

California Underserved and Small Producers Program

APPLICATION

Must be completed using 12-point font and not to exceed five pages excluding the budget narrative.

Cover Page:

APPLICANT INFORMATION (MUST BE COMPLETE)

APPLICANT ORGANIZATION:

REGISTERED 501c3:

APPLICANT ADDRESS:

POINT OF CONTACT: (FULL NAME,TITLE, PHONE NUMBER and EMAIL)

California Underserved and Small Producers Program

PART 1: Technical Assistance for Underserved Farmers and Ranchers

Project Title:

Provide a clear and concise project title in 15 words or less.

[Click here to enter text.](#)

Executive Summary:

Provide a summary of the project using non-technical language, not to exceed 200 words that includes a description of the project and overall goal. The Economic Recovery Technical Assistance (TA) Grant is designed to facilitate technical assistance to individual small-scale and socially disadvantaged farmers and ranchers who need assistance with applying for economic relief grant programs and assistance with business planning and marketing strategies in response to COVID-19.

[Click here to enter text.](#)

Program Description:

Describe current activities underway, and how this project funding would supplement or increase capacity for existing activities and technical assistance. If applicable, indicate other state and federal economic relief programs that your organization has helped farmers and ranchers apply for in 2020.

[Click here to enter text.](#)

Describe the types of activities, outreach strategy and anticipated impacts for farmers and ranchers, based on existing need or outcomes of current technical assistance program.

[Click here to enter text.](#)

Describe plan for improving access to programs for farmers and ranchers with limited English proficiency, and/or staff capacity or experience with outreach in languages other than English. If applicable, list strategies that will ensure farmers and ranchers who do not speak English will have access to the TA activities.

[Click here to enter text.](#)

Statement of Needs/Location of Project:

Describe the target audience of the project. All of the following must be addressed:

- a. Identify the communities or regions that will be served and the needs of each.
[Click here to enter text.](#)
- b. Describe the intended geographical reach of the program. Include counties, regions, or statewide focus.
[Click here to enter text.](#)
- c. Describe in detail both the community needs and your organization's ability to address them through this program. Describe issues of local and regional urgency and demand in the region and among priority populations.
[Click here to enter text.](#)

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Project Goals and Intended Outcomes

List the project goals and intended outcomes. Outcomes should describe what specific changes or results are expected as a result of the project. In summarizing the need for the project, consider the Request for Proposal (RFP) priorities: Socially Disadvantaged Farmers and Ranchers (SDFRs), farms of 100 acres or less, ranches of 500 acres or less and explain how the project will address those priorities.

All of the following must be addressed:

- a. Indicate number of farmers expected to be reached through the project.
Click here to enter text.
- b. Detail outreach methodologies that will be used to reach the proposed number of farmers and ranchers. Include key collaboration partners.
Click here to enter text.
- c. Describe the steps that will be taken if the proposed target is not met.
Click here to enter text.

Project Activities and Timeline

Fill out the provided table below. Describe the activities necessary to accomplish project goals. Include project activities that support the goals of the project and person(s) responsible for performing the activity. Provide timelines (mm/yy) for accomplishing each activity.

Only include grant-funded activities occurring during the grant period (June 2021-March 31, 2023).

Project Activity	Performed by	Timeline (mm/yy - mm/yy)

Evaluation and Reporting

It is important that the applicant organization can accurately keep track of the activities conducted, the numbers of producers and the numbers of SDFR's reached. Briefly describe the internal system you will use to track technical assistance activities and the number of producers and SDFR's that you serve with this project.

Project Oversight:

Describe the oversight practices that provide sufficient knowledge of all program activities to ensure proper and efficient administration of the project.

- a. Identify the Project Director and Co-Project Director;

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Click here to enter text.

- b. [List oversight practices and activities.](#)

Click here to enter text.

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Part 2: Direct Grant Assistance for Underserved Farmers and Ranchers (Optional)

This section of the application is for applicants who would like to apply to distribute grant funds directly to farmers and ranchers. This section is optional and will not affect applicant's eligibility from Part 1. Applicants applying to Part 2 must have a current farmer/rancher grant program in place, or the capacity and staff to administer the program. Applicants must also agree to funding terms and conditions

All questions must have a response.

- 1) Is your organization interested in applying to be a regional grant hub to administer and distribute direct economic relief grants to farmers and ranchers in your region?
Yes or No.
- 2) If YES to question 1 above, describe existing economic relief grant program that your organization has in place to serve farmers and ranchers. Include program description, award criteria, number of grants awarded, and amount of awards. Include link to website if applicable and a copy of the farmer grant application. How would the funds be distributed within this program?
Click here to enter text.
- 3) List at least two (2) other organizations in your organization's region who would assist with outreach to inform farmers/ranchers about this grant opportunity.
Click here to enter text.
- 4) If selected to administer a small grant program, how would your organization ensure the needs of the most vulnerable and historically underserved farmers are met through this funding?
Click here to enter text.
- 5) If selected to administer funding as a small grant program, describe how your organization would ensure a timely distribution of funds to farmers and a process of accountability?
Click here to enter text.
- 6) Explain how your organization plans to absorb administrative costs associated with Part 2 so that 100% of the funding goes directly to farmers and ranchers. There must not be any fees for farmers/ranchers to apply for the funding. A portion of Part 1 funds can be directed towards overhead and administrative costs.
Click here to enter text.