Renewable Fuel Infrastructure Program
Application Checklist

Approval Checklist:

To be considered for approval, the following documents must be turned into the board office:

1. ☐ Completed Application
2. ☐ Licensed installer/dealer equipment list

Application Deadline:
Applications may be submitted for review by the RFIP Board up to 15 days prior to a scheduled quarterly meeting. Quarterly meetings and application deadlines are posted online.

Contract Checklist:

To receive contract and payment, the following documents must be sent into the board office:

Retail E85/Biodiesel sites:

1. ☐ Proof of insurance including pollution discharge liability coverage endorsement for E85 upgrades or new installations
2. ☐ Under-ground Storage Tank System Checklist for Equipment Compatibility with E-Blend Fuels (greater than 10% ethanol by volume). This checklist must be signed by both the licensed equipment installer and the owner once the project is completed indicating compatibility with E85 fuel.
3. ☐ *EITHER* Under-ground Storage Tank (UST) (Form 148) – Proof of registration with the Iowa Department of Natural Resources and pollution liability coverage endorsement for E85 upgrades or new installations
   OR Above-ground Storage Tank (AST)-- Proof of registration with the Iowa State Fire Marshal and pollution liability coverage endorsement for E85 upgrades or new installations.
4. ☐ Proof of Payment

Biodiesel Terminals:

1. ☐ Proof of insurance (pollution discharge liability coverage)
2. ☐ If selling to commercial accounts, names are requested
3. ☐ *EITHER* Under-ground Storage Tank (UST) (Form 148) – Proof of registration with the Iowa Department of Natural Resources and pollution liability coverage endorsement for E85 upgrades or new installations
   OR Above-ground Storage Tank (AST)-- Proof of registration with the Iowa State Fire Marshal and pollution liability coverage endorsement for E85 upgrades or new installations.
4. ☐ Proof of Payment which supports the project application and/or quote.

Contract Beginning Date:
Projects that have been completed prior to the application, the contract date shall begin with the date IDALS issues payment. Projects under construction or not yet started, the contract date shall begin with the date the project is put into service.

Once complete, send materials to:

Mail: Renewable Fuel Infrastructure Board
Iowa Department of Agriculture and Land Stewardship
ATTN: Renewable Fuel Infrastructure Program
502 East 9th Street
Des Moines, Iowa 50319

Fax: (515) 281-8025
E-mail: renewablefuelgrants@iowaagriculture.gov
Note: If faxing or emailing - the original signed application and attachments must also be mailed.

This application is subject to change and revision at any time; please check the Renewable Fuel Infrastructure Program website at http://www.iowaagriculture.gov/agMarketing/IRFIP.asp for the most recent revision. All applications are subject to the latest revisions.