

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”) and **RE:VISION**, a Colorado nonprofit corporation, whose address is 3800 Morrison Road, Denver, Colorado 80219 (the “Contractor”), jointly (“the Parties”).

RECITALS:

A. The Parties entered into an Agreement dated August 19, 2020, and an Amendatory Agreement dated October 14, 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, update paragraph 19-No Employment of Illegal Aliens, update paragraph 22-No Discrimination in Employment, 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 an annual renewal of one additional one (1) year, 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 **ONE MILLION FOUR HUNDRED FIFTEEN**

THOUSAND SEVENTY-FOUR DOLLARS AND NO CENTS (\$1,415,074.00) (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 19 of the Agreement entitled “**NO EMPLOYMENT OF ILLEGAL ALIENS TO PERFORM WORK UNDER THE AGREEMENT:**” is hereby deleted in its entirety and replaced with:

“19. NO EMPLOYMENT OF WORKERS WITHOUT AUTHORIZATION TO PERFORM WORK UNDER THE AGREEMENT:

a. This Agreement is subject to Division 5 of Article IV of Chapter 20 of the Denver Revised Municipal Code, and any amendments (the “Certification Ordinance”).

b. The Contractor certifies that:

(1) At the time of its execution of this Agreement, it does not knowingly employ or contract with a worker without authorization who will perform work under this Agreement, nor will it knowingly employ or contract with a worker without authorization to perform work under this Agreement in the future.

(2) It will participate in the E-Verify Program, as defined in § 8-17.5-101(3.7), C.R.S., and confirm the employment eligibility of all employees who are newly hired for employment to perform work under this Agreement.

(3) It will not enter into a contract with a subconsultant or subcontractor that fails to certify to the Contractor that it shall not knowingly employ or contract with a worker without authorization to perform work under this Agreement.

(4) It is prohibited from using the E-Verify Program procedures to undertake pre-employment screening of job applicants while performing its obligations under this Agreement, and it is required to comply with any and all federal requirements related to use of the E-Verify Program including, by way of example, all program requirements related to employee notification and preservation of employee rights.

(5) If it obtains actual knowledge that a subconsultant or subcontractor performing work under this Agreement knowingly employs or contracts with a worker without authorization, it will notify such subconsultant or subcontractor and the City within three (3) days.

The Contractor shall also terminate such subconsultant or subcontractor if within three (3) days after such notice the subconsultant or subcontractor does not stop employing or contracting with the worker without authorization, unless during the three-day period the subconsultant or subcontractor provides information to establish that the subconsultant or subcontractor has not knowingly employed or contracted with a worker without authorization.

(6) It will comply with a reasonable request made in the course of an investigation by the Colorado Department of Labor and Employment under authority of § 8-17.5-102(5), C.R.S., or the City Auditor, under authority of D.R.M.C. 20-90.3.

c. The Contractor is liable for any violations as provided in the Certification Ordinance. If the Contractor violates any provision of this section or the Certification Ordinance, the City may terminate this Agreement for a breach of the Agreement. If this Agreement is so terminated, the Contractor shall be liable for actual and consequential damages to the City. Any termination of a contract due to a violation of this section or the Certification Ordinance may also, at the discretion of the City, constitute grounds for disqualifying the Contractor from submitting bids or proposals for future contracts with the City.”

4. Section 22 of the Agreement entitled “**NO DISCRIMINATION IN EMPLOYMENT**” is hereby deleted in its entirety and replaced with:

“**22. NO DISCRIMINATION IN EMPLOYMENT:** In connection with the performance of work under the Agreement, the Contractor may not refuse to hire, discharge, promote, demote, or discriminate in matters of compensation against any person otherwise qualified, solely because of race, color, religion, national origin, ethnicity, citizenship, immigration status, gender, age, sexual orientation, gender identity, gender expression, marital status, source of income, military status, protective hairstyle, or disability. The Contractor shall insert the foregoing provision in all subcontracts.”

5. **Exhibit A and Exhibit A-Amendment01** are 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**.

6. **Exhibit B and Exhibit B-Amendment01** are hereby supplemented with **Exhibit B-Amendment02 Budget**, attached and incorporated by reference herein. All references in the

original Agreement to **Exhibit B and Exhibit B-Amendment01** are supplemented with **Exhibit B-Amendment02**.

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

8. 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.

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

Contract Control Number: ENVHL-202264174--02 / ENVHL-202055209-02
Contractor Name: RE:VISION

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

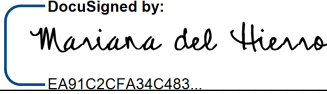
By:

By:

By:

Contract Control Number:
Contractor Name:

ENVHL-202264174-02 / ENVHL-202055209-02
RE:VISION

By:  _____

Name: Mariana del Hierro
(please print)

Title: Executive Director
(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 Re:Vision. Re:Vision 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.

Re:Vision has been awarded the following amounts in Healthy Food for Denver's Kids funds:

- **\$354,434** for Term 1 (August 1, 2020 – July 31, 2021)
- **\$418,544** for Term 2 (August 1, 2021 – July 31, 2022)
- **\$642,096** for Term 3 (August 1, 2022-July 31, 2023)
- Cumulative Maximum Contract Amount: **\$1,415,074**

II. Program Services and Descriptions

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

Re:Vision is increasing its programming for children and youth as it continues working toward creating an equitable food system in Southwest Denver. Under this agreement, Re:Vision will further develop and expand the youth programs (serving kindergarten-age 18):

1. Children's Gardens. Utilizing the garden Re:Vision has tended at DCAC for three seasons, the two organizations will refine the bilingual curriculum created for the 2021 garden season. The curriculum will be a series of activity books for grades K-5, using the garden as a place for education, discovery and emotional well-being. Re:Vision Promotoras will work with families to incorporate those lessons into their home gardens throughout the 2021 growing season, as well as at "Community Champion Gardens," at larger community sites like community centers, libraries, schools, and childcare centers. The goal is to establish 10 Community Champion gardens. This program will also include a community navigator and education coordinator to establish these gardens and work with local schools, promoting curriculum and building relationships (to deliver Re:Vision's kitchen classes and advocate for future gardens/greenhouses at schools).

2) Semillas de Esperanza (Seeds of Hope). To date, Re:Vision has hosted 3 Semillas de Esperanza cohorts. The six-week paid apprenticeship explores the intersections of food systems, community development and technology for youth ages, 8-12 ,13-16, & 16-18. It encourages local low-income youth to explore job and educational opportunities while providing a safe alternative at a critical age (too old for "camp" and too young for summer jobs). For the 8-12 and 13-16 year old cohorts, those youth will receive a \$400 stipend at the end of the six-weeks to support their family. The six-week paid apprenticeship explores the intersections of food systems, community development and technology for youth ages, 8-12 ,13-16, & 16-18. It encourages local low-income youth to explore job and educational opportunities while providing a safe alternative at a critical age (too old for "camp" and too



EXHIBIT A_Amendment02

SCOPE OF WORK

young for summer jobs). For the 8-12 and 13-16 year old cohorts, those youth will receive a \$400 stipend at the end of the six-weeks to support their family. For the 16-18 year old year round cohort, these youth will be brought on as part-time employees in order to participate in the 24 week, year round Emerald Gardens hands-on, hydroponic workforce development curriculum. This agreement will fully support three cohorts of six to eight students for a total of 12-16 youth attending this program in Spring 2022 and Summer of 2022 and one year round cohort with 4 youth. The year round cohort would begin in January of 2023, with the launch of Emerald Gardens' hydroponic workforce development curriculum where youth will learn how to run Re:Vision's Caja Verde (hydroponic farm) from start (germination) to finish (harvest and sales) and start a social enterprise farm stand at Re:Vision's Domingos en Westwood (Sunday farmers markets) and/or find additional distribution methods for the harvest. Partnering with Emerald Gardens, Re:Vision will co-create a tailored curriculum for youth in the Westwood community that will focus on the technical expertise and skills to run a hydroponic farm from germination to harvest, in addition to learning about the history of aquaponics (indigenous Aztec ancestral precursor to hydroponics), food sovereignty, racial equity in agricultural practices, sustainable agricultural practices as climate justice, and rural to urban farming bridges. With this year-round engagement, youth will participate in a BIPOC community focused sustainable agriculture workforce development apprenticeship that will launch their professional readiness into the hydroponic sector, learn how to create sustainable agriculture in an urban setting, and launch a sustainable agricultural system in Westwood for equitable food access in our community. Food produced by youth in the hydroponic apprenticeship will be sold at Re:Vision's Domingos en Westwood and will also be included in Re:Vision's food pantry food distribution efforts.

3) La Cocina (Kitchen) classes and XATRUCHO Concepts dinners. La Cocina is a kitchen curriculum created by Re:Vision's Promotoras that is accessible and culturally relevant, incorporates fresh vegetables into traditional dishes, and teaches families how to learn together to create healthy food. Classes are taught at RISE Westwood or community sites. Re:Vision will deliver an eight-week youth-only curriculum, XULINARIA, which will culminate in community dinners, where youth ages 12-18 will create (harvest, prep and cook) two community dinners under the direction of Chef Sandoval, Promotoras, and guest chefs one dinner will be to celebrate their graduation with their families, and the other will be for community members. If this is not possible because of COVID-19 large-gatherings restrictions, Re:Vision will instead offer youth-created grab-and-go dinners (premade heat-at-home dinners and/or harvest boxes).

4) RISE Westwood Mercado. Re:Vision's current no-cost grocery will continue to serve as a place for families to source healthy, fresh food at no cost. It will also connect them to resources such as SNAP, P-EBT, and other community resources. In 2021, the RISE Westwood Mercado served just over 31,000 people, 15,513 of which were children.

Re:Vision will partner with HFDK to expand food provision and education services 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 cooking classes, etc.



EXHIBIT A_Amendment02

SCOPE OF WORK

B. Roles:

- Re:Vision: Re:Farm Program Director: coordinates garden program and Community Champion Garden activity;
- Re:Own Program Director: coordinates kitchen classes, XULINARIA, and Semillas de Esperanza (on and off site);
- Farm Manager: coordinates farm and hydroponic activities for Semillas de Esperanza, and growing of food for RISE Westwood Mercado and Domingos en Westwood.
- Executive Director: oversees the design of programming and activities, administers and manages programs, manages all personnel listed in this budget, manages HFDC grant budget/reporting/evaluation, and maintains and manages key partnerships included in this budget.
- Bilingual Wellness and Outreach Coordinator designs curriculum, runs programming and helps train Promotoras
- Bilingual Community Connector assists in these duties and provides "hands-on" support to Promotoras with community members
- Bilingual Child and Family Therapist advises on the socio-emotional aspects of the curriculum and programming, with capacity to also run mental health support groups and communicate with community members.
- Youth Program Coordinator: serves as instructor for Semillas de Esperanza and handles program recruitment, curriculum development, partnership with outside instructors;
- Promotoras: Promotoras administer home garden programs for 200 families and receive training from DCAC to administer the home curriculum;
- Community Connector: establishes Community Champion Gardens and works directly with schools;
- XULINARIA Guest Chefs: work with Re:Own Director to set kitchen curriculum and teach students cooking and entrepreneurship.
- Hydroponic Consultant: works with and provides technical assistance to Farm Manager and youth on starting and maintaining a hydroponic growing system in the Caja Verde

C. Program Locations:

The program will be taking place at RISE Westwood, a cultural hub for food access, entrepreneurship and artist expression is the name of Re:Vision's campus on Morrison Rd. which includes 3800 (Re:Vision's office) and 3738, which includes the arts and culture center, commercial kitchen and Cultura Craft Chocolate.

Most activities will take place on-site, at RISE Westwood:

- Main urban farm and hydroponic farm (Caja Verde) at 3738 Morrison Road
- Commercial kitchen at 3738 Morrison Road
- The garden program will take place in 200 homes around the Westwood community
- Denver Children's Advocacy Center garden, located at 2149 Federal Blvd. in Denver
- Denver Indian Center garden at 4407 Morrison Road in Denver



EXHIBIT A_Amendment02

SCOPE OF WORK

- Promotoras will teach cooking classes in community settings at RISE Westwood, community centers, libraries, schools, and childcare centers.
- Community Champion Gardens will also occur at 10 sites throughout SW Denver.

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.).

I. 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.



EXHIBIT A_Amendment02

SCOPE OF WORK

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 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,



EXHIBIT A_Amendment02

SCOPE OF WORK

and to support grantee's participation in the macro evaluation. Grantees will be supported 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.

I. 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**

II. Invoice

A. Invoice

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

III. Payments

- 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



EXHIBIT A_Amendment02

SCOPE OF WORK

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.

IV. 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:

- Attend evaluation and other capacity building workshops. All grantees are highly encouraged to attend trainings offered though 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.



DENVER
THE MILE HIGH CITY

EXHIBIT A_Amendment02

SCOPE OF WORK

- 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.

V. 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_Amendment02

Healthy Food for Denver's Kids Program Budget

Organization Name	Re:Vision	
Term	Year 3	
Request for Proposal Name	Healthy Food for Denver's Kids	

Budget Categories

Food and Supplies

Item	Description of Item	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative
Seeds - A	Seeds for Urban Farm and Home Gardens	500	\$ 9.00	\$ 4,500
Seeds - B	Seeds for Caja Verde Hydroponic Apprenticeship program (7 growth cycles at \$200 each for seeds)	7	\$ 200.00	\$ 1,400
Sponges and growing supplies	Supplies for the Urban Farm & Hydroponic farm	NA	NA	\$ 1,500
Vegetable seedlings	Seedlings for Urban Farm and Home Gardens	10000	\$ 0.50	\$ 5,000
Hydroponic Fertilizer	Nutrients for Hydroponic Growing			\$ 500
Tools	Farm tools for Semillas de Esperanza to complete farm tasks			\$ 2,500
Irrigation system	Irrigation systems for urban farm and home gardens	250	\$ 50.00	\$ 3,125
Irrigation system Timers	Timers for irrigation system	250	\$ 50.00	\$ 3,125
Class supplies	Additional food for kitchen classes - staple items not grown on the farm (flour, butter, eggs) and cooking utensils for each student.	54	\$ 65.00	\$ 3,510
Food for community listening sessions and celebrations	Refreshments for community listening sessions and graduation for Semillas de Esperanza	10	\$ 250.00	\$ 2,500
Compost		200	\$ 40.00	\$ 8,000
Total Food and Supplies				\$25,160.00

Program Operating Expenses				
Item	Description of Item	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative
Garden Activity Materials	Activity booklets for K-5 garden program participants & craft materials for in garden activities	1200	\$ 5.00	\$ 6,000
Training materials	Editing and printing of new materials to refresh Promotoras to administer garden program curriculum	1	\$ 1,000.00	\$ 1,000
Transportation	Transportation for program participants to activity sites and between DCAC and Re:Vision and travel stipend for Promotoras visiting homes	1	\$ 4,800.00	\$ 4,800
Youth Stipends	Stipends for successful participation in Semillas de Esperanza program	40	\$ 400.00	\$ 16,000
Marketing materials	Marketing materials for garden program and Semillas de Esperanza Farmer's Market	1	\$ 3,500.00	\$ 3,500
Class Materials	Curriculum Binders / printed materials for Semillas de Esperanza`	45	\$ 25.00	\$ 1,125
Total Operating Expenses				\$32,425.00
Personnel and Administrative Services				
Salary Employees				
Position Title	Description of Work	Percent of Time	Salary + Fringe	Total Amount Requested from Healthy Food for Denver's Kids Initiative
Executive Director	Administer programs, personnel, and partnerships	25%	\$ 119,150.00	\$ 29,787.50
Re:Farm Program Director	Coordinate all garden program and Community Champion garden activity	65%	\$ 71,490.00	\$ 46,468.50
Re:Own Program Director	Coordinate all kitchen classes	65%	\$ 71,490.00	\$ 46,468.50
Farm Manager	Coordinate farm activities for Semillas de Esperanza	60%	\$ 59,575.00	\$ 35,745.00

Bilingual Wellness and Outreach Coordinator (DCAC)	This program will require the part time labor hours of 3 different positions within the Denver Children's Advocacy Center. Our Bilingual Wellness and Outreach Coordinator will be designing curriculum, running programming and helping to train the Promotora team. Our Bilingual Community Connector will assist in these duties in addition to being able to provide more "hands-on" support to promotoras when needed with community members. Our Bilingual Child and Family Therapist will help advise on the socio-emotional aspects of the curriculum and programming with the capacity to also run mental health support groups and communication with community members.	30%	\$ 81,873.39	\$ 24,562.02
Bilingual Community Connector (DCAC)		20%	\$ 80,084.42	\$ 16,016.88
Bilingual Child and Family Therapist (DCAC)		20%	\$ 84,473.91	\$ 16,894.78
Hourly Employees				
Position Title	Description of Work	Hours	Hourly Rate	Total Amount Requested from Healthy Food for Denver's Kids Initiative
				\$ -
				\$ -
Operations Coordinator	Coordinate food pantry and food systems work, connecting families to immediate food needs, and managing youth program participants while working in food pantry.	1300	\$ 30.98	\$ 40,273
			\$ 22.64	\$ -
Youth Program Coordinators	Serve as instructor for Semillas de Esperanza and at Community Champanion Gardens, work together with Promotora Connectora to handle program recruitment, curriculum developmennt, partnership with outside instructors. 20 hr +19.15 fringe).	2080	\$ 23.83	\$ 49,566
Promotoras	7 Promotoras to administer home garden programs for 200 families & receive training from DCAC to administer home curriculum (22 hr + 19.15% fringe)	5000	\$ 26.21	\$ 131,065

Community Connector	Established Community Champion Gardens and works directly with schools to identify community food access needs. Serve as primary Promotora contact for all community champion gardens (\$20 hr + 19.15% fringe)	1040	\$ 26.21	\$ 27,262
XULINARIA Guest Chefs & guest Lecturers	Stipends for guest lecturers to teach students cooking and entrepreneurship across 4 cohorts	28	\$ 250.00	\$ 7,000
Emerald Gardens	Evaluation of hydroponic knowledge, system, and student identification + hydroponic systems training. 24 week curriculum	24	\$ 750.00	\$ 18,000
Youth Hydroponic Program Apprentices	their own hydroponic business at RISE Westwood through workforce development	2080	\$ 16.00	\$33,280.00
Total Personnel Services				\$522,388.81
Other / Miscellaneous				
Item	Description	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative
Storytelling	Professional videographer to capture stories of impact	1	\$ 2,500.00	\$ 2,500
Interpretation	Simultaneously interpretation for Community Listening sessions	10	\$ 125.00	\$ 1,250
Total Other				\$3,750.00
TOTAL DIRECT COSTS (Supplies & Operating, Personnel, Other)				\$583,723.81
Indirect				
Item	Description	Total Amount Requested from Healthy Food for Denver's Kids Initiative		
10% Indirect rate (if applicable):	Indirect Costs: Healthy Food for Denver's Kids policy places a ten percent (10%) cap on reimbursement for indirect costs, based on the total contract budget.	10% of Direct Costs		
TOTAL INDIRECT COSTS				\$ 58,372
TOTAL AMOUNT REQUESTED FROM HFDK				\$ 642,096