



California Department of Food and Agriculture  
Office of Grants Administration

# **2019 Specialty Crop Block Grant Program Limited Request for Proposals Solicitation Process**





# About the Program

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- Purpose is to award funds for projects that enhance the competitiveness of California specialty crops by:
  - Leveraging efforts to market and promote specialty crops;
  - Assisting producers with research and development relevant to specialty crops;
  - Expanding availability and access to specialty crops; and
  - Addressing local regional and national challenges confronting specialty crop producers.

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



# What are Specialty Crops?

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- Fruits, including dried fruits, vegetables, and tree nuts
- Culinary and medicinal herbs and spices
- Nursery, floriculture, and horticulture crops
- Eggs, meat, dairy, etc., grains, cannabis, and industrial hemp are not specialty crops

*For a list of eligible specialty crops, visit:*

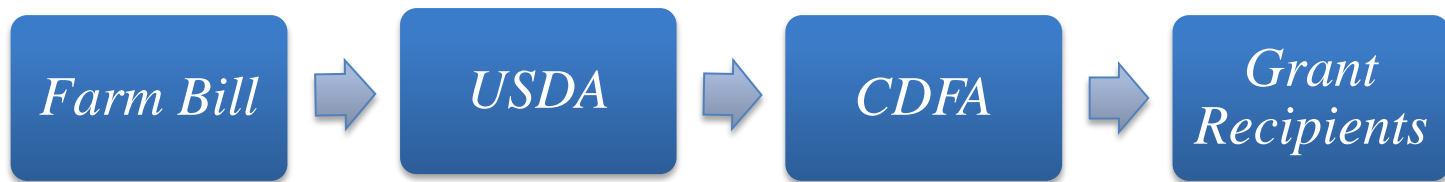
[www.ams.usda.gov/scbgp](http://www.ams.usda.gov/scbgp)



# Funding and Duration

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- Specialty Crop Block Grant funding is authorized by the 2018 Farm Bill.



- Project Amounts:  
Up to \$100,000
- Project Duration:  
November 1, 2019 – October 31, 2021



# The Limited Request for Concept Proposals

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- The CDFA 2019 SCBGP Request for Concept Proposals set aside up to \$3 million for proposals submitted through a separate process.
- Up to \$1 million of that funding is now available.
- Proposals must support beginning and socially disadvantaged specialty crop farmers, including urban farmers; and/or,
- Promote increased access or nutrition education in underserved communities throughout California.





# Eligibility

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- Only Non-profits and tribal governments are eligible to apply under this solicitation.
- The following organizations are not eligible to apply:
  - For-profit organizations
  - Local, state and Federal government entities
  - Public and Private Colleges and Universities
  - Non-profit organizations with a grant proposal currently under consideration for the established SCBGP process
  - Individuals



# Who should apply

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- The intent of this solicitation is to improve inclusion in the SCBGP for organizations that have been historically underrepresented.
- The application has been simplified to better facilitate applications from organizations that may not have capacity to complete a full concept or grant proposal, including:
  - Organizations without dedicated grant writing/funding development staff
  - Organizations that cannot afford services from a for-profit grant writing/grant administration organization
- Organization that have never applied for, or received funding through the SCBGP are strongly encouraged to apply



# Application Review

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- Administrative
  - Internal: Conducted by CDFA Office of Grants Administration
- Technical
  - Internal: Conducted by CDFA Farm Equity Advisor





# Solicitation Timeline

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| Proposal                              |                |
|---------------------------------------|----------------|
| Release Limited Request for Proposals | March 12, 2019 |
| Webinar                               | March 27, 2019 |
| Proposals Due                         | April 10, 2019 |
| Proposals Selected                    | April 2019     |
| Award                                 |                |
| Announce and Award Funding            | Fall 2019      |



# Funding Categories

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- Supporting Beginning and Socially Disadvantaged Specialty Crop Farmers
  - USDA defines beginning farmers as an individual or entity that has not operated a farm or ranch for more than 10 years and substantially participates in the operation. A socially disadvantaged farmer is a farmer or rancher who is a member of a group whose members have been subject to discrimination on the basis of race, color, national origin, age, disability, and, where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program.
  - Additional guidance on socially disadvantaged farmers, including the definition established in California, can be found in the text of Assembly Bill No. 2377:  
[https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=201720180AB2377](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201720180AB2377)
- Increasing Access and Nutrition Education in Underserved Communities



# Supporting Beginning and Socially Disadvantaged Specialty Crop Farmers

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- **Program Priorities:**

- Training beginning, urban, and socially disadvantaged specialty crop farmers in agronomic, economic, and environmental stewardship skills.
- Introducing and recruiting members of socially disadvantaged and underrepresented groups, including female farmers, to the variety of specialty crop career opportunities.
- Providing culturally competent and appropriate outreach and training on agronomic, economic (farm business and marketing skills), and environmental stewardship skills to diverse groups of California specialty crop producers.
- Providing training on historical or cultural solutions to plant health and pest management concerns.
- Highlighting and encouraging awareness of culturally significant specialty crops and cultivation practices for farmers and/or consumers.
- Developing culturally appropriate networking and training opportunities for socially disadvantaged specialty crop farmers to develop business and technical skills to enhance their specialty crop business.



# Increasing Access and Nutrition Education in Underserved Communities

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- **Program Priorities:**
  - Increasing the availability of specialty crops in underserved urban and rural areas with limited access to fresh fruits and vegetables.
  - Increasing capacity for specialty crop production and distribution in underserved urban and rural communities.
  - Providing outreach and educational opportunities in underserved communities about growing, purchasing, and/or consuming specialty crops.



# How to Apply

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- Download the Application Template on the CDFA SCBGP website:  
[https://www.cdfa.ca.gov/Specialty\\_Crop\\_Competitiveness\\_Grants/](https://www.cdfa.ca.gov/Specialty_Crop_Competitiveness_Grants/)
- Email the completed application template to [grants@cdfa.ca.gov](mailto:grants@cdfa.ca.gov) by 5 pm PDT on April 10, 2019







# Proposal Application

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- Funding Category
- Project Title
- Applicant Organization
- Project Oversight
- Project Description
- Project Objectives
- Outcome Measures
- External Project Support
- Budget Narrative



# Funding Category

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From the dropdown menu, select the category that best fits your proposal.

## Funding Category:

Funding Category [Select a funding category that best fits your proposal.](#)

Select a Funding Category. ▼

[Supporting Beginning and Socially Disadvantaged Specialty Crop Farmers](#)  
[Increasing Access and Nutrition Education in Underserved Communities](#)



# Project Title

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The project title should concisely describe the proposal and be no more than 15 words.



# Applicant Organization

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- Provide the organization's legal name
- Provide an overview of the organization itself.
  - What is the organization's mission or purpose and how does that relate to the proposed project?



# Project Oversight

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- Identify the key personnel that will be responsible for implementing the project.
- Provide a bio, or brief summary of the qualifications of the key personnel.





# Project Description

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- Summarize the need for the project.
- Describe the project goals.
- Explain how project success will be measured/evaluated.



# Project Objectives

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- Identify at least one objective the project will accomplish
  - Explain the activities that will occur;
  - Who will perform these activities; and
  - When they will occur



# Outcome Measures:

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Identify at least one outcome and one indicator that will be accomplished within the duration of the project



# External Project Support:

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Identify at least one specialty crop stakeholder that supports the objectives of your project.



# Budget Narrative:

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- Identify all the costs necessary to implement your project.
- Include a brief summary or justification for all costs in the budget.





# Requirements and Limitations

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To receive grant funding, all organizations must:

- Obtain a DUNS number from Dun and Bradstreet.
  - <https://www.dnb.com/duns-number/get-a-duns.html>
- Register with the Federal System for Award Management:
  - <https://www.sam.gov/SAM/>
- These processes can take 2-3 months to complete and CDFA cannot execute an agreement with any organization that has not completed these steps.



# Requirements and Limitations

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- To administer a grant award all organizations must:
- Have a bookkeeping or accounting system to track costs related to the grant and invoice CDFA for costs incurred.
- Have capacity to submit regular invoices and reports.
- Have an adequate record retention system to keep all records of costs, activities, reports, etc. for three years after the end of the federal grant award.
  - Records must be kept in a manner that is readily accessible until October 1, 2025





# Assistance and Questions

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- During the application process applicants can receive one-on-one assistance on project specific questions.
  - Guidance on allowability and appropriateness of project costs and activities.
  - Suggestions on methods for completing portions of the application, such as the outcome measures.
- Email questions to: [grants@cdfa.ca.gov](mailto:grants@cdfa.ca.gov)
  - Questions can be submitted in English or Spanish and will be answered in the order received.
- After projects have been selected, a CDFa analyst will be assigned to assist in developing a full proposal.



# Assistance and Questions

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- A replay of this webinar will be posted to the CDFA SCBGP website no later than March 29, 2019 :  
[https://www.cdfa.ca.gov/Specialty\\_Crop\\_Competitiveness\\_Grants/](https://www.cdfa.ca.gov/Specialty_Crop_Competitiveness_Grants/).
- CDFA Grant Writing Webinar:

Grant Proposal Webinar Recording

Grant Writing

Slides 

MP4 Video 

17:18, 18.7 MB



# Resources

## CDFA, Office of Grants Administration

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|------------------------------|---|
| Website                      | <a href="http://www.cdfa.ca.gov/grants">www.cdfa.ca.gov/grants</a>  |
| Email                        | <a href="mailto:grants@cdfa.ca.gov">grants@cdfa.ca.gov</a>  |
| Telephone                    | (916) 657-3231  |
| DUNS and SAM                 |   |
| Dun and Bradstreet           | (844) 239-9710  |
| SAM Grant Registration Guide | <a href="https://www.sam.gov/SAM/transcript/Quick_Guide_for_Grants_Registrations.pdf">https://www.sam.gov/SAM/transcript/Quick_Guide_for_Grants_Registrations.pdf</a> |