



## **State Water Efficiency and Enhancement Program**

CDFA OFFICE OF ENVIRONMENTAL FARMING & INNOVATION

# **GLENN COUNTY FARMERS + RANCHERS: Request for SWEEP Grant Applications**

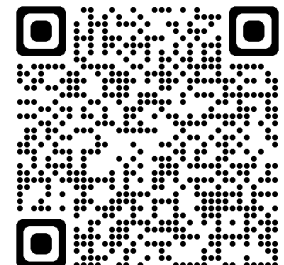
**Applications OPEN: February 16, 2024**

**Applications DUE: March 15, 2024**



**UNIVERSITY OF CALIFORNIA**  
Agriculture and Natural Resources

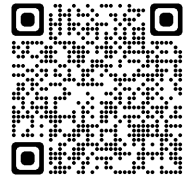
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# GLENN COUNTY FARMERS + RANCHERS: Request for SWEEP Grant Applications

## ✓ Check List

Applications OPEN: February 16, 2024  
Applications DUE: March 15, 2024  
Submit Online: [www.glenncountyrcd.org](http://www.glenncountyrcd.org)  
\$4 million available, \$1 million dedicated to self-identified SDFRs  
Competitive process, up to \$200,000 available per applicant  
Project Start Date is May 1, 2024, tentatively  
Project End Date is October 31, 2025, tentatively  
FREE application assistance available by Glenn County RCD and UCANR / UCCE-Glenn County



### Application

Online Application Submitted: \_\_\_\_\_

### Application Attachments

- Project Design
- Completed [SWEEP Irrigation Water Savings Assessment Tool \(MS excel\)](#)  
AND [GHG Calculator Tool \(MS excel\)](#) OR Report from [SWEEP Project Assessment Tool](#)
- GHG Baseline Use Documentation
  - Utility bills, actual fuel receipts, and/or field operational logs covering the previous growing or regular growing season year (12 months; e.g., January to December).
    - For projects in which irrigation is gravity-fed and there are no existing energy inputs, Glenn County RCD will require an attestation that there are no energy inputs at the project site.
  - Pump Efficiency Test(s) (pump efficiency test for current pumps within three (3) years old, pump and motor specifications for any proposed pumps)
- [Budget Worksheet](#)
- Quotes:
  - **FOR ALL MAJOR PROJECT COMPONENTS** - including itemization of all costs and labor.
  - **FOR PROPOSED RENEWABLE ENERGY:** Solar projects (required if requesting funding for a solar installation) - including itemization of all costs and labor.
- Letter of Commitment
- Landowner Permission Letter (if applicable)

### (Optional) Application Attachments

- Cost Share
- Other Supplemental Documents (e.g., irrigation training certificates)

# TABLE OF CONTENTS

✓ Check List .....	2
<b>Background and Grant Purpose .....</b>	<b>4</b>
Funding and Project Timeline .....	4
Priority Funding for Socially Disadvantaged Farmers and Ranchers (SDFRs) .....	4
Technical Assistance Resources .....	4
Eligibility and Exclusions .....	5
Timeline .....	6
Strategies for Water Savings and GHG Reductions .....	6
Water Savings .....	6
Greenhouse Gas Emission Reductions .....	7
Other Management Practices .....	8
Program Requirements .....	8
<b>How to Apply .....</b>	<b>9</b>
Application Attachments .....	9
Project Design .....	10
Water and Energy Use Calculations and Supporting Documentation .....	10
Budget Worksheet .....	12
Quotes .....	13
<b>Review Process and Notification of Application Status .....</b>	<b>14</b>
Administrative and Technical Review .....	14
Scoring Rubric .....	15
Funding Recommendations .....	16
Notification and Feedback .....	16
Disqualifications .....	16
Appeal Rights .....	17
Award and Regrets Notices .....	17
<b>Award Process .....</b>	<b>17</b>
Grant Agreement Execution .....	17
Award Timeline .....	18
Project Implementation .....	18
Payment Process .....	19
Advance Payments .....	19
Project Verification .....	19
Post-Project Requirements .....	19
Project Outcome Reporting .....	19
State Audit and Accounting Requirements .....	19
Audit Requirements .....	19
Accounting Requirements .....	20
Records Retention .....	20
<b>Appendix A: Sample Preview of Grant Application Questions .....</b>	<b>21</b>
<b>Appendix B: Letter of Commitment .....</b>	<b>32</b>
<b>Appendix C: Landowner Permission Letter (if applicable) .....</b>	<b>33</b>
<b>Appendix D: Sample Grant Agreement .....</b>	<b>Coming Soon 34</b>

## Background and Grant Purpose

The Glenn County Resource Conservation District (RCD) and its Glenn County Climate Smart Ag Committee, in partnership with University of California Agriculture and Natural Resources UC Cooperative Extension-Glenn County, are happy to announce a competitive grant application process for the State Water Efficiency and Enhancement Program (SWEET).

Funded by California Department of Food and Agriculture's (CDFA) Office of Environmental Farming and Innovation (OEFI) through the [Block Grant Pilot Program](#), this *Request for SWEET Grant Applications* is specific to those who farm and/or ranch in GLENN COUNTY, California. If not located in Glenn County, see CDFA OEFI's website for other SWEET opportunities.

Overall, SWEET's purpose is to **1) save water** and **2) reduce greenhouse gas (GHG) emissions** by providing financial 'grant' incentives to farmers and ranchers so they may invest in program practices on their agricultural operation.

## Funding and Project Timeline

- \$4 million available to Glenn County; \$1 million dedicated to self-identified SDFRs \*.
- Maximum grant award \$200,000 per applicant.
- No reimbursement of expenses incurred prior to a grant agreement.
- Project Timeline: maximum 18 months; recipients must complete projects no later than 18 months after the start of the grant agreement.
- Project Start Date is May 1, 2024, tentatively.
- Project End Date is October 31, 2025, tentatively.

\* **\$1 million in Priority Funding for Socially Disadvantaged Farmers and Ranchers (SDFRs)** – 2017 Farmer Equity Act ([AB 1348 \(Aquiar-Curry, 2017\)](#)) defines a socially disadvantaged group as:

- ✓ African Americans
- ✓ Alaskan Natives
- ✓ Asian Americans
- ✓ Hispanics
- ✓ Native Hawaiians and Pacific Islanders
- ✓ Native Indians

## Technical Assistance Resources

FREE technical assistance is available for the development and submission of a SWEET grant application, as well as help with coordinating implementation of an awarded project.

Kellie Wilson-Burt  
Program Specialist  
Glenn County RCD  
Cell: 530-701-6209  
Office: 530-934-4601 x3176  
Email: [kellie@glenncountyrcd.org](mailto:kellie@glenncountyrcd.org)

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Community Education Specialist  
UCANR / UCCE-Glenn County  
Cell: 530-517-8187  
Office: 530-865-1105  
Email: [lthmendoza@ucanr.edu](mailto:lthmendoza@ucanr.edu)

## Eligibility and Exclusions

GLENN COUNTY California farmers, ranchers and California Native American Tribes are eligible to apply.

- Applicant must be at least 18 years old.
- Applicant cannot submit more than one application with a unique user account in the application portal. Glenn County RCD will cross reference tax identification number, mailing address and contact name to ensure that an application does not receive multiple awards.
- Agricultural operation or individual cannot receive a total cumulative SWEEP award amount of more than \$600,000 since the CDFA initiated the SWEEP program in 2014. Glenn County RCD will present approved applications to CDFA who will determine the progress towards this cap using tax identification number.

SWEEP project must be on a California agricultural operation.

- For the purposes of this program, CDFA defines an agricultural operation as row, vineyard, field and tree crops, commercial nurseries, nursery stock production, and greenhouse operations producing food crops or flowers as defined in Food and Agricultural Code section 77911.
- Medical and recreational cannabis crops are not eligible for funding.
- The farm location and the business mailing address must be in California.
- Universities, research institutions, and state governmental organizations are not eligible.
- Applications may build upon a previously funded SWEEP project directly affecting the same Assessor's Parcel Numbers (APNs), but recipients may not remove project components funded by SWEEP within the previous ten (10) years.
- Recipients may combine SWEEP funds with other incentives for the same project, such as funds from the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) Environmental Quality Incentive Program (EQIP). However, recipients may not use SWEEP funds for projects and/or project components already funded by other federal or state grant programs.
- Projects must reduce on-farm irrigation water use and reduce GHG emissions.

CDFA prohibits SWEEP recipients from using grant funds to:

- Expand existing agricultural operations (producers must not use funding to convert additional new acreage to farmland).
- Install new groundwater wells or increase well depth.
- Test new technology or perform research.

*Executive Order N-6-22 – Russia Sanctions. On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law. By submitting a bid, proposal, or application, Bidder/Applicant represents that it is not a target of Economic Sanctions. Should the State determine Bidder/Applicant is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for rejection of the Bidder's/Applicant's bid/proposal/application any time prior to contract/agreement execution, or, if determined after contract/agreement execution, shall be grounds for termination by the State.*

**Timeline**

The Glenn County Resource Conservation District (RCD) and its Glenn County Climate Smart Ag Committee, in partnership with University of California Agriculture and Natural Resources, UC Cooperative Extension-Glenn County will host informational workshops in both English and Spanish throughout the application period. Technical assistance will be available during normal business hours.

<b>GLENN COUNTY: SWEEP Grant Activity</b>	<b>Tentative Timeframe</b>
Release DRAFT Request for SWEEP Grant Applications (RGA)	January 30, 2024
SWEEP & HSP Workshop – Glenn County Farm Bureau, 831 5 <sup>th</sup> Street, Orland (Español)	February 15, 2024 @ 5:30 p.m.
Programs 101 for Farmers + Ranchers Workshop – Glenn Success Square, 131 Walker Street, Orland	February 16, 2024 @ 9:00 a.m.
Grant Application OPEN	February 16, 2024
Grant Applications DUE	March 15, 2024
Administrative and Technical Review	March – April 2024
Announce and Award Grant Funding, Grant Agreement	April – May 2024
Project Start Date	May 2024 (or Upon Grant Agreement Execution Date)
Project End Date	October 2025

\*Additional workshops may be scheduled pending interest

**Strategies for Water Savings and GHG Reductions**

C DFA has identified strategies that address water conservation and GHG emission reductions from irrigation systems. Applicants should consider incorporating several strategies to achieve the required water conservation and GHG emission reductions.

**Water Savings**

**1. Tools for Irrigation Scheduling**

- Examples: use of soil moisture or plant sensors (USDA-NRCS Conservation Practice Standard (CPS) [449](#) may apply) with electronic data output, the use of weather station(s) linked to an irrigation controller to ensure efficient irrigation scheduling or the use of evapotranspiration (ET) based irrigation scheduling, such as the California Irrigation Management Information System (CIMIS) to optimize water use efficiency for crops.
- Telemetry components that allow the electronic communication between technology devices are eligible for funding through SWEEP.

- For use of ET-based irrigation scheduling, applicants should provide sufficient documentation to show that water deliveries can be made on a consistent basis to accommodate scheduling.

## **2. Irrigation System Changes**

- Examples: conversion to a more water efficient irrigation method or improvement of existing method to conserve water.
- Projects should follow USDA-NRCS CPS [441](#), [442](#), [443](#) specifications.
- CDFA encourages applicants currently utilizing surface water (e.g., canal or river water) to flood irrigate crops to maintain flood irrigation infrastructure along with proposed efficient micro / drip irrigation system(s) to facilitate groundwater recharge when surface water is available for recharge.
- Critical components of irrigation systems such as, but not limited to, flow meters, filters and pressure sensors are allowable costs.

## **Greenhouse Gas Emission Reductions**

### **1. Fuel Conversion**

- Examples: pump fuel conversion resulting in reduction of GHG emissions such as replacing a diesel pump with an electric pump and/or the installation of renewable energy.
- Renewable energy systems that power irrigation systems are eligible for SWEEP funding.

### **2. Improved Energy Efficiency of Pumps and the Addition of Variable Frequency Drives**

- Examples: retrofitting or replacing pumps or the addition of variable frequency drives to reduce energy use and match pump flow to load requirements.
- USDA NRCS CPS [372](#) or [533](#) may apply.

### **3. Low Pressure Systems**

- Examples: the conversion of a high-pressure sprinkler system to a low-pressure micro-irrigation system or lower pressure sprinkler system to reduce pumping and energy use.
- Projects should follow USDA NRCS CPS [441](#) or [442](#) specifications.

### **4. Reduced Pumping through Water Savings Strategies**

- Example: improved irrigation scheduling leading to reduced pump operation times.

### **5. Reduced Nitrous Oxide Emissions**

Nitrous oxide (N<sub>2</sub>O), a potent greenhouse gas, is released from soils due to microbial processes. In irrigated settings, N<sub>2</sub>O emissions increase because of nitrogen fertilizer applications and soil wetting. Agricultural N<sub>2</sub>O emissions may be reduced when farmers apply less fertilizer and use micro irrigation, including sub-surface irrigation. Applicants may utilize the new SWEEP calculator tool to estimate water savings and GHG emissions reductions, including N<sub>2</sub>O reductions associated with the proposed project. For more information see Greenhouse Gas Emission Documentation.

### Other Management Practices

CDFA supports innovative projects and recognizes there is variability in irrigation systems throughout California. For this reason, applicants may propose project components that do not fit into the above strategies as long as the comprehensive project will result in estimated water savings using the SWEEP quantification tools. Examples of components that CDFA may fund through SWEEP as part of a comprehensive water-saving and GHG-reducing project include:

- On-farm water storage (e.g., rainwater capture, surface water reservoir)
- Irrigation automation
- Surface water interconnection or recycled water interconnection
- Sub-surface drip irrigation including manure effluent mixing and application systems

### Program Requirements

An agricultural operation can only submit one grant application. Glenn County RCD will present approved applications to CDFA who will cross-reference tax identification number, mailing address and primary contact name to ensure only one award per applicant.

If an agricultural operation is a sole proprietorship, the applicant individual should use the last four digits of their social security number (e.g., XXX-XX-1234) as their unique business identification number in their grant application. An agricultural operation must use the operation's legal business name and associated tax identification number in the application. If selected for an award, Glenn County RCD will extend a Grant Agreement to the business name provided in the application. Glenn County RCD will not transfer awards to other business names or individuals.

Applicants must include flow meters in their proposed project or demonstrate that existing flow meters measure water use at the project site. See Project Design for more specifics on project design requirements.

Applicants must use and submit the SWEEP quantification tools/report to estimate water and GHG benefits of projects. Applicants must gather baseline information such as utility records and pump efficiency tests to complete these tools.

Glenn County RCD will require recipients to:

- Communicate with a Glenn County RCD and/or UCANR / UCCE-Glenn County staff for a **pre-project consultation** to confirm project information and discuss implementation plans. During the pre-project consultation staff may require the recipient to provide additional information on the proposed project (e.g., assessors maps, photographs of the site, or quotes).
- Complete a **post-project verification site visit** with Glenn County RCD and/or UCANR / UCCE-Glenn County staff to evaluate the completed project.
- Provide **post-project information or records** (e.g., water use, energy use, energy generation) to a Glenn County RCD and/or UCANR / UCCE-Glenn County staff to evaluate project outcomes for three years after the completion of the project.
- **Use and maintain the SWEEP project system for an expected project life of 10 years.**

See Project Implementation for more details regarding project implementation requirements.



## How to Apply

Glenn County RCD uses an online application platform, WizeHive, to receive SWEEP and Healthy Soils Program (HSP) applications. Applicants can access the application platform at the website page: <https://www.glenncountyrcd.org/cdfa-state-water-efficiency-and-enhancement-program> or scan QR Code on cover page of this document.

Applicants must **create a user profile account** to submit a grant application.

All applications, supporting documents and submissions may be subject to public disclosure through the Public Records Act.

Prior to completing the online application questionnaire, Glenn County RCD encourages applicants to gather all required information using the **Grant Application Check List** and **Appendix A: Sample Preview of Grant Application Questions** to facilitate effective and timely submission of the grant application.

### APPLICANTS MUST SUBMIT THE FOLLOWING ATTACHMENTS:

- **Project Design**
- **Completed [SWEEP Irrigation Water Savings Assessment Tool \(MS excel\)](#) AND [GHG Calculator Tool \(MS excel\)](#) OR Report from [SWEEP Project Assessment Tool](#)**
- **GHG Baseline Use Documentation**
  - Utility bills, actual fuel receipts, and/or field operational logs covering the previous growing or regular growing season year (12 months; e.g., January to December).
    - For projects in which irrigation is gravity-fed and there are no existing energy inputs, Glenn County RCD will require an attestation that there are no energy inputs at the project site.
  - Pump Efficiency Test(s) (pump efficiency test for current pumps within three (3) years old, pump and motor specifications for any proposed pumps)
- **[Budget Worksheet](#)**
- **Quotes:**
  - **FOR ALL MAJOR PROJECT COMPONENTS** - including itemization of all costs and labor.
  - **FOR PROPOSED RENEWABLE ENERGY:** Solar projects (required if requesting funding for a solar installation) - including itemization of all costs and labor.
- **Letter of Commitment**
- **Landowner Permission Letter** (if applicable)

### (Optional) Application Attachments

- Cost Share
- Other Supplemental Documents (e.g., irrigation training certificates)

As outlined under Disqualifications, Glenn County RCD will disqualify applications that are incomplete or lacking required attachments.

More details about each required attachment below.

## **PROJECT DESIGN**

Applicants must submit a project design for the proposed irrigation system. Project design costs are at the expense of the agriculture operation. Applicants may utilize commonly available mapping or imagery platforms to create a holistic project design.

Project designs must include the following:

- Labeled Assessor's Parcel Numbers (APNs)
- Schematic of the locations of proposed or improved infrastructure and technology including irrigation piping, reservoirs, pumps, and sensors
- Pertinent agronomic information, such as the crop and water source
- Location, engineering, and energy output specifications of any proposed renewable energy installations
- Location of pump and existing and/or proposed flow meters

## **WATER AND ENERGY USE CALCULATIONS AND SUPPORTING DOCUMENTATION**

Applicants must submit supporting documentation to substantiate water savings and GHG reductions calculations. Specific requirements pertaining to water and GHG documentation follow.

### **WATER USE DOCUMENTATION**

To determine the project's impact of water savings, applicants must complete one of two options:

- 1) the [SWEEP Irrigation Water Savings Assessment Tool](#) OR
- 2) the recently developed [SWEEP Project Assessment Tool](#).

In addition to completing one of the required tools and uploading the tool or output report to the application, applicants may attach supplementary information that will allow technical reviewers to refine water savings estimates.

#### **Option 1. [SWEEP Irrigation Water Savings Assessment Tool](#) (Microsoft Excel Workbook)**

Applicants will complete the "before" tab of the calculator to estimate baseline water use on the field with the current crop and irrigation practice and the "after" tab to estimate the projected water savings after project installation. The estimated water savings will be shown on the "Estimated Water Savings" tab of the calculator. Applicants must attach the completed excel to the application. **Note: The excel-based tool will not work on a Mac computer. Please use a PC to complete and upload this calculator to the application.**

#### **Option 2. [SWEEP Project Assessment Tool](#) (PAT)**

CDFA developed this spatial tool in collaboration with Colorado State University to estimate both water savings and GHG emission reductions. It includes spatial layers that are important to a SWEEP project such as soil texture, assessors' parcel numbers, and legislative district. SWEEP applicants may use the resulting map as the foundation for a SWEEP project design. Applicants will complete the tool by identifying the project location and entering critical information about crops, irrigation management and systems. Visit the tool's landing page for instructions.

## **GREENHOUSE GAS (GHG) EMISSION DOCUMENTATION**

To determine the project's impact of reduced GHG emissions, applicants must complete one of two calculations:

- 1) the [Greenhouse Gas Calculator Tool](#) OR
- 2) the [SWEET Project Assessment Tool \(PAT\)](#).

In addition to completing one of the required tools and uploading the tool or output report to the application, applicants must attach supporting documentation that will allow a technical reviewer to replicate the GHG emission calculations.

### **Option 1. [Greenhouse Gas Calculator Tool](#) (Microsoft Excel Workbook)**

CARB, in consultation with CDFA, developed this tool to estimate the potential GHG reductions from a SWEET project. All GHG benefits relate to the energy attributed to irrigation water pumping. To complete the tool, applicants must use energy records from the previous calendar year or rather a regular irrigation season (e.g., January through December) and other on-farm specifications (e.g., pump tests) to complete the calculator. Note that the estimated water savings is a required input of the CARB GHG Calculator Tool so applicants should estimate water savings using the provided tools before attempting to use the GHG Calculator Tool.

### **Option 2. [SWEET Project Assessment Tool \(PAT\)](#)**

CDFA developed this spatial tool in collaboration with Colorado State University to estimate both water savings and GHG emission reductions. In addition to calculating GHG benefits that are due to changes in energy use from irrigation pumps, this tool will estimate the N<sub>2</sub>O reductions of a project that would result from changes in crop or irrigation method. Applicants will complete the tool by identifying the project location and entering critical information about crops and irrigation systems. Depending on an applicant's existing irrigation and energy system and proposed changes, the SWEET Project Assessment Tool may calculate greater GHG benefits than the CARB GHG Calculator Tool, impacting the application score during technical review. Visit the tool's landing page for instructions.

## **Supporting Documentation for GHG Calculations**

Applicants must submit supporting documentation that relates to baseline energy use. Supporting documentation must be sufficient to allow for reviewers to replicate the GHG calculations. Glenn County RCD requires applicants to attach the following supporting documents:

- Utility bills, actual fuel receipts, and/or field operational logs covering the previous growing or regular growing season year (12 months; e.g., January to December).
  - In situations where the project involves crop rotation, applicants may provide up to three years of supporting documents to substantiate a representative baseline of energy use from pumping.
  - In situations where there are no baseline energy inputs for the project location, applicants will submit an attestation confirming that current irrigation systems have no energy inputs.
  - Documents must capture actual, not estimated or modelled, energy use information (e.g., gallons, kWh, etc.).
  - Documents must indicate a specific time period (e.g., months/dates) for the on-farm energy use. For months with no on-farm energy use, indicate "no usage" for those months during the growing season.

- Glenn County RCD defines field operational logs as on-farm data compiled during a growing season and maintained as a common business practice by the agricultural operation to capture an actual time period (e.g., months and dates) of on-farm energy use values (e.g., gallons, kWh, etc.). Glenn County RCD does not consider documents that provide estimates to be field operational logs.
- Pump and motor specifications for proposed pumps.
- Pump efficiency tests for existing pump(s) related to the project.
  - Pump efficiency tests should be no older than three (3) years.
  - If there are no existing pumps, Glenn County RCD will require applicants to attach an attestation confirming that there are no existing irrigation pumps that provide irrigation water to the location.

Applicants must describe how the on-farm energy documentation attached to their application supports the baseline GHG calculation.

### **BUDGET WORKSHEET**

Applicants must download and complete a SWEEP [Budget Worksheet](#). The Budget Worksheet includes a breakdown of grant funds budgeted for each of the categories described below and an itemization of all costs included in the proposed project. Applicants will attach the Budget Worksheet to their application in Microsoft Excel format and be consistent with the project design and application narrative. Glenn County RCD will not accept Budget Worksheets from past solicitations; all funding requests and Budget Worksheet must be current with proposed project for this grant opportunity.

### **Budget Cost Categories:**

#### **Supplies and Equipment**

Itemize the estimated purchase cost of supplies and equipment by providing a description and quantity. Supplies include all consumable materials with an acquisition cost less than \$5,000 per unit (e.g., pipes, tubing). Recipients must use supplies exclusively for the project. Equipment is an article of nonexpendable, tangible personal property with a useful life of more than two (2) years and an acquisition cost which equals or exceeds \$5,000 per unit (e.g., solar panels, irrigation pumps). Equipment must have a useful life of two (2) years or more.

#### **Labor**

Labor costs cannot exceed 25 percent (%) of the total SWEEP grant request. Recipients will cover labor costs in excess of 25 percent (%) of the total SWEEP grant with cost share funding. Applicants must estimate the cost for any work on the project performed by individuals associated with a contractor. Provide a brief description of services and the cost/hour necessary for installation (e.g., labor for electrician, concrete work).

#### **Other**

Itemize the estimated cost of any other allowable expenses not covered in the previous budget categories necessary for project implementation. Project costs typically listed under this category include, but are not limited to, permits and equipment rental.

## Allowable Costs

Applicants must itemize project costs and costs must clearly support installation or improvement of irrigation systems, including supplies, equipment, labor, and any other allowable cost necessary for project implementation. Project costs must be reasonable and consistent with costs paid for equivalent work on non-grant funded activities or for comparable work in the labor market.

Examples of allowable costs include:

- Installation of photovoltaic panels to power irrigation systems
- All components of irrigation systems
- Sensor hardware and telemetry
- Software associated with sensors and weather stations
- Flow meters
- Permits

## Unallowable Costs

Examples of unallowable costs, include:

- Project design costs (e.g., engineering)
- Costs associated with technical assistance, application assistance, consultation or project management, including drive time and fuel cost
- Post-project service charges and maintenance costs associated with the irrigation system
- Non-labor costs (e.g., management) and fees associated with project oversight
- Labor costs in excess of 25 percent (%) of the total SWEEP grant request
- Any labor provided by the applicant or applicant's employees (must categorize these costs as "in-kind" or cost share)
- Supplies and equipment costs not related to irrigation or water distribution systems
- Tools and equipment with useful life of less than two (2) years
- Costs associated with drilling of new or lowering groundwater wells
- Irrigation training courses
- Pump efficiency tests
- Purchase of trees, crops, or seeds
- Purchase of soil amendments or implementation of soil management practices
- Costs associated with installing a groundwater recharge basin

## QUOTES

### ▪ **FOR ALL MAJOR PROJECT COMPONENTS**

If the project has been quoted, copies of quotes must be provided in application for review. Include itemization of all costs and labor. Additional documentation to support budget requests is important.

### ▪ **FOR PROPOSED RENEWABLE ENERGY**

If the project involves the installation of a renewable energy system, the applicant must submit a quote to verify the system capacity (kW). The quote must itemize any tax incentives or rebates that the applicant will receive from the installation, labor and all other project items.

### **LETTER OF COMMITMENT**

Applicant must submit a letter of commitment per Glenn County RCD and CDFA requirements. See sample in **Appendix B: Letter of Commitment**.

### **LANDOWNER PERMISSION LETTER (if applicable)**

Applicant must submit a landowner permission letter if applicant is a lessee and does not own the APN(s). See sample in **Appendix C: Landowner Permission Letter (if applicable)**.

<b>Review Process and Notification of Application Status</b>
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#### **Administrative and Technical Review**

Glenn County RCD will conduct two levels of review during the grant application review process.

The **FIRST LEVEL IS AN ADMINISTRATIVE REVIEW** to determine whether application requirements were met. Is the application complete? Are all attachments complete?

The **SECOND LEVEL IS A TECHNICAL REVIEW** to evaluate the benefits of the proposed project, including the potential for the project to save water and reduce GHG emissions. The technical reviewers are invited by the Glenn County Climate Smart Ag Committee, in partnership with University of California Agriculture and Natural Resources UC Cooperative Extension-Glenn County, and will be agricultural irrigation water system specialists and experts familiar with SWEEP.

#### **Scoring Rubric**

The technical reviewer(s) will validate water and GHG calculations based upon supporting documentation and project design provided by the applicant. Reviewers will score projects based on the following rubric.

Scoring Rubric	POINTS AVAILABLE
<p><b>Quantity of Estimated Water Savings (acre-inch per acre)</b></p> <ul style="list-style-type: none"> <li>• Less than 1 = 0 points - <b>Project is Not Eligible</b></li> <li>• 1 to 4 = 6 points</li> <li>• &gt; 4 to 8 = 8 points</li> <li>• &gt; 8 to 12 = 12 points</li> <li>• &gt; 12 = 15 points</li> </ul>	15
<p><b>Quantity of Estimated GHG Reductions (MTCO<sub>2</sub>e per acre)</b></p> <ul style="list-style-type: none"> <li>• Less than 0.01 = 0 points - <b>Project is Not Eligible</b></li> <li>• 0.01 to 0.05 = 6 points</li> <li>• &gt; 0.05 to 0.1 = 8 points</li> <li>• Between 0.1 and 0.5 = 12 points</li> <li>• &gt; 0.5 = 15 points</li> </ul>	15
<p><b>Project Expected Benefits (Select up to 5)</b></p> <ul style="list-style-type: none"> <li>• <b>*Irrigation Training*</b>: The applicant has taken irrigation training within the previous 24 months = 2 points</li> <li>• <b>Energy Efficiency</b>: The project improves pump efficiency. Examples: pump retrofit, installation of VFD, replacement of pump = 2 points</li> <li>• <b>Renewable Energy</b>: The project includes installation of renewable energy = 2 points</li> <li>• <b>Protects Water Quality</b>: The project will protect water quality through improved nutrient management. Examples: sub-surface drip of manure effluent, change to more precise water application to crop = 2 points</li> <li>• <b>Water Recycling</b>: The project site will utilize recycled water = 2 points</li> <li>• <b>Air Quality</b>: The project will reduce fossil fuel combustion. Example: Conversion from fossil fuel to electricity = 2 points</li> <li>• <b>Climate &amp; Drought Adaptation</b>: The project will improve the flexibility of the irrigation system and/or improve irrigation scheduling. Examples: surface water storage or interconnect, Level 3 Irrigation Water Management (IWM), or irrigation automation = 2 points</li> <li>• <b>Small Farms and Ranches</b>: Total farm size under 250 acres = 2 points</li> <li>• <b>No previous SWEEP funded projects</b>: Agricultural operations have never received SWEEP grant funds (may be verified) = 2 points</li> </ul>	10

<p><b>Complete Application &amp; Budget</b></p> <p>Completeness:</p> <ul style="list-style-type: none"> <li>• The application and itemized budget includes <b>all</b> the major components as requested = 10 points</li> <li>• The application and itemized budget is missing one major component from the application = 8 points</li> <li>• The application and itemized budget is missing more than one major component from the application = 5 points</li> </ul> <p>Balance and Irrigation-Focus:</p> <ul style="list-style-type: none"> <li>• Renewable energy components are greater than 40% of the grant request = <b>- 5 points</b></li> <li>• Irrigation scheduling tools are greater than 40% of the grant request = <b>- 5 points</b></li> </ul>	10
<p><b>TOTAL POINTS AVAILABLE</b></p>	<p><b>50</b></p>

**\*Irrigation Training\***

Irrigation training is a critical component to irrigation management and agricultural water conservation. Glenn County RCD and its Glenn County Climate Smart Ag Committee, in partnership with University of California Agriculture and Natural Resources UC Cooperative Extension-Glenn County strongly encourages applicants to participate in an irrigation training course to maximize the benefits of a well-designed and maintained irrigation system. The scoring rubric offers applicants two points if the applicant has taken irrigation training within the previous 24 months. Applicant shall upload irrigation certificate(s) under other supplemental documents.

**Funding Recommendations**

Glenn County RCD will consider the following criteria when developing funding recommendations:

1. Score
2. Previous award status – Glenn County RCD will recommend applicants that have never been awarded a SWEEP funding grant above equally-scoring applicants that have received a previous award.
3. Socially Disadvantaged Farmers and Ranchers (SDFRs) applicants that do not receive an award in the Priority Funding for SDFRs will compete for grant funds with the non-SDFR applicants.

**Notification and Feedback**

**Disqualifications**

During the administrative review and after the due date, Glenn County RCD will disqualify applications that meet any of the following conditions:

- Incomplete grant applications: applications with one or more unanswered questions necessary for a complete administrative or technical review.
- Incomplete grant applications: applications with missing, blank, unreadable, corrupt,



or otherwise unusable attachments.

- Applications requesting funding for more than the maximum award amount.
- Applications that include activities outside the grant timeline.
- Applications with unallowable costs or activities necessary to complete the project objectives.
- Applications that do not provide primary applicant contact information in the application.
- Applications that do not comply with Eligibility or meet Program Requirements and Restrictions.
- Applications from applicants that apply more than one time during the funding cycle.

### **Appeal Rights**

Applicants can appeal to Glenn County RCD over any discretionary action within ten (10) days of receiving a notice of disqualification. The appeal must be in written form and signed by the responsible party named on the grant application, or by an agent whom the applicant has authorized in writing. It must state the grounds for the appeal and include any supporting documents and a copy of the Glenn County RCD decision being challenged. The submissions must be emailed to [hsp-sweep@glenncountyrcd.org](mailto:hsp-sweep@glenncountyrcd.org) (preferred) or mailed to the Glenn County Resource Conservation District, 132 N Enright Avenue, Suite C, Willows, CA 95988. If Glenn County RCD does not receive appeals within the time frame provided above, it will not consider the appeal. Appeal rights are only afforded to disqualifications.

### **Award and Regrets Notices**

Glenn County RCD will notify successful applicants of their grant award through email and will initiate the grant agreement execution process. At the time Glenn County RCD announces awards, Glenn County RCD will also notify unsuccessful applicants. Unsuccessful applicants may request feedback on their applications. If requested, Glenn County RCD will provide feedback within 20 business days.

## **Award Process**

### **Grant Agreement Execution**

Glenn County RCD estimates that the process of executing a grant agreement will take one month. A Glenn County RCD staff member may contact each recipient to schedule a pre-project consultation to confirm project site information and discuss implementation plans. Glenn County RCD may require applicants to provide APN map(s) of the impacted acreage, confirm the location of the project, provide photographs of the project site or provide additional information as necessary. Following finalization of the scope of work and budget, Glenn County RCD will send the recipient a Grant Agreement package with instructions regarding award requirements including information on project implementation, verification, and payment process. **See sample in Appendix D: Sample Grant Agreement.**

Award Timeline	Estimated Time for Stage Completion
<p>Glenn County RCD prepares Grant Agreement packet – During this step, Glenn County RCD staff and/or partners will work with recipients to get additional information, as needed, to execute the grant. Glenn County RCD requests a response to inquiries or documents within 5 business days.</p>	<p>Approximately 10 days</p>
<p>Grant Agreement Execution</p>	<p>Approximately 30 days</p>

**Project Implementation**

Once Glenn County RCD has fully executed the Grant Agreement, the grant recipient or awardee can begin implementation of the project if it is on or after the official project start date in the agreement. During project implementation, grant recipients must maintain frequent communication with Glenn County RCD staff about the SWEEP project. Glenn County RCD staff may regularly send emails or surveys to gauge project progress in addition to quarterly invoicing. **Recipients must be responsive. Communication is key!**

Grant recipients are responsible for the overall management of their project, ensuring all project activities, including labor associated with installation, are complete no later than January 31, 2026; however, projects should be scheduled to end by October 31, 2025. This time difference will offer a cushion for proper grant reporting requirements. For projects involving utility interconnection, recipients must take the necessary steps to begin the interconnection process quickly after execution of the Grant Agreement.

Recipients must complete all proposed activities including activities related to cost share by the end of the grant term. Awardees must contact Glenn County RCD staff for approval if any changes to the scope of work are necessary. Glenn County RCD will work with awardees through the scope of work revision process. Applicants that deviate from the approved scope of work will not be reimbursed.

The grant recipient, the grant recipient’s authorized representative or Glenn County RCD staff will initiate all communications (oral and written) related to the grant activities including reimbursements.

Recipients must install the project on the parcels (APNs) identified in the Grant Agreement’s Scope of Work. Glenn County RCD will withhold all or any portion of the grant funding or terminate the Grant Agreement if the recipient fails to install a project on the APNs identified in the scope of work.

Glenn County RCD staff may conduct an on-site visit and inspection of records, upon reasonable notice at any time during the project term. The purpose is to determine whether deliverables are being met and evaluate project progress. Glenn County RCD may require recipients to submit financial records and project documentation to ensure that Recipients use SWEEP funds in compliance with the Grant Agreement terms and conditions.

## **Payment Process**

**SWEEP is a reimbursement-based grant program.** Glenn County RCD will provide the grant recipient with the necessary grant award and invoicing documents for reimbursement process. Glenn County RCD processes reimbursements on a monthly or quarterly basis and requires supporting documentation of actual costs associated with the purchase and/or installation of project components. Glenn County RCD will withhold 10 percent (%) from the total grant award reimbursement until the verification requirement is complete and meets the expectations agreed upon in the Grant Agreement Scope of Work.

## **Advanced Payments**

If selected for funding, recipients may be eligible for an advance payment of up to 25 percent (%) of the grant award, subject to the provisions of Section 316.1 “Advance Payments” of the [California Code of Regulations, Division 1, Chapter 5](#). If appropriate justification is submitted and recipient follows grant management requirements, Glenn County RCD may issue additional advance payments in accordance with CDFA regulations.

## **Project Verification**

Following project implementation, the grant recipient must inform the assigned grant specialist that the project is complete and operational. Glenn County RCD staff or partner will then initiate the verification process. The verifier will visit the project site and inspect the completed project to ensure design specifications were met and the system is working effectively. In addition, the verifier will take photographs to document project completion. The grant recipient or a documented authorized representative of the agricultural operation must be present during the time of verification. Glenn County RCD must complete the project verification by March 31, 2026. Recipients must allow sufficient time for verification.

## **Post-Project Requirements**

### **Project Outcome Reporting**

Glenn County RCD requires all recipients to maintain documentation related to the funded project, including energy and water use documentation and to be responsive to requests for information about the project. In the three (3) years after project completion, Glenn County RCD / CDFA may request information about the use and maintenance of the project and may request water and energy records associated with the project site.

Glenn County RCD will consider failure to provide project-related documentation to SWEEP staff or Glenn County RCD designee as non-performance. In the event of non-performance, Glenn County RCD may take any action deemed necessary to recover all or any portion of the grant funding and may deny eligibility for future funding.

### **State Audit and Accounting Requirements**

In addition to SWEEP program requirements, awarded projects may be subject to State Audit and Accounting Requirements listed below.

### **Audit Requirements**

Projects are subject to audit by the State annually and for three (3) years following the final payment of grant funds. If the project is selected for audit, Glenn County RCD and/or CDFA will contact the recipient in advance of audit-related requests or visits. The audit shall include all books, papers, accounts, documents, or other records of recipient, as they relate to the project. The recipient must make available all project

expenditure documentation for an audit, whether paid with grant funds or other funds.

The recipient must have project records, including source documents and evidence of payment, readily available and must provide an employee with knowledge of the project to assist the auditor. The Grantee must provide a copy of any document, paper, record, etc., requested by the auditor.

### **Accounting Requirements**

The recipient must maintain an accounting system that will:

- Accurately reflect fiscal transactions and has the necessary controls and safeguards in place.
- Provides a good audit trail, including original source documents such as purchase orders, receipts, progress payments, invoices, employee paystubs and timecards, evidence of payment, etc.
- Provides accounting data so the total cost of each individual project can be readily determined.

### **Records Retention**

Recipients must retain records for a period of three (3) years after final payment and at least one year following an audit.

*Let it be acknowledged this project is being funded through a CDFA OEFI SWEEP Block Grant Pilot Program. Glenn County RCD is required to meet its Grant Agreement with CDFA OEFI; therefore, should at any time modifications need to be made throughout the term of this project to produce an efficient and effective program while meeting Grant Agreement requirements, Glenn County RCD will provide proper notification to those who have expressed interested in applying for SWEEP as well as post the modifications to its SWEEP website page.*

## Appendix A: Sample Preview of Grant Application Questions

GLENN COUNTY

### Applicant's Tax Identification Number

Applicants need to provide their tax identification number in the form of either their SSN or FEIN number for an agreement to be setup with an awarded entity. As a reminder, an organization/individual can only apply one time per funding cycle for an award. Entities that apply more than once will be automatically disqualified. Glenn County RCD will not be gathering information about income or tax returns, but in order to establish a grant with an agricultural operation, Glenn County RCD require applicants to provide either the last four digits of the individual SSN or the Federal Employer Identification Number.

### What type of tax identification number will be used when applying for this grant?

(Social Security Number (SSN) or Federal Employer Identification Number (FEIN))

**What is the name that matches the identification number? Use your full legal name if using your SSN** (Ensure that the name exactly matches any tax documentation)

### Physical Mailing Address

City

State (Project must be located in California)

CA

Zip code

### Identify your Secretary of State (SOS)

This number can be found by selecting this link [California Secretary of State Business Search](#)

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Contact Information

**First name of primary contact person** - This the person/applicant who would sign a grant Agreement if the project were selected for funding.

**Last name of the primary contact person**

**Mailing Address**

**Phone number**

**Email address**

### Has the applicant served on active duty in the U.S. Armed Forces, Reserves, or National Guard?

\$1 million in Priority Funding for Socially Disadvantaged Farmers and Ranchers (SDFRs) – 2017 Farmer Equity Act ([AB 1348 \(Aguiar-Curry, 2017\)](#)) defines a socially disadvantaged group as:

- ✓ African Americans
- ✓ Alaskan Natives
- ✓ Asian Americans
- ✓ Hispanics
- ✓ Native Hawaiians and Pacific Islanders
- ✓ Native Indians

Do you identify as an SDFR? Yes or No

Is the primary contact the same individual who will be the day-to-day contact and/or project manager? If not, please include the day to day contact as the alternative contact.

**First name of alternative contact**  
**Last name of alternative contact**  
**Role of alternative contact**  
**Mailing address**  
**Phone number**  
**E mail address**

**List any additional contacts names, role, email and phone number**

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Proposed Project Location

**List the Assessor's Parcel Number(s) where the project would be installed \* Address or nearest cross street(s) of project site(s) \***

**City**

**Zip Code**

**Provide a single representative GPS waypoint in decimal degree format. Example: xx.xxxxx, -xxx.xxxxx**  
**(<https://www.google.com/maps/> and right click on the field to obtain latitude and longitude)**

<https://www.google.com/maps/>

**Representative GPS Coordinates**

**Has an APN included in this list been previously funded by SWEEP? Yes or No**

**Yes - Identify the APN previously funded and the SWEEP agreement number associated with the project.**

**Legislative Information: Identify the California Senate and Assembly Districts for the project location. Click to find the districts. <https://findyourrep.legislature.ca.gov/>**

**Assembly District Number (Number only)**

**Senate District Number (Number only)**

**What is the total acreage farmed by the applicant organization or sole proprietor?**

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Previously Funded

**Has the applicant previously been funded by SWEEP? Yes or No**

Identify the agreement numbers and the amount awarded from the previously funded projects.

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Current Irrigation System and Practice

The questions in this section apply to the current irrigation and/or distribution system where the proposed project will take place. The purpose of this section is to understand an applicant's current irrigation infrastructure and water use system.

**Describe in detail the current water use system and the associated energy sources at the site where the proposed project would be implemented. At a minimum, applicants should address the current crop, irrigation type, irrigation management practices, horsepower of pump(s) and fuel type.**

**What is the current irrigation system type:**

- Surface/flood irrigation
- Hand-moved sprinklers
- Solid set sprinklers
- Micro sprinklers
- Drip irrigation
- Sub surface drip irrigation
- Center pivot
- Other, Describe "Other"

**Indicate if the property location(s) water source is surface water (i.e., water delivered to the property) or groundwater pumped from on-farm wells. If the property utilizes both surface water and groundwater, provide an estimate of the percentage from both sources (Example: surface water 50%, groundwater 50%).**

- Ground Water
- Surface Water
- Combination of Both

**What is the ratio of ground water and surface water on a normal year? (Example: 50/50)**

**Is current water use from all sources measured either by flow meters on the farm or by the water supplier? Yes or No**

**Explain the current method for measuring water supply.**

**List current crop(s) and corresponding acreage that would be impacted by the proposed SWEEP project. If crops are in rotation, list the primary crops which are present during the irrigation season (Example: Alfalfa: 40 acres, Lettuce, Carrot, Cauliflower: 20 acres)**

**Current Crop(s) on the proposed acreage.**

**Corresponding acreage of each crop type.**

**Total acreage for the proposed project (a total of the crops' acreages).**

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Project Proposal

**Provide a concise project description. The project description should summarize the existing irrigation system, the main irrigation system improvements that will be installed with the proposed project, the existing and future crop, the acreage impacted by the project, and relevant pump information (including HP and energy conversions). The description should be written in third person and emphasize the planned upgrades. This description may be posted on website before awards are announced and used to provide reporting to CDFA. Do not include the estimated water savings or GHG reductions.**

Project Description

**Is the project acreage undergoing a crop conversion?**

- Yes - Crop Conversion
- No

**What are the anticipated new crop(s) and corresponding acreage.**

## Water Savings and GHG Reduction Strategies and Components

The questions in this section apply to the SWEEP project components. Indicate project components that would be incorporated as part of the SWEEP project. Do not indicate a project component if it is already the current practice at the project site.

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### Water Conservation Strategies

**Does the project involve installing irrigation scheduling sensors or tools?** Yes or No

Examples include the use of soil moisture or plant sensors, the use of electronic data output and telemetry, and the use of weather station(s), the use of evapotranspiration (ET) based irrigation scheduling, or the California Irrigation Management Information System (CIMIS) to optimize irrigation timing. The use of an on-farm irrigation automation system for scheduling irrigation is allowable and should be described here if funding for automation is sought.

**Describe the irrigation scheduling tools.**

**Identify the number of soil moisture stations proposed to be installed.**

**Identify the number of flow meters proposed to be installed.**

**Identify the number of ET/Weather stations proposed to be installed.**

**Does the project include the use of wireless communication/telemetry for the irrigation water management system?** Yes or No

**Does the project involve the installation of an automated irrigation system? This can include automated valves or gates that can be disabled remotely.** Yes or No

**Describe the automated irrigation system including details of what components are involved.**

**Does the project involve a change of or improvement to the irrigation method?** Yes or No

Examples include the conversion to a more water efficient irrigation method or improvement of existing method to conserve water. On-farm practices such as adding/repairing a pipeline, lining water ways or outlets, and installing drip line or other forms of irrigation line are allowable.

**Describe the irrigation method changes.**

**Which type of irrigation method is proposed?**

- Flood irrigation
- Solid set sprinklers
- Micro sprinklers
- Drip irrigation
- Sub surface drip irrigation
- Center pivot
- Other, Describe "Other"

**Does the project involve a change or improvement to the irrigation infrastructure?** Yes or No



Examples include land leveling, increasing flow rates, replacing or installing on farm water delivery gates, and installing a tail water recovery system.

**Describe the changes to irrigation infrastructure.**

**Does the project protect water quality by improving nutrient management?** Yes or No

**Describe how the project will protect water quality by improving nutrient management.**

**Does the project utilize recycled water?** Yes or No

**Describe how the project will utilize recycled water.**

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Energy Use Reductions or Installation of Renewable Energy

**Does the project involve a fuel conversion and/or the installation of renewable energy?** Yes or No

**The conversion of a fossil fuel pump to solar, wind, electric, or natural gas that will not result in an increase in GHG emissions. Renewable energy installation, including solar, installations that power irrigation systems are allowable costs. Describe fuel conversion.**

**Will the project involve installing on farm renewable energy?**

On-farm renewables

No renewables

**What is the proposed size of the on-farm renewable energy system? (kW)**

**What is the anticipated yearly energy generation of the renewable energy system?**

**Add solar quote (A quote is required if proposing installing a solar array)**

**Does the project involve improving the energy efficiency of pumps or adding variable frequency drives (VFDs)?** Yes or No

Examples include retrofitting or replacing pumps and the use of variable frequency drives to reduce energy use and match pump flow to load requirements. NRCS Conservation Practice Standard 372 or 533 may apply.

**Describe energy efficiency improvements.**

**If installing VFD(s), how many will be installed?**

**Does the project involve converting from a higher-pressure irrigation system to a lower pressure irrigation system?** Yes or No

**Use of low-pressure irrigation systems to reduce pumping and energy use. For example, the conversion of a high-pressure sprinkler system to a low-pressure micro-irrigation system or lower pressure sprinkler system. NRCS Conservation Practice 441 or 442**

**Describe the lower pressure system.**

**Does the project result in reduced water pumping through the water savings strategies indicated above?** Yes or No

For example, improved irrigation scheduling may lead to reduced pump operation times.

**Describe reduced pumping.**

Management Practices

**Does the project involve other management practices or technologies that are not described in the previous categories?**

Yes or No

For projects implementing any other management practices that result in water savings or a decrease in on-farm GHG emissions.

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Describe other management practices.

**SWEEP Water Savings Estimates and Greenhouse Gas (GHG) Reductions Estimates**

CDFA requires that each proposed project use the tools developed to estimate water savings and GHG reductions associated with the implementation of the proposed project. CDFA and its partners have worked to create two different pathways to estimate these numbers.

Option 1:

Use the Microsoft Excel Workbooks to estimate the water savings and GHG reductions from this proposed project. An applicant will need to download, complete, save, and upload the following tools with the supporting documentation:

**SWEEP Irrigation Water Savings Assessment Tool**

**CARB GHG Calculator Tool**

Option 2:

Use the online SWEEP Project Assessment Tool (PAT). An applicant will need to complete the online tool, save the results, and upload the files to this application. Additionally, all supporting documentation will need to be included in the application. Applicants will complete the tool by identifying the project location and entering critical information about crops and irrigation systems. Depending on an applicants existing irrigation and energy system and proposed changes, the SWEEP Project Assessment Tool may calculate greater GHG benefits than the CARB GHG Calculator Tool, impacting the application score during technical review.

**The SWEEP Project Assessment Tool Water and GHG Tools**

**Which method of water and GHG assessment will be provided?**

**Option 1: Excel-Based Water and GHG Calculator Tools**

**Option 2: Web-Based SWEEP Project Assessment Tool**

Option 1: Using the Microsoft Excel-based tools for water savings and GHG reduction estimates.  
The applicant will need to download, complete, and upload the following excel files.

SWEEP Irrigation Water Savings Assessment Tool:

Download, complete and save the SWEEP Irrigation Water Savings Assessment Tool from the SWEEP website. Please provide outputs of the calculator here and upload the completed tool.

SWEEP Irrigation Water Savings Assessment Tool

To determine soil characteristics use the link: <https://casoilresource.lawr.ucdavis.edu/gmap/>

To determine baseline, township, and range use the link below and enable Public Lands Survey System (PLSS) map layer in the geolocation references(Humboldt (H), Mount Diablo (M), San Bernardino (S)):

<https://apps.wildlife.ca.gov/bios6/>

CARB GHG Calculator Tool:

Download, complete and save the CARB GHG Calculator Tool from the SWEEP website. Please provide outputs of the calculator here and upload the completed tool.

CARB GHG Calculator Tool

To complete the tool an applicant will need the following items:

A recent overall pumping efficiency test

One year of utility/energy records

A completed SWEEP Irrigation Water Savings Assessment Tool

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SWEEP Irrigation Water Savings Assessment Tool

**What is the baseline water use (acre-inches/acre) from the SWEEP Irrigation Water Savings Assessment Tool, located in cell F3 of the "Water Savings Estimate" tab?**

**What is the estimated "after" scenario water use (acre-inch/acre) from the SWEEP Irrigation Water Savings Assessment Tool, located in cell F4?**

**What is the estimated water savings (acre-inches/acre) from the project, located in cell F5?**

**Upload Water Savings Assessment Tool Upload.**

Note: You cannot upload a macro enabled excel file. If needed, convert file to an .xlsx file and verify that the information is retained before uploading.

**Are there any further comments or clarifications regarding the supporting water documentation or calculations? Yes or No**

**Indicate the estimated greenhouse gas emission reductions per acre from the project (Tonnes of CO2 equivalent/acre), located in cell B16 of the "Summary" tab of the CARB GHG Calculator Tool.**

## **Upload the CARB GHG Calculator**

Reminder: Applicants are required to attach the completed CARB GHG Calculator Tool, the SWEEP Irrigation Water Savings Assessment Tool, and all supporting on-farm documents that were used to provide inputs to the CARB GHG Calculator Tool such as pump efficiency tests, pump specifications, fuel invoices, electric bills, etc. You will be able to attach these files below

## **Option 2: Web-Based SWEEP Project Assessment Tool**

CDFA developed this spatial tool in collaboration with Colorado State University to estimate both water savings and GHG emission reductions. In addition to calculating GHG benefits that are due to changes in energy use from irrigation pumps, this tool will estimate the N<sub>2</sub>O reductions of a project that would result from changes in crop or irrigation method. Applicants will complete the tool by identifying the project location and entering critical information about crops and irrigation systems. Depending on an applicants existing irrigation and energy system and proposed changes, the SWEEP Project Assessment Tool may calculate greater GHG benefits than the CARB GHG Calculator Tool, impacting the application score during technical review. Detailed instructions can be found at the tool's landing page.

## **The SWEEP Project Assessment Tool**

Once the tool has been completed the user can download three reports, which will need to be uploaded to this application. The reports can be downloaded by clicking the three blue buttons at the top of the "SWEEP Reports" page:

### **Report Map**

#### **Project File**

At the top of the report, in the purple section labeled "Total Greenhouse Gas Emission Reductions for Proposed Project" section include the following

**Input the "Total GHG Benefits per Growing Season" from the report**

**Input the "N<sub>2</sub>O GHG Benefits per Growing Season" from the report**

**Input the "Pumping GHG Benefits per Growing Season" from the report**

**Input the "GHG Benefits per Acre-Year" from the report**

At the bottom of the report, in the blue section labeled "Annual Irrigation Water Savings from Irrigation System Enhancements in Proposed Project" section include the following

**Input the "Total Acres" from the report**

**Input the "Total Before Water Use (ac-in/ac)" from the report**

**Input the "Total After Water Use (ac-in/ac)" from the report**

**Input the "Total Water Savings (ac-in/ac)" from the report**

At the top of the report there are three blue buttons to download your three reports.

They are labeled "Download Report", "Download Map", and "Download Project File"

**Attach the Download Report that is labeled "SWEEP Report"**

**(Optional) Attach the Download Map report**

**Attach the Download Project File report that is labeled based off the date it was generated. It is a .txt file**

**(Optional) Do you have any constructive feedback on the usability of the new tool?**

Yes

No

**Are there any permits needed to complete the proposed project? Yes or No**

**Describe the anticipated permits**

Note: The online SWEEP Project Assessment Tool does create a map of the field site location(s) when the user is generating reports. A user could use this a base map to build upon when creating a project design. However, the map generated by the Project Assessment Tool does not provide sufficient detail that is required when creating a project design. The project design would also need to include other details such as the APN numbers, where proposed items are expected to be place (including but not limited to soil moisture stations, weather stations, flow meters, VFD, filtration station, renewable energy, pump plant location, and other critical project components).

### **Upload the Project Design**

At a minimum the project design should include the APN number, location of critical project components, etc.

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On-Farm GHG Statements and Documentation

**Does the current irrigation system require energy to operate?** Yes or No

**Describe on-farm energy use associated with irrigation.**

**How many pumps are currently associated with this project? What is the HP of this/these pump(s)?**

**Provide a pump efficiency test for each pump associated with this project. What is the current fuel type?**

Electricity (kWh/yr)

Diesel (gallons/yr)

Motor gasoline (gallons/yr)

Biodiesel/renewable diesel (gallons/yr) Natural gas (scf/yr)

Renewable (kwh/yr)

**How many kWh were used in the last calendar year for the pump(s) that support the irrigation on the project fields?**

**How many diesel gallons were used in the last calendar year for the pump(s) that support the irrigation on the project fields?**

**How many gasoline gallons were used in the last calendar year for the pump(s) that support the irrigation on the project fields?**

**How many biodiesel gallons were used in the last calendar year for the pump(s) that support the irrigation on the project fields?**

**How many natural gas square cubic feet (scf) were used in the last calendar year for the pump(s) that support the irrigation on the project fields?**

**How many renewable electricity kWh were used in the last calendar year for the pump(s) that support the irrigation on the project fields?**

**Provide supporting documentation/energy records.**

Additional supporting documentation, if needed.

**Describe how the project does not currently require energy use for irrigating.**

**Will the proposal result in any on farm energy use associated with irrigation after the project is complete?**

Yes No

**What will the proposed fuel type be?**

Electricity

Diesel

Motor gasoline Biodiesel/Renewable diesel

Natural gas

On-farm produced renewable

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Budget

**Download, complete and save the new 2023 budget worksheet template. Items are divided into irrigation improvements, irrigation water management equipment, pump and energy equipment, renewable energy equipment, and other management practices. Labor cannot exceed 25% of the total grant request. Matching funds are encouraged but not required. Review the request for grant application document for a list of unallowable costs. Older budget formats will not be accepted.**

**What is the total grant request? This is the amount requested from Glenn County RCD / CDFRA and should match what is on the attached CDFRA budget in cell H2.**

**What is the matching funds amount that is contributed by the applicant and that matches the budget in cell H3?**

Attach The Project's Completed Budget Worksheet

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Additional Attachments

**(Optional) This is where the applicant can attach quotes, additional water and energy use data, and/or any additional considerations. You may attach multiple files in this field, but each item will need to be briefly described.**

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Project Duration, Acknowledgement and Commitment

**If awarded a SWEEP grant by Glenn County RCD, applicant agrees to commit to implementing the project per Grant Agreement once executed. Should modifications be needed, applicant will communicate to Glenn County RCD PRIOR to implementation of any modifications. Yes or No**

The maximum grant duration for a proposed project is 18 months. Grant funds cannot be expended before the project start date and a grant agreement has been fully executed. Does the applicant acknowledge that the project will be completed within the grant term? Yes or No

A subset of awarded projects will be required to provide water and energy use records to Glenn County RCD / CDFA for three calendar years after the project has been installed. Does the applicant agree to provide these records upon request if the project is selected for an award? Yes or No

Would you be willing to have your project highlighted/showcased on CDFA's website or other outreach materials? Glenn County RCD would first notify you and seek additional consent before showcasing any individual project  
Yes or No

Will the applicant agree to take irrigation training as part of the grant agreement? The training will need to be completed within the grant term. Yes or No

Did the applicant receive any technical assistance in completing the application? Yes or No

**Check the boxes for all technical assistance that was provided:**

Non-Profit

University

Resource Conservation District (RCD)

Workshop

Irrigation company/vendor

Other

Please name the organization that provided the majority of the assistance?

What is the name of the individual that provided the majority of the assistance?

Glenn County RCD will limit applicants to submitting one application to this solicitation. Does the applicant acknowledge that they have applied only once?

Yes - there is only one application.

No - I have applied multiple times and will be excluded from this round of funding.

The information in this application is true and current to the best of my knowledge. Yes or No

Please type your name

**Appendix B: Letter of Commitment**

LETTER OF COMMITMENT

*All applicants shall complete the letter of commitment section below and upload it as an attachment to the application.*

To Whom It May Concern,

This letter is to confirm that I, \_\_\_\_\_(Name),  
commit to implementing an on-farm project as a Grant Beneficiary (if awarded) for the CDFA  
SWEEP Block Grant Pilot Program - GLENN COUNTY.

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Printed Name of  
Primary Applicant / Grant Beneficiary

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Signature of  
Primary Applicant / Grant Beneficiary

---

Date



**Appendix C: Landowner Permission Letter (if applicable)**

**LANDOWNER PERMISSION LETTER**

*This letter is to be completed only if the on-farm project is implemented on leased land. To complete, please have the landowner complete the indicated sections below.*

This letter is to confirm that I, **INSERT LANDOWNER FULL NAME**, landowner of **INSERT APN(S) APPLIED ON THE APPLICATION ONLY**, give my approval for SWEEP **APPLICANT NAME** to implement their CDFA SWEEP Block Grant Pilot Program-GLENN COUNTY project. I certify that the lessee will have control of the property for the full project term. If selected for funding, the project proposes to implement SWEEP management practices on **INSERT # ACRES** at **THIS LOCATION ADDRESS**. I hereby acknowledge that the proposed project does not violate the terms of the lease agreement.

\_\_\_\_\_  
Printed Name of  
Landowner

\_\_\_\_\_  
Printed Name of  
Primary Applicant / Grant Beneficiary

\_\_\_\_\_  
Signature of  
Landowner

\_\_\_\_\_  
Signature of  
Primary Applicant / Grant Beneficiary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Appendix D: Sample Grant Agreement**

Coming Soon!