

California Department of Food and Agriculture
2018 Dairy Digester Research and Development Program
Frequently Asked Questions
December 15, 2017

General Questions

1. What changes have occurred from the 2017 Dairy Digester Research Development Program (DDRDP) to the 2018 DDRDP?
 - a. Defunct digesters must be non-functional for a minimum of 12 consecutive months. Refer to page 6 of the Request for Grant Application (RGA).
 - b. The "Greenhouse Gas Quantification Methodology for the California Department of Food and Agriculture Dairy Digester Research and Development Program: Fiscal Year 2017-18" and associated "Calculator Tool for Dairy Digester Research and Development Program: Fiscal Year 2017-18" have been revised.
 - c. Applicants must provide information regarding disadvantaged and low-income communities. Refer to pages 8 and 14 of the RGA.
 - d. Costs provided by Investor Owned Utilities as result of the California Public Utilities Commission Order Instituting Rulemaking to implement dairy biomethane pilot project process are not eligible for reimbursement by California Department of Food and Agriculture (CDFA). Refer to page 10 of the RGA.
 - e. Applicants are encouraged to create a linkable table of contents and/or hyperlinks to reference applicable sections within a document to aid in the CDFA review process. Refer to page 12 of the RGA.
 - f. Cluster projects must include a detailed plan for the entire cluster, including a feasibility analysis indicating the minimum number of projects critical to the economic and technical viability of the cluster. Additionally a cluster map must be included in Supporting Materials 1.1. Refer to page 12 of the RGA.
 - g. CDFA increased the maximum number of pages for Attachment 1: Project Narrative Templated from eight (8) to ten (10) pages.
 - h. Additional guidance for conducting community outreach has been provided in the Attachment 8: Community Impact.
 - i. Applicants must provide information in Supporting Materials 8.2 regarding benefits associated with AB 1550. Refer to page 14 of the RGA.
 - j. CDFA established recommended page limits for the following attachments:
 - Supporting Materials 1.1: 50 pages recommended
 - Supporting Materials 1.2: 30 pages recommended
 - Supporting Materials 5.1: 20 pages recommended
 - Attachment 6: 100 pages recommended
 - Supporting Materials 7.1: 100 pages recommended
 - Supporting Materials 8.1: 20 pages recommended
 - Supporting Materials 8.2: 10 pages recommended
 - k. CDFA may assess applicants past grant performance in determining if a new project will receive funding. Refer to page 15 of the RGA.
 - l. Applicants that are not selected for award will receive feedback regarding their applications within 60 days after receiving notification. Refer to page 16 of the RGA.

- m. CDFA will provide community outreach assistance through an agreement with the University of California, Davis Extension – Collaboration Center. Refer to page 17 of the RGA.
2. What is the funding source for the 2018 DDRDP and how much money is available?
CDFA received funding from Greenhouse Gas Reduction Fund (GGRF). CDFA allocated \$61-75 million for DDRDP and \$19-33 million for Alternative Manure Management Practices (AMMP).
 3. What is the maximum grant award that will be funded under the DDRDP?
The maximum grant award CDFA will fund is up to 50% of the total project cost with a maximum grant award of \$3 million per project.
 4. When are DDRDP grant applications due?
2018 DDRDP grant applications must be submitted through the State Water Resources Control Board's (SWRCB) [Financial Application Assistance Submittal Tool \(FAAST\)](#) by 5 pm. PST on January 26, 2018.
 5. In order for a DDRDP grant application to be considered complete, what forms and attachments are required?
Grant applications must contain the following: Project Narrative, Work Plan, Budget Worksheet, Greenhouse Gas Emission Reduction Calculator, Environmental Performance, and Community Impacts, Financial Soundness documentation, and all other supporting documentation (i.e. permits, letters of support, resumes, etc.).

All required grant application templates listed above are provided on the program's website, www.cdfa.ca.gov/go/dd.
 6. If a digester developer and dairy operation created a partnership for a specific digester project, is that partnership organization eligible for the DDRDP?
Yes, partnership organizations formed specifically for a digester project are eligible for the DDRDP.
 7. Is an organization (i.e. Limited Liability Company (LLC)) registered outside California eligible for this program?
Yes, LLC organizations registered outside of California are eligible as long as the project site is located on a California dairy operation.
 8. Will CDFA provide answers to specific questions, or assist applicants with their grant applications?
To maintain the integrity of the competitive grant process, CDFA is unable to advise and/or provide applicants with feedback on specific grant applications.
 9. How can I get more information regarding the SWRCB's FAAST system?
Applicants seeking additional information should visit the [SWRCB FAAST FAQ](#).
 10. If work by a contractor/consultant is performed outside the DDRDP project term, can those expenses be submitted to CDFA for reimbursement?
CDFA can only reimburse for expenses that occur during the DDRDP project term (i.e., July 1, 2018 – June 30, 2020).

11. When are grant recipients required to submit the annual five year greenhouse gas emissions report to CDFA?
Once the digester becomes functional, CDFA will require grant recipients to begin submitting the annual five year greenhouse gas emissions report.
12. Are non-digester technologies that can reduce GHG emissions from a dairy eligible for funding through the DDRDP?
No, applicants that propose non-digester manure management methodologies should apply for the upcoming Alternative Manure Management Program (AMMP).
13. How will CDFA determine the reasonableness of job creation claims?
CDFA will rely on the expertise of the Technical Advisory Committee (TAC) and Technical Reviewers to evaluate applicant claims relative to the overall project plan.
14. Can a cluster project mean a project where several digesters are located at neighboring dairies (spokes) and hub consists of a centralized cleanup and/or pipeline injection/boiler/electricity generation facility?
Yes, dairy digesters may be located at dairies and biogas can be delivered to a centralized facility for clean-up or used in a central electricity facility. Alternatively, a cluster project could also include a centralized digester for closely located dairies.
15. Should a project only be located at a dairy, or can it be located at a non-dairy site?
Projects must be located on a commercial dairy operation, however, if a project is a "cluster" or "hub-and-spoke" project with a centralized digester, it can be at a non-dairy site (Refer to the "Eligibility and Exclusions" section, page 5).
16. Is "Attachment 6: Additional Permitting Documents" only scored in the Project Readiness?
Yes, additional permitting documents will be scored as part of the project's readiness. Reference page 28 of the RGA "Appendix E: Detailed Scoring Criteria."
17. How does CDFA handle confidential financial information and who has access?
CDFA will determine what information provided by applicants is confidential under the California Public Records Act (Governmental Code 6250, et seq.) and related statutes definition of "confidential or proprietary information." The RGA Appendix C: Confidential Information directs applicants to clearly mark, on each page "confidential/proprietary information" on those documents they feel contain confidential or proprietary information. However, marking documents as "confidential/proprietary information" will not necessarily result in their being treated as confidential if they are not exempt from disclosure under the California Public Records Act.

CDFA treats the applicant's financial documentation as confidential and restricts access (e.g. password protected files) to specific authorized individuals, such as Certified Public Accountants in the CDFA Audit Office in order to conduct the Financial Soundness Review.
18. Are applicants required to comply with the computer system recommendations for using the FAAST system?
While not explicitly required, CDFA strongly encourages all applicants to comply with the FAAST computer system recommendations to ensure applications and attachments are submitted successfully. Reference page 11 of the RGA "How to Apply" for the FAAST computer system recommendations.

19. Does completion of California Environmental Quality Act (CEQA) satisfy the requirements for the Community Impact?

The Community Impact criteria must be addressed by applicants prior to submission of applications. If the above requirements were fulfilled during the process for demonstration of CEQA compliance for the project, applicants must provide supporting documentation referencing page numbers as applicable. Reference page 14 of the RGA “Community Impact” for more information.

20. Can there be two digesters located within a short distance of each other?

The DDRDP does not restrict projects by location. Please note that the “Community Impact” specifications/guidelines will need to be addressed for each project.

21. Can applicants include more than three letters of support?

Page 14 of the RGA “Community Impact” requests that applicants submit “up to three letters of support...” with their application. Applicants may submit more than three letters of support but they will not receive additional points in the scoring criteria.

22. Is the DDRDP grant solicitation highly competitive?

CDFA anticipates that the grant solicitation will be highly competitive. During the 2017 DDRDP solicitation only half of the applicants that submitted applications received a grant award.

23. If interconnection happens after June 30, 2020 due to utility delays, will the recipient still receive reimbursement? Are there clawback provisions?

The grant term is July 1, 2018 – June 30, 2020 and DDRDP funds must be fully liquidated by June 30, 2021. In cases of exceptional circumstances, CDFA may review and consider grant extensions.

CDFA does not have specific “clawback” provisions but will withhold 10% of the grant funds until a Critical Project Review Report, Final Performance Report, Final Invoice, and resolution of any project concerns are completed.

24. Can the grant funds be used as down payment toward a bank loan?

If awarded funds, recipients will be reimbursed for actual, allowable project costs on a quarterly basis. While reimbursement of project costs would not appear to constitute a down payment toward a bank loan, applicants should contact their financial institutions with any questions regarding loans and/or down payments.

25. Where can applicants find a list of required permits?

Permits will vary depending on the scope and the location of your project. Applicants are responsible for obtaining all necessary permits for the proposed project. Reference page 18 of the RGA “Additional Guidance and Resources” for more information.

26. Cluster hub and spoke models are being planned with digesters on each dairy. Will CDFA confirm that a reasonable and acceptable approach for the cost of a centralized gas upgrading facility or centralized electric generation facility (built with capacity to serve several dairies), as well as the gathering line, is to allocate to each individual dairy digester project its proportional share of the centralized plant’s total cost?

CDFA cannot guarantee that each digester project submitted as part of a cluster will be selected for award. Therefore, the total cost of a centralized facility may not be guaranteed funding. Grant funds cannot be used to fund duplicate equipment or activities that will

receive funding from the California Public Utilities Commission (CPUC) pilot project authorized by California Health and Safety Code Section 39730.7(d)(2).

27. In "Attachment 1: Project Narrative Template," CDFA states that "Project designs must be approved by a licensed professional engineer." Do submitted drawings need to be stamped by a California registered engineer?
CDFA does not require the project design be stamped by a California registered engineer. However, reference page 18 of the RGA "Project Requirement on Water Quality Protection" for more information about Design Report requirements for digester vessels.
28. Does the FAAST PIN number need to be in the top left corner of every page of the attachments and supporting materials?
At a minimum, the first page for each attachment or supporting materials document (e.g., Attachment 4: Financials, Supporting Materials 1.2, etc.) must include the FAAST PIN number. This requirement will help ensure a consistent review of grant applications.
29. If awarded, will recipients be required to comply with the California Labor Code and Public Contract Code, which includes prevailing wage?
Recipients and CDFA will enter into a grant agreement which is not subject to prevailing wage requirements. CDFA will comply with all necessary California laws to the extent that they apply to grant agreements. Grant recipients must comply with their own organization's policies and procedures.
30. The RGA requires that letters of support be submitted in Times New Roman font size 11. Will CDFA accept letters of support that don't adhere to this requirement?
CDFA understands that it may not be feasible for all of the attachments and supporting materials (e.g., site plan, schematics, and letters of support) to adhere to the font and size requirements established in the RGA. Attachments and supporting materials that do not require specific templates will be accepted even if they do not adhere to the font and size requirements.
31. What are the requirements for completing the community outreach portion of the Community Impact Template? Must all community outreach activities be complete by the time the application is submitted?
All applicants must fulfill the community outreach requirements as specified on page 14 of the RGA. Applicants will be reviewed and scored based on the "Detailed Scoring Criteria" (reference page 29 of the RGA). All community outreach activities must be completed by the time of application submission.
32. Can an applicant attach a PDF document that exceeds 25MB in FAAST?
Applicants should attempt to compress files to ensure that a single PDF does not exceed 25MB while ensuring that the document does not degrade or become unreadable. Applicants may split a document into several smaller size files if the PDF exceeds 25 MB and cannot be easily compressed or the quality will degrade or become unreadable.
33. The RGA states that contractor and consultant fees are limited to labor only. How should applicants describe the costs if the contractor/consultant will charge a flat fee?
For a contractor/consultant charging a flat fee, the cost should be reasonable and include a basis for the flat rate estimate (i.e., length of services, services provided, parts installed, etc.). Additionally, the description of the costs should tie back to the task number identified in the Work Plan.

34. In the FFAST system at various points it asks for data without specifying the time period. Can we assume any of these types of FFAST data questions refer to a one-year period of time?

Example: Estimated energy generation (MWh or MMBtu) Answer: _____

Applicants should assume a one-year period of time for questions in FFAST that request data concerning a proposed project and do not have a specified time frame. Additionally, please include clarifying information, if necessary, in the Project Narrative.

35. Can CDFA define "enforcement action" in regards to the following question in FFAST:

"Does a pending enforcement action of any kind exist against the dairy operation or any of the project partners? If yes, provide explanation."

Enforcement action refers to all civil or other disputes in addition to permitting enforcement action.

22. Does CDFA have predetermined job classifications/trades that should be used for completing the "Localized Economic Benefits" section of the "Community Impact Template"?
 No. Applicants should describe the job classifications/trades (e.g., electrician, site foreman, etc.) as best as possible. If a job classification/or trade is not easily recognizable please include a short description of the work the position performs.

Technical Questions

1. The RGA defines retrofits and defunct digesters on pages 5 - 6; however, can CDFA provide additional guidance regarding these eligibility requirements for purposes of this program?
 For purposes of this program, eligible defunct digesters are those digesters previously constructed that have become "entirely non-functional, or never became functional since their construction." Additionally, defunct digesters must be non-functional for a minimum of 12 consecutive months. For example, eligible defunct digesters may include a digester system with a broken engine not producing energy, where methane is being vented to the atmosphere.

 DDRDP grant funds **cannot** be used for upgrades to existing, functional dairy digesters to boost emission reductions and energy production. In other words, applicants cannot *retrofit* an existing, functional digester merely to boost emissions reductions and/or energy output. For example, doubling the size of an existing digester, currently functional and generating energy to boost energy output is not eligible for funding through this program.
2. The RGA states that projects must use commercially available technologies. Can a project use commercially available technologies as the "core technologies" (i.e. digester, engine and generator) in addition to "auxiliary technologies" that are not commercially available, such as for nutrient recovery, additional emission control, etc.?
 Yes, projects must include core technologies commercially available in California that will achieve measurable, permanent, annual greenhouse gas emission reductions. Projects that also include auxiliary technologies not commercially available may still be eligible for

funding. However, applicants must use matching funds to support auxiliary technologies not commercially available in California.

Projects that include auxiliary technologies not commercially available must describe in detail those technologies and their application to the project in the Project Narrative, and if applicable, in additional sections of the grant application (e.g. Environmental Performance). All technologies employed in the project must fulfill their respective permitting requirements.

3. What is the distinction between pre-commercial and commercial technologies?
Please see page 25 of the RGA for specific definition of commercially-available technologies. To be eligible for DDRDP funds, technology components employed in proposed projects must be commercially available.
4. Will Regional Water Boards expedite the permitting process for these projects?
CDFA is unable to provide commitment for permitting processes implemented by the Regional Water Boards. Applicants should direct questions regarding permitting processes to their respective Regional Water Quality Control Board.
5. Are flare-only projects eligible for funding?
Flare-only projects are not eligible for funding (Reference the “Program Requirements” section, page 7).
6. Are applicants required to conduct local outreach and commit to mitigate impacts before or after being an awardee?
Per SB 859, CDFA shall review the applicant’s analysis identifying potential adverse impacts of the proposed project, including a net increase in criteria pollutants, toxic air contaminants, and hazardous air pollutants; groundwater and surface water impacts; and truck traffic and odor. A project shall not receive funding unless the applicant has demonstrated to CDFA that the applicant has done all of the following:
 - (1) Conducted outreach in areas that will potentially be adversely impacted by the project.
 - (2) Determined potential adverse impacts of the project.
 - (3) Committed to measures to mitigate impacts.Therefore, public outreach per RGA must be conducted before submission of the application and this information must be included in the application at the time of submission.
7. Per SB 859, “A project funded by the Department of Food and Agriculture that results in localized impacts in disadvantaged communities shall not be considered to provide a benefit to disadvantaged communities for the purposes of Section 39713 of the Health and Safety Code.” Does the Community Impact requirement apply only to DACs, or to any local community? Please clarify that a project must benefit a local DAC but not be physically located in a DAC?
Applicant response to the “Community Impact” section will be evaluated and scored during the review process regardless of project’s location. Proposed projects should provide responses to the “Community Impact” section in the RGA per guidelines provided pertaining to communities local to a project (page 14) regardless of designated DAC status of such a community. Physical location in a designated DAC will only be used to determine a project’s contribution to DAC benefits for the purposes of Health and Safety Code section 39713.

8. If an electric generation project creates NOx in a DAC, will that be considered a benefit to the DAC?
 If a project results in localized impacts in a DAC, it will not be considered to provide a benefit to DAC for the purposes of Health and Safety Code section 39713. Applicants must demonstrate commitment to mitigate impacts in the “Community Impact” section of the RGA (page 14).
9. Can a project combine two different type of anaerobic digestion technologies? How should this be input in the ARB GHG Reduction Calculator?
 For two different digester technologies, the technology handling a greater quantity of volatile solids should be selected in the calculator tool.
10. 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 (ECM)?
 CDFA encourages applicants to use dairy-specific data for the percent of milk fat, protein, and lactose to eliminate feed-efficiency differences between different cow breeds.
11. How are the following GHG emission reduction metrics scored: (1) total project emission reductions over 10 years; (2) GHG reduction per unit of energy-corrected milk (ECM) produced by the dairy operation over 10 years; (3) GHG reduction per dollar 2018 DDRDP grant money requested over 10 years; and (4) GHG reduction per dollar total GGRF grant money requested over 10 years.
 Applications will be competitively ranked on their total scores, which include estimated GHG emission reductions.
12. The ARB GHG Reduction Calculator 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 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.
13. Does the ARB GHG Reduction Calculator account for differences in cow housing, since this impacts quantity of manure collected and stored in anaerobic lagoon?
 Input fields in ARB Dairy Digester GHG Emission Reduction Calculator have been modified to account for differences in cows housed in freestall or open lot corrals.
14. Does the ARB GHG Reduction Calculator account for cow breeds, since they can have varying methane emissions?
 CDFA encourages applicants to use dairy-specific data for the percent of milk fat, protein, and lactose to eliminate feed-efficiency differences between different cow breeds.
15. Is the use of biogas as a transportation fueling station at a neighboring facility an eligible end-use?
 Yes, Renewable Compressed Natural Gas (RCNG) could be delivered to a neighboring facility for further use. This is addressed under “Program Requirements” (page 7).
16. Are costs incurred to cover energy generation systems allowable?
 Electrical energy generation systems and biogas cleanup costs are allowable.

17. How will CDFA ensure that the ARB GHG calculator accounts for adequate size of biogas destruction device to ensure significant amount of baseline GHG emissions are reduced?
 CDFA will rely on the expertise of the Technical Reviewers and TAC to evaluate that proposed projects will achieve GHG emissions reduction as claimed.
18. How would CDFA determine that a proposed technology is well-suited to a project, for instance, a plug-flow digester may not be well-suited to a flush dairy?
 The volatile solids quantity is an input field in the ARB GHG Reduction Calculator. CDFA will rely on the expertise of the Technical Reviewers and TAC to evaluate effectiveness of proposed technology employed to reduce GHG emissions at a dairy while accounting for current manure management practices employed at the dairy.
19. Can DDRDP funds support purchase of non-manure feedstocks to boost energy production?
 Co-digestion is allowed up to 20% dry weight (Refer to the “Program Requirements” section, page 7), however using funds to purchase feedstocks is an unallowable expense (Refer to the “Unallowable Costs” section, page 10).
20. Does use of Best Available Control Technology (BACT) to keep NO_x emissions below 0.5 lb/MW-hr constitute adequate mitigation?
 Applicants are expected to determine and provide a reasonable mitigation plan that reduces or eliminates NO_x emissions from their project. CDFA will rely on the expertise of the Technical Reviewers and TAC to evaluate project impacts and mitigation measures. CDFA recognizes that NO_x is produced as a result of methane destruction during electricity generation from biogas.
21. What is meant by “dry weight”?
 Dry weight refers to only the volatile solids fraction of the manure, not including liquids such as urine or flush water. At least 80% of the dry weight of the feedstock for anaerobic digestion must be manure from dairy livestock. Other substrates such as dairy processing wastes include whey, or other agricultural waste, can be added to the feedstock up to 20% dry weight. Reference page 7 of the RGA “Program Requirements” section for more information.
22. Within the Financial Assistance Application Submittal Tool (FAAST) system under “Digester Project Plan and Long-Term Viability” and on the Air Resource Board (ARB) GHG Reduction Calculator, what should applicants use for the herd size?
 Applicants should provide the average number of lactating cows housed in freestalls and in open lot corrals, dry cows, replacement calves, replacement heifers, and any other livestock in operation.
23. How can a dairy with a small herd size be competitive with a large dairy that can generate more methane reductions?
 Dairies with a smaller herd size can be competitive with larger dairies because the ARB GHG Reduction Calculator accounts for each project’s GHG Emission Reductions per kg of energy-correct milk production and per grant dollar requested by the applicant. Reference page 14 of the [California Air Resources Board Greenhouse Gas Quantification Methodology for the California Department of Food and Agriculture Dairy Digester Research and Development Program 2017-18](#) for more information.

24. Does the ARB GHG Reduction Calculator account for NO₂?
 No. The ARB GHG Reduction Calculator accounts only for carbon dioxide and methane.
25. Is a project eligible for Bioenergy Market Adjusting Tariff (BioMAT)?
 An electric generation project can participate in the BioMAT process to get a power purchase agreement with their local utility.
26. Can a biogas upgrading technology that is used to upgrade biogas from other sources (not dairy) or outside of California be deemed commercially available in California?
 Please refer to the definition of “commercially available technology” on page 25 of the RGA. With respect to biogas upgrading technology, please submit documentation with your application that the technology being proposed meets the definition of “commercially available technology” (i.e., that the system has proven operating history, that there are established design/installation procedures, that professional service providers, equipment and spare parts are available).
27. A farm has a digester system that is currently operating, but which is planned to be decommissioned when a new digester system is built. The new digester system will employ different digester technology from the previous system. Would the new digester system be eligible for a grant since the old one will be decommissioned?
 Reference page 6 of the RGA, upgrades to existing functional dairy digesters to boost emission reductions and energy production are not eligible for DDRDP funds.
28. A farm has an operating digester system. Due to farm expansions, the digester system is now undersized. A second digester, with different digester technology, is planned to accommodate the additional dairy waste. Would the new digester system be eligible for a grant since it would treat waste that cannot be utilized in the first digester?
 The 2018 DDRDP funds are for new or additional methane reductions, applicants will estimate baseline emissions with the ARB GHG Reduction Calculator and must include the GHG reductions already achieved from the existing digester.
29. ARB GHG Reduction Calculator requests Lactose percent but some dairy farmers that ship their milk to processing plants are not required to measure Lactose percent (they have all the other percent measured). In these instances, can applicants estimate the Lactose percent based on similarly situated nearby dairies with the same breed of dairy cows that do have their milk tested for lactose percent?
 CDFA recommends using dairy specific lactose percent data for the energy-corrected milk calculations to be included in DDRDP applications. If a dairy does not measure the percent of lactose, protein or fat, an applicant may enter the default values for standard milk (reference page 39 of the [California Air Resources Board Greenhouse Gas Quantification Methodology for the California Department of Food and Agriculture Dairy Digester Research and Development Program 2017-18](#)); use of default values for standard milk should be noted in the Supporting Materials 5.1.
30. A dairy is currently expanding in size and adding cows to their herd. The digester will be built to accommodate the waste from the final, larger total number of cows. For cow numbers in the ARB GHG Reduction Calculator, should the future expanded cow numbers be accounted for?
 Applicants must enter the number of livestock by category based on the average of preceding 12 months data. Reference page 9 in the [California Air Resources Board Greenhouse Gas Quantification Methodology for the California Department of Food and](#)

[Agriculture Dairy Digester Research and Development Program 2017-18](#) for more details on inputs to be provided for GHG emissions reduction calculations.

31. What should be included with the Supporting Materials 5.1: Explanation of variables different from the Estimated GHG Reduction Calculator?

Examples of explanations to be included under Supporting Materials 5.1 include but are not limited to, non-default volume of manure volatile solids deposited on land and not entering the anaerobic environment; use of default values for standard milk in absence of dairy-specific data; explanation of how biogas destruction is apportioned between a primary and secondary destruction devices when two are present; explanations for inputs to the boiler worksheet, if applicable. Applicants are welcome to provide any other detailed explanations of inputs to the CARB GHG Reduction Calculator Tool that may be helpful to the Technical Advisory Committee when reviewing project applications and quantification.

32. If a proposed project has an existing lagoon that meets the Central Valley Regional Water Quality Board (Region 5) Dairy General Order but is not double-lined (Tier 2); will the existing liner be grandfathered in and qualify for the funding?

Reference page 18 of the RGA, "Project Requirements on Water Quality" for guidance regarding how alternative digester vessel designs will be accepted. CDFA recommends that applicants with an alternative digester vessel design contact the appropriate representatives at the Regional Water Quality Control Board to assist in making that determination.

33. If an applicant seeks to pilot a three-step system which includes the production of electricity from biogas byproduct; what permits would be required to operate such a system if the electricity would be connected to the grid and would permits need to be acquired prior to the project grant application submission?

Digester projects in California require numerous permits which can vary by the location of the proposed project. Flow chart scenarios for state-issued permits can be found at: <https://calepa.ca.gov/digester/>

Applicants should also check with the county in which their project is located. More information on permitting and CEQA is found at: www.cdfa.ca.gov/go/dd

For more information regarding interconnection with an electricity provider contact the local utility provider in the project area.

With respect to power purchase agreements (PPAs), Legislation (SB 1122) amended Section 399.20 of the Public Utilities Code and adds an additional 250 MW of capacity for investor owned utilities to offer feed-in tariff Power Purchase Agreements for eligible bioenergy projects. SB 1122, the California Public Utilities Commission established the BioMAT through Decisions (D.) 14-12-081 and (D.) 15-09-004. Check with the local utility provider to learn more about the status of the BioMAT.

34. What biogas destruction device should be selected in the GHG Calculator Tool if a cogeneration or combined heat and power system is used to combust biogas? This does not appear to be listed as an option.

Applicants proposing to use a cogeneration or combined heat and power system to combust biogas and produce both electricity and useful thermal energy should select "Boiler" as the biogas destruction device in the GHG Calculator Tool and complete the "Boiler Worksheet" tab. Instead of entering just the percent of thermal energy utilized, enter the percent of total energy utilized either for electricity generation or for thermal energy in a process that offsets

fossil natural gas. A cogeneration system may have a utilization factor of 100% if all biogas is used to at least produce electricity, even if not all waste heat is utilized at this rate. The calculation of this benefit is based on avoiding fossil natural gas of an equivalent energy content, and the percent utilization is not an efficiency factor. Provide an explanation of the proposed technology and how waste heat will be utilized in the project narrative and other documentation.

35. If a project's estimated GHG reductions reflected in the GHG Calculator Tool seem low, can the default factors be modified or can additional information be submitted to CDFA to justify greater GHG reductions?

Applicants may not alter any default values that are locked in the GHG Calculator Tool. However, applicants may submit additional information regarding GHG reductions to be achieved by the proposed project for consideration by the technical reviewers. If an applicant submits additional technical information and documentation in the Project Narrative Template and Supporting Materials 5.1 regarding how site-specific features or project-specific technologies will achieve greater GHG reductions than estimated by the GHG Calculator Tool, technical reviewers may evaluate and consider this information in application review if deemed to have sufficient justification.

36. How has the DDRDP Quantification Methodology and GHG Calculator Tool changed since the FY 2016-17 version?

Refer to pages 3-4 of the [California Air Resources Board Greenhouse Gas Quantification Methodology for the California Department of Food and Agriculture Dairy Digester Research and Development Program 2017-18](#) for a summary of changes. These include (1) removing the option to use non-default factors for the percent of manure volatile solids deposited on land and the percent of volatile solids separated by various technologies in order to provide for greater consistency among applications and to simplify the application and project review process; (2) inclusion of a "Co-benefits Summary" tab in the Tool that includes the estimation of additional project benefits such as onsite fossil fuel reductions and renewable fuel generation; and (3) other programmatic updates consistent with latest California Climate Investments Funding Guidelines.

Financial Questions

1. Can CDFA provide information about the details of the financial soundness review? CDFA's Audit Office is comprised of Certified Public Accountants who conduct the financial soundness review. They evaluate whether applicants have provided the requested information as required in the RGA, the level of completeness and validity of the documents being submitted, and identify concerns regarding the financial strength of the dairy and/or the project developer. Additionally, they evaluate the organization's ability to pay for up-front project costs while waiting for reimbursement from CDFA and the ability to fund the project beyond the grant term. Please see page 28 of the RGA "Detail Scoring Criteria" for more information.
2. Page 13 of the RGA "Attachment 4: Financials" states:

"If the project will be a new partnership with little or no history, please submit key financial information from all collaborators (e.g., dairy operators and developer)."

What is meant by "all collaborators"?

A collaborator is any entity that has a financial stake in the project (e.g., bank supporting the project). Subcontractors do not need to be included.

3. What documents does CDFA consider "key financial information" for a dairy operator and developer?

Applicants are responsible for determining what key financial information is necessary to prove an organization's financial strength. Reference page 13 of the RGA "Attachment 4: Financials" for a list of documents that applicants should consider when submitting key financial information to CDFA.

4. If a publicly traded company or a well-known bank or lender (i.e., with publicly available state or federal filings) is promising to support the project, will their publicly available financial information suffice as evidence of their financial capability to perform their project role?

The publicly available documents for a publicly traded company or financial institution are often voluminous and take considerable time to review. As a result, CDFA's preferred financial documents include a Certified Public Accountant Audit Report (i.e., opinion page and financial statements) and bank or lender loan documents supporting the project.

5. Are the following documents acceptable when submitting the "Attachment 4: Financials"?
 - a. A letter of commitment from their bank indicating that they are willing and able to commit the promised matching funds to the project
 - b. A promise that if selected for a grant, they are willing to allow CDFA accountants to review, with the farmer and the bank any further necessary details to support this commitment.

Reference CDFA's response to questions 1, 3, and 4 in the Financial Questions section of the Question and Answer document.

6. Are applicants required to include a 10 year financial model showing the project's cash flow and how it can sustain itself in the future based on proven or contracted revenue and cost assumptions?

CDFA does not require financial modeling as part of the 2018 DDRDP application. If applicants determine this information is necessary to demonstrate their organization's financial soundness and strengthens, they should consider including this information.

7. Can a lender financing the digester project take an assignment of the awarded CDFA grant monies?

If awarded funds, CDFA will enter into a grant agreement with the individual/organization identified on the application submitted to FFAST. Any subsequent changes to the recipient must occur with approval from CDFA and will be reviewed, when/if requested, on a case-by-case basis. However, in all cases, CDFA will only reimburse the recipient for actual, allowable project costs on a quarterly basis.

Budget Questions

1. If an applicant has **secured** a grant from another State or Federal program, are those separate grant funds considered “matching funds” for the proposed DDRDP project?
 Yes, grant funds received from another State or Federal program are considered matching funds. Applicants must identify the project costs that will be covered by other State or Federal grant funds in the Budget Worksheet under the “State/Federal Funds” column. Also, applicants must include additional information regarding the other State or Federal funding sources, including the program name, in the “Description” column.
2. The Matching Funds section in the RGA states, “Activities funded under the DDRDP cannot duplicate tasks of the project work funded by another Federal or State program.” What does CDFA mean by “duplicate tasks”?
 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.
3. Is cost of energy generation system allowable as a match?
 Yes, matching funds are defined as a portion of project costs not borne by the GGRF. Matching contributions include allowable costs (i.e., supplies and materials, equipment, and contractor/consultant fees, and other associated project costs) incurred that are directly related to the implementation of the digester system.
4. Can unallowable costs for the DDRDP be considered as matching funds to the proposed project?
 Yes, unallowable costs incurred during the grant agreement term can be considered as matching funds to the proposed project.
5. Will all costs, including costs for community outreach, which are incurred by the applicant outside the grant term be considered matching funds?
 No, only expenses occurring during the grant term will be eligible as matching funds.
6. If applicants are eligible for tax or utility credits as a result of their project, are those anticipated credits considered matching funds?
 No, anticipated tax or utility credits are not considered matching funds for proposed projects.
7. How often will grant recipients receive reimbursement for project expenditures?
 Grant recipients must submit quarterly invoices for reimbursement for project expenditures.
8. If a project is built under a turn-key services agreement do we need to fill out the “work hours” and “cost per unit” on the Budget Worksheet?
 Applicants should provide as much information as possible regarding the work hours, cost per unit, and number of units. CDFA will review the Budget Worksheet to ensure that costs are reasonable and consistent with the marketplace. If exact figures cannot be determined please use a best estimate.
9. What is the difference between matching funds and in-kind contributions?
 Matching funds refers to a dollar amount committed to a project from a source other than the DDRDP. An in-kind contribution is the estimated dollar value of any time, property, or supplies donated to a project.
10. Can an awardee accept an award amount less than that originally proposed in the application?

Yes. CDFA may offer an award different than the amount originally requested. (See page 5 of the RGA for detailed information regarding project requirements).

11. Are expenses covered by the California Public Utilities Commission (CPUC) pilot project program pursuant to SB 1383 Sec. 4 allowable as match?

Duplicate equipment or activities funded by the CPUC pilot project authorized by SB 1383 Sec. 4 (e.g., interconnection costs) are not an allowable cost, however, they are an allowable match if incurred during the grant term. Match funds are those costs not borne by the GGRF (page 6).

12. Are CalRecycle Organics Grant Program funds for composting an allowable match for DDRDP?

Projects that exclusively digest manure are not eligible under the CalRecycle Organics Grant Program. Eligible projects must include newly diverted California-generated green waste or food waste as feedstock. Please see CalRecycle Organics Grant Program Application Guidelines and Instructions for details.

13. Are lease payments from a developer to a dairy operation an allowable cost?

No, expenditures for leasing land or buildings are unallowable. Reference page 10 of the RGA for more information.

14. If a project is selected for funding, are there limitations in moving funds identified on the Budget Worksheet between cost categories?

There is no threshold for moving costs from one allowable cost category to another, however, grant recipients will be required to notify CDFA in advance and obtain prior approval before moving costs between allowable cost categories. (e.g., Personnel Costs to Equipment Costs). Please note: Design and Engineering costs cannot exceed five percent of the total amount requested for DDRDP. Reference page 10 of the RGA for more information on allowable costs.

15. Is a bank loan a form of Matching Funds?

Yes, funds that have been secured in a bank loan are an acceptable form of matching funds.

16. What are examples of "Other" funds on the Budget Worksheet?

The "Other" category is a form of matching funds that does not fall into any of the other cost categories. For instance, funds from a utility district or local government may be classified as "Other."

17. CDFA is requiring a 50% cost share, does this mean that the maximum project budget cannot exceed \$6 million (i.e., \$3 million grant and \$3 million match)?

No, CDFA does not limit the total project budget but requires a minimum 50% match; applicants can provide additional matching funds. Reference page 5 of the RGA "Funding and Duration" for more information.

18. What other GGRF funding sources are there other than DDRDP funds?

At present, CDFA is unaware of other GGRF funding sources. However, if other GGRF funding sources become available applicants would identify those funds in this category.

19. Is the utility electric interconnection cost a grant eligible expense? On the grant application is it necessary to identify specific equipment and providers, such as the make and model of the electrical genset and the genset provider?

Utility interconnections costs are allowable costs provided they support the implementation of the digester project. It is not necessary to identify the specific equipment and providers, however if they are known, please provide.