

# Sweep Application Process

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## *CDFA does the following:*

1. **Provides stakeholder and public announcements** (e.g., News Release) on the availability of SWEEP funding and public workshops
2. **Conducts application workshops** during the application submission period to provide direction on application requirements and where to find important tools for water and greenhouse gas calculations
3. **Receives electronic applications** at the close of the application period
4. **Conducts an administrative review** (2 to 4 weeks) of all applications submitted by the application deadline to ensure application and supporting documentation requirements are met
5. **Implements the technical review** component of SWEEP (4 to 6 weeks) where applications are sent for quantitative technical review and scoring by academic experts in California
6. **Ranks applications** by score, greenhouse gas reductions per acre, water savings per acre, and additional considerations (co-benefits) such as location relative to disadvantaged communities. Examples of additional considerations from the 2015 grant solicitation are noted below
  - Irrigation Training
  - Location within a Critically Over-drafted Groundwater Basin
  - Soil Management Practices
  - New SWEEP Recipients
7. **Announces awardees** selected to receive awards (e.g., News Release)
8. **Implements pre-project consultation** phone call and/or site visits with grant recipients
9. **Establishes and executes grant agreements** with grant award recipients
10. **Allows for project implementation** and invoice submission (6 to 12 months)
11. **Conducts project verification** of work completed through post-project consultation phone call and site visits with the Resource Conservation Districts
12. **Project Close-Out**
13. **Ensures post project requirements are met** by working with recipients to quantify greenhouse gas reductions and water savings for a period of three years following post-project completion to demonstrate long-term success
14. **Provide annual reporting** to the Air Resources Board on all projects including greenhouse gas reporting and water savings at the project level
15. **Informs and works closely with stakeholders and agency partners** including: the Department of Water Resources, the State Water Resources Control Board and the Air Resources Board on all aspects of SWEEP