



Memorandum of Understanding

The USDA Rural Energy for America Technical Assistance Grant (REAP TAG) Program is designed to assist producers and rural small business owners ("Participant") move through the USDA REAP grant application process. Michigan Department of Environment, Great Lakes, and Energy (EGLE) is partnering with GDS Associates to assist participants through the program. The purpose of this Memorandum of Understanding (MOU) is to provide Participants with the responsibilities of both GDS Associates, Inc. ("GDS") and the Participant.

1. There is no cost to an eligible REAP TAG Participant for the technical support services provided by the REAP-TAG program.
2. GDS shall provide technical support. Technical services include assistance registering with SAM.gov, obtaining an UEI number, completing the required energy audit or study, preparing and submitting a USDA REAP grant application, and completing any post installation energy savings verification documentation.

The responsibilities of the Participant include:

- a. Registration on SAM.gov and acquiring a UEI, with or without assistance from GDS,
- b. Providing GDS with all necessary information needed to complete the required energy audit or feasibility study required for the REAP application,
- c. Providing GDS with all necessary information needed to complete the USDA REAP grant application package,
- d. Providing GDS with updates regarding REAP award status and amount of award, and
- e. Providing GDS with any needed information to assist in completion of 1 year post installation energy savings documentation, if requested by USDA.

The responsibilities of GDS as part of the REAP TAG Program include:

- a. Assisting, as needed, with successful SAM.gov registration and acquisition of UEI,
- b. Completing a required energy audit or feasibility study,
- c. Preparing a REAP grant application,
- d. Submitting the REAP applications to USDA, and
- e. Assisting with completion of any USDA requested post installation energy savings documentation.

EGLE and GDS thank you for your participation in the Michigan REAP TAG Program. While participants in the Michigan REAP TAG Program will receive full assistance with successful submittal of a USDA REAP application, EGLE and GDS do not guarantee a grant will be awarded to a specific applicant. All USDA REAP grants are awarded on a competitive basis and those applications scoring the highest points will be awarded by the USDA. This MOU is not intended to create, nor will it ever be construed or interpreted as creating, a binding and legally enforceable contract between the parties.

Participant (Full Name): _____

Participant Signature: _____

Date _____