

# Community Compost and Food Waste Reduction (CCFWR) Project



# Agenda



Part I: Overview Of the Office of Urban Agriculture and Innovative Production - OUAIP

Part II: Description of Community Compost and Food Waste Reduction Projects and Cooperative Agreements

Part III: Cooperative Agreements: Application, Evaluation, and Notification Process

Part IV: Helpful Tips

Part V: Submit Questions - [urbanagriculture@usda.gov](mailto:urbanagriculture@usda.gov)

# What is OUAIP?



Urban Agriculture and Innovative Production  
Federal Advisory Committee

Pilot Projects: Urban and Suburban County  
Committees

Office of Urban Agriculture  
and Innovative Production

Urban Agriculture and Innovative Production  
(UAIP) Competitive Grants Program

**Community Compost and Food  
Waste Reduction (CCFWR)  
Pilot Projects**



# What are CCFWR Pilot Projects?



**Purpose:** CCFWR specifically provides assistance through a cooperative agreement to municipalities, counties, local governments, or city planners in the United States to carry out planning and implementing activities that will-

- 1) generate compost;
- 2) increase access to compost for agricultural producers;
- 3) reduce reliance on, and limit the use of, fertilizer;
- 4) improve soil quality;
- 5) encourage waste management and permaculture business development;
- 6) increase rainwater absorption;
- 7) reduce municipal food waste; and
- 8) divert food waste from landfills.

# What is a Cooperative Agreement?



- Financial assistance between NRCS and an eligible entity to carry out community compost and food waste reduction activities.
- Different from a grant in that it provides for **substantial involvement** between NRCS and the awardee in carrying out a CCFWR Pilot Project.

# Examples of NRCS involvement



- NRCS will connect pilot projects with other USDA agencies and Federal partners to collaborate on project activities and outcomes that contribute to the U.S. Food Loss and Waste 2030 goal.
- NRCS will coordinate and convene the CCFWR pilot project team(s) and other experts to share information and strategies related to CCFWR.
- NRCS will gather the methods, results, and benefits derived from the project to evaluate and disseminate different solutions for increasing access to compost and reducing municipal food waste solutions across the United States.

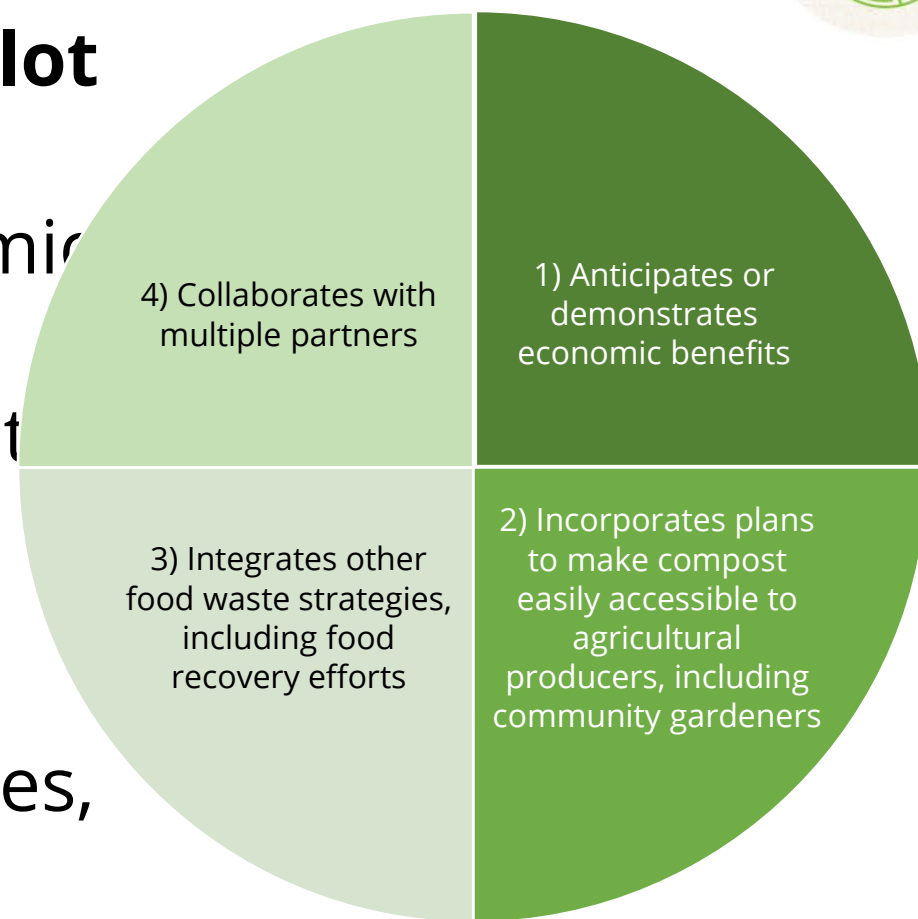


# Priority Consideration



## Priority will be given to a CCFWR Pilot Project that:

- Anticipates or demonstrates economic benefits;
- Incorporates plans to make compost easily accessible to agricultural producers, including community gardeners;
- Integrates other food waste strategies, including food recovery efforts; and
- Collaborates with multiple partners.

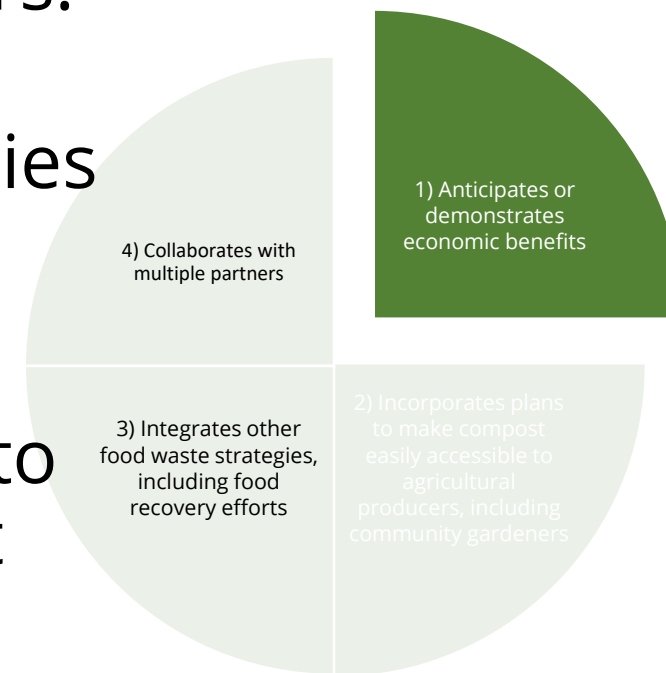


# Economic Benefits



## Pilot Projects may include but are not limited to:

- Deliverables that anticipate or demonstrate economic benefits to the applicant and its collaborators.
- Overall economic efficiency of project activities including plan for self-sustainability.
- Cost-effectiveness of the budget in relation to expected measurable outcomes and project impact.





# Incorporate Compost



## Pilot Projects may include but are not limited to:

- Activities to make compost easily accessible to agricultural producers, including community gardeners.
- Plans to continue aspects or components of the project related to composting beyond the end of the project period.

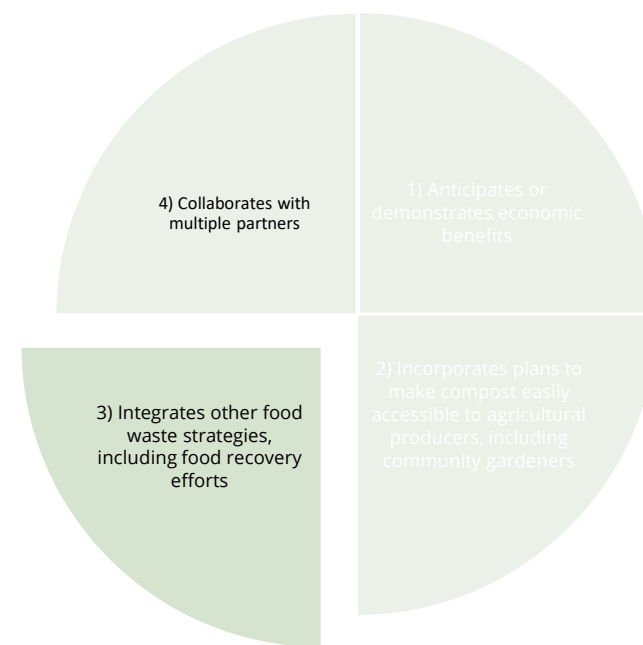


# Include Innovation



## Pilot Projects may include but are not limited to:

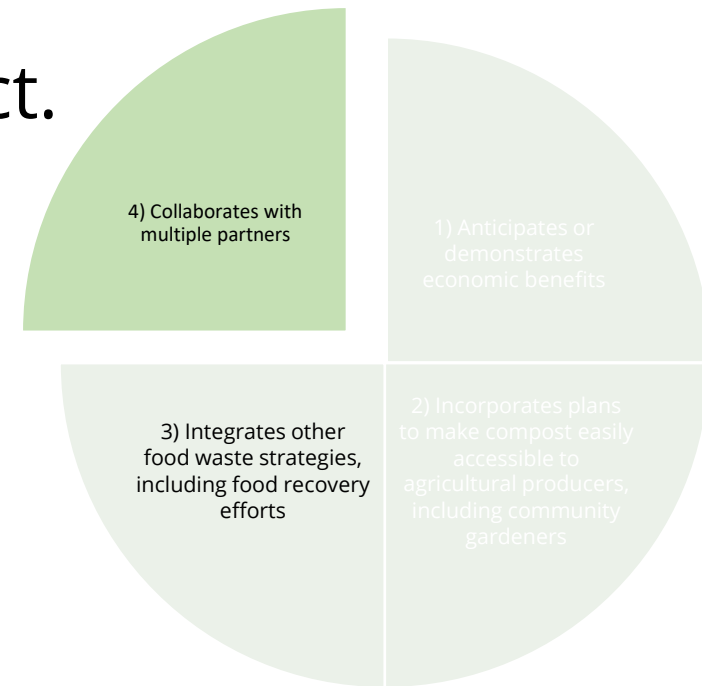
- Activities that either complement, strengthen, or non-adversely impact any existing food waste recovery and disposal by commercial, marketing, or business relationships in the area.
- Innovative solutions for increasing access to compost and reducing municipal food waste.
- Enhanced locally-driven processes that better address nationally and regionally important composting and food waste reduction goals that transcend localities.



# Collaboration



- Eligible entities should collaborate with **two or more** partner organizations on their CCFWR pilot project.
- Non-eligible entities may be partners on a project.
- The eligible entity that submits the application is responsible for receiving and managing the award.
- Documentation (such as a separate letter of support from each partner) verifying support from collaborators is required as part of the application.



# Who is Eligible to Apply?



- **Local governments** are eligible to apply for CCFWR.

“Local government” refers to any unit of government within a state, including a State-designated Indian Tribes, Federally Recognized Indian Tribal Governments, county; borough; municipality; city; town; township; parish; local public authority, including any public housing agency under the United States Housing Act of 1937 (50 Stat. 888) (P.L. 75–412); special district; school district; intrastate district; council of governments, whether or not incorporated as a nonprofit corporation under State law; and any other agency or instrumentality of a multi-state, regional, or intra-state or local government.

- Applicants must be located within the 50 United States, the District of Columbia, the Caribbean Area (Puerto Rico and the U.S. Virgin Islands), or the Pacific Islands Area (Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands).

# Who is Not Eligible to Apply?



- Individuals such as a farmer or gardener, for-profit organizations and small businesses, state governments, and Institutions of Higher Education (IHEs) including extension programs are not eligible to apply for a CCFWR Project.
- Applicants not located within the 50 United States, the District of Columbia, the Caribbean Area (Puerto Rico and the U.S. Virgin Islands), and the Pacific Islands Area (Guam, American Samoa, or the Commonwealth of the Northern Mariana Islands) are not eligible.



# CCFWR Pilot Project



Type	Amount	Duration
CCFWR Pilot Project	\$45,000 - \$90,000	2 years

- 25% match of total project costs required.
- The proposed project should **not duplicate activities** from another Federal award and must have specifically different objectives.



# Matching/Cost Share



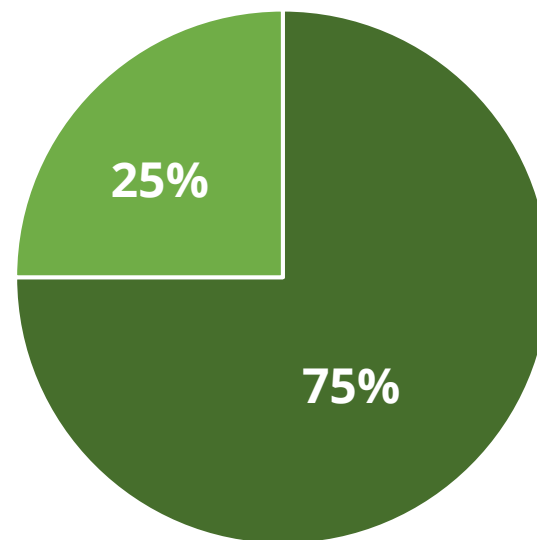
- Applicants are required to match 25 percent of total project costs. Federal funds may constitute no more than 75 percent of the total project budget.
- No competitive advantage (considered voluntary) to provide a match that exceeds the required amount.
- Applications that do not include matching will be ineligible.
- Match must be committed or secured at time of application submission.
- Applications must include match verification letters for each resource.

# Matching/Cost Share



If the Total Project Budget is \$90,000

Provide at least 25% match of the total budget, which is \$22,500.



Request up to 75% of the total budget, which equals \$67,500 in USDA Funds.

■ USDA Funds ■ Match

## How Do I Calculate the Match Requirement?

# Matching/Cost Share



## What types of match will be accepted?

- Matching may be achieved with contributions of cash, supplies, services, third party in-kind contributions, or a combination of sources other than funds provided through this funding opportunity. Cash can be the recipients' cash outlay, or cash donations from non-federal third parties or non-federal grants. In-kind can be the value of non-cash contributions typically in the form of value of personnel (including volunteers), goods, and services.

# Matching/Cost Share



## What types of match will not be accepted?

- Applicants cannot use program income or any other Federal funds as a match.
- Applicants cannot use unrecovered indirect costs as part of the match requirement.
  - Unrecovered indirect cost means the difference between the amount charged to the Federal award and the amount that could have been charged to the Federal award under the potential recipients approved Negotiated Indirect Cost Rate (NICRA).

# What Does CCFWR Fund?



## **Activities may include but are not limited to:**

- Materials, supplies, and other costs related to the development and testing of strategies to generate compost and reduce food waste;
- Construction;
- Building a non-permanent, temporary, or moveable structure;
- Building a permanent structure;
- Contractual including labor costs;
- Personnel costs; and
- Lease or rental of special purpose equipment, vehicles, land, and building space.

# Activities Not Eligible for Funding



## **Pilot projects may not include:**

- Offal disposal;
- Purchase of general-purpose equipment or lease agreements to own such equipment (i.e., lease-to-own or rent-to-own);
- Contributions or donations, including cash, property, and services, from the recipient to other entities; and
- Organized fundraising, including financial campaigns, solicitation of gifts and bequests, and similar expenses incurred to raise capital or obtain contributions.



# Contact Us



For more information, visit:  
**[www.Farmers.gov/urban](http://www.Farmers.gov/urban)**



Have questions? Email:  
**[UrbanAgriculture@usda.gov](mailto:UrbanAgriculture@usda.gov)**



 **Farmers.gov**  
U.S. DEPARTMENT OF AGRICULTURE

[SIGN IN](#) | [SIGN UP](#) >

[#OURFARMERS BLOG](#) [FARM BILL](#) [USDA.GOV](#) [CONTACT US](#)

[HOME](#) | [FUND](#) | [MANAGE](#) | [CONSERVE](#) | [RECOVER](#) | [CONNECT](#)



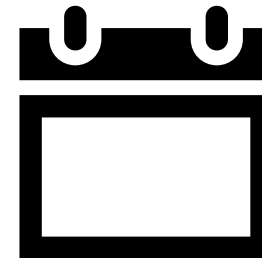
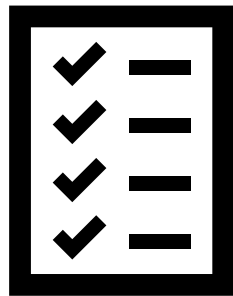
## Urban Agriculture Grants and Engagement Opportunities

Urban farmers and gardeners work among diverse populations to expand access to nutritious foods, foster community engagement, provide jobs, educate communities about farming, and expand green spaces.

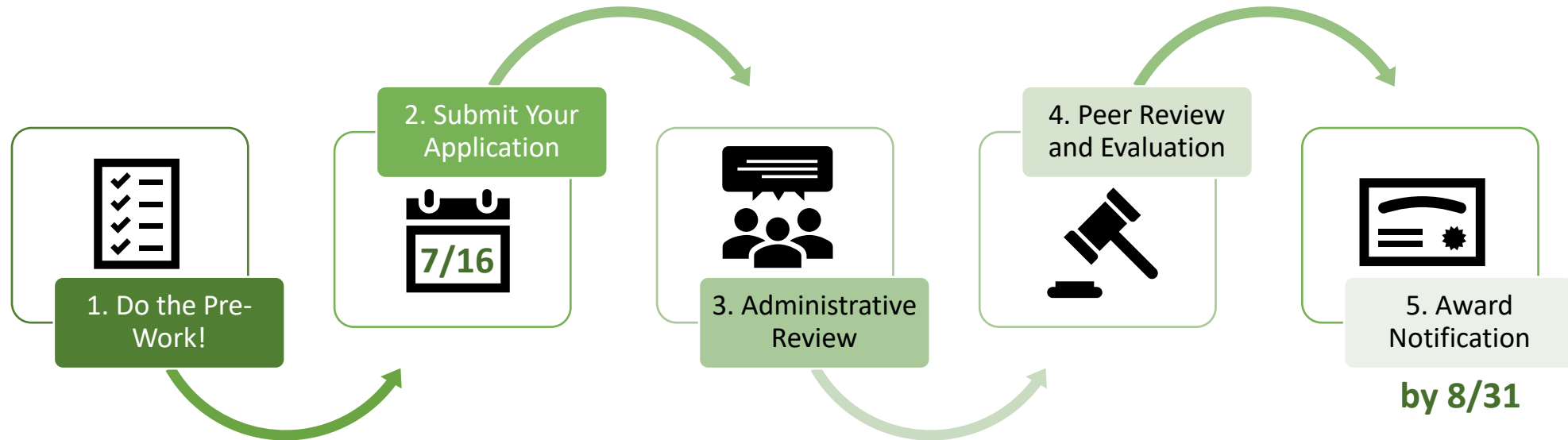
Urban agriculture generally refers to the cultivation, processing and distribution of agricultural products in urban and suburban settings, including things like vertical production, warehouse farms, community gardens, rooftop farms, hydroponic, aeroponic, and aquaponic facilities, and other innovations.

### Deadlines

# Application, Evaluation and Notification Process



# Process Overview

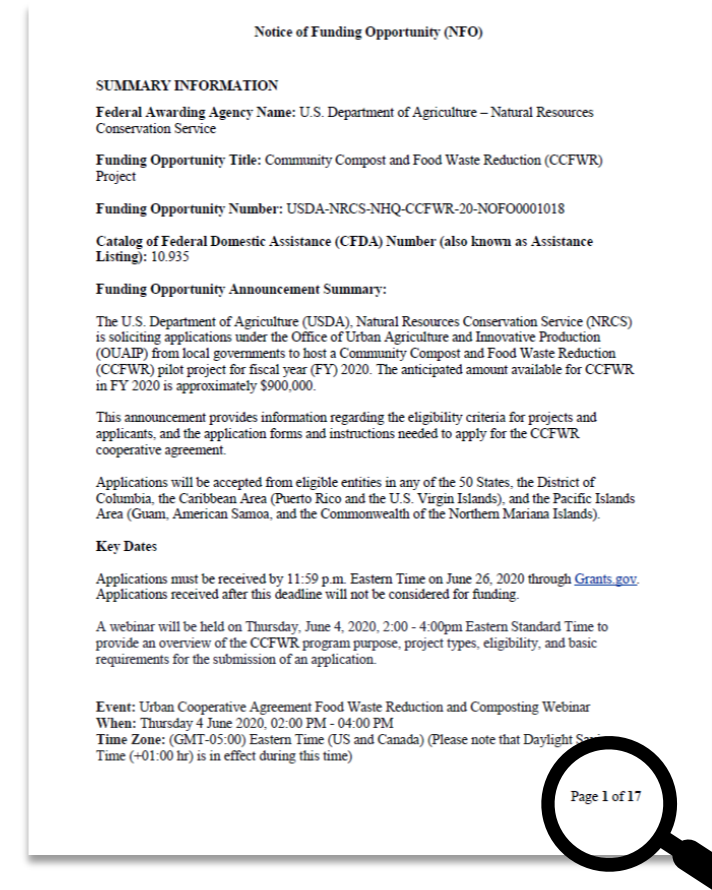


# Read the NFO



## 1. Do the Pre-Work!

- Read the Notice of Funding Opportunity (NFO).
  - Download at **www.Farmers.gov/urban** and at **Grants.gov**.
- Make sure you are eligible to apply.
- Understand and follow the application instructions and submission requirements in the NFO.



# Prepare CCFWR Application Forms



## Required:

- ☐ Project Summary and Proposal Narrative (PDF or MS Word Attachment)
- ☐ Form SF-424 – Application for Federal Assistance (on Grants.gov)
- ☐ Form SF-424A – Budget Information, Non-Construction (on Grants.gov)
- ☐ Budget Narrative
- ☐ Verification of Matching Funds Letter for Each Resource
- ☐ Letters of Commitment from Partner and Collaborator Organizations
- ☐ Certification and Disclosure of Lobbying Activities

## If Applicable:

- ☐ Form SF-424C – Budget Information, Construction (on Grants.gov)
- ☐ Negotiated Indirect Cost Rate Agreement (PDF Attachment)



# Complete Required Steps



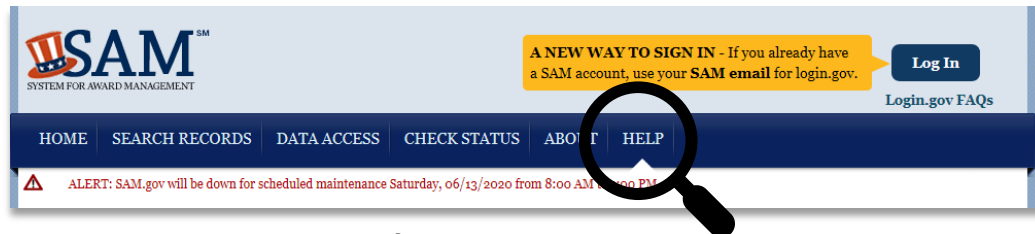
Required Action	Timing
Obtain a TIN/EIN from the IRS (if your org does not have one)	Up to 35 days
Obtain a DUNS number (if your org does not have one)	1-2 business days
Register with SAM.gov (if your org does not have an active account)	7-10 business days
Register with Grants.gov, add a profile, and authorize an Authorized Organization Representative (AOR)	Up to 14 days
Submit CCFWR Application in Grants.gov	11:59 p.m. EDT on <u>Date listed in NFO</u>



# Need Technical Assistance?



- **IRS TIN/EIN issues:**
  - Businesses: 1-800-829-4933
  - Non-profits: 1-877-829-5500
- **DUNS issues:**
  - 1-866-705-5711 (US Only) or [SAMHelp@dnb.com](mailto:SAMHelp@dnb.com)
- **SAM.gov issues:**



- **Grants.gov issues:**
  - 1-800-518-4726 or [support@Grants.gov](mailto:support@Grants.gov)

## 2. Submit Your Application



# Find on Grants.gov



**Find the CCFWR funding opportunity and related documents on Grants.gov by searching:**

Program:

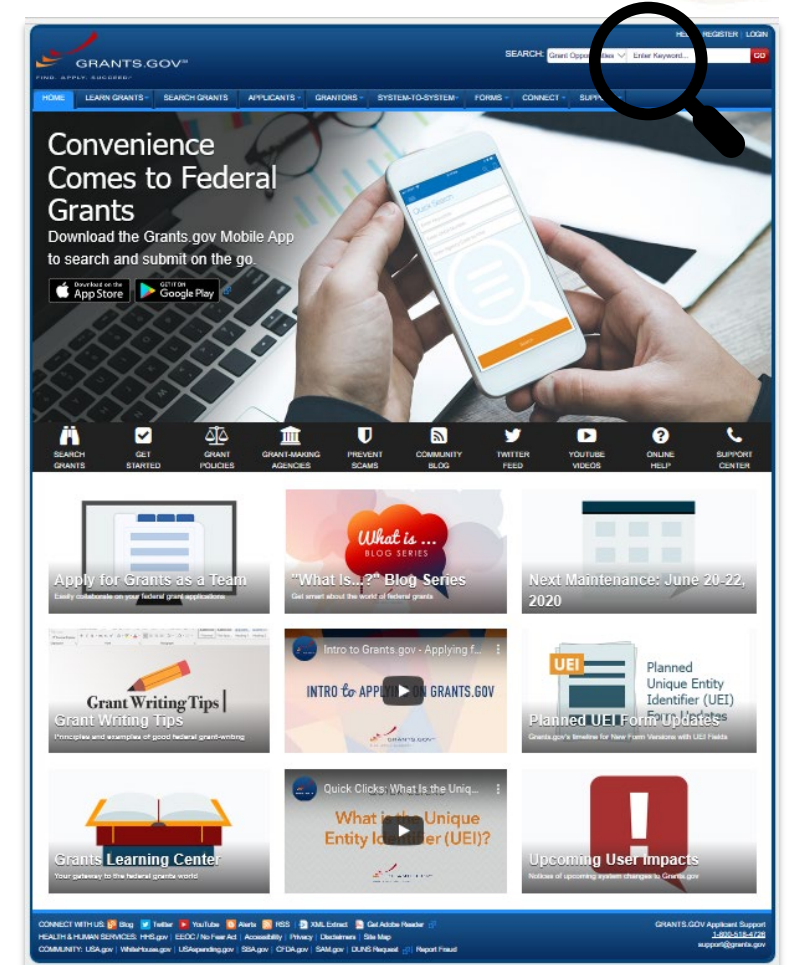
CCFWR

CFDA Number:

10.935


Funding Opportunity Number:

USDA-NRCS-NHQ-CCFWR-21-NOFO0001112



# View on Grants.gov




**GRANTS.GOV**  
FIND. APPLY. SUCCEED.™


[HELP](#) | [REGISTER](#) | [LOGIN](#)

SEARCH: Grant Opportunities  [GO](#)

[HOME](#) | [LEARN GRANTS](#) | [SEARCH GRANTS](#) | [APPLICANTS](#) | [GRANTORS](#) | [SYSTEM-TO-SYSTEM](#) | [FORMS](#) | [CONNECT](#) | [SUPPORT](#)

[GRANTS.GOV](#) > [View Opportunity](#)

## VIEW GRANT OPPORTUNITY



USDA-NRCS-NHQ-CCFWR-20-NOFO0001018  
 Community Compost and Food Waste Reduction (CCFWR) Project  
 Department of Agriculture  
 Natural Resources Conservation Service

[« Back](#) | [Link](#)

[Apply](#) [Subscribe](#)

[SYNOPSIS](#) | [VERSION HISTORY](#) | [RELATED DOCUMENTS](#) | [PACKAGE](#)

[Print Related Documents List](#) ?

Click on the following file link(s) to download the related document(s):

File Description	File Name	Last Updated Date/Time	File Size
Folder: Full Announcement - Full Announcement	<a href="#">USDA-NRCS-NHQ-CCFWR-20-NOFO0001018-Full Announcement - Full Announcement.zip</a>	May 11, 2020 11:59:27 AM EDT	204.7 KB
Full Announcement	<a href="#">Full Announcement_USDA-NRCS-NHQ-CCFWR-20-NOFO0001018_05-11-2020.pdf</a>	May 11, 2020 11:59:27 AM EDT	212.9 KB
Folder: Other Supporting Documents - Other	<a href="#">USDA-NRCS-NHQ-CCFWR-20-NOFO0001018-Other Supporting Documents - Other.zip</a>	May 11, 2020 09:50:48 AM EDT	907.4 KB
General Terms and Conditions	<a href="#">General Terms and Conditions - January 2020.pdf</a>	May 11, 2020 09:50:48 AM EDT	312.7 KB
Instructions_Budget Narrative	<a href="#">Instructions_Budget Narrative.pdf</a>	May 11, 2020 09:49:53 AM EDT	81.7 KB
Instructions_SF424	<a href="#">Instructions_SF424.pdf</a>	May 11, 2020 09:48:49 AM EDT	473.3 KB
Instructions_SF424A	<a href="#">Instructions_SF424A.pdf</a>	May 11, 2020 09:49:16 AM EDT	164.6 KB

CONNECT WITH US: [Blog](#) | [Twitter](#) | [YouTube](#) | [Alerts](#) | [RSS](#) | [XML Extract](#) | [Get Adobe Reader](#)

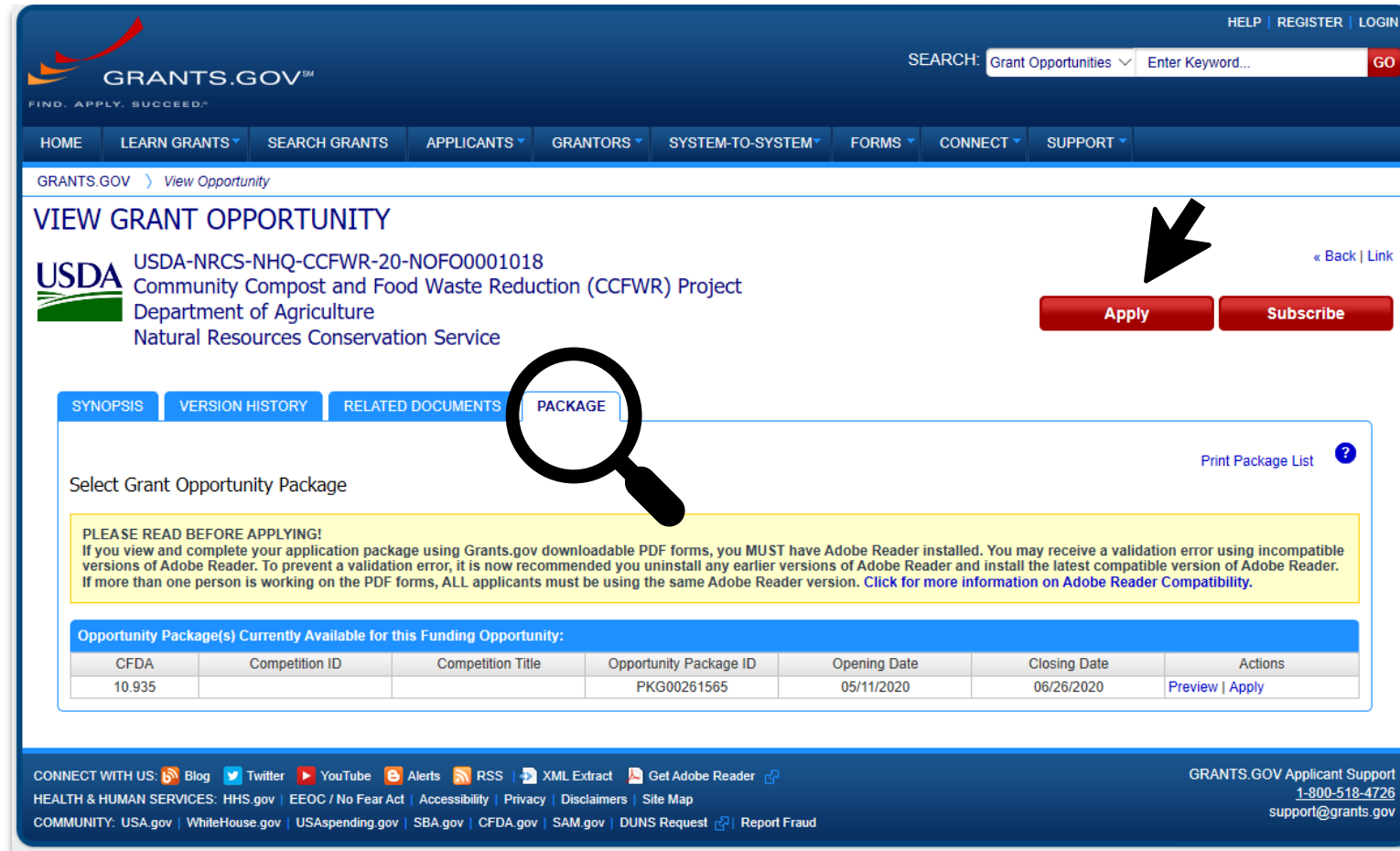
HEALTH & HUMAN SERVICES: [HHS.gov](#) | [EEOC / No Fear Act](#) | [Accessibility](#) | [Privacy](#) | [Disclaimers](#) | [Site Map](#)

COMMUNITY: [USA.gov](#) | [WhiteHouse.gov](#) | [USAspending.gov](#) | [SBA.gov](#) | [CFDA.gov](#) | [SAM.gov](#) | [DUNS Request](#) | [Report Fraud](#)

GRANTS.GOV Applicant Support  
 1-800-518-4726  
[support@grants.gov](#)

Part III: Application, Evaluation and Notification Process, Page 29

# Submit on Grants.gov

GRANTS.GOV™  
FIND. APPLY. SUCCEED.™

SEARCH: Grant Opportunities ▾ Enter Keyword... **GO**

HOME | LEARN GRANTS ▾ | SEARCH GRANTS | APPLICANTS ▾ | GRANTORS ▾ | SYSTEM-TO-SYSTEM ▾ | FORMS ▾ | CONNECT ▾ | SUPPORT ▾

GRANTS.GOV > View Opportunity

## VIEW GRANT OPPORTUNITY

**USDA** USDA-NRCS-NHQ-CCFWR-20-NOFO0001018  
Community Compost and Food Waste Reduction (CCFWR) Project  
Department of Agriculture  
Natural Resources Conservation Service

« Back | Link

**Apply** **Subscribe**

SYNOPSIS | VERSION HISTORY | RELATED DOCUMENTS | **PACKAGE**

Select Grant Opportunity Package

**PLEASE READ BEFORE APPLYING!**  
If you view and complete your application package using Grants.gov downloadable PDF forms, you MUST have Adobe Reader installed. You may receive a validation error using incompatible versions of Adobe Reader. To prevent a validation error, it is now recommended you uninstall any earlier versions of Adobe Reader and install the latest compatible version of Adobe Reader. If more than one person is working on the PDF forms, ALL applicants must be using the same Adobe Reader version. [Click for more information on Adobe Reader Compatibility.](#)

**Opportunity Package(s) Currently Available for this Funding Opportunity:**

CFDA	Competition ID	Competition Title	Opportunity Package ID	Opening Date	Closing Date	Actions
10.935			PKG00261565	05/11/2020	06/26/2020	<a href="#">Preview</a>   <a href="#">Apply</a>

Print Package List ?

CONNECT WITH US: [Blog](#) [Twitter](#) [YouTube](#) [Alerts](#) [RSS](#) [XML Extract](#) [Get Adobe Reader](#)

HEALTH & HUMAN SERVICES: [HHS.gov](#) | [EEOC / No Fear Act](#) | [Accessibility](#) | [Privacy](#) | [Disclaimers](#) | [Site Map](#)

COMMUNITY: [USA.gov](#) | [WhiteHouse.gov](#) | [USAspending.gov](#) | [SBA.gov](#) | [CFDA.gov](#) | [SAM.gov](#) | [DUNS Request](#) | [Report Fraud](#)

GRANTS.GOV Applicant Support  
1-800-518-4726  
[support@grants.gov](mailto:support@grants.gov)

- Applications must be received by 11:59 p.m. Eastern Time on July 16, 2021.



# Part I of Review Process



## 3. Administrative Review

### **Applications will not be reviewed or considered if:**

- Application is not submitted through Grants.gov.
- Application is submitted late.
- Proposal does not comply with the required content, format, and formatting structure including page length.
- Application is incomplete or noncompliant.
- Application does not fit the purpose of CCFWR Project.

# Part I of Review Process Cont'd



## **Applications will not be reviewed or considered if:**

- Proposal includes activities funded by another Federal award.
- Applicants and applications do not meet eligibility criteria including eligible applicant type.
- Applicant is identified in the SAM.gov exclusions database as ineligible, prohibited/restricted, or excluded from receiving Federal funding.
- Applicant has committed fraud, including materially misleading or incorrect information in the application.



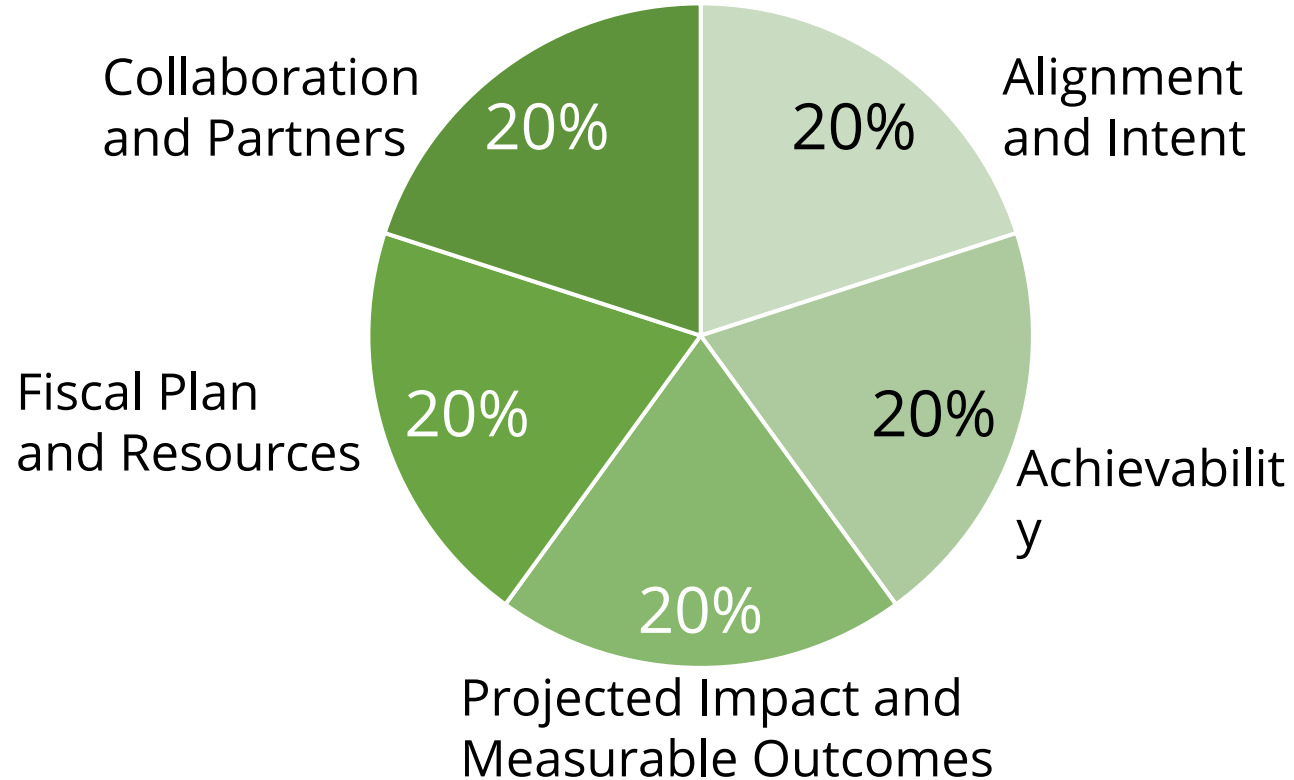
4. Peer Review  
and Evaluation



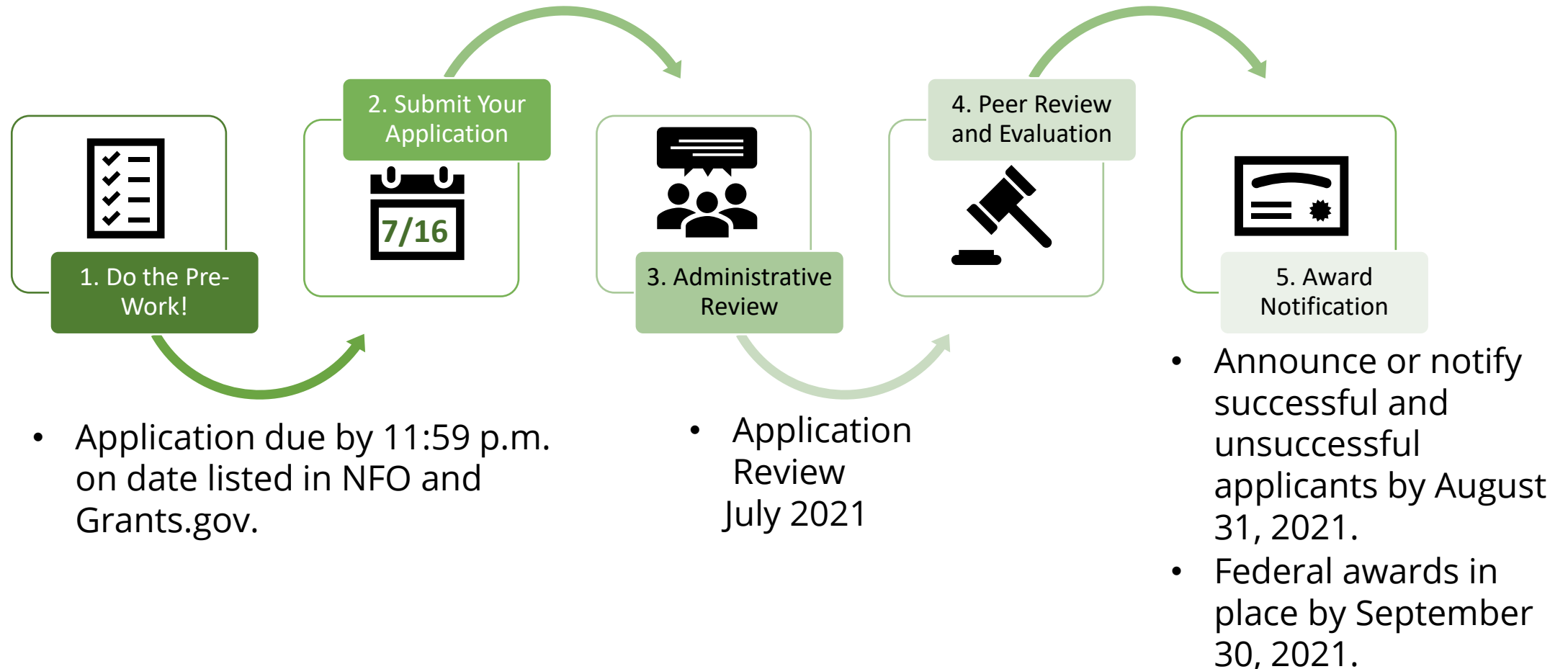
# Part II of Review Process



## Evaluation Criteria



# Recap: Tentative UAIP Timeline



# Helpful Tips



- Don't wait until the last minute!
- Read the Notice of Funding Opportunity (NFO).
  - **USDA-NRCS-NHQ-CCFWR-21-NOFO0001112**
- Align your Project Proposal Narrative and Budget Narrative.
- Make sure your proposal complies with the required content and format including page limits.
- Get input from collaborators and partners.

# Questions



Submit Questions: [urbanagriculture@usda.gov](mailto:urbanagriculture@usda.gov)  
Frequently asked questions combined for 2020 and  
2021: <https://www.farmers.gov/manage/urban/opportunities/ccfwr-faq>



USDA is an equal opportunity provider, employer, and lender.