



GRANT REQUEST FORM (GRF)

A) New Agreement # PIR-19-011

B) Division	Agreement Manager:	MS-	Phone
ERDD	Joe O`Hagan	43	916-327-1368

C) Recipient's Legal Name	Federal ID Number
The Regents of the University of California, on behalf of its Riverside campus	95-6006142

D) Title of Project
Assessment of Greenhouse Gas and Air Quality Benefits of Dairy Digester Installation In California

E) Term and Amount

Start Date	End Date	Amount
6/30/2020	1/3/2024	\$ 999,296

F) Business Meeting Information

ARFVTP agreements \$75K and under delegated to Executive Director

Proposed Business Meeting Date 6/10/2020 Consent Discussion

Business Meeting Presenter Joe O`Hagan Time Needed: 5 minutes

Please select one list serve. PIER NaturalGas (NG Research Program)

Agenda Item Subject and Description:

THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, ON BEHALF OF ITS RIVERSIDE CAMPUS.

Proposed resolution approving agreement PIR19-011 with the Regents for a \$999,296 grant to assess the impacts of biogas production from dairy digesters on emissions of methane and other air pollutants, and adopting staff's determination that this action is exempt from CEQA.

(PIER NG funding) Contact: Joe O`Hagan.

G) California Environmental Quality Act (CEQA) Compliance

1. Is Agreement considered a "Project" under CEQA?

Yes (skip to question 2)

No (complete the following (PRC 21065 and 14 CCR 15378)):

Explain why Agreement is not considered a "Project":

2. If Agreement is considered a "Project" under CEQA:

a) Agreement **IS** exempt.

Statutory Exemption. List PRC and/or CCR section number:

Categorical Exemption. List CCR section number: Cal. Code Regs., tit. 14, § 15306

Common Sense Exemption. 14 CCR 15061 (b) (3)



GRANT REQUEST FORM (GRF)

b) Explain reason why Agreement is exempt under the above section:

This project consists of data collection. Specifically, the project will conduct air and greenhouse gas emission sampling at an operating dairy before and after the already-planned construction and operation of a digester at that site for biogas production. Additional sampling will occur at 10 nearby dairy sites. These emission samples will be taken from adjacent roads by equipment mounted in two vehicles. The project also will collect samples from the digester waste stream, soils amended with digestate and from manure stored in anaerobic conditions in a lagoon. The latter samples will be taken using a flat-bottomed boat moored in the lagoon. Additional activities, such as data analysis, computer modeling, and report preparation, will be conducted in a research facility. The project will not result in any construction or ground disturbance activities.

Agreement **IS NOT** exempt. (consult with the legal office to determine next steps)

Check all that apply

- Initial Study
- Negative Declaration
- Mitigated Negative Declaration
- Environmental Impact Report
- Statement of Overriding Considerations

H) List all subcontractors (major and minor) and equipment vendors: (attach additional sheets as necessary)

Legal Company Name:	Budget
The Regents of the University of California, Davis Campus	\$ 314,782
USDA Salinity Lab	\$ 36,277
	\$

I) List all key partners: (attach additional sheets as necessary)

Legal Company Name:

J) Budget Information

Funding Source	Funding Year of Appropriation	Budget List Number	Amount
NG Subaccount, PIERDD	18-19	501.001M	\$999,296
			\$

R&D Program Area: EGRO: EA

TOTAL: \$ 999,296

Explanation for "Other" selection

Reimbursement Contract #: Federal Agreement #:

K) Recipient's Contact Information



STATE OF CALIFORNIA

GRANT REQUEST FORM (GRF)

CEC-270 (Revised 12/2019)

CALIFORNIA ENERGY COMMISSION

1. Recipient's Administrator/Officer

Name: Briana Moreno
 Address: 245 University Office Building
 City, State, Zip: Riverside, CA 92521-0001
 Phone: 951-781-5635
 E-Mail: bmoreno@engr.ucr.edu

2. Recipient's Project Manager

Name: Francesco Hopkins
 Address: 245 University Office Building
 City, State, Zip: Riverside, CA 92521-0001
 Phone: 951-827-4781
 E-Mail: fhopkins@ucr.edu

L) Selection Process Used

- Competitive Solicitation Solicitation #: GFO-19-501
- First Come First Served Solicitation Solicitation #:

M) The following items should be attached to this GRF

- | | |
|---|--|
| 1. Exhibit A, Scope of Work | <input checked="" type="checkbox"/> Attached |
| 2. Exhibit B, Budget Detail | <input checked="" type="checkbox"/> Attached |
| 3. CEC 105, Questionnaire for Identifying Conflicts | <input checked="" type="checkbox"/> Attached |
| 4. Recipient Resolution <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 5. CEQA Documentation <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |

Agreement Manager

Date

Office Manager

Date

Deputy Director

Date

Exhibit A Scope of Work

I. TASK ACRONYM/TERM LISTS

A. Task List

Task #	CPR ¹	Task Name
1		General Project Tasks
2	X	Lagoon Measurement and Emission Modeling Post-Digester
3		Public Road Survey of Methane Stable Isotope Ratio Pre- and Post-Digester
4	X	Dairy Manure Management Practices Post-Digester
5		Study of Soil Nitrogen Emissions After Field Digestate Application
6		Evaluation of Project Benefits
7		Technology/Knowledge Transfer Activities

B. Acronym/Term List

Acronym/Term	Meaning
CAM	Commission Agreement Manager
CAO	Commission Agreement Officer
CDFA	California Department of Food and Agriculture
CPR	Critical Project Review
MPI	Mobile Plume Integrator
Recipient	The Regents of the University of California, on behalf of its Riverside campus
TAC	Technical Advisory Committee
UC	University of California
UCR LIME/ AVOCADO	UC Riverside Laboratory for Isotope Measurements in the Environment/Analysis Vehicle for On-road Capture of Atmospheric Data and Observations

II. PURPOSE OF AGREEMENT, PROBLEM/SOLUTION STATEMENT, AND GOALS AND OBJECTIVES

A. Purpose of Agreement

The purpose of this Agreement is to fund a study of methane and other trace gas emissions from dairy manure before and after implementation of a dairy digester project.

B. Problem/ Solution Statement

Problem

The State of California has invested more than \$150 million to date in dairy digesters as a means to reduce methane emissions from manure management on dairy farms. With 85 projects expected to come online from funding awarded in 2018-2019, the state anticipates greenhouse gas reduction benefits on the order of 14,000,000 metric tons CO₂-equivalent over 10 years. However, the assumed greenhouse gas reduction benefit of dairy digesters has not been tested in practice in California, and baseline estimates of manure management methane emissions before digester installation have not been carried out in a systematic way. In order to verify that this greenhouse

Exhibit A Scope of Work

gas mitigation measure is indeed effective, field measurements of methane emissions from before and after the installation of a dairy digester are needed. Until now, there has not been a comprehensive, multi-season study of methane emissions from lagoons in California, let alone a comprehensive study of methane emissions from dairy farms with digesters, in the state or elsewhere. In addition, the air quality implications of digester installation (e.g., through changes to criteria air pollutants or their precursors) at the digester site are poorly known.

¹ Please see subtask 1.3 in Part III of the Scope of Work (General Project Tasks) for a description of Critical Project Review (CPR) Meetings.

Solution

With funds from the University of California (UC) Office of the President, a group of UC researchers led by PI Francesca Hopkins are carrying out a study of methane emissions from dairy manure lagoons at a dairy farm site that is representative of current industry practices in the San Joaquin Valley of California. They measured methane emissions from the lagoon-settling pond complex with two mobile platforms during 4 seasons in 2019-2020 (Spring, Summer, Fall, Winter) from the wet manure handling system. This same dairy (subsequently referred to as “primary dairy site”) is now scheduled to have construction begin in 2020 on a biogas digester under a grant awarded by CDFA in 2018 in partnership with digester constructor California Bioenergy. Given that pre-digester methane emissions from the manure lagoons are already in hand, this presents an ideal opportunity to assess post-digester methane emissions from the lagoon-digester complex at an already well-characterized site.

C. Goals and Objectives of the Agreement

Agreement Goals

The goal of this Agreement is to assess changes to methane, nitrous oxide, and ammonia emissions from dairy farms with installation of a dairy digester.

15. **Ratepayer Benefits:** This Agreement will result in the ratepayer benefit of verifying reliable production of biogas through ensuring efficient capture of biogas by checking for leakage of methane from the dairy digester system. It will also benefit ratepayers by quantifying the greenhouse gas emissions from the switch from a conventional manure management system to a digester system, such that the effectiveness of digesters as a climate change mitigation strategy can be better evaluated, following the goals of Senate Bill 32 of 2006 and Executive Order B-30-15. This will be achieved through quantification of emissions of methane and nitrous oxide from manure management before and after digester installation on a dairy farm, and additional measurements of methane emission sources from a group of farms before and after digester installation. Further, the project will evaluate emissions of ammonia, an important precursor to the criteria air pollutant PM 2.5, before and after digester installation. This will be done through ammonia measurements at the lagoon complex prior to digester installation, and at the lagoon-digester complex after digester installation, and after land application of digestate. PM 2.5 is the most important air pollutant in the San Joaquin Valley given its serious health impacts. As of 2016, the San Joaquin Valley is in “serious” nonattainment with the National Ambient Air Quality Standard for PM 2.5 according to the U.S. Environmental Protection Agency.

Technological Advancement and Breakthroughs: This Agreement will lead to technological advancement and breakthroughs to overcome barriers to the achievement of the State of California’s statutory energy goals by better assessing the greenhouse gas and air quality

Exhibit A Scope of Work

implications of biogas production at dairy digesters. Specifically, the Recipient will provide a methodology by which changes to methane, nitrous oxide, and ammonia emissions can be quantified from on-farm measurements of manure management infrastructure, and an estimate of the impact of this mitigation measure on total greenhouse gas emissions from a dairy farm following digester installation in California.

Agreement Objectives

The objectives of this Agreement are to:

- Measure methane, nitrous oxide, and ammonia emissions from the manure lagoon complex at a dairy farm after digester installation where seasonal methane emissions from the manure lagoon complex have already been estimated pre-digester.
- Conduct a spatial survey on public roads of at least 10 dairy farms with digesters funded in 2019 before and after digester installation to assess changes in the proportion of methane from enteric fermentation versus manure using the stable carbon isotope of methane.
- Document changes to manure management post-digester installation at the primary dairy, and compare them to pre-digester practices.
- Study potential soil ammonia and nitrous oxide emissions from land application of digestate using laboratory incubations, field flux measurements, and an ecosystem model.

III. TASK 1 GENERAL PROJECT TASKS

PRODUCTS

Subtask 1.1 Products

The goal of this subtask is to establish the requirements for submitting project products (e.g., reports, summaries, plans, and presentation materials). Unless otherwise specified by the Commission Agreement Manager (CAM), the Recipient must deliver products as required below by the dates listed in the **Project Schedule (Part V)**. Products that require a draft version are indicated by marking “**(draft and final)**” after the product name in the “Products” section of the task/subtask. If “(draft and final)” does not appear after the product name, only a final version of the product is required. With respect to due dates within this Scope of Work, “**days**” means working days.

The Recipient shall:

For products that require a draft version, including the Final Report Outline and Final Report

- Submit all draft products to the CAM for review and comment in accordance with the Project Schedule (Part V). The CAM will provide written comments to the Recipient on the draft product within 15 days of receipt, unless otherwise specified in the task/subtask for which the product is required.
- Consider incorporating all CAM comments into the final product. If the Recipient disagrees with any comment, provide a written response explaining why the comment was not incorporated into the final product.
- Submit the revised product and responses to comments within 10 days of notice by the CAM, unless the CAM specifies a longer time period, or approves a request for additional time.

Exhibit A Scope of Work

For products that require a final version only

- Submit the product to the CAM for acceptance. The CAM may request minor revisions or explanations prior to acceptance.

For all products

- Submit all data and documents required as products in accordance with the following Instructions for Submitting Electronic Files and Developing Software:

- **Electronic File Format**

- Submit all data and documents required as products under this Agreement in an electronic file format that is fully editable and compatible with the Energy Commission's software and Microsoft (MS)-operating computing platforms, or with any other format approved by the CAM. Deliver an electronic copy of the full text of any Agreement data and documents in a format specified by the CAM, such as memory stick or CD-ROM.

The following describes the accepted formats for electronic data and documents provided to the Energy Commission as products under this Agreement, and establishes the software versions that will be required to review and approve all software products:

- Data sets will be in MS Access or MS Excel file format (version 2007 or later), or any other format approved by the CAM.
- Text documents will be in MS Word file format, version 2007 or later.
- Documents intended for public distribution will be in PDF file format.
- The Recipient must also provide the native Microsoft file format.
- Project management documents will be in Microsoft Project file format, version 2007 or later.

- **Software Application Development**

Use the following standard Application Architecture components in compatible versions for any software application development required by this Agreement (e.g., databases, models, modeling tools), unless the CAM approves other software applications such as open source programs:

- Microsoft ASP.NET framework (version 3.5 and up). Recommend 4.0.
- Microsoft Internet Information Services (IIS), (version 6 and up) Recommend 7.5.
- Visual Studio.NET (version 2008 and up). Recommend 2010.
- C# Programming Language with Presentation (UI), Business Object and Data Layers.
- SQL (Structured Query Language).
- Microsoft SQL Server 2008, Stored Procedures. Recommend 2008 R2.
- Microsoft SQL Reporting Services. Recommend 2008 R2.
- XML (external interfaces).

Any exceptions to the Electronic File Format requirements above must be approved in writing by the CAM. The CAM will consult with the Energy Commission's Information Technology Services Branch to determine whether the exceptions are allowable.

Exhibit A Scope of Work

MEETINGS

Subtask 1.2 Kick-off Meeting

The goal of this subtask is to establish the lines of communication and procedures for implementing this Agreement.

The Recipient shall:

- Attend a “Kick-off” meeting with the CAM, the Commission Agreement Officer (CAO), and any other Energy Commission staff relevant to the Agreement. The Recipient will bring its Project Manager and any other individuals designated by the CAM to this meeting. The administrative and technical aspects of the Agreement will be discussed at the meeting. Prior to the meeting, the CAM will provide an agenda to all potential meeting participants. The meeting may take place in person or by electronic conferencing (e.g., WebEx), with approval of the CAM.

The administrative portion of the meeting will include discussion of the following:

- Terms and conditions of the Agreement;
- Administrative products (subtask 1.1);
- CPR meetings (subtask 1.3);
- Match fund documentation (subtask 1.7);
- Permit documentation (subtask 1.8);
- Subcontracts (subtask 1.9); and
- Any other relevant topics.

The technical portion of the meeting will include discussion of the following:

- The CAM's expectations for accomplishing tasks described in the Scope of Work;
 - An updated Project Schedule;
 - Technical products (subtask 1.1);
 - Progress reports and invoices (subtask 1.5);
 - Final Report (subtask 1.6);
 - Technical Advisory Committee meetings (subtasks 1.10 and 1.11); and
 - Any other relevant topics.
- Provide an *Updated Project Schedule, List of Match Funds, and List of Permits*, as needed to reflect any changes in the documents.

The CAM shall:

- Designate the date and location of the meeting.
- Send the Recipient a *Kick-off Meeting Agenda*.

Recipient Products:

- Updated Project Schedule *(if applicable)*
- Updated List of Match Funds *(if applicable)*
- Updated List of Permits *(if applicable)*

CAM Product:

- Kick-off Meeting Agenda

Exhibit A Scope of Work

Subtask 1.3 Critical Project Review (CPR) Meetings

The goal of this subtask is to determine if the project should continue to receive Energy Commission funding, and if so whether any modifications must be made to the tasks, products, schedule, or budget. CPR meetings provide the opportunity for frank discussions between the Energy Commission and the Recipient. As determined by the CAM, discussions may include project status, challenges, successes, advisory group findings and recommendations, final report preparation, and progress on technical transfer and production readiness activities (if applicable). Participants will include the CAM and the Recipient, and may include the CAO and any other individuals selected by the CAM to provide support to the Energy Commission.

CPR meetings generally take place at key, predetermined points in the Agreement, as determined by the CAM and as shown in the Task List on page 1 of this Exhibit. However, the CAM may schedule additional CPR meetings as necessary. The budget will be reallocated to cover the additional costs borne by the Recipient, but the overall Agreement amount will not increase. CPR meetings generally take place at the Energy Commission, but they may take place at another location, or may be conducted via electronic conferencing (e.g., WebEx) as determined by the CAM.

The Recipient shall:

- Prepare a *CPR Report* for each CPR meeting that: (1) discusses the progress of the Agreement toward achieving its goals and objectives; and (2) includes recommendations and conclusions regarding continued work on the project.
- Submit the CPR Report along with any other *Task Products* that correspond to the technical task for which the CPR meeting is required (i.e., if a CPR meeting is required for Task 2, submit the Task 2 products along with the CPR Report).
- Attend the CPR meeting.
- Present the CPR Report and any other required information at each CPR meeting.

The CAM shall:

- Determine the location, date, and time of each CPR meeting with the Recipient's input.
- Send the Recipient a *CPR Agenda* and a *List of Expected CPR Participants* in advance of the CPR meeting. If applicable, the agenda will include a discussion of match funding and permits.
- Conduct and make a record of each CPR meeting. Provide the Recipient with a *Schedule for Providing a Progress Determination* on continuation of the project.
- Determine whether to continue the project, and if so whether modifications are needed to the tasks, schedule, products, or budget for the remainder of the Agreement. If the CAM concludes that satisfactory progress is not being made, this conclusion will be referred to the Deputy Director of the Energy Research and Development Division.
- Provide the Recipient with a *Progress Determination* on continuation of the project, in accordance with the schedule. The Progress Determination may include a requirement that the Recipient revise one or more products.

Recipient Products:

- CPR Report(s)
- Task Products (draft and/or final as specified in the task)

Exhibit A Scope of Work

CAM Products:

- CPR Agenda
- List of Expected CPR Participants
- Schedule for Providing a Progress Determination
- Progress Determination

Subtask 1.4 Final Meeting

The goal of this subtask is to complete the closeout of this Agreement.

The Recipient shall:

- Meet with Energy Commission staff to present project findings, conclusions, and recommendations. The final meeting must be completed during the closeout of this Agreement. This meeting will be attended by the Recipient and CAM, at a minimum. The meeting may occur in person or by electronic conferencing (e.g., WebEx), with approval of the CAM.
The technical and administrative aspects of Agreement closeout will be discussed at the meeting, which may be divided into two separate meetings at the CAM's discretion.
 - The technical portion of the meeting will involve the presentation of findings, conclusions, and recommended next steps (if any) for the Agreement. The CAM will determine the appropriate meeting participants.
 - The administrative portion of the meeting will involve a discussion with the CAM and the CAO of the following Agreement closeout items:
 - Disposition of any state-owned equipment.
 - Need to file a Uniform Commercial Code Financing Statement (Form UCC-1) regarding the Energy Commission's interest in patented technology.
 - The Energy Commission's request for specific "generated" data (not already provided in Agreement products).
 - Need to document the Recipient's disclosure of "subject inventions" developed under the Agreement.
 - "Surviving" Agreement provisions such as repayment provisions and confidential products.
 - Final invoicing and release of retention.
- Prepare a *Final Meeting Agreement Summary* that documents any agreement made between the Recipient and Commission staff during the meeting.
- Prepare a *Schedule for Completing Agreement Closeout Activities*.
- Provide *All Draft and Final Written Products* on a CD-ROM or USB memory stick, organized by the tasks in the Agreement.

Products:

- Final Meeting Agreement Summary (*if applicable*)
- Schedule for Completing Agreement Closeout Activities
- All Draft and Final Written Products

REPORTS AND INVOICES

Subtask 1.5 Progress Reports and Invoices

The goals of this subtask are to: (1) periodically verify that satisfactory and continued progress is made towards achieving the project objectives of this Agreement; and (2) ensure that invoices contain all required information and are submitted in the appropriate format.

Exhibit A Scope of Work

The Recipient shall:

- Submit a monthly *Progress Report* to the CAM. Each progress report must:
 - Summarize progress made on all Agreement activities as specified in the scope of work for the preceding month, including accomplishments, problems, milestones, products, schedule, fiscal status, and an assessment of the ability to complete the Agreement within the current budget and any anticipated cost overruns. See the Progress Report Format Attachment for the recommended specifications.
- Submit a monthly or quarterly *Invoice* that follows the instructions in the “Payment of Funds” section of the terms and conditions, including a financial report on Match Fund and in-state expenditures.

Products:

- Progress Reports
- Invoices

Subtask 1.6 Final Report

The goal of this subtask is to prepare a comprehensive Final Report that describes the original purpose, approach, results, and conclusions of the work performed under this Agreement. The CAM will review the Final Report, which will be due at least **two months** before the Agreement end date. When creating the Final Report Outline and the Final Report, the Recipient must use the Style Manual provided by the CAM.

Subtask 1.6.1 Final Report Outline

The Recipient shall:

- Prepare a *Final Report Outline* in accordance with the *Style Manual* provided by the CAM. (See Task 1.1 for requirements for draft and final products.)

Recipient Products:

- Final Report Outline (draft and final)

CAM Product:

- Style Manual
- Comments on Draft Final Report Outline
- Acceptance of Final Report Outline
-

Subtask 1.6.2 Final Report

The Recipient shall:

- Prepare a *Final Report* for this Agreement in accordance with the approved Final Report Outline, Style Manual, and Final Report Template provided by the CAM with the following considerations:
 - Ensure that the report includes the following items, in the following order:
 - Cover page (**required**)
 - Credits page on the reverse side of cover with legal disclaimer (**required**)
 - Acknowledgements page (optional)
 - Preface (**required**)

Exhibit A Scope of Work

- Abstract, keywords, and citation page (**required**)
- Table of Contents (**required**, followed by List of Figures and List of Tables, if needed)
- Executive summary (**required**)
- Body of the report (**required**)
- References (if applicable)
- Glossary/Acronyms (If more than 10 acronyms or abbreviations are used, it is required.)
- Bibliography (if applicable)
- Appendices (if applicable) (Create a separate volume if very large.)
- Attachments (if applicable)
- Ensure that the document is written in the third person.
- Ensure that the Executive Summary is understandable to the lay public.
 - Briefly summarize the completed work. Succinctly describe the project results and whether or not the project goals were accomplished.
 - Identify which specific ratepayers can benefit from the project results and how they can achieve the benefits.
 - If it's necessary to use a technical term in the Executive Summary, provide a brief definition or explanation when the technical term is first used.
- Follow the Style Guide format requirements for headings, figures/tables, citations, and acronyms/abbreviations.
- Ensure that the document omits subjective comments and opinions. However, recommendations in the conclusion of the report are allowed.
- Include a brief description of the project results in the Abstract.
- Submit a draft of the report to the CAM for review and comment. The CAM will provide written comments to the Recipient on the draft product within 15 days of receipt
- Consider incorporating all CAM comments into the Final Report. If the Recipient disagrees with any comment, provide a written response explaining why the comment was not incorporated into the final product
- Submit the revised Final Report and responses to comments within 10 days of notice by the CAM, unless the CAM specifies a longer time period or approves a request for additional time.
- Submit one bound copy of the *Final Report* to the CAM along with *Written Responses to Comments on the Draft Final Report*.

Products:

- Final Report (draft and final)
- Written Responses to Comments on the Draft Final Report

CAM Product:

- Written Comments on the Draft Final Report

MATCH FUNDS, PERMITS, AND SUBCONTRACTS

Subtask 1.7 Match Funds

The goal of this subtask is to ensure that the Recipient obtains any match funds planned for this Agreement and applies them to the Agreement during the Agreement term.

While the costs to obtain and document match funds are not reimbursable under this Agreement,

Exhibit A Scope of Work

the Recipient may spend match funds for this task. The Recipient may only spend match funds during the Agreement term, either concurrently or prior to the use of Energy Commission funds. Match funds must be identified in writing, and the Recipient must obtain any associated commitments before incurring any costs for which the Recipient will request reimbursement.

The Recipient shall:

- Prepare a *Match Funds Status Letter* that documents the match funds committed to this Agreement. If no match funds were part of the proposal that led to the Energy Commission awarding this Agreement and none have been identified at the time this Agreement starts, then state this in the letter.

If match funds were a part of the proposal that led to the Energy Commission awarding this Agreement, then provide in the letter:

- A list of the match funds that identifies:
 - The amount of cash match funds, their source(s) (including a contact name, address, and telephone number), and the task(s) to which the match funds will be applied.

The amount of each in-kind contribution, a description of the contribution type (e.g., property, services), the documented market or book value, the source (including a contact name, address, and telephone number), and the task(s) to which the match funds will be applied. If the in-kind contribution is equipment or other tangible or real property, the Recipient must identify its owner and provide a contact name, address, telephone number, and the address where the property is located.
 - If different from the solicitation application, provide a letter of commitment from an authorized representative of each source of match funding that the funds or contributions have been secured.
- At the Kick-off meeting, discuss match funds and the impact on the project if they are significantly reduced or not obtained as committed. If applicable, match funds will be included as a line item in the progress reports and will be a topic at CPR meetings.
- Provide a *Supplemental Match Funds Notification Letter* to the CAM of receipt of additional match funds.
- Provide a *Match Funds Reduction Notification Letter* to the CAM if existing match funds are reduced during the course of the Agreement. Reduction of match funds may trigger a CPR meeting.

Products:

- Match Funds Status Letter
- Supplemental Match Funds Notification Letter (*if applicable*)
- Match Funds Reduction Notification Letter (*if applicable*)

Subtask 1.8 Permits

The goal of this subtask is to obtain all permits required for work completed under this Agreement in advance of the date they are needed to keep the Agreement schedule on track. Permit costs and the expenses associated with obtaining permits are not reimbursable under this Agreement, with the exception of costs incurred by University of California recipients. Permits must be identified and obtained before the Recipient may incur any costs related to the use of the permit(s) for which the Recipient will request reimbursement.

Exhibit A Scope of Work

The Recipient shall:

- Prepare a *Permit Status Letter* that documents the permits required to conduct this Agreement. If no permits are required at the start of this Agreement, then state this in the letter. If permits will be required during the course of the Agreement, provide in the letter:
 - A list of the permits that identifies: (1) the type of permit; and (2) the name, address, and telephone number of the permitting jurisdictions or lead agencies.
 - The schedule the Recipient will follow in applying for and obtaining the permits.

The list of permits and the schedule for obtaining them will be discussed at the Kick-off meeting (subtask 1.2), and a timetable for submitting the updated list, schedule, and copies of the permits will be developed. The impact on the project if the permits are not obtained in a timely fashion or are denied will also be discussed. If applicable, permits will be included as a line item in progress reports and will be a topic at CPR meetings.

- If during the course of the Agreement additional permits become necessary, then provide the CAM with an *Updated List of Permits* (including the appropriate information on each permit) and an *Updated Schedule for Acquiring Permits*.
- Send the CAM a *Copy of Each Approved Permit*.
- If during the course of the Agreement permits are not obtained on time or are denied, notify the CAM within 5 days. Either of these events may trigger a CPR meeting.

Products:

- Permit Status Letter
- Updated List of Permits (*if applicable*)
- Updated Schedule for Acquiring Permits (*if applicable*)
- Copy of Each Approved Permit (*if applicable*)

Subtask 1.9 Subcontracts

The goals of this subtask are to: (1) procure subcontracts required to carry out the tasks under this Agreement; and (2) ensure that the subcontracts are consistent with the terms and conditions of this Agreement.

The Recipient shall:

- Manage and coordinate subcontractor activities in accordance with the requirements of this Agreement.
- Incorporate this Agreement by reference into each subcontract.
- Include any required Energy Commission flow-down provisions in each subcontract, in addition to a statement that the terms of this Agreement will prevail if they conflict with the subcontract terms.
- If required by the CAM, submit a draft of each *Subcontract* required to conduct the work under this Agreement.
- Submit a final copy of the executed subcontract.
- Notify and receive written approval from the CAM prior to adding any new subcontractors (see the discussion of subcontractor additions in the terms and conditions).

Products:

- Subcontracts (*draft if required by the CAM*)

Exhibit A Scope of Work

TECHNICAL ADVISORY COMMITTEE

Subtask 1.10 Technical Advisory Committee (TAC)

The goal of this subtask is to create an advisory committee for this Agreement. The TAC should be composed of diverse professionals. The composition will vary depending on interest, availability, and need. TAC members will serve at the CAM's discretion. The purpose of the TAC is to:

- Provide guidance in project direction. The guidance may include scope and methodologies, timing, and coordination with other projects. The guidance may be based on:
 - Technical area expertise;
 - Knowledge of market applications; or
 - Linkages between the agreement work and other past, present, or future projects (both public and private sectors) that TAC members are aware of in a particular area.
- Review products and provide recommendations for needed product adjustments, refinements, or enhancements.
- Evaluate the tangible benefits of the project to the state of California, and provide recommendations as needed to enhance the benefits.
- Provide recommendations regarding information dissemination, market pathways, or commercialization strategies relevant to the project products.

The TAC may be composed of qualified professionals spanning the following types of disciplines:

- Researchers knowledgeable about the project subject matter;
- Members of trades that will apply the results of the project (e.g., designers, engineers, architects, contractors, and trade representatives);
- Public interest market transformation implementers;
- Product developers relevant to the project;
- U.S. Department of Energy research managers, or experts from other federal or state agencies relevant to the project;
- Public interest environmental groups;
- Utility representatives;
- Air district staff; and
- Members of relevant technical society committees.

The Recipient shall:

- Prepare a *List of Potential TAC Members* that includes the names, companies, physical and electronic addresses, and phone numbers of potential members. The list will be discussed at the Kick-off meeting, and a schedule for recruiting members and holding the first TAC meeting will be developed.
- Recruit TAC members. Ensure that each individual understands member obligations and the TAC meeting schedule developed in subtask 1.11.
- Prepare a *List of TAC Members* once all TAC members have committed to serving on the TAC.
- Submit *Documentation of TAC Member Commitment* (such as Letters of Acceptance) from each TAC member.

Products:

- List of Potential TAC Members
- List of TAC Members
- Documentation of TAC Member Commitment

Exhibit A Scope of Work

Subtask 1.11 TAC Meetings

The goal of this subtask is for the TAC to provide strategic guidance for the project by participating in regular meetings, which may be held via teleconference.

The Recipient shall:

- Discuss the TAC meeting schedule with the CAM at the Kick-off meeting. Determine the number and location of meetings (in-person and via teleconference) in consultation with the CAM.
- Prepare a *TAC Meeting Schedule* that will be presented to the TAC members during recruiting. Revise the schedule after the first TAC meeting to incorporate meeting comments.
- Prepare a *TAC Meeting Agenda* and *TAC Meeting Back-up Materials* for each TAC meeting.
- Organize and lead TAC meetings in accordance with the TAC Meeting Schedule. Changes to the schedule must be pre-approved in writing by the CAM.
- Prepare *TAC Meeting Summaries* that include any recommended resolutions of major TAC issues.

The TAC shall:

- Help set the project team's goals and contribute to the development and evaluation of its statement of proposed objectives as the project evolves.
- Provide a credible and objective sounding board on the wide range of technical and financial barriers and opportunities.
- Help identify key areas where the project has a competitive advantage, value proposition, or strength upon which to build.
- Advocate on behalf of the project in its effort to build partnerships, governmental support and relationships with a national spectrum of influential leaders.
- Ask probing questions that insure a long-term perspective on decision-making and progress toward the project's strategic goals.

Products:

- TAC Meeting Schedule (draft and final)
- TAC Meeting Agendas (draft and final)
- TAC Meeting Back-up Materials
- TAC Meeting Summaries

IV. TECHNICAL TASKS

TASK 2 LAGOON MEASUREMENT AND EMISSION MODELING POST-DIGESTER

The goal of this task is to estimate emissions of methane, nitrous oxide, and ammonia from the digester-lagoon complex after digester installation on the dairy site and compare them to emissions from the manure lagoon complex before digester installation.

Exhibit A Scope of Work

The Recipient shall:

- Prepare a *Methane Emissions Testing Report* in accordance with the following activities:
 - Measure methane mixing ratios at three heights near the digester-lagoon complex with the Mobile Plume Integrator (MPI) system for four seasons following digester installation at the primary dairy study site (UC Davis, Co-PI Marc Fischer).
 - Estimate methane emissions with associated uncertainties from MPI data using coincident wind observations made during 4 field sampling campaigns .(Spring, Summer, Fall, Winter).
 - Use sonic anemometers to measure three-dimensional (3D) winds at ~2 m and 10 m during field campaign periods at the primary dairy during mobile measurement periods.
- Prepare *Nitrous Oxide and Ammonia Emissions Testing Report* in accordance with the following activities:
 - Measure methane, nitrous oxide, and ammonia mixing ratios near the digester-lagoon complex for four seasons .(Spring, Summer, Fall, Winter) prior to and following digester installation at the primary dairy study site using the UC Riverside Laboratory for Isotope Measurements in the Environment/Analysis Vehicle for On-road Capture of Atmospheric Data and Observations (UCR LIME/AVOCADO).
 - Use state-of-the-art dispersion modeling, with meteorological inputs, to calculate emissions of methane, nitrous oxide, and ammonia and the associated uncertainties using UCR LIME/AVOCADO data for 4 field sampling campaigns.
 - Compare emissions estimates, derived from the two platforms, before and after digester installation to determine net effect of digester installation on emissions of methane, nitrous oxide, and ammonia from the lagoon-digester complex.
- Prepare a *CPR Report #1* in accordance with subtask 1.3.

Products:

- Methane Emissions Testing Report (Draft and Final)
- Nitrous Oxide and Ammonia Emissions Testing Report (Draft and Final)
- CPR Report #1

TASK 3 PUBLIC ROAD SURVEY OF METHANE STABLE ISOTOPE RATIO PRE- AND POST-DIGESTER

The goal of this task is to evaluate changes to the ratio of manure-derived methane emissions to enteric fermentation-derived methane emissions from downwind public road surveys of dairies before and after digester installation using the stable carbon isotope ratio of methane. Because a dairy digester should only reduce methane emissions from manure management, with no impact to methane emissions from enteric fermentation, we anticipate the ratio of manure to enteric methane emissions to drop from 1.2 to 0.4 with addition of a digester. A change of this magnitude will manifest as a 2.7% reduction in the stable carbon isotope ratio of methane.

The Recipient shall:

- Prepare *Report On Quantification Of Manure Deposition And Waste Stream Chemistry Analysis* in accordance with the following activities:
 - Measure methane mixing ratios and stable carbon isotope ratios from public roads

Exhibit A Scope of Work

using the UCR LIME/AVOCADO at ≥ 10 dairies that have been awarded funds for a digester project by CDFA in 2019 during at least two seasons prior to digester installation.

- Use high temporal resolution satellite imagery (e.g., from Planet Labs) to determine date of digester completion, along with best guess dates for digester installation from CDFA records (e.g., as reported at <https://www.cdfa.ca.gov/oefi/ddrdp/>).
- Measure methane mixing ratios and stable carbon isotope ratios from public roads using the UCR LIME/AVOCADO at ≥ 10 dairies that have been awarded funds for a digester project by CDFA in 2019 during at least two seasons post-digester installation.
- Use stable carbon isotope signature to estimate ratio of manure to enteric methane emissions pre- and post-digester.
- Compare the change in the ratio of manure to enteric methane emissions from the primary site to the distribution of the ≥ 10 additional dairies to determine if the primary site is anomalous or representative.

Products:

- Report on Quantification of Manure Deposition and Waste Stream Chemistry Analysis

TASK 4 DAIRY MANURE MANAGEMENT PRACTICES POST-DIGESTER

The goal of this task is to evaluate changes to dairy manure management practices before and after installation of a digester at the primary dairy site.

The Recipient shall:

- Prepare a *Report On Quantification Of Manure Deposition Comparisons And Waste Stream Chemistry Analysis* in accordance with the following activities:
 - Measure manure deposition time on concrete at the primary dairy bimonthly for a year following digester installation to quantify manure deposition on surfaces with liquid manure collection versus dry manure collection.
 - Sample waste stream flow at the primary dairy monthly post digester installation at various points in the manure management system.
 - Analyze chemistry of manure waste stream samples, including for pH, temperature, electrical conductivity, total solids (TS) and volatile solids (VS).
 - Compare manure deposition to wet versus dry collection before and after digester installation.
 - Compare waste stream chemistry before and after digester installation.
- Prepare a *CPR Report #2* in accordance with subtask 1.3.

Products:

- Report on Quantification of Manure Deposition Comparisons and Waste Stream Chemistry Analysis (Draft and Final)
- CPR Report #2

TASK 5 STUDY OF SOIL NITROGEN EMISSIONS AFTER FIELD DIGESTATE APPLICATION

The goal of this task is to study soil nitrogen trace gas emissions, namely nitrous oxide and ammonia, after digestate application to crop fields.

Exhibit A Scope of Work

The Recipient shall:

- Prepare *Report On Soil Amendment Testing* in accordance with the following activities:
 - Sample cropland soils from the primary dairy site and incubate with waste water from the manure lagoon sampled before digester installation, and with waste water from the manure lagoon sampled after digester installation.
- Prepare *Report On Emissions Testing Of Fields Applied With Digested Manure Waste* in accordance with the following activities:
 - Measure nitrous oxide, ammonia, methane, and carbon dioxide emissions from soils in the laboratory to quantify potential emissions differences between soils amended with conventional manure waste water versus digestate manure waste water in terms of greenhouse gas emissions impact (CO₂e) and ammonia.
 - Estimate emissions of nitrous oxide, ammonia, methane, and carbon dioxide from crop fields applied with digested manure waste by computing vertical fluxes using atmospheric mixing ratios of these species at two heights measured with the UCR LIME/AVOCADO parked on crop fields.
- Prepare *Report on Model Projected Impact Of Digested Manure Waste Amendment To Crop Fields*.
 - Model projected impact of digested manure waste amendment to crop fields using the Ecosys model, with parameterizations from the chemistry results of task 4 and the laboratory incubation study.

Products:

- Report on Soil Amendment Testing
- Report on Emissions Testing of Fields Applied with Digested Manure Waste
- Report on Model Projected Impact of Digested Manure Waste Amendment To Crop Fields

TASK 6 EVALUATION OF PROJECT BENEFITS

The goal of this task is to report the benefits resulting from this project.

The Recipient shall:

- Complete three Project Benefits Questionnaires that correspond to three main intervals in the Agreement: (1) *Kick-off Meeting Benefits Questionnaire*; (2) *Mid-term Benefits Questionnaire*; and (3) *Final Meeting Benefits Questionnaire*.
- Provide all key assumptions used to estimate projected benefits, including targeted market sector (e.g., population and geographic location), projected market penetration, baseline and projected energy use and cost, operating conditions, and emission reduction calculations. Examples of information that may be requested in the questionnaires include:
 - For Product Development Projects and Project Demonstrations:
 - Published documents, including date, title, and periodical name.
 - Estimated or actual energy and cost savings, and estimated statewide energy savings once market potential has been realized. Identify all assumptions used in the estimates.
 - Greenhouse gas and criteria emissions reductions.
 - Other non-energy benefits such as reliability, public safety, lower operational cost, environmental improvement, indoor environmental quality, and societal benefits.
 - Data on potential job creation, market potential, economic development, and

Exhibit A Scope of Work

increased state revenue as a result of the project.

- A discussion of project product downloads from websites, and publications in technical journals.
- A comparison of project expectations and performance. Discuss whether the goals and objectives of the Agreement have been met and what improvements are needed, if any.
- Additional Information for Product Development Projects:
 - Outcome of product development efforts, such copyrights and license agreements.
 - Units sold or projected to be sold in California and outside of California.
 - Total annual sales or projected annual sales (in dollars) of products developed under the Agreement.
 - Investment dollars/follow-on private funding as a result of Energy Commission funding.
 - Patent numbers and applications, along with dates and brief descriptions.
- Additional Information for Product Demonstrations:
 - Outcome of demonstrations and status of technology.
 - Number of similar installations.
 - Jobs created/retained as a result of the Agreement.
- For Information/Tools and Other Research Studies:
 - Outcome of project.
 - Published documents, including date, title, and periodical name.
 - A discussion of policy development. State if the project has been cited in government policy publications or technical journals, or has been used to inform regulatory bodies.
 - The number of website downloads.
 - An estimate of how the project information has affected energy use and cost, or have resulted in other non-energy benefits.
 - An estimate of energy and non-energy benefits.
 - Data on potential job creation, market potential, economic development, and increased state revenue as a result of project.
 - A discussion of project product downloads from websites, and publications in technical journals.
 - A comparison of project expectations and performance. Discuss whether the goals and objectives of the Agreement have been met and what improvements are needed, if any.
- Respond to CAM questions regarding responses to the questionnaires.

The Energy Commission may send the Recipient similar questionnaires after the Agreement term ends. Responses to these questionnaires will be voluntary.

Products:

- Kick-off Meeting Benefits Questionnaire
- Mid-term Benefits Questionnaire
- Final Meeting Benefits Questionnaire

Exhibit A Scope of Work

TASK 7 TECHNOLOGY/KNOWLEDGE TRANSFER ACTIVITIES

The goal of this task is to develop a plan to make the knowledge gained, experimental results, and lessons learned available to the public and key decision makers.

The Recipient shall:

- Prepare an *Initial Fact Sheet* at start of the project that describes the project. Use the format provided by the CAM.
- Prepare a *Final Project Fact Sheet* at the project's conclusion that discusses results. Use the format provided by the CAM.
- Prepare a *Technology/Knowledge Transfer Plan* that includes:
 - An explanation of how the knowledge gained from the project will be made available to the public, including the targeted market sector and potential outreach to end users, utilities, regulatory agencies, and others.
 - A description of the intended use(s) for and users of the project results.
 - Published documents, including date, title, and periodical name.
 - Copies of documents, fact sheets, journal articles, press releases, and other documents prepared for public dissemination. These documents must include the Legal Notice required in the terms and conditions. Indicate where and when the documents were disseminated.
 - A discussion of policy development. State if project has been or will be cited in government policy publications, or used to inform regulatory bodies.
 - The number of website downloads or public requests for project results.
 - Additional areas as determined by the CAM.
- Conduct technology transfer activities in accordance with the Technology/Knowledge Transfer Plan. These activities will be reported in the Progress Reports.
- When directed by the CAM, develop *Presentation Materials* for an Energy Commission-sponsored conference/workshop(s) on the project.
- When directed by the CAM, participate in annual EPIC symposium(s) sponsored by the California Energy Commission.
- Provide at least (6) six *High Quality Digital Photographs* (minimum resolution of 1300x500 pixels in landscape ratio) of pre and post technology installation at the project sites or related project photographs.
- Prepare a *Technology/Knowledge Transfer Report* on technology transfer activities conducted during the project.

Products:

- Initial Fact Sheet (draft and final)
- Final Project Fact Sheet (draft and final)
- Presentation Materials (draft and final)
- High Quality Digital Photographs
- Technology/Knowledge Transfer Plan (draft and final)
- Technology/Knowledge Transfer Report (draft and final)

V. PROJECT SCHEDULE

Please see the attached Excel spreadsheet.

STATE OF CALIFORNIA

STATE ENERGY RESOURCES
CONSERVATION AND DEVELOPMENT COMMISSION

RESOLUTION - RE: THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, ON BEHALF OF THE RIVERSIDE CAMPUS.

RESOLVED, that the State Energy Resources Conservation and Development Commission (CEC) adopts the staff CEQA findings contained in the Agreement or Amendment Request Form (as applicable); and

RESOLVED, that the CEC approves Agreement PIR-19-011 with the Regents for a \$999,296 grant to assess the impacts of biogas production from dairy digesters on emissions of methane and other air pollutants; and

FURTHER BE IT RESOLVED, that the Executive Director or his/her designee shall execute the same on behalf of the CEC.

CERTIFICATION

The undersigned Secretariat to the Commission does hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly and regularly adopted at a meeting of the CEC held on June 10, 2020.

AYE:

NAY:

ABSENT:

ABSTAIN:

Cody Goldthrite
Secretariat