

2018 ALTERNATIVE MANURE MANAGEMENT PROGRAM
QUESTIONS AND ANSWERS (Q&A)
MAY 11, 2018

GENERAL QUESTIONS

1. Q. What information should be included in the Work Plan? Should Work Plan include all project activities or just grant funded activities?
A. Work Plan should identify specific tasks/work to be performed, individual(s) who will complete the work and the approximate timeframe in which the work will occur. Work Plan should include all project activities.
2. Q. Is the landowner letter of agreement optional or required?
A. Applicants must demonstrate that they have control of the land which will be part of the project. If the land is leased, a letter of agreement from the landowner is required.
3. Q. Can projects be for less than the maximum grant duration? If so, is there a minimum amount of time for a project?
A. Projects may be for less time than the maximum grant duration. While there is no minimum project duration, applicants must ensure project can be implemented within the project duration specified and all activities occur within the grant period (September 1, 2018 through August 31, 2020).
4. Q. Can AMMP funds be used to build upon or expand on a project funded by another Federal or State grant program?
A. Yes, AMMP funds may be used to build upon or expand on a project funded by another Federal or State grant program, as long as the AMMP funds do not duplicate the activities funded by the other project, but rather supplement or expand efforts.
5. Q. If there is potential for funding from another Federal or State grant program for a small percent of the project is it necessary to list the funding information?
A. Yes, potential funding from another Federal or State grant program should be listed on the Budget Worksheet as Cost Share.
6. Q. Where may applicants find information about projects previously awarded AMMP funding?
A. Applicants may find project descriptions of past year awards on the [AMMP website](#), under Archives tab.
7. Q. When completing the Estimated GHG Reductions Calculator, if changes are made to the default values, where should applicants provide explanations to support the changes within the application?
A. If applicants choose to change the default values in the Estimated GHG Reductions Calculator, applicants should attach supporting documentation for use of non-default factors as a single PDF attachment 5.1 Explanation of Assumptions for GHG Calculations explaining any circumstances or variance.
8. Q. Are resumes or curriculum vitae (CV) required?
A. Resumes and CVs are not required; however, applicants are required to address the project team's qualifications within section III of the Project Narrative Template.

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9. Q. How long must recipients maintain the AMMP practice?
A. Adoption of the AMMP practice represents the GHG reductions that are reasonably expected to occur for five years after project implementation. As a result, recipients are expected to maintain AMMP for five years after project implementation. Additionally, recipients are required to report their GHG reductions to CDFA for five years after project implementation. Reference page 22 of the Request for Grant Applications for post-project completion requirements.
10. Q. Is a project proposing to modify an existing manure management practice (e.g. adding an additional solid separator) eligible for funding?
A. Yes, however, applicant must ensure to include pre-AMMP project components (e.g. existing solid separator) as part of their baseline scenario when calculating GHG reductions.
11. Q. What information should applicants provide on the Budget Worksheet for Cost Share?
A. Applicants should indicate if any portion of the application has been submitted to or funded by another federal or state grant program by identifying the federal or state grant program and the agency administering the program in the "Description" column. In the "Cash" column applicants should list the grant funds requested or awarded.
12. Q. If an applicant is in the process of merging two dairy facilities into one, should an application be submitted for each individual dairy?
A. If two dairy facilities are merged during the project term only one application should be submitted. The maximum grant award is \$750,000 per application.
13. Q. When should applicants apply for an Authority to Construct (ATC) permit?
A. Applicants should apply for and complete as much permitting work as possible prior to submitting their AMMP application. Applications that have demonstrated a higher degree of project readiness are eligible for a higher score under the scoring criteria. Applicants may apply for permits after submission of their AMMP application; however, they will receive a lower score for project readiness. Reference page 28 of the Request for Grant Applications (RGA) for details on scoring criteria.
14. Q. If an applicant plans to expand its herd size, should the application and GHG Calculator reflect future expansion plans or just the current herd size?
A. Herd size must be calculated as an average from the prior twelve months as described in the ARB Compliance Offset Protocol - Livestock Projects. Project baseline GHG emissions and estimated GHG reductions are determined based on current herd size. Since a future expansion would result in increased baseline emissions, additional GHG emissions reduction benefits will not be considered.
15. Q. The RGA states, "Dairy and livestock operations that do not currently have a digester in place will be prioritized during the 2018 AMMP review process." How will CDFA prioritize projects without a dairy digester?
A. CDFA will prioritize AMMP projects that do not have a dairy digester. If two projects score similarly - one with a non-DDRDP funded digester and one without - and there is only available funding for one project, CDFA will fund the non-DDRDP funded digester.

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New Questions May 11, 2018

16. Q. What items on the Budget Worksheet should be categorized as labor costs?
A. Labor costs include any work performed by a contractor, individual, or employee. Supplies and equipment that are purchased by a contractor are not “Labor Costs” and must be itemized separately and listed in the appropriate budget categorizes. Labor costs cannot exceed 15% of the total grant request amount and design, engineering, and consulting costs cannot exceed 5% of the total grant amount requested.
17. Q. Where should concrete be categorized on the Budget Worksheet?
A. Concrete should be included under supplies as the per unit cost is less than \$5,000. On the Budget Worksheet provide a brief description of the supplies (e.g., 8” thick concrete at \$3.00 per square foot) and provide the number of square feet in the “QTY” column. Finally, enter the total dollar amount in the subtotal column.
18. Q. Would an operation with water buffalo be eligible for AMMP funding?
A. Water buffalo are not currently included as a separate livestock category in the QM tool, which is a requirement to quantify associated GHG emission reductions. The incorporation of water buffalo into the QM tool will be considered in future rounds of AMMP funding.