2016 State Water Efficiency and Enhancement Program (SWEEP) Review of Application

General Information Tab

- Applicant Organization:
  – Legal business name of the agricultural organization that will receive grant funds.

- Submitting Organization:
  – Name of the organization submitting the application on behalf of the agricultural organization.

- Project Title:
  – Should appropriately and concisely describe the project.

- Project Description:
  – Summarize the project, including crop and acreage impacted, and describe project types that will be implemented to achieve GHG reductions and water savings.

Project Budget Tab

- Funds Requested
  - Total amount of SWEEP funds requested.
  - Must match cell B5 in the project's Excel budget worksheet.
  - The maximum funding is $200,000

- Local Cost Match:
  - Total amount of matching funds or in-kind contributions committed to this project from other sources, if applicable.

- Total Budget:
  - Funds Requested + Local Cost Match = Total Project Cost

Questionnaire Tab

1. Previously Funded Project

2. Property Location

3. Estimated Water and GHG Benefits

4. Project Types

5. Current Water Use System

6. Proposed Water Use System

7. Required Attachments

8. Additional Considerations

Questionnaire Tab
1. Previously Funded Project

- If an agricultural operation received prior SWEEP funding, enter the agreement number(s), the assessor's parcel number(s) and counties.
    - Example: SWE20073, 003-020-029-000, Kings County

APNs impacted by a 2015 funded project are not eligible for 2016 funding; however, applicants are encouraged to apply for projects on different parcels.

Questionnaire Tab
2. Property Location

- Must clearly identify the parcels involved in the proposed project and current land use.
  - Address or cross streets
  - City and zip code
  - County
  - Assessors parcel numbers (APNs)
  - Acreage impacted by the project
  - Total farm acreage
  - Current land use and crop

Questionnaire Tab
2. Property Location (DACs)

- Use the provided link to determine the census tract for the APNs impacted by the project.

- Identify the APNs for each census tract number.

- Must select one criteria for both question 2 and question 3.

Projects providing disadvantaged community benefits will receive additional consideration.

Questionnaire Tab
2. Property Location (DACs – Project Criteria)

- *1. Project sites located in a disadvantaged community will be determined by the census tract number(s) provided in applications. Disadvantaged communities are defined by California Environmental Protection Agency as census tracts with CalEnviroscreen scores in the top 25 percentiles. (See CalEnviroScreen for more information).*

- *2. Projects located within a disadvantaged community census tract must address a community need and meet the criteria for providing a benefit. Applicants must select one of the following yes/no criteria:*
  - *A. The project provides water and energy use efficiency incentives or other services that reduce energy use to water users (e.g., residential, commercial, agricultural) with a physical address in a disadvantaged community; or*
  - *B. The project improves, repairs, or replaces water system infrastructure for water and energy savings within a disadvantaged community.*

- *3. To determine if the project meets the needs of the disadvantaged community, applicants must select one of the following:*
  - *A. Identify how their project addresses a factor in CalEnviroScreen that caused the area to be defined as a disadvantaged community.*
  - *B. Host a community meeting to get local input on their project.*
  - *C. Identify if their project addresses a common need, these include:*
    - i. Reduce energy costs.
    - ii. Reduce exposure to local environmental contaminants, such as toxic air contaminants, criteria pollutants, and drinking water contaminants.
    - iii. Meet other common needs identified by community advocates in ARB's Funding Guidelines (Table 2-2)[1].
  - *D. Receive documentation of community support (e.g., letters or emails).*

Questionnaire Tab
2. Property Location

- Enter the irrigation district

- Indicate whether water used for irrigation is from surface water supplies or from groundwater pumped on-farm.

Questionnaire Tab
3. Estimated Water and GHG Benefits

- Enter estimated GHG emission reductions and estimated water savings from the proposed project.

- Have caution with units
  - GHG reductions are reported in tonnes of CO_2e/year/acre. (1 tonne = 1,000 kg)
  - Water savings are reported in acre-inches/year/acre.

- Confirm estimated water and GHG benefits.
  - Water Savings = Baseline Use – Proposed Use
  - GHG Emission Reductions = Baseline GHG emissions – Proposed GHG emissions

Questionnaire Tab
4. Project Types

- Indicate "yes" or "no" for each project type.
  - Select "yes" if project integrates the project type described and provide a detailed explanation.
  - Do <u>not</u> indicate "yes" if the project type is already in practice on-farm.

Projects must achieve GHG reductions and water savings to be eligible for SWEEP funding.

Questionnaire Tab
5. Current Water Use System

- Intended to provide an understanding of the *current* irrigation system.

- Question 8: Describe in detail the crop, acreage, irrigation type and level/management, and energy sources.

- Questions 9-11:
  - Calculate baseline water use and GHG emissions due to current irrigation system.
  - Describe methodologies used to calculate baselines.
  - Explain how the on-farm evidence supports baseline calculations.

Questionnaire Tab
6. Proposed Water Use System

- Intended to provide an understanding of the ***proposed*** irrigation system.

- Question 12: Describe in detail the proposed crop, acreage, irrigation type and management level, and energy sources.

- Questions 13-15:
  - Estimate water use and GHG emissions after the proposed system is operational.
  - Describe methodologies used to calculate proposed water use and GHG emissions.

Questionnaire Tab
7. Required Attachments

- 5 attachments are required
  - Project design
  - Budget Worksheet
  - Baseline water use documentation (i.e., evidence of water use during prior growing season)
  - Baseline GHG emission documentation (i.e., evidence of energy use during prior growing season)
  - Completed GHG calculator tool. Applicants can:
    - Printout completed tool, scan and attach; OR
    - Take a screenshot of completed tool and attach; OR
    - Save completed tool as a pdf and attach

Questionnaire Tab
8. Additional Considerations

- During the selection process, projects addressing the following will receive extra consideration:
  - Indicate irrigation training will be obtained or provide evidence of completed irrigation training.
  - Reduce groundwater pumping in a critically over-drafted groundwater basin.
  - Soil management practices that increase water-holding capacity.
  - Provide matching funds.

Attachments Tab

- Use this tab to upload the 5 required attachments to the application.

- Confirm correct documents are attached.
  - Missing, blank, unreadable, corrupt, or otherwise unusable attachments are grounds for disqualification.

- Unable to submit application in FAAST unless 5 documents are uploaded and attached.

Budget Worksheet Attachment

- Download, complete and attach the Budget Worksheet.

- Grounds for disqualification:
  - Submitting an incorrect template
  - Submitting a blank or corrupt template
  - Not attaching a template

Budget Worksheet Attachment

2016 SWEEP Round I Budget Worksheet

Instructions: Provide a clear and detailed accounting of project costs necessary to complete the proposed project. Project costs must be itemized into budget categories, including supplies, equipment, and labor. The items listed in these categories will be the total SWEEP grant funds requested for the proposed project. The total grant request amount may not exceed $200,000. *Matching funds can include cash and/or in-kind contributions. Cash contributions are the amount of funds that will be contributed by the applicant to this project. In-kind contributions include contributions by the applicant in the form of supplies, equipment, and labor involved with project installation. For matching funds, provide a brief description of the types of costs, including the quantity, activity, or service needed to complete the project. As needed, add rows to the table below.

Instructions

- Enter your PIN from FAAST.

- Total Grant Funds will automatically calculate in line 5

  – Ensure this amount matches "Funds Requested" in FAAST.

- Use only whole dollar amounts – no cents.

Grant Request

- The project costs itemized in supplies, equipment, or labor budget categories in the blue columns will be the grant funds requested.

- List each expense in only one of the budget category columns.

- Add rows as needed

2016 SWEEP Round I Budget Worksheet

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Applicant/Agriculture Operation:	
PIN:	
Total Grant Request:	$0

SUPPLIES: Items with an acquisition cost under $5,000 per unit and a useful life of less than one year.	$0	EQUIPMENT: An article of nonexpendable, tangible personal property having a useful life more than one year, and a purchase cost which equals or exceeds $5,000 per unit.	$0	LABOR: Costs for labor to install the project components.		$0	*MATCHING FUNDS: Project costs not borne by the funding source, including cash and/or in-kind contributions.	$0	$0
Supply Item	Cost	Equipment Item	Cost	Cost/hour	Hours	Subtotal	Description	Cash	In-kind
						$0			
						$0			
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Matching Funds

- The project costs itemized in the orange columns will be the matching funds committed.

- Matching funds can be cash or in-kind contributions.

- Provide an itemized list describing the types of expenses.

- These project costs will not be reflected in line 5 (Total Grant Request).

2016 SWEEP Round I Budget Worksheet

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Questions