

**Process for Requesting Approval for 10 U.S.C. 2922a Renewable Energy Projects**

1. Military Service provides concept briefing OASD(EI&E) and other OSD stakeholders – including the following:
  - o Type of contract the Component is planning to use
  - o A discussion about the type of real estate outgrants to be used
  - o Anticipated terms of the contract/real estate outgrants
  - o Discussion about how the contract/real estate transaction will interact e
  - o Estimated FMV of the land
  - o How the cash or in-kind consideration for the FMV will be applied to the project
  - o Project details
  - o Site map
  - o Land status (non-excess, withdrawn, not needed for public use, etc.)
  - o National Environmental Policy Act (NEPA) analysis status
  - o Estimated economics of the project (business case analysis)
  - o Anticipated contributions to all applicable energy goals
  - o Anticipated applicability of section 2822 of the National Defense Authorization Act for Fiscal Year 2012 (energy security) to the proposed project
  - o Glint/Glare - how the analysis will be addressed
2. Military Service requests informal review of the Draft RFP, prior to issuance
3. Military Service requests informal review of the draft contract and lease (as many times as necessary during the contract negotiation period)
4. Military Department submits an approval package based on the following checklist:
5. 2922a Project Documentation Checklist (for guidance only, does not have to in the package)

<b>Installation Name:</b>	
<input type="checkbox"/>	Ready-to-award contract
<input type="checkbox"/>	Appropriate real property outgrant/lease
<input type="checkbox"/>	Statement of the fair market value of the outgrant/lease
<input type="checkbox"/>	An explanation of why the property is not currently needed for public use
<input type="checkbox"/>	Appropriate NEPA documentation
<input type="checkbox"/>	Memorandum for the Record addressing whether the renewable energy project is on withdrawn lands.
<input type="checkbox"/>	Economic/Business Case Analysis summary
<input type="checkbox"/>	Summary of contribution to energy goals
<input type="checkbox"/>	Glint/Glare analysis
<input type="checkbox"/>	Memorandum for the Record explaining that the project will not harm mission
<input type="checkbox"/>	Component Comptroller certification of the funding stream for the 2922a project
<input type="checkbox"/>	(where applicable) Justification and cost-benefit analysis of any decision to exclude pursuit of energy security on cost grounds.

6. Once the OSD coordination process is complete, and the ASD(EI&E) signs an approval memorandum. The approval memorandum is sent to the respective Contracting office, appropriate Congressional notifications are made and the contract/lease is then awarded.