

REVIVAL AND SECOND AMENDATORY AGREEMENT

THIS REVIVAL AND SECOND AMENDATORY AGREEMENT is made between the **CITY AND COUNTY OF DENVER**, a municipal corporation of the State of Colorado (the “City”) and **THE COLORADO COALITION FOR THE HOMELESS**, a Colorado nonprofit corporation, whose address is 2111 Champa Street, Denver, Colorado 80205 (the “Contractor”), jointly (“the Parties”).

RECITALS:

A. The Parties entered into an Agreement dated August 22, 2023, and an Amendatory Agreement dated February 21, 2025, (collectively, the “Agreement”) to perform, and complete all of the services and produce all the deliverables set forth on Exhibit A, Scope of Work, to the City’s satisfaction; and

B. The Agreement terminated by its terms on December 31, 2025; and

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

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, 2023**, and will expire on **December 31, 2027**, (the “Term”). The term of this Agreement may be extended by the City under the same terms and conditions 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:**” subsection **d.** entitled “**Maximum Contract Amount:**”, sub-subsection **(1)** 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 **SIX HUNDRED FIFTEEN THOUSAND ONE**

HUNDRED THREE DOLLARS AND SEVENTY-FIVE CENTS (\$615,103.75) (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. Section 18 of the Agreement entitled “**NOTICES:**” is hereby deleted in its entirety and replaced with:

“**18. NOTICES:** All notices required by the terms of the Agreement must be hand delivered, sent by overnight courier service, mailed by certified mail, return receipt requested, or mailed via United States mail, postage prepaid, if to Contractor at the address first above written, and if to the City at:

Executive Director of Public Health and Environment or Designee
201 W. Colfax Avenue, Suite 800
Denver, Colorado 80223

With a copy of any such notice to:

Denver City Attorney’s Office
1437 Bannock St., Room 353
Denver, Colorado 80202

Notices hand delivered or sent by overnight courier are effective upon delivery. Notices sent by certified mail are effective upon receipt. Notices sent by mail are effective upon deposit with the U.S. Postal Service. The Parties may designate substitute addresses where or persons to whom notices are to be mailed or delivered. However, these substitutions will not become effective until actual receipt of written notification.”

4. **Exhibit A** is hereby deleted in its entirety and replaced with **Exhibit A-Amendment 01, Scope of Work**, attached and incorporated by reference herein. All references in the original Agreement to **Exhibit A** are changed to **Exhibit A-Amendment 01**.

5. All references in the original Agreement to **Exhibit B, Budget** now refer to **Exhibit B, Exhibit B-Amendment 01 and Exhibit B-Amendment 02**. **Exhibit B-Amendment 02** is attached and incorporated by reference herein.

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

7. This Revival and 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.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.]

[SIGNATURE PAGES FOLLOW.]

Contract Control Number:
Contractor Name:

ENVHL-202581525-02/ ENVHL-202368595-02
THE COLORADO COALITION FOR THE HOMELESS

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

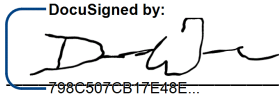
By:

By:

By:

Contract Control Number:
Contractor Name:

ENVHL-202581525-02/ ENVHL-202368595-02
THE COLORADO COALITION FOR THE HOMELESS

By:  _____

Name: Deanne witzke
(please print)

Title: Chief Program Officer
(please print)

ATTEST: [if required]

By: _____

Name: _____
(please print)

Title: _____
(please print)



EXHIBIT A AMENDMENT 02

SCOPE OF WORK

I. Purpose of Agreement

The purpose of this contract is to establish an agreement and Scope of Services between the Department of Public Health and Environment and Colorado Coalition for the Homeless (the “Provider”).

The Provider shall provide the identified services for the City under the support and guidance of the Denver Department of Public Health and Environment using best practices and other methods for fostering a sense of collaboration and communication.

Colorado Coalition for the Homeless has been awarded the following amounts in Healthy Food for Denver’s Kids funds:

- **\$ 411,314.00** for Term 1 (August 1, 2023 – December 31, 2025)
- **\$ 203,789.75** for Term 2 (January 1, 2026-December 31, 2027)
- Cumulative Maximum Contract Amount: **\$615,103.75**

II. Program Services and Descriptions

The Provider will be granted funds to provide the following services:

People experiencing or stabilizing from homelessness face barriers to accessing affordable, nutritious food. With recent increases in grocery prices, the situation has become even more challenging. January 2023 data from the Bureau of Labor Statistics indicates that over a two-month period, food prices in the US have increased significantly. In Denver food prices have advanced 9.3% overall, with fruits and vegetable prices increasing by 3.7% and meats, poultry, fish, and eggs prices increasing by 3.2%. In response, CCH is proposing a program to provide reliable access to healthy food and food education to 210 children and their families who have experienced homelessness and are currently stabilizing in CCH’s Lowry and Blue Spruce properties.

The project aims to provide families with a wide range of healthy food options, including fruits, vegetables, whole grains, lean proteins, and low-fat dairy products in alignment with the USDA Dietary Guidelines. A full-time Resident Services Coordinator (RSC) is proposed and would divide their time between the two CCH properties to provide nutrition resources and education for children and their families. In expanding access to and education around healthy foods, families will learn to expand on healthier eating patterns. FSS will promote equitable healthy food access and education over the three priority areas for all families at these properties.

The proposed project will improve nutritious food access and security for CCH families. FSS will offer monthly access to on-site food banks that will stock balanced options. Three times a month, each site will offer light food distribution of snacks, lunch, and emergency support. On-site food banks will serve families with dignity by implementing practices that respect their privacy, autonomy, and diversity.



EXHIBIT A AMENDMENT 02

SCOPE OF WORK

Food banks will offer a large variety that can appeal to different tastes and dietary needs and will recognize the diversity of families' cultural and religious backgrounds to offer food options that are respectful to these preferences. To give families voice and choice in the selection of on-site food bank inventory, the RSC will collect data on food bank activity to ensure that children and their families are receiving the right food for their needs.

Unreliable transportation, public transportation limitations, and additional costs such as the newly imposed \$0.10 bag tax pose additional challenges to families' access to healthy foods for their children. Families face challenges accessing major grocery chains, while it is even more difficult to access culturally appropriate grocery stores. The proposed project will offer Lyft rides for families to and from the grocery store of their choice in exchange for ongoing participation with their case managers. Not only does this address transportation barriers for families, but it encourages intentional involvement and contact with program case managers.

The stigma associated with accessing Federal Nutrition Assistance Programs prevent many people from taking advantage of them, even if they are eligible. To combat this, the project will include open office hours and educational opportunities to provide education and resources to highlight the benefits of these programs to promote the dignity of families who may need them.

Only some families at Lowry and Blue Spruce are currently accessing SNAP and WIC programs, while 100% are eligible. Other families currently receive benefits but have not reported changes that may maximize their benefits. Information on household changes, such as a change to a family's size, is reported to the housing department and will impact families' rental assistance payment and the allotment of SNAP/WIC benefits for the family.

The project will incorporate office hours into monthly on-site food banks and cooking classes to create a space where the RSC will work with families to provide resources to complete the paperwork for SNAP and WIC as appropriate. This intentional time will encourage new participation in benefits and allow RSCs to check in and address any household changes for families with existing benefits.

Administrative expenses will support grant oversight and administration.

The project will provide gardening space, nutrition education, and healthy cooking classes for children and families. In collaboration with Denver Urban Gardens (DUG), the project will bring children and youth together to encourage healthy eating habits by highlighting the impact of fresh fruits and vegetables, biology, botany, and the importance of sustainable practices like composting and water conservation. Participating children and youth will see the tangible impact of their efforts as the garden grows. The garden will be open daily to youth and families as a space to foster social connections and community. Once each month, the RSC will meet with children and youth to talk about the impacts of their progress in the garden and their gardening.



EXHIBIT A AMENDMENT 02

SCOPE OF WORK

goals for the future. The garden will foster youth’s sense of responsibility and self-esteem as they care for and nurture their plants and their understanding of the food that fuels their bodies.

Cooking classes for up to 10 families will take place at each property once a month (. Each cooking class will provide the necessary tools, utensils, and ingredients for all participants to follow along during the class. Classes are meant to engage the whole family, and families will be rewarded for their participation and attendance as they grow in their knowledge. Participants will leave each class with a bag of ingredients to recreate the meal at home after the class is finished and will have the opportunity to sample the food that is cooked during class. Families that attend and participate in 75% or more of the cooking classes will receive cookware at the end of the class to commemorate the efforts of their nutrition education.

Cooking classes will incorporate conversations on nutrition, foods from many cultures, and ways to cook food using less fat and salt while capitalizing on flavor. Each property will provide the equipment to prepare food at home for families that may lack the appliances or utensils needed to cook with their newfound nutrition knowledge.

PARTNERS:

1. Denver Public Schools, with 100 years of experience serving Denver’s youth. The project will collaborate specifically with Lowry Elementary School, the school most frequently attended by children at both properties. LES regularly provides food services to community youth.
2. Lowry Community Christian Church, creating relationships with families and providing food services to community youth. LCCC has been serving the Lowry community since 1975 and operates a weekly food bank.
3. Denver Urban Gardens (DUG), providing community gardens and access to space and resources for anyone wishing to grow their own produce in metro Denver and CSU Extensions, providing community education to help Coloradans grow successful gardens. Both are important to the proposed program and have expressed interest in collaborating with FSS.
4. Denver Area Food Banks, Joy’s Kitchen, Feeding Denver’s Hungry, Aurora Interfaith, Benefits in Action, SAME Café, DHS, and FISH of East Denver, working to end the cycle of food insecurity by providing accessible resources to the Denver community.
5. CCH and its community partners share common values, believing that everyone is entitled to services that promote health and wellbeing regardless of economic status, including healthy food. Partners aim to create a sustainable and equitable food system, and each has programs focused on reducing waste, addressing food insecurity, and promoting access to nutritious foods.

B. **Program Locations:** The Provider will serve the following sites and/or neighborhoods:

Geographical Location	Please check all that apply
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EXHIBIT A AMENDMENT 02

SCOPE OF WORK

Citywide	<input type="checkbox"/>
Athmar Park	<input type="checkbox"/>
Auraria	<input type="checkbox"/>
Baker	<input type="checkbox"/>
Barnum	<input type="checkbox"/>
Barnum West	<input type="checkbox"/>
Bear Valley	<input type="checkbox"/>
Belcaro	<input type="checkbox"/>
Berkeley	<input type="checkbox"/>
Capitol Hill	<input type="checkbox"/>
Central Business District	<input type="checkbox"/>
Central Park	<input type="checkbox"/>
Chaffee Park	<input type="checkbox"/>
Cheesman Park	<input type="checkbox"/>
Cherry Creek	<input type="checkbox"/>
City Park	<input type="checkbox"/>
City Park West	<input type="checkbox"/>
Civic Center	<input type="checkbox"/>
Clayton	<input type="checkbox"/>
Cole	<input type="checkbox"/>
College View - South Platte	<input type="checkbox"/>
Congress Park	<input type="checkbox"/>
Cory - Merrill	<input type="checkbox"/>
Country Club	<input type="checkbox"/>
DIA	<input type="checkbox"/>
East Colfax	<input type="checkbox"/>
Elyria Swansea	<input type="checkbox"/>
Five Points	<input type="checkbox"/>
Fort Logan	<input type="checkbox"/>
Gateway - Green Valley Ranch	<input type="checkbox"/>
Globeville	<input type="checkbox"/>
Goldsmith	<input type="checkbox"/>
Green valley Ranch	<input type="checkbox"/>
Hale	<input type="checkbox"/>
Hampden	<input type="checkbox"/>
Hampden South	<input type="checkbox"/>
Harvey Park	<input type="checkbox"/>
Harvey Park South	<input type="checkbox"/>
Highland	<input type="checkbox"/>
Hilltop	<input type="checkbox"/>
Indian Creek	<input type="checkbox"/>



EXHIBIT A AMENDMENT 02

SCOPE OF WORK

Jefferson Park	<input type="checkbox"/>
Kennedy	<input type="checkbox"/>
La Alma lincoln park	<input type="checkbox"/>
Lincoln Park	<input type="checkbox"/>
Lowry Field	<input checked="" type="checkbox"/>
Mar Lee	<input type="checkbox"/>
Marston	<input type="checkbox"/>
Montbello	<input type="checkbox"/>
Montclair	<input type="checkbox"/>
North Capitol Hill	<input type="checkbox"/>
North Park Hill	<input type="checkbox"/>
Northeast Park Hill	<input type="checkbox"/>
Overland	<input type="checkbox"/>
Platt Park	<input type="checkbox"/>
Regis	<input type="checkbox"/>
Rosedale	<input type="checkbox"/>
Ruby Hill	<input type="checkbox"/>
Skyland	<input type="checkbox"/>
Sloan Lake	<input type="checkbox"/>
South Park Hill	<input type="checkbox"/>
Southmoor Park	<input type="checkbox"/>
Speer	<input type="checkbox"/>
Sun Valley	<input type="checkbox"/>
Sunnyside	<input type="checkbox"/>
Union Station	<input type="checkbox"/>
University	<input type="checkbox"/>
University Hills	<input type="checkbox"/>
University Park	<input type="checkbox"/>
Valverde	<input type="checkbox"/>
Villa Park	<input type="checkbox"/>
Virginia Village	<input type="checkbox"/>
Washington Park	<input type="checkbox"/>
Washington Park West	<input type="checkbox"/>
Washington Virginia Vale	<input type="checkbox"/>
Wellshire	<input type="checkbox"/>
West Colfax	<input type="checkbox"/>
Westwood	<input type="checkbox"/>

If applicable, please note the physical address where programming takes place:

Site	Address
Colorado Coalition for the Homeless	2100 Stout St, Denver, CO 80205



EXHIBIT A AMENDMENT 02

SCOPE OF WORK

C. Public Good

This contract serves a public purpose in providing healthy food access for Denver's youth and their families in expanding food storage at two Colorado Coalition for the Homeless properties, while also providing cooking classes. In expanding food storage, Denver's homeless youth have monthly access to on-site food banks, as well as healthy snacks via this project, bringing perishable goods (fruits, vegetables, etc.) to a space within the public that was previously lacked. The items in this budget support widespread food access for the public in providing proper storage for healthy foods, including produce and dairy, for all families to use. In being able to provide healthy food access on site, families do not have to face transportation barriers reaching other public spaces, and ensures they have the right food when needed.

III. Evaluation, Outcome Measures and Deliverables

A. Process and Outcome Measures/Deliverables

The Provider will report on the process measures and outcome measures. The measures in the surveys Providers will answer will align with the items and descriptions in the "Program Services and Descriptions" section above. A general description of types of measures are listed below, but the final measures will be decided upon with the Provider in collaboration with the HFDK Evaluation contractor and staff. The HFDK evaluation contractor is available to provide technical assistance to the Provider on the development and implementation of their metrics, as needed.

Process measures are outputs of operating the agreed-upon program. These may include, for example, number of classes or events held, number of students reached, number of meals served, or number of partnerships developed, among others. The Provider will be asked to collect demographic information for participants as much as possible to help report progress on disparities and direct efforts more equitably.

Outcome measures are longer-term results of the program that demonstrate impact. These may include, for example, changes in attitudes or behaviors, curriculum or policy changes within an organization, etc.

Participation in the Macro Evaluation

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



EXHIBIT A AMENDMENT 02

SCOPE OF WORK

IV. Performance Management and Reporting

A. Performance Management

Monitoring will be performed by Denver Department of Public Health and Environment (DDPHE) staff and/or designee.

The Provider will be reviewed for:

1. **Program Monitoring/Evaluation-Related Activities:** Review and analysis of current program information to determine the extent to which the Provider is achieving established agreed upon goals. This may include the review and analysis of Evaluation Dashboards, the Reporting Form and Annual reports. As needed, DDPHE may attend evaluation site visits or check-ins to understand progress towards agreed-upon goals in this agreement.
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.

B. Reporting

The Provider will be responsible for reporting on program outputs and outcomes.

Colorado Coalition for the Homeless will be responsible for reporting on the following Sections of the Evaluation Survey; Food/Nutrition Education, Food and Nutrition Access.

The table below summarizes reporting activity and due dates. The dates and or frequency may be 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	Submitted through the Reporting Form
Report 2 (12 month/annual)	Demographic description of population served. Progress on process and outcome measures and learning questions	July 31 – Aug 15	Submitted through the Reporting Form



EXHIBIT A AMENDMENT 02

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	Upload relevant evaluation documents. Additional narrative description of successes and challenges.		
Report 3 (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	Submitted through the Reporting Form
Report 4 (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	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 contractor has been contracted by the City to provide evaluation technical assistance for HFDK grantees to support grantee’s participation in the macro evaluation. HFDK grantees will be supported around the development or modification of their evaluation tools, and other general evaluation questions. Additionally, the HFDK evaluation contractor 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.

The Provider will be responsible for reporting on process and outcome measures on a quarterly basis. The Provider’s data submitted to the monitoring platform will be used in the macro evaluation to measure progress across the entire cohort of HFDK grantees and will additionally be given back to the Provider to support their own work. Importantly, the Monitoring Platform may also include a few open-ended questions about strategy, challenges and successes for the Provider to fill out.

V. Budget

A. Budget



EXHIBIT A AMENDMENT 02

SCOPE OF WORK

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 up to 15%

Indirect Cost Limit: The Provider's total indirect costs cannot exceed 15% 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

VI. Invoice

A. Invoice

The Provider will use the HFDK invoice template provided to them. A sample of the HFDK invoice template is attached as an exhibit.

VII. Payments

- A. A complete invoice package 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 complete invoice package each month to HFDK. Provider 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. Provider must keep all personnel files and other documentation on hand related to this grant for audit purposes.
 - a. When submitting backup documentation, Provider must indicate which purchases within a receipt were purchased with Healthy Food for Denver's Kids projects, and which were not.
- C. Provider shall use preferred invoice template. **Invoices shall be processed with immediate payment terms.**



EXHIBIT A AMENDMENT 02

SCOPE OF WORK

- D. Invoice timeliness, use of invoice templates, attendance to invoice training, and other factors will be used in determining compliance.

VIII. General Grant Requirements

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

- i. 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;
 - 1. 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.
- ii. Hands-on experiential education and public health programs associated with farming, gardening, cooking, nutrition, dietary and home economics, and healthy eating
 - 1. 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:

- A. Encourage consumption of a variety of culturally responsive foods with high nutrient content: vegetables, fruits, whole grain, lean protein and low-fat dairy
- B. It is encouraged to serve as many of the items fresh and/or simply prepared as possible, as opposed to ultra-processed foods.
- C. **NOT use HFDK funds to purchase any of the following items:**
 - i. All diet or regular sodas and sports/energy drinks
 - ii. Flavored/added sugar milk
 - iii. Juice of all kinds, including both fruit and vegetable juice drinks and 100% juice
 - iv. Candy
 - v. Sweet desserts and snacks like cakes, pastries, cupcakes, pies and brownies
 - vi. Sweet breakfast foods (e.g. sugary cereals, donuts, toaster pastries)
 - vii. Dairy desserts (e.g., ice cream, milkshakes)
- D. Limit the purchase and preparation of deep-fried, par fried, or flash fried foods (e.g. fried chicken, French fries, potato chips)
- E. Limit the preparation and purchase of foods with partially hydrogenated oil (Trans fat).
- F. Be tied directly to activities located within the City and County of Denver that serve youth who are Denver residents
- G. Benefit low-income and/or historically/currently under-resourced youth ages 18 and under

Additional, Provider will be asked to:

- A. Ensure snacks or meals are healthy by meeting, at minimum, the Healthy Food for Denver’s Kids Nutrition Guidelines.



EXHIBIT A AMENDMENT 02

SCOPE OF WORK

- B. Attend evaluation and other capacity building workshops. Providers are highly encouraged to attend trainings offered through HFDK. The Evaluation kick off meeting, initial 1:1 with HFDK Program staff, invoice training, and orientation are mandatory meetings.
- C. Meet with an HFDK representative once a year to debrief, share lessons learned about grant process, programming impact, etc.
- D. Host at least one site visit for HFDK staff, commissioners, and/or evaluation partners each year.
- E. 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.

IX. Other

- A. *Provider shall submit updated documents which are directly related to the delivery of services*
- B. Additional document requirements that may be requested for this contract:
 - i. Organizational Chart
 - ii. updated Certificate of Insurance
 - iii. reports and information for Program Evaluation, as required.

EXHIBIT B- Amendment 02

Instructions: Use this Budget Worksheet Template to explain how your organization plans to use funds consistently with the proposed work plan. Align budget requests and associated deliverables to provide a consistent, logical picture of what you will accomplish, by whom, and the associated costs. The information in each expenditure category helps the Review Panel understand your request. Please provide narrative for each category in the "Description of Work/Item" section. You may add more lines to each section, please ensure they are included in the total sum. **Please note you are allowed to request up to 15% of the DIRECT costs for Indirect Costs, and up to 10% of the Direct Costs for Evaluation. You may also use funds for translation and interpretation needs.**

If your budget does not show alignment, DDPHE may contact you with requests for clarifications and/or modifications.
Healthy Food for Denver's Kids Program Budget

Organization Name	The Colorado Coalition for The Homeless								
Term	Year 1 (January 1, 2026-December 31, 2026)								
Request for Proposal Name	Healthy Food for Denver's Kids(HFDK04)								
Budget Categories									
Food and Supplies						Please Mark with an X each Priority Area that the line item pertains to.		Are any of the personnel 100% funded by this grant? Yes/No	
Item	Description of Item	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative	Priority Area 1	Priority Area 2	Priority Area 3		
Food for Cooking Classes	Food needed to provide one cooking class per property per month and provide family with the ingredients they need to prepare the meal at home	12	\$ 500.00	\$6,000.00	x	x	x		
Food for Food Bank	Food to stock the food bank	12	\$ 1,200.00	\$14,400.00	x	x	x		
				\$0.00					
				\$0.00					
				\$0.00					
Total Food and Supplies				\$20,400.00					
Program Operating Expenses									
Item	Description of Item	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative	Priority Area 1	Priority Area 2	Priority Area 3		
				\$0.00					
				\$0.00					
				\$0.00					
				\$0.00					
				\$0.00					
Total Operating Expenses				\$0.00					
Personnel and Administrative Services									
Salary Employees									
Position Title	Description of Work	Percent of Time	Salary + Fringe Benefits	Total Amount Requested from Healthy Food for Denver's Kids Initiative	Priority Area 1	Priority Area 2	Priority Area 3		
				\$0.00					
				\$0.00					
Hourly Employees									
Position Title	Description of Work	Hours	Hourly Rate	Total Amount Requested from Healthy Food for Denver's Kids Initiative	Priority Area 1	Priority Area 2	Priority Area 3		
Resident Services Coordinator	distribution. Helps doing outreach for programmatic work and community engagement efforts. This includes hourly wage PLUS benefits	2080.00	32.388	\$67,362.88	x	x	x		
				\$0.00					
				\$0.00					
Total Personnel Services				\$67,362.88					
Other / Miscellaneous									
Item	Description	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative	Priority Area 1	Priority Area 2	Priority Area 3		
				\$0.00					
				\$0.00					
				\$0.00					
				\$0.00					
				\$0.00					
Total Other				\$0.00					
EVALUATION									
Item	Description	Percentage		Total Amount Requested from Healthy Food for Denver's Kids Initiative	Priority Area 1	Priority Area 2	Priority Area 3		
Evaluation (up to 10% of the direct costs amount can be used for Evaluation)	Evaluation funds can be used for a variety of eval expenditures (e.g., staff time or hiring new staff for data + evaluation, community engagement; compensating community members to surveys or focus groups, hiring your own external evaluation contractor, data/evaluation software, attending conferences/PD for evaluation learning). Up to 10% of funds can be used for Evaluation.	10%							
Total Evaluation									
Subcontractors									
Name of Organization	Item	Description	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative	Priority Area 1	Priority Area 2	Priority Area 3	
					\$0.00				
					\$0.00				
					\$0.00				
					\$0.00				
					\$0.00				
Total Subcontractors				\$0.00					

TOTAL DIRECT COSTS (Supplies & Operating, Personnel, Other)		\$87,762.88
Indirect		
Item	Description	Total Amount Requested from Healthy Food for Denver's Kids Initiative
15% indirect rate (if applicable):	Indirect Costs: Healthy Food for Denver's Kids policy places a fifteen percent (15%) cap on reimbursement for indirect costs, based on the total contract budget.	15% of Direct Costs
TOTAL INDIRECT COSTS		\$13,164.43
TOTAL AMOUNT REQUESTED FROM HFDK		\$100,927.31

Healthy Food for Denver's Kids Program Budget

Organization Name	The Colorado Coalition for The Homeless							
Term	Year 2 (January 1, 2027- December 31, 2027)							
Request for Proposal Name	Healthy Food for Denver's Kids(HFDK04)							
Budget Categories								
Food and Supplies						Please Mark with an X each Priority Area that the line item pertains to.		Are any of the personnel 100% funded by this grant? Yes/No
Item	Description of Item	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative	Priority Area 1	Priority Area 2	Priority Area 3	
Food for Cooking Classes	Food needed to provide one cooking class per property per month and provide family with the ingredients they need to prepare the meal at home	12	\$ 500.00	\$6,000.00	x	x	x	
Food for Food Bank	Food to stock the food bank	12	\$ 1,200.00	\$14,400.00	x	x	x	
				\$0.00				
				\$0.00				
				\$0.00				
Total Food and Supplies				\$20,400.00				
Program Operating Expenses								
Item	Description of Item	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative	Priority Area 1	Priority Area 2	Priority Area 3	
				\$0.00				
				\$0.00				
				\$0.00				
				\$0.00				
				\$0.00				
Total Operating Expenses				\$0.00				
Personnel and Administrative Services								
Salary Employees								
Position Title	Description of Work	Percent of Time	Salary + Fringe Benefits	Total Amount Requested from Healthy Food for Denver's Kids Initiative	Priority Area 1	Priority Area 2	Priority Area 3	
				\$0.00				
				\$0.00				
Hourly Employees								
Position Title	Description of Work	Hours	Hourly Rate	Total Amount Requested from Healthy Food for Denver's Kids Initiative	Priority Area 1	Priority Area 2	Priority Area 3	
Resident Services Coordinator	distribution. Helps doing outreach for programmatic work and community engagement efforts. This includes hourly wage PLUS benefits	2080.00	33.195	\$69,045.60	x	x	x	
				\$0.00				
				\$0.00				
				\$0.00				
				\$0.00				
Total Personnel Services				\$69,045.60				
Other / Miscellaneous								
Item	Description	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative	Priority Area 1	Priority Area 2	Priority Area 3	
				\$0.00				
				\$0.00				
				\$0.00				
				\$0.00				
				\$0.00				
Total Other				\$0.00				
EVALUATION								
Item	Description	Percentage		Total Amount Requested from Healthy Food for Denver's Kids Initiative	Priority Area 1	Priority Area 2	Priority Area 3	
Evaluation (up to 10% of the contract amount can be used for Evaluation)	Evaluation funds can be used for a variety of eval expenditures (e.g., staff time or hiring new staff for data + evaluation, community engagement, compensating community members to surveys or focus groups, hiring your own external evaluation contractor, data/evaluation software, attending conferences/PD for evaluation learning). Up to 10% of funds can be used for Evaluation.	10%		\$0.00				
Total Evaluation				\$0.00				
Subcontractors								
Name of Organization	Item	Description	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative	Priority Area 1	Priority Area 2	Priority Area 3
					\$0.00			
					\$0.00			
					\$0.00			
					\$0.00			
					\$0.00			
Total Subcontractors				\$0.00				
TOTAL DIRECT COSTS (Supplies & Operating, Personnel, Other)				\$89,445.60				
Indirect								
Item	Description			Total Amount Requested from Healthy Food for Denver's Kids Initiative				

15% indirect rate (if applicable):	Indirect Costs: Healthy Food for Denver's Kids policy places a fifteen percent (15%) cap on reimbursement for indirect costs, based on the total contract budget.	15% of direct costs	
TOTAL INDIRECT COSTS		\$13,416.84	
TOTAL AMOUNT REQUESTED FROM HFDK		\$102,862.44	
TOTAL MAXIMUM CONTRACT AMOUNT \$		615,103.75	