Proposition 1
Restoration Grant Programs
Fiscal Year 2016/2017

Application Workshop
May 16, 2016
Application Workshop

1. Using FAA$T
2. Tips for Writing Complete Grant Proposals
3. Overview of Application
4. Questions
Financial Assistance Application Submittal Tool (FAAST)

Create a FAAST Account
FAAST: Create a FAAST Account

FAAST Website

HTTPS://FAAST.WATERBOARDS.CA.GOV
FAAST: Create a FAAST Account

Welcome to FAAST

The Financial Assistance Application Submittal Tool (FAAST) allows potential funding recipients to apply for grant and loan funding offered by various State agencies.

The State Water Resources Control Board’s Division of Financial Assistance (Division) is responsible for administering the FAAST system. The Division also administers various financial assistance programs for planning, design, and construction of municipal sewage and water recycling facilities, drinking water facilities, stormwater, groundwater, and nonpoint source pollution control projects.

The following table lists funding programs currently accepting applications through FAAST.

<table>
<thead>
<tr>
<th>Program Name</th>
<th>State Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interim Emergency Drinking Water And Drought Related Drinking Water Funding Application</td>
<td>State Water Resources Control Board</td>
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<tr>
<td>Prop 1 Storm Water Grant Program (SWGP) - Implementation</td>
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</tr>
<tr>
<td>Groundwater Quality Funding Programs - Pre Application</td>
<td>State Water Resources Control Board</td>
</tr>
</tbody>
</table>
FAAST: Create a FAAST Account

Click

Username: [blank]  Password: [blank]  LOG ONTO FAAST

RETRIEVE PASSWORD  CREATE ACCOUNT  PUBLIC SEARCH TOOL  HOW-TO VIDEOS

WELCOME TO FAAST
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Creating a FAAST Account is a 2-step Process

1st Step: Search for Organization Name

2nd Step: User Registration
1st Step – Search for Organization Name

Type any part of the organization name. Click.
Organization Name Found in FAAST

Click to go to Step 2.
Organization Name NOT Found in FAAST

Click Create New Organization
Creating New Organization Record

Organization Details

- Organization Name: HowToVideoSeries
- Mailing Address: 1001 I Street, Sacramento, CA, 95814
- Type of Organization: State Government
- Federal Tax ID Number: 11111111
- DUNS Number: 999999999

Click Next Step
FAAST: Create a FAAST Account

2nd Step – User Registration
FAAST: Create a FAAST Account

New FAAST Account Confirmation

Congratulations! You have successfully created a FAAST user account!

The following are your user account details. Please print & save them in a safe place for your future reference. Don't give out your password to anyone. An email confirmation will be sent to you within 15 minutes.

User Account Confirmation

- Your User Name: JSmith2
- Your Password: Jsmith
- Your Security Question: FAVORITE_SPORT
- Your Security Answer: Basketball

Click to Log Onto FAAST
FAAST: Create a FAAST Account

FAAST Help Desk

1-866-434-1083

FAAST_ADMIN@waterboards.ca.gov

Monday – Friday from 8AM to 5PM
FAAST: Start & Submit an Application

Main Menu

The Main Menu allows the user to start a new application, work on applications in progress, view submitted and/or processed applications, or edit the user and/or organization profiles.

Applicant Menu

- **Start a New Application:** Start a New Application!
- **Copy existing application into a new application:** Copy an existing application into a new application.
- **Existing Applications:**
  - **Active Applications:** View/edit Applications with a status of In Progress (Not Submitted).
  - **Submitted Applications:** View Applications with a status of Submitted or Assigned (for Review).
  - **Processed Applications:** View Applications which were either recommended for funding, awarded funding, or declined funding.
  - **Inactive Applications:** View/edit Applications that were not submitted and the deadline has passed.
- **Update User Profile:** Edit contact information, security question/answer.
- **Update User Password:** View and edit password.
- **Update Organization Profile:** Submit a request to update information for Organization.
- **System Disclosure:** View the minimum usage requirements for using FAAST.
- **Resources:** Available resources to assist in the successful completion of a FAAST application.
  - **Frequently Asked Questions (FAQs):** Answers to frequently asked questions.
  - **User Manual:** Applicant user manual.
  - **How To Videos:** How-to videos designed to walk new FAAST users through how to start and submit applications.
  - **Contact Us:** If you need technical assistance, please contact the FAAST Help Desk.
  - **Funding Program Resources:** A list of the State agencies using FAAST and their funding program webpages.
**System Disclosure & Usage Recommendations**

**System Disclosure**

FAAST was designed and tested for use on a personal computer (PC) using Internet Explorer (version 6.0 or higher). The use of a Macintosh (Mac) or other web browsers may impact the ability to successfully save information, navigate within FAAST, upload attachments, or submit an application.

The following is a list of recommendations when using FAAST:

<table>
<thead>
<tr>
<th>Usage Recommendations</th>
<th>Check Box</th>
</tr>
</thead>
<tbody>
<tr>
<td>Use web browser Internet Explorer (version 6.0) or greater</td>
<td></td>
</tr>
<tr>
<td>Save work often - System times out after 90 minutes of inactivity</td>
<td></td>
</tr>
<tr>
<td>Disable pop-up blocking software</td>
<td></td>
</tr>
</tbody>
</table>

Note: Each time a new application is started, the user will need to read/check the usage requirements.
Select Applicant Organization

Please identify the Applicant Organization for the application started by selecting either OPTION 1 or OPTION 2 below. If the Applicant Organization selected is later determined to be incorrect, contact the FAAST Help Desk to have the correct Applicant Organization associated with the project.

OPTION 1: Applicant Organization = Submitting Organization

- The Applicant Organization for this project is "Rivera's WQ Firm - Waterfalls". The Applicant Organization is the same as the Submitting Organization. Press the OPTION 1 button to move to the next step.

Click if you work for the Applicant Organization.

OR

OPTION 2: Applicant Organization ≠ Submitting Organization

- The application is being submitted on behalf of another organization (the Applicant Organization). The Applicant Organization is different from the Submitting Organization. Press the OPTION 2 button to search for and select the Applicant Organization for this project.

Click if you are a consultant submitting on behalf of the Applicant.
**FAAST: Start & Submit an Application**

**Select from List of Active RFPs**

The following is a list of active Request for Proposals (RFPs). These RFPs are currently accepting applications. Select the desired RFP from the list below to begin the application process.

Please refer to the RFP, Guidelines, Solicitation Notice, or other information provided (by the funding program or funding organization) for detailed information on the application.

<table>
<thead>
<tr>
<th>RFP Title</th>
</tr>
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<tbody>
<tr>
<td>CDFW - 2016 Prop 1 Watershed Restoration &amp; Delta Water Quality and Ecosystems Restoration</td>
</tr>
<tr>
<td>Proposition 1 Technical Assistance (TA) Funding Program (Program)</td>
</tr>
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<tr>
<td>Water Recycling Funding Program - Planning Grant Application</td>
</tr>
<tr>
<td>Clean Water State Revolving Fund (CWSRF) - Construction/Implementation</td>
</tr>
<tr>
<td>Clean Water State Revolving Fund (CWSRF) - Planning</td>
</tr>
<tr>
<td>Drinking Water State Revolving Fund (DWSRF) - Construction</td>
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</tr>
<tr>
<td>Water Recycling Funding Program - Construction Application</td>
</tr>
</tbody>
</table>
What’s New for 2016

• Organization of information – FAAST Application and Attachments

• New Attachments
  – Applicant Checklist
  – Templates: Project Narrative, Monitoring Plan, Long-Term Management
  – Forms for specific projects: Salmon and Water Rights
Writing Complete Proposals

• Read Solicitation and instructions carefully
• Solicitation is new and different from last year
• Clearly address the criteria outlined in the solicitation
• Make a clear tie between your project and the Solicitation Priorities
• Make a direct connection to existing plans (CWAP, SWAP, other planning documents)
• Take the time to proof read the proposal
• Double Check Dollar Amounts
• Request post-award debriefing
Conservation Corps

- Consultation required prior to submitting
- Projects that solely involve Planning, Acquisition, or Scientific Studies with no field work are exempt
- Consult early in the project development process
- Circle back for budget info / build into project
- *Cannot use last year’s consultation form*

Prop1@ccc.ca.gov
inquiry@prop1communitycorps.org
Starting the Application

- Applicant Checklist
- Attachments
- Timer (90 minutes)
- Save Often – Resets Timer
- Do not Submit Until You are Certain Complete
FAAST Application

Application

(Due by 4:00 PM, June 24, 2016)
Schedule

- Solicitation Released – May 9, 2016
- Proposals Due June 24, 2016
- Proposals Evaluated July – October 2016
- Director Approval and Award – November 2016
- Grant Agreements Executed – Starting May of 2017
Questions?

Email
CDFW: WatershedGrants@wildlife.ca.gov
CCC: Prop1@ccc.ca.gov
FAAST: FAAST_ADMIN@waterboards.ca.gov

Website
https://www.wildlife.ca.gov/Conservation/Watersheds/Restoration-Grants