

## 2023 Dairy Plus Application Questionnaire Preview

**DISCLAIMER:** This document intends to give applicants an idea of what to expect in the application. Actual questions within the electronic application submission portal (available at [www.cdfa.ca.gov/oefi/dairyplus](http://www.cdfa.ca.gov/oefi/dairyplus)) may be different.

CDFA highly recommends that you review the Request for Grant Applications ([https://www.cdfa.ca.gov/oefi/ddrdp/docs/2023 DairyPlus Request for Grant Applications.pdf](https://www.cdfa.ca.gov/oefi/ddrdp/docs/2023_DairyPlus_Request_for_Grant_Applications.pdf)) prior to beginning an application.

### APPLICATION CATEGORY

What type of project are you applying?

- 1) DDRDP or AMMP only
- 2) New DDRDP or New AMMP + Dairy Plus Program
- 3) Dairy Plus Program only (previous DDRDP or AMMP project is operational)

### IMPORTANT!

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

Is this application in a dairy operation that has already been awarded a CDFA AMMP and/or project?

If yes, provide the AMMP and/or DDRDP Agreement Number(s) and corresponding project site location where the project(s) were implemented.

### 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

## 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.

Does the applicant belong to serve small and historically underserved producers, including farmers or ranchers who are: Beginning; Socially Disadvantaged; Veterans; and Limited Resources as defined in <https://www.nrcs.usda.gov/getting-assistance/underserved-farmers-ranchers?>

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: Project Description

Address the following within the text boxes and drop-down menus using the completed Project Description Template and provide the following information:

### Project Type

Select the project type

Attachment 1: Project Description Template (required)

Attachment 1 should be uploaded as a DOC or DOCX file

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

Supporting Material 1.1 should be uploaded as a PDF file

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## Section II: Work Plan

### Project Duration

Enter the "Start Date" for the project. (Project cannot begin prior to March 1, 2024)

Enter the "End Date" for the project. (Project cannot end later than February 29, 2026)

Attachment 2: Work Plan Template (required)

Attachment 2 should be uploaded as a DOC or DOCX file

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### Section III: Budget Worksheet

Using the completed Budget Worksheet Template provide the following information:

Grant Amount Requested

This value must be less or equal to US\$1,250,000 (up to \$750/cow).

Matching Funds Provided

Total Project Budget

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

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### Section IV: Estimated GHG Emissions Reduction

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

Select Livestock Categories that are part of the Project Boundary

Total project emission reductions over 5 or 10 years (MTCO<sub>2</sub>e)

GHG reduction per unit of energy-corrected milk (ECM) produced by the dairy operation over 5 or 10 years (MTCO<sub>2</sub>e/ECM)

GHG reduction per dollar grant money requested over 5 or 10 years (\$/MTCO<sub>2</sub>e)

Attachment 5: AMMP or 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

2023 Dairy Plus Program  
**Attachment 1: Project Description Template**

**APPLICANT PROJECT TITLE:**  
**APPLICANT OPERATION NAME:**

Instructions:

- Length: Please limit the document to 15 pages
- Complete all sections of the template, making sure to review and address the prompts in blue as applicable. Remove all blue guidance text before submission.

## **I. Project Description**

### Operation Background

Provide the details of the history and background of the dairy operation.

Discuss herd size and breed, including the average number of lactating cows (in freestalls and in open lot corrals), dry cows, replacement calves, and replacement heifers, at your operation over the last 12 months.

Within the herd, identify which livestock will be included in the project boundary (this includes only the animals for which manure management will be affected by the Dairy Plus Program project).

Explain how the advanced manure management project differs from traditional state-funded programs (e.g., AMMP and DDRDP) and how it can provide additional greenhouse gas emission reductions. Also, address the nutrient management issues in the dairy operation while describing any co-benefits provided by the proposed initiative. The description should also explain how this project will have a positive effect on the local community and the environment, and provide benefits to priority populations or benefits a SDFR. Finally, comprehensive long-term plans for both maintenance and improved functionality must be included.

### Project Site Location

Address or nearest cross street:	
City, Zip Code:	
County:	
Project herd size:	

2023 Dairy Plus Program  
**Attachment 1: Project Description Template**

Project Type (e.g., AMMP Dairy Plus, DDRDP Dairy Plus, Dairy Plus for Previous AMMP, etc; and if it is vermifiltration, etc.)

Provide details of the type of advance manure management project planned, and the steps needed to implement it.

Provide details of the quantity, location, and source of manure to be managed at the operation and specifically in the proposed project.

Equipment

Describe the equipment to be used in implementing the advanced manure management practice.

Other

- Discuss the anticipated length of time for the project to be operating at full capacity and a clear and concise description of the goals and objectives of the project,
- Describe how you will evaluate the success of the project, and whether those goals and objectives identified have been achieved,
- Justification for the need for CDFA funding, and an explanation of market viability including target markets, barriers, financial risks, partners, and economic viability with cash-flow projections as applicable,
- Discuss the potential for the project type to be successfully implemented in other operations.
- Describe any potential challenges that the applicant foresees to project implementation and provide plans to avoid or overcome them.

## **II. Project Oversight**

Organization

Provide a list of team members along with a short description of their qualifications, experience, technical expertise, capabilities, and credentials (e.g., a professional resume). This must include at a minimum, project developers (if applicable), project manager, and participating dairy farmer(s) and/or livestock operator. Applicant must identify why this particular team composition and representation will enable successful implementation of the proposed work plan. Collaboration is encouraged.

Experience

2023 Dairy Plus Program  
**Attachment 1: Project Description Template**

Provide an explanation of how various tasks will be managed and coordinated and how the project manager's technical expertise will help achieve the goals of the project. Describe previous experience of the project team with similar projects in California or other parts of the United States.

List past successful projects developed by the project team, including projects implemented in California and their operational status.

### **III. Long-Term Viability of Project**

#### Long-Term Planning

Demonstrate how the operations and maintenance costs of the project will be sustained beyond the project term (i.e., once the project is operational and/or grant agreement term has ended), and for the life of the project. Explain all ongoing funding sources for the project. List personnel positions assigned to carry out operations and maintenance throughout the life of the project.

Describe any plans for monitoring the effectiveness of implemented project over time.

#### Component Repair and Support

Examine, compare, and describe the availability of required replacement parts and qualified service personnel to keep the system operating as effectively as possible with a minimum amount of downtime for repairs or maintenance. Provide information regarding the availability of replacement parts and qualified service technicians, the cost of commonly replaced parts/services, and the availability of included maintenance packages. Include vendor quotes and agreements if available.

#### Maintenance

Provide information regarding necessary maintenance intervals, common maintenance requirements, cost of common maintenance parts/fluid replacement, the complexity of maintenance, warranty required services, need for technicians to perform maintenance, typical annual maintenance cost, and time required for maintenance tasks. Include vendor quotes and agreements if available.

2023 Dairy Plus Program  
**Attachment 2: Work Plan Template**

**APPLICANT PROJECT TITLE:**

**APPLICANT OPERATION NAME:**

**Instructions:** List all tasks used to complete project implementation. Clearly and concisely describe the activities (i.e., procuring permits, site planning, engineering, construction, equipment, field supervision, etc.) required to accomplish the goals/objectives proposed in the Project Description. Identify who will perform each task/activity, including project partners, contractors/consultants, etc. Provide a timeline in chronological order for all proposed tasks with estimated start and end dates for each task. The start and end dates should not be outside of the project term as identified in the Request for Grant Applications. As needed, add rows to the table below, not exceeding 5 pages.

Task No.	Description/Activity	Performed By (Title)	Start Date (Month/Year)	End Date (Month/Year)

2023 Dairy Plus Program  
Attachment 3: Budget Worksheet Template

2023 DAIRY PLUS PROGRAM

**Instructions:** Enter the amount of grant funds requested for each budget category identified in blue, which includes supplies, equipment, labor, and any other allowable costs necessary to complete the proposed project. Itemize the costs for supplies, equipment, and any other allowable expenses by providing a description and quantity to be purchased. Also, itemize labor costs for work on the project by providing a brief description of services and the cost/hour necessary for installation.

Contractor labor costs **cannot** exceed 25% of the total grant request amount. Design, engineering, consulting, and permit costs **cannot** exceed 5% of the total grant amount requested. Project costs must be reasonable and consistent with costs paid for equivalent work on non-grant-funded activities or for comparable work in the labor market. Applicant **cannot** include costs for anaerobic digester, biogas conditioning, or any costs related to the implementation of an anaerobic digestion system.

\*For cost share, provide a brief description of the types of costs, including the quantity, activity, or service needed to complete the project, along with their source (e.g. applicant, etc.). Cost share can include cash and/or in-kind contributions. Cash contributions are the amount of funds, including supplies, equipment, and any other allowable costs, that will be contributed by the applicant organization for the proposed project. In-kind contributions include costs associated with labor for any work involved with the installation of the proposed project.

Note that the "Total Grant Request" amount will automatically calculate the amounts for each budget category (supplies, equipment, labor, and other costs). This amount is the total Dairy Plus Program grant funding requested to complete the proposed project. The "Total Grant Request" **cannot** exceed **\$1,250,000 (up to \$750/cow)**. As needed, add rows to the table below.

[illegible]