REQUEST FOR PROPOSALS
FOR A
FOOD-WASTE DIGESTION PILOT PROJECT

Date Issued: April 15, 2014
Questions Due By: April 30, 2014
Proposals Due: May 19, 2014

Vermont Public Service Department
112 State Street
Montpelier, Vermont 05620-2601
(802) 828-2811
TTY/TTD (VT): 1-800-734-8390
Internet: http://publicservice.vermont.gov/
INTRODUCTION

The Public Service Department and the Clean Energy Development Fund seek proposals for a pilot project(s) to demonstrate the anaerobic digestion of food waste. Proposed projects should promote the development and deployment of cost-effective, anaerobic digestion of food waste for the long-term benefit of Vermont farms and Vermont energy consumers.

The total amount of funding available through this RFP from the Clean Energy Development Fund (CEDF) is $150,000. The funds are provided from an appropriation to the CEDF by the Vermont General Assembly.

Eligible entities include municipal and state units of government, businesses, non-profit organizations, community groups, and public-serving institutions (defined in this RFP as non-profit public and independent schools, universities, colleges, hospitals, and health care clinics). All awards will be made through this competitive RFP process.

Awardees will be subjected to transparency and reporting requirements including, but not limited to: reporting, tracking, and documentation of incurred costs, and access to records. Respondents are encouraged to thoroughly review this RFP. Award recipients will be expected to provide one year of operational data, as well as other factors detailed below.

An applicant may submit only one proposal. Proposals must be for projects based in Vermont. All projects must be installed within 12 months of the award agreement being executed.

Cost share is required. Cost share for municipal and state units of government is 10% of the total project costs with no more than half of the cost share (5% of total cost) as in-kind. All other applicants are required to have a 20% cost-share with no more than 10% of total costs coming from in-kind cost share. As noted in evaluation criterion #2, a higher percentage of cost-share will yield more points when the proposal is scored, all else being equal.

Projects that will participate in the Vermont Sustainably Priced Energy Enterprise Development (SPEED) Standard Offer program are not eligible for grants from the CEDF. For example, if the proposed project were based at a farm that already has an anaerobic digester operating within SPEED, the grant award would have to go to an entity not holding that SPEED Standard Offer contract.
PROGRAM SUMMARY:

| Award Description | Eligible Entities:  
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<tr>
<td></td>
<td>Municipal &amp; State Government, Businesses, Non-Profits, Community Groups, Public-serving Institutions (schools, colleges, universities, hospitals &amp; health care clinics)</td>
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<tr>
<td>Funding Type:</td>
<td>Grants</td>
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<tr>
<td>Total Amount available:</td>
<td></td>
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<tr>
<td>Maximum Grant:</td>
<td>$150,000</td>
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<td>Minimum Grant:</td>
<td>$15,000</td>
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| Cost Share Required:  
| Municipalities, State Government & Non-profits: | At least 10% of the project cost with no more than 5% of total cost as in-kind (non-cash)  |
| Other:            | At least 20% of the project cost with no more than 10% of the total as in-kind |
| Technologies Allowed: | Using food scraps/waste at an existing manure digester on a farm in Vermont. Grid-connected if producing electricity. Thermal-only and pipeline-injection projects are also eligible. |
| Exclusions (not eligible): | Projects using the biogas for transportation fuel |

SUBMITTING THE APPLICATION

Proposals must arrive at the Public Service Department (PSD) office by 4:00 P.M. on May 19, 2014.

Applicants should allow adequate time to ensure receipt of their proposal(s) by the deadline. Proposals received after 4:00 p.m. Eastern Time, May 19, 2014 will not be considered.

The following documents must be delivered to the CEDF at the PSD:

1. One original, signed hard copy
2. Two additional copies (double-sided)
3. An electronic copy, delivered by e-mail

Proposals must include a complete Cover Page, Proposal Narrative, and Budget Worksheet, which are appended to this RFP. These appended items are available as spreadsheets by request and are available on the CEDF website (http://publicservice.vermont.gov/topics/renewable_energy/cedf).

Electronic copies should be emailed to the CEDF (see below) in this order: Cover Page, Proposal Narrative, Budget Worksheet, and Supplemental Materials. Both electronic and hard copies must arrive before the deadline. Proposals and questions should be addressed to:

Andrew Perchlik
CEDF Director
C/o Vermont Public Service Department
112 State Street
Montpelier, VT 05620-2601
Phone: (802) 828-4017
Email: andrew.perchlik@state.vt.us
Any questions should be submitted in writing, preferably by email, with the subject line, “Competitive Food Waste Digestion Pilot Project RFP Question.” **Questions are due by 4 p.m. on April 30, 2014** and will be answered in a comprehensive Q&A document that will be posted at the CEDF website alongside this RFP by May 7, 2014.
CEDF BACKGROUND

In 2005, the Vermont General Assembly established the CEDF through Act 74 (30 V.S.A. § 8015). The Act specifies the CEDF scope of work and authorities. 30 V.S.A. § 8015(c) states the purpose of the CEDF as follows: “The purposes of the fund shall be to promote the development and deployment of cost-effective and environmentally sustainable electric power and thermal energy or geothermal resources for the long-term benefit of Vermont consumers, primarily with respect to renewable energy resources, and the use of combined heat and power technologies.”

The CEDF offers a portfolio of funding opportunities to accelerate the development, commercialization, and production of clean energy in Vermont including: grants, direct incentive payments through the Vermont Small-Scale Renewable Energy Incentive Program, credit enhancements for renewable energy lenders, contracts for specific products or services, and other offerings as may be authorized by the Vermont General Assembly and subject to approval of the PSD. Since its inception, the CEDF has awarded $59 million in federal and state resources to businesses, community groups, municipalities, schools, institutions, farms, and individuals for renewable energy and energy efficiency in Vermont. These funds leveraged total investments of more than $195 million in the state’s clean energy infrastructure.

The Vermont Clean Energy Development Fund is administered by the Vermont Public Service Department (PSD). Programmatic activities and associated funding are developed by the CEDF staff in conjunction with the appointed CEDF Board, which oversees development of the CEDF strategic plan and annual budget. Additional information on the CEDF is available on the PSD website at: http://publicservice.vermont.gov/topics/renewable_energy/cdf

BACKGROUND ON FOOD WASTE DIGESTER PILOT PROJECT

Vermont has 16 digesters operating on dairy farms. Eleven are on large farms (700+ cows); four are on medium-sized farms (200-699 cows); and one is on a small farm of about 80 cows. All of these digester projects are farmer-owned and use the separated solids from the farm’s digester as bedding for the farm’s cows.

Most of the Vermont farms with anaerobic digesters have experience integrating food-processing liquids to the digester (which comprise about 10% of the total inputs) in order to improve flow and/or boost energy production. These off-farm liquids, such as whey or waste from ice-cream manufacturing, are sometimes trucked to Vermont from Maine, Massachusetts, or other nearby states with large food-processing industries.

States outside of Vermont are starting to implement bans on organic waste disposal and, at the same time, are incentivizing the construction of anaerobic digesters to handle organic wastes from food processing and other activities. Thus, food-processing-industry waste that now comes to Vermont’s farm digesters is likely to be redirected to digesters nearer to the sources of wastes in the future, depriving Vermont farmers of an energy benefit.

Meanwhile, Vermont has passed its own law – Universal Recycling (Act 148) – banning landfill disposal of recyclables and organic materials. This Universal Recycling law provides a possible catalyst for diversion of organic materials, specifically food waste in solid form, to Vermont’s anaerobic digesters.

Further background:
- A list of digesters, in spreadsheet form, maintained by the United States Environmental Protection Agency’s AgSTAR Program, via updates from state partners such as the Vermont Agency of Agriculture, Food and Markets: http://www.epa.gov/agstar/projects/
Vermont’s Universal Recycling Law (Act 148):
http://www.anr.state.vt.us/dec/wastediv/solid/act148.htm
Solid Waste Management Program at Vermont Department of Environmental Conservation:
http://www.anr.state.vt.us/dec/wastediv/solid/home.htm
Solid Waste Management rules, include March 2012 rules containing language about using solid waste (food residuals) in a digester: http://www.anr.state.vt.us/dec/wastediv/solid/SWRules.htm

INFORMATION FOR APPLICANTS

General Information: This solicitation is open to new as well as previous applicants who have received or sought funding under any CEDF grant round or through the CEDF’s Small-Scale Renewable Energy Incentive Program. Priority will be given to those that have not received funding before. Applicants may submit only one proposal, but subcontractors can be included in more than one proposal. Funds cannot be used for projects that have already begun construction or for equipment purchases that have already been made.

Any and all awards will be made through this competitive grant process. If the CEDF receives more applications than it has funding available for, successful applicants will be offered an award and select applicants that scored well but did not receive an award may be placed into a queue to receive funding should one or more of the successful applicants drop out or decline their award.

Term: All projects funded under this solicitation should be operational within twelve (12) months, with a final report submitted within eighteen (18) months of the execution of the grant agreement with the CEDF.

Reporting: Projects receiving an award will be required to complete reports. Reporting will include quarterly progress reports as well as a final report that must submitted within eighteen (18) months of the execution of the grant agreement with the CEDF.

Quarterly updates and the final project report must include expenditures and also specific activities and results. Five percent of grant funds will be held back until the final report has been received and approved by the CEDF.

Cost Share: Under this solicitation, applicants must demonstrate their cost share as part of the application process and must submit a letter of commitment identifying the cost share from the source of that funding. For example, if an applicant has received a commitment from an organization to provide funds that cover part of the cost for the project, the applicant must provide a copy of the commitment letter. Preference will be given to projects that demonstrate cost share by the applicant in amounts greater than the required minimums.

Exclusions: No funding will be awarded for feasibility studies that do not also include the installation of equipment. Applicants will not be reimbursed for educational, outreach, and similar types of activities. All projects must be based in Vermont. Funds cannot be used for projects that have already begun construction or for equipment purchases that have already been made.

Revisions: The CEDF and PSD reserve the right to make necessary changes or adjustments to the program design, RFP or to any statements made in this RFP. Further, the CEDF and PSD reserve the right to amend, alter, or terminate this Request for Proposal process at any time. Changes to the RFP will be posted on the website of the CEDF at: http://publicservice.vermont.gov/energy/ee_cleanenergyfund.html.
INFORMATION REQUIRED FROM APPLICANTS

The CEDF seeks proposals for a pilot project to demonstrate the anaerobic digestion of food waste on a Vermont farm. Proposals should be for projects that will inform recommendations as to how solid food waste can be integrated into manure digesters, specifically within the context of Vermont farms, as well as the prospects for profitability and the factors which would affect profitability the most. Further and specifically, proposals should designed to make the case for whether and how food waste should be “prepared” (ground, liquefied, etc.) for introduction into the digester on the farm (or elsewhere), and in what cases heat-treatment, such as pasteurization, should be utilized.

Ideally, the funded project (or projects) will provide information that will determine the economic and practical feasibility of using food waste (pre-consumer, post-consumer, and specifically food waste other than liquids from food-processing industries). The CEDF expects that to determine the feasibility, the following four areas will have to be investigated:

1. **Equipment**: Determine the cost of equipment to prepare solid food waste for anaerobic digestion, via estimates and/or equipment purchases, such as:
   - Pumping, chopping, and/or pulping equipment to transform solid food waste into slurry or liquid that can be pumped.
   - Equipment to heat-treat the food waste to be introduced.

2. **Means and practices**: Investigate practices, energy needs, and costs of processing of solid food waste before it is sent to a manure-based digester, such as:
   - Protocol for heat-treating (time, temperature, and other factors).
   - Types of food that merit heat treatment (pre-consumer or “back-of-the-house” food versus post-consumer food, intended use of the post-digested material, etc.) and the reasons (specific pathogens of concern or risk assessments used, etc.) those categories require heat treatment.
   - Means employed to minimize or eliminate and to deal with trash at any point during the process, including the digestion process.

3. **Costs, inputs, and outputs**
   - Transportation and storage challenges and costs.
   - Labor requirements, cost of securing the food waste, energy consumption and energy costs of additional equipment to prepare food waste for the digester.
   - Performance of existing equipment under the changed circumstances.
   - Additional biogas produced.
   - Change in ratio of liquids to solids exiting the digester.
   - Quality of separated solids – effects on use as bedding.

4. **Other Factors**
   - Permitting requirements.
   - Potential for new jobs.
   - Other main factors affecting the feasibility.
   - Community concerns.

Proposals should be prepared simply and economically, providing a straightforward, concise description of the applicant's ability to meet the requirements of the RFP. Fancy bindings, colored displays, promotional materials, and so forth are not desired. Emphasis should be on completeness and clarity of content.
Proposals should be no longer than 10 pages, with no less than a 12-point font and one-inch margins. Resumes, letters of support, the Cover Page, and the Budget Worksheet, plus completed feasibility studies, **do not** count toward the 10-page limit. Other information, such as site maps, pictures, etc., **do not** count towards the 10-page limit.

Proposals must include at minimum the following information:

**Cover Page**

Applicants must complete the Cover Page and submit it electronically. An image of the Cover Page is included as Appendix A of this RFP as a reference. The electronic version is available as a spreadsheet at [http://publicservice.vermont.gov/topics/renewable_energy/cedf](http://publicservice.vermont.gov/topics/renewable_energy/cedf). Alternatively, the spreadsheet can be obtained from the grant administrator (andrew.perchlik@state.vt.us).

The following section explains the information required for the Cover Page.

1. **Project Title**
   Provide a descriptive title for the project.

2. **Project Summary**
   Provide a short paragraph describing the essential elements of your project.

3. **Identification of Applicant Organization**
   State the full name and address of the organization. Also list the main contact and his or her contact information. This person should also be listed as an Authorized Negotiator below.

4. **Identification of Subcontractors**
   If applicable, list any subcontractors that will perform, or assist in performing, the work, including their name, address, and contact information.

5. **Authorized Negotiator(s)**
   Include the name, phone number, and email address for individuals authorized to negotiate any and all aspects of the proposed grant with the State and/or CEDF. One original hard copy of the proposal must be signed by a duly authorized representative of the party (or parties) submitting the proposal.

6. **Location of Proposed Project(s):**
   Include the name of the county and town where the project will be located.

7. **Details:**
   As requested on each line.

8. **Estimated Equipment Lifetimes**
   Applicants must provide estimates, either from warranty information or a reasonable estimation based upon similar installations, of the major capital equipment on the site.

9. **Total Project Costs**
   Applicants must include the **total** project costs (this should also be included in the budget – Appendix C).

10. **CEDF Funds Requested**
    Applicants must specify the amount of funds they are requesting from the CEDF toward their project.
11. Signature:
Please sign to indicate you have read and acknowledge all of the conditions of this request for proposals, and that, to the best of your knowledge, the information you have supplied is accurate. This applies only to the hard copy submission.

**Project Narrative**
Describe the project for which funding is requested. Provide a statement of the project’s goal(s) and objectives. State why this project is necessary and why CEDF grant funding is needed.

**Personnel**
Applicants should have demonstrable knowledge, skills, and experience as it relates to the required work. Proposals should include a description of the applicant’s prior experience in all areas relevant to the project. The proposal must identify all persons who will be employed in the proposed work by skill and qualifications. Identify key personnel by name and title and provide their prior experience (if resumes are included they **do not** count toward the 10-page limit). Subcontractors (if known) must be listed, including the firm name and address and contact person (on the cover page as well), and complete description of work to be subcontracted. Include descriptive information concerning subcontractor’s organization and abilities.

**Work Plan**
Describe in narrative form the plan for accomplishing the work required to complete the project. Include a description of any pre-development activities that have been completed, including feasibility studies or resource measurements.

Describe the plan for project oversight, quality assurance measures, and financial management and which team member(s) will have this responsibility. Include a list of all permitting requirements for the project and whether any of the permits have been obtained. Applicants must ensure that they will comply with all federal, state, and local permitting regulations.

**Potential Energy Generation**
Applicants should use this section to provide a brief description of any assumptions used in completing Section #7 on the Cover Page. Include information on how the energy output was calculated, including any relevant data.

If known, list any equipment and installation warranties that the project will have.

**Environmental, Economic, & Community Impact**
Applicants should describe the specific environmental, economic, and community benefits created through the project such as: power generated, jobs created, value of the power generated, and impact on the local community. Include information on whether all the abutting landowners to the project have been notified and whether they support the project, if relevant.

**Budget & Budget Narrative**
Applicants must submit a proposed budget for the project and include narrative explanations. The budget worksheet must be submitted electronically. An image of the budget worksheet is included as Appendix A of this RFP as a reference. The electronic version is available as a spreadsheet at: [http://publicservice.vermont.gov/topics/renewable_energy/cedf](http://publicservice.vermont.gov/topics/renewable_energy/cedf). Alternatively, the spreadsheet can be obtained from the grant administrator (andrew.perchlik@state.vt.us).
The budget should include the applicant’s cash and any in-kind cost-share for the project. For each cost element, the applicant must show what portion will be paid with CEDF funds and what portion will be paid with cost-share funds. The applicant should distinguish between cash and in-kind cost-share.

For this grant solicitation, applicant’s time/labor committed to the project is considered in-kind match. Subcontractors’/third-party **donated** labor/services, equipment, and materials would also be considered in-kind match.

All match (both cash and in-kind) must be necessary for the accomplishment of project objectives and must be applicable to the grant period (i.e., cash or time previously spent on the project cannot be used as match). All match must be documented and verifiable. Match greater than the required amounts is encouraged.

The CEDF will expect to share in any cost savings realized by the selected applicant. Therefore, the CEDF’s final share of each line-item expenditure will be paid out at the proportionate rate of participation as established by that line item in the grant budget and/or any approved amendment to the budget.

**Additional Information**

Applications must include information described above. Applicants should include any other information that they believe to be pertinent and important.

**SELECTION CRITERIA**

All proposals are subject to an evaluation by CEDF and PSD staff, and any other reviewers they deem necessary. The PSD reserves the right (but is not obligated) to interview the top prospective candidates to aid in the selection process. Acceptance or rejection of any or all proposals will be at the sole discretion of the CEDF and PSD.

All proposals will be evaluated based upon the evaluation criteria listed below.

1. **The project is able to determine, with confidence, the economic and practical feasibility of using food waste (specifically food waste other than liquids from food-processing industries) in a farm-waste anaerobic digester**

2. **Project supports the CEDF’s primary goal of maximizing cost-effective and environmentally sustainable clean energy generation, and/or one or more other CEDF goals**
   - Minimize the environmental impact of Vermont’s energy portfolio
   - Improve the cost effectiveness of farm methane power in Vermont
   - Accelerate economic development for the clean energy sector in Vermont, for example:
     - Jobs retained and created
     - Creation of new businesses
     - Increase of business revenue that will cycle within VT
     - Support and/or development of the clean energy industry/sector
   - Leverage funding for clean energy development in Vermont
     - The more funds are leveraged, the higher the score
   - Community involvement and acceptance of the project, for example:
     - Community support demonstrated

3. **Experience & Qualifications**
• Knowledge and experience in the relevant project area, including successful experience with similar projects
• Demonstrated ability to complete project on time and on budget
• Previous experience with state and/or federal grants

4. Budget
• Budget line items and amounts are sufficiently described and justified to explain the necessity of each item
• Costs are reasonable and competitive
• Degree of financial leverage
• The need for financial assistance is well-established and justified

5. Project Characteristics
• Suitability of the site for the proposed project
• Ability to start project promptly and be complete within 18 months
• Degree to which pre-development activities such as measurements, feasibility studies, permitting, and other required approvals are completed
• Project risks (for example securing necessary permits) are acknowledged and are compared to similar proposed projects

GENERAL TERMS AND CONDITIONS

1. The CEDF reserves the right to reject any and all proposals received as a result of this RFP for any reason, to waive minor irregularities in any proposals received, and to negotiate with any party in any manner deemed necessary to best serve the interests of the State.

2. The CEDF shall not be responsible for any costs incurred by any party in preparation of any proposal submitted in response to this RFP.

3. The CEDF reserves the right to amend or cancel this RFP at any time if the best interest of the State requires such action.

4. News releases pertaining to this RFP, grant award, or the project shall not be made without prior written approval from the CEDF.

5. All parties submitting proposals shall be Equal Opportunity Employers. During the duration of the performance of this contract, the contractor will be expected to comply with all federal, state and local laws respecting non-discrimination in employment.

6. The CEDF will pay for actual work performed and expenses incurred under this project up to the specified grant amount. Specific payment provisions will be arrived at upon mutual agreement of the parties. All payments will require the submission of an itemized billing of work performed to date in sufficient detail to justify payment. Final payment will require a final report that includes total power production. The grant agreement may contain provisions requiring a minimum level of kWh production to receive the full grant amount.

7. In most instances, the grant payments made under this program will be treated as taxable income by the IRS and the State of Vermont. It is the responsibility of the recipient of this grant payment to consult
with their tax advisor to determine the correct treatment of this payment for Federal and State tax purposes.

8. Before commencing work on this project, a Grantee must have a Grant Agreement in place with the State. Before a Grant Agreement will be issued, the Party must provide certificates of insurance to show that the following minimum coverages are in effect. It is the responsibility of the Party to maintain current certificates of insurance on file with the state through the term of the Agreement. No warranty is made that the coverages and limits listed herein are adequate to cover and protect the interests of the Party for the Party’s operations. These are solely minimums that have been established to protect the interests of the State.

   **Workers Compensation:** With respect to all operations performed, the Party shall carry workers’ compensation insurance in accordance with the laws of the State of Vermont.

   **General Liability and Property Damage:** With respect to all operations performed under the contract, the Party shall carry general liability insurance having all major divisions of coverage including, but not limited to:

   - Premises - Operations
   - Products and Completed Operations
   - Personal Injury Liability
   - Contractual Liability

   The policy shall be on an occurrence form and limits shall not be less than:

   - $1,000,000 per Occurrence
   - $1,000,000 General Aggregate
   - $1,000,000 Products/Completed Operations Aggregate
   - $ 50,000 Fire/ Legal/Liability

   **Automotive Liability:** The Party shall carry automotive liability insurance covering all motor vehicles, including hired and non-owned coverage, used in connection with the Agreement. Limits of coverage shall not be less than: $1,000,000 combined single limit.

   **Party shall name the State of Vermont and its officers and employees as additional insureds for liability arising out of this Agreement.**

9. The CEDF and the State assume no liability in any fashion with respect to this RFP or any matters related thereto. All prospective contractors and their subcontractors or successors, by their participation in the RFP process, shall indemnify, save and hold the State and its employees and agents free and harmless from all lawsuits, causes of action, debts, rights, judgments, claims, demands, damages, losses and expenses or whatsoever kind in law or equity, known and unknown, foreseen and unforeseen, arising from or out of this RFP and/or any subsequent acts related thereto, including but not limited to the recommendation of a contractor and any action brought by an unsuccessful applicant.

10. All grant awards are subject to the availability of funding.
APPENDIX A: - Cover Page

An image of the Cover Page is included here as a reference. The electronic version is available as a spreadsheet at [http://publicservice.vermont.gov/topics/renewable_energy/cedf](http://publicservice.vermont.gov/topics/renewable_energy/cedf). Alternatively, the spreadsheet can be obtained from the grant administrator (andrew.perchlik@state.vt.us).

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<tr>
<th>1. Project Title:</th>
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<th>2. Project Summary:</th>
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<th>3. Applicant Name, Address, and Contact Information:</th>
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<th>4. Subcontractors (Name, Address, and Contact Information):</th>
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<th>5. Authorized Negotiator(s) (Name and Contact Information if different from Applicant Information):</th>
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<th>6. Proposed Project Location (Site owner, town, county and utility territory):</th>
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<th>7. Equipment Details</th>
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<tr>
<td>Digester generation system rated capacity (kW):</td>
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<td>Annual gross kWh (typical):</td>
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<tr>
<td>Digester designer, volume, and type:</td>
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<tr>
<td>Percent of digester volume taken with non-manure input:</td>
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<td>Start-up month and year of digester system:</td>
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<td>Likely type of processing equipment, and capacity:</td>
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<td>Likely types, quantities, and origins of food waste:</td>
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<td>Likely metering equipment and/or data collection methods to be employed:</td>
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<th>8. Estimated Equipment Lifetimes for engine, gas handling, and manure separation:</th>
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<th>9. Total Project Costs:</th>
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<th>10. CEDF Funds Requested:</th>
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<th>11. Estimated Payback Time (with and without CEDF funding):</th>
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<th>12. Signature (hard copy only):</th>
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APPENDIX B - Budget Worksheet

The budget worksheet must be submitted electronically. An image of the budget worksheet is included here for reference. The electronic version is available as a spreadsheet at [http://publicservice.vermont.gov/topics/renewable_energy/cedf](http://publicservice.vermont.gov/topics/renewable_energy/cedf). Alternatively, the spreadsheet can be obtained from the grant administrator (andrew.perchlik@state.vt.us).

### PROPOSED BUDGET - Food Waste Digestion Pilot Project 2014

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<tr>
<th>APPLICANT NAME:</th>
<th>PROJECT TITLE:</th>
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#### 1. CAPITAL COSTS (provide supporting info and/or detail in budget narrative)

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<tr>
<th>List items</th>
<th>CEDF $ Requested</th>
<th>Funds from Applicant (Cash Match) $</th>
<th>Value of In-kind contributions $</th>
<th>Project Total</th>
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<tbody>
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</table>

Subtotal Capital Costs: $0 $0 $0 $0 $0

#### 2. SUBCONTRACTOR SERVICES & SALARIES (provide supporting info and/or detail in budget narrative)

<table>
<thead>
<tr>
<th>List provider and service (e.g., Engineering, Design, Installation, etc.), including hours and rates</th>
<th>CEDF $ Requested</th>
<th>Funds from Applicant (Cash Match) $</th>
<th>Value of In-kind contributions $</th>
<th>Project Total</th>
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<tbody>
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</table>

Subtotal Subcontractor Services: $0 $0 $0 $0 $0

#### 3. OTHER (itemize and explain)

<table>
<thead>
<tr>
<th>List item (e.g., Travel, Insurance, etc.)</th>
<th>CEDF $ Requested</th>
<th>Funds from Applicant (Cash Match) $</th>
<th>Value of In-kind contributions $</th>
<th>Project Total</th>
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Subtotal Other: $0 $0 $0 $0 $0

#### 4. TOTAL DIRECT COSTS (1-3)

| | $0 | $0 | $0 | $0 |

Total Project Cost: $0.00
CEDF Funds Requested: $0.00
Match Information: $ Cash | In-kind |
| 0.00 | 0.00 |

% of Total Costs: #DIV/0! #DIV/0!