

2008 Work Plan
December 1, 2007 – November 30, 2008
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 Rural Development Thomas C. Dorr, U.S. Department of Agriculture (USDA), and Assistant Secretary for Energy Efficiency and Renewable Energy Alexander “Andy” Karsner, Department of Energy (DOE) are the Departmental POCs for 2007-2008.

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 2008 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 2008 joint USDA – DOE biomass R&D solicitation.
- Recommendations for the FY 2009 joint solicitation.
- Recommendations on the progress of all R&D in achieving the goals of the Committee’s updated *Vision* document.

Recommended 2008 Activities

- Review and Discuss Federal Government Budget Plans
- Discuss Planning Subcommittee’s Response to Board Questions
- 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.

2008 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 2008 before its due date of December 20, 2008, 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 2008 Annual Report.

Recommended Committee Meeting Schedule

In 2008, the full Committee will meet at least quarterly, as stated in its charter.

Date	Purpose
February 6-7, 2008 2 -Day Meeting Washington, DC	<ul style="list-style-type: none"> ▪ <i>Welcome New Members/New Co-Chair</i> ▪ Discuss DOE and USDA Budgets ▪ Presentation on Bioenergy Research Centers ▪ Update on Joint Solicitation ▪ Update on Farm Bill and Energy Act ▪ Presentation on Agricultural Research Service Biofuels Activities ▪ Presentation on Energy Science, Education and Extension Plan ▪ Discuss Biomass R&D Board Activities ▪ Planning Subcommittee Report Out
May 20-21, 2008 1.5 -Day Meeting Des Moines, IA	<ul style="list-style-type: none"> ▪ Presentation on Biorefinery (Poet) ▪ Presentation on Seed Production (Pioneer Hi-Bred International) ▪ Update on Joint Solicitation ▪ Update on Farm Bill ▪ Update on Biomass R&D Board Activities ▪ Discuss Annual Recommendations to the Secretaries
September 9-10, 2008 1.5-Day Meeting Washington, DC	<ul style="list-style-type: none"> ▪ Panel discussion with Finance Community on the Technical Risk in Biofuels Production ▪ Discuss DOE-BES, NSF and other agency Biofuels Budgets ▪ Presentation on DOE-EE Strategy ▪ Feedstocks Interagency Working Group Report ▪ Biofuels Infrastructure Adequacy Report (EISA 245) ▪ Update on Biomass R&D Board Activities ▪ Finalize Annual Recommendations to the Secretaries
December 2-3, 2008 1.5-Day Meeting Washington, DC	<ul style="list-style-type: none"> ▪ Develop topics for the 2009 Work Plan ▪ Biomass Interagency Conversion Working Group Strategy Discussion ▪ Renewable Fuels Standard Presentation – EPA ▪ Flex Fuel Vehicle Optimization Study (EISA 225) ▪ Report on Barriers to Increasing Biodiesel Use in the US ▪ Present Annual Recommendations to the Points of Contact