California Department of Food and Agriculture
Office of Grants Administration

2017 Specialty Crop Multi-State Program

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About the Program

- The purpose of the Specialty Crop Multi-State Program (SCMP) is to award funds for projects that solely enhance the competitiveness of specialty crops through collaborative, multi-state projects.

- Approximately $7 million may be available to fund proposals ranging from $250,000 to $1 million with a duration of up to three years.

- Program priorities (project types), proposal review and funding decisions are made by United States Department of Agriculture, Agricultural Marketing Service (USDA, AMS).

Projects must focus __solely__ on specialty crops

What are Specialty Crops?

- Fruits, vegetables, and tree nuts

- Culinary and medicinal herbs and spices

- Nursery, floriculture, and horticulture crops

For a list of eligible specialty crops, visit:
www.ams.usda.gov/scbgp

Participating States

Participating States are State Departments of Agriculture that will accept SCMP applications, submit those applications to USDA, AMS and administer SCMP grants if proposals are awarded funds.

Multi-State Partners

- Multi-State Partners develop proposals according to the instructions in the USDA, AMS Request for Applications.

- Organizations and institutions from any U.S. state or territory are eligible to act as Multi-State Partners.

Organizations do not have to operate in a Participating State to partner on a SCMP proposal.

Eligibility

- The following organizations are eligible to apply as Multi-State Partners:
  - Non-profit and for-profit organizations
  - Local, state, federal, and tribal governments
  - Public and private colleges and universities

- Proposals must include more than one partner in more than one U.S. State or territory with a substantial role in the project.

- Proposals must benefit more than one state and include multiple states, regions or specialty crops at the national level.

- Individuals are not eligible to apply

*Funds **cannot** benefit a single State, organization, institution, or individual*

Project Types

- Food safety projects that address the handling, preparation, and storage of specialty crops in ways that reduce foodborne threats.

- Projects that address threats from pests and diseases.

- Research projects.

- Crop-specific projects.

- Marketing and promotion projects.

Elements of the Application

- Cover Page
  - Proposal title
  - Name and contact information of the:
    - Applicant, project leader and principal partners
  - Amount of funds requested

- Table of Contents
  - List the page numbers for all sections of the application and any attachments

- Abstract
  - Project description and justification
  - Cannot exceed 250 words

Elements of the Application

- Narrative:
  - Responsive to all questions in the USDA, AMS Request for Applications
  - Cannot exceed 15 pages
  - Includes Expected Measurable Outcomes available from the USDA, AMS Request for Applications or the CDFA Template

- References
  - Required if the Narrative includes literature citations
  - Do not use footnotes

Elements of the Application

- Budget Spreadsheet and Budget Narrative
  - Budget Spreadsheet:
    - Summary of costs by category and year they will be expended
  - Budget Narrative:
    - Detailed breakdown and justification of all costs
  - Indirect Costs:
    - Maximum indirect cost rate is 8% of total direct costs
    - Indirect includes costs for multi-state partners and administrative costs for CDFA

Elements of the Application

- Personnel Qualifications:
  - Provide a resume or curriculum vitae (CV) for the principal investigator(s) and major project participants.
    - Do not include a bio, personal statement, summary of qualifications, etc., in lieu of a resume or CV.

- Letters of Commitment:
  - Provide one from each multi-state partner.
    - Outline each partner's role in the project
    - Include the name, title and contact information of the letter writer
    - Include with the proposal, do not mail separately

Elements of the Application

- Letters of Support:
  - Provide three signed letters from specialty crop stakeholders that are interested in the project's purpose, goals and outcomes.
    - Do not include letters of support from multi-state partners or members of Congress.
    - USDA, AMS discourages form letters.

- Areas Affected:
  - Provide a list of the states, counties, regions or other relevant areas affected by the project.
  - A map of the affected areas may also be included if appropriate.

Proposal Submission

- Proposals from Multi-State Partners must be submitted to CDFA via email at grants@cdfa.ca.gov by September 25, 2017 at 1:59 PM PDT.

- CDFA will review all proposals received for completeness.

- All eligible proposals will be submitted to USDA, AMS via grants.gov by October 24, 2017.

Proposal Review

- USDA, AMS will conduct an initial qualification screening of all proposals and will not further consider proposals with any of the following:
  - Proposals that do not contain the properly completed, required documentation in the correct format.
  - Proposals that have been submitted to the wrong grant program.
  - Proposals that are submitted by an ineligible applicant.
  - Proposals that contain text that suggests that the project does not meet the scope of the grant program.
  - Proposals that do not meet the requirements in the USDA, AMS Request for Applications.

Proposal Review

- Subject matter experts selected by USDA, AMS will conduct a technical review of all proposals that meet the requirements of the initial qualification screening. Scoring Criteria will be based on the following:
  - Alignment and Intent – 25 Points
  - Technical Merit – 25 Points
  - Achievability – 15 Points
  - Expertise and Partners – 25 Points
  - Fiscal Plan and Resources – 10 Points

Proposal Review

- Following the technical review, USDA, AMS will conduct a full administrative review of the highest scored proposal.

- Proposals selected for funding will be provided to Participating States to resolve any issues discovered during administrative review, develop a final proposal and negotiate administrative costs.

Notification

- USDA, AMS anticipates that awards will be announced as early as December 2017, but possibly as late as Spring 2018.

- CDFA will forward any feedback provided by USDA, AMS's technical reviewers and any administrative feedback developed during CDFA's review.

Assistance and Questions

- CDFA has developed a Frequently Asked Questions document that can be found on the SCMP website.

- Email questions to: grants@cdfa.ca.gov

- CDFA will continue to answer questions received prior to 5:00 PM PDT September 22, 2017.

Resources

CDFA, Office of Grants Administration	
Website	www.cdfa.ca.gov/scmp
Email	grants@cdfa.ca.gov

USDA, Agricultural Marketing Service	
Website	www.ams.usda.gov/services/grants/scmp

Questions