

**California Department of Food and Agriculture  
Climate Smart Agriculture - Technical Assistance Funding  
To Support the Alternative Manure Management Program**

**Frequently Asked Questions**

**October 27, 2021**

**General Questions**

1. What is the maximum grant award per technical assistance provider?

If the organization is applying for funding to support two funding cycles of the Alternative Manure Management Program (appropriations for fiscal year 2021-2022 and fiscal year 2022-2023), they may request up to \$120,000. If an organization is applying for funding to support only one of these appropriations, they may request up to \$60,000.

2. What is the grant term?

The grant term with awarded technical assistance providers will be four years from the start date of the grant agreement. CDFA anticipates that grant agreements will begin in February 2022. Work cannot begin before the grant agreement start date.

3. How many technical assistance projects will CDFA fund from this solicitation?

AMMP, along with the Dairy Digester Research and Development Program, received \$32 million in the 2021-22 budget; and will receive \$48 million in fiscal year 2022-23. No less than 5% of the AMMP allocated funds will be used for the technical assistance program to provide technical assistance to dairy and livestock operations for four years. CDFA may award more than 5% of the total allocations for technical assistance.

**Eligibility**

1. Are universities other than the University of California Cooperative Extension eligible to apply for funding?

AB 2377 (2018) authorized the administration of this technical assistance program and specified eligible recipients as “resource conservation districts, the University of California Cooperative Extension, and nonprofit organizations”. Universities other than University of California Cooperative Extension, may be eligible in the non-profit category, if applicable, or as a collaborator with another eligible organization applies as the lead applicant.

2. Who is eligible to apply for technical assistance funding?

Resource Conservation Districts, non-profit organizations and the University of California Cooperative Extension are eligible to apply.

**Application Procedures**

1. What attachments are required to be submitted with the application?

Applicants are required to complete the online application questionnaire and to attach a Workplan and Budget Worksheet and resumes. The Workplan and Budget template can

be found on CDFA's technical assistance webpage at <https://www.cdfa.ca.gov/oefi/technical/index.html>.

2. Is an applicant able to save an application as a draft even if all the required questions are not completed?

Yes, an applicant may save their application at any time after the application is initiated. To save the application, click "Save Draft".

### **Workplan and Budget**

1. What percentage of the budget should be made available to the various technical assistance activities?

Technical assistance applicants may evaluate the need for technical assistance activities and explain objectives and associated activities in the work plan. Applicants who provide sufficiently detailed and accurate work plans and budgets will be evaluated more competitively during review. After a technical assistance grant agreement is executed there is some flexibility for line-item shifts to the budget, upon approval by CDFA.

2. How many individual farmers and ranchers are technical assistance providers expected to assist?

The applicant organization for technical assistance funding may make this estimate based upon the award cap, the organizations capacity, resources, and strategy. CDFA does not have a minimum requirement for the number of individuals that TAPS must assist.

3. What are examples of allowable costs in provision of technical assistance to applicants (pre-CSA award) and to awardees (post-CSA award)?

When providing technical assistance to AMMP *applicants* the following are examples of allowable costs: translation of materials; development of developing educational, culturally-relevant, and multi-lingual materials about AMMP practices, such as videos, illustrated guides, and training; workshop venue rental fees; design or engineering costs associated with the preparation of a AMMP application; travel associated with farm site visits; assisting AMMP applicants in obtaining required application supporting documentation; assisting applicants with obtaining bids associated with AMMP applications; training provided to AMMP applicants regarding the practices or technologies they intend to implement as part of the AMMP application.

When providing technical assistance to AMMP *awardees* the following are examples of allowable costs: time spent assisting awardees with permitting; time spent arranging for shared or rented equipment or labor necessary to complete the AMMP project; travel associated with farm visits; provision of training and in-field assistance of AMMP awardees regarding the practices or technologies they implement as part of the AMMP project; assisting AMMP awardees with reporting and invoicing procedures.

4. What are examples of unallowable costs?

The following are examples of unallowable costs: meals provided to farmers during workshops or other events; the payment of compliance fees (e.g., permitting or environmental reports) on behalf of AMMP applicants or awardees; hosting or attending field days that are not directly related to AMMP application assistance; assisting farmers and ranchers with conservation planning (e.g., Carbon Farm Plans, Conservation Plans); costs associated with site preparation in the implementation of a AMMP project; costs typically covered by a AMMP grant program.

**5. Does an organization need to provide assistance statewide?**

Organizations may work within their service area or provide assistance at the statewide level. Applicants will define their service area within the application. CDFA will consider geographic coverage of technical assistance when selecting technical assistance awards.

**6. Must an organization provide one-on-one technical assistance, or can the grant solely fund other activities (e.g. webinars, workshops, and case study development)?**

One-on-one technical assistance to farmers and ranchers is a required objective for technical assistance providers. The Workplan and Budget template provides some guidelines on which program objectives are required and which are optional. Other activities, besides one-on-one assistance are allowed, but one-on-one assistance is required.

**7. What level of expertise is expected or required for an AMMP technical lead?**

CDFA has not set minimum qualifications for technical leads. Lead individuals must demonstrate their expertise through their experience, coursework, trainings etc. to the technical reviewers of the climate smart agriculture technical assistance application.

**8. What is the allowable indirect rate?**

Non-profits and Resource Conservation Districts may claim an indirect cost rate of 20 percent of total direct costs. University of California applicants may claim the established indirect cost rate with CDFA. These indirect rates are built into the Workplan and Budget templates.

**9. If an organization is funded, but then has less requests for one-on-one technical assistance than expected and budgeted, can technical assistance funding be used for general climate smart agriculture technical assistance?**

Several optional objectives have been indicated as allowable in the Request for Grant Proposals. These optional objectives are also indicated on the Workplan and Budget template and have been included to provide flexibility to technical assistance grant awardees.