

2018 HSP Incentives Program

Preview of Application Questions

HSP Incentives Program Application

Complete the questionnaire by providing thorough responses. Remember to save often. Refer to the following sources to help answer questions:

- HSP Incentives Program webpage:
<https://www.cdfa.ca.gov/oefi/healthysouils/IncentivesProgram.html>
- Request for Grant Applications
- Frequently Asked Questions

Instructions:

DO NOT open the application in two separate windows. You may lose your work. To complete and submit this form, provide a response for all required fields. You may save the application as a draft and return later to complete by clicking "Save Draft" at the bottom of the page. When ready to submit this application, click the blue "Save" button at the bottom of the page. Once saved, you will be redirected to the Submission Page. You will need to submit your application once it is completed and saved.

APPLICANT INFORMATION

The applicant and primary contact person listed below must be those who would, if awarded, receive the grant and sign a grant agreement with CDFA.

Applicant Organization *

Please enter the legal name of the organization that will serve as lead for the project and will receive grant funds.

Submitting Organization

If applicable, click here to enter the legal name of the organization submitting on behalf of the applicant.

Cooperating Entities, if applicable

Please list the cooperating entities and identify the role or contribution each will make to the project.

Applicant's Federal tax identification number or last four digitals of social security number * *

Please enter the number here

Total size of the agricultural organization *

Enter the total farm/agricultural organization size (in acres).

Mailing street address or P.O. Box *

City *

Zip Code *

County *

Full name of primary contact person - This must be the person who would sign a grant agreement if the project was awarded. * *

Primary phone number *

Primary email address *

Full name of alternate contact person *

Alternate phone number *

Alternate email address *

Alternate email address *

Is the applicant any of the following? Check appropriate box.

- African American
- Native Indian
- Alaskan Native
- Hispanic
- Asian American
- Native Hawaiian and Pacific Islander
- None of above

Gender. Please check appropriate box.

- Male
- Female
- Decline to state

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

- Yes
- No

I. Project Overview

Project Title *

Please provide a concise description of the project in 15 words or less.

Project Description (Abstract) *

Word Count: 0 / 300

At a minimum, summarize project justification, goals, outcomes, and plan for evaluating and measuring the success of the project. (300 words or less)

Project Budget

Funds Requested *

\$	
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Cost Share (Sum of Total Matching Amount and Total In-Kind Contribution from your budget worksheet)

\$	
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* Cost share is not required; however, is encouraged and may serve as evidence to demonstrate commitment to, or support for, the project.

Please enter the total amount of cost share committed to the project.

Total Budget

--

Has this agricultural operation previously received CDFA Healthy Soils Program funds? *

- Yes
- No

II. Project Logistics

Project Site Information

Provide information for all APNs (Assessor Parcel Numbers) that will be impacted by the proposed Healthy Soils project.

Number of APNs that are part of the project. *

2	▼
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1. APN *

Be sure to use the APN format that is used by your county Assessor's Office. Visit your county's Assessor's Office in person or the Assessor's Office webpage to look up or verify the APN.

1. Address *

1. Latitude *

1. Longitude *

1. Leased Land? *

- Yes
- No

2. APN *

2. Address *

2. Latitude *

2. Longitude *

2. Leased Land? *

- Yes
- No

Number of HSP Agricultural Management Practices to be implemented

Select number of HSP Agricultural Management Practices to be implemented in the project. Enter the required data regarding the proposed project logistics for each practice. This will include name of an eligible agricultural management practice to be implemented, APNs/fields and the acreage involved for the practice. A practice that was implemented previously (January 2017 – present) is not eligible for grant funds.

How many HSP Agricultural Management Practices will be implemented? *

Baseline Data

1. Provide the cropping history for the past three years (December 2015 – November 2018) for all APNs included in the project. *

2. Provide the management practice history for the past three years (December 2015 – November 2018) for all APNs included in the project. *

Does the project include Compost Application Practices? *

- Yes
 No

III. Project Design

Provide a project design schematic, with a map that includes:
The specific APNs where eligible management practices will be implemented.
A layout of where all eligible management practices will be implemented.
The total acreage for each eligible management practice to be implemented.
Indicate the plant species to be planted on each field, if applicable.

Please provide a design schematic, including a map of the agricultural operation. *

+ Select a file



Will the project implement cover crop, conservation crop rotation, herbaceous cover or woody cover practices? *

- Yes
- No

If Compost Application is included in the project, please indicate source of compost to be used.

- Produced on-farm
- Purchased from a certified facility

If Mulching is included in the project, please indicate source of mulch materials to be used.

- Produced on farm
- Purchased

IV. Work Plan

Download the Project Work Plan Template

(<https://www.cdfa.ca.gov/oefi/healthysouils/IncentivesProgram.html>). Follow the instructions and complete the template. Save your completed work plan template as "Application ID number_Agricultural Operation_WorkPlan", example of file name: 1234567_SmithFarms_WorkPlan.

Click to upload the completed Work Plan Template. *

+ Select a file



V. Budget Worksheet

Download the Budget Worksheet

(<https://www.cdfa.ca.gov/oefi/healthysouils/IncentivesProgram.html>) and save it on your computer. On the Budget Worksheet, fill in the information only in the yellow highlighted areas. Please note that (1) for practices with payment units in acres, enter only acreage, (2) for practices with payment units in feet, enter only feet to be implemented, (3) for practices with payment units in number of trees, enter only number to be planted, (4) for Compost Application, enter both acreage and application rate, (5) for soil organic matter analysis, enter number of soil samples to be taken each year, (6) for the optional Matching Funds and In-Kind Contribution to be provided in the project term, enter the total amount you plan to contribute for each practice. Once you finish entering all necessary information for practices to be implemented in the project, the document will automatically calculate the total grant funding amount, the total Matching Funds amount, and In-Kind

Contribution amount. For information about determining the number of soil samples to be taken for soil organic matter analysis and how to take soil samples, please check Instructions on Soil Sampling Protocol (<https://www.cdfa.ca.gov/oefi/HealthySoils/IncentivesProgram.html>).

Save and attach your completed Budget Worksheet as "Application ID number_Ag Operation_BudgetWorksheet" (e.g., 1234567_SmithFarms_BudgetWorksheet).

Attachment: Project Budget Worksheet *



Advance Payment

If selected for funding, applicants may be eligible for advance payments of up to 25 percent of the grant award.

VI. Project Sustainability

Explain why this project is important to the agricultural operation. *

Word Count: 0 / 500

Describe how the project will be sustained beyond the project term. Include anticipated learning or successes from the implemented management practices and how this will affect future adoption (e.g., continuing the practice(s) in the long-term (>3 years) and/or adding the practice(s) to new fields). *

Word Count: 0 / 500

Describe how you plan to assess and measure possible changes and impacts after project implementation. (500 words or less) *

Word Count: 0 / 500

VII. GHG Reduction Estimation

Before proceeding with this application, applicant must follow guidance of CARB Greenhouse Gas (GHG) Quantification Methodology for CDFA Healthy Soils Program at <https://ww2.arb.ca.gov/cci-resources> (<https://ww2.arb.ca.gov/cci-resources>) and use CARB Greenhouse Gas (GHG) calculator Tools: CDFA HSP COMET-Planner (<https://bit.ly/2UVcQRO>) to estimate project GHG benefits.

When using the model tools, please ensure to

- (1) Select the correct county where your project site is located,
- (2) Select the correct practice implementation (refer to column C in your budget worksheet), and
- (3) Enter the correct acres for each practice (refer to the column titled acres in your budget worksheet).

Applicants are required to use the CARB GHG Calculator Tool to quantify GHG reductions (Tonnes of CO₂ equivalent/year) from their proposed projects. For each practice, please calculate total acreage to be implemented in order to calculate GHG reduction estimation.

Save the COMET-Planner Results as "Application ID number_Agricultural Operation_GHGBenefitsReport", example of file name: 1234567_SmithFarms_GHGBenefitsReport.

Enter the estimated greenhouse gas emission reductions from the project as indicated below.

Enter the total CO₂ equivalent obtained from the CDFA HSP COMET-Planner Carbon Sequestration and GHG Estimation Report *

Required Attachments: the Carbon Sequestration and GHG Estimation Report.



VIII. Soil Health and Environmental Co-Benefits

Describe environmental benefits achieved through implementing the proposed project in the short (within three years) and long-term (beyond three years). Describe how the proposed project will improve soil health. Provide a qualitative description of the environmental co-benefits of the proposed project such as water and air quality improvements, and ecosystem services. (500 words or less) *

Word Count: **0 / 1000**

IX. Conservation Plan

Although optional, applications that include a qualified conservation plan will receive additional consideration during review. For more information on what to provide in the Conservation Plan, reference page 11 of the Request for Grant Applications. The Conservation Plan must be detailed below and include all of the following:

- +An aerial photo or diagram of project fields.
- +A list of current management decisions.
- +The location of and schedule for applying new conservation practices.
- +A Resource Assessment. This includes an inventory of resources and resource concerns, soils information, topographic maps, plan maps showing location of property, existing practices, structures, planned practices, soils, water features and other environmentally sensitive areas, and environmental assessment.
- +Information explaining how specific management decisions will be implemented.
- +A plan for operation and maintenance of selected management practices.

Upload the conservation plan here

+ Select a file

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X. Benefits to Severely Disadvantaged Communities, Socially Disadvantaged Groups and/or Priority Populations

Prop 68 Severely Disadvantaged Communities

To qualify as serving severely disadvantaged communities (SDACs), check one or more boxes:

(i) Is the project located in an SDAC as identified using the Community FactFinder (2018) Tool available at: <http://www.parksforcalifornia.org/communities?>

(ii) Will the project employ workers/contractors from SDACs?

Check one or more boxes

- Located in SDAC
- Project will employ workers/contractors from SDAC

Provide supporting documents to justify option selected above (if applicable).



Socially Disadvantaged Groups

Does the applicant belong to a socially disadvantaged group as defined below? If yes, check box below.

- African Americans
- Native Indians
- Alaskan Natives
- Hispanics
- Asian Americans
- Native Hawaiians and Pacific Islanders

Priority Populations

Priority populations include residents of: (1) census tracts identified as disadvantaged by California Environmental Protection Agency per SB 535; (2) census tracts identified as low-income per AB 1550; or (3) a low-income household per AB 1550. See Section VII.B of CCI Funding Guidelines (<https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/draftrevisedfundingguidelines.pdf>) for more information on the definitions of priority populations.

An online mapping tool of Priority Populations is available at:
<https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/lowincomemapfull.htm>
(<https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/lowincomemapfull.htm>).

(1) Jobs Training & Workforce Development

Please review this document (<https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/ccidoc/criteriatable/criteria-table-jobs.pdf>) to help you complete questions in Step 1 to 3 below.

Step 1 – Identify the Priority Population(s)

Evaluate the project against each of the following criteria. Check all boxes that apply.

a. Is the project located in, and does the project target jobs or job training to residents of, a disadvantaged community census tract?

Yes

No

b. Is the project located in, and does the project target jobs or job training to residents of, a low-income community census tract?

Yes

No

c. Is the project located in, and does the project target jobs or job training to residents of, a low-income community census tract that is outside of a disadvantaged community, but within ½-mile of a disadvantaged community?

Yes

No

d. Does the project target jobs or job training to residents of low-income households?

Yes

No

Identify Targeted Hiring Strategy:

Word Count: 0 / 500

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

Step 2 – Address a Need.

Identify an important community or household need and evaluate whether the project provides a benefit that meaningfully addresses that need.

a. Recommended approach: Host community meetings, workshops, outreach efforts, or public meetings as part of the planning process to engage local residents and community groups for input on community or household needs, and document how the received input was considered in the design and/or selection of projects to address those needs;

Yes

No

b. Recommended approach: Receive documentation of support from local community-based organizations and/or residents (e.g., letters, emails) identifying a need that the project addresses and demonstrating that the project has broad community support;

Yes

No

c. Alternative approach: Where direct engagement is infeasible, look at the individual factors in the latest version of CalEnviroScreen that are most impacting an identified disadvantaged or low-income community (i.e., factors that score above the 75th percentile), and confirm that the project will reduce the impacts of at least one of those factors; or

Yes

No

d. Alternative approach: Where direct engagement is infeasible, refer to the list of common needs for priority populations in CARB's Funding Guidelines Table 5 and confirm that the project addresses at least one listed need.

Yes

No

Describe identified Community or Household Need(s):

Word Count: 0 / 500

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, it will not count toward statutory investment minimums and no further evaluation is needed.

Step 3 – Provide a Benefit

Evaluate the project against each of the following criteria to determine if it provides direct, meaningful, and assured benefits to priority populations. The benefit provided must directly address a community or household need identified in Step 2.

Project must meet at least one of the following benefit criteria:

a. Project provides high-quality (e.g., local living wages, health insurance, paid leave) jobs to priority populations.

Yes

No

b. Project provides job training to priority populations that is part of a program with an established placement record.

Yes

No

c. Project provides job training to priority populations that includes capacity building that leads to industry-recognized credentials (e.g., certifications, certificates, degrees, licenses, other documentation of competency and qualifications).

Yes

No

If the project meets the criteria in Steps 1, 2, and 3, it will be considered as providing direct, meaningful, and assured benefits to priority populations and will be counted toward statutory investment minimums.

(2) Additional Benefits

Projects must satisfy the applicable criteria listed in Steps 1 through 3 to be considered to provide direct, meaningful, and assured benefits to priority populations. If applicable, at least one of the boxes in each of the steps below must be checked and all relevant supporting documentation provided.

Step 1 – Identify the Priority Population(s)

Evaluate the project against each of the following criteria. Check all boxes that apply.

Note: The majority of the project must be located within a disadvantaged or low-income community census tract.

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

Yes

No

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

- Yes
- No

c. 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?

- Yes
- No

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

- Yes
- No

Continue with Step 2 only if at least one of the boxes in Step 1 were checked.

Step 2 – Address an important need for 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 below. Please complete and upload the CARB Community Engagement Questionnaire at https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/final_communityengagement_fillable.pdf?_ga=2.261992333.160684799.1545079685-802572095.1532978244 (https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/final_communityengagement_fillable.pdf?_ga=2.261992333.160684799.1545079685-802572095.1532978244) (pages 1-3) and select a "yes" or "no" response for each approach employed by the project team.

Upload: CARB Community Engagement Questionnaire (if applicable)

a. Did you host community meetings, workshops, outreach efforts, or public meetings as part of the planning process to engage local residents and community groups for input on community or household needs, and document how the received input was considered in the design and/or selection of projects to address those needs? Documents providing evidence of meetings must be provided as attachments.

- Yes
- No

Click to upload the attachments.

b. Did you receive documentation of support from local community-based organizations and/or residents (e.g., letters, emails) identifying a need that the project addresses and demonstrating that the project has broad community support? If yes, letters of support must be provided as attachments.

- Yes
- No

Click to upload the attachments.



c. If direct engagement is infeasible, did you look at the individual factors in CalEnviroScreen3.0 that are most impacting an identified disadvantaged or low-income community (i.e., factors that score above the 75th percentile), and confirm that the project will reduce the impacts of at least one of those factors? If yes, explain the impacts and how they will be reduced by the project.

- Yes
- No

Click to enter text

Word Count: 0 / 500

d. If direct engagement is infeasible, did you refer to the list of common needs for priority populations in CARB's Funding Guidelines Table 5 of 2018 Funding Guidelines for Agencies that Administer California Climate Investments (<https://ww2.arb.ca.gov/resources/documents/ci-funding-guidelines-administering-agencies>) and confirm that the project addresses at least one listed need? If yes, describe the need and explain how the project will address it.

- Yes
- No

Click to enter text

Word Count: 0 / 500

Proceed to Step 3 only if one of the boxes were checked under Step 2 and relevant supporting documentation was provided.

Step 3 – Provide a Benefit.

Evaluate the project against each of 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. Check applicable box(es) and provide justification and/or documentation to support the claims below.

a. Project significantly reduces exposure to dust and airborne particles to residents, relative to pre-project levels;

- Yes
- No

b. Project increases food access to priority populations through regular farmers markets, donations to food banks or distribution centers serving residents of disadvantaged or low-income communities, or low-income households;

- Yes
- No

c. Project provides regular and ongoing educational opportunities through partnerships with schools or non-profit organizations located in disadvantaged or low-income communities and site access to residents of these communities.

- Yes
- No


Additional documents:

Click here to copy maps or other documentation to support any “Yes” answers in response to the Additional Considerations questions.

Upload 1



Upload 2



Upload 3



XI. Additional Attachments, If Applicable.

Additional Upload 1



Additional Upload 2



Additional Upload 3