

2009 Work Plan
December 1, 2008 – November 30, 2009
Biomass R&D Technical Advisory Committee

Background

The Biomass Research and Development (R&D) Technical Advisory Committee (Committee) is chartered to provide advice to the Secretaries of Agriculture and Energy and their points-of-contact (POCs) as proscribed by the Biomass R&D Act of 2000 within the regulations of the Federal Advisory Committee Act (FACA). Under Secretary for Research, Education, and Economics Gale Buchanan (USDA), and Acting Assistant Secretary for Energy Efficiency and Renewable Energy John F. Mizroch, Department of Energy (DOE) are the Departmental POCs for 2008-2009.

The Committee was established by the Biomass R&D Act of 2000 [7 U.S.C. 7624 note] (as amended) to provide:

- Advice on the technical focus and direction of requests for proposals issued under the Biomass R&D Initiative, and
- Advice on the procedures for reviewing and evaluating the proposals.

The Committee shall also:

- Evaluate and perform strategic planning on program activities relating to the Biomass R&D Initiative.

Additionally, the Committee shall have the following duties:

- Advise the POCs with respect to Biomass R&D;
- Make recommendations in writing to the Biomass Research and Development Board to ensure that:
 - Funds authorized for Biomass R&D are distributed and used in a manner that is consistent with the objectives, purposes, and considerations of the Biomass R&D Initiative;
 - Solicitations are open and competitive with awards made annually and that objectives and evaluation criteria of the solicitations are clearly stated and minimally prescriptive, with no areas of special interest;
 - Activities are carried out in accordance with the Biomass Research and Development Act of 2000.

For each fiscal year for which funds are made available to carry out the Biomass R&D, the POCs provide a report to Congress, via the Secretaries of Agriculture and Energy that takes into account any recommendations that have been made by the Advisory Committee.

Required 2009 Activities

Recommendations to Secretaries of Agriculture and Energy:

To be discussed throughout the fiscal year. At the last meeting of FY 2008, recommendations will be approved by majority vote for inclusion in the annual report to the Secretaries and Congress. The Biomass R&D Act of 2000 requires that the recommendations consider the following:

- Feedback on the results of the FY 2009 joint USDA – DOE biomass R&D solicitation.
- Recommendations for the FY 2009 joint solicitation.
- Renewed Committee Charter.

Recommended 2009 Activities

- Coordination between Subcommittees and Biomass R&D Board Interagency Working Groups
- Communicate with the Biomass R&D Board (Board), both as a group and with individual agencies' members, regarding Committee activities and priorities for biomass R&D. As required by the Biomass R&D Act of 2000, meet with the Board at least once during the year.

2009 Deliverables

- Recommendations to the Secretaries of Agriculture and Energy on biomass R&D.

Timeline for Generation of Recommendations

In order to provide recommendations for the annual report to Congress for fiscal year 2009 before its due date of December 20, 2009, formal approval of recommendations must be prompt. Members agreed to allow submission of recommendations up to the final due date via email at cclark@bcs-hq.com. Submission via other means is possible by contacting Carolyn Clark at 202-586-8077. Two weeks after each public meeting, a list of all submitted recommendations will be provided to all Committee members. If members cannot access email, a hard copy of the list is provided via fax or regular mail. A timeline will be included in updated versions of this Work Plan, to provide all deadlines for submission of recommendations for the FY 2009 Annual Report.

Recommended Committee Meeting Schedule

In 2009, the full Committee will meet at least quarterly, as stated in its charter.

Date	Purpose
February 25-26, 2009 1.5-Day Meeting San Antonio, TX	<ul style="list-style-type: none"> ▪ Discuss Annual Recommendations to the Secretaries ▪ Presentation on Administration Transition ▪ Biofuels Industry Financing Discussion/Presentation ▪ Subcommittee Report Outs ▪ RFS Rulemaking Update from EPA ▪ Update on Biomass R&D Board Activities ▪ Update on DOE and USDA Activities and Joint Solicitation
June 2-3 2009 1.5-Day Meeting Washington, DC	<ul style="list-style-type: none"> ▪ Discuss and Develop Annual Recommendations to the Secretaries ▪ RFS Rulemaking Update from EPA ▪ DOE and USDA FY2009 Appropriation and FY2010 Request Presentation ▪ Subcommittee Breakout Meetings with Interagency Working Groups ▪ Joint FACA Meeting with Renewable Energy Committee ▪ Update on Biomass R&D Board Activities ▪ Update on DOE and USDA Activities and Joint Solicitation
September 15-16, 2009 1.5-Day Meeting Washington, DC	<ul style="list-style-type: none"> ▪ Discuss and Develop Annual Recommendations to the Secretaries ▪ EISA Studies Report Out ▪ 2010 Work Plan Discussion ▪ Subcommittee Breakout Meetings with Interagency Working Groups ▪ Update on Biomass R&D Board Activities ▪ Update on DOE and USDA Activities and Joint Solicitation
December 1-2, 2009 1.5.-Day Meeting Washington, DC	<ul style="list-style-type: none"> ▪ Subcommittee Breakout Meetings with Interagency Working Groups ▪ Update on Biomass R&D Board Activities ▪ Update on DOE and USDA Activities and Joint Solicitation ▪ Present Annual Recommendations to the Points of Contact