

Using the WizeHive Application System

https://webportalapp.com/sp/home/cdfa_sweep

1

Create a Profile



Email: _____

Password: _____

2

Start A New Application



You will be assigned an application number: _____

3

Complete All Sections of Application



Review Application Checklist on the back of this paper

4

Once you are satisfied with your application,
hit the green Submit button



Quick Tips

1. Keep your username and password in a safe place
2. Click “Save Draft” periodically to prevent information loss
3. Call your local RCD– we are here to help!



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SWEEP Application Checklist

1. Review the SWEEP application materials on the SWEEP webpage
<https://www.cdfa.ca.gov/oefi/sweep/>
2. Establish a WizeHive Account here: https://webportalapp.com/sp/home/cdfa_sweep
3. Develop a Project Design
 - Determine eligible project components and budget (max. grant award is \$100,000)
 - Obtain a project design. You may find it helpful and necessary to consult with an irrigation specialist
4. Gather Baseline Water Use, Energy Use, Pump Tests and Specifications
5. Complete and attach the SWEEP Irrigation Water Savings Assessment Tool
6. Complete and attach the Air Resources Board Greenhouse Gas Calculator
7. Complete and submit the application in WizeHive by March 8, 2019 at 5:00 pm
 - Provide responses to all of the application questions
 - Include all the required attachments: Budget worksheet, SWEEP Irrigation water savings assessment tool, ARB Greenhouse Gas Calculator, GHG Baseline Usage.
 - Include Matching Funds Documentation if you are providing matching funds.

Glossary of Grant Terms

BUDGET: The financial plan for your grant, itemized to show breakdown of both income and expenses.

COST SHARE: Project costs not borne by SWEEP, can be in the form of MATCHING FUNDS or IN-KIND.

MATCHING FUNDS: Refers to a dollar amount committed to the project from a source other than SWEEP.

IN-KIND: Refers to a contribution of services or items donated to the project instead of a monetary sum.

SUPPLIES: Items purchased for the project that cost less than \$5,000 per unit.

EQUIPMENT: Items purchased for project implementation that cost more than \$5,000 per unit.

Irrigation Training Resources (not required, but highly recommended)

<https://store.irrigation.org/SearchResults.aspx?Category=OLCLA>

<http://www.itrc.org/classes.htm>

<http://www.fresnostate.edu/jcast/cit/announcements-events/>