

California Department of Food and Agriculture
Alternative Manure Management Program (AMMP)
Frequently Asked Questions
February 3, 2020

1. Are operations that were awarded previous AMMP funding eligible to apply for this round of AMMP funds?
No, operations awarded previous AMMP funding are not eligible for subsequent additional AMMP funding, unless new application represents a new site. Awards are limited to one per dairy or livestock operation site.
2. What is the definition of a dairy operation for purposes of AMMP?
The applicant must be either a dairy or livestock operator. For the purposes of this program a dairy operation is defined as an entity that operates a dairy herd, which produces milk or cream commercially, and whose bulk milk or bulk cream is received or handled by any distributor, manufacturer, or any nonprofit cooperative association of dairy producers. A livestock operation is defined as an entity raising farm animals such as cattle, poultry, goats, sheep, swine and horses.
3. Can a dairy operation submit more than one application?
Yes, dairy operations may submit more than one application; however, each application must represent a unique project site.
4. Is the maximum grant award \$750,000 per dairy operation or per application?
The maximum grant award is \$750,000 per application. An applicant may submit multiple grant applications; however, each grant application must represent an individual project at a unique project site (i.e., dairy or livestock operation).
5. Can an organization apply on behalf of the dairy operation?
Yes, organizations may submit an application on behalf of the dairy operation. However, the application must include the dairy operation's legal business name and tax identification number. If awarded, the grant agreement will be between California Department of Food and Agriculture (CDFA) and the dairy operation.
6. What types of organizations are eligible to submit an application on behalf of an agricultural operation?
There are no prohibitions against the types of organizations that may submit the proposal on behalf of the applicant organization. Keep in mind that only dairy operations are eligible to be the applicant organization. The dairy operation listed in the application is the entity to which CDFA will extend a Grant Agreement if the project is selected for an award.
7. What is the maximum grant duration for any proposed project?
The maximum grant duration is two (2) years. Projects can have a duration of less than two years, but grant funds cannot exceed this timeframe. Please refer to Funding and Duration section of Request for Grant Applications (RGA) document for this round of solicitation.
8. When the dairy operation is leasing land, does the land owner need to apply on behalf of the agriculture operation?
No, the dairy operation can submit an application. It is the responsibility of the dairy operation to comply with the terms of their lease agreement. CDFA encourages all applicants to notify the land owner of the proposed project and secure their consent to implement the project. If awarded, CDFA will enter into a grant agreement with the dairy

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operation.

9. Is there a minimum threshold for greenhouse gas (GHG) reductions?
There is no minimum threshold for GHG emissions reductions as long as GHG reductions can be quantified using the California Air Resource Board (CARB) quantification methodology. Refer to Greenhouse Gas Emission Reduction Calculations section of RGA for detailed information regarding the CARB quantification methodology.
10. Where can applicants that were unable to attend the workshops or webinar find the materials from these presentations?
Materials from the AMMP workshops will be available on the California Department of Food and Agriculture (CDFA) AMMP website at www.cdfa.ca.gov/oeffi/ammp/.
11. Is CDFA able to provide inexperienced applicants with technical assistance on how to prepare and submit an application?
To maintain the integrity of a competitive process, CDFA is required to provide the same level of assistance to all applicants. Unfortunately, it is not feasible for CDFA to provide one-on-one technical assistance to all prospective applicants. However, all prospective applicants are encouraged to attend one of our workshops and webinars to learn more about applying to the Program. In addition, CDFA strongly encourages prospective applications to seek technical assistance from the list of providers posted on [CDFA's Technical Assistance website](#).
12. Where can applicants find information regarding the AMMP Technical Assistance Workshops?
A list of all Technical Assistance Providers is available at ([Technical Assistance website](#)). All Technical Assistance Providers are available to provide free-of-cost, one-on-one assistance to applicants. In addition, some Providers may conduct workshops. CDFA will update the list of workshops periodically (if any). Applicants are strongly encouraged to check the ([Technical Assistance website](#)) frequently for updated information. Applicants may also contact their local Climate Smart Agriculture Community Education Specialist at the University of California Cooperative Extension (UCCE). A list of UCCE specialists is available at <http://ciwr.ucanr.edu/Programs/ClimateSmartAg/TechnicalAssistanceProviders/>.
13. Can AMMP funds be used at sites with proposed or existing anaerobic digesters funded by CDFA?
Operations that have already installed, or plan to install an anaerobic digester system funded by CDFA's Dairy Digester Research and Development Program (DDRDP) or operations that previously received AMMP funding. Projects with existing non-DDRDP CDFA funded digesters can apply for funding to reduce methane emissions from manure not being treated in the digester system.
14. Can more than one of the manure management practices be used in conjunction with solid separation and can these practices be off farm?
Yes. Applicants should identify how most of separated manure volatile solids will be managed as the primary practice. The AMMP Benefits Calculator Tool allows separated solids to be apportioned between up to two different practices. If the applicant utilizes more than two, the

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primary and secondary practices should be identified in the Tool. Separated solids may be treated/stored off farm, but the applicants should note that transportation related GHG emissions are included in the project boundary, so they should estimate and report annual fuel use required for transporting the separated solids offsite.

15. Can solid separation and conversion from flush to scrape be selected as stand-alone practices?

No. Methane Conversion Factors (MCF's) are only available for practices which describe how the manure is handled rather than just the technologies of solid separation or scraping.

16. Are there other eligible practices available for AMMP funding?

The only practices eligible for funding currently are those for which a quantification methodology is available. Refer to page 6 of the RGA for a list of eligible practices. .

17. Will Air Districts and/or the Regional Water Boards expedite the permitting process for these projects?

CDFA is unable to provide commitment for permitting processes implemented by the Air Districts or Regional Water Boards. Applicants should direct questions regarding permitting processes to their respective Air District or Regional Water Board. For a list of permitting agencies relevant to a location (city or county), visit [CalGold](#), a useful online resource provided by the Governor's Office of Business and Economic Development.

18. Should an applicant use industry standard defaults or operation-specific values for the percent of milk fat, protein, and lactose when calculating energy-corrected milk?

Applicants are encouraged to use dairy-specific data for the percent of milk fat, protein, and lactose to eliminate feed-efficiency differences between different cow breeds.

19. The CARB Benefits Calculator Tool considers the number of cows based on averages from the prior 12 months. Since a dairy may expand its herd, can an applicant provide maximum permitted herd size level instead?

Herd size calculated as average from the prior 12 months is consistent with the CARB Compliance Offset Protocol - Livestock Projects. Project baseline GHG emissions and estimated GHG reductions are determined based on current herd size. Once a project is awarded, the project may not change or alter the proposed manure management practice to be implemented or change herd size beyond the dairy's existing permits.

20. How does CDFA determine that a proposed technology is well-suited to a project?

CDFA relies on the expertise of the technical reviewers and the AMMP Technical Advisory Committee to evaluate effectiveness of proposed technology employed to reduce GHG emissions at a dairy or livestock operation while accounting for current manure management practices employed at the dairy.

21. Under unallowable cost section, what does CDFA mean by "cost covered by another State or Federal grant program"?

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CDFA cannot fund project costs or tasks funded by another Federal or State program. In other words, applicants cannot “double dip” by requesting CDFA to cover project expenses or tasks already funded by another Federal or State program. However, project expenses or tasks not covered by AMMP can be covered by matching funds from other State or Federal grants.

22. Is construction of a roof to cover compost piles so they are prevented from re-wetting in rain, an allowable cost?

Yes, the cost of constructing a roof specifically related to the implementation of composting practices is an allowable cost.

23. When are grant recipients required to submit the annual five-year post-project report to CDFA?

At the end of the project term and/or the alternative management practice becomes operational, recipients will be required to submit to CDFA annual five-year post-project report on a CDFA-provided template.

24. What is the difference between funds requested, local cost match, and total budget?

Funds requested is the amount of AMMP funding requested from CDFA and must not exceed \$750,000. Local cost match is the amount of Cost Share (matchings funds and in-kind contributions committed to the project). Total budget is the sum of funds requested and local cost match.

25. What attachments are required to be submitted with the application?

Please refer to Grant Application Questions and Attachments section of the RGA, page 14.

26. How do you attach project designs to the application?

All documents associated with the application should be uploaded to the appropriate section of the application. For more information, please visit the application portal at https://webportalapp.com/sp/2020_cdfa_ammp.

27. Can dairy operations request funds for the cost of the project design?

No, funding can only be requested and utilized for project implementation. The dairy operation is responsible for any costs associated with the project design.

28. Would an applicant attach the printed results from the Benefits Calculator Tool or should the Excel workbook be attached?

The entire Excel workbook should be attached, along with the Benefits Calculator Tool results.

29. Can bids from companies be attached in lieu of the budget worksheet to support project cost?

No, the Budget Worksheet is a required attachment. Applicants must download, complete

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and attach the Budget Worksheet with the application. The budget worksheet can be downloaded from page 16 of the Request for Grant Applications or by accessing CDFA's AMMP website www.cdfa.ca.gov/oefi/ammp/

30. If a contractor provides an estimate with costs for Supplies and Equipment within Labor, do those costs need to be broken down per item and listed within the appropriate budget categories?

Yes, only costs for labor should be included within the contractor category of the Budget Worksheet. Cost for items less than \$5,000 per unit should be included under Supplies. Costs for items greater than \$5,000 per unit should be included under Equipment. Costs for taxes on any budget item should be included under the Other category.

31. My dairy already has an anaerobic digester, which is not funded by CDFA. In my AMMP project, I would like to include the co-benefits of diesel reduction due to the digester and associated compost vessel. How do I include this in the AMMP Benefits Calculator Tool?

Dairy and livestock operations with existing non-DDRDP funded digesters may apply for AMMP funds to reduce methane emissions from only the manure not being treated in the digester system. In the Calculator Tool, enter the amount of diesel previously utilized and reduced in the Projects Inputs tab, under items 6b and 8b, in addition to describing the source of the diesel fuel and indicating how its use will change, under item 9.

32. Can a dairy or livestock operator start a project prior to start date mentioned in the RGA? A dairy or livestock operator may begin work to indicate greater project readiness, but any costs incurred outside the dates mentioned in Funding and Duration section of the AMMP RGA will not be reimbursed by CDFA.

33. How do the composting requirements for AMMP differ from CDFA's Healthy Soils Program (HSP) and is there overlap?

The AMMP provides funding support for producing compost from dairy and livestock manure. The HSP provides funding to farmers to apply compost to farmland and rangelands for improvements to soil health. The mechanism of greenhouse gas reduction achieved from either program is different and the scope of funded activities does not overlap: while AMMP can reduce methane emissions from dairy and livestock manure by replacing wet manure management systems (e.g. anaerobic lagoon) with a dry system (i.e. composting), HSP reduces greenhouse gas emissions through sequestration of soil carbon through application of compost to cropland and rangeland.

34. If a prior AMMP recipient has additional facilities they are considering for AMMP projects, do the facilities need to have a separate Tax ID and/or Social Security Number or can they be the same?

Operations awarded previous AMMP funding are not eligible for subsequent additional AMMP funding, unless a new application represents a new site. Awards are limited to one per dairy or livestock operation site.

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35. Do all required permits need to be completed prior to applying for an AMMP grant?
No. CDFA allows recipients up to 6 months from the execution of the grant agreement to have all necessary permits in place. However, applicants who have obtained or are in the process of obtaining permits related to their project will contribute to greater project readiness and may be more competitive during review.
36. Are fees for permits an allowable cost?
Permit fees are allowable only if they are incurred during the project duration as mentioned in Funding and duration section of the AMMP RGA.
37. Are engineering drawings required as part of the application and are these costs allowable?
Engineering drawings are not required but are strongly encouraged and may result in a more competitive project during technical review. Costs incurred outside of project duration will not be reimbursed by CDFA.
38. Can a composting facility that will be composting material from several dairy or livestock farms apply for an AMMP grant?
No. Eligible applicants are dairy or livestock operators only. Individual dairy and livestock operators can submit separate applications for a centralized composting facility.
39. Can a prior AMMP applicant use information from their Wizehive account when applying for this round?
Yes.
40. Can an applicant be reimbursed for use of personal time if they are doing any labor work on the project?
Applicants cannot be reimbursed for their own labor on work related to the preparation of their proposal. However, time spent by the applicant to implement the project can be documented as cost share.
41. Can a contractor be changed after the grant is awarded?
Yes. An applicant can choose to go with a different contractor from what was originally proposed in the application as long as the total overall cost of the project does not exceed the grant funds requested.
42. Do awarded projects need be operational beyond the five-year term? If a dairy or livestock operation goes out of business after the project is implemented, does CDFA have recourse over the funds dispersed?
CDFA expects that awarded projects will be operational for at least five years and in most cases, projects will be operational for much longer. If a dairy or livestock operation goes out of business, CDFA does not have recourse against the dairy or livestock operation once the funds have been expended.

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43. Can AMMP grant used to fund a manure hauling truck/trailer which will be used for spreading the manure on pasture or cropland?

Only equipment that is specific to the AMMP project activities is allowable; equipment that will be used for non-AMMP project specific activities on the farm are not allowable. A truck or trailer specifically being used for manure spreading may be eligible for a project that will include the option of daily spread (in combination with solid separation of flush-to scrape conversion) as part of the overall project.

44. If a tractor exceeds the maximum grant amount of \$750,000, can the remainder of the cost be provided through cost-share? How can one indicate this on the Budget Worksheet?

Cost of a general use equipment, such as a tractor, is only allowable if it will be used specifically for the AMMP project activities. Part of the equipment may be covered by cost-share. In the Budget Worksheet, the equipment and cost requested through the AMMP grant should be listed in the blue column for "Equipment", and corresponding matching funds should be entered in the orange "Cost-share" column. The description should be the same under both columns to allow reviewers to identify the cost-share correctly.

45. When completing the Benefits Calculator Tool, are applicants required to submit records of their electricity and diesel consumption?

No, applicants are not required to submit records of their electricity and diesel consumption but are encouraged to provide them if available.

46. If an applicant has a heifer facility, how do they complete sections 5a-5d of the Benefits Calculator Tool that asks to provide % milk fat, % milk true protein, % milk lactose and lbs/cow/day milk produced?

Applicants that have non-dairy or other livestock facilities should leave section 5a-5d blank when completing the Benefits Calculator Tool. Non-dairy or other livestock facilities will be scored using Greenhouse Gas (GHG) per animal instead of GHG per Energy Corrected Milk (ECM).

47. Can I apply to both DDRDP and AMMP?

The intent of the programs is to ensure a wide distribution of funds across individual operations. While an applicant may submit an application to both DDRDP and AMMP, the choice to apply to both programs should be considered carefully. AMMP and DDRDP projects differ greatly in their scope as well as permitting requirements. Inadequate preparation of applications may impact the quality and competitiveness of applications. If after review, the project submitted to both programs receives a competitive score for award, only one of the AMMP or DDRDP award would be made, consistent with the Program Requirements noted on page 4 and Eligibility and Exclusions on page 1 of the RGA.