



W E L C O M E

**Financial Assistance
Application Submittal Tool
(FAAST)**



About FAAST

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



Technical Requirements

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



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

FAAST

- » FAQs
- » How-To Videos
- » User Manual
- » Active RFPs
- » Funding Program Resources
- » Public Search Tool
- » Use FAAST for your Funding Program
- » System Disclosure
- » Contact Us

DIVISION OF FINANCIAL ASSISTANCE

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

FAAST FINANCIAL ASSISTANCE APPLICATION SUBMITTAL TOOL

Username:

Password:

LOG ONTO FAAST

Note: The username and password are case-sensitive.

RETRIEVE PASSWORD

CREATE ACCOUNT

PUBLIC SEARCH TOOL

HOW-TO VIDEOS

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

FAAST Resources

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

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PUBLIC SEARCH TO

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

FUNDING PROGRAM
017 Transformative Climate Communities Program - Implementation Grant Concept Proposal
018 Specialty Crop Block Grant Program
017 Transformative Climate Communities Program - Planning Grant Application
MC Dis. Contracts

Logging In

- Username and Password will be delivered to you by email.
- Contact Help Desk or SCBGP staff for assistance in recovering log-in information.



Main Menu

Main Menu - Technical Reviewer

This page is the main menu for "Review Liaisons" and "Reviewers". A "Review Liaison" can view review assignments, delegate assignments to staff to review within their organization, or submit review review assignments and submit draft reviews to their "Review Liaison".

The "Review Liaison" is the one person within each organization that can submit the final review to SWRCB. A review is not considered complete until it has been submitted to SWRCB. Once a review information will be immediately available for use in Reports.

Reviewer Menu

- >> **View Review Assignments:** View your review assignments, review an assigned proposal and submit the review sheet, and delegate review assignments to other reviewers in your organization if you are a Review Liaison.
- >> **Update Your Profile:** Change your personal information such as phone number, email, security question/answer, password etc.
- >> **View Active Loan and Grant Programs:** Go to the Division of Financial Assistance web site for complete information on all Loan and Grant Programs
- >> **Reports:** Go to the reports menu to generate various system reports.



Search Review Assignments

Welcome Garrett McCord of California Department of Food and Agriculture - SCBGP Review Plant Health. If this is not your Account, please

[Help](#) | [Logout](#)

Quick

[Main Menu](#) > Search Assignments

Review Assignment Search

This page allows you to search, view and review the proposals that were assigned to you or your organization by Division of Financial Assistance(DFA).

Review Liaisons: You can delegate a proposal to a staff person to review by selecting "Change Reviewer" under the column labeled "Change?" If you are a Review Liaison and choose not to delegate the review, you can review the proposal yourself by following the instructions for Reviewers below.

Reviewers: If you are a Reviewer, you will see all proposals assigned to you in the dropdown list below. To perform a review of a proposal, first select the Proposal Title you wish to review from dropdown menu. This will take you to a new screen where you should select the "Reviews" tab to begin filling out the review sheet.

Search Review Assignments

Request for Proposal: 2018 Specialty Crop Block Grant Program ▼

Proposal Phase: Phase 1 ▼

Organization: Your Organization: California Department of Food and Agriculture ▼

Sort By: Proposal Number ▼

[Search All Assignments](#)



Search Review Assignments

Review Assignment Search

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Search Review Assignments

Request for Proposal:

Proposal Phase:

Organization:

Sort By:

Review Title	Proposal Title	Applicant Name	Status	Current Reviewer	Original Reviewer
PIN# 40907 - PHASE1 - Technical review California Department of Food and Agriculture - SCBGP Review Plant Health - RIN# 84915	A Demonstration Project for TRC	California Department of Food and Agriculture	Submitted to Liaison	Technical Review Liaison California Department of Food and A	Garrett McCord
PIN# 40908 - PHASE1 - Technical review California Department of Food and Agriculture - SCBGP Review Plant Health - RIN# 84916	The Best Demo Project Ever	California Department of Food and Agriculture	Review in Progress	Garrett McCord	Garrett McCord



Application Tab

Review Application

This page allows you to review this application as it was submitted, along with the associated attachments. Select the "Reviews" tab to access the Review sheet.

PIN 40908 - The Best Demo Project Ever - ASSIGNED

Application

Attachments

Review Sheet

Reviewer Notes

Review Status

Application Overview

RFP Title: 2018 Specialty Crop Block Grant Program

Submitting Organization: California Department of Food and Agriculture

Submitting Organization Division: Specialty Crop Block Grant Program

Project Title: The Best Demo Project Ever

Project Description: To teach TRC members about how to use FFAST.

Water System ID:

District Office:

APPLICANT DETAILS

Applicant Organization: California Department of Food and Agriculture

Applicant Organization Division: Specialty Crop Block Grant Program

Applicant Address: 1220 N Street , Sacramento , CA - 95814



Application Tab

Answer: I Market Enhancement: A

3

PROGRAM PRIORITIES

Enter verbatim at least one of the 2018 SCBGP program priorities for the chosen funding category as listed on pages 6-10 of the [2018 Request for Concept Proposals](#).

Answer: Expanding opportunities for specialty crop producers, marketing orders, and other specialty crop stakeholders through innovative marketing and promotional activities that incorporate multiple specialty crop products leveraging the California Grown identity.
Promoting California Grown specialty crops by highlighting the diverse stories of California's specialty crop farmers and/or California's rich agricultural history.

4

PROJECT PURPOSE

All of the following must be addressed:

- Identify the specific and existing issue, problem, or need the project will address.

Answer: Need: Create greater connection between farmer and consumer as stated in CDFA's 2017 California Agricultural Vision. Addressing need, project shares farmer's stories and CA Grown brand in a State Fair promotional exhibit and app, directed to over 600,000 visitors/consumers annually. Project focuses on farmers' contributions to conservation and sustainability as latest Nielsen study shows 66% of consumers are willing to pay more for sustainable brands; casting a positive light on CA Grown brand.

- Explain why the proposal is important and timely for the specialty crop industry.

Answer: Important, as today's consumer is more aware of ethical and environmental impact of goods and services with interest in sustainability efforts by businesses. Timely as over 60 specialty crop growers were chosen in 2017 for the American Farmland Trust Stewardship Profiles; for exemplary conservation practices. Telling these stories and more, framed within a State Fair CA Grown exhibit plus consumer app, connects several specialty crop stakeholders to today's environmentally conscious consumer.

5

PROGRAM GOALS

Describe the goals of the project.

Answer: Goal is to raise visitor awareness of quality and increase sales of CA Grown brand commodities with a promotional exhibit and new



Attachments

Attachments

This page displays all of the attachments currently attached to this proposal. You cannot delete attachments using this screen; we need to keep a record of what was officially submitted by the applicant.

This page allows you attach electronic files to the application on behalf of an applicant. Examples of files you can attach include, but are not limited to word documents, PDF files, and excel spreadsheets. Click on the "Browse" button to search your computer's directories and select the file. Type a title for the attachment in the "Attachment Title" text box. If you are submitting an attachment on behalf of an applicant for the original submittal, name the attachment according to the RFP instructions. If you are attaching replacement documents, include "NEW" as a prefix for the title.

If you are having problems opening an attachment it may be due to the applicant attaching a file type that is incompatible with your computer's current software for opening that application, or the applicant did not designate a file extension when they attached the file (such as Macintosh users)

PIN 40119 - "Outstanding in Their Field", a promotional campaign tying California farmers' conservation efforts to the CA Grown brand - ASSIGNED

Application

Attachments

Review Sheet

Reviewer Notes


Review Status

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

<input type="checkbox"/>	Attachment Title	Phase	Date & Time
<input type="checkbox"/>	Concept Proposal Budget - Outstanding in Their Field	PHASE1	10/17/2017 3:34:43 PM
Download Selected Attachments 			

**2017 Specialty Crop Block Grant Program
CONCEPT PROPOSAL BUDGET**

Proposal Identification Number (PIN)

For each budget category listed below, enter the amount of SCBGP funds requested (rounded to the nearest whole dollar) and a brief description of the costs or activities covered. A description is required for each budget category in which funds are requested, except for category H. Indirect Costs and category I. Total SCBGP Funds Requested. Reference page 14 of the 2017 Request for Concept Proposals for instructions on what information to provide in the description. Failure to submit the required budget template or submission of an alternate template/file type may result in disqualification.

Budget Categories	Amount Requested (Nearest whole dollar)	Brief Description (Required)
A. Salary and Wages Cost of salary and wages for time spent working on the project by employees of the applicant organization.	\$0	
B. Fringe Benefits Cost of fringe benefits for time spent working on the project in accordance with the applicant organization's established fringe benefits policy.	\$0	
C. Travel¹ Cost of project related travel for individuals employed by the applicant organization.	\$0	
D. Scientific Research Equipment Cost to purchase scientific research equipment (>\$5,000/unit) necessary to achieve project objectives.	\$0	
E. Supplies Cost to purchase supplies (<\$5,000/unit) necessary to achieve project objectives.	\$0	
F. Contractual² Cost of work by individuals/ organizations other than the applicant (e.g. cooperators, consultants, contractors, partners, etc.).	\$0	
G. Other Cost of all other expenses (e.g. conference registration, speaker/trainer fees, stipends, publication fees, data collection, lab analysis, rentals, subscriptions, etc.).	\$0	
H. Indirect Costs Facilities and administrative costs.	\$0	<i>Must not exceed 8.00% of total personnel costs (A. Salary and Wages + B. Fringe Benefits)</i>
I. Total SCBGP Funds Requested Sum of categories A through H.	\$0	<i>Must match "Funds Requested" in FAAST. \$50,000 minimum - \$450,000 maximum (\$150,000 maximum for Fixed Amount Awards)</i>
J. Program Income Income (if any) that may be generated by a supported activity or earned as a result of the award.	\$0	

¹ Travel within and outside of California must not exceed the travel rates established by the U.S. General Services Administration (GSA) <http://www.gsa.gov/portal/content/104877>

² Contractual hourly rates must not exceed the GS-15 step 10 rate for your area. To access the GS-15 step 10 rate, visit the following website and click on 2016 General Schedule and Locality Pay Tables: <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/2016/general-schedule/>

- PIN from FAAST.
- Amount of SCBGP funds requested.
 - Rounded to the nearest whole dollar.
- Describe costs or activities covered.
 - Required for all categories except H and I.



Review Sheet

Proposal Review Sheets

Warning!

Close

This page displays the review sheet for this proposal. Please read and answer each question thoroughly. You may save your work in progress by selecting the "Save as Work in Progress" button.

- ☒ **Reviewers:** If you are a reviewer (Click here for Notes...)
- ☒ **Review Liaisons:** If you are a Review Liaison (Click here for Notes...)

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

90:00

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

PIN 40119 - "Outstanding in Their Field", a promotional campaign tying California farmers' conservation efforts to the CA Grown brand - ASSIGNED

Application Attachments Review Sheet Reviewer Notes Review Status

Download to Excel Text file that can be opened in Excel.

Click on **APPLICATION Q/A** to view all Application Questions and Answers.

Answer all the Questions.

REVIEW SHEET

SCORING GUIDELINES

Evaluate how well the eight questions, together with the proposed budget, meet the two scoring criteria. First, determine if each of the eight concept



Review Sheet

REVIEW SHEET

SCORING GUIDELINES

Evaluate how well the eight questions, together with the proposed budget, meet the two scoring criteria.

First, determine if each of the eight concept proposal questions have been adequately answered. Then, review the guidelines, or and gauge how well each consideration is addressed on a scale of poor to excellent. You can use the scales provided to keep track provided simply as a tool for tracking. Each proposal will be different, possibly including only some or a few of the identified guidelines assessment for the project as a whole. Once the review is complete, enter your score (from 1-10) for each of the two scoring criteria.

1 Is the proposed project a priority for the specialty crop industry?

PROGRAM PRIORITIES

a. Do the program priorities correlate with the specific issue, problem, or need of the specialty crop industry that the project will address?

Poor	Below Average	Average	Good	Excellent
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Answer:

PROGRAM PURPOSE

b. Does the problem identified focus on the specialty crop industry rather than the organization?

Poor	Below Average	Average	Good	Excellent
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Answer:

c. Is the explanation of why the project is a priority for the specialty crop industry well supported?

Poor	Below Average	Average	Good	Excellent
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Overall Review Comments & Numeric Score

Feedback and Overall Comments

In the text box, give constructive feedback to the applicant. Observations should be specific, actionable, and support your numerical score of the concept proposal. These comments may be shared with the applicant so give suggestions that will help improve the quality of this proposal in the next grant phase or improve the quality of future applications.

To ensure the clarity of your feedback, please use complete sentences.

Answer: Overall, the underlying concept appears to be good, but could be made stronger:

1. Provide additional details for the issue, problem, or need the project will address. The response is not clear.
2. In Program Success, the information given for evaluating the success of the project does not detail how an increase in sales will be measured. An increase in sales must start from a baseline and document an increase in sales.
3. The budget does not appear to be sufficient to complete all the goals as stated. The project would benefit from a more focused effort.

(4000 character maximum; 3428 characters remaining)

Funding Program Title

2018 Specialty Crop Block Grant Program

Total Numeric Score

17

Save as Review in Progress

Review Complete - Submit To Review Liaison



Save as Review & Review Complete

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Save as Review in Progress

Review Complete - Submit To Review Liaison