

California Department of Food and Agriculture
2016 State Water Efficiency Enhancement Program (SWEEP) Round II
Frequently Asked Questions
June 20, 2016

ELIGIBILITY

1. If an agriculture operation received a previous SWEEP grant award, can those operations apply for 2016 SWEEP Round II funding?
Yes, agricultural operations that received a previous SWEEP grant award may apply for 2016 Round II funding excluding those parcels (i.e., Assessor's Parcel Number(s)) funded in a previous SWEEP grant award, which includes 2014, 2015, and 2016 SWEEP Round I. Also, an agricultural operation cannot receive a total cumulative SWEEP funding amount of more than \$600,000.
2. If the applicant's land is currently irrigated without any on-farm energy sources (e.g., water is delivered to the farm from surface water supplies and distributed to the crop by gravity), is the project eligible for funding?
Applicants must be able to estimate GHG reductions due to on-farm energy use reductions or energy conversions related to water pumping. Therefore, if a farm is not using an on-farm energy source for water pumping, the project is not eligible for SWEEP funding.
3. If preparation or elements of an irrigation system are already completed or installed, is an application for reimbursement of that system eligible?
No. Funding can only be used to implement projects after a grant agreement is executed between CDFA and an agricultural operation. Grant funds cannot be expended before December 1, 2016 or after November 30, 2017. In addition, Funding cannot be utilized as reimbursement for a previous installation or to cover maintenance and operation costs of any existing system.
4. If an agricultural operation will convert crops during the course of a proposed project, is the project eligible for funding?
Yes. Agricultural operations converting crops during the course of a proposed project is eligible. Agricultural operations must demonstrate in the application the proposed project will result in GHG reductions and water savings to be considered for funding.

Note that SWEEP grant funds cannot cover the cost of crop conversion. SWEEP grant funding must be used for allowable project costs directly related to the irrigation or water distribution system.

FAAST QUESTIONS

5. Does the "Applicant Information" requested in FAAST, need to be the agricultural operation's information?
Yes, the "Applicant Information" must include information specific to the agricultural operation, such as the legal business name, unique tax identification number, and contact information. If awarded, CDFA will need this information to enter into a grant agreement with that agricultural operation.

California Department of Food and Agriculture
2016 State Water Efficiency Enhancement Program (SWEEP) Round II
Frequently Asked Questions
June 20, 2016

6. In the project budget tab in FAAST, what is the difference between funds requested, local cost match, and total budget?
Funds requested is the amount of 2016 SWEEP Round II funding requested from CDFA and must not exceed \$200,000. Local cost match is the amount of matching funds and in-kind contributions committed to the project. Total budget is the sum of funds requested and local cost match.
7. Who should be listed as the Project Director or Project Manager in the “Project Management” tab?
The agricultural operation’s primary contact(s) for the project must be listed under the “Project Management” tab. The Project Director will serve as a lead for the project. The Project Manager will serve as the day-to-day contact for the project. Applicants are strongly encouraged to provide two different contacts for the Project Director and Project Manager as this is the only contact information CDFA will have for applications.
8. Who should be listed as Cooperating entities?
Cooperating entities are organizations an applicant will be working with to plan and/or implement the proposed project, including irrigation companies, Resource Conservation Districts (RCD), or individuals/companies who provide matching funds or in-kind Contributions.
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WATER AND ENERGY USE DOCUMENTATION

9. What supporting documentation is required for on-farm water use?
Applicants are required to attach the USDA, NRCS Irrigation Savings Calculator. Applicants must complete the “inputs” tab of this calculator to estimate baseline water use and projected water savings after project installation. The USDA, NRCS Irrigation Water Savings Calculator is available on the SWEEP website www.cdfa.ca.gov/go/sweep under “Applicant Info.”
10. Can applicants use and attach other on-farm water use records to calculate baseline water use and projected water savings?
No, applicants are now required to use the USDA NRCS Irrigation Water Savings Calculator to estimate the pre-project baseline water use and estimate the potential savings from the project. For directions on how to complete the Irrigation Water Savings Calculator, refer to [Appendix C of the ARB Quantification Methodology](#).
11. What supporting documentation is required to establish baseline GHG emissions?
Applicants are required to attach actual, on-farm energy use records (e.g., utility bills, actual fuel receipts, and/or field operational logs) covering the peak pump energy use for the prior irrigation and growing season (2015). Refer to [the ARB Quantification Methodology](#) for more information on the supporting documents that are required for GHG calculations.
12. The Request for Grant Applications states that applicants must provide on-farm energy use supporting documentation from the prior growing season. Does the “prior growing season” refer to the 2015 growing season?
Yes, applicants must provide supporting documentation for actual, on-farm GHG emissions during the 2015 growing season.

California Department of Food and Agriculture
2016 State Water Efficiency Enhancement Program (SWEEP) Round II
Frequently Asked Questions
June 20, 2016

13. For on-farm energy use supporting documentation, should applicants submit 12 months of data from the previous growing season?
Yes. If applicants have the past 12 months of data available, it is beneficial to attach all documents relating to the previous growing season. At minimum, applicants must submit at least **six months** of supporting documentation (e.g., utility bills, actual fuel receipts, and/or field operational logs) covering the peak pump energy use for the prior irrigation and growing season (2015). Refer to page 6 of the Request for Grant Applications for more information.
14. If land was fallowed in the previous growing season due to water shortage, crop rotation, etc., can applicants attach documentation from last active growing season as supporting documentation?
Yes. The most representative value should be used for the [ARB GHG emission calculator](#) and documentation must be submitted to substantiate the values used in accordance with the [ARB quantification methodology](#).
15. Can an applicant use an average of water use or energy use over several years to address crop rotation?
The water use value should correspond with the principal crop selected to estimate water savings in the USDA NRCS Irrigation Water Savings Calculator tool. The water and energy use value may be averaged over several years if the average represents the expected water use in the absence of the proposed project (this is particularly relevant if water availability due to drought has reduced water use in the most recent growing season). The most representative value should be used for the [ARB GHG emission calculator](#) and documentation must be submitted to substantiate the values used in accordance with the [ARB quantification methodology](#).
16. Are applicants required to use a pump efficiency test to complete the ARB GHG Calculator Tool? If yes, how recent must the pump test be?
The applicant must determine pump efficiency in order to complete the ARB GHG Calculator Tool. If this data is available through means other than a pump test, such as manufacturer's guarantee or a third party irrigation system auditing procedure, the applicant must substantiate the information used to complete the calculator with documentation. The pump test should be representative of current operations. The pump test may be from previous growing seasons provided no modifications have been made to the pump subsequent to testing the equipment.

PROJECT DESIGN

17. Is there a specific format required for the project design?
No, there is not a specific format required for the project design. However, a project design must include a schematic detailing the irrigation distribution system layout (e.g., pipelines, valves, filter stations, distribution uniformity values), including agronomic information (e.g., water application rate, crop water demand). Refer to page 5 of the Request for Grant Applications for additional information regarding the project design.

California Department of Food and Agriculture
2016 State Water Efficiency Enhancement Program (SWEEP) Round II
Frequently Asked Questions
June 20, 2016

BUDGET WORKSHEET

18. Where can applicants download the Budget Worksheet?

A link to the Budget Worksheet (attachment) can be accessed from page 7 of the Request for Grant Applications and is also located on the CDFA SWEEP website www.cdfa.ca.gov/go/sweep under "Applicant Info."

19. Can a bid from an irrigation company be attached in lieu of the budget worksheet?

No, the Budget Worksheet is a required attachment. Applicants must download, complete and attach the Budget Worksheet in FFAST. The budget worksheet can be downloaded from page 7 of the Request for Grant Applications or by accessing CDFA's SWEEP website www.cdfa.ca.gov/go/sweep under "Applicant Info."

20. Are products (i.e., sprayers, wind machines, frost protection, dairy parlor flushing, etc.) that are not related to the irrigation system allowable cost?

No, SWEEP funds cannot be used for products that are not irrigation-related. SWEEP funding must be specifically directed toward crop irrigation projects that conserve water and reduce GHG emissions from irrigation. Refer to page 8 of the Request for Grant Applications for a list of unallowable costs.

ADDITIONAL CONSIDERATIONS

21. Can an irrigation company attend an irrigation training course on behalf of agriculture operations?

No, a representative from the agricultural operation (e.g., operation manager and/or irrigator) must attend the training course during the grant term.

22. Is training on the irrigation system provided by an irrigation company considered an allowable irrigation training course?

No, agricultural operations must participate in an irrigation training relevant to agricultural water conservation and irrigation management. Applicants must select a training course relevant to their proposed project and needs of their operation. A list of irrigation training resources for agricultural operation to consider is available on the CDFA SWEEP website www.cdfa.ca.gov/go/sweep under "Applicant Info."

MATCHING FUNDS

23. Are matching funds required?

No, matching funds are not required. However, CDFA strongly encourages applicants to provide matching funds as additional consideration will be given to those project during the review process.

California Department of Food and Agriculture
2016 State Water Efficiency Enhancement Program (SWEEP) Round II
Frequently Asked Questions
June 20, 2016

24. What information should an applicant include in the matching funds written documentation?
Matching funds documentation, often written as a letter, should confirm the contribution source, type and amount of the contribution, as well as include activities that will be conducted in support of the project. Account statements or other financial documents relating to the matching contributions are not required.
25. If elements of an irrigation system are installed before the implementation period of the proposed project can those costs be considered matching funds?
No, elements of an irrigation system installed before the implementation period of the proposed project are not considered matching funds.
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GENERAL QUESTIONS

26. Is the maximum grant award \$200,000 per agriculture operation or per application?
The maximum grant award is \$200,000 per agricultural operation, which is determined by the operation's legal business name and associated tax identification number.
27. Can an agricultural operation submit more than one application?
No, agricultural operations can only submit one application using a unique tax identification number. An agricultural operation is determined by its distinct legal business name and associated tax identification number provided in an application.
28. Can an organization apply on behalf of the agriculture operation?
Yes, organizations may submit an application on behalf of the agricultural operation. However, the application must include the agricultural operation's legal business name and tax identification number. If awarded, the grant agreement will be between the California Department of Food and Agriculture (CDFA) and the agricultural operation.
29. When the agriculture operation is leasing land, does the land owner need to apply on behalf of the agriculture operation?
No, the agricultural operation can submit an application. It is the responsibility of the agricultural operation to comply with the terms of their lease agreement. CDFA encourages all applicants to notify the land owner of the proposed project. If awarded, CDFA will enter into a grant agreement with the agricultural operation.
30. Is the information provided by applicants in the SWEEP application available to the public?
Information provided in the SWEEP application may be subject to a Public Records Act (PRA) request. Under the PRA, CDFA must make available public records upon request by the public. However, certain personal identifying information is generally exempt from disclosure.

NOTE: CDFA is required to make basic information regarding all applicants available on the SWEEP public webpage. This information will include the agricultural organization's business name, description of the proposed project, location, amount of funding requested, and amount of matching funds committed.

California Department of Food and Agriculture
2016 State Water Efficiency Enhancement Program (SWEEP) Round II
Frequently Asked Questions
June 20, 2016

31. Is onsite measurement of Evapotranspiration (ET) considered an allowable method of water measurement in lieu of a flow meter?
No. Under Program Requirements in the Request for Grant Applications on page 3 states that proposed projects must include flow meters or demonstrate actual water use will be measured with existing flow meters. Therefore, projects must include a flow meters as a required method of water measurement.
32. Is there a minimum threshold for water savings **and** GHG reductions?
No, there is not a minimum threshold for water savings and GHG emissions reductions as long as water savings can be calculated and GHG reductions can be quantified using the ARB quantification methodology. Refer to Appendix D of the Request for Grant Applications for detailed information regarding the ARB quantification methodology.