



**Vermont Dairy Farms Working for Water, Wildlife, Climate,  
Food and Farmers**  
*Applicant Webinar, August 20, 2024*

# AGENDA

10:00 AM – 11:30 PM

1. Introductions and overview of NFWF
2. Overview of RCPP w/Stonyfield Organics
3. Review of Request for Proposals
  - ✓ Program Priorities
  - ✓ Project Metrics
  - ✓ Eligibility
  - ✓ Funding Availability
  - ✓ Evaluation Criteria
4. Q & A
5. Using EasyGrants
6. Final Tips
7. Final Q & A

# Meet the NFWF-Stonyfield Team



Amanda Bassow  
Northeastern  
Regional  
Director, NFWF



John Wright  
Manager,  
Northeastern  
Region, NFWF



Victoria Moreno  
Coordinator,  
Northeastern  
Region, NFWF



Makayla Brister  
Manager,  
Federal  
Relations, NFWF



Dana Bourne  
Sustainable  
Agriculture  
Manager,  
Stonyfield Organic



# About the National Fish and Wildlife Foundation

## Who We Are

- Chartered by Congress in 1984
- Independent 501(c)(3) organization
- 30-member Board appointed by Secretary of the Interior
  - Includes FWS Director and NOAA Administrator

## What We Do

- Sustain, restore and enhance wildlife
- Bring collaboration among federal agencies and private sector

## How We Do It

- Leverage public funding with private money – average 3:1



## NFWF is

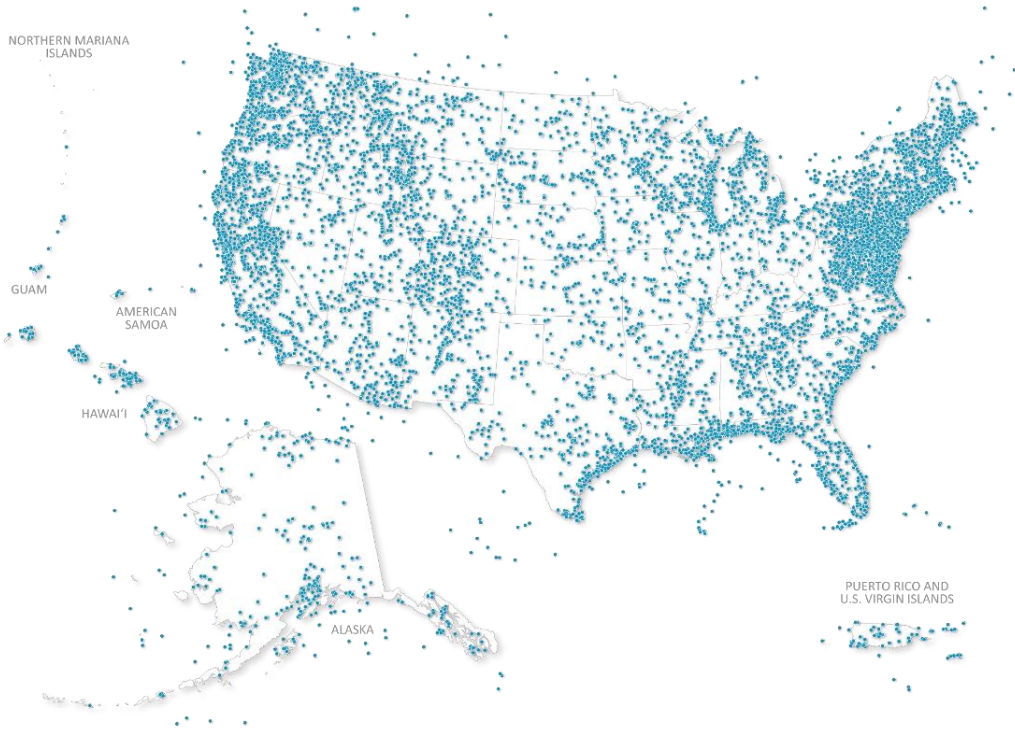
- An implementer – we fund projects

## NFWF is not

- An advocacy organization that engages in lobbying or litigation

# Our Results

|                              | FY 2022                 | FY 2023                   | FY 1984 – FY 2023      |
|------------------------------|-------------------------|---------------------------|------------------------|
| Federal Funds                | \$ 226.6 million        | \$ 463.1 million          | \$ 2.43 billion        |
| Non-Federal Funds            | \$ 187.8 million        | \$ 840.5 million          | \$ 3.41 billion        |
| Grantee Matching Funds       | \$ 319.8 million        | \$ 410.3 million          | \$ 3.94 billion        |
| <b>Total Funds Invested</b>  | <b>\$ 734.2 million</b> | <b>\$ 1,713.9 million</b> | <b>\$ 9.78 billion</b> |
| <b># of Projects Awarded</b> | <b>841</b>              | <b>797</b>                | <b>22,167</b>          |



# Overview of Vermont Dairy Farms RCPP

- ✓ Partnership among NFWF, Stonyfield Organic and NRCS
- ✓ To help 25-40 small/medium-sized, pasture-based dairies reduce their water quality and climate footprints
- ✓ \$7.5 million in dedicated financial assistance from NRCS
- ✓ \$2 million in public and private funding for landowner outreach and technical assistance
- ✓ Leverage Stonyfield's farmer relationships



# Request for Proposals

**Proposals Due:** Thurs, Sept 12th  
**Review and Notification:** Sept – October  
**Awards Announced:** late November 2024

**Grant Implementation:** 3 years

**Award Amount:** \$75 k to \$1 million  
**Match:** none required

**Grants:** up to five awards



# Application, Review and Award Process



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# REVIEW OF REQUEST FOR PROPOSALS

- **Program Priorities**
- **Geographic Focus**
- **Project Metrics**
- **Eligibility**
- **Funding Availability**
- **Evaluation Criteria**



# Program Priorities: Overall Goals

- Assist 25 - 40 small- and medium-sized, pasture-based dairies
- Adopt new or enhanced conservation practices
  - ✓ Manure management
  - ✓ Pasture and grazing management
  - ✓ Barnyard management
- Minimize GHG emissions and protect rivers/streams for fish and wildlife



# Seeking Technical Assistance Providers to...

- Partner with NFWF, Stonyfield and NRCS
  - ✓ Participate in project coordination meetings
  - ✓ Leverage Stonyfield's supply chain (e.g., participate in producer meetings, farm tours)
  - ✓ Collaborate with other providers to provide best service to producers
- Help dairy farmers implement new and enhanced conservation practices
- Quantify GHG benefits of projects



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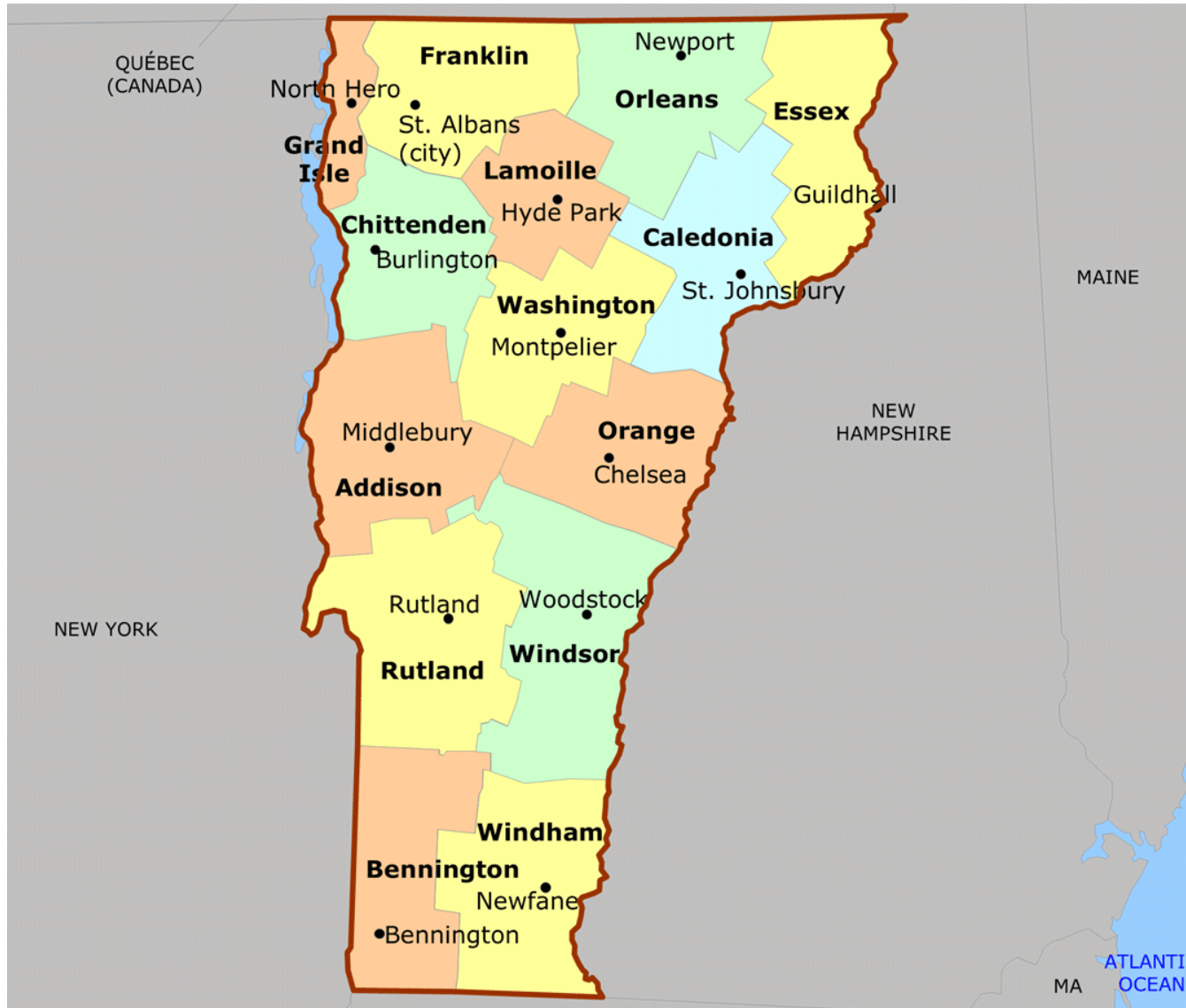
# Seeking TA Providers Specifically to...

1. Help farmers update plans
2. Conduct carbon/GHG assessment
3. Establish baseline GHG emissions
4. Work with farmers to identify highest priority projects
5. Facilitate sign up to NRCS and state cost-share programs (NRCS sign-up in August 2025)
6. Implement at least one priority project on each participating farm



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# Geographic Focus



# Project Metrics

| Strategy                         | Metric   |
|----------------------------------|--|
| Capacity, Outreach<br>Incentives | # jobs created   |
|                                  | # jobs sustained   |
|                                  | # participants receiving gov't agency cost share or financial assistance |
|                                  | Dollar value of government agency cost share or financial assistance     |
|                                  | Acres covered by government agency cost share or financial assistance    |
|                                  | # of workshops, webinars or meetings                                     |
|                                  | # of people reached  |

# Project Metrics

| Strategy                       | Metric  |
|--------------------------------|---|
| Project Overview               | # of management plans with BMPs   |
|                                | Acreage of project footprint  |
| Manure Management Practices    | Acres with enhanced nutrient management                                   |
|                                | Improved management practices – number of sites under improved management |
| Pasture and Grazing Management | Riparian restoration – acres of riparian forest restored                  |
|                                | Riparian restoration – miles of riparian forest restored                  |
|                                | Miles of livestock exclusion fencing installed                            |
|                                | Acres of prescribed grazing implemented                                   |
| Barnyard Management            | Acres with BMPs to reduce stormwater runoff                               |

# Eligibility

## Eligible and Ineligible Entities

- Eligible: non-profit 501(c) organizations, state government agencies, local governments, municipal governments, tribal governments, educational institutions, and for-profit entities
- Ineligible: Individuals and federal government agencies

## Ineligible Uses of Grant Funds

- Political advocacy, fundraising, lobbying, litigation, terrorist activities or Foreign Corrupt Practices Act violations
- Efforts to comply with legal requirements, including permit conditions, mitigation and settlement agreements





# Funding Availability

- Grant size range: \$75k - \$1 million (over 3 years)
- Approximately \$2 million total to award
- Funding is a combination of
  - NRCS Technical Assistance – Enhancement (approx. \$530k)
  - NRCS Technical Assistance – Implementation (approx. \$1M)
  - Flexible private funding from Stonyfield (approx. \$300k)



# Evaluation Criteria

- ✓ **Alignment with Program Priorities**
- ✓ **Technical Merit (incl. spatial data)**
- ✓ **Budget and Cost-effectiveness**
- ✓ **Past Success**
- ✓ **Partnership and Community Impact**



# Big Picture Takeaways...

- We're looking for partners
- Tell us how you can help deliver the conservation outcomes described
- We're putting together a team, so scopes may be renegotiated to be complementary
- We need help quantifying GHG benefits
- We also will be assessing carbon, water and wildlife outcomes



# Questions?



# Using Easygrants

***easygrants.nfwf.org***

1. Log in with an existing email and password. **Or** create an account **now** – this will give you time to familiarize yourself with the system. If you have trouble logging in, use the help feature.
2. Turn off your pop-up blockers. Chrome browser works best.
3. Download and use the **tip sheet** available on the program webpage.
4. You can work on the narrative offline – just download the **Word** document and upload it when you're finished.
5. With the mapping feature – please be as specific as possible AND provide narrative location information on your project.
6. Click save frequently. **Do not click SUBMIT until all sections are complete.** Make sure all your check marks on the Review and Submit page are **green**.



# How to Apply in Easygrants

[Frequently Asked Questions](#)

**Log In**

[New User?](#)

Login ID / Email

Password

Remember Me [Forgot Password?](#)

For the optimal Easygrants experience, please:

- [Use a Supported Browser](#)
- [Enable Pop-ups](#)
- [Allow Cookies](#)
- [Only Use One Tab](#)
- [Get Adobe Reader](#)
- [Log Out and Close Browser for Security](#)

**Register**

First Name \*

Middle Name

Last Name \*

Login ID / Email \*

Confirm Login ID / Email \*

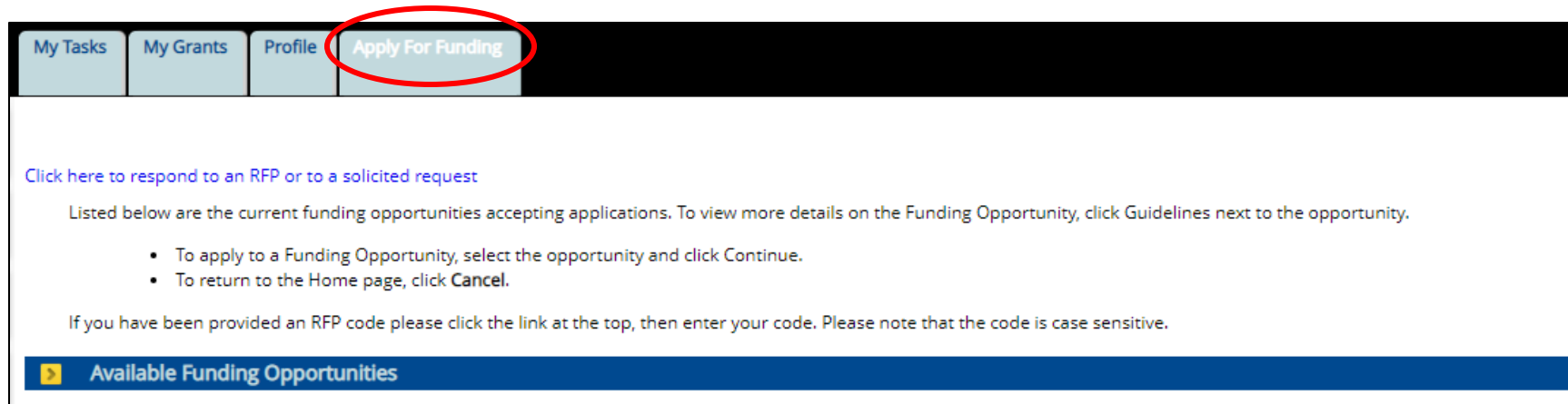
Password \*

[Password Requirements](#)

Confirm Password \*



# How to Apply in Easygrants



Once you are on your Easygrants homepage, click on “Apply for Funding”



# How to Apply in Easygrants

My Tasks My Grants Profile Apply For Funding

Home

Change Password

FAQ

Log Out

[Click here to respond to an RFP or to a solicited request](#)

Listed below are the current funding opportunities accepting applications. To view more details on the Funding Opportunity, click Guidelines next to the opportunity.

- To apply to a Funding Opportunity, select the opportunity and click Continue.
- To return to the Home page, click **Cancel**.

If you have been provided an RFP code please click the link at the top, then enter your code. Please note that the code is case sensitive.

**Available Funding Opportunities**

|                       |   |  | Due Date               |
|-----------------------|---|--|------------------------|
| <b>Grants</b>         |   |  |                        |
| <input type="radio"/> | 2023 Hurricane Sea Turtle Funding                                   | <a href="http://www.nfwf.org">www.nfwf.org</a>   | 12/31/2024 11:59 PM ET |
| <input type="radio"/> | Bats for the Future Fund 2024                                       | <a href="http://www.nfwf.org/bats">www.nfwf.org/bats</a>   | 9/19/2024 11:59 PM ET  |
| <input type="radio"/> | Chesapeake Bay Innovative Nutrient and Sediment Reduction 2025      | <a href="http://www.nfwf.org/chesapeake">www.nfwf.org/chesapeake</a>   | 11/5/2024 11:59 PM ET  |
| <input type="radio"/> | Chi-Cal Rivers Fund 2024  | <a href="http://www.nfwf.org/chi-cal">www.nfwf.org/chi-cal</a>   | 8/22/2024 11:59 PM ET  |
| <input type="radio"/> | Conservation Partners Program - June 2024                           | <a href="http://www.nfwf.org/cpp">www.nfwf.org/cpp</a>   | 8/14/2024 11:59 PM ET  |
| <input type="radio"/> | Electronic Monitoring and Reporting Grant Program 2024              | <a href="https://www.nfwf.org/electronic-monitoring-and-reporting-grant-program-2024-request-proposals">https://www.nfwf.org/electronic-monitoring-and-reporting-grant-program-2024-request-proposals</a>  | 9/25/2024 11:59 PM ET  |
| <input type="radio"/> | Emergency Prescott Marine Mammal Rescue Assistance 2024             | <a href="http://www.fisheries.noaa.gov/national/marine-life-distress/emergency-prescott-grants">www.fisheries.noaa.gov/national/marine-life-distress/emergency-prescott-grants</a>   | 12/31/2024 11:59 PM ET |
| <input type="radio"/> | Impact Directed Environmental Accounts 2024                         | <a href="http://www.nfwf.org">www.nfwf.org</a>   | 9/30/2024 11:59 PM ET  |
| <input type="radio"/> | Killer Whale Conservation Fund 2025                                 | <a href="http://www.nfwf.org/programs/killer-whale-conservation-program/killer-whale-conservation-program-2025-request-proposals">www.nfwf.org/programs/killer-whale-conservation-program/killer-whale-conservation-program-2025-request-proposals</a> | 9/5/2024 11:59 PM ET   |
| <input type="radio"/> | Pacific Seabirds 2024   | <a href="http://www.nfwf.org/programs/seabirds">www.nfwf.org/programs/seabirds</a>   | 8/26/2024 11:59 PM ET  |
| <input type="radio"/> | Rocky Mountain Rangelands 2024                                      | <a href="http://www.nfwf.org/programs/rocky-mountain-rangelands">www.nfwf.org/programs/rocky-mountain-rangelands</a>   | 8/29/2024 11:59 PM ET  |
| <input type="radio"/> | San Francisco Bay Estuary Conservation Fund 2024                    | <a href="http://www.nfwf.org">www.nfwf.org</a>   | 9/27/2024 11:59 PM ET  |
| <input type="radio"/> | Sea Turtles 2025  | <a href="https://www.nfwf.org/programs/sea-turtles/sea-turtles-2025-request-proposals">https://www.nfwf.org/programs/sea-turtles/sea-turtles-2025-request-proposals</a>  | 9/10/2024 11:59 PM ET  |
| <input type="radio"/> | Vermont Dairy Farms Request for Technical Assistance Providers 2024 | <a href="http://www.nfwf.org/vermont-dairy-farms-working-water-wildlife-climate-food-and-farmers-request-technical-assistance">www.nfwf.org/vermont-dairy-farms-working-water-wildlife-climate-food-and-farmers-request-technical-assistance</a>       | 9/12/2024 11:59 PM ET  |

**Continue** **Cancel**

Choose the Funding Opportunity you're applying to.





# How to Apply in Easygrants

FAQ

Help

Log Out

**Instructions**

Answer each question below by selecting the **Yes** or **No** radio button, and click **Submit** to determine your eligibility to apply for this award. **All information is required.** If you partially complete and wish to return to complete this quiz later, be sure to save your data by clicking **Save**.

Have you read and do you understand the Program Guidelines for this Funding Opportunity, including any match requirements specific to the Funding Opportunity?  No  Yes

Can the reports and deliverables associated with any potential Foundation award for your project be published on the Foundation website?  No  Yes

Do you certify that you are authorized to submit this request for funding on behalf of your organization?  No  Yes

Upon submission of this page, you will see the outcome of your Eligibility Quiz. If you are eligible to apply for this award, you will have a corresponding To Do item on your home page. If you do not wish to apply for this award at this time, click **Cancel**.

**Important:** Please proof your answers carefully. You will not be able to revise your answers after submitting.

**Save** **Cancel**

**Submit**

Complete the brief Eligibility Quiz.



# How to Apply in Easygrants

The screenshot shows the NFWF Easygrants user interface. At the top left is the NFWF logo. The top right shows the user's name and 'Home' link. Below the logo are navigation buttons: 'My Tasks', 'My Grants', 'Profile', and 'Apply For Funding'. On the left side, there are buttons for 'Home', 'Change Password', 'FAQ', and 'Log Out'. The main content area has a 'My Tasks' header and a table of tasks. The table has columns for Easygrants ID, Primary Contact/PI, Task, Program Name, Funding Cycle Name, Status, Outcome, and Due Date. A task with ID 85462 and 'Full Proposal' is highlighted with red circles. Below the table are buttons for 'Apply for Funding' and 'View All My Tasks'.

My Tasks - Your Name - Home

My Tasks My Grants Profile Apply For Funding

Home To access a task below, [click the task name link in the Task column](#). Please note that a task will not be considered submitted until you open the task, go to the Review and Submit page, and click the Submit button. After submitting the task will no longer display on this page but you may view a PDF copy (if applicable) by clicking the View All My Tasks button.

Change Password Peer Reviewers: To view the proposal you are reviewing please click the "Third Party Review" link. Please do not click View PDF, as it will open a copy of the review you are submitting and not the proposal.

FAQ

Log Out

Apply for Funding View All My Tasks

| Easygrants ID | Primary Contact/PI | Task          | Program Name | Funding Cycle Name          | Status     | Outcome       | Due Date  |
|---------------|--------------------|---------------|--------------|-----------------------------|------------|---------------|-----------|
| 85462         | Your Name          | Full Proposal | Grants       | Vermont Dairy Farms Request | Incomplete | Not Submitted | 9/12/2024 |

View PDF

Once eligibility is confirmed, you will then see a Full Proposal task listed on your home page.



# How to Apply in Easygrants

The screenshot shows the Easygrants application interface. On the left is a navigation menu with the following items: Home, Main, Contact Information, Organization Information, Project Information, Project Location, Map, Uploads, Metrics, Budget, Matching Contributions, Permits and Approvals, Review and Submit, FAQ, and Help. The 'Project Information' header is circled in red. Below it, the 'Due: 9/12/2024 11:59 PM ET' date and 'Easygrants ID: 85390' are also circled in red. The main content area includes an 'Instructions' section with a paragraph and a bulleted list of navigation links. Below that is a 'Validation Summary' table.


| Page Name                | Status       |
|--------------------------|--------------|
| Contact Information      | ✓ Complete   |
| Organization Information | ✗ Incomplete |
| Project Information      | ✗ Incomplete |
| Project Location         | ✗ Incomplete |
| Map                      | ✗ Incomplete |
| Uploads                  | ✗ Incomplete |
| Metrics                  | ✗ Incomplete |
| Budget                   | ✗ Incomplete |
| Matching Contributions   | ✓ Complete   |
| Permits and Approvals    | ✓ Complete   |




# How to Apply in Easygrants- Project Information

## Project Details

Project Title \*

Project Start Date \*  

Project End Date \*  

Description \*

Abstract \*

Limit: 1000 characters Remaining: 1000

Limit: 1500 characters Remaining: 1500

## Project Budget

Requested Amount \*

Save

Save and Continue



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# How to Apply in Easygrants- Map

Map your project at the finest scale by any of the three options:

Upload Shapefile

**Select By Geography**

Turn on a layer and select an area by clicking on the map:

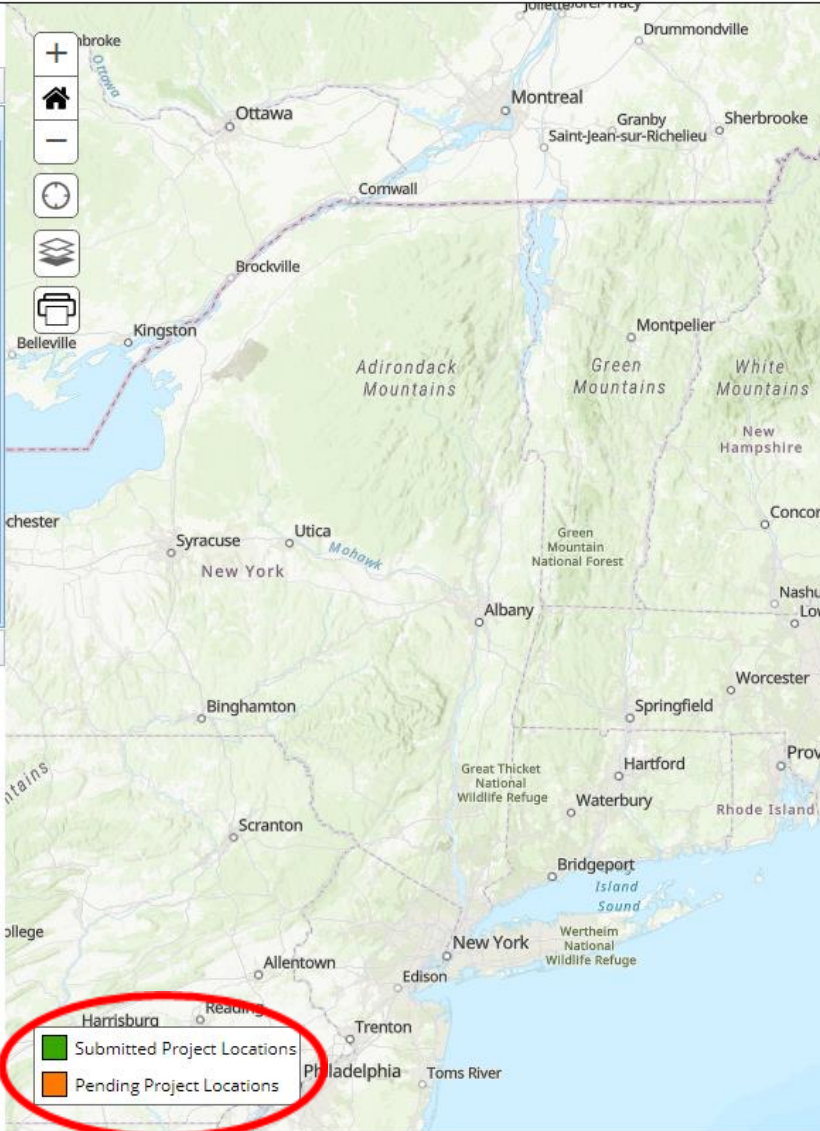
- None
- Protected Areas (USA)
- Lakes and Ponds (USA)
- Watershed (USA)
- County/District
- State/Province
- Country

Or search across the chosen layer by name

Draw a Custom Area

My project area:

Submitted Project Locations  
 Pending Project Locations



The map displays the Northeastern United States, including parts of Ontario, Canada, and states like New York, Vermont, New Hampshire, Massachusetts, Connecticut, and Pennsylvania. Major cities such as Montreal, Ottawa, Albany, New York, and Philadelphia are labeled. A legend at the bottom of the map area shows a green square for 'Submitted Project Locations' and an orange square for 'Pending Project Locations'. A red dashed line outlines a project area in the Adirondack Mountains region. A red circle highlights the 'Submit Project Location' button in the interface.

I confirm that this project has been mapped as accurately as possible



# How to Apply in Easygrants- Uploads

## Upload Checklist

| Upload Type                                       | Required | Template   | File Types Allowed   | Max Uploads | Max File Size | Max Pages |
|---|----------|--|--|-------------|---------------|-----------|
| VT RCPP Full Proposal Narrative 2024              | Yes      | <a href="#">VT RCPP Full Proposal Narrative Template 2024</a>  | .doc, .docx, .pdf, .rtf  | No Limit    | 16 MB         | 6         |
| Project Map                                       | No       |  | .xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx                     | No Limit    | 16 MB         | No Limit  |
| Letters of Support                                | No       |  | .xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx                     | No Limit    | 16 MB         | No Limit  |
| Statement of Litigation                           | Yes      | <a href="#">Statement of Litigation</a>                        | .doc, .docx, .pdf, .rtf  | No Limit    | 16 MB         | 6         |
| Board of Trustees, Directors, or equivalent       | Yes      |  | .doc, .docx, .pdf, .rtf  | No Limit    | 16 MB         | No Limit  |
| Applicant Controls Questionnaire                  | Yes      | <a href="#">Applicant Controls Questionnaire (Rev 7.25.24)</a> | .doc, .docx, .pdf, .rtf  | No Limit    | 16 MB         | No Limit  |
| Applicant Demographic Information Form Pre 8.7.24 | Yes      | <a href="#">Applicant Demographic Information Form</a>         | .xls, .xlsx  | No Limit    | 16 MB         | No Limit  |
| GAAP audited financial statements                 | Yes      |  | .xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx, .xlsx              | No Limit    | 16 MB         | No Limit  |
| IRS Form 990                                      | Yes      |  | .xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx                     | No Limit    | 16 MB         | No Limit  |
| Single Audit (Formerly A-133 Audit)               | Yes      |  | .doc, .docx, .gif, .jpeg, .jpg, .pdf, .rtf, .xls                     | No Limit    | 16 MB         | No Limit  |
| Indirect Rate Agreement                           | No       |  | .xls, .doc, .pdf, .rtf, .gif, .jpeg, .jpg, .docx                     | No Limit    | 16 MB         | No Limit  |
| Other Documents                                   | No       |  | .doc, .docx, .gif, .jpeg, .jpg, .pdf, .ppt, .pptx, .rtf, .xls, .xlsx | No Limit    | 16 MB         | No Limit  |

## Uploads

Choose Upload Type

There are no grant documents attached.



# How to Apply in Easygrants- Metrics

- Contact Information
- Organization Information
- Project Information
- Project Location
- Map
- Uploads
- Metrics
- Budget
- Matching Contributions
- Permits and Approvals
- Review and Submit

## Instructions

Follow the steps below to provide NFWF with metrics for showing progress on your project's primary activities and outcomes. More detailed instructions, screenshots, and examples are provided in the Metrics Help page displayed when you click **Help**. You may save and return to this page as often as needed to complete your metrics.

1. To view and select the available metrics, click **Select Metric**. A page will display all of the available metrics. If the list of available metrics is long, you can filter the list by clicking on the *Show*: options – **Templates** and/or **Strategies**: Templates allows you to filter on metric templates, if there is more than one. Strategies allows you to filter on a single Strategy, e.g., Habitat Management – *Show All* is the default for both. For more details on each metric, "mouse-over" the question mark icon.
2. To select your metrics, check the box in the *Add* column for the metrics on which you will report, and click **Add Selected**. The table below will refresh and display the metrics. You must select and report on at least one metric on this page, and the Foundation's strong preference is for projects to contain a limited number of metrics for showing progress.
3. For each of your selected metrics, enter both *Starting Value* (i.e., the actual number at the start of your project), and a *Target Value* (i.e., the projected number at the completion of your project) amounts. Notes may be added to a metric by clicking the sheet icon to the right of the Completion number.
4. Click **Save** intermittently to save your data. The system will timeout after 60 minutes of non-use, and any unsaved data will be lost.
5. To remove a metric after you've selected it, click the **red X** to the right of the line item. To delete several metrics at once, click the checkbox to the left of each metric name and click **Delete Selected** at the bottom of the page. The system will request confirmation before deleting Metrics, and the page will refresh with the remaining metrics. All metrics remaining on the page must contain values before final submission.
6. When you are finished providing values, click **Save and Continue** to save your metrics and move to the next page.

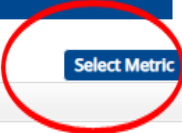
**Note:** The metrics provided here are those selected by the Foundation. If you would like to report on additional metrics, please include these in your project narrative.

## Applicant Submission Version

Filter By:

No results to display

Select All



# How to Apply in Easygrants- Metrics

Filter By:

| Metric   | Strategies  | Required    |
|--|---|-------------|
| <input type="checkbox"/> NEFR - Riparian restoration - Acres restored  | <input type="button" value="?"/> Habitat Restoration            | Recommended |
| <input type="checkbox"/> NEFR - Riparian restoration - Miles restored  | <input type="button" value="?"/> Habitat Restoration            | Recommended |
| <input type="checkbox"/> NEFR - BMP implementation for livestock fencing - Miles of fencing installed                    | <input type="button" value="?"/> Habitat Management             | Optional    |
| <input type="checkbox"/> NEFR - BMP implementation for nutrient or sediment reduction - Acres with enhanced nutrient mgt | <input type="button" value="?"/> Habitat Management             | Recommended |
| <input type="checkbox"/> NEFR - BMP implementation for stormwater runoff - Acres with BMPs                               | <input type="button" value="?"/> Habitat Management             | Recommended |
| <input type="checkbox"/> NEFR - Improved management practices - Acres with managed grazing                               | <input type="button" value="?"/> Habitat Management             | Recommended |
| <input type="checkbox"/> NEFR - Improved management practices - Number of sites under improved management                | <input type="button" value="?"/> Habitat Management             | Recommended |
| <input type="checkbox"/> NEFR - Project footprint - Acreage of project footprint   | <input type="button" value="?"/> Habitat Management             | Recommended |
| <input type="checkbox"/> NEFR - Economic benefits - # jobs created   | <input type="button" value="?"/> Capacity, Outreach, Incentives | Recommended |
| <input type="checkbox"/> NEFR - Economic benefits - # jobs sustained   | <input type="button" value="?"/> Capacity, Outreach, Incentives | Recommended |

Select All



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# How to Apply in Easygrants- Budget

## Instructions

Use this page to provide the details for your proposal. The budget must comply with [OMB's Uniform Guidance](#). All costs must be broken down into distinct line items and must directly relate to the project activities described in the proposal. Note that no part of the budget (neither NFWF funds nor match) may include:

- Advocacy/lobbying
- Fundraising
- Litigation
- Terrorist activities
- Activities in violation of the Foreign Corrupt Practices Act

NFWF has created an Indirect Cost Calculator to assist applicants with calculating the allowable indirect costs for their proposal budgets. [Please click here to access the calculator.](#)

Displayed below are the Foundation's preset budget categories. Each category has one or more sections into which you can enter line items. To Add a line item, click the Add icon (*green plus sign +*) to the right of the section name. A worksheet that is unique to the type of expense being entered will display. Complete all the fields on the line item worksheet and click **Save** to save your work and stay on the worksheet page, **Save and Close** to save and close the worksheet and return to this budget page, or **Close** to close the worksheet without saving changes. To provide a narrative explanation for a budget section, click the Notes icon (*white notepad*) to the right of the section name, and enter the narrative into the text box that opens. Please enter a section narrative for each section in which you have budget line items. You may enter an overall budget narrative by clicking the Budget Notes icon to the right of the *Budget* column heading. When finished, save and close the narrative worksheet. To edit a budget line item, click the Edit icon (*yellow pencil*) to the right of the line item description. To delete a budget line item, click the Delete icon (*red X*) to the right of the line item. [Click Help for examples and instructions specific to this Budget page.](#) [Click Continue to move to the next page in this task.](#) [Click here to view Foundation Guidelines for this Funding Opportunity.](#)

Note: You do not need to enter a line item for each budget category. If you do not anticipate project expenses for a budget category, skip that category. Do not enter a line item with a value of "0."


## Budget

Collapse all

|                                    | Budget |
|------------------------------------|--------|
| ▼ <u>Personnel</u>                 | \$0.00 |
| Personnel                          | \$0.00 |
| ▼ <u>Travel</u>                    | \$0.00 |
| Domestic Airfare - Per Flight      | \$0.00 |
| International Airfare - Per Flight | \$0.00 |
| Train - Per Ticket                 | \$0.00 |
| Rental Car - Per Day               | \$0.00 |
| Taxis - Per Trip                   | \$0.00 |
| Mileage - Per Mile                 | \$0.00 |

# How to Apply in Easygrants- Budget

 Green Plus Sign- Add a new line item

 Notepad icon- Enter a Budget Narrative for the line item

Please complete your Budget Narratives!

|  | Budget  |
|--|--|
| <b>Personnel</b>   | \$0.00   |
| Personnel                              | \$0.00   |
| <b>Travel</b>  | \$0.00   |
| Domestic Airfare - Per Flight          | \$0.00   |
| International Airfare - Per Flight     | \$0.00   |
| Train - Per Ticket                     | \$0.00   |
| Rental Car - Per Day                   | \$0.00   |
| Taxis - Per Trip                       | \$0.00   |
| Mileage - Per Mile                     | \$0.00   |
| Gasoline - Per Gallon                  | \$0.00   |
| Per Diem (M&IE) - Per Day              | \$0.00   |
| Lodging - Per Night                    | \$0.00   |
| Meals (No M&IE) - Per Meal             | \$0.00   |
| <b>Equipment</b>   | \$0.00   |
| Equipment                              | \$0.00   |
| <b>Materials and Supplies</b>  | \$0.00   |
| Materials and Supplies                 | \$0.00   |
| <b>Contractual Services</b>  | \$0.00   |
| Subcontract/Contract - Per Agreement   | \$0.00   |
| Subgrant - Per Agreement             | \$0.00   |
| <b>Other Direct Costs</b>  | \$0.00   |
| Other Direct Costs                 | \$0.00   |
| <b>Indirect Costs</b>  | \$0.00   |
| Indirect Costs                     | \$0.00   |
| <b>Total Direct Costs</b>  | \$0.00   |
| <b>Total Indirect Costs</b>  | \$0.00   |
| <b>Total Costs</b>   | \$0.00   |



Continue

# How to Apply in Easygrants- Submission

The screenshot displays the Easygrants application interface. The left sidebar contains navigation options: Map, Uploads, Metrics, Budget, Matching Contributions, Permits and Approvals, Review and Submit, Help, Log Out, and Return to Staff Module. The main content area is divided into three sections: View Full Submission, Submission, and Validation Status. The Validation Status section lists various fields and their completion status:

| Page Name                | Status       |
|--------------------------|--------------|
| Contact Information      | ✓ Complete   |
| Organization Information | ✗ Incomplete |
| Project Information      | ✗ Incomplete |
| Project Location         | ✗ Incomplete |
| Map                      | ✗ Incomplete |
| Uploads                  | ✗ Incomplete |
| Metrics                  | ✗ Incomplete |
| Budget                   | ✗ Incomplete |
| Matching Contributions   | ✓ Complete   |
| Permits and Approvals    | ✓ Complete   |

Details for the Validation Status section:

- Organization Information:** ✗ Primary Organization is required.
- Project Information:** ✗ Project Title is required. ✗ Project Start Date is required. ✗ Project End Date is required. ✗ Description is required. ✗ Abstract is required. ✗ Requested Amount is required.
- Project Location:** ✗ Project Location Description is required. ✗ Project Location Country(s) is required.
- Map:** ✗ Please confirm your project has been accurately mapped.
- Uploads:** ✗ Statement of Litigation is required and has not been uploaded. Board of Trustees, Directors, or equivalent is required and has not been uploaded. GAAP audited financial statements is required and has not been uploaded. IRS Form 990 is required and has not been uploaded. Single Audit (Formerly A-133 Audit) is required and has not been uploaded. Applicant Demographic Information Form Pre 8.7.24 is required and has not been uploaded. VT RCPP Full Proposal Narrative 2024 is required and has not been uploaded. Applicant Controls Questionnaire is required and has not been uploaded.
- Metrics:** ✗ Please enter metric in all goals.
- Budget:** ✗ Budget Grand Total must match the Total Grant Amount Requested on the Project Information page.

For technical assistance with any part of your application, please contact [easygrants@nfwf.org](mailto:easygrants@nfwf.org)



# A Word about Federal Funding and Compliance

- ✓ 2024 funding is a mix of federal and non-federal sources, so federal OMB Uniform Guidance applies ([grants.gov/grant-policies/](https://www.grants.gov/grant-policies/))
- ✓ Update your federal SAM registration sooner rather than later ([sam.gov](https://sam.gov))
- ✓ Make sure you provide your latest NICRA if you have one
- ✓ For nonprofits, your audit and your 990 must be from the same year (you may be asked to update these if grant is awarded)



# The Proposal Narrative – Up to Six Pages Total

1. Objectives w/metrics (up to 1 pg)
2. Qualifications and Roles (1/2 to 1 pg)
3. Methodology or Approach (1 to 2 pgs)
4. Workplan and Timeline (1 pg)
5. Monitoring and Measuring Performance (1/2 pg)
6. Community Impact (1/2 pg)

**NFWF**  
Vermont Dairy Farms Working for Water, Wildlife, Climate, Food and Farmers  
Request for Technical Assistance Providers – 2024

**Full-proposal Project Narrative**

Instructions: Save this document on your computer and complete the narrative in the format provided. The narrative may not exceed six (6) pages. Retain the outline format below, but you may delete the instructions associated with each element. Once complete, upload this document into the on-line application as instructed.

1. **Objectives:** Describe how you will address the specific program priorities in the RFP to assist small and medium-sized, pasture based dairy farms to adopt new or enhanced conservation practices. (up to one page)

Then on the table below, list the major conservation practice codes and performance metrics. The performance metrics should be consistent with the Metrics section of your online application.

| Conservation Strategy | Practice and Practice Code | Performance Metric                                     |
|-----------------------|----------------------------|--|
| Manure management     | Waste facility cover (360) | 6 farms with new or improved manure storage facilities |
|                       |                            |  |
|                       |                            |  |

2. **Project Partner Qualifications and Roles:** In the table below, provide a concise description of project partners and their roles, including: a) the name, title and organizational affiliation of each individual or organization engaged in delivering the project, including the applicant and all partners, collaborators, contractors, etc., b) each individual or organization's qualifications and experience relevant to delivery of the project, and c) each individual or organization's specific role and responsibilities in delivery of major project activities. If a contractor is yet to be determined, list the qualifications and experience sought for the appropriate role and responsibility. Add/delete rows as necessary. (Approx. 1/2-1 page)

| Name, Title, Organization                                    | Qualifications/Experience   | Role/Responsibilities   |
|--|---|---|
| e.g., Sue Smith, Director of Manure Storage, Dairy ISP, Inc. | 10 years working with farmers and NRCS to implement conservation practices on dairy farms | Securing cost-share signup and designing conservation practices |
|  |   |   |
|  |   |   |

3. **Methodology or Approach:** Describe the your methodology or approach, including, as appropriate, the approach to outreach, delivering technical assistance, engaging technical experts in project design and delivery, on-the-ground



**NFWF**

# Final Tips for Applicants

1. Re-read the **RFP** and reference the information provided through the links.
2. Build time (budget) into your proposal to do the partnership work.
3. For metrics, estimate what you think you can accomplish.
4. If you have big ideas, don't be constrained by the format.
5. Call us if you're confused or just want to bounce an idea around.
6. Submit your proposal **ON OR BEFORE** Sept. 12th.

***Note: NFWF staff will not be available at 11:59pm on the 12th!***

# Questions?

**John Wright**, Manager  
Northeastern Regional Office, NFWF

[John.Wright@nfwf.org](mailto:John.Wright@nfwf.org)

(202) 595-2478

**Proposals are Due**  
**Thursday, Sept 12<sup>th</sup> by**  
**11:59 PM Eastern Time**  
**Awards will be announced**  
**in late November**

<https://www.nfwf.org/vermont-dairy-farms-working-water-wildlife-climate-food-and-farmers-request-technical-assistance>