

**California Department of Food and Agriculture**  
**2020 HSP Demonstration Projects**  
**Frequently Asked Questions**  
**February 27, 2020**

1. Is it necessary for applicants to complete all application documents at the same time?  
No. Applicants can save what they have entered and come back later to continue as long as they ensure saving their work by clicking "Save Draft" at the bottom of the application website. Before clicking "submit", applicants will be able to continue working on the application periodically till April 23, 2020, 5:00 PM PT.
2. Will applicants receive a confirmation once their application has been submitted?  
Yes, applicants will be notified of the receipt of their application through an automated system-generated email.
3. Can applicants view, edit, or delete documents once they have been submitted?  
Yes, applicants can still access their submitted documents by clicking "Edit" after they have been submitted before April 23, 2020 5:00 p.m. PT. Applicants must click "Submit" again once the edits are complete.
4. If an applicant intends to submit multiple grant applications, does the applicant need to create more than one log-in to upload each grant application to the program's submission website?  
No, an applicant intending to submit multiple grant applications only needs to create one profile on the application website. The same profile may be used to for multiple grant applications. However, each grant application must be created and submitted separately.
5. Does CDFA charge an application fee to submit a grant application?  
CDFA does not charge an application fee to submit a grant application.
6. Are recipients who were awarded previous 2017 & 2018 HSP funding eligible to apply for 2020 HSP funds?  
Yes, grant recipients awarded previous HSP funding are eligible, if the new grant application does not affect the same fields and Assessor Parcel Numbers (APNs) as the previously funded project. Grant recipients must apply for a new project with different APNs, new fields on previously funded APNs, or new practice(s) on previously funded fields.
7. Why is the APN required for the grant?  
Assessor's Parcel Numbers or APNs are the primary mechanism by which CDFA tracks the implementation of practices on a farm. Therefore, this information is necessary and could be made available publicly, consistent with [CARB Funding Guidelines](#).
8. To clarify - can two separate properties (or APNs) with similar implementation project proposals be included in a single application?  
Yes, one application can include multiple APNs.
9. It was noted that one application is permitted per unique tax ID, however the RGA mentions 'CDFA will award a maximum of two applications submitted by the same applicant, but each application should be for a unique project. Is there a limit on the number of applications an organization can submit? You said a lead organization can get no more than 2 awards, but does that mean the lead organization can submit an unlimited number of proposals?  
There is no limit on how many applications an organization can submit. However, only a maximum of two applications can be awarded to the organization.

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10. If additional external funding is secured, can a non-eligible practice also be implemented as part of the project? For example, a no-till and 4R nitrogen project?  
Yes, an applicant may include a non-HSP Practice but the HSP funds only cover costs for implementation of HSP Practice(s).
11. Will a voluntary longer time commitment to running the demonstration project be viewed favorably or ranked higher, if the producer is interested in running the trial for longer than 3 years required by this grant?  
Yes, an application with longer time commitment may receive more points during the review process if the demonstration project can verify that it can bring more farmlands to adopt the demonstrated practices.
12. Can two separate proposals (a Type A and Type B) be submitted to for same project? Two separate proposals may be submitted, but only one will be potentially awarded.
13. Are letters of support required to be submitted?  
If the project includes cooperators and/or collaborators, a letter of support is required from each of cooperators and/or collaborators.
14. How will verification of the 10-year requirement for woody practices occur?  
CDFA will verify implementation of practice for the grant agreement term (2 years and 7 months). The expected life of implementation of these practices is 10 years.
15. What is the difference between Type A and Type B projects?  
There are additional requirements for Type A projects which include (1) the experimental design must be statistically sound (randomization and replication) (2) Measuring GHG emissions and crop yield from each Treatment and Control plots/fields.
16. Will there be any feedback/questions with applicants during the Administrative Review or will any applications that do not pass Administrative Review be automatically declined for funding?  
Applications that do not pass administrative review will be automatically declined and applicant will be notified. Applicants may appeal disqualification based on the process outlined in the Request for Grant Applications (RGA).
17. Can you give an example of timing in which 3 soil samplings would be covered (initial test and 2 follow up samplings)?  
Soil organic matter content test results are required (1) prior to practice implementation, (2) one year after the practice was implemented for the first time, (3) two years after the practice was implemented for the first time, and (4) three years after the practice was implemented for the first time. Exact time for soil sampling depends on which practice an applicant has selected and when he/she starts to implement the practice.
18. For Type A Projects that will implement practices classified as "Additional Practices for Demonstration and Data Collection (Type A Projects only)", how will GHG reduction estimation to be done?  
Because estimation of Carbon Sequestration and GHG Estimation Report is not currently available in the COMET-Planner for practices classified under "Additional Practices for Demonstration and Data Collection", applications that implement these practices are not

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required to submit the CDFA HSP COMET-Planner Report. Applicants must provide as part of their application, a detailed plan and methodology for to collect GHG data, and any estimated GHG calculations (if applicable) in their project.

19. Direct, field measurements of greenhouse gases, such as nitrous oxide, are challenging to take in terms of methods. Type A projects must take field measurements, in addition to using COMET planner?

Yes, measuring field GHG emissions is required for Type A Projects. Data from Type A Projects will be used to improve COMET-Planner model estimation in the future.

20. What is the difference between a project site map and a project design schematic? Do I need to submit both?

A project site map is a report generated by using [CDFA HSP RePlan Tool](#) which allows applicants to locate and draw their project fields on a map. There may be information that cannot be included in the CDFA HSP RePlan Tool, including, but not limited to, identification of control fields, practices from the Type A additional data collection and demonstration list, labeling of detailed treatments or data metrics to be collected. In such cases, an additional project design schematic may be necessary and must be included in the online application in addition to the required CDFA HSP RePlan Report attachment.

21. For replications of T and C, is there a minimum acreage for each treatment/control? Is there a size requirement for fields T and C?

There is no requirement on the size of fields T and C. However, the fields T and C should be same in cropping and management histories and similar in soil conditions. Field size must be large enough to allow field operations and collection of scientifically robust data.

22. The guidelines say that T and C must be different fields, but if a field is quite large (like 100 acres), could T and C be different (permanent) good-sized plots within that same field?

In the RGA, T and C must be implemented in the same field where cropping and management histories and soil conditions are the same as much as possible. CDFA recommends that T and C plots be of the same sizes.

23. Can we do more than one Treatment? For example, 3 reps of T1, 3 reps of T2 (for example, a different cover crop), and 3 reps of Control?

Applicants are welcome to include more than one Treatment in their project and must explain this clearly in their application. Applicants must ensure to take into consideration appropriate randomization and minimization of impacts from field variations.

24. Is there a maximum and minimum amount of biomass that a farmer must incorporate when implementing Whole Orchard Recycling (WOR)? Can biomass be exported off-site after removal of trees?

There is no maximum amount of biomass for WOR implementation. A minimum amount of 14 tons/acre of biomass is included in the modeling estimation for greenhouse gas emission reduction achieved through WOR implementation; however, CDFA does not require farmers to measure this biomass. This requirement is met by ensuring that trees that are being removed and chipped for WOR are minimum 10 years of age. Off-site export of biomass is not allowed, trees must be chipped and incorporated in-place on the same farm where they were growing.

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25. We are interested in submitting a grant proposal for a demonstration project, and want to know if pasture-based agriculture systems are going to be eligible for these grants?  
[Yes, grazing lands are eligible under HSP Demonstration Projects.](#)
26. Is there a requirement to implement more than one allowable practice? Will implementing more practices be viewed/scored more favorably?  
[Projects must implement at least one eligible practice and can include as many eligible practices as possible in the project if implementation of those practices is reasonable and feasible. In general, if more practices are included, the GHG reductions achieved would be greater and there the project may be more competitive during review.](#)
27. Can Federal funds be used as match?  
[Yes, as long as the funds are to cover costs that will not be covered by the HSP funds \(i.e. no double-dipping\).](#)
28. Can applicants include their time implementing the practice as matching funds?  
[Yes. Cost sharing can be in the form of matching funds or an in-kind contribution. Matching funds refers to a dollar amount committed to a project from a source other than the HSP. An in-kind contribution is the estimated dollar value of any time, property, or supplies donated to a project.](#)
29. If we have an existing training program for 45 apprentice farmers each year, can these be included as part of the target goal of outreach to at least 40 farmers and ranchers per year?  
[Apprentice farmers should not be included unless they are farming or ranching on an agricultural operation. HSP Demonstration Projects must address current farmers/ranchers who may adopt demonstrated practices to increase GHG reduction benefits and improve health of CA soils.](#)
30. For the demo/research projects, can the outreach target of 120 people be shared between more than one demonstration site? E.g. a farm site field day might attract 50 people, while a field day on a remote rangeland site may attract fewer attendees.  
[Yes, applicant may include multiple demonstration sites as part of the same project.](#)