

Scope of Work (3 pages)

Statement of Need

Although Central Oregon benefits from an abundant supply of biomass, a restoration industry workforce and infrastructure, and an entrepreneurial mindset, the region currently lacks coordinated capacity to realize its potential as a biomass utilization hub. This project aims to fill this gap and set the stage for future enhanced capacity to fulfill the potential for biomass utilization in the region.

The overall **goal** of this project is to improve the market-based utilization of woody biomass material in Central Oregon. The **objectives** to meet this goal are to:

1. Develop a regional strategic plan that establishes baseline conditions and barriers to market development and a series of implementation strategies to overcome the barriers
2. Support identified projects to implementation
3. Work with statewide partners to share best practices, bring in outside technical assistance as necessary, and promote Central Oregon as a biomass utilization hub.

The timeline for this project is July 1, 2015 – June 30, 2018.

Goals & Methods	Accomplishments & Deliverables	Communication & Outreach	Monitoring Plan	Impact on wood energy
Develop a regional strategic plan (July 2015 – June 2018)				
1. Establish regional Steering Team <i>August 2015 – June 2018</i>	Develop a regional public-private team focused on identifying and realizing biomass utilization opportunities and solving barriers. Every team meeting will include updates on Strategic Plan components as well as project development and implementation status.	COIC will coordinate with the established Steering Team and communicate with the public via website, press releases, and email newsletter. Public officials will be involved in the development of this Team and will relay this information to their constituents	See Strategic Plan	Biomass enterprises and public agencies are able to develop a network to increase efficiencies in accessing and utilizing regional biomass supply, access to information regarding new markets and technologies, access to outreach and PR, and assistance with regulatory barriers.

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<p>2. Establish regional point of contact</p> <p><i>August 2015 – June 2018</i></p>	<p>COIC will become a central point of contact for project development, technical assistance, regional coordination, outreach and development of biomass energy and wood projects</p>	<p>COIC will coordinate with the Steering Committee to communicate with public and private organizations about 1) the role of the Committee in the region and 2) provide a point of contact for biomass projects.</p>	n/a	<p>Biomass enterprises and public agencies will have an established Coordinator (COIC)</p>
<p>3. Increase Public support</p> <p><i>December 2015 – June 2018</i></p>	<p>Provide public outreach to help educate neighbors and communities about the realities of modern biomass utilization technologies</p>	<p>COIC will coordinate with the Steering Committee and communicate via website, press releases, newsletter, and via targeted public mtgs. Coordination with DCFP and OFRC outreach efforts.</p>	<p>Public support will be measured by # of media reports, # of meetings held, # of contacts made, # of projects developed</p>	<p>Increased awareness of the benefit of biomass energy utilization projects and the impact on the community as measured, jobs, revenues, and upstream forest health.</p>
<p>4. Produce a Strategic Plan, including: a) Biomass supply assessment; b) Baseline condition: biomass utilization; c) Market, technology, financing, and policy barriers and opportunities</p> <p><i>September 2015 – June 2016</i></p>	<p>Strategic Plan document, including: Comprehensive biomass supply assessment, including baseline data on biomass volumes, characteristics, sources, and costs to deliver as well as barriers and opportunities to supply. List and characterization of existing biomass utilization projects and projects in development. List of market, financing,</p>	<p>Outreach to key regional partners in order to create the Plan.</p> <p>Written report provided to the community via website, announced via press release and summarized in newsletter.</p> <p>Conduct one public forum to share Plan outcomes.</p>	<p>The Strategic Plan will ID goals and objectives of the Committee, other responsible parties, the outreach plan, and a timeline with established benchmarks.</p>	<p>A strategic plan will allow public and private partners to ID and address barriers and opportunities related to biomass supply and supply chain; appropriate markets and technology; financing; policy and regulatory issues. The Plan will allow a coordinated, collaborative approach to addressing barriers and realizing</p>

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	and policy barriers and opportunities.			opportunities.
1. Implement Strategic Plan <i>July 2016 – June 2018</i>	Steering Committee members and other key regional and state partners will work on identified barriers and opportunities, paving the way for more projects.	Progress on achieving Strategic Plan objectives will be communicated via website, press releases, and newsletter	Progress in achieving desired outcomes will be monitored and communicated.	Implementation of the Strategic Plan should allow for more biomass energy projects to be implemented, and to move more quickly to implementation.
2. Market Successes <i>As appropriate – June 2018</i>	Established biomass energy facilities will be marketed locally and statewide, with particular emphasis on hog fuel and/or lower-quality chips	Develop written press release and media attention around model biomass energy projects. Coordinate with SWET.	Marketing success will be measured in contacts made, earned media, etc.	Marketing successes will encourage more biomass energy projects and help to break down barriers to project development.
Project development of current and new projects (July 2015 – May 2018)				
1. Assist identified biomass energy projects <i>July 2015 – June 2018</i>	Support the implementation of identified energy projects (see “current identified projects”) by providing technical assistance as outlined in section E.	Work directly with identified partners and assist with outreach to the media and public about their project highlights and achievements.	Establish goals and benchmarks for each project as identified in the grant narrative.	Increased scale and impact of a local wood energy cluster through the implementation of projects and enterprises.
2. Identify new projects <i>July 2015 – June 2018</i>	Work with local, regional, and statewide partners to prospect new projects, opportunities	Focused outreach with current and potential project proponents.	New projects will be identified and written up in a report.	New businesses will increase supply, demand and jobs
3. Grant writing, administration and reporting	Identify, write and manage grants as needed	n/a	Number of grants applied for and received.	Procurement of grants will improve the overall scope of work

WIFO annual reports will be submitted in July 2016 and July 2017, and a final report will be submitted in August 2018.