

## 2022 DDRDP Application Questionnaire Preview

Note: This document is intended to provide applicants with an idea of what to expect in the application. Actual questions within the electronic application submission portal (available at [https://webportalapp.com/sp/closed/2022\\_cdfa\\_ddrdp](https://webportalapp.com/sp/closed/2022_cdfa_ddrdp)) may be different.

CDFA highly recommends that you review the Request for Grant Applications ([https://www.cdfa.ca.gov/oefi/ddrdp/docs/2022\\_DDRDP\\_Request\\_for\\_Grant\\_Applications.pdf](https://www.cdfa.ca.gov/oefi/ddrdp/docs/2022_DDRDP_Request_for_Grant_Applications.pdf)) prior to beginning an application.

### **IMPORTANT!**

Has this submitting organization previously has been awarded a CDFA DDRDP project?

### **I) Applicant Information**

Applicant - Primary Contact (Name)

Role in the Project (Title)

Applicant Address

Applicant Email Address

Applicant Telephone for Contact

Format for telephone xxx-xxx-xxxx

Submitting Organization Name (i.e., Dairy Developer entity)

Submitting Organization - Primary Contact (Name)

Role in Submitting Organization (Title)

Submitting Organization Address

Submitting Organization Email Address

Submitting Organization Telephone for Contact  
Format for telephone is xxx-xxx-xxxx

## **II) Project Information**

Project Title

Project Description

Name of the Host Dairy

Address of the Host Dairy

Latitude

Longitude

County

Please [click here \(https://bit.ly/2Li72i5\)](https://bit.ly/2Li72i5) to identify and list your State Assembly and Senate Members below:

Assembly Member

Assembly District

Senator

Senator District

### **III) Additional Information**

Does the applicant belong to a socially disadvantaged group as defined below?

The Farmer Equity Act of 2017 identifies the following as socially disadvantaged groups: African Americans; Native Indians; Alaskan Natives; Hispanics; Asian Americans; and Native Hawaiians and Pacific Islanders.

Has the applicant served on active duty in the U.S. Armed Forces, Reserves, or National Guard?

Please select your gender

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### **Section I: Digester Project Plan and Long-Term Viability**

Address the following within the text boxes and drop-down menus using the completed Project Narrative Template ([https://www.cdfa.ca.gov/oefi/DDRDP/docs/2022\\_DDRDP\\_Project\\_Narrative\\_Template.docx](https://www.cdfa.ca.gov/oefi/DDRDP/docs/2022_DDRDP_Project_Narrative_Template.docx)) and Work Plan Template ([https://www.cdfa.ca.gov/oefi/DDRDP/docs/2022\\_DDRDP\\_WorkPlan\\_Template.docx](https://www.cdfa.ca.gov/oefi/DDRDP/docs/2022_DDRDP_WorkPlan_Template.docx)), and provide the following information:

#### **Project Type**

Select the project type

Is this project part of a cluster?

#### **Project Duration**

Enter the "Start Date" for the project. (Project cannot begin prior to January 1, 2023)

Enter the "End Date" for the project. (Project cannot end later than December 31, 2024)

Select the digester type.

Describe the biogas end-use (examples include but are not limited to: electric generation, transportation fuel - onsite renewable natural gas (RNG) or pipeline injection, boiler with utilization of useful thermal energy)

Estimated annual energy generation (MWh or MMBtu)

Units of energy generation (MWh or MMBtu)

Are the proposed greenhouse gases reduction and biogas end-use technologies commercially available in California? Note: Commercially Available Technology - a system that has a proven operating history specific to the proposed application. Such a system is based on an established design, and installation procedures and practices. Refer to Appendix D: Key Terms and Definitions in the 2022 DDRDP Request for Grant Applications.

Interconnect status (if applicable).

Other feedstock (if applicable)

Attachment 1: Project Narrative Template (required)

Attachment 1 should be uploaded as a DOC or DOCX file

Supporting Materials 1.1: Site plan, project design documents, cluster maps, schematic diagrams, etc. (Attach as a single PDF file)

Supporting Material 1.1 should be uploaded as a PDF file

Supporting Materials 1.2: Resumes, team commitment letters, etc. (Attach as a

single PDF file)

Supporting Material 1.2 should be uploaded as a PDF file

Supporting Materials 1.3: Copy of Deed and/or Lease Agreement (if applicable). (Attach as a single PDF file)

Supporting Material 1.3 should be uploaded as a PDF file

Attachment 2: Work Plan Template (required)

Attachment 2 should be uploaded as a DOC or DOCX file

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## Section II: Project Budget and Financials

### Budget

Using the completed Budget Worksheet Template

([https://www.cdfa.ca.gov/oefi/DDRDP/docs/2022\\_DDRDP\\_BudgetWorksheet\\_Template.xlsx](https://www.cdfa.ca.gov/oefi/DDRDP/docs/2022_DDRDP_BudgetWorksheet_Template.xlsx)) provide the following information:

Grant Amount Requested

This value must be less or equal to US\$1,600,000.

Matching Funds Provided

This value should be greater or equal to the value in "Grant Amount Requested".

Total Project Budget

Within the following categories, identify the Primary Project Activity or Expense contributing to the total share of the project budget and the percentage of project budget associated with the Primary Activity or Expense. Note: the total share of the project budget associated with the primary, secondary, and tertiary project activities or expenses may be less than 100%.

What percentage of the Project Budget is associated with the Primary Activity or Expense selected above?

Within the following categories, identify the Secondary Project Activity or Expense contributing to the total share of the project budget and the percentage of project budget associated with the Secondary Activity or Expense. Note: the total share of the project budget associated with the

primary, secondary, and tertiary project activities or expenses may be less than 100%.

What percentage of the Project Budget is associated with the Secondary Project Activity or Expense selected above?

Within the following categories, identify the Tertiary Project Activity or Expense contributing to the total share of the project budget and the percentage of project budget associated with the Tertiary Activity or Expense. Note: the total share of the project budget associated with the primary, secondary, and tertiary project activities or expenses may be less than 100%.

What percentage of the Project Budget is associated with the Tertiary Project Activity or Expense selected above?

Total percentage for Project Activities and Expenses reported

Attachment 3: Budget Worksheet Template (required)

Attachment 3 should be uploaded as an XLS or XLSX file

Supporting Materials 3.1: Bids or quotes to support budget costs (if applicable)  
(Attach as a single PDF file)

Supporting Material 3.1 should be uploaded as a PDF file

## **Financials**

Activities funded under 2022 DDRDP cannot duplicate tasks funded by another Federal or State program. If other Federal or State funding sources have been secured, the following must be addressed in the text boxes below:

Describe how the DDRDP project differs from the other Federal or State program(s) rather than duplicates funding efforts.

Identify the Federal or State program(s), Federal or State agency administering the program(s), and the amount(s) of grant funds awarded.

If other Federal or State funding sources have not been secured, indicate "Other Federal or State funding sources have not been secured" and discuss plans to secure other Federal or State funding.

Note: Any time an applicant is awarded funds from another Federal, State, or other programs, it is the responsibility of the applicant to notify CDFA immediately.

Please attach one or more of the following documents to demonstrate the organization's financial strength (for partnerships, information from all partners is required - including information of the hosting dairy)

- Independent most recent CPA Auditor's reports, Reviews, or Compilations of financial statements
- Most recent tax returns and accompanying schedules
- Profit/Loss statements, bank accounts, or balance sheets
- Project financing letter from a financial institution
- For corporations - current operating agreements, articles of incorporation, bank statements, or General Ledger

Attachment 4: Financials (required)

Attachment 4 should be uploaded as a PDF file

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### **Section III: Estimated GHG Emissions Reduction**

Using the completed DDRDP Benefits Calculator Tool (<http://www.arb.ca.gov/cci-resources>) template, provide the following information within the text boxes:

#### **Herd Size Information**

Select Livestock Categories that are part of the Project Boundary

Total project emission reductions over 10 years (MTCO<sub>2</sub>e)

GHG reduction per unit of energy-corrected milk (ECM) produced by the dairy operation over 10 years (MTCO<sub>2e</sub>/ECM)

GHG reduction per dollar 2020 DDRDP grant money requested over 10 years (DDRDP \$/MTCO<sub>2e</sub>)

### **Co-Benefits Data (from DDRDP Benefits Calculator Tool)**

#### **Criteria and toxic air pollutant emissions reductions**

Local (direct) ROG (lbs over 10 years)  
Remote (indirect) ROG (lbs over 10 years)  
Local (direct) NO<sub>x</sub> (lbs over 10 years)  
Remote (indirect) NO<sub>x</sub> (lbs over 10 years)  
Local (direct) PM 2.5 (lbs over 10 years)  
Remote (indirect) PM 2.5 (lbs over 10 years)  
Local (direct) Diesel PM (lbs over 10 years)  
Remote (indirect) Diesel PM (lbs over 10 years)

#### **Soil health co-benefits**

Compost production (dry tons over 10 years)  
Compost application area (acres to be treated with compost soil amendments over 10 years)

#### **Fossil fuel reductions**

Diesel gallons (over 10 years)

Attachment 5: DDRDP Benefits Calculator Tool (required)

Attachment 5 should be uploaded as an XLS or XLSX file

Supporting Materials 5.1: Explanation of GHG Calculations (if applicable)  
(Attach as a single PDF file)

Supporting Material 5.1 should be uploaded as a PDF file

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## **Section IV: Project Readiness and Permitting Status**



Please fill out the Project Readiness Template

([https://www.cdfa.ca.gov/oefi/DDRDP/docs/2022\\_DDRDP\\_Project\\_Readiness\\_Template.docx](https://www.cdfa.ca.gov/oefi/DDRDP/docs/2022_DDRDP_Project_Readiness_Template.docx)).

Attachment 6: Project Readiness Template (required)

Attachment 6 should be uploaded as a DOC or DOCX file

Supporting Materials 6.1: Additional Permitting Documents (if applicable)  
(Attach as a single PDF file)

Supporting Material 6.1 should be uploaded as a PDF file

Supporting Materials 6.2: Status of interconnection, offtake agreements; power purchase agreements, etc (if applicable) (Attach as a single PDF file)

Supporting Material 6.2 should be uploaded as a PDF file

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## **Section V: Environmental Performance**

Please fill out the Environmental Performance Template

([https://www.cdfa.ca.gov/oefi/DDRDP/docs/2022\\_DDRDP\\_Environmental\\_Performance\\_Template.docx](https://www.cdfa.ca.gov/oefi/DDRDP/docs/2022_DDRDP_Environmental_Performance_Template.docx))

Attachment 7: Environmental Performance Template (required)

Attachment 7 should be uploaded as a DOC or DOCX file

Supporting Materials 7.1: Explanation and citations from published literature, to support project's environmental performance claims (if applicable) (Attach as a single PDF file)

Supporting Material 7.1 should be uploaded as a PDF file

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## **Section VI: Community Impact**

Please fill out the Attachment 8a: Community Impact Template

([https://www.cdfa.ca.gov/oefi/DDRDP/docs/2022\\_DDRDP\\_Community\\_Impact\\_Template.docx](https://www.cdfa.ca.gov/oefi/DDRDP/docs/2022_DDRDP_Community_Impact_Template.docx))

Attachment 8a: Community Impact Template (required)

Attachment 8a should be uploaded as a PDF file

For Attachment 8b: CARB Community Engagement Questionnaire  
([http://ww2.arb.ca.gov/sites/default/files/auction-proceeds/final\\_communityengagement\\_fillable.pdf](http://ww2.arb.ca.gov/sites/default/files/auction-proceeds/final_communityengagement_fillable.pdf))

Attachment 8b: CARB Community Engagement Questionnaire (required)  
Attachment 8b should be uploaded as a PDF file

Supporting Materials 8.1: Up to 3 Letters of Support (required) (Attach as a single PDF file)

Supporting Material 8.1 should be uploaded as a PDF file

### **Evaluation of Benefits to Priority Populations**

Step 1 - Evaluate the project against each of the following criteria for Priority Populations (disadvantaged communities, low-income communities, or low-income households). Check all boxes that apply. Use the map provided at the California Air Resources Board website

(<https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm>) to select the project location. Provide documentation to justify an affirmative answer to the questions below in Supporting Materials 8.2: Explanation of Priority Population benefits. Note: For the 2022 DDRDP, the majority of the project must be located within a disadvantaged or low-income community census tract to fulfill Step 1 of the determination of benefits.

Is the project located within the boundaries of a disadvantaged community census tract?

Is the project located within the boundaries of a low-income community census tract?

Is the project located outside of a disadvantaged community, but within ½-mile of a disadvantaged community and within a low-income community census tract?

Does the project directly benefit residents of low-income households?

Is the project located within the boundaries of a low-income household?

If a project does not meet at least one of the qualifying criteria in Step 1, no further evaluation is needed. If the project meets at least one Step 1 criterion, continue the evaluation in Step 2.

Step 2 - Addresses an important need for a community or household. Applicants must identify an important community or household need that the project will address and evaluate the project to confirm that it will address that need. To identify a need that the project will address, applicants can use a variety of approaches listed below. Select a "yes" or "no" response for each approach employed by the project team.

Hosted community meetings, workshops, outreach efforts, or public meetings as part of a planning process to engage local residents and community groups for input on community or household needs, and provided documentation showing how the received input was considered in the selection of projects that address those needs?

Received documentation of support from local community-based organizations and/or residents (e.g., letters or emails) and selected a project or design with documented broad community support?

For the question below, please refer to the 2018 Funding Guidelines for Agencies that Administer California Climate Investments  
<https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/fundingguidelines.htm>

Referred to the list of common needs in Table 5 (page 13) of the 2018 Funding Guidelines for Agencies that Administer California Climate Investments?

Describe identified community or household need(s):

If the project addresses a community or household need as described in Step 2, proceed to Step 3. If the project does not address a community or household need, no further evaluation is needed.

Step 3 - Evaluate the project against the following criteria to determine if it provides direct, meaningful, and assured benefits to priority populations. The benefit provided must directly address the identified need:

Project must meet the following benefit criteria focused on providing environmental improvements, economic benefits, or educational opportunities to priority populations:

Project reduces odor-causing pollutants (such as hydrogen sulfide (H<sub>2</sub>S) or ammonia (NH<sub>3</sub>)) or on-site criteria air pollutant or toxic air contaminant emissions in a disadvantaged or low-income community without increasing any other criteria pollutant or toxic air contaminant emissions?

Supporting Materials 8.2: Explanation of Priority Population Benefits (Attach as a single PDF file)

Supporting Material 8.2 should be uploaded as a PDF file

### **Socially Disadvantaged Farmers and Ranchers**

The California Department of Food and Agriculture (CDFA) is committed to equitable access for all Californians and investing in the long-term prosperity of our food farming systems, starting with our farmers. To better ensure the inclusion of California's socially disadvantaged farmers in this and other Climate Smart Agriculture grant programs, CDFA requests that applicants self-identify as part of the application process. A "socially disadvantaged group" means 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. The Farmer Equity Act of 2017 identifies the following as socially disadvantaged groups: African Americans; Native Indians; Alaskan Natives; Hispanics; Asian Americans; and Native Hawaiians and Pacific Islanders.

Does the applicant belong to a socially disadvantaged group as defined above?