



California Department of Food and Agriculture  
Office of Grants Administration

# 2016 Specialty Crop Block Grant Program Financial Assistance Application Submittal Tool (FAAST)





# About FAAST

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- Partnership with State Water Resources Control Board
- Electronic submission of applications
- FAAST can be found at:  
<https://faast.waterboards.ca.gov>



# FAAST FINANCIAL ASSISTANCE APPLICATION SUBMITTAL TOOL

- » Cal/EPA
- » State and Regional Water Boards' Map
- » Laws/Regulations
- » Plans/Policies
- » Programs
- » Decisions Pending and Opportunities for Public Participation

Username:

Password:

**LOG ONTO FAAST**

Note: The username and password are case-sensitive.

**RETRIEVE PASSWORD**

**CREATE ACCOUNT**

**PUBLIC SEARCH TOOL**

**HOW-TO VIDEOS**

**FAAST**

- » FAQs
- » How-To Videos
- » User Manual
- » Active RFPs
- » Funding Program Resources
- » Public Search Tool
- » Use FAAST for your Funding Program
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**DIVISION OF FINANCIAL ASSISTANCE**

- » Division of Financial Assistance Home Page
- » Proposals & Solicitations
- » Funding Programs

**WELCOME TO FAAST**

The Financial Assistance Application Submittal Tool (FAAST) allows potential funding recipients to apply for grant and loan funding offered by various State agencies.

The State Water Resources Control Board's Division of Financial Assistance (Division) is responsible for administering the FAAST system. The Division also administers various financial assistance programs for planning, construction of municipal sewage and water recycling facilities, drinking water facilities, stormwater, groundwater, and nonpoint source pollution control projects.

The following table lists funding programs currently accepting applications through FAAST.

FUNDING PROGRAM	RESPONSIBLE STATE AGENCY
California Department of Education - Supplemental Educational Services	California Department of Education
2013 Clean Beaches Research (Round 4)	State Water Resources Control Board
Interim Emergency Drinking Water And Drought Related Drinking Water Funding Application	State Water Resources Control Board
Groundwater Quality Funding Programs - Pre Application	State Water Resources Control Board
Water Recycling Funding Program - Planning Grant Application	State Water Resources Control Board
Clean Water State Revolving Fund (CWSRF) - Construction/Implementation	State Water Resources Control Board
Clean Water State Revolving Fund (CWSRF) - Planning	State Water Resources Control Board
Drinking Water State Revolving Fund (DWSRF) - Construction	State Water Resources Control Board
Drinking Water State Revolving Fund (DWSRF) - Planning	State Water Resources Control Board
Water Recycling Funding Program - Construction Application	State Water Resources Control Board

**NEED HELP? CONTACT FAAST HELP DESK**  
 The FAAST Help Desk is staffed Monday - Friday (8:00 AM - 5:00 PM).  
 Please direct your questions to:  
 1-866-434-1083 or [FAAST\\_ADMIN@waterboards.ca.gov](mailto:FAAST_ADMIN@waterboards.ca.gov)

## FAAST Resources

- FAQs
- How-To-Videos
- User Manual
- Help Desk

Office of Governor  
**Edmund G. Brown Jr.**

[Visit his Website](#)

- [Cal/EPA](#)
- [State and Regional Water Boards' Map](#)
- [Laws/Regulations](#)
- [Plans/Policies](#)
- [Programs](#)
- [Decisions Pending and Opportunities for Public Participation](#)

#### FAAST

- [FAQs](#)
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#### DIVISION OF FINANCIAL ASSISTANCE

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# FAAST FINANCIAL ASSISTANCE APPLICATION SUBMITTAL TOOL

Username:

Password:

[LOG ONTO FAAST](#)

Note: The username and password are case-sensitive.

[RETRIEVE PASSWORD](#)

[CREATE ACCOUNT](#)

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#### WELCOME TO FAAST

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Drinking Water State Revolving Fund (DWSRF) - Planning	State Water Resources Control Board
Water Recycling Funding Program - Construction Application	State Water Resources Control Board

#### NEED HELP? CONTACT FAAST HELP DESK

The FAAST Help Desk is staffed Monday - Friday (8:00 AM - 5:00 PM).

## Creating an Account

- Select "Create Account"

### Organization Search Step 1

This page allows you to search for organizations which are already in the FAAST database. Enter any part of the organization name and click on the search button. Use care when entering an entire organization name. An extra space, or misspelled words, will prevent the system from retrieving the organization record. If you find the organization of interest, click on the name to submit an application on behalf of that organization. If you do not find the organization in the search results, Scroll down the search results to Create New Organization record.

#### Search for Organization

Organization Name:

Sort By:

Search

Back

Create New Organization

## Step 1: Organization Search

- Search database by entering organization name


### New Organization Details

This screen allows you to enter your organization details. The system will maintain this information in the FAAST database. Enter the details and click "Next Step" button to proceed to User Account Details Screen.

**Organization Details**

Organization Name:


Division or Branch:

Mailing Address:  


Mailing City:

Mailing State:

Mailing Zip:

Type of Organization:  

Federal Tax Id Number:  (Enter numbers only. Correct format is 999999999.)

DUNS Number:  (Enter numbers only. Correct format is 999999999.) 

## Creating a New Organization:

- Only when your organization is not found
- Federal Tax ID Number
- DUNS Number

### User Registration Step 2

This is a simple two step process. Please enter your Organization details in Step 1, your User details in Step 2 and click on "Create User Account" button to Successfully Create User Account.

#### User Account Details

**Organization:** California Department of Food and Agriculture

**Prefix:**  (Mr., Ms., Dr., etc.)

**First Name:**

**Middle Name:**

**Last Name:**

**Title:**  ?

**Phone:**

**Fax:**

**Email:**  ?

**Confirm Email:**

**Subscribe to Email Alerts?:** Yes  ?

**User Name:**

**Password:**

**Security Question:** Select a Value  ?

**Security Answer:**

## Step 2: User Registration

- Enter account details such as:
  - Name, contact information, username, password and security/question answer
- Select “Create User Account”



# FINANCIAL ASSISTANCE

## APPLICATION SUBMITTAL TOOL

### Confirmation

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Congratulations! You have successfully created a FAAST user account!

The following are your user account details. Please print & save them in a safe place for your future reference. Don't give out your password to anyone.

An email confirmation will be sent to you within 15 minutes.

#### User Account Confirmation

Your User Name:

Your Password:

Your Security Question:

Your Security Answer:

[Back to Login Page](#)

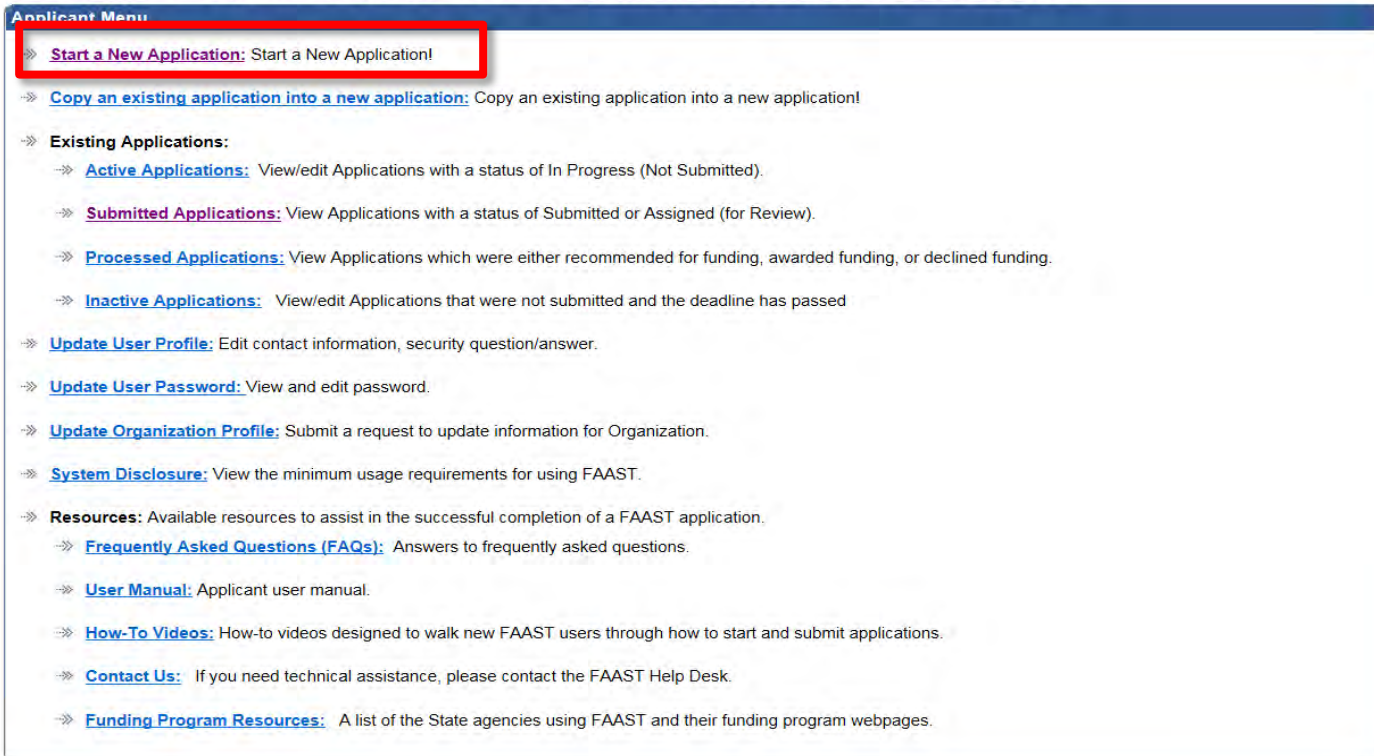
## Confirmation

- Use the File/Print function on your browser and keep your account information for future reference
- Select “Back to Login Page”



## Main Menu

The Main Menu allows the user to start a new application, work on applications in progress, view submitted and/or processed applications, or edit the user and/or organization profiles.



**Applicant Menu**

- » **Start a New Application:** Start a New Application!
- » [Copy an existing application into a new application:](#) Copy an existing application into a new application!
- » **Existing Applications:**
  - » [Active Applications:](#) View/edit Applications with a status of In Progress (Not Submitted).
  - » [Submitted Applications:](#) View Applications with a status of Submitted or Assigned (for Review).
  - » [Processed Applications:](#) View Applications which were either recommended for funding, awarded funding, or declined funding.
  - » [Inactive Applications:](#) View/edit Applications that were not submitted and the deadline has passed
- » [Update User Profile:](#) Edit contact information, security question/answer.
- » [Update User Password:](#) View and edit password.
- » [Update Organization Profile:](#) Submit a request to update information for Organization.
- » [System Disclosure:](#) View the minimum usage requirements for using FAAST.
- » **Resources:** Available resources to assist in the successful completion of a FAAST application.
  - » [Frequently Asked Questions \(FAQs\):](#) Answers to frequently asked questions.
  - » [User Manual:](#) Applicant user manual.
  - » [How-To Videos:](#) How-to videos designed to walk new FAAST users through how to start and submit applications.
  - » [Contact Us:](#) If you need technical assistance, please contact the FAAST Help Desk.
  - » [Funding Program Resources:](#) A list of the State agencies using FAAST and their funding program webpages.

## Start a New Application:

- Select “Start a New Application” in the applicant menu

## System Disclosure

FAAST was designed and tested for use on a personal computer (PC) using Internet Explorer (version 6.0 or higher). The use of a MacIntosh (Mac) or other web browsers may impact the ability to successfully save information, navigate within FAAST, upload attachments, or submit an application.

The following is a list of recommendations when using FAAST.

Usage Recommendations	Check Box
Use web browser Internet Explorer (version 6.0) or greater.	<input checked="" type="checkbox"/>
Save work often - System times out after 90 minutes of inactivity.	<input checked="" type="checkbox"/>
Disable pop-up blocking software.	<input checked="" type="checkbox"/>

Continue

## System Disclosure:

- Use a PC (Microsoft Windows Operating System)

## Usage Recommendations:

- Use Internet Explorer (version 6.0 or higher)
- Save often
- Disable pop-up blocking software



### Select Applicant Organization

Please identify the Applicant Organization for the application started by selecting either OPTION 1 or OPTION 2 below. If the Applicant Organization selected is later determined to be incorrect, contact the FAAST Help Desk to have the correct Applicant Organization associated with the project.

#### OPTION 1: Applicant Organization = Submitting Organization

- The Applicant Organization for this project is: " **California Department of Food and Agriculture - Sacramento Office** ". The Applicant Organization is the same as the Submitting Organization. Press the OPTION 1 button to move to the next step.

OPTION 1

OR

#### OPTION 2: Applicant Organization ≠ Submitting Organization

- The application is being submitted on behalf of another organization (the Applicant Organization). The Applicant Organization is different from the Submitting Organization. Press the OPTION 2 button to search for and select the Applicant Organization for this project.

OPTION 2

## Select Application Organization:

- Option 1: Applicant Organization = Submitting Organization
- Option 2: Applicant Organization ≠ Submitting Organization

# FAAST FINANCIAL ASSISTANCE APPLICATION SUBMITTAL TOOL

Welcome Kyle Montero of California Department of Food and Agriculture - Specialty Crop Block Grant Program. If not your Account, please log out.

[Contact Us](#) | [Logout](#)

[Main Menu](#) > [Active RFPs](#)

## Active RFPs

The following is a list of active Request for Proposals (RFPs). These RFPs are currently accepting applications. Select the desired RFP from the list below to begin the application process.

Please refer to the RFP, Guidelines, Solicitation Notice, or other information provided (by the funding program or funding organization) for detailed information on the application.

RFP Title	Deadline Date
<a href="#">California Department of Education - Supplemental Educational Services</a>	10/30/2015 11:59:59 PM
<a href="#">2016 Specialty Crop Block Grant Program</a>	12/4/2015 5:00:00 PM
<a href="#">2015 Clean Beaches Research (Round 4)</a>	12/29/2015 5:00:00 PM

## Active RFPs:

- Select “2016 Specialty Crop Block Grant Program” RFP

# FAAST FINANCIAL ASSISTANCE APPLICATION SUBMITTAL TOOL

Welcome Kyle Montero of California Department of Food and Agriculture - Specialty Crop Block Grant Program. If not your Account, please log out.

[Contact Us](#) | [Logout](#)

[Main Menu](#) > [Getting Started](#)

## Getting Started

This page allows the user to review/confirm the following: selected RFP, Applicant Organization, and Submitting Organization.

If you would like to apply for the "2016 Specialty Crop Block Grant Program" RFP using the Applicant and Submitting Organization shown below, click the "Continue to Application" button. Pressing the "Continue to Application" button will assign your application an unique Proposal Identification Number (PIN) and initiate application. The "Back" button will take you back to the list of currently accepting RFPs.

Please refer to the RFP, Guidelines, Solicitation Notice, or other information provided (by the funding program or funding organization) for detailed information on the application.

### Confirm the following information:

**RFP Title:** 2016 Specialty Crop Block Grant Program

**RFP Description:** The California Department of Food and Agriculture (CDFA) is conducting a competitive solicitation process to award 2016 Specialty Crop Block Grant Program (SCBGP) funds for projects solely enhancing the competitiveness of California specialty crops. Specialty crops are fruits, vegetables, tree nuts, dried fruits, horticulture, and nursery crops (including floriculture). CDFA is soliciting concept proposals from eligible non-profit and for-profit organizations, local, state, and federal government entities, including tribal governments, and public or private colleges and universities.

**Applicant Organization:** California Department of Food and Agriculture - Specialty Crop Block Grant Program - Specialty Crop Block Grant Program

**Applicant Organization Division:** Specialty Crop Block Grant Program

**Submitting Organization:** California Department of Food and Agriculture - Specialty Crop Block Grant Program - Specialty Crop Block Grant Program

**Submitting Organization Division:** Specialty Crop Block Grant Program

[Back](#)

[Continue to Application](#)

## Getting Started:

- Select “Continue to Application”

## General Information

The Application is organized into different tabs. Each tab should be completed according to the instructions provided. All tabs should be completed before submitting the Application.

SAVE: Pressing this button will save the information entered thus far.

PREVIEW/SUBMIT: Pressing this button will allow you to preview/submit the information entered thus far.

Changes have been saved successfully

PIN 32963 - Example Project - IN PROGRESS

General Information Project Budget Funding Project Management Cooperating Entities Questionnaire Attachments Feedback

The "General Information" tab allows the user to enter a project title, project description, and location information for the project.

### General Information

**Applicant:** 2016 Specialty Crop Block Grant Program

**Applicant Organization:** California Department of Food and Agriculture

**Applicant Division:** Specialty Crop Block Grant Program

**Submitting Organization:** California Department of Food and Agriculture

**Submitting Division:** Specialty Crop Block Grant Program

**Project Title:**  \*

(125 characters maximum)

**Project Description:**

(1000 character maximum)

#### • PROJECT LOCATION

**Latitude:**  (32.0000 to 42.0000)

**Longitude:**  (-125.0000 to -114.0000)

**County:**  ▼

## Application Tabs:

- General Information, Project Budget, Funding, Project Management, Cooperative Entities, Questionnaire, Attachments, Feedback

## General Information

The Application is organized into different tabs. Each tab should be completed according to the instructions provided. All tabs should be completed before submitting the Application.

SAVE: Pressing this button will save the information entered thus far.

PREVIEW/SUBMIT: Pressing this button will allow you to preview/submit the information entered thus far.

Changes have been Saved Successfully

PIN 32963 - Example Project - IN PROGRESS

**General Information** Project Budget Funding Project Management Cooperating Entities Questionnaire Attachments Feedback

The "General Information" tab allows the user to enter a project title, project description, and location information for the project.

**General Information**

**Applicant:** 2016 Specialty Crop Block Grant Program  
**Applicant Organization:** California Department of Food and Agriculture  
**Applicant Division:** Specialty Crop Block Grant Program  
**Submitting Organization:** California Department of Food and Agriculture  
**Submitting Division:** Specialty Crop Block Grant Program

**Project Title:**  \*  
(125 characters maximum)

**Project Description:**  \*  
(1000 character maximum)

• **PROJECT LOCATION**

**Latitude:**  (32.0000 to 42.0000)    **Longitude:**  (-125.0000 to -114.0000)      
**County:**  ▼

## General Information (two required fields):

- Project Title
- Project Description
- Select "Next Button"

## Proposal Budget

The Application is organized into different tabs. Each tab should be completed according to the instructions provided. All tabs should be completed before submitting the Application.

SAVE: Pressing this button will save the information entered thus far.

PREVIEW/SUBMIT: Pressing this button will allow you to preview/submit the information entered thus far.


**PIN 32963 - Example Project - IN PROGRESS**


General Information **Project Budget** Funding Project Management Cooperating Entities Questionnaire Attachments Feedback

The "Project Budget" tab allows the user to enter budget information for the project.

**Project Budget**

Funds Requested(\$):	<input type="text" value="0.00"/>
Local Cost Match(\$):	<input type="text" value="0.00"/>
Total Budget(\$):	<input type="text" value="0.00"/>

Applicant Federal Tax Id Number:  (Enter numbers only. Correct format is 999999999.) 

DUNS Number:  (Enter numbers only. Correct format is 999999999.) 

Previous Save as Work in Progress Next

Preview/Submit

## Project Budget:

- Funds Requested (SCBGP funds requested)
- Local Cost Match (matching funds + in-kind contributions)
- Total Budget (funds requested + local cost match)
- Tax ID Number
- DUNS Number



## Funding Program(s)

The Application is organized into different tabs. Each tab should be completed according to the instructions provided. All tabs should be completed before submitting the Application.

SAVE: Pressing this button will save the information entered thus far.

PREVIEW/SUBMIT: Pressing this button will allow you to preview/submit the information entered thus far.

**PIN 33073 - Enter Project title here - IN PROGRESS**

General Information

Project Budget

**Funding**

Project Management

Cooperating Entities

Questionnaire

Attachments

Feedback

Please select a program or multiple programs by checking the "Apply" box below. Checking the apply box triggers the display of questions specific to a program or multiple programs in the Questionnaire tab.

Note: Typically, only one (1) program is checked. However, for select RFPs, two (2) or more programs can be checked.

Funding Program	Description	Funding Amount Range	Apply?
2016 Specialty Crop Block Grant Program	The SCBGP is for eligible applicants who wish to receive grant funds authorized by USDA, AMS Specialty Crop Block Grant Program - Farm Bill. The purpose of the program is to fund projects solely enhancing the competitiveness of specialty crops. Applicants must meet the requirements of the 2016 Request for Concept Proposals and all applicable federal and state regulations.	50,000.00 - 450,000.00	<input checked="" type="checkbox"/>

## Funding:

- Select the program by checking the “Apply Box”

## Project Management

The Application is organized into different tabs. Each tab should be completed according to the instructions provided. All tabs should be completed before submitting the Application.

SAVE: Pressing this button will save the information entered thus far.

PREVIEW/SUBMIT: Pressing this button will allow you to preview/submit the information entered thus far.

PIN 32963 - Example Project - IN PROGRESS

**General Information** **Project Budget** **Funding** **Project Management** **Cooperating Entities** **Questionnaire** **Attachments** **Feedback**

The Project Management tab allows the user to enter or edit the project managements' roles. The applicant and person submitting information is pulled from other areas of the application process.

### Applicant Information

**Name:** California Department of Food and Agriculture

**Department:** Specialty Crop Block Grant Program

**Address:** 1220 N Street Sacramento, CA, 95814

To edit Applicant information, click on the "Update Organization Profile" on the Main Menu. If submitting on behalf of another Organization, any edits to the Applicant organization profile must be submitted via email (FAAST\_admin@waterboards.ca.gov).

### Person Submitting Information

**Submitter Name:** Kyle Montero

**Submitter Phone:** 916-403-6527 **Fax:**



**Submitter Email:** kyle.montero@cdfa.ca.gov

To edit the information contained here, click on the "Update User Profile" on the Main Menu.

### PROJECT DIRECTOR AND PROJECT MANAGER

Enter the contact information for the Project Director (including the confirm email), then:

1. Either click on the Project Manager = Project Director button; or Enter the contact information for the Project Manager (including the confirm email); and then
2. Click on the PREVIOUS OR NEXT buttons to save changes and navigate or one of the other tabs to move away from the Project Management tab without saving.

Management Role	First Name	Last Name	Phone	Fax	Email	ConfirmEmail
Project Director 	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Project Manager 	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

## Project Management:

- Project Director (authorized representative)
- Project Manager (day-to-day contact)

## Cooperating Entities

The Application is organized into different tabs. Each tab should be completed according to the instructions provided. All tabs should be completed before submitting the Application.

SAVE: Pressing this button will save the information entered thus far.

PREVIEW/SUBMIT: Pressing this button will allow you to preview/submit the information entered thus far.

PIN 32963 - Example Project - IN PROGRESS

General Information Project Budget Funding Project Management **Cooperating Entities** Questionnaire Attachments Feedback

The Cooperating Entities tab allows the user to add, view, and edit cooperating entities associated with this Project. A cooperating entity can be any organization that has a role or makes a contribution to the Project. For example, a local government agency is the lead applicant and a local non-profit is the coapplicant, the local non-profit organization would be listed in this tab and its role as coapplicant would be noted.

Enter the information requested below and click "Save Cooperating Entity" button to save each Cooperating Entity.

### Cooperating Entity

Cooperating Entity:   
Role/Contribution to Project:  ⓘ  
Contact First Name:   
Contact Last Name:   
Contact Phone:  (999-999-9999)  
Contact Email:  (xyz@yourOrganization.com)

Save & Previous Save Cooperating Entity Save & Next

Entity Name	Role	Name	Phone	Email	Delete?
-------------	------	------	-------	-------	---------

At this time, there are no cooperating entities to display.

Previous (Without Saving) Preview/Submit Next (Without Saving)

## Cooperating Entities:

- An organization that has a role or makes a contribution to the project
- More than one cooperating entity can be listed

## Questionnaire

The Application is organized into different tabs. Each tab should be completed according to the instructions provided. All tabs should be completed before submitting the Application.

SAVE: Pressing this button will save the information entered thus far.

PREVIEW/SUBMIT: Pressing this button will allow you to preview/submit the information entered thus far.

89:45 Session timer in minutes and seconds. Save your work before it times out.

PIN 32963 - Example Project - IN PROGRESS

General Information Project Budget Funding Project Management Cooperating Entities Questionnaire Attachments Feedback

The Questionnaire tab allows the applicant to respond to questions that are specific to the Project.

**Please note:** Save your work periodically. Above is a session timer that is re-set each time the SAVE AS WORK IN PROGRESS button is clicked. If the session timer expires, unsaved work will be lost.

Answer all of the questions.

### Questionnaire - Current Phase

#### 1 ORGANIZATION TYPE

Select one of the following organization types that best describes the applicant organization.

Answer:

#### 2 FUNDING AREA AND CATEGORY

Select the funding area and category that most directly aligns with the nature of the project. Refer to page 4 of the 2016 Request for Concept Proposals for descriptions of each funding area and category.

##### Market Enhancement

- A: California Grown Promotion
- B: Market Expansion and Access

##### Training and Education

- A: Specialty Crop Nutrition Education
- B: Equipping Current and Next Generation Specialty Crop Farmers

##### Research

- A: Environmental Stewardship and Conservation
- B: Plant and Pest Management

##### Fixed Amount Awards

- A: Food Safety Modernization Act
- B: Adaptation to Drought

Answer:

## Questionnaire:

- 2016 Specialty Crop Block Grant Program application
- Save as Work in Progress
  - Session timer (90 minutes)
  - Session timer resets each time “Save as Work in Progress” is selected

11. BUDGET

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Click [HERE](#) to download the "Budget Template."

All budget items should solely support enhancing the competitiveness of specialty crops and correlate to the goal(s) of the project. Upload the completed budget template to your FAAST application in the "Attachments" tab.

*The budget should only include grant funds. Do not include match and/or in-kind contributions.*

## Budget Template:

- Link provided in question 11 of 2016 SCBGP Application
- Download budget template in FAAST
- Upload completed budget template and attach in FAAST

## Attachments

The Application is organized into different tabs. Each tab should be completed according to the instructions provided. All tabs should be completed before submitting the Application.

PREVIEW/SUBMIT: Pressing this button will allow you to preview/submit the information entered thus far.

PIN 32963 - Example Project - IN PROGRESS

General Information Project Budget Funding Project Management Cooperating Entities Questionnaire **Attachments** Feedback

This tab allows the user to upload attachments in the form of electronic files (i.e., project narratives, maps, spreadsheets). Uploading an attachment is a 4-step process. Click [HERE](#) for instructions on how to upload attachments.

PLEASE NOTE: Click on **ATTACHMENTS** to view a list of attachments associated with the RFP.

Pre-Submission

### Pre-Submission Attachments

#### New Attachment

Attachment Category:  

Please select an option from the attachment category drop-down

Attachment Title:

(100 character maximum)

File Name:

[Important Notes: \(Mouse over to Read\)](#)

<input type="checkbox"/>	Attachment Title	Phase	Date & Time	Delete?
No Attachments Available to Display				
<input type="button" value="Download Selected Attachments"/> 				

## Attachments Tab:

- Select “Attachment Category”
- Type a title under “Attachment Title” or leave as is
- Select the “Browse” buttons to upload attachment
- Select “Attach Selected File” to upload to FFAST application

## Application Preview

This is a preview of your application. Please review and confirm the information is accurate before submitting the application. FAAST will perform a check to verify whether required fields are completed and/or required attachments are uploaded. Once you have verified the information, please read the certification statement and enter your initials to submit the application to the State Water Board.

Note: To print the application, please use the "FILE -> PRINT" menu option on the browser.

PIN 32963 - Example Project - IN PROGRESS

Application Preview	
<b>RFP Title:</b>	2016 Specialty Crop Block Grant Program
<b>Submitting Organization:</b>	California Department of Food and Agriculture
<b>Submitting Organization Division:</b>	Specialty Crop Block Grant Program
<b>Project Title:</b>	Example Project
<b>Project Description:</b>	This project is about...
<b>Water System ID:</b>	
<b>District Office:</b>	
<b>APPLICANT DETAILS</b>	
<b>Applicant Organization:</b>	California Department of Food and Agriculture
<b>Applicant Organization Division:</b>	Specialty Crop Block Grant Program
<b>Applicant Address:</b>	1220 N Street , Sacramento , CA - 95814
<b>PROJECT LOCATION</b>	
<b>Latitude :</b>	<b>Longitude:</b>
<b>Watershed:</b>	
<b>County:</b>	Sacramento
<b>Responsible Regional Water Board:</b>	
<b>PROJECT BUDGET</b>	
<b>Funds Requested(\$):</b>	250,000.00
<b>Local Cost Match(\$):</b>	150,000.00
<b>Total Budget(\$):</b>	400,000.00

## Application Preview:

- Preview application by selecting “Preview/Submit” in Attachment tab
- Run an “Application Completion Check”

## Certification And Submission Statement

The proposal appears complete. Please enter initials to certify accuracy of the application and then click on the 'Submit Application' button to submit the application. Please read the following certification and submission statement before submitting the application.

I, certify under penalty of perjury the following:

- The information entered on behalf of the Applicant Organization is true and complete to the best of my knowledge;
- I am an employee of or a consultant for the Applicant Organization and I am authorized to submit the application on behalf of the Applicant Organization; and
- I understand that any false, incomplete, or incorrect statements made may result in the disqualification of this application.

By signing this application, I waive any and all rights to privacy and confidentiality of the proposal on behalf of the Applicant to the extent provided by law.

To submit this application, please enter your initials certifying the accuracy of the application and click the "Submit Application" button. If you are not ready to submit your application, please click on the "Back to Application" button.

Back to Application

Submission Date: 10/20/2015 3:39:22 PM

Enter Your Initials:

Submit Application

## Submission of 2016 SCBGP Application:

- Enter your initials
- Select "Submit Application"



## Feedback

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The Application is organized into different tabs. Each tab should be completed according to the instructions provided. All tabs should be completed before submitting the Application.

**PIN 32963 - Example Project - IN PROGRESS**

General Information

Project Budget

Funding

Project Management

Cooperating Entities

Questionnaire

Attachments

Feedback

The Feedback tab displays comments from the review process. Please note that feedback is available only after the review process has been completed.

### Feedback

No Notes Available to Display

Previous

Next

## Feedback Tab:

- Comments from Technical Review Committee
- Comments from Administrative Review (CDFA)



# Quick Tips

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- Save your application often
- Make sure you select “Submit”
- Don’t wait until the last minute



# FAAST Resources

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- **FAAST Help Desk**
  - Phone: 1-866-434-1083
  - Email: [FAAST\\_ADMIN@waterboards.ca.gov](mailto:FAAST_ADMIN@waterboards.ca.gov)
  - Hours: Monday - Friday; 8:00 am - 5:00 pm
- **Frequently Asked Questions**
- **User Manual**

# Questions

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