittal deadline ..... April 30, 2010**

Interested parties should submit completed proposals to:

Tennessee Department of Transportation, Green Island Biofuel Corridor Grants, Environmental Division, James K. Polk Building, Suite 900, 505 Deaderick Street, Nashville, TN 37243-0334

Proposals may be submitted by email at [Linda.Tidwell@tn.gov](mailto:Linda.Tidwell@tn.gov) or by FAX at 615-741-1098.

For questions pertaining to procedures, please contact Linda Tidwell at (615) 253-2860.

## I. Funding availability

Biofuels refueling infrastructure proposals will be selected for funding through a competitive process. The maximum funding for any grant proposal may not exceed \$45,000 per fuel (\$90,000 per site for both E85 and B20). TDOT will reimburse up to 80 percent of approved project cost for projects selected for funding. **At least 20 percent of project cost will be the responsibility of the retail station owner.** Providing a larger match will strengthen a company's proposal. **This is a reimbursement program, and retail station owners must provide funding to cover expenses as they are incurred.** Project cost for the selected projects will be reimbursed *up to the amount approved for that project* upon submission of documentation/ receipts for expenses incurred and payment of expenses. TDOT reserves the right to fund all or none of the proposals received and to fund partial projects.

## II. Who is eligible to apply?

Retail refueling stations, including farmer co-ops, engaged in the sale of automotive fuel (gasoline and/or onroad diesel fuel) directly to consumers are eligible to apply for grant funding. All applicants must be in compliance with requirements of the Tennessee Department of Environment and Conservation, Division of Underground Storage Tanks, for all petroleum underground storage tanks on the proposed site.

## III. What project costs are eligible for funding?

Eligible project costs include:

- Capital expenses for converting or installing B20/E85 compatible fuel storage tanks, fuel dispensers, blending equipment and other components for the purpose of dispensing B20 and/or E85.
- Directly associated expenses, such as fees to clean existing storage tanks and labor for installation of tanks, fuel lines and dispensers.
- Tangible signage to direct travelers to biofuel stations, such as reader boards, signboards and displays on the station property, and pump imaging materials. Proposals may include expenses to revise existing retail station interstate business panels (logo signs) or to design new business panels to advertise E85 and/or B20 on interstate blue "logo" boards to direct travelers to biofuel stations. Maximum funding for signage is \$2,000 per fuel, with a maximum of \$4,000 per location (see budget detail worksheet instructions for more information).

**Ineligible** costs include but may not be limited to:

- **Work done or equipment ordered, purchased or installed before the selected grantee receives written approval of a fully executed grant contract and notice to proceed**
- **Costs for equipment or work not included in an approved grant contract**
- Acquisition of property
- Construction of canopies and driveways
- Infrastructure involving diesel fuel with a sulfur content greater than 15 ppm sulfur by volume
- Portions of the infrastructure cost directly associated with conventional gasoline or diesel fuel (for example, half of the cost of purchasing and installing a two-product dispenser to be used for both unleaded gasoline/E10 and for E85 would be eligible for grant funding)
- Biofuels infrastructure for unattended sites
- Retail operating expenses and fuel costs, including incremental costs of fuel
- Billboards and non-tangible advertising media, such as newspaper and radio advertising
- Costs to fund an obligation imposed on private sector or non-profit entities under the federal Clean Air Act or any other state or federal law

#### IV. Project selection criteria

This Green Island Biofuels Corridor Network grant solicitation focuses on completing the development of interstate biofuel corridors across the state. The Green Island Biofuel Corridor program seeks to establish biofuel refueling sites no more than 100 miles apart along Tennessee’s interstates and major highways. The goal is to establish at least one B20 and one E85 station in each of 30 priority counties, with at least three E85 and three B20 stations in urban areas: Chattanooga/Hamilton County, Knoxville/Knox County, Nashville/Davidson County, Memphis/Shelby County, Tri-Cities area (see Biofuel Corridor map at [www.tn.gov/tdot/biofuel/application.htm](http://www.tn.gov/tdot/biofuel/application.htm)).

Twelve of the 30 priority counties have now met the minimum goal for E85 and/or B20 pumps. Of the remaining 18 counties, six have been identified as high-priority “target” counties for E85, B20 or both biofuels. Proposals for sites in counties that are not included on the list of Target Counties or Priority Counties (below) will be considered for funding but will not receive priority points for corridor counties.

The following criteria will be considered in selecting projects for funding. Proposals will earn points for meeting the various criteria in each of the following categories.

##### A. Corridor priorities (maximum total 25 points)

- Points will be awarded for eligible projects located within a priority county. Highest priority will be placed on proposals in counties indicated as “target” counties.
- Points will be awarded for eligible projects that contribute to the goal of creating biofuel corridors and filling gaps in the existing corridor network.

#### Priority Corridor Counties

Note: The state’s minimum goal is one E85 and one B20 pump in each priority county and three E85 and three B20 pumps in urban areas (Hamilton, Knox, Davidson, Shelby and the Tri-Cities area).

A list of Tennessee E85 and B20 stations can be found at [www.tn.gov/tdot/biofuel/application.htm](http://www.tn.gov/tdot/biofuel/application.htm).

For more information, visit [www.BioTenn.org](http://www.BioTenn.org) and click on “Find a Pump” or visit TN.Gov Maps at <http://www.tennesseeanytime.org/maps/> and click on “What.”

Target Counties	Fuel Type Needed	Other Priority Counties	Fuel Type Needed
<ul style="list-style-type: none"> <li>○ Dyer</li> <li>○ Hamilton</li> <li>○ Knox</li> <li>○ Madison</li> <li>○ Putnam</li> <li>○ Shelby</li> </ul>	<ul style="list-style-type: none"> <li>E85/B20</li> <li>E85/B20</li> <li>B20</li> <li>E85/B20</li> <li>E85/B20</li> <li>E85/B20</li> </ul>	<ul style="list-style-type: none"> <li>○ Anderson</li> <li>○ Blount</li> <li>○ Bradley</li> <li>○ Coffee</li> <li>○ Fayette</li> <li>○ Jefferson</li> <li>○ Loudon</li> <li>○ Obion</li> <li>○ Sevier</li> <li>○ Sullivan</li> <li>○ Tipton</li> <li>○ Washington</li> </ul>	<ul style="list-style-type: none"> <li>B20</li> <li>E85/B20</li> <li>E85</li> <li>B20</li> <li>E85</li> <li>E85/B20</li> <li>E85/B20</li> <li>E85/B20</li> <li>E85/B20</li> <li>B20</li> <li>E85/B20</li> <li>E85/B20</li> </ul>

##### B. Cost-effectiveness (maximum total 25 points)

- Cost-effectiveness of proposals to install infrastructure or convert existing storage tanks and dispensers, where practical and feasible.
  - Cost effectiveness takes into account the amount of grant funding being requested, what the requested funds would be used to accomplish, and whether the applicant proposes to provide more than the required 20 percent funding match.

**C. Location and service** (maximum total 25 points)

- Located within two miles of an interstate exit
- Located along a high-traffic highway or corridor
- Provide convenient access for state or university motor pool fleets
- Provide convenient access to and from highway or traffic corridor
- Provide convenient vehicle access to biofuel dispensers (e.g., heavy-duty truck access to B20 refueling pumps)
- Establish biofuels availability in an area where B20 and/or E85 are not publicly accessible
- Distance from nearby publicly accessible E85 and/or B20 stations
- Agree to accept Tennessee state fleet fueling cards, currently FleetCor Technologies (“Fuelman”)

**D. Biofuel promotion and marketing** (maximum total 20 points)

- Retail owner effort to promote / advertise biofuel availability, including adding biofuels to reader boards, coupon or loyalty programs, local advertising or marketing programs
- Demonstrated consumer commitments, including local government or private fleets, or located in a community or area with good potential for developing a market base (e.g., urban site, large number of FFVs, provides diesel to the farming community)

**E. Other considerations for this site** (maximum total 5 points)

Points may be awarded for unique or outstanding characteristics of the proposed project.

**V. Project selection process**

Each proposal **must** include a completed application and a detailed budget with estimated project costs (e.g., tank cleaning, replacing dispenser components, etc.) for each E85 and B20 site. A project selection team will review and rank eligible proposals. In selecting projects for funding, the project review team will consider the priorities outlined in Section IV and how the proposed project assists in the overall goal to establish a statewide network of biofuel refueling stations. TDOT will work with successful proposers to establish public-private partnership grant contracts that include the responsibilities described in Sections VI and VII.

**VI. Responsibilities of TDOT**

- Process invoices for reimbursement of approved project costs in a timely manner.
- Establish a simplified reporting mechanism to collect quarterly biofuels sales data to measure the success of this project.
- Work to increase public awareness about biofuels, what types of vehicles can use biofuels, and where refueling stations are located. To support the economic viability of biofuel refueling stations, the state will encourage fleet owners and citizens to use biofuels through outreach and collaborative efforts with ongoing programs and partnerships, including Clean Cities coalitions, regional clean air partnerships, the National Biodiesel Board, National Ethanol Vehicle Coalition, Renewable Fuels Association, the Southeast Alternative Fuels Task Force and the Southeast Diesel Collaborative.

**VII. Responsibilities of partner retail refueling station owners**

- Pay all project costs upfront and seek reimbursement for eligible project costs after installation is completed. A grant contract will include approved eligible project costs agreed upon by TDOT and the station owner. **Costs will not be reimbursed for work done or for equipment ordered, purchased or installed before the grant recipient receives written**

**approval of a fully executed grant contract and notice to proceed. Costs will not be reimbursed for work not included in an approved grant contract or for cost overruns.**

- Establish a cooperative working relationship with state and local regulatory agencies who can provide technical assistance to biofuel station owners to help ensure regulatory compliance, including:
    - Comply with the requirements of the Tennessee Department of Environment and Conservation, Division of Underground Storage Tanks. For more information, visit the UST website at [www.tennessee.gov/environment/ust](http://www.tennessee.gov/environment/ust).
    - Comply with the rules of the Tennessee Department of Agriculture, Regulatory Services Division, governing motor fuel quality, classification and sale (“Kerosene and Motor Fuels Quality Inspection Regulations, Tennessee Rule Chapter 0080-5-12) at [www.tennessee.gov/agriculture/regulatory/petroleum.html](http://www.tennessee.gov/agriculture/regulatory/petroleum.html)
- Note:** Information regarding materials compatibility for E85 and B20 can be found in the *Handbook for Handling, Storing and Dispensing E85*, U.S. Department of Energy, April 2008, available at [www.afdc.energy.gov/afdc/ethanol/publications.html](http://www.afdc.energy.gov/afdc/ethanol/publications.html) and the *Biodiesel Handling and Use Guide, Fourth Edition*, U.S. Department of Energy, Revised September 2008, available from the National Renewable Energy Laboratory at [www.nrel.gov/vehiclesandfuels/npcf/feature\\_guidelines.html](http://www.nrel.gov/vehiclesandfuels/npcf/feature_guidelines.html). Other biofuel resources are listed at the end of this application package.
- Comply with other applicable state or local fire code requirements.
  - Commit to sell the agreed upon biofuel(s) for a period of four years.
  - Offer the agreed upon biofuel(s) for sale to the public on a continual basis without interruption for 360 days a year for at least 12 hours per day.
  - Offer generally accepted fuel card services for customer convenience.
  - Clearly and conspicuously label dispensers as E85 or B20, as applicable, and **prominently display** the availability and cost of biofuels on reader boards or other easily visible signage.
  - Agree to display the BioTENN state partnership logo on fuel dispensers funded under this project. Logo stickers will be provided for this use.
  - Report sales of E85 and B20 to TDOT on a quarterly basis and submit documentation of fuel delivery for ethanol and biodiesel.
  - Notify TDOT immediately of any interruptions of fuel availability as a result of supplier difficulties or shortages and any change in the status of the business that might affect the partnership agreement.

### **VIII. Disposition of facilities and equipment**

TDOT has a responsibility to protect the investment of public funds in this infrastructure project should circumstances occur that affect the original terms of the agreement. In the event of a change in ownership, for example, the retail station owner may either reimburse to the state the public funds invested in the project on a prorated basis, or TDOT may enter into agreement with the new station owner to continue this partnership agreement. In events such as insolvency or business closure, TDOT may seek reimbursement of public funds invested on a prorated basis.

Pursuant to the State of Tennessee's policy of non-discrimination, the Tennessee Department of Transportation does not discriminate on the basis of race, age, sex, religion, color, disability or national origin.



## BioTenn Green Island Biofuel Corridor Grant Application

<b>Company Name and Mailing Address</b> (include street address):	<b>Name and Physical Location of Refueling Facility:</b>  <b>County location:</b>
<b>Name and Title of Person with Contract Signing Authority:</b>	<b>Station Brand / Store Brand Name (if applicable):</b> <b>Applicant Contact Name:</b>
<b>Owner's Federal Employer ID:</b>	<b>Contact Email:</b>
<b>Contact Telephone: (    )</b>	<b>Contact FAX: (    )</b>

*Using the attached budget format, submit separate detailed budgets for each proposed biodiesel and ethanol pump. If you submit proposals for more than one location, please submit a separate application for each retail location.*

<b>E85 Fuel Ethanol</b> Tank Conversion? <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>B20 Biodiesel</b> Tank Conversion? <input type="checkbox"/> Yes <input type="checkbox"/> No
Grant funding requested:	Grant funding requested:
Applicant match (non-federal): <i>(Minimum 20% of project cost)</i>	Applicant match (non-federal): <i>(Minimum 20% of project cost)</i>
Total project cost:	Total project cost:

**Project Description:** *Please submit a separate application and detailed budget for each refueling station location. **You MUST answer ALL questions.** Add additional pages if needed.*

1. Is this refueling site located within two miles of an interstate interchange?     **Yes** *(go to #2)*     **No** *(go to #3)*
2. Interstate route: \_\_\_\_\_ Interchange number: \_\_\_\_\_ Approx. distance from interchange: \_\_\_\_\_
3. Nearest major highway to refueling site location: \_\_\_\_\_ Approx. distance from major highway: \_\_\_\_\_
4. If site is **not** located along an interstate or major highway corridor, explain why this will be a good site for biofuels:  
 \_\_\_\_\_  
 \_\_\_\_\_
5. Is this site easily accessible to a state or university motor pool fleet?     Yes     No    If yes, list those fleets:  
 \_\_\_\_\_  
 \_\_\_\_\_
6. Do you have other fleet commitments to purchase biofuel(s) from this location?     Yes     No  
 Types of fleets: \_\_\_\_\_  
 Approximate number of vehicles/equipment: \_\_\_\_\_ Other types of customers expected to purchase biofuel from this location: \_\_\_\_\_
7. Describe where biofuel dispenser(s) will be located on station property: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**BioTenn Green Island Biofuel Corridor Grant Application** *(continued)*

8. Will dispenser(s) be dedicated to biofuel(s)?  Yes  No If No, what other fuels would be offered **from the same** dispenser(s): \_\_\_\_\_
9. Describe vehicle access to biofuel refueling dispenser(s) (e.g., tractor-trailer truck access to proposed B20 dispenser). If you are proposing to add a new island, describe vehicle access to proposed new island. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
10. **Attach photos** (electronic or print) of retail station that show:  
A) highway access to the station, and B) vehicle access to existing dispensers / islands. Electronic photos may be emailed with proposals.
11. Is this refueling station currently operating?  Yes  No
12. Do you currently sell either B20 or E85 at this site?  Yes  No If yes, which biofuels? \_\_\_\_\_
13. Is this an **unattended** facility?  Yes  No
14. Do you offer generally accepted fuel card services (Visa, Mastercard, etc.)?  Yes  No
15. Will you offer "pay-at-the-pump" card services at this site?  Yes  No
16. Will you accept state or university fleet fuel cards at this location?  Yes  No
17. Will you advertise the cost of E85 and/or B20 on a reader board?  Yes  No If not, why not? \_\_\_\_\_  
\_\_\_\_\_
18. Please explain how you will promote / advertise the availability of E85 and/or B20 at this site: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Green Island Biofuel Corridor Grant Program**  
**GRANT BUDGET DETAIL INFORMATION WORKSHEET**  
*Please complete separate worksheets for E85 and B20 (see instructions)*

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Physical address of refueling site: \_\_\_\_\_

Fuel type: **E85** Tank/compartiment capacity: \_\_\_\_\_ Tank type:  Underground  Aboveground

*Add more lines as needed*

SECTION 1: CAPITAL PURCHASES	ESTIMATED COSTS
SPECIFIC, DESCRIPTIVE DETAIL OF <b>NEW</b> TANK	
SPECIFIC, DESCRIPTIVE DETAIL OF TANK ACCESSORIES	
SPECIFIC, DESCRIPTIVE DETAIL OF PIPING, PUMP AND OTHER ITEMS	
SPECIFIC, DESCRIPTIVE DETAIL OF NEW DISPENSER OR RETROFITS AND CONTROL SYSTEM	
SPECIFIC, DESCRIPTIVE DETAIL OF OTHER CAPITAL PURCHASES NOT INCLUDED ABOVE	
<b>TOTAL COSTS FOR SECTION 2</b>	
SECTION 2: PROFESSIONAL FEES	ESTIMATED COSTS
SPECIFIC, DESCRIPTIVE DETAIL OF TANK CONVERSION OR INSTALLATION	
SPECIFIC, DESCRIPTIVE DETAIL OF TANK CLEANING FOR EXISTING TANKS	
SPECIFIC, DESCRIPTIVE DETAIL OF LABOR AND INSTALLATION COSTS FOR PIPING, PUMP AND OTHER ITEMS	
SPECIFIC, DESCRIPTIVE DETAIL OF LABOR AND INSTALLATION COSTS OF DISPENSER CONVERSION OR INSTALLATION	
<b>TOTAL COSTS FOR SECTION 2</b>	
SECTION 3: SUPPLIES	ESTIMATED COSTS
SPECIFIC, DESCRIPTIVE, DETAIL OF SIGNBOARDS, DISPLAYS, ETC.	
<b>TOTAL COSTS FOR SECTION 3</b>	
<b>TOTAL COSTS FOR SECTIONS 1, 2 AND 3</b>	

**Green Island Biofuel Corridor Grant Program**  
**GRANT BUDGET DETAIL INFORMATION WORKSHEET**  
*Please complete separate worksheets for E85 and B20 (see instructions)*

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Physical address of refueling site: \_\_\_\_\_

Fuel type: **B20** Tank/compartiment capacity: \_\_\_\_\_ Tank type:  Underground  Aboveground

*Add more lines as needed*

SECTION 1: CAPITAL PURCHASES	ESTIMATED COSTS
SPECIFIC, DESCRIPTIVE DETAIL OF <b>NEW</b> TANK	
SPECIFIC, DESCRIPTIVE DETAIL OF TANK ACCESSORIES	
SPECIFIC, DESCRIPTIVE DETAIL OF PIPING, PUMP AND OTHER ITEMS	
SPECIFIC, DESCRIPTIVE DETAIL OF NEW DISPENSER OR RETROFITS AND CONTROL SYSTEM	
SPECIFIC, DESCRIPTIVE DETAIL OF OTHER CAPITAL PURCHASES NOT INCLUDED ABOVE	
<b>TOTAL COSTS FOR SECTION 2</b>	
SECTION 2: PROFESSIONAL FEES	ESTIMATED COSTS
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SPECIFIC, DESCRIPTIVE DETAIL OF LABOR AND INSTALLATION COSTS FOR PIPING, PUMP AND OTHER ITEMS	
SPECIFIC, DESCRIPTIVE DETAIL OF LABOR AND INSTALLATION COSTS OF DISPENSER CONVERSION OR INSTALLATION	
<b>TOTAL COSTS FOR SECTION 2</b>	
SECTION 3: SUPPLIES	ESTIMATED COSTS
SPECIFIC, DESCRIPTIVE, DETAIL OF SIGNBOARDS, DISPLAYS, ETC.	
<b>TOTAL COSTS FOR SECTION 3</b>	
<b>TOTAL COSTS FOR SECTIONS 1, 2 AND 3</b>	

## INSTRUCTIONS FOR GREEN ISLAND GRANT BUDGET DETAIL INFORMATION WORKSHEET

- o Complete **separate budget forms for E85 and B20** infrastructure. On each form, specify fuel type (E85 or B20), tank/compartments capacity and tank type (underground or aboveground) to be used. *Please indicate if you are proposing to purchase a split tank and divide the purchase and installation cost between the two fuels.*
- o If possible, please attach detailed cost estimate for proposed E85 and/or B20 refueling site.
- o Return completed grant application and budget worksheet to Linda Tidwell, TDOT Environmental Division, James K. Polk Building, Suite 900, 505 Deaderick Street, Nashville, TN 37243-0334.

**Important:** Include the **total** estimated costs for the items in each budget category (Capital Purchases, Professional Fees and Supplies). Provide descriptions and costs **only for those items or services proposed to be procured with grant funding. Grant funds may not be used to pay for existing infrastructure, or for work done or equipment ordered, purchased or installed before receiving a written notice of grant contract approval and notice to proceed.**

For projects selected for funding, the total estimated costs provided on this Grant Budget Detail Information Worksheet will be used to develop the Grant Contract budget and establish the Grantee's matching share. The State may reimburse up to 80% of approved costs. Grant reimbursements may not exceed the grant amount proposed in the Grantee's application.

**Capital Purchases** includes items classified as nonexpendable, tangible personal property.

**Professional Fees** includes services procured, such as construction and labor costs for excavation and installation of tanks and piping, replacing concrete or asphalt; labor costs for installing or retrofitting dispensers, tank cleaning, etc.

**Supplies** Include costs to redesign existing interstate logo panels or design costs for new interstate logo panels to advertise E85 and/or B20; dispenser imaging materials for E85/B20; fuel price display signs and other tangible signage items or materials. The State may reimburse up to 80% of approved costs for signage **not to exceed \$2,000 per fuel**. For stations receiving funding for both E85 and B20 refueling infrastructure, the maximum reimbursement is \$4,000 per station location.

### SECTION 1: CAPITAL PURCHASES

#### SPECIFIC, DESCRIPTIVE, DETAIL OF NEW TANK

**For new tanks**, describe tank characteristics (e.g., single vs. double-wall construction, type of tank, etc.)

#### SPECIFIC, DESCRIPTIVE, DETAIL OF TANK ACCESSORIES

For new or retrofitted tanks, describe tank accessories to be procured (e.g., spill containment, emergency relief valves, overfill protection, tank gauging, etc.)

#### SPECIFIC, DESCRIPTIVE, DETAIL OF PIPING, PUMP AND OTHER ITEMS

Provide description of any other items not included in the above descriptions (e.g., leak detection).

#### SPECIFIC, DESCRIPTIVE, DETAIL OF DISPENSER OR RETROFITS AND CONTROL SYSTEM

Provide description of **new** dispenser and control system (e.g., single-product dispenser with electronic metering, nozzles, hoses, card reader, etc.). For dispensers to be **retrofitted**, provide description of items to ensure compatibility of fuel and materials.

#### OTHER CAPITAL PURCHASES (PLEASE SPECIFY)

Describe any capital costs not covered in the above descriptions.

### SECTION 2: PROFESSIONAL FEES (LABOR AND CONSTRUCTION COSTS)

#### SPECIFIC, DESCRIPTIVE, DETAIL OF TANK CONVERSION OR INSTALLATION

Describe installation/construction work necessary to convert or install tank.

#### SPECIFIC, DESCRIPTIVE, DETAIL OF TANK CLEANING

For existing tanks, describe method for cleaning tank, including waste disposal.

#### SPECIFIC, DESCRIPTIVE DETAIL OF COSTS PIPING, PUMP AND OTHER ITEMS

Describe any other services, including labor to retrofit or install tank, tank accessories, piping, etc.

#### SPECIFIC, DESCRIPTIVE DETAIL OF DISPENSER CONVERSION OR INSTALLATION

Describe installation/construction work necessary to convert or install dispenser, piping, sumps, island form, etc.

### SECTION 3: SUPPLIES

#### SPECIFIC, DESCRIPTIVE, DETAIL OF SIGNBOARDS, DISPLAYS, ETC

Describe signboards, displays, E85/B20 dispenser imaging materials, etc. Describe where signs will be displayed. Interstate "logo" signs are encouraged, where available. **All signage must prominently advertise E85 and/or B20** and must be displayed on the station property where E85 and/or B20 fuel will be sold (except for interstate logo signs). Media advertising (billboards, radio, newspaper ads, etc.) are **not** eligible expenses.

# Attachment A

## Biofuel Handling and Use Guides

***Biodiesel Handling and Use Guide, Fourth Edition***, U.S. Department of Energy, National Renewable Energy Laboratory, revised September 2008

[www.nrel.gov/vehiclesandfuels/npcf/feature\\_guidelines.html](http://www.nrel.gov/vehiclesandfuels/npcf/feature_guidelines.html)

***Handbook for Handling, Storing and Dispensing E85***, U.S. Department of Energy, National Renewable Energy Laboratory, revised April 2008

<http://www.afdc.energy.gov/afdc/ethanol/publications.html>

<http://www.afdc.energy.gov/afdc/pdfs/41853.pdf>

## Biofuel Resources

**National Biodiesel Board** [www.biodiesel.org](http://www.biodiesel.org)

**National Ethanol Vehicle Coalition (NEVC)** [www.e85fuel.com](http://www.e85fuel.com)

**Renewable Fuels Association** [www.ethanolrfa.org/](http://www.ethanolrfa.org/)

**U.S. Department of Energy, Alternative Fuels Data Center**

[www.eere.energy.gov/afdc/fuels/index.html](http://www.eere.energy.gov/afdc/fuels/index.html)

<http://www.afdc.energy.gov/afdc/ethanol/publications.html>

**U.S. Environmental Protection Agency, Alternative Fuels**

[www.epa.gov/otaq/consumer/fuels/altfuels/altfuels.htm](http://www.epa.gov/otaq/consumer/fuels/altfuels/altfuels.htm)

**U.S. Environmental Protection Agency, Green Vehicle Guide**

[www.epa.gov/greenvehicles/](http://www.epa.gov/greenvehicles/)

## Biofuel Contacts

**Tennessee Department of Environment and Conservation, Division of Underground Storage Tanks**

[www.tennessee.gov/environment/ust](http://www.tennessee.gov/environment/ust)

- For questions about existing tanks or registering new tanks, call 1-888-891-TDEC (8332)
- For fuel infrastructure compatibility questions, contact Lamar Bradley at 615-532-0945
- Visit the Division of Underground Storage Tank website above to download necessary registration forms

**Division of Air Pollution Control**, [www.tennessee.gov/environment/apc](http://www.tennessee.gov/environment/apc)

- For questions about Stage 1 or Stage 2 vapor recovery, call 1-888-891-TDEC (8332)
- In Davidson, Hamilton, Knox or Shelby counties, contact your local Air Pollution Control Agency

**Tennessee Department of Agriculture, Division of Regulatory Services**

[www.tennessee.gov/agriculture/regulatory/petroleum.html](http://www.tennessee.gov/agriculture/regulatory/petroleum.html)

- For questions regarding fuel quality and fuel dispensing/labeling requirements, contact Randy Jennings or Ed Coleman at 615-837-5147