



Cohort 4 California Farm to School Incubator Grant Program Application Questions – Track 3

Track 3: The California Farm to School Producer and Food Hubs Grant

Section 1: Foundational Information

Applicant Information

1. **Applicant First and Last Name**
2. **Applicant Type:** Are you applying as a California food producer or as a food hub?

Please review the grant program's definitions of these entities below.

a. California food producer

- i. *"This grant program defines a California food producer as a person, group of individuals, non-profit organization, or California Native American Tribe that leases, rents, or owns land in California (whether the land is publicly owned, privately owned, or Tribal land) and cultivates crops, raises livestock, and/or uses Indigenous food production practices on this land, **and/or** a California seafood harvester. NOTE: this does not include school-operated gardens and school-operated farms; however, this does include third parties (such as individual contractors or non-profit organizations) that operate a farm on school property."*

1. (12a) I have reviewed the grant program's definition of California food producer and confirm that I meet this definition. Please check the box to confirm.

b. Food hub

- i. *"Often called a "food hub," a food hub serves as a supply chain intermediary for local or regional producers, particularly those optimizing climate smart agriculture production practices or production systems, like certified organic or transitioning to certified organic, and following state labor practices. An eligible enterprise must prioritize to the greatest extent possible, but is not limited to, serving California farms or ranches that are 500 acres or less; cooperatively owned; or owned by farmers who are socially disadvantaged, beginning, limited resource, veterans, or disabled. Additionally, within this grant program, an eligible enterprise must be able to farm identify sourcing for 100% of products it sells to ensure state dollars support California*

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producers.”

1. (12a) I have reviewed the grant program’s definition of California food hub and confirm that I meet this definition. Please check the box to confirm.
3. **Legal Business Name:** Please enter the legal business name of the entity that will serve as lead for the project and will receive grant funds if awarded. This name should match the name on the tax return that you file with the federal Internal Revenue Service for your operation.
 - a. NOTE: The name you provide is the entity to which the CDFA will extend a grant agreement if your project receives a grant award. All other responses in this Foundational Information section should correspond with the Legal Business Name you provide.
4. **Unique Tax/Business Identification Number:** Applicants are limited to one Cohort 4 grant application per unique tax/business identification number.
 - a. I confirm that the tax/business identification number associated with this application is being used solely for this Track 3 application and not for another Cohort 4 application. Please check the box to confirm.
5. **Business/Organization Mailing Address:** What is the business mailing address of your operation?
6. **Physical Business/Organization Address:** What is the physical business address of your operation?
7. **County Location of Operation:** In what county or counties in California is your operation located?
8. **California-based:** Do the owner(s)/leader(s) of your operation live in California?
 - a. Yes
 - b. No (if no, the operation is not eligible to apply)
9. **Business/Organization Type:** Please select your business/organization type. Check all that apply.
 - a. Farm
 - b. Ranch
 - c. Dairy
 - d. Seafood harvesting operation
 - e. California Native American Tribe
 - f. Tribal-Led Non-Profit Organization
 - g. Co-op
 - h. Food Hub
 - i. Specialty Distributor
 - j. Mainline Distributor
 - k. Other, please describe
10. **Business Activities:** Please select all the activities your operation conducts. Check all that apply.
 - a. Food production
 - b. Storage
 - c. Aggregation

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- d. Processing
 - e. Distribution
 - f. Marketing
 - g. Other, please describe
11. **Business Profit Type:** Please select your business/organization profit type.
- a. For-profit
 - b. Non-profit
12. **Business Structure:** If you marked for-profit above, please select your business structure.
- a. Sole proprietorship
 - b. Partnership
 - c. Corporation
 - d. Limited Liability Company (LLC)
 - e. Other, please describe
13. **Number of Employees:** Approximately how many employees work at your business/organization? Including a range is ok
14. **Previous Grant Recipient:** Has your organization previously received a CA Farm to School Incubator Grant? If unsure, please view the lists of 2021, 2022, and 2023 grant recipients before responding to #14. If yes, provide the Grant Agreement number(s), summarize the accomplishments of the previous project, and describe how the proposed project expands the impact of the previous project efforts.
15. **Has your organization ever managed grant funds?** If yes, describe your organization's capacity and experience in managing grant funds.
16. **Evidence of Past Sales:** Please upload evidence of past sales of whole or minimally processed California grown products to School Food Authorities through submission of purchase orders, paid invoices, or sales receipts. Evidence provided must be dated in the school years between 2024-2026. Food hub applicants and producer applicants must submit a minimum of \$5,000 in sales to schools.
17. **Current Markets:**
- a. Current market(s) for food sales: Through which of the following markets do you currently sell the food you produce or the food you aggregate and distribute? Please check all that apply.
 - i. Category 1: Direct Sales
 - 1. Child Care Centers (Pre-K)
 - 2. K-12 Schools
 - 3. Higher Education Institutions
 - 4. Hospitals
 - 5. Restaurants
 - 6. Retail Consumers (e.g. Farmers' Markets, Farm Stands, CSA, U-Pick, Online)
 - 7. Other
 - ii. Category 2: Indirect Sales
 - 1. Food Hub

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2. Distributors other than Food Hubs
 3. Grocery Store
 4. Processor
 5. Other
- b. **Current sales.** For every market selected above, list 1) the number of years selling to the selected market 2) average annual sales for each selected market and 3) number of customers for each selected market.

Section 2: Proposed Project

18. **Project Title:** What is the title of your proposed project?
19. **Project Summary:** Please describe your project in 1000 characters or fewer. If your project is selected for funding, the CDFA will share your project summary publicly as part of the grant announcement. The summary should succinctly state how your project will increase your farm to school production, processing, and/or distribution for the California school food market, and if applicable, how your project will provide hands-on food education for students or School Food Authority staff. It should also highlight any significant investments or project outcomes.
20. **Dollar Amount Requested:** Applicants may request between \$20,000 and up to \$200,000. Up to \$2.4million will be set aside for food hubs.
21. **Project Team:** Please share name, title, and a two-sentence description of each team member's involvement in the project. The first sentence should describe the person's role within the project, and the second sentence should clearly describe why they think this project is important.
- a. **Note:** Please review the Letter of Intent template on the [CA Farm to School Incubator Grant Program website](#).
 - b. **Member 1: Farm to School Project Lead** - This person will be the main point of contact for the grant.
 - c. **Member 2: School Food Authority** - Each California school district, county office of education, charter school, and Tribal school project partner must provide a project representative from their organization. This person must be the director of the entity's school meal program and should be responsible for collaborative implementation of the proposed project. For food hub applicants, at least three people should be listed here to reflect the minimum of three SFA partners listed in Q8.
 - d. **Food Hub Applicants Only:** Buyer Relations/Sales- This person has experience in institutional sales, contracting, and/or coordination with buyers.
 - e. **Additional Team Members, including proposed contractors** - If your project team includes additional team members, please include them in this section. Please share name, title, and a two-sentence description of each additional team member's involvement in the project. Additional team members may include school site partners, non-profit organization partners, local farmers/producers, proposed contractors, or other key members of your farm to school team.

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22. **Grant Administration and Accounting:** If you receive an award, who within your organization will handle grant administration and accounting and what process does your organization plan to implement to handle grant administration and accounting?
23. **School Food Authority Partners (at least one required for producer applicant and at least three required for food hub applicants):** Track 3 will fund California food producers and public-serving aggregation and distribution enterprises to increase production, processing, and/or distribution capacity to sell California grown or produced, whole or minimally processed foods to any one or more of the following entities in California. Additionally, Track 3 will fund California food producers and food hubs to, if desired, provide hands-on food education opportunities for students and/or staff at any one or more of the following entities that complement existing or project-related California food sales to those entities: California school district, county office of education, charter school, or Tribal school (such as those administered through the Bureau of Indian Education) that is a School Food Authority currently operating the National School Lunch Program (NSLP).
- a. With which of these entities are you partnering for this project? Check all that apply.
 - i. **Option A:** School district in CA that is a School Food Authority currently operating the National School Lunch Program
 - ii. **Option B:** County office of education in CA that is a School Food Authority currently operating the National School Lunch Program
 - iii. **Option C:** Charter school in CA that is a School Food Authority currently operating the National School Lunch Program
 - iv. **Option D:** Tribal school in CA (such as those administered through the Bureau of Indian Education) that is a School Food Authority currently operating the National School Lunch Program
 - v. **Option E:** Tribal school in CA that is operating school meal programs outside of traditional USDA school meal programs (see Track 3 RFA Section 1.6A)
 - 1. If you selected Option E, please describe the school meal programs that your California Tribal school partner operates.
 - b. With how many of these entities are you partnering for this project?
 - c. Please list the name of each partner entity
 - d. **Letter(s) of Intent (0 points, required):** Please upload a letter of intent from each of the California school district, county office of education, charter school, and Tribal school project representatives listed above (required). Applicants must use the Letter of Intent template. Producer applicants should submit at least one letter. Food hub applicants should submit at least three letters.
24. **Regions Served:** Please identify which regions your proposed project will serve based on the location of your proposed school district partners.

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- a. **Superior Region:** Siskiyou, Modoc, Trinity, Shasta, Lassen, Tehama, Plumas, Glenn, Butte, Colusa, Sutter, Yuba, Nevada, and Placer Counties
 - b. **North Coast Region:** Del Norte, Humboldt, Mendocino, and Lake Counties
 - c. **Bay Area Region:** Sonoma, Napa, Marin, Solano, San Francisco, Contra Costa, San Mateo, Alameda, and Santa Clara Counties
 - d. **Central Region:** Yolo, Sacramento, El Dorado, San Joaquin, Amador, Alpine, Stanislaus, Calaveras, Merced, Tuolumne, Mariposa, and Mono Counties
 - e. **San Joaquin Region:** Madera, Fresno, Kings, Tulare, Inyo, and Kern Counties
 - f. **South Coast Region:** Santa Cruz, Monterey, San Benito, San Luis Obispo, Santa Barbara, and Ventura Counties
 - g. **Greater Los Angeles Region:** Los Angeles, Orange, and San Bernardino Counties
 - h. **Southern Region:** Riverside, San Diego, and Imperial
25. **Sustainability Plan (10 points):** Provide a plan for sustaining the outcomes of this project after grant funding ends. Please include:
- a. What are the expected school sales after the grant term ends and how do you plan to retain your relationships with schools?
 - b. If proposed, how will new infrastructure and equipment generate revenue or reduce costs?
 - c. If proposed, how will grant-funded educational initiatives be sustained beyond the duration of the grant project? If your application does not include educational initiatives, please put N/A
 - d. If proposed, how will grant-funded labor be sustained beyond the duration of the grant project? If your application does not include grant-funded labor, please put N/A
 - e. What approaches or alternative markets would you consider to provide financial stability with unexpected decreases in school demands?
26. **Project Workplan (20 points):** CDFA will review your attached project workplan using Cohort 4 Track 3 Farm to School Incubator Grant application review criteria
27. **Project Budget (20 points):** CDFA will review your attached project budget using Cohort 4 Track 3 Farm to School Incubator Grant application review criteria

Section 3: Producer Applicant Organizational Information

28. **Business History (15 pts):**
- a. Describe your history farming / producing food.
 - b. Do you have a bookkeeping system (double entry of financial transactions)? If no, please include a bookkeeping budget in the project proposal.
29. **Farm to School History (15 points):** Please describe your operation's history establishing and maintaining farm to school relationships and your ability to reliably supply school food buyers.
30. **Type(s) of food produced:** If you are applying as a producer, what type(s) of food do you produce at your operation? Please check all that apply.
- a. Fruits
 - b. Vegetables

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- c. Herbs
 - d. Poultry
 - e. Meat
 - f. Seafood
 - g. Legumes
 - h. Nuts
 - i. Seeds
 - j. Eggs
 - k. Dairy
 - l. Whole grains
 - m. Foraged or wild-harvested food
 - n. We do not currently produce food (in this case, the operation is not eligible to apply as a California food producer)
 - o. Other, please describe
31. If you are a rancher, is your meat processed at USDA facilities?
- a. Yes
 - b. No
 - c. If you answered no, please explain.
 - d. Not a rancher
32. **Farm to School Readiness Verification (10 pts, eligibility):** Please upload the following documentation
- a. Farm/Facility Map
 - i. The farm map must detail locations of growing areas, bathrooms, handwashing stations, water sources, animal enclosures, storage areas, and compost/manure piles.
 - b. Minimal Processing Standard Operating Procedures
 - i. **Note:** Only required if engaging in minimal processing
 - ii. SOPs must include location, frequency, procedure/steps, packing/labeling, lot code/traceability system, storage distribution, and cleaning/sanitizing practices for equipment/processing areas.
 - c. Food Safety Plan
 - i. Cover sheet must indicate review occurred during the current calendar year: name, signature, and date.
 - ii. Each relevant section of the Food Safety Plan must at a minimum describe current program year practices and provide information on what is currently being done to reduce risks.
 - iii. This may be demonstrated through written description and/or through SOPs.
 - iv. Current practices and corrective actions taken must successfully mitigate the risk from present hazards.
 - d. Well Water Test
 - i. **Note:** Only required if using well water for post-harvest handling
 - ii. Well water test results must show an absence of E. coli to be an allowed source for post-harvest handling activities.

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- e. Optional **(5 points)**: GAP Certification OR Food Safety Training Certification of Attendance
 - i. GAP Certificate must be current for the program year
 - 1. Alternate: status update on certification process including Farmer's Group Affidavit, Fresh Systems Letter of Good Standing, or memo detailing certification status.
 - ii. Food Safety Training Certificate must be from an approved training program (PSA, LSFC, IFAI)
- 33. **Visualization (0 points)**: Please upload up to 5 photos, diagrams, crop plans, etc. of your production and/or storage space that will highlight your ability to implement the project. If your project includes renovations, please include photos of current status of this infrastructure. For example, if project proposes to renovate a wash and pack station, please include photos of the current wash and pack station. Please attach a document describing each photo.
- 34. **Current Climate Smart Agriculture Practices (5 points)**: Please review the definition below. Then, please answer questions below.
 - a. **Definition of Climate Smart Agriculture Practices, Climate Smart Agriculture Production Systems, or Other Regenerative Strategies**:
Climate smart agriculture practices include those defined by [the USDA Natural Resources Conservation Service \(NRCS\) Conservation Practice Standards \(CPS\)](#) and those identified by [the CDFA Office of Environmental Farming and Innovation](#) via the [Healthy Soils Program \(HSP\)](#), [Alternative Manure Management Program \(AMMP\)](#), [Dairy Digester Research and Development Program \(DDRDP\)](#), and [State Water Enhancement and Efficiency Program \(SWEET\)](#), including but not limited to cover cropping, no or reduced till, hedgerow plantings, compost application, and prescribed grazing. Climate smart agriculture production systems include certified organic or transitioning to certified organic. Other regenerative strategies include those that also increase resilience to climate change, improve the health of communities and soil, protect water and air quality, increase biodiversity, and help store carbon in the soil. Please note that a process is currently underway to [define regenerative agriculture for state policies and programs](#); once the definition is established, this grant program's definition of regenerative agriculture will align
 - b. **Within the past 12 months at your operation, have you utilized**: climate smart agriculture practices, climate smart agriculture production systems – like certified organic or transitioning to certified organic, or other regenerative strategies that increase resilience to climate change, improve the health of communities and soil, protect water and air quality, increase biodiversity, and help store carbon in the soil? If yes, please describe
 - i. Yes
 - ii. No
- 35. **Climate Smart Agriculture Practice Verification (5 points)**: Please respond “Yes” to all that apply and, if applicable, provide the requested documentation. Please

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note that only one “Yes” that the CDFA can verify is needed to receive points for this verification section. If you prefer not to answer, please check, “Prefer not to answer.” NOTE: Please do not include any confidential information, such as social security number, on any of the documentation uploaded with your application.

- a. Is your operation currently registered as organic with the CDFA or currently certified organic? If yes, the CDFA will verify organic registration through the State Organic Program and will verify organic certification through the [USDA Organic Integrity Database](#).
- b. Is your operation currently participating in a transitional organic program? If yes – please upload documentation to demonstrate this from your organic certifier.
- c. Has your operation participated in the CDFA Healthy Soils Program (HSP), CDFA Alternative Manure Management Program (AMMP), CDFA Dairy Digester Research and Development Program (DDRDP), and/or CDFA State Water Efficiency and Enhancement Program (SWEET)? If yes – the CDFA will verify this through the Office of Agricultural Resilience and Sustainability (OARS).
- d. Has your operation participated in the NRCS Conservation Stewardship Program (CSP), NRCS Environmental Quality Incentives Program (EQIP), NRCS Regional Conservation Partnership Program (RCPP), NRCS Conservation Innovation Grant (CIG), and/or NRCS Conservation Incentives Contract (CIC)? If yes – please upload documentation of your contract with NRCS for any one of these programs.
- e. Within the past 12 months, has your operation received conservation technical assistance (CTA) from a CTA provider (including but not limited to a UC Cooperative Extension, Resource Conservation District, NRCS office, or other CTA provider) to implement climate smart agriculture practices, climate smart agriculture production systems– like certified organic or transitioning to certified organic, or other regenerative strategies? If yes – please upload a signed letter, stamped letter, or your intake form from your CTA provider to demonstrate the relationship.
- f. Prefer not to answer

36. Funding Priority (5 points): What was your operation’s average annual gross cash farm income during the previous three-year period?

- a. Less than \$350,000 (5 points)
- b. \$350,000 to 999,999 (4 points)
- c. \$1 million to \$1,999,999 (3 points)
- d. \$2 million to \$4,999,999 (2 points)
- e. More than \$5 million (0 points)
- f. Prefer not to answer (0 points)

37. Veteran, socially disadvantaged, and/or limited-resource producers: Please review the definitions below. Then, for the question(s) applicable to your applicant type, please check all that apply.

- a. **Definitions:**

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- i. **Veteran food producer:** *Based on the first component of [the USDA](#) definition of a “veteran farmer or rancher,” the California Farm to School Incubator Grant Program defines a veteran food producer as a producer who served in the United States Army, Navy, Marine Corps, Air Force, or Coast Guard, including the reserve components thereof, and was released from the service under conditions other than dishonorable.*
 - ii. **Socially disadvantaged food producer:** *A socially disadvantaged food producer means a food producer who is a member of a “socially disadvantaged group.” Per [California’s Farmer Equity Act of 2017 \(Assembly Bill \(AB\) 1348\) Food and Agricultural Code section 510 et seq.](#), a “socially disadvantaged group” is a group whose members have been subjected to racial, ethnic, or gender prejudice because of their identity as members of a group without regard to their individual qualities. In accordance with AB 1348, these groups include all of the following: African Americans, Native Indians, Alaskan Natives, Hispanics, Asian Americans, and Native Hawaiians and Pacific Islanders. In addition, the California Farm to School Incubator Grant Program includes women and lesbian, gay, bisexual, transgender, and queer (LGBTQ+) people as socially disadvantaged groups. Many groups have been “socially disadvantaged” within the agriculture industry, and the inclusion of such groups as enumerated above in this category is a reflection of that reality, and consistent with the objective of ensuring that these groups are included in the funding priorities of this Request for Applications.*
 - iii. **Limited-resource farm household:** *Per [the United States Department of Agriculture \(USDA\)](#), limited-resource farm households are those that, for two years in a row, have low farm sales and low household income, according to [this tool](#).*
- b. **Question A– Option 1:** If you are applying as a producer and are a for-profit, is your operation at least 50% owned by producer(s) who belong to one or more of the following groups?
- i. Veteran food producer
 - ii. Socially disadvantaged food producer
 - iii. Limited-resource farm household
 - iv. None of the above
 - v. N/A, applying as a non-profit organization
 - vi. Prefer not to answer
- c. **OR Question A– Option 2:** If you are applying as a producer and are a non-profit, does at least 50% of your board *and* at least 50% of your staff consist of individuals who belong to one of more of the following groups?
- i. Veteran food producer
 - ii. Socially disadvantaged food producer
 - iii. Limited-resource farm household

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- iv. None of the above
- v. N/A, applying as a for-profit organization
- vi. Prefer not to answer
- d. Question B: What is your race and/or ethnicity? Select all that apply and enter additional details in the spaces provided
 - i. American Indian or Alaska Native
 - 1. Enter, for example Navajo Nation, Nome Eskimo Community, Aztec, Maya, etc
 - ii. Asian
 - 2. Individuals with origins in any of the original peoples of Central or East Asia, Southeast Asia, or South Asia, including, for example, Chinese, Asian Indian, Filipino, Vietnamese, Korean, and Japanese.
 - iii. Black or African American
 - 3. Individuals with origins in any of the Black racial groups of Africa, including, for example, African American, Jamaican, Haitian, Nigerian, Ethiopian, and Somali.
 - iv. Hispanic or Latino
 - 4. Includes individuals of Mexican, Puerto Rican, Salvadoran, Cuban, Dominican, Guatemalan, and other Central or South American or Spanish Culture or origin.
 - v. Middle Eastern or Northern African.
 - 5. Individuals with origins in any of the original peoples of the Middle East or North Africa, including, for example, Lebanese, Iranian, Egyptian, Syrian, Iraqi, and Israeli.
 - vi. White
 - 6. Individuals with origins in any of the original peoples of Europe, including, for example, English, German, Irish, Italian, Polish, and Scottish.
 - vii. Native Hawaiian or Pacific Islander
 - 7. Individuals with origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands, including, for example, Native Hawaiian, Chamorro, Tongan, Fijian, and Marshallese.

Section 4: Food Hub Application Organizational Information

- 38. **Business History (20 Points)**: Describe your organizational history as a food hub, such as when your food hub operation started, what objectives or values guide your operation, and what type of producers you serve.
- 39. **Farm to School History (15 Points)**: Please describe your operation's history establishing and maintaining farm to school relationships and your ability to reliably supply school food buyers. For example, describe your experience coordinating sales between multiple producers and schools, existing school customers, your ability to manage substitutions and your track record of increasing CA grown

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products in school meals. If you implement farm to school education, please include a description in your response.

- e. *Note: Applicants must have previous experience selling to School Food Authorities to be eligible for Track 3 of the Farm to School Incubator Grant Program*

40. Farm to School Readiness Verification

- a. **Operations Processes:** Please indicate with a yes, no, or in development and briefly describe within 1-2 sentences.
 - i. Onboarding system (if yes, what system? How do you verify producers are complying with food safety, organic, and any other requirements?)
 - ii. Ordering system (If yes, what system?)
 - iii. Inventory Tracking (If yes, what system?)
 - iv. Traceability system (If yes, what system?)
 - v. Delivery and logistics system (If yes, what system?)
 - vi. Producer payment process (If yes, what system?)
 - vii. Customer invoicing system (If yes, what system?)
 - viii. Owned trucks (If yes, how many trucks?)
 - ix. Leased trucks (If yes, how many trucks?)
 - x. Cooler space (If yes, what's the sqft?)
 - xi. Freezer Space (If yes, what's the sqft?)
 - xii. SOPs for record keeping
 - xiii. SOPs for training records
- b. **Food Safety Plan:** Submit one of the following food safety verifications to meet application eligibility requirements: A current food safety plan and certification of completing a current Good Manufacturing Procedures (cGMPs) training OR A current third-party GAP certification.
- c. **Facility Map:** Facility map must detail all operational areas including where food will be stored and/or aggregated

41. Type(s) of food aggregated/distributed: If you are applying as a food hub, what type(s) of food do you aggregate and distribute? Please check all that apply.

- a. Source-identified Fruits
- b. Source-identified Vegetables
- c. Source-identified Herbs
- d. Source-identified Poultry
- e. Source-identified Meat
- f. Source-identified Seafood
- g. Source-identified Legumes
- h. Source-identified Nuts
- i. Source-identified Seeds
- j. Source-identified Eggs
- k. Source-identified Dairy
- l. Source-identified Whole grains
- m. Source-identified Foraged or wild-harvested food
- n. We do not currently aggregate and distribute source-identified food (in this

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- case, the operation is not eligible to apply as a food hub)
- o. We aggregate and distribute foods that we are not able to source-identify (in this case, the operation is not eligible to apply as a food hub)
 - p. Other, please describe
42. **Visualization (0 points):** Please upload up to 5 photos, diagrams, plans, etc. Of your aggregation space and distribution vehicle(s) that highlight your ability to implement the project. If your project includes renovations or upgrades, please include photos of current status of the infrastructure/equipment. For example: if project proposes to add a lift gate for an existing truck, please include a photo of the current truck without the lift gate. Please attach a document describing each photo. **Note: if you are an asset-less food hub, please share photos of any facility space you are utilizing.**
43. **Current Climate Smart Agriculture Practices (10 Points):** Please review the definition below. Then, please answer question below.
- a. **Definition of Climate Smart Agriculture Practices, Climate Smart Agriculture Production Systems, or Other Regenerative Strategies:**
Climate smart agriculture practices include those defined by [the USDA Natural Resources Conservation Service \(NRCS\) Conservation Practice Standards \(CPS\)](#) and those identified by [the CDFA Office of Environmental Farming and Innovation](#) via the [Healthy Soils Program \(HSP\)](#), [Alternative Manure Management Program \(AMMP\)](#), [Dairy Digester Research and Development Program \(DDRDP\)](#), and [State Water Enhancement and Efficiency Program \(SWEET\)](#), including but not limited to cover cropping, no or reduced till, hedgerow plantings, compost application, and prescribed grazing. Climate smart agriculture production systems include certified organic or transitioning to certified organic. Other regenerative strategies include those that also increase resilience to climate change, improve the health of communities and soil, protect water and air quality, increase biodiversity, and help store carbon in the soil. Please note that a process is currently underway to [define regenerative agriculture for state policies and programs](#); once the definition is established, this grant program's definition of regenerative agriculture will align
 - b. Complete and upload the Food Hub Producer Sourcing Network Document.
44. **Funding Priority (5 points):** How many employees do you have?
- a. Less than 50 employees (5 points)
 - b. More than 50 employees (0 point)

Section 5: Additional Applicant Information

1. **Primary Contact Information:** Who should we contact if we have questions regarding this grant application?
 - a. Name
 - b. Email Address
 - c. Address

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- d. Phone Number
- 2. **Person Writing the Grant Application:** Who is writing this grant application?
 - a. Name
 - b. Email Address
 - c. Address
 - d. Phone Number
- 3. **Grant Agreement Signing Authority:** If awarded, which of your project team members has signing authority for the grant agreement
 - a. First and Last Name
 - b. Position Title
 - c. Work Email Address
- 4. **Program Income:** Program income is gross income earned as a result of the grant award during the grant duration. Program income includes but is not limited to income from fees for services performed and income from the sale of commodities or items fabricated under the grant award. Will your proposed project generate program income?
 - a. Yes
 - b. No
- 5. Do you agree to do all of the reporting and evaluation activities listed in the Application Process, Reporting and Evaluation section of the Track 3 Cohort 4 Farm to School Incubator Grant RFA?
 - a. Yes
- 6. **Support from Other State or Federal Grants:** Activities funded under the California Farm to School Incubator Grant Program cannot replace activities funded by another federal or state grant program. Have you submitted your project proposal to another federal or state grant program or has another federal or state grant program funded your project proposal? If yes, please describe. If no, please write “no”.
- 7. **Payment Process.** This is a Reimbursement Grant Program. If awarded a grant, recipients will incur grant related costs and submit monthly or quarterly invoices to the CDFA to be reimbursed within 45 days after invoices are approved in most circumstances. The grant agreement must be fully executed (signed by both parties) before project activities begin. Please note that grant recipients may be eligible to receive Advance Payments for project expenditures. Advance payments shall not exceed the amount necessary for project expenses for a three-month period and cannot reduce the project balance below 10% of the award amount. If eligible and approved for advance payment, recipients must follow the Advance Payment regulations (#316.1). Please note that Assembly Bill (AB) 590 applies to recipients that are non-profit organizations.
- 8. If awarded a grant and if eligible for advance payment, would your organization be interested in requesting an advance payment?
 - a. Yes
 - b. No

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9. **CA Public Records Act:** I acknowledge that my application materials, including the application, supporting materials, and any other relevant information submitted to the CDFA, will be subject to the CA Public Records Act.
 - a. Yes
 - b. No
10. **CA Farm to School Incubator Grant Program Evaluation:** I acknowledge that as an applicant to the California Farm to School Incubator Grant Program, I may be contacted by a third-party evaluation team regarding my experience applying to the program.
 - a. Yes
11. **State and Federal Law:** If awarded a grant, it is the responsibility of the Recipient to know and understand which State, Federal, and local laws, regulations, and ordinances are applicable to the grant agreement and the grant project. The Recipient shall be responsible for observing and complying with all applicable State and Federal laws and regulations.
 - a. To acknowledge this statement, please check this box