



CLIMATE SMART AGRICULTURE TECHNICAL ASSISTANCE GRANTS

This solicitation will fund the Technical Assistance Providers (TAPs) for the Alternative Manure Management Program (AMMP) associated with funding allocated in the 2021-22 and 2022-23 fiscal years.

Request for Proposals

Release Date: October 27, 2021

Applications Due: November 24, 2021 by 5:00 P.M. PT



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BACKGROUND

AB 2377 (Irwin, 2018) requires the California Department of Food and Agriculture (CDFA) to establish a technical assistance grant program to provide funds to Technical Assistance Providers (TAP) to assist the applicants of Climate Smart Agriculture (CSA) programs.

The CSA Technical Assistance Grant is designed to provide technical assistance to individual farmers and ranchers who are interested in applying for or have received incentive awards from CDFA's CSA program, the Alternative Manure Management Program (AMMP). AMMP provides financial incentives to dairy and livestock operations for the implementation of non-digester manure management practices in California, which will result in reduced greenhouse gas emissions.

FUNDING & DURATION

Senate Bill 170 (Budget Act of 2021) appropriated funding from the General Fund to CDFA for CSA programs, including technical assistance. The CSA Technical Assistance Grant is designed to provide technical assistance to individual farmers and ranchers who are interested in applying for or have received funds from three of CDFA's CSA programs: AMMP, the Healthy Soils Program (HSP), and/or the State Water Efficiency and Enhancement Program (SWEEP). This CSA TA solicitation is being held to make awards to technical assistance providers that will serve the AMMP program. This technical assistance RFP does not include HSP nor SWEEP technical assistance funding.

AMMP, along with the Dairy Digester Research and Development Program, received \$32 million in the 2021-2022 budget; and will receive \$48 million in fiscal year 2022-2023¹.

- No less than 5% of the AMMP allocated funds will be used for the technical assistance grants to provide technical assistance to dairy and livestock operations.
- The maximum technical assistance grant award is \$60,000 over three years for each fiscal year appropriation. Therefore, the total maximum grant award for this RFP may be up to \$120,000 for a grant term of four years. (\$60,000 for fiscal year 2021-2022 and \$60,000 for fiscal year 2022-2023).
 - The maximum grant award is \$120,000
 - The maximum grant duration is four years.
 - CDFA reserves the right to offer an award amount different than the amount requested.
- Technical assistance grant funds may not be expended prior to establishing the contract and execution of the grant agreements, or after the completion of the grant term.

¹ <https://www.ebudget.ca.gov/BudgetAddendum.pdf>

- Grants are paid out on a reimbursement basis following invoice submission by awardee.
- At least 25% of the technical assistance grant funds awarded through this solicitation will be used to provide outreach and technical assistance to Socially Disadvantaged Farmers and Ranchers (SDFRs)².

ELIGIBILITY

The following entities are eligible to apply for CSA Technical Assistance Grants: Resource Conservation Districts (RCDs), University of California Cooperative Extension, and non-profit organizations. Entities applying for CSA Technical Assistance Grants, hereafter referred to as Technical Assistance Providers or TAPs, must have demonstrated technical expertise in the implementation of agricultural practices and technologies supported through AMMP.

Entities receiving grant award funds must be located in California with a physical California business address.

PROGRAM REQUIREMENTS AND RESTRICTIONS

TAPs that receive grant awards may not charge fees to provide technical assistance to dairy and livestock operators who wish to apply for AMMP funding. Outreach materials prepared by the grant recipient must indicate that the assistance is free, and no fees or costs will be imposed on the dairy or livestock operator.

Grant recipients may not require dairy and livestock operators to include specific proprietary products or favored contractors and other service providers when assisting in project design.

TAPs must declare all conflicts of interest including sponsorship or funding by any corporation that may profit from CDFA's CSA incentives programs.

A TAP may not be the lead applicant for more than one technical assistance grant award. Multiple organizations can partner on a single application. CDFA encourages statewide cooperation among regional TAPs.

² "Socially disadvantaged farmer or rancher" means a farmer or rancher who is a member of a socially disadvantaged group. "Socially disadvantaged group" means a group whose members have been subjected to racial, ethnic, or gender prejudice because of their identity as members of a group without regard to their individual qualities. These groups include all of the following: (1) African Americans (2) Native American Indians (3) Alaskan Natives (4) Hispanics (5) Asian Americans (6) Native Hawaiians and Pacific Islanders.

Grant recipients must prioritize assistance to SDFRs and farms and ranches that are 500 acres or less. Additionally, grant recipients should also prioritize assistance to projects that provide benefits to AB 1550 Priority Populations³.

[Senate Bill \(SB\) 535](#) (DeLeón, Chapter 830, Statutes of 2012) established statutory requirements that a minimum of 25 percent of California Climate Investments is allocated to projects that provide benefits to disadvantaged communities, and of that 25 percent, a minimum of 10 percentage points is allocated to projects that are also located within disadvantaged communities. [Assembly Bill \(AB\) 1550](#) (Gomez, Chapter 369, Statutes of 2016), amended these requirements by increasing the percent of funds for projects located in disadvantaged communities from 10 to 25 percent and added a focus on investments in low-income communities and households. Collectively, these communities are referred to as “priority populations”. CDFA encourages all Climate Smart Agriculture programs, including the CSA Technical Assistance program to maximize benefits to priority populations.

Priority populations can be identified using the mapping tools provided by CARB at:

<https://ww3.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm>.

Grant recipients must attend CDFA-hosted annual meetings. These meetings focus on providing feedback and continuous improvement of CDFA's CSA incentives programs. One in-person meeting is anticipated unless remote meetings are necessary.

Grant recipients are required to conduct both pre- and post-award activities during the grant agreement term as described below.

Pre-award activities refer to tasks or activities conducted by the TAP prior to a CSA incentives program applicant receiving an AMMP grant award associated with funding allocated in fiscal year 2021-2022 and 2022-2023. These tasks and activities must include technical assistance provided to dairy and livestock operators for application preparation and submission. These activities may further

³ AB 1550 Priority Populations as applicable to California Climate Investments include Disadvantaged Communities identified by the California Environmental Protection Agency (CalEPA) as the top 25% most impacted census tracts in [CalEnviroScreen 3.0](#), and Low-income Communities and Households, defined as the census tracts and households, respectively, that are either at or below 80 percent of the statewide median income, or at or below the threshold designated as low-income by the California Department of Housing and Community Development's (HCD) [2016 State Income Limits](#). For more information and mapping tool, visit <https://www.arb.ca.gov/cc/capandtrade/auctionproceeds/communityinvestments.htm>.

include, but are not limited to, outreach and education about the CSA programs, project planning and design.

- Grant recipients must assist farmers and ranchers in gathering and preparing AMMP application materials, including use of GHG Quantification Methodologies (QMs) and calculator tools, and other program-specific tools as applicable.
- Grant recipients will be required to provide internet and computer access to farmers and ranchers for preparation of their AMMP applications.
- Conducting workshops is not required but encouraged. If choosing to conduct workshops, details such as date, time, location, languages in which assistance will be provided, and name and contact information of the workshop lead person must be provided to CDFA two weeks prior to the workshop. This information will be posted on CDFA's AMMP website and will be publicly available as a resource for those seeking technical assistance.

Post-award activities refer to tasks or activities conducted by the TAP after a dairy or livestock operator has been awarded an AMMP grant and include, but are not limited to, ongoing assistance provided to farmers and ranchers with project implementation, project coordination, information gathering and continued education of AMMP-relevant topics. Providing ongoing technical assistance to AMMP grant recipients must include, at a minimum:

- Contacting awarded dairy and livestock operators in the organization's region and indicating the organization's role as a post-award technical assistance resource.
- Assisting dairy and livestock operators with all activities related to on-farm implementation of project. Such activities may include, but are not limited to, working with service providers for installation and implementation of AMMP technologies or practices, communicating with vendors and/or facilitating discussion between the dairy/livestock operator and vendors.
- Assisting in potential AMMP project modification requests, including, but not limited to, Scope of Work revisions, Budget Worksheet revisions, and/or Line-Item Shift Requests.
- Offering and providing assistance to dairy and livestock operators for invoicing, matching funds coordination and reporting to CDFA.

- Providing regular follow-up with dairy and livestock operators for their technical assistance needs.

In addition to the pre- and post-award activities listed above, technical assistance grant funding may be utilized to:

- Provide AMMP-relevant technical training to dairy and livestock operation staff,
- Prepare compelling case studies noting outcomes and benefits of AMMP,
- Consult with dairy and livestock operators who did not receive funding in previous solicitations and advise them on ways to improve competitiveness of their applications.

PROGRAM TIMELINE

The table below provides a tentative timeline for the application process for CSA TA to serve the AMMP appropriations of funds from fiscal years 2021-2022 and 2022-2023. CDFA intends to award technical assistance funding to serve both AMMP funding appropriations through this Request for Proposals.

Activity	Tentative Dates* for 2021-22 Funds	Tentative Dates* for 2022-23 Funds
CSA TA application period begins	October 27, 2021	October 27, 2021
Applications due	November 24, 2021	November 24, 2021
Administrative and technical review of applications	December 2021	December 2021
Announcement of awards	December 2021	December 2021
Development of grant award packets	December 2021-February 2022	December 2021-February 2022
Execution of grant agreements	February 2022	February 2022
CDFA-led AMMP training for TAPs	February 2022	August 2022
Awarded TAPs conduct pre-award activities	February – April 2022	August – October 2022
Awarded TAPs conduct post-award activities	July 2022 – February 2025	January 2023 – January 2026

*Exact dates are subject to change.

HOW TO APPLY

The CSA Technical Assistance grant application must be submitted online. The application materials and a link to application portal can be found at <https://www.cdfa.ca.gov/oefi/technical/index.html>.

CDFa requires information for all entities involved in the CSA Technical Assistance grant agreement, including those that might assist during the solicitation period and/or workshops. The CSA Technical Assistance grant agreement will be between CDFa and the lead TAP organization. The lead organization must ensure that all required and proposed tasks are fully completed.

Required Attachments

Workplan and Budget Attachment

CSA TA applicants will complete and upload a Workplan and Budget attachment for AMMP. The Workplan and Budget template (MS Excel file) is available at <https://www.cdfa.ca.gov/oefi/technical/index.html>. Applicants will complete a workplan and budget worksheet tab for each of the solicitations (funding appropriations). These are indicated in the Workplan and Budget Attachment as two tabs, each labeled for the fiscal year's appropriation.

University of California (UC) and California State Universities (CSU) may claim the established indirect cost rate with CDFa. All other eligible organizations for Climate Smart Agriculture technical assistance may claim an indirect cost rate of 20 percent of total direct costs. University of California and California State Universities will use the Workplan and Budget template (MS Excel file) designated for UC and CSU. All other organizations will use the Workplan and Budget template (MS Excel file) designated for non-profits and Resource Conservation Districts.

Each budget item entered in the worksheet must support a Project Objective and Activity.

Clearly describe each participating organization's anticipated expenses, as applicable. All costs must be directly related to and necessary for completion of project. Awarded funds will be paid to the lead organization. The lead organization is responsible for disbursement of funds to other participating organizations and contractors as applicable.

Resumes

Upload resumes of key personnel from each participating organization and contractors and indicate the role of each person whose resume is attached. Limit to two pages per resume. Provide in PDF format. Upload all resumes as one attachment into the application portal.

Questions and Answers (Q&A)

General questions regarding the solicitation process may be submitted to cdfa.oefi_csa_ta@cdfa.ca.gov. Responses to all questions received by email will be posted to CDFA's Technical Assistance website according to the following schedule:

Questions Received By	Responses Provided By
November 10, 2021	November 15, 2021

November 10, 2021 at 5:00 p.m. PT is the final deadline to submit questions for the CSA Technical Assistance grant application. To maintain the integrity of the competitive grant process, CDFA is unable to advise and/or provide individuals with any information regarding specific grant application questions during the solicitation process.

REVIEW PROCESS

CDFA will select the highest scoring applications for award of grant funds. Applications will be scored based on the Scoring Criteria provided below.

Applications will be reviewed in a two-stage process:

I. **Administrative Review**

The purpose of the administrative review is to determine whether grant application requirements are met. Grant applications disqualified after the administrative review may be appealed.

During the administrative review, the following will result in the automatic disqualification of a grant application:

- One or more unanswered questions necessary for the administrative or technical review;
- Missing, blank, unreadable, or corrupt content;
- Unusable or unreadable attachments;
- Requests for more than the maximum award amount;
- Applications that do not comply with [Eligibility](#) or meet [Program Requirements and Restrictions](#).

APPEAL RIGHTS: Any disqualification taken during the administrative review for the preceding reasons may be appealed to CDFA's Office of Hearings and Appeals Office within 10 days of receiving a notice of disqualification from CDFA. The appeal must be in writing and signed by the responsible party named on the submitted grant application. It must state the grounds for the appeal and include any supporting documents and a copy of the CDFA decision being challenged. The

submissions must be emailed to CDFA.LegalOffice@cdfa.ca.gov. If submissions are not received within the time frame provided above, the appeal will be denied.

II. Technical Review

Technical review will be completed by CDFA's Office of Environmental Farming and Innovation Climate Smart Agriculture incentive program technical staff. Technical review will be based on the detailed scoring criteria outlined below.

Scoring Criteria

Criteria	Maximum Points
<p>1. STATEMENT OF QUALIFICATIONS</p> <ul style="list-style-type: none"> • Are roles of key personnel from each participating organization clearly described? • Does the application clearly identify the staff person or personnel who will be involved in each task, including alternative or secondary contacts? • Does the project include partnership or regional coordination among multiple organizations? • If a partner organization is indicated, does the partnership provide technical assistance to a larger base of farmers and ranchers than would be accomplished by a single organization? • Is there sufficient information to demonstrate the applicant organization's capacity to complete the project? • Does the SOQ clearly identify the capacity of the lead applicant organization to serve as a TAP for AMMP? • Has the applicant appropriately explained how the education, work history, and/or technical expertise of key personnel makes them qualified for this role? • Do the resumes of individuals listed in the proposal align well with relevant expertise for AMMP? • Does the organization have ability to provide assistance in languages other than English? 	30
<p>2. WORKPLAN</p> <p><u>Workplan Objectives and Activities</u></p>	40

Criteria	Maximum Points
<ul style="list-style-type: none"> • Does the Workplan include both pre- and post-award activities? • Are estimates of number of dairy and livestock operators the TAP proposes to assist in pre- and post-award activities supported? • Does the Workplan provide sufficient details of all activities proposed? • Does the applicant discuss the plan for conducting outreach and soliciting applications? • Does the Workplan include adequate details about how the organization will reach SDFRs? • Does the application clearly identify how the organization will prioritize assistance for farms and ranches that are 500 acres or less? • Is the Workplan achievable with the requested budget? • Does the Workplan include workshops/public presentations and the details (e.g. frequency, language, outreach methods) for workshops provided? <p><u>Statement of Need</u></p> <ul style="list-style-type: none"> • Does the Statement of Need clearly indicate the regions that will be served by the applicant? • Does the Statement of Need clearly detail the organization's case for serving the region proposed? • Are 25% of the funds allocated for providing assistance to SDFRs? If this target cannot be met, is a detailed and reasonable justification provided? <p><u>Reporting and Evaluation</u></p> <ul style="list-style-type: none"> • Does the application include a detailed reporting and evaluation component? 	
<p>3. BUDGET</p> <ul style="list-style-type: none"> • Does the proposed budget outline all anticipated expenses? • Are the costs included in the budget for each task reasonable? • Is the Budget consistent with the Workplan? • Is the division of funds between pre- and post-award activities reasonable? 	30

Criteria	Maximum Points
Total Points	100

The CSA Technical Assistance program strives to ensure statewide distribution of TAPs to support AMMP applicants and awardees. CDFA will fund to the extent feasible, at least one project for each region noted below:

- **Northern California counties:**
Del Norte, Siskiyou, Modoc, Humboldt, Trinity, Shasta, Lassen, Tehama, Plumas, Mendocino, Glenn, Butte, Lake, Colusa, Sutter, Nevada, Yuba, Sierra, Yolo, Placer, El Dorado.
- **Central California counties:**
Sacramento, Amador, Alpine, San Joaquin, Calaveras, Stanislaus, Tuolumne, Mono, Merced, Mariposa, Madera, Fresno, Kings, Tulare, Inyo, Kern.
- **Southern California counties:**
Ventura, Los Angeles, San Bernardino, Riverside, Orange, San Diego, Imperial.
- **Central Coastal California counties:**
Sonoma, Marin, Napa, Solano, San Francisco, Contra Costa, Alameda, San Mateo, Santa Cruz, Santa Clara, San Benito, Monterey, San Luis Obispo, Santa Barbara.

In addition to criteria listed above, CDFA will prioritize funding the following:

- Proposals that will provide at least 25 percent of all technical assistance to Socially Disadvantaged Farmers and Ranchers (SDFRs).
- Proposals that will provide technical assistance to farms and ranches that are 500 acres or less.

Past performance of TAPs, if applicable, may be taken into consideration during selection. Past performance may include timely and satisfactory completion of funded activities and reporting requirements, data on meeting funding priorities, quantity, and quality of past assistance.

Notification and Feedback

All applicants will be notified regarding the status of their grant applications. Successful applicants will receive specific instructions regarding the award process, including information on invoicing and reporting requirements. Applicants not selected for funding will receive feedback regarding their applications within 60 days after receiving notification.

CDFA will post basic information on the CSA Technical Assistance website (<https://www.cdfa.ca.gov/oefi/technical/>) regarding the applications it has received at least 10 days before awarding grant funds. After projects are selected and all funds are encumbered, CDFA will post an updated list of awarded projects on the Climate Smart Agriculture Technical Assistance website. Applications will be treated in accordance with Public Records Act requirements and certain information, subject to those requirements, may be publicly disclosed.

GRANT RECIPIENT INFORMATION

Grant Agreement

After receiving notice of being selected for an award, CDFA may request additional information from the awardee as part of the grant agreement execution process. Applicants selected for award of funds will receive a Grant Agreement package with specific instructions regarding award requirements including information on project implementation and payment process. Once a Grant Agreement is executed, grant recipients can begin implementation of the project. Grant recipients are responsible for the overall management of their awarded project to ensure all project activities are completed no later than the end of the grant agreement term (anticipated for January 31, 2026).

Award Process Timeline

Grant Agreement Stage	Estimated Time for Stage Completion
Grant packet is completed – During this step, CDFA will work with awardees to get the information the state needs to execute the grant. The timeline for this step is dependent on how quickly information is provided to CDFA staff.	Variable
Grant Execution	Up to 120 days

Project Implementation

Once a Grant agreement is executed the grant recipient can begin implementation of the project if it is after or on the official project start date. During the project implementation, grant recipients must maintain frequent communication with CDFA staff about the technical assistance project.

Payment Process

CDFA will provide grant recipients with the necessary grant award and invoicing documents. Funds will be allocated on a reimbursement basis. Invoices must be submitted quarterly and include all supporting financial documentation to substantiate expenses. No more than \$100,000 may be reimbursed annually. CDFA will withhold 10 percent from the total grant award until a final report is

submitted and approved by CDFA to ensure grant recipients meet all reporting requirements. Invoicing and closeout of all project expenditures must be completed no later than 60 days after the end of the grant agreement term.

Reporting

Grant recipients must submit detailed quarterly Progress Reports to CDFA identifying tasks and activities accomplished in the reporting period. CDFA will provide a reporting template and schedule to grant recipients. Progress Reports must include, at a minimum:

- Total number of individuals assisted.
- Information of dairy and livestock operators assisted including, but not limited to, application identification number (PIN) of submitted AMMP application.
- Number of individuals assisted who belong to groups such as SDFRs, AB 1550 Priority Populations and/or farms and ranches 500 acres or less.

For auditing purposes, recipients are required to maintain detailed technical assistance records on-site.

Critical Project Review

Grant recipients must agree to a Critical Project Review and audit during the project term to verify project progress as reported in Progress Reports submitted to CDFA, including number of farmers and ranchers assisted. If it is determined by CDFA from the Critical Project Review that at that time the grant project is not meeting and is unlikely to meet certain milestones, CDFA has the right to terminate the Grant Agreement pursuant to the Terms and Conditions of the Grant Agreement. Termination may result in forfeiture by the grantee of any funds retained pursuant to 10 percent retention policy. Critical Project Review may be completed through an auditing process.

Appendix A: Preview of Application Questionnaire

APPLICANT INFORMATION

In this section, provide basic information on the organization applying for technical assistance funding and any partner organizations.

Project Title

Describe the project in 15 words or less

Name of the organization that will serve as lead for the project and will receive grant funds

Provide the legal name of the organization that will serve as lead for the project.

Lead organization's Federal Tax Identification Number

Lead organization type

Lead organization's mailing street address

Lead organization's mailing city

Lead organization's mailing zip

Lead organization's county

Legislative information: Identify your Senate and Assembly Districts

Assembly District Number

Senate District Number

Full name of the primary contact person

This is the person who will sign the grant agreement if awarded.

Title of primary contact person

Email of primary contact person

Phone number of primary contact person

Full name of secondary contact person

Provide a back-up contact or administrative contact.

Title of secondary contact person

Email of secondary contact person

Phone number of secondary contact person

Will your organization be working with a cooperating entity?

Cooperating organization name

Cooperating organization's lead contact person

Email of cooperating organization's lead person

Phone number of cooperating organization's lead person

STATEMENT OF NEED

In this section, the applicant will describe the need for technical assistance in their service area. Please limit responses to 1 to 3 paragraphs.

Which counties or geographic region will be served by the technical assistance provider?

Describe the target audience of the project, including which communities or regions will be served and the needs of that community/region. Describe in detail both the community needs and your organization's ability to address them through the AMMP program. Describe issues of local and regional urgency and demand for AMMP in the region and among priority populations.

The technical assistance program requires at least 25% of the funds will be spent to serve socially disadvantaged farmers and ranchers. Can your organization achieve this target?

Describe the plan for your organization to achieve this target.

If this target cannot be met by your organization in the region you serve, provide a justification.

STATEMENT OF QUALIFICATIONS

In this section, the applicant must provide sufficient information to demonstrate that the lead organization and all participating organizations (if any) have the

personnel, experience, knowledge, skills, time, and resources to develop and deliver the project. Please limit responses to each question to 1-3 paragraphs.

Describe the lead applicant organization's background, purpose or mission as it relates to the project and address the organization's capacity to undertake the work of the project.

Outline the organization's experience and resources available working with communities and farmers.

Briefly describe the organizations' (lead and partner) experience providing technical assistance to farmers and ranchers for CDFA's CSA programs or similar programs.

Describe the organization's experience hosting a technical workshop.

Describe the organization's experience providing one-on-one technical assistance.

Describe the organization's experience setting up and maintaining communications with ranchers/farmers.

Describe the organization's experience working with Socially Disadvantaged Farmers and Ranchers (SDFRs) and/or AB 1550 Priority Populations.

Does the organization have the ability to serve non-English speakers?

In which non-English languages can the organization provide technical assistance?

Explain how the organization is positioned to fulfil the goals of this program (AB 2377 Climate Smart Agriculture Technical Assistance). Explain in detail the organizations' stakeholder base and strategies of stakeholder engagement which will be leveraged to support CDFA's Climate Smart Agriculture Programs.

Describe how the organization is capable of handling time sensitive issues including but not limited to meeting the demands from multiple CDFA grant recipients during peak times to ensure successful project implementation (i.e., to meet the program timeline and achieve deliverables as outlined in the Program Requirements). This should include a systematic plan, list of qualified primary and alternative staff who are able to provide timely assistance to the recipients.

CLIMATE SMART AGRICULTURE PROGRAM(S)

In this section, the applicant will indicate which climate smart agriculture program they would provide technical assistance for and address questions specific to those programs. A workplan and budget will be completed and uploaded for each climate smart agriculture program.

For which CSA program(s) will the organization provide technical assistance?
(AMMP is only option; select AMMP to open)

ALTERNATIVE MANURE MANAGEMENT PROGRAM

AMMP KEY PERSONNEL - QUALIFICATIONS

In this section identify key technical assistance personnel from the lead and partner organization.

Name of lead technical assistance person(s) for AMMP

If awarded a TA grant, the name and contact information of the technical lead person will be posted on CDFR's corresponding CSA program website during the application period and implementation period as a resource for farmers and ranchers.

Email of lead technical assistance person for AMMP

Phone number of lead technical assistance person for AMMP

Describe the AMMP lead's work experience facilitating, designing and or/implementing manure management practices.

Upload the resume(s) for the AMMP technical assistance lead person(s) as a pdf or word document.

Provide a brief biography or summary of qualifications of the key personnel from lead applicant organization involved in the project. List AMMP program experience for each staff if applicable. The biography or summary of qualifications should be brief but adequate to demonstrate key personnel have knowledge and experience in the subject area of the project.

Identify and provide biography or summary of qualifications for each key personnel from each partner organization.

Provide names, contact information and summary of qualifications for each contractor.

How will this team composition and representation from within the organization(s) enable successful implementation of the proposed AMMP technical assistance workplan? Explain how various tasks will be managed and coordinated and how the project manager's technical expertise will help achieve the goals of the project. Describe previous experience of the project team with manure management practices in California.

Identify any relevant certifications that members of the organization(s) hold and indicate how these certifications might be useful.

AMMP WORKPLAN

Before completing the remaining application questions, please complete the Workplan and Budget template. You may save your work in the application portal by clicking "Save Draft".

Complete and upload the Workplan and Budget Worksheet for AMMP as an MS Excel file.

AMMP Technical Assistance Goals and Objectives

How will the project address prioritization of socially disadvantaged farmers and ranchers (SDFRs) and farms and ranches 500 acres or less?

Provide details of outreach methodologies that will be used to reach the proposed number of farmers and ranchers (dairy and livestock operators).

Estimated number of dairy and livestock operators that will be provided application assistance.

Provide an explanation for the number of dairy and livestock operators that are expected to be assisted in applying for AMMP.

Estimated number of dairy and livestock operators that will be provided implementation assistance.

Provide an explanation for the number of dairy and livestock operators that are expected to be assisted in implementation of a AMMP project.

AMMP Budget

The maximum award for providing AMMP technical assistance is \$60,000 per funding appropriation. The maximum grant request for TA funding from this technical assistance solicitation is \$120,000, including indirect.

What is the total grant request for assistance for the AMMP Solicitation funded in FY 2021-2022? This is in cell C9 of the Workplan and Budget Template "FY 21-22" tab.

What is the total grant request for assistance for the AMMP Solicitation funded in FY 2022-2023? This is in cell C9 of the Workplan and Budget Template "FY 22-23" tab.

The total Climate Smart Agriculture Technical Assistance grant request is calculated below.

Total Grant Request (auto calculation)

EVALUATION AND REPORTING

It is important that the applicant organization can accurately track personnel hours, expenses, and technical assistance activities conducted. At a minimum, awardees will report quarterly on the number of farmers assisted, number of farmers who applied for CSA programs, the number of SDFR farmers assisted, and the activities completed.

Briefly describe the system that will be used to track technical assistance activities and number of farmers and ranchers assisted, and number of SDFRs assisted.