

2018 CLIMATE SMART AGRICULTURE PROGRAM TECHNICAL ASSISTANCE GRANTS

*Request for
Applications*

Released

August 15, 2018



Application Submission Period

Starting on August 15, and no later than
September 14, 2018, 5:00 pm PT



California Department of Food & Agriculture
1220 N Street
Sacramento, CA 95814
CDFA.OEFl@cdfa.ca.gov

2018 Climate Smart Agriculture Technical Assistance Grant REQUEST FOR APPLICATIONS

BACKGROUND

The California Department of Food and Agriculture (CDFA) will award *up to* \$60,000 to non-profit organizations, California Resource Conservation Districts or California academic institutions that will provide technical assistance and on-demand application assistance to support CDFA's 2018 Climate Smart Agriculture (CSA) incentive programs.

Technical assistance in the form of hands-on application assistance to farmers, ranchers and agricultural operations is critical to the success of CDFA's Climate Smart Agriculture programs. The provision of technical assistance can improve accessibility of incentive funding to operators that otherwise may not have the resources or technical expertise to complete the required calculations and submit applications.

Technical assistance grants by CDFA will cover the following three programs:

Alternative Manure Management Program (AMMP)

AMMP is designed to provide financial incentives to dairy and livestock operators to implement non-digester manure management practices that reduce their greenhouse gas emissions. CDFA was appropriated \$99 million in FY 2018-19 from the California Climate Investments Program to reduce methane greenhouse gas methane emissions from dairy and livestock operations. CDFA will allocate between 20-35% of these funds to AMMP.

Healthy Soils Program (HSP) – Incentives Program

The California Department of Food and Agriculture (CDFA)'s HSP Incentives Program provides financial incentives to California growers and ranchers to implement conservation management practices that sequester carbon, reduce atmospheric greenhouse gases (GHGs), and improve soil health. CDFA was appropriated \$5 million in FY 2018-19 from the California Climate Investments Program and \$10 million from Proposition 68 Parks & Water Bond 2018 fund.

State Water Efficiency and Enhancement Program (SWEEP)

SWEEP's objective is to provide financial incentives for California agricultural operations to invest in irrigation systems that reduce greenhouse gas (GHG) emissions and save water. The program achieves both objectives through funding of holistic irrigation designs and supports project components such as sensors, new irrigation methods, pump retrofits or upgrades, fuel conversion, and renewable energy. CDFA was appropriated \$20 million in FY 2018-19 from Proposition 68 Parks & Water Bond 2018 fund.

FUNDING & DURATION

- CDFA will award up to \$20,000 per organization for each CSA program solicitation for which the organization will provide technical assistance with an amount not to exceed \$60,000 annually. This funding includes a base payment of up to \$5,000 to each funded organization per solicitation to assist in preparation of outreach materials and ensuring availability of appropriate staff resources.
Additional payments will be made on the following basis:
 - HSP: \$200 per individual assisted, or, \$400 per application submitted.

- SWEEP: \$200 per individual assisted, or, \$400 per application submitted.
 - AMMP: \$400 per individual assisted, or, \$1,000 per application submitted.
- CDFA reserves the right to offer an award less than the requested amount depending upon funding availability, geographic considerations, and the anticipated number of CSA solicitations.
 - Funding is also contingent upon adherence with several minimum requirements and will be made available on a first-come-first-served basis (please see Deliverables below).
 - Technical assistance must be conducted between September 2018 and June 2020 and depends upon when incentive program solicitations are released and actively receive applications.
 - Assistance for application submission and technical assistance must be made available to farmers, ranchers and agricultural operations throughout the year and for the entire duration of the application periods.

FUNDING ELIGIBILITY

- California academic institutions, California Resource Conservation Districts and non-profit organizations are eligible to apply.
- Only one submission per organization (e.g., one application per Resource Conservation District) will be considered to ensure wide distribution of these funds.
- Past performance on workshops and ability to provide technical assistance to CDFA's CSA programs will be considered.

DELIVERABLES:

1. Technical assistance must include:
 - a. Assisting potential applicants with AMMP, HSP, and/or SWEEP application materials including how to use Quantification Methodologies (QMs) and calculator tools. Training will be provided by CDFA.
 - b. A technical expert(s) must be made available throughout the year and during solicitation application periods to potential applicants to help understand programmatic and project implementation requirements, answer technical or project design questions and assist in completing and submitting applications to CDFA. The applicant's technical expert must have CSA experiences that align with the program it is proposing to support. For example, a dairy manure management technical expert for assisting with AMMP applications, an irrigation and energy efficiency expert for assistance with SWEEP applications, and a soil scientist or conservationist for assistance with HSP applications.
 - c. Internet and computer access to allow applicants access to the electronic applications for the duration of the application periods is required.
 - d. Technical assistance providers must record the name, email, telephone number and address of each applicant assisted. Bilingual outreach and assistance is strongly encouraged.
 - e. Technical assistance providers must submit the name, contact information and a resume of the program-specific expert assigned to each program to CDFA prior to commencement of application period. Name and contact information will be posted on CDFA's corresponding program website during the application period as a resource for farmers and ranchers. A single technical assistance expert may provide technical assistance for all three programs given they have the adequate experiences and knowledge base.
 - f. Workshops are not required however, if choosing to conduct workshops, the date, time and location of the workshop must be provided to CDFA no later than one week prior to the opening of the application periods. This information will be posted on CDFA's

program specific websites and may be publicly available as a resource for those seeking technical assistance.

2. Organizations will submit a summary report within 60 days of providing assistance for a specific CSA program solicitation. The report must have the following components;
 - a. Name, contact information and addresses of each potential applicant assisted.
 - b. Name, organization name, contact information and addresses associated with each submitted application.
 - c. Budget breakdown of incurred costs, to be submitted on CDFA-provided template.
3. Payments:
 - CDFA will provide a base payment of up to \$5,000 to each funded organization per solicitation to assist in preparation of outreach materials and ensuring availability of appropriate staff resources. Payment will be based upon invoicing for reimbursable costs.
 - Additional payments will be made on the following basis:
 - HSP: \$200 per individual assisted, or, \$400 per application submitted.
 - SWEEP: \$200 per individual assisted, or, \$400 per application submitted.
 - AMMP: \$400 per individual assisted, or, \$1,000 per application submitted.

The total costs of all activities, including indirect costs not to exceed 10%, must not exceed \$20,000 per program with a maximum award no greater than \$60,000.

REQUIREMENTS AND RESTRICTIONS

- Technical assistance providers that are awarded funding from CDFA will provide technical assistance to CSA applicants without any additional cost to the applicant. Outreach materials prepared by the technical assistance provider must indicate that the assistance is free to the applicant and no additional fees or costs will be imposed.
- Technical assistance providers that are awarded funding from CDFA may not require applicants to include specific brands or contractors' products in project designs.
- Technical assistance providers must declare any conflicts of interests including sponsorship or funding by any corporation that may profit from CDFA's CSA incentive programs.

HOW TO APPLY

Technical Assistance applications must be submitted by email to: cdfa.oefi@cdfa.ca.gov beginning on August 15, 2018 and extending through September 14, 2018 by 5:00 P.M. PT. Applications will be funded on a first come-first served basis.

Applicants must complete the enclosed application form.

TIMELINE

Item	Estimated Dates
Request for technical assistance applications released	August 15 2018
Applications due anytime between	August 15 to September 14, 2018
Announce Awardees	September 2018
Program-specific training webinars provided by CDFA	September and October 2018
Awardees provide technical assistance*	November 2018 through June 2020
Summary report(s) to CDFA	Due 60 days following program solicitation

*CDFA anticipates announcing requests for funding at various times throughout the 2018-2019 fiscal year. These program timelines are estimated and are subject to change. Also, program solicitation periods may overlap, meaning that technical assistance may be requested for multiple programs during the same timeframe.

2018 Climate Smart Agriculture Technical Assistance GRANT APPLICATION

Name of Applicant Organization

Name of Applicant Organization	
Organization Address	
Organization Type <i>(check one)</i>	<input type="checkbox"/> Non-Profit <input type="checkbox"/> Academic Institution <input type="checkbox"/> RCD

Technical Assistance Lead* & Contact Person

Technical Assistant Contact Person(s)	
Technical Assistant Contact Person E-mail	
Technical Assistant Contact Person Phone	

*Technical assistance lead person must submit a resume with this application

Funding Request *(no more than \$60,000 with a maximum of \$20,000 per CSA program)*

CSA Incentive Program <i>(check all that TA will be provided for)</i>	<input type="checkbox"/> AMMP <input type="checkbox"/> HSP <input type="checkbox"/> SWEEP
Amount of Funding Requested	\$

Technical Assistance Requirements

TO BE CONSIDERED FOR FUNDING APPLICANT MUST:

- ***Agree to all*** requirements
- Read and complete Description of Resources column in Table below

Minimum Requirements	Description of Resources
<input type="checkbox"/> Provide computers with internet access to complete and submit applications	<i>Computer access for applicants shall be made available for the duration of the application periods for submittal</i>
<input type="checkbox"/> If conducting workshop(s), provide workshop information to CDFA.	<i>Workshop time, date and location (full street address of venue) must be provided to CDFA to be posted on program website no later than 5:00 p.m. PT one week before an application submission period begins.</i>
<input type="checkbox"/> Provide one-on-one technical expertise program-specific management practice (non-digester manure management for AMMP, soil health for HSP and irrigation for SWEEP)	<i>Provide management practices expertise to growers, to field technical questions and assist in submitting applications for the duration of the application period.</i>
	<i>Name, email and phone number for AMMP Technical Expert(s):</i>
	<i>Name, email and phone number for HSP Technical Expert(s):</i>
<input type="checkbox"/> Provide summary report to CDFA for each CSA program	<i>Name, email and phone number for SWEEP Technical Expert(s):</i>
	<i>Provide a summary document to CDFA on total number and details (e.g. names, addresses, contact information) of applicants assisted, photographs of workshops, locations of the workshops and any other pertinent information to CDFA 60 days after providing assistance or holding workshops.</i>

<input type="checkbox"/> Review Application Materials	<i>CDFA will provide technical assistance providers with relevant application materials which must be reviewed prior to providing assistance.</i>
<input type="checkbox"/> Attend mandatory program-specific training provided by CDFA	<i>CDFA will provide technical assistance providers with program-specific training prior to the first solicitation period of each program.</i>