



NOTICE OF GRANT AND AGREEMENT AWARD

1. Award Identifying Number NR239104XXXXC014	2. Amendment Number	3. Award /Project Period Date of final signature - 08/31/2024	4. Type of award instrument: Cooperative Agreement
5. Agency (Name and Address) Natural Resources Conservation Service 430 G Street, Suite 4164 Davis, CA 95616		6. Recipient Organization (Name and Address) Guadalupe-Coyote RCD 888 N 1ST Ste 204 San Jose CA 95112-6314 UEI # X3FFNK6GWE83	
7. NRCS Program Contact James Booth (661) 271-7652 James.A.Booth@usda.gov	8. NRCS Administrative Contact Daniel Curtis (503) 414-3286 Daniel.Curtis@usda.gov	9. Recipient Program Contact Pai Venegas (408) 824-8550 pai.venegas@gmail.com	10. Recipient Administrative Contact Stephanie Moreno (408) 824-8550 smoreno@gcrccd.org
11. CFDA 10.912	12. Authority 16 U.S.C. 590a-f 16 U.S.C. 2003 (b) 16 U.S.C. 3839aa et seq. 16 U.S.C. 3842 et seq.	13. Type of Action New Agreement	14. Program Director Stephanie Moreno (408) 824-8550 smoreno@gcrccd.org
15. Project Title/ Description: GCRCD will implement the Farm and Ranch Resilience Program, a multilingual technical assistance and education program for farmers and ranchers in the NRCS Hollister Service Center area.			
16. Entity Type: D = Special District Government			
17. Select Funding Type			
Select funding type:	<input checked="" type="checkbox"/> Federal	<input type="checkbox"/> Non-Federal	
Original funds total	\$75,000.00	\$0.00	
Additional funds total	\$0.00	\$0.00	
Grand total	\$75,000.00	\$0.00	

18. Approved Budget

Personnel	\$0.00	Fringe Benefits	\$0.00
Travel	\$0.00	Equipment	\$0.00
Supplies	\$0.00	Contractual	\$0.00
Construction	\$0.00	Other	\$75,000.00
Total Direct Cost	\$75,000.00	Total Indirect Cost	\$0.00
		Total Non-Federal Funds	\$0.00
		Total Federal Funds Awarded	\$75,000.00
		Total Approved Budget	\$75,000.00

This agreement is subject to applicable USDA NRCS statutory provisions and Financial Assistance Regulations. In accepting this award or amendment and any payments made pursuant thereto, the undersigned represents that he or she is duly authorized to act on behalf of the awardee organization, agrees that the award is subject to the applicable provisions of this agreement (and all attachments), and agrees that acceptance of any payments constitutes an agreement by the payee that the amounts, if any, found by NRCS to have been overpaid, will be refunded or credited in full to NRCS.

Name and Title of Authorized Government Representative Caralos Suarez State Conservationist	Signature	Date
Name and Title of Authorized Recipient Representative Stephanie Moreno Executive Director	Signature	Date

NONDISCRIMINATION STATEMENT

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW., Washington, DC 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

PRIVACY ACT STATEMENT

The above statements are made in accordance with the Privacy Act of 1974 (5 U.S.C. Section 522a).

Statement of Work

Purpose

The purpose of this agreement, between the U.S. Department of Agriculture, Natural Resources Conservation Service (NRCS) and Guadalupe-Coyote Resource Conservation District (Recipient), is to recruit a part-time bilingual conservation specialist who will build capacity to conduct outreach, offer educational opportunities and provide technical assistance to these historically underserved farmers and ranchers. Recipients of these services will be better able to complete and submit applications to NRCS and FSA for a variety of services and financial assistance, including CSP and disaster relief funds.

The goal of this project to develop and implement a multilingual farm and ranch outreach, public education and technical assistance program for agricultural producers wishing to implement climate smart conservation practices and Farm Bill conservation programs.

Santa Clara County lies in the southern watersheds of the San Francisco Bay. The Recipient encompasses approximately 583 square miles and has an estimated service population of 300,577 in the northwestern, northeastern, and central portions of the county, including urbanized areas within the City of San Jose and portions of the historic Coyote Valley. District offices are located in San Jose, which is home to a diverse population of 1.94 million people. Primary languages spoken at home are English (43.2%), Asian/Pacific Islander (25.6%) and Spanish (23.5%). An estimated 8.7% of residents are in poverty.

Through a memorandum of understanding (MOU) with the Loma Prieta RCD, and a working partnership with the San Benito RCD, the three RCDs coordinate producer outreach, public education, and the provision of technical assistance through a broad area within Santa Clara and San Benito Counties. The project will be implemented throughout the geographical area served by the Hollister service area.

Objectives

The mission of the Recipient is to provide education and technical assistance to constituents and watershed stakeholders to sustainably manage soil, water, and wildlife with the best available science. It is an independent special district of the state of California dedicated to the conservation of natural resources in Santa Clara County and is regulated by Division 9 of the California Public Resources Code (PRC). The primary purpose of California's resource conservation districts (RCDs) under Section 9001 (a) of the PRC is to secure "the adoption of conservation practices, including but not limited to, farm, range, open space, urban development, wildlife, recreation, watershed, water quality and woodlands." RCDs are leaders in locally led conservation work, and implement on-the-ground projects, provide technical assistance, and help educate the public to improve their local communities.

California agricultural producers are experiencing increased conservation challenges due to extreme natural events, including but not limited to drought, floods, catastrophic fires, and high wind events, and are looking to integrate climate smart agricultural practices to address specific resource concerns. Additionally, farmers and ranchers who are just starting out in agriculture within Santa Clara County, particularly those from historically underserved populations, can experience financial, technical and/or cultural challenges that inhibit their ability to obtain technical assistance, negotiate leases, integrate into established agricultural networks, and understand and access NRCS Farm Bill conservation programs such as the Conservation Stewardship Program (CSP). To address these conservation challenges, Recipient plans to implement a multilingual technical assistance and education program within the NRCS Hollister Service Center area designed to: 1) provide culturally appropriate technical assistance and education to agricultural producers, with targeted outreach to beginning, limited resource, socially disadvantaged and veteran farmers and ranchers; and 2) provide direct technical assistance to NRCS staff in the implementation of Farm Bill conservation programs.

Objective 1

Provide technical assistance to agricultural producers facing conservation challenges from climate change and extreme weather events to help them integrate climate smart conservation practices into their operations.

Objective 2

Conduct culturally appropriate regional outreach to historically underserved agricultural producers in at least two languages other than English.

Objective 3

Provide direct technical assistance to NRCS staff in the implementation of Farm Bill conservation programs, such as the Conservation Stewardship Program (CSP), on eligible lands within the approved project area.

The Recipient will evaluate accomplishments and outcomes by tracking and preparing quarterly reporting on the

products completed; the hours of service provided to NRCS; the number of agricultural producers contacted through the agricultural producer engagement plan; the number of attendees at the workshop; and the number of site visits completed. The recipient will use the reports to evaluate the success of the program and to determine the viability of continuing the program past the expiration of the grant using District and/or other revenue streams.

Budget Narrative

The official budget described in this Budget Narrative will be considered the total budget as last approved by the Federal awarding agency for this award.

Amounts included in this budget narrative are estimates. Reimbursement or advance liquidations will be based on actual expenditures, not to exceed the amount obligated.

TOTAL BUDGET \$ 75,000.00
TOTAL FEDERAL FUNDS \$ 75,000.00
PERSONNEL \$ 57,487.20
FRINGE BENEFITS \$ 10,833.20
TRAVEL \$ 982.50
EQUIPMENT \$ 0.00
SUPPLIES \$ 518.10
CONTRACTUAL \$ 4,479.00
CONSTRUCTION \$ 0.00
OTHER \$ 700.00

TOTAL DIRECT COSTS \$ 75,000.00

INDIRECT COSTS \$ 0.00

Recipient has elected to voluntarily waive indirect costs.

PERSONNEL

Executive Director. The executive director will be responsible for the development and implementation, as well as effective oversight of the project's daily operations, leading and directing the team towards the successful achievement of project objectives.

\$120,140 annual salary x 4.56% (~5%) FTE x 1 year = \$5,487.20

Bilingual Conservation Program Coordinator. The coordinator will provide technical assistance, conduct outreach, and deliver educational workshops to historically underserved farmers and ranchers. Their expertise and language skills will ensure effective communication and culturally appropriate support. This is a new position; it is anticipated that it will begin 60 days after the grant becomes effective.

\$83,200 annual salary (~6,933.33/mo.) x 75% FTE x 10 months = \$52,000

FRINGE BENEFITS

Fringe benefits include, but are not limited, to the costs of Guadalupe-Coyote RCD employee insurance, payroll taxes, and unemployment benefits.

Executive Director: ~26% of salaries & wages: \$5,487.20 x 25.90% = \$1,421.20

Bilingual Conservation Program Coordinator: ~18% of salaries & wages: \$52,000 x 18.1% = \$9,412

TRAVEL

Funds will be allocated to cover travel expenses associated with field visits, attending meetings, and conducting outreach activities. Local travel for project employees is calculated at 0.655 per miles throughout program service area. 150 miles/month x 10 months x \$0.655/mile = \$982.50

SUPPLIES

Supplies will be purchased to support the outreach and workshop activities under this agreement.

Miscellaneous workshop supplies: \$158.10

Multilingual printed materials: 30 participants x 20 pages/participant x \$.60/page = \$360

CONTRACTUAL

Grant Administrator: The grant administrator consultant will be responsible for tracking expenses, maintaining accurate financial records, and preparing and submitting required reports to USDA. The budget allocation will cover their professional fees and associated expenses during the 12-month project duration.

\$67/ hour x 37 hours = \$2,479

Translation Services: This budget will support the provision of translation and interpretation services during workshops, events, and individual consultations to ensure effective communication with participants.

\$500/translation service x 4 service dates = \$2,000

OTHER

Expenses required to support workshop/outreach efforts under this agreement.

Venue costs: \$500/event x 1 event = \$500

Presenter fees: \$50/presenter x 4 presenters = \$200

Responsibilities of the Parties:

If inconsistencies arise between the language in this Statement of Work (SOW) and the General Terms and Conditions attached to the agreement, the language in this SOW takes precedence.

NRCS RESPONSIBILITIES

1. Provide, as needed, technical assistance as available and approved by NRCS.
2. Provide availability to NRCS technology and technical tools to the maximum extent possible and provide quality assurance.
3. Provide Substantial involvement by:
 - a. NRCS review of program materials prior to publication.
 - b. Collaboration or joint participation.
 - c. Having direct NRCS operational involvement or participation during the activity.

RECIPIENT RESPONSIBILITIES

1. Provide District or contract employees who meet the qualifications to perform the technical services required by this agreement.
2. Perform the work and produce the deliverables as outlined in this Statement of Work.
3. Comply with the applicable version of the General Terms and Conditions.
4. Submit reports and payment requests to the ezFedGrants system or the Farm Production and Conservation (FPAC) Grants and Agreements Division via email to FPAC.BC.GAD@usda.gov as outlined in the applicable version of the General Terms and Conditions. Limit advance payment requests to immediate cash needs (generally 30-60 days). Reporting frequency is as follows:
 - a. Performance reports: semi-annual
 - b. SF425 Financial Reports: quarterly

Expected Accomplishments and Deliverables

The project will be one year in duration. Project activities, objectives and outcomes should be completed within the 12-month time frame. 50% of work completed by March 31, 2024, and 100% of work completed by August 31, 2024.

1. Complete agricultural producer engagement plan. (SEPTEMBER 2023)
2. Hire a 30-hour per week multilingual conservation program coordinator to provide public education, outreach, and technical assistance services within the project area. (OCTOBER 2023)
3. Complete multilingual outreach materials. (NOVEMBER 2023)
4. Host an educational workshop for up to thirty (30) participants in a language other than English. (FEBRUARY 2024)
5. Provide technical assistance to help identify and address resource concerns for up to twelve (12) agricultural producers. (Ongoing through JULY 2024)
6. Provide at least four (4) hours per week of direct technical assistance to NRCS staff in the implementation of Farm Bill conservation programs, such as the Conservation Stewardship Program (CSP), on eligible lands within the approved project area. (Ongoing through AUGUST 2024)

Resources Required

See the Responsibilities of the Parties section for required resources, if applicable.

Milestones

See the Expected Accomplishments and Deliverables section for milestones.

GENERAL TERMS AND CONDITIONS

Please reference the below link(s) for the General Terms and Conditions pertaining to this award:
<https://www.fpacbc.usda.gov/about/grants-and-agreements/award-terms-and-conditions/index.html>