

# **New** SDBII Application Portal Quick-Start Guide





# SOUTHEAST DAIRY BUSINESS INNOVATION INITIATIVE

SDBII Business Grants

- Farm Infrastructure Improvement
- Precision Technology and Management
- Dairy Business Planning Grant
- Specialty Processing Equipment
- SDBII Grant FAQ
- Previously Funded Projects

↓

Application Portal

Register for an SDBII applicant profile and apply HERE

<https://sdbii.Tennessee.edu>



THE UNIVERSITY OF  
TENNESSEE  
KNOXVILLE

## Logon

Email Address\*

Password\*

[Log On](#)

[Create New Account](#)

[Forgot your Password?](#)



Welcome to the University of Tennessee: Center for Dairy Advancement and Sustainability's Online Portal.


New Users: Please click on "Create New Account" to complete the registration process and create your logon credentials.


Existing Users: Please enter your credentials and log in. If you forgot your password, please use the "Forgot your Password?" link to the left to reset your password.

Not Sure? If you think that you or someone at your organization has already registered in the system, do not create a new account. Please contact our Grant Administrator to receive your username.

## Create New Account

If you already have an Account, click the 'Cancel Account Creation' button to go to the Logon page

 Using the browser's back button will delete your registration information.

 This registration process has multiple steps you must complete before you can apply.

Fields with an asterisk (\*) are required.

### Organization Information (Legal business name)

Organization Name\*

Roper Farms

Unique Entity ID (UEI)

<https://sam.gov/content/home>  
Formerly DUNS Number



A UEI is not required to apply but **will be** required if awarded funding. We recommend filing for it as early as possible! Please visit the website listed to do this.

Website

Telephone Number (###-###-####)\*

123-456-7890

Organization Email

Address 1\*

123 Roper Rd

Address 2

City\*

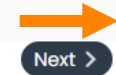
Knoxville

State\*

TN

Postal Code\*

37920



Next >

User Information

Password

## Create New Account

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⚠ Using the browser's back button will delete your registration information.

ℹ This registration process has multiple steps you must complete before you can apply.

Fields with an asterisk (\*) are required.

### Organization Information

### User Information

Copy Address from Organization

Prefix (Mr, Mrs, Ms, Mx, etc.)

First Name\*

Last Name\*

Title or Role\*

Email / Username\*

Email / Username Confirmation\*

Telephone Number (###-###-####)\*

Mobile Number (###-###-####)

Address 1\*

Address 2

City\*

State\*

Postal Code\*

< Previous




Next >


Password

Your username **will be** the email address of the user completing the application! ★

## Create New Account

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Fields with an asterisk (\*) are required.

Organization Information


User Information

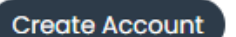

Password

Passwords must be at least six characters long and may contain capital or lowercase letters, numbers, or any of the following special characters: !@\$%\*()\_


Password\*

Confirm Password\*

 Previous

 Create Account 

You will get a confirmation email that your account was created to the account entered for **USER**

 Apply

Roper Farms



Quick Search



Farm Infrastructure Improvement Grant Application Accepting Submissions from 01/01/2025 to 03/05/2025

Apply



 Preview

 Send to GrantHub



Precision Technology and Management Grant Application Accepting Submissions from 01/01/2025 to 03/05/2025

Apply

 Preview

 Send to GrantHub



## Application

Public Profile

Copy Previous Answers

Process: Farm Infrastructure Improvement Grant Application

Contact Info

Request

Documents 0

**Applicant:**

★  
Ansley Roper  
ansley.roper@gmail.com  
770-878-0307  
2506 River Dr  
Knoxville, TN 37996



**Organization:**

★  
Roper Farms  
123-456-7890  
123 Roper Rd  
Knoxville, TN 37920

[Contact Email History](#)

If your organization information does not appear correct, please contact the funder. Thank you.

Application

Question List



Due by 03/05/2025 05:00 PM EST.

Fields with an asterisk (\*) are required.

Section 1: GOAL ALIGNMENT & ELIGIBILITY

**Goal Areas\***

Please identify which of the following grant program goals (see RFP) your application supports. Check all that apply:

- Improvements to existing facilities to reduce the impact of heat stress
- Investments in raw milk storage, cooling capacity, and/or transportation efficiency
- Modernization and improvements to milk harvest
- Improvements to feed and forage management and storage opportunities
- Improvements to animal housing and environments
- Water, waste, and manure management improvements
- Investments to improve farm business structure

**Project Abstract\***

Please provide a one paragraph overview (3 to 5 sentences) of what your project will accomplish (including what equipment will be added and why). This will be shared directly with USDA AMS and on the SDBII website if awarded funding.

600 characters left of 600



Process: Farm Infrastructure Improvement Grant Application

- Contact Info
- Request
- Documents 0

**Applicant:**  
 Ansley Roper  
 ansley.roper@gmail.com  
 770-878-0307  
 2506 River Dr  
 Knoxville, TN 37996

**Organization:**  
 Roper Farms  
 123-456-7890  
 123 Roper Rd  
 Knoxville, TN 37920

[Contact Email History](#)

If your organization information does not appear correct, please contact the funder. Thank you.

Application Question List

**Due by 03/05/2025 05:00 PM EST.**

Fields with an asterisk (\*) are required.

- > Section 1: GOAL ALIGNMENT & ELIGIBILITY
  - > Eligibility and General Information
- > Section 2: PROJECT SUMMARY
- > Section 3: WORK PLAN AND DELIVERABLES
- > Section 4: BUSINESS FUNDAMENTALS
- > Section 5: BUDGET FORM
- > Section 6: LETTERS OF SUPPORT
- > Section 7: ADDITIONAL INFORMATION

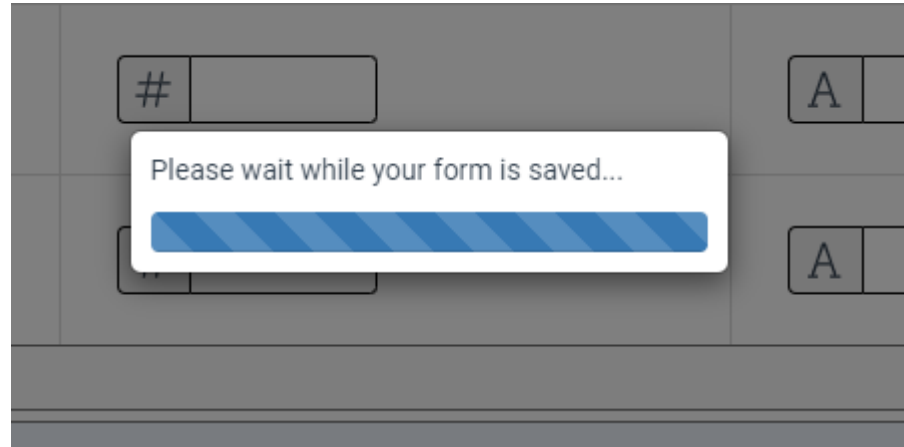
**Due by 03/05/2025 05:00 PM EST.**

[Abandon Request](#) ★★★★ [Save Application](#) [Submit Application](#)


Each section has a drop down, can open and close them as you need for visibility


Can skip sections and come back to as needed!

Auto-saves, but **PLEASE** double-check and save your work when you step away from your application!



## Confirmation

 Your Application has been saved.

 The following required questions have not been answered:

- Project Name
- Main Contact
- Email of Main Contact
- Verify Email
- Project Impact
- Dairy Species
- Product Types
- Primary Contact Phone Number
- Grant Preparation
- Professional Assistance
- U.S. Business Eligibility
- Official Business Name
- SDBII Assistance/Participation
- Project Summary
- Requested Funds
- Milking Herd Size
- Planning for Challenges
- Business Fundamentals
- Budget Workbook Upload
- Quote Upload
- Letters of Support
- Additional Information
- Additional Document Upload



Continue



Little house = Dashboard

APPLY

## Applicant Dashboard

### Roper Farms

Active Requests

1

Historical Requests

0

Process: Farm Infrastructure Improvement Grant Application

Application

Draft

01/07/2025

Due by 03/05/2025 05:00 PM EST

 [Edit Application](#)

Decision


Undecided

Hard deadline set by the software - the portal will not take applications after 5:00 PM EST on 3/5/25!

Process: Farm Infrastructure Improvement Grant Application

- Contact Info
- Request
- Documents 0

**Applicant:**  
Ansley Roper  
ansley.roper@gmail.com  
770-878-0307  
2506 River Dr  
Knoxville, TN 37996


 **Organization:**  
Roper Farms  
  
123-456-7890  
123 Roper Rd  
Knoxville, TN 37920


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Application

Question List

 Due by 03/05/2025 05:00 PM EST.

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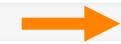
- > Section 1: GOAL ALIGNMENT & ELIGIBILITY
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- > Section 4: BUSINESS FUNDAMENTALS
- > Section 5: BUDGET FORM
- > Section 6: LETTERS OF SUPPORT
- > Section 7: ADDITIONAL INFORMATION

 Due by 03/05/2025 05:00 PM EST.

Abandon Request

Save Application

Submit Application




Please wait while your form is submitted...




## Confirmation


 Your Application has been submitted.

 [Continue](#)

## Applicant Dashboard

### Roper Farms

Active Request 

Historical Requests 

#### Heat Abatement

Process: Farm Infrastructure Improvement Grant Application

Application	<u>Submitted</u>	01/07/2025	<a href="#">View Application</a>
Decision	Undecided		

## Application - Farm Infrastructure Improvement Grant Received - University of Tennessee: Southeast Dairy Business Innovation Initiative (SDBII) Inbox x



**University of Tennessee: Center for Dairy Advancement and Sustainability** <administrator@grantinterface.com>

9:42 AM (1 minute ago)



to me ▾

Dear Ansley,

Thank you for submitting your Application - Farm Infrastructure Improvement Grant. It was successfully received. You should hear from us in approximately 6 weeks after the due date, 03/05/2025 05:00 PM EST.

You will be contacted if any additional information is required.

Sincerely,

University of Tennessee: Southeast Dairy Business Innovation Initiative (SDBII)

# Things to Remember

- Your organization name should be your legal business name
- **UEI is not required to apply** but **is required once awarded**, please begin the process to acquire this as soon as possible - KCARD can help with this if needed, email Cara at [cstewart@kcard.info](mailto:cstewart@kcard.info)
- Selecting "Save Application" often will ensure your responses remain saved
- The portal will allow you to come work on your application and come back to it as often as you need to - just remember your username and password!
- Applications will not be accepted after the deadline of 3/5/2025 at 5:00 PM EST

# Questions?

- For general grant-related questions, please contact your state contact
  - TN, AL, LA, FL, PR
    - [sdbiigrants@utk.edu](mailto:sdbiigrants@utk.edu)
  - KY, AR, VA, WV
    - [J.hickersonkddc@gmail.com](mailto:J.hickersonkddc@gmail.com)
  - NC, SC, GA, MS
    - [ncdairyextension@ncsu.edu](mailto:ncdairyextension@ncsu.edu)
- For questions on the portal, please contact Shep ([sstearns1@utk.edu](mailto:sstearns1@utk.edu)) and Ansley ([aroper2@utk.edu](mailto:aroper2@utk.edu))