

SECOND AMENDATORY AGREEMENT

This **SECOND AMENDATORY AGREEMENT** is made between the **CITY AND COUNTY OF DENVER**, a municipal corporation of the State of Colorado (the “City”) **MILE HIGH 360**, a Colorado non-profit corporation, whose address is 998 Navajo Street, Denver, Colorado 80204 (the “Contractor”), jointly (“the Parties”).

RECITALS:

A. The Parties entered into an Agreement dated August 12, 2020, and an Amendatory Agreement dated October 1, 2021 (collectively, the “Agreement”) to perform, and complete all of the services and produce all the deliverables set forth on Exhibit A, the Scope of Work, to the City’s satisfaction.

B. The Parties wish to amend the Agreement to extend the term, increase the maximum contract amount, amend the scope of work, and amend the budget.

NOW THEREFORE, in consideration of the premises and the Parties’ mutual covenants and obligations, the Parties agree as follows:

1. Section 3 of the Agreement entitled “**TERM**” is hereby deleted in its entirety and replaced with:

“**3. TERM:** The Agreement will commence on **August 1, 2020**, and will expire on **July 31, 2023** (the “Term”). The term of this Agreement may be extended by the City under the same terms and conditions for annual renewal by a written amendment to this Agreement. Subject to the Executive Director’s prior written authorization, the Contractor shall complete any work in progress as of the expiration date and the Term of the Agreement will extend until the work is completed or earlier terminated by the Executive Director.”

2. Section 4 of the Agreement entitled “**COMPENSATION AND PAYMENT**” Sub-section d. (1) entitled “**Maximum Contract Amount:**” is hereby deleted in its entirety and replaced with:

“**d. Maximum Contract Amount:**

(1) Notwithstanding any other provision of the Agreement, the City’s maximum payment obligation will not exceed **NINE HUNDRED EIGHTY-TWO THOUSAND NINE HUNDRED THIRTY DOLLARS AND THIRTY CENTS (\$982,930.30)** (the “Maximum Contract Amount”). The City is not obligated to execute an Agreement or any

amendments for any further services, including any services performed by Contractor beyond that specifically described in **Exhibit A**. Any services performed beyond those in **Exhibit A** are performed at Contractor's risk and without authorization under the Agreement.”

3. **Exhibit A** and **Exhibit A_Amendment01** is hereby deleted in its entirety and replaced with **Exhibit A_Amendment02, Scope of Work**, attached and incorporated by reference herein. All references in the original Agreement to **Exhibit A** and **Exhibit A_Amendment01** are changed to **Exhibit A_Amendment02**.

4. **Exhibit B** and **Exhibit B_Amendment01** is hereby deleted in its entirety and replaced with **Exhibit B_Amendment02 Budget**, attached and incorporated by reference herein. All references in the original Agreement to **Exhibit A** and **Exhibit B_Amendment01** are changed to **Exhibit B_Amendment02**.

5. As herein amended, the Agreement is affirmed and ratified in each and every particular.

6. This Second Amendatory Agreement will not be effective or binding on the City until it has been fully executed by all required signatories of the City and County of Denver, and if required by Charter, approved by the City Council.

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Contract Control Number: ENVHL-202264098-02/ENVHL-202055489-02
Contractor Name: MILE HIGH 360

IN WITNESS WHEREOF, the parties have set their hands and affixed their seals at Denver, Colorado as of:

SEAL

CITY AND COUNTY OF DENVER:

ATTEST:

By:

APPROVED AS TO FORM:

REGISTERED AND COUNTERSIGNED:

Attorney for the City and County of Denver

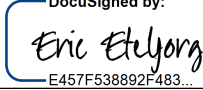
By:

By:

By:

Contract Control Number:
Contractor Name:

ENVHL-202264098-02/ ENVHL-202055489-02
MILE HIGH 360

By:  _____

Eric Eteljorg
Name: _____
(please print)

Executive Director
Title: _____
(please print)

ATTEST: [if required]

By: _____

Name: _____
(please print)

Title: _____
(please print)



EXHIBIT A_Amendment02

SCOPE OF WORK

I. Purpose of Agreement

- A. The purpose of this contract is to establish an agreement and Scope of Services between the **Healthy Food for Denver's Kids ("HFDK")** Initiative and **Mile High 360 ("MH360")**. MH360 shall provide the identified services for the City under the support and guidance of the Denver Department of Public Health and Environment, Healthy Food for Denver's Kids Initiative using best practices and other methods for fostering a sense of collaboration and communication.

Mile High 360 has been awarded the following amounts in Healthy Food for Denver's Kids funds:

- **\$245,982** for Term 1 (August 1, 2020 – July 31, 2021)
- **\$355,146** for Term 2 (August 1, 2021 – July 31, 2022)
- **\$381,802.30** for Term 3 (Aug 1, 2022-July 31, 2023)
- Cumulative Maximum Contract Amount: **\$982,930.30**

II. Program Services and Descriptions

- A. MH360 will be granted funds to provide the following services:

Mile High 360 and Youth Employment Academy will be enriching MH360's nutrition programming for students within their health & wellness area. Students will participate, learn, and experience nutrition first-hand with a chef and nutritionist who understands the Latin culture, ethnic pride, heritage, and love of food. She understands and teaches the benefits of healthy eating habits and uses healthful, nutritious, and fresh ingredients. She knows what ingredients are needed to make tasty and well-balanced meals. During the lessons, she will have learning tools, healthy snacks, menu planning, class snack preparation and curriculum related to nutrition for students in grade 6-8 and 9-12. There will be 8 sessions held during the programming year for each cohort. Students will also receive nutritional workbooks; journals to reflect on nutritional choices so staff and students can understand the evolutions in eating habits, food choices and understanding of what a healthy choice is and why. Finally, students will create recipe books to record favorite recipes, ingredients, ideas and meal planning options that fuels their bodies.

With the chef and nutritionist from Youth Employment Academy, MH360 will host a series of 9 family cooking classes to reinforce healthy eating habits and choices through ingredients, recipes, meal preparation and experiential learning. This part of the program will highlight a two-generational approach Two-generation approaches build family well-being by intentionally and simultaneously working with children and the adults in their lives together. The classes will also remain true to the ethnic food heritage embraced by our Latin families through authentic cuisine and native ingredients. families will receive cookbooks with healthy tricks to keep the flavor profiles of their dishes. These programming components will highlight core tenets of the 2Gen model – health and wellness and pathways to postsecondary achievement as MH360 has students interested in pursuing culinary careers. They will provide stipends for culinary internships to our students.



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In the 2Gen Approach, there are five areas that work together and connect for better and more impactful outcomes. The areas function to support and create linkages, but not all five areas need to be linked all the time. Rather, 2 or 3 areas will work in harmony to create the desired effect or result. The five content areas are social capital, health & well-being, economic assets, postsecondary & employment pathways, and early childhood education. With regard to the culinary internships and stipends, the 2Gen areas that are symbiotic are health & well-being, social capital and post-secondary & employment pathways. Through the nutrition education and the healthy family cooking classes; the health & well-being of the student and the family is being served. Social capital is a key success factor of the two-generation approach. Because many of our students' parents do not have high level of advanced education, Mile High 360 and its programming help bridge this gap and link to propel a student forward toward educational and economic success. 2Gen education programs and policies include postsecondary education and employment pathways, early childhood development programs and K-12 education.

Internships are integral part of Mile High 360 programming. MH360 will match students' interests and career goals with internships that support and provide experiential training in the student's chosen field of interest. Mile High 360 students that find and are hired to be interns are provided stipends by us to encourage them to complete the internship without needing to find additional employment to fund any necessities or to save for future educational pursuits. We have students that have expressed sincere and serious interest in pursuing a culinary career path. This grant has afforded them the opportunity to seek out relevant and appealing internship opportunities. Mile High 360 exists to bridge the opportunity gap and divide that is prevalent within low-income, communities of color.

Mile High will continue to employ a family liaison to work with families around food security and job placement that is enduring. Not only will the family liaison coordinate all logistics for the nutrition and cooking sessions; this person will also do in-depth family development work to assist families in maintaining healthy food security and access available food-related public, private and social supports.

The family liaison is committed to working with each Mile High 360 family to ensure that every family member has access to the necessary nutritional food, and the caseload for the family liaison will be between 60-90 families. It is expected, based on a family survey, that the family liaison will work intensely with about 30 families. The family liaison will engage families with the nutritional resources from the grant and teach families how to successfully participate in Denver's nutritional support network.

The family liaison will meet with families at varied dates, days and times throughout each quarter of the granting period. These meetings will be informational regarding the various food programs throughout Denver and include nutrition knowledge. The family liaison will work individually with each family to form solid relationships and build trust around accessing and utilizing public assistance programs for which they and/ or their children are eligible to receive. Additionally, the family liaison will work to establish strong partnerships with Food Bank of the Rockies, East Denver Food Hub, and Project Angel Heart for the services and supports that will serve Mile High 360 youth and families. With these dedicated responsibilities - ensuring our students and their



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families have food security that includes a broader food support network as well as the healthy, local food that Mile High 360 procures - we definitely envision this position at 100%FTE.

Finally, this grant will support funding to ensure food security in the most healthful way. MH360 will provide Grocery Support for the food boxes for the food provision component of this grant; for which MH360 will purchase supplemental healthy food/ groceries for students and their families. Mile High 360 will implement this initiative in partnership with Youth Employment Academy and with the advent of the family liaison position. Nutritional programming time is already built into their programming model. These nutrition classes for students are a marked improvement from their current prior nutrition curriculum. It is MH360's hope to make true behavior and habitual observable changes in the attitudes and choices that their students make regarding food. They We want them to understand what a healthier choice is, why it is healthier, how nutritious food leads to better medical and health profiles and why it helps them lead a healthy more healthful and active life.

Outreach to students will be conducted in several ways from in person invitations to text reminders to phone calls and distribution of print materials. The family liaison will not only coordinate with students but will engage families to become more active in healthy meal planning, shopping and preparation. The family liaison will also be responsible for inviting and ensuring robust participation in the family cooking classes. Food is a wonderful way to bring people together for learning and understanding how to create better health outcomes for themselves and their families. Another marketing strategy will be for the family liaison to create a recipe, shopping guide and meal plan manuals to distribute to families that have not yet joined in a cooking session or to new students and families entering the program.

New student participants with Mile High 360 will have an orientation laying out the schedule of academics, health & wellness activities and life skills lessons. All nutrition lessons are required sessions for Mile High 360. In order to fully benefit and participate in all opportunities, not just travel, but all phases of the programming model, students must present attendance at 90%. The staff is already engaged in coordinating nutrition and health & wellness programming, so they agree that bringing in a partner to bolster and enrich this part of our program is necessary and welcome. Through their new co-leadership model, students and families will have the opportunity to influence what they would like to learn, to cook and to try.

MH360 will also partner with HFDK to expand activities to include information about federal nutrition assistance programs (e.g. providing SNAP, WIC, P-EBT, etc. enrollment resources for youth to bring home, at family workshops, etc.) and will tap into existing resources like Food Bank of the Rockies, Totes for Hope weekend backpack program, or other school nutrition programs administered by the Colorado Department of Education as needed/ applicable.

- B.** The following roles and/or partners will be instrumental in the success of this grant:
 - i. MH260 Programming Staff*
 - 1. MH360 Director of Programming-** Kate Millman joined Mile High 360 in June 2020. In order to expand capacity, Kate works to streamline Mile High 360's programming through the implementation of systems and procedures that result in increased bandwidth for the programming team. The



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increased bandwidth allows each programming staff member to direct more of his/her/their time and energy to the work that is most important.

2. **The Youth Employment Academy (YEA)** - YEA provides mentoring, education, employment and training services which assist in addressing the educational, job readiness and career exploration goals of low-income youth between the ages of 16-21. Some of the classes offered by YEA include reading, writing, math, technology/ computer software basics, job readiness, occupational skill training, career exploration and leadership development. YEA offers specialized academies that provide entry level training in healthcare and the culinary arts. These academies offer general overviews of demand-driven industries as well as hands-on instruction such as training in Microsoft applications. YEA also has limited paid work experiences in the summer for youth who have completed all required classes.
3. **Family Liaison-** Lilian Schmuck is Mile High 360's Family Liaison. She was hired in September 2020. She coordinates all logistics for the food procurement/organization/distribution, nutrition and cooking sessions and do provides in-depth family support and advocacy work, including working with families around food security, accessing available public, private and social supports, and recording, documenting and navigating with families on their chosen self-sufficiency path.
4. **Executive Director-** will contribute to evaluation and grant management. Eric Eiteljorg is an Educational Psychologist and has worked "in and around" education for 28 years. He has served as Mile High 360's Executive Director since April 2011 and over the past 11 years has overseen the evolution of Mile High 360 into a comprehensive, 2Gen resource network.
5. **MH360 Finance Manager-** Debbie Hodge serves on the board of Community Food Share and her professional expertise is in financial book-keeping. She oversees all of MH360's finances and provides fiscal oversight on the HFDK grant to ensure compliance.
6. **MH360 Health and Wellness Coordinators-** Dan Williams and Morgan Lavender oversee all health and wellness programming (nutrition classes, cooking classes, etc) and are responsible for tweaking instructional content. Additionally, they are responsible for the data collection that is related to the HFDK evaluation.

III. Program Locations:

The Grantee will serve their classes at Osage Café kitchen at 1035 Osage Street Denver, CO 80204. Additionally, the cooking classes will be held at the same location. Students will complete some of their evaluations (e.g., journaling and focus groups) at 1265 Mariposa Street, Denver, CO 80204. This is the address of Mile High 360's facility and is where all other day-to-day programming occurs. Food distribution also occurs at this address.

The location of the 2Gen family cooking classes will remain online. COVID 19 pushed Mile High 360 to use a few online platforms (e.g., Zoom and Facebook). Ultimately, online classes have proved to



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contribute to high participation and thus MH360 plans to continue with online 2Gen cooking classes.

Evaluation, Outcome Measures and Deliverables

The Grantee will attend a mandatory evaluation kick-off call at the beginning of the grant term. The grantee will review and update, finalize, and implement an evaluation plan for the grant that will specify the evaluation questions, process measures (e.g., how the program was implemented, what was done, for whom, and how much barriers and facilitators, etc.), outcome measures (e.g., what results the program had), how the data will be collected, responsible party(ies), and timelines. The final measures will be decided upon with the grantee in collaboration with the HFDK Evaluation team. The HFDK evaluation team is available to provide technical assistance to the grantee on the development and implementation of the evaluation plan, as needed. The grantee will share the final evaluation plan with HFDK staff and the Evaluation team and at the end of the grant term, will report on how the evaluation plan has been implemented and any resulting outcomes.

Participation in the Macro Evaluation

The grantee will participate in the Macro Evaluation, including working in partnership with the HFDK Evaluation team, for shared learning to improve the Denver food system. The HFDK Evaluation team will work with all HFDK grantees to determine which local and macro level data will be collected and reported on through the Reporting Form (see the Reporting Section below). The grantee may also provide organizational and community input on Macro Evaluation activities and products (e.g., Theory of Change, Macro Evaluation plan, annual reports, etc.).

IV. Performance Management and Reporting

A. Performance Management

Monitoring will be performed by Denver Department of Public Health and Environment (DDPHE) – **Healthy Food for Denver’s Kids** staff and/or designee.

The Grantee will be reviewed for:

1. **Program Monitoring/Evaluation-Related Activities:** Review and analysis of current program information to determine the extent to which grantee contractors are achieving established agreed upon goals. This may include the review and analysis of Evaluation Dashboards, the Reporting Form and Annual reports of grantees (see below). As needed, HFDK may attend evaluation check-ins with the grantee and the HFDK Evaluation team to understand progress towards agreed-upon goals in the grant
2. **Fiscal Monitoring:** Review financial systems and billings to ensure that contract funds are allocated and expended in accordance with the terms of the agreement.
3. **Administrative Monitoring:** Monitoring to ensure that the requirements of the contract document, Federal, State and City and County regulations, and DDPHE policies are being met.



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B. Reporting

The Grantee will be responsible for reporting on program outputs and outcomes, based on the Macro Evaluation Plan. The HFDK Evaluation team will provide a Reporting Form for grantees to submit this data every six months. The grantee data submitted through the Reporting Form will be used in the macro evaluation to measure progress across the entire cohort of HFDK grantees and will additionally be given back to grantees in a collective Evaluation Dashboard and other documents to support their work. Importantly, the Reporting Form may also include a few open-ended questions about strategy, challenges, and successes for the grantee to fill out. Grantees will receive a guide to support completion of the survey and can also access additional technical assistance support for the reporting requirements from the HFDK evaluation team, as needed.

The table below summarizes reporting activity and due dates. The dates are subject to change.

Report # and Name	Description	Due Date	Reports to be sent to:
Report 1 (six month)	Progress on process and outcome measures and learning questions Upload relevant evaluation documents. Additional narrative description of successes and challenges.	February 1-15, 2023	Submitted through the Reporting Form
Report 2 (12 month/annual)	Demographic description of population served. Progress on process and outcome measures and learning questions Upload relevant evaluation documents. Additional narrative description of successes and challenges.	July 31 – Aug 15, 2023	Submitted through the Reporting Form
Other reports as reasonably requested by the City.	To be determined (TBD)	TBD	TBD

C. Evaluation Support

The HFDK evaluation team has been contracted by the City to provide evaluation technical assistance for grantees in developing, finalizing, and implementing their own evaluation plans, and to support grantee's participation in the macro evaluation. Grantees will be supported



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around the development or modification of their evaluation plan, evaluation tools, and other general evaluation questions. Additionally, the HFDK evaluation team will provide technical assistance to the HFDK cohort of grantees on a variety of topics, to be determined in the future based on grantees' needs and interests.

II. Budget

A. Budget

The budget for this agreement is attached as an exhibit. All expenditures must:

- Be reasonable, realistic, and justified including making an effort to purchase healthy meals or snacks at affordable prices through wholesale, Food Bank of the Rockies, or other low-cost purchasing methods whenever possible
- Show strong fiscal responsibility
- Limit indirect costs to 10%

B. Indirect Cost Limit: The Grantee's total indirect costs cannot exceed 10% of the Maximum Grant Amount as listed in the Budget. Administrative costs are included in indirect costs and defined as the costs incurred for usual and recognized overhead, including management and oversight of specific programs funded under this contract; and other types of program support such as quality assurance, quality control, and related activities. Administrative costs can be direct or indirect. Direct costs are costs that can be directly charged to the program and which are incurred in the provision of direct services. Indirect costs are defined as the administrative costs that are incurred for common or joint activities that cannot be identified specifically with a particular project or program.

- **Examples of indirect costs include:** Salaries and related fringe benefits for accounting, secretarial, and management staff, including those individuals who produce, review and sign monthly program and fiscal reports; Consultants who perform administrative, non-service delivery functions; General office supplies; Travel costs for administrative and management staff; General office printing and photocopying; General liability insurance; Audit fees, rent, utilities, general office supplies **and equipment/technology**

III. Implementation and Timeline

A. Timeline

The timeline for this agreement is attached as an exhibit.

IV. Invoice

A. Invoice

A sample of the optional invoice template is attached as an exhibit.

V. Payments



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- A. Invoices and reports shall be completed and submitted to the HFDKinvoices@denvergov.org email on or before the 15th of each month following the month of services rendered 100% of the time.
- B. All non-personnel purchases of \$1,000 or more must have back up documentation submitted with the invoice and report each month to HFDK. Contractor is required to keep on file all documentation of purchase of items and/or payment less than \$1,000 but does not need to submit those back up documents with invoice and report.
- C. Contractor shall use preferred invoice template. Invoices shall be processed with immediate payment terms.

VI. General Grant Requirements

Funds for program(s) and activities must providing quality services for at least one of the following:

1. Access to healthy food, including up to three healthy meals and snacks per day, with emphasis on filling gaps when meals are not already provided;
 - a. May include buying and distributing local food from Colorado farms, ranches and food manufacturing businesses, for the proposed program (so long as they are less than 10% more expensive than compared out-of-state foods) For example, if a pound of carrots grown out of state costs \$1.00 and a pound of carrots grown in Colorado is \$1.08, it would be acceptable to purchase the higher priced carrots.
2. Hands-on experiential education and public health programs associated with farming, gardening, cooking, nutrition, dietary and home economics, and healthy eating
 - a. May include buying and utilizing local food from Colorado farms, ranches, and food manufacturing businesses, for the proposed program (so long as they are less than 10% more expensive than comparable out-of-state foods, see above 1a. for an example)

Additionally, programs must:

- Ensure snacks or meals are healthy by meeting, at minimum, the USDA Dietary Guidelines for Americans
- NOT use HFDK funds to purchase any of the following items:
 - All diet or regular sodas and sports/energy drinks
 - Flavored/added sugar milk
 - Juice of all kinds, including both fruit and vegetable juice drinks and 100% juice
 - Candy
 - Cookies and other sweet snacks like cakes, pastries, donuts, sugary cereals
 - Dairy desserts (e.g., ice cream)
- Be tied directly to activities located within the City and County of Denver that serve youth who are Denver residents
- Benefit low-income and/or historically/currently under-resourced youth ages 18 and under

Additional, grantees will be asked to:



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- Attend evaluation and other capacity building workshops. All grantees are highly encouraged to attend trainings offered through HFDK
- Meet with an HFDK representative to debrief, share lessons learned about grant process, programming impact, etc.
- Host at least one site visit for HFDK staff, commissioners, and/or evaluation partners each year.
- Follow the HFDK Communication Guidelines, including displaying signage and/or online banners noting that the program receives funding from DDPHE and the Healthy Food for Denver's Kids Initiative. The HFDK Initiative will provide electronic files (e.g., logos) and guidelines for printing and/or displaying on websites, social media accounts, and other materials.

VII. Other

Grantee shall submit updated documents which are directly related to the delivery of services

Additional document requirements that may be requested for this contract:

- A. Organizational Chart
- B. Updated Certificate of Insurance
- C. Reports and information for Program Evaluation, as required

Exhibit B- Amendment 02

Healthy Food for Denver's Kids Program Budget					
Organization Name	Mile High 360				
Term	Year 3				
Request for Proposal Name	Healthy Food for Denver's Kids				
Budget Categories					
Food and Supplies					
Item	Description of Item	Does this budget item support the Scope of Work?	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative
Ongoing Food Security Support	Purchase of healthy food for students & their families that are struggling with maintaining food security and obtaining healthy food during the grant period.	yes	432	\$215.28	\$93,000.00
Student Meals	Healthy meals for students participating with Mile High 360 during the grant period.	yes	3494	\$11.00	\$38,434.00
Student Snacks	Healthy snacks for students participating with Mile High 360 during the grant period.		3494	\$8.00	\$27,952.00
Gardening Classes and Supplies	Instructional manuals, gardening equipment and miscellaneous class supply needs.	yes	12	\$750.00	\$9,000.00
Kitchen Cleaning Supplies	Kitchen cleaning and supplies.	yes	12	\$40.00	\$480.00
Total Food and Supplies					\$168,866.00
Program Operating Expenses					
Item	Description of Item	Does this budget item support the Scope of Work?	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative
Sub-Grant	Sub-grant with Youth Employment Academy for instruction for family cooking classes .	yes	12	\$400.00	\$4,800.00
Sub-Grant	Sub-grant with Youth Employment Academy for instruction for student nutritional classes .	yes	38	\$400.00	\$15,200.00
Sub-Grant	Sub-grant with Youth Employment Academy for instruction for spring break and summer vacation micro nutritional academies.	yes	3	\$1,500.00	\$4,500.00
Sub-Grant	Sub-grant with Youth Employment Academy for family cooking supplies and food .	yes	12	\$880.00	\$10,560.00
Sub-Grant	Sub-grant with Youth Employment Academy for nutrition class supplies and food .	yes	38	\$82.50	\$3,135.00
Sub-Grant	Sub-grant with Youth Employment Academy and Osage Cafe for kitchen and instructional class space.	yes	1	\$10,000.00	\$10,000.00
Sub-Grant	Sub-grant with Youth Employment Academy for cooking and nutrition class coordination .	yes	12	\$1,666.66	\$20,000.00
Sub-Grant	Sub-grant with Bonnano Concepts for quarterly family and student cooking classes with Chef Frank Bonnano and other Denver celebrity chefs .	yes	3	\$2,000.00	\$6,000.00
Stipends	Culinary internships stipends for students looking to pursue culinary and/or nutrition careers	yes	5	\$2,000.00	\$10,000.00
Total Operating Expenses					\$84,195.00
Personnel and Administrative Services					
Salary Employees					
Position Title	Description of Work	Does this budget item support the Scope of Work?	Percent of Time	Salary + Fringe Benefits	Total Amount Requested from Healthy Food for Denver's Kids Initiative
Family Liaison	Continuing position for Mile High 360 to work with students & families on food security & self-sufficiency needs for stability through family development work & outreach & manage classes.	yes	100%	\$67,000.00	\$67,000.00
Program Staff (4)	Assist with student coordination for classes	yes	100%	\$22,000.00	\$22,000.00
Executive Director and Family Liaison	Evaluation	yes	100%	\$2,000.00	\$2,000.00
Hourly Employees					
Position Title	Description of Work	Does this budget item support the Scope of Work?	Hours	Hourly Rate	Total Amount Requested from Healthy Food for Denver's Kids Initiative
					\$0.00
Total Personnel Services					\$91,000.00
Other / Miscellaneous					
Item	Description	Does this budget item support the Scope of Work?	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative
Marketing Materials	Outreach for family cooking classes, student engagement for nutrition classes and co-leadership recruitment for health & wellness programming	yes	1	\$500.00	\$500.00
Transportation Vouchers	Local transit passes for families and students to attend cooking and nutrition classes.	yes	4	\$135.00	\$540.00
Staff Mileage	Picking up and delivering food to families.	yes	12	\$166.00	\$1,992.00
Total Other					\$3,032.00
TOTAL DIRECT COSTS (Supplies & Operating, Personnel, Other)					\$347,093.00
Indirect					
Item	Description	Total Amount Requested from Healthy Food for Denver's Kids Initiative			
Indirect rate (if applicable):	Indirect Costs: Healthy Food for Denver's Kids policy places a ten percent (10%) cap on reimbursement for indirect costs or the organization's federally negotiated rate, based on the total contract budget.				
TOTAL INDIRECT COSTS					\$34,709.30
TOTAL AMOUNT REQUESTED FROM HFDK					\$381,802.30

Total Contract Maximum Amount (August 1, 2020- July 31, 2023) \$982,930.30