



## Sustainable Farms and Fields Application Information

The application for Sustainable Farms and Fields (SFF) occurs within Formstack. The link to application materials will be placed on the website when the application is open. This document is intended to help prospective applicants prepare their applications by providing questions that will be asked in the application form. **Note that all questions are included here, but which questions apply to an application will depend on the category of project.** Note also that additional questions may be added at SCC's discretion beyond those provided here.

### Additional notes:

- The maximum cost share per landowner or operator per fiscal year is \$100K (across all SCC programs) unless a waiver is provided by the SCC Executive Director or delegate.
- No more than 20% of the total annual SFF funds may be awarded to any single grant applicant.
- See [programmatic guidelines](#) and [prioritization metrics](#) for more information.
- SFF funding is open to conservation districts (CD) and other public entities only. Interested producers should reach out to their CD, WSU Extension Office, or local climate-smart government program.
- Please note that SFF funds can be used as match for other funding sources; however, SFF cannot be used to implement the same practice on the same parcel if the producer is already receiving funds to serve that same purpose.
- This request for applications is exempt from the state competitive bidding process per RCW 39.26.125(10) [RCW 39.26.125: Competitive solicitation—Exceptions](#).
- To help applicants decide whether a project fits best as a cost-share, materials/supplies, or demonstration (Type A or B), please consult the [SFF Decision Tree](#).
- If you have any questions or concerns, email the SFF Program Manager, Karen Hills at [khills@scc.wa.gov](mailto:khills@scc.wa.gov).

### Application examples:

Please find below links to previously funded Sustainable Farms and Fields project descriptions and budget narratives that provide examples the level of detail expected from applicants.

[Pollinator/Cover Crop Project Description](#)

[Pollinator/Cover Crop Budget Narrative](#)

[Swan's Trail Slough Agroforestry Project Description](#)

[Swan's Trail Slough Agroforestry Budget](#)

[Swan's Trail Slough Agroforestry Budget Justification](#)

# Basic Information Questions

- Organization
- Name (All contact information collected is for the Project Manager)
- Phone
- Address
- Email
- County/Counties served
- Agricultural land type (if known)
  - ☐ Cropland
  - ☐ Dairy/Livestock
  - ☐ Rangeland
  - ☐ Tideland
  - ☐ Other:
- Commodities supported (if known)
  - ☐ Berries
  - ☐ Cereal grain – irrigated
  - ☐ Cereal grain – dryland
  - ☐ Hay/Silage
  - ☐ Orchard/Vineyard
  - ☐ Vegetable/Herb
  - ☐ Dairy
  - ☐ Livestock
  - ☐ Shellfish/Aquaculture
  - ☐ Other
- Farm size(s) (if known)
- Diversity, Equity and Inclusion: If your proposed project supports historically underserved farmers, including Black, Indigenous, people of color, low-income, first-time, women and veteran farmers, please describe how.
- Partnerships - Please list any other organizations that will be partners in the project.

- Is this expanding an existing project? If yes, explain.
- Total amount requested:
- Please attach a detailed description of the project, including anticipated timeline of project activities. Links to examples of project descriptions showing the level of detail sought are provided at the top of the application form.
- Please attach a detailed budget justification for the requested funds, detailing anticipated costs including staff time (where applicable), cost-share rates (where applicable), and any additional funding sources that will be used for the project. Links to examples of project budget justifications showing the level of detail sought are provided at the top of the application form.
- Is this a Technical Assistance Only project? (No BMPs implemented as part of project?)
  - ☐ Yes
  - ☐ No
- Which funding category are you applying for? (Check all that apply)
  - ☐ Cost-share projects
  - ☐ Materials/Supplies
  - ☐ Equipment sharing purchase
  - ☐ Demonstration

\*Note that technical assistance needed to implement projects for cost share, materials/supplies, equipment sharing, and demonstration projects can be included as part of those projects.

# Project Specific Questions

Each section has questions that apply to specific project categories: Technical Assistance, Cost Share, Materials/Supplies, Equipment Sharing, and Demonstration. Please fill out the section that fits your project type.

## Technical Assistance (TA)

(These questions apply to the Technical Assistance category)

- How will Technical Assistance be provided?
  - ☐ Existing list of producers requesting climate-smart TA
  - ☐ Staff will reach out to producers to offer climate-smart TA
  - ☐ Other:
- Anticipated number of producers receiving technical assistance?
- If the applicant is not a Conservation District, will the applicant be partnering with the local Conservation District in this project? (if yes, which one(s)?)
- Please describe the technical capacity to be applied to this proposed work whether on staff at your organization or to be accessed through another CD or partner. Please briefly (in a few sentences) describe qualifications for each staff person supporting the delivery of climate-smart TA.
- Please describe how the proposed work fits within other ongoing or planned efforts you are engaged in.
- Where workshops will be offered, please name anticipated speakers (if known).

## Cost-Share Projects

(These questions apply to the Cost Share category)

- Has the producer or producers received technical assistance, recommendations, and/or a farm conservation plan containing the proposed climate-smart practice(s)?
  - ☐ Yes
  - ☐ No
  - ☐ Other
- Has the producer previously received cost share through SFF for this practice? If yes, explain.

## Practice(s)

(These questions apply to Cost Share and Materials/Supplies categories)

- List climate-smart practice(s) proposed for implementation (See Section 4 of programmatic guidelines for a list of eligible practices).
- For soil health, nitrogen management, grazing and pasture, and agroforestry practices, please list the total acreage on which practice(s) will be implemented.
- For Livestock Partnership practices, please indicate farm or ranch size, type, and number of livestock.

## Estimation of Impact

(These questions apply to Cost Share, Materials/Supplies, Equipment Sharing, and Demonstration categories)

The primary goal of Sustainable Farms and Fields is to reduce carbon dioxide equivalent (CO<sub>2</sub>e) impacts from agricultural land. Where practices are included, the use of [Washington Climate Smart Estimator](#) (WaCSE, an interface incorporating COMET Planner), and/or [NRCS GHG and Carbon Sequestration Ranking Tool](#) is required to estimate the climate impact of the proposed practice(s). For livestock partnership practices, [COMET Farm](#) should be used to estimate the climate impact of the proposed practice(s). Applicants may use other tools (when available) to estimate climate impact of practices not included in COMET Planner, WaCSE, or COMET Farm. Applications may be submitted without an estimate but may not rank as highly in the evaluation.

Please consult this [table](#) for guidance on which practices are available in WaCSE. If you are uncertain about how to estimate CO<sub>2</sub>e impact for your proposed project, please contact Karen Hills [khills@scc.wa.gov](mailto:khills@scc.wa.gov).

- Please describe the approach taken and the estimate of CO<sub>2</sub> equivalent impact.
- Please attach output from WaCSE, COMET Farm, or other tool used to estimate CO<sub>2</sub> equivalent impact.

## Riparian, Fish, or Pollinator Habitat

(This question applies to Cost Share, Materials/Supplies, or Demonstration categories)

- If the proposed climate-smart practice creates riparian buffers or other fish habitat enhancements or creates pollinator forage/habitat, please briefly describe below.

## Materials and Supplies Projects

(These questions apply to the Materials/Supplies category)

- What materials or supplies will be purchased? (e.g., cover crop seed, plants, soil amendments)
- Do you have a list of producers who will be receiving the materials or supplies? If yes, please provide the number of producers and describe how the materials and supplies will be distributed.

## Practice(s)

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- List climate-smart practice(s) proposed for implementation (See Section 4 of programmatic guidelines for a list of eligible practices).
- For soil health, nitrogen management, grazing and pasture, and agroforestry practices, please list the total acreage on which practice(s) will be implemented.
- For Livestock Partnership practices, please indicate farm or ranch size, type, and number of livestock.

## Funding Approach

(These questions apply to Materials/Supplies or Demonstration categories)

- Is the lead applicant a Conservation District?
- If yes, please indicate whether you'd like to use the Cost share or District Implemented Project (DIP) approach for this project.

For more information on the DIP vs. Cost-share funding approaches, please see the [NRI Decision Tree](#) and/or talk to your [regional manager](#).

## Riparian, Fish, or Pollinator Habitat

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## Equipment Sharing Projects

(These questions apply to the Equipment Sharing category)

- Please describe the equipment to be purchased (include make and model).
- List climate-smart practices that will be implemented with this equipment. (See Section 4 of programmatic guidelines for a list of eligible practices).
- Does your program have policies in place that establish a schedule of rental fees as well as handling and inspection procedures that will be used for the loaning out and maintenance of the equipment? Please describe.

## Estimation of Impact

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- Please describe the approach taken and the estimate of CO<sub>2</sub> equivalent impact.
- Please attach output from WaCSE, COMET Farm, or other tool used to estimate CO<sub>2</sub> equivalent impact.

## Demonstration Projects

(These questions apply to the Demonstration category)

- Which type of demonstration project are you proposing?
  - ☐ Type A demonstration projects showcase a practice eligible through SFF that is not commonly used in an area and must include a substantial outreach component.
  - ☐ Type B demonstration projects are used to gather more information about the feasibility and impact of a practice that is not yet eligible but shows promise as a climate-smart practice.

#### Type A demonstration project questions:

- List climate-smart practice(s) proposed for implementation. (See Section 4 of programmatic guidelines for a list of eligible practices.)
- Please describe the outreach component of this project. Be as descriptive as possible.

#### Type B demonstration project questions:

- Please describe the climate-smart practice of interest.
- Please describe how the project will be used to gather more information about the feasibility and impact of a practice that is not yet included in the SFF guidelines. Please be as specific as possible, detailing project plan and deliverable(s).
- For soil health, nitrogen management, grazing and pasture, and agroforestry practices, please list the total acreage on which practice(s) will be implemented.
- For Livestock Partnership practices, please indicate farm or ranch size, type and number of livestock.

### **Funding Approach**

(These questions apply to Materials/Supplies or Demonstration categories)

- Is the lead applicant a Conservation District?
  - If yes, please indicate whether you'd like to use the Cost share or District Implemented Project (DIP) approach for this project.
- For more information on the DIP vs. Cost-share funding approaches, please see the [NRI Decision Tree](#) and/or talk to your [regional manager](#).

### **Estimation of Impact**

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- Please describe the approach taken and the estimate of CO2 equivalent impact.
- Please attach output from WaCSE, COMET Farm, or other tool used to estimate CO2 equivalent impact.

**Riparian, Fish, or Pollinator Habitat** (This question applies to Cost Share, Materials/Supplies, or Demonstration categories)

- If the proposed climate-smart practice creates riparian buffers or other fish habitat enhancements or creates pollinator forage/habitat, please briefly describe below.