



**Date:**

**Project Name/Grant Agreement Number/Award Amount: -**

**Name(s) of persons in attendance:**

(List all parties present during site visit and identify their individual roles in the project. Add rows as needed. \*Recipient must be present.

Name	Organization/ Title	Project Role	Contact

**Project Type:**

- New dairy digester facility
- Restoration of a defunct digester

This section of the Critical Project Review Report allows the Recipient to provide a summary of the project which was completed. It is important that this summary captures the scope of the project and contains enough detail to provide a full understanding of the project including specific project accomplishments. Since this document will address what went right and wrong with the project, as well as lessons learned, it is imperative that this section provide enough background information to base the details in the rest of the document on.

## Project Assessment

This section of the Critical Project Review allows CDFA to assess the project as it was originally planned.

Project Tasks	Status				Notes
Power purchase agreement (PPA) or offtake agreement secured.	<input type="checkbox"/> Complete	<input type="checkbox"/> In progress	<input type="checkbox"/> Incomplete	<input type="checkbox"/> N/A	
Installation of new building structures, flare.	<input type="checkbox"/> Complete	<input type="checkbox"/> In progress	<input type="checkbox"/> Incomplete	<input type="checkbox"/> N/A	
Lagoon excavation, double-lining and covering installed.	<input type="checkbox"/> Complete	<input type="checkbox"/> In progress	<input type="checkbox"/> Incomplete	<input type="checkbox"/> N/A	
Conditioning of biogas (H <sub>2</sub> S scrubbers)	<input type="checkbox"/> Complete	<input type="checkbox"/> In progress	<input type="checkbox"/> Incomplete	<input type="checkbox"/> N/A	
Genset fabrication and installation	<input type="checkbox"/> Complete	<input type="checkbox"/> In progress	<input type="checkbox"/> Incomplete	<input type="checkbox"/> N/A	
Treatment of exhaust emissions (selective catalytic reduction)	<input type="checkbox"/> Complete	<input type="checkbox"/> In progress	<input type="checkbox"/> Incomplete	<input type="checkbox"/> N/A	
Status of Interconnection and Permit to Operate	<input type="checkbox"/> Complete	<input type="checkbox"/> In progress	<input type="checkbox"/> Incomplete	<input type="checkbox"/> N/A	
Startup: digester filled with manure, flaring biogas until genset installed, digester and genset start-up. Calibrate flow meters and test sensors. Automated data logging. Register for offsets trading (ARB and Climate Action Reserve)	<input type="checkbox"/> Complete	<input type="checkbox"/> In progress	<input type="checkbox"/> Incomplete	<input type="checkbox"/> N/A	
Reporting requirements - Quarterly progress reports  - Final Reports  - Post-project (5-yr) reports	<input type="checkbox"/> Complete  <input type="checkbox"/> Complete  <input type="checkbox"/> Complete	<input type="checkbox"/> In progress  <input type="checkbox"/> In progress  <input type="checkbox"/> In progress	<input type="checkbox"/> Incomplete  <input type="checkbox"/> Incomplete  <input type="checkbox"/> Incomplete		
Photos attached?		<input type="checkbox"/> Yes	<input type="checkbox"/> No		

Have all the major milestones described in the Work Plan been achieved? See attached Work Plan.	<input type="checkbox"/> Complete	<input type="checkbox"/> In progress	<input type="checkbox"/> Incomplete	
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**Notes:**

**Project Timeline:**

This portion of the Critical Project Review describes the project’s planned timeline and how the project measured against the plan. This information is helpful in identifying and understanding what may have contributed to project delays or allowed the project to complete early or on time.

Project Tasks	Scheduled Completion	Actual Completion	Comments

CDFA Staff Initials:

Date of Review:

## **Recommendations**

*This section of the Critical Project Review should outline any recommendations CDFA has for recipient based on the site visit/project assessment.*

## Authorization

I grant to the California Department of Food and Agriculture (CDFA), the right and permission to use and publish my story (in whole, or in part) and photograph(s)/video for explaining and promoting Office of Environmental Farming and Innovation (OEFI) programs. I understand that I give my permission freely and expect no compensation for this. Upon my written request, CDFA/OEFI will send me a courtesy copy of the final product.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Questions/prompts for verification form (get approval from interviewee on video or sign above):

1. How has participation in the (name of program) benefitted your operation?
2. What impact has your participation in (name of program) had on you—not only on your business, but on the environment, community and/or family?
3. Why is participating in an environmental program like (name of OEFI program) important to you?