

AMENDATORY AGREEMENT

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

RECITALS:

A. The Parties entered into an Agreement dated September 14, 2023 (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.

B. The Parties wish to amend the Agreement to update paragraph 7-Examination of Records and Audits, add paragraph 34-Compliance with Denver Wage Laws, amend the scope of work exhibit, and amend the budget exhibit.

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

1. Section 7 of the Agreement entitled “**EXAMINATION OF RECORDS AND AUDITS:**” is hereby deleted in its entirety and replaced with:

“7. **EXAMINATION OF RECORDS AND AUDITS:** Any authorized agent of the City, including the City Auditor or his or her representative, has the right to access and the right to examine, copy and retain copies, at City’s election in paper or electronic form, any pertinent books, documents, papers and records related to Contractor’s performance pursuant to this Agreement, provision of any goods or services to the City, and any other transactions related to this Agreement. Contractor shall cooperate with City representatives and City representatives shall be granted access to the foregoing documents and information during reasonable business hours and until the latter of three (3) years after the final payment under the Agreement or expiration of the applicable statute of limitations. When conducting an audit of this Agreement, the City Auditor shall be subject to government auditing standards issued by the United States Government Accountability Office by the Comptroller General of the United States, including with respect to disclosure of information acquired during the course of an audit. No examination of records and audit pursuant to this paragraph shall require Contractor to make disclosures in violation of state or federal privacy laws. Contractor shall at all times comply with D.R.M.C. 20-276.”

2. Section 34 of the Agreement entitled “**COMPLIANCE WITH DENVER WAGE LAWS:**” is hereby added to the Agreement as follows:

“**34. COMPLIANCE WITH DENVER WAGE LAWS:** To the extent applicable to the Contractor’s provision of Services hereunder, the Contractor shall comply with, and agrees to be bound by, all rules, regulations, requirements, conditions, and City determinations regarding the City’s Minimum Wage and Civil Wage Theft Ordinances, Sections 58-1 through 58-26 D.R.M.C., including, but not limited to, the requirement that every covered worker shall be paid all earned wages under applicable state, federal, and city law in accordance with the foregoing D.R.M.C. Sections. By executing this Agreement, the Contractor expressly acknowledges that the Contractor is aware of the requirements of the City’s Minimum Wage and Civil Wage Theft Ordinances and that any failure by the Contractor, or any other individual or entity acting subject to this Agreement, to strictly comply with the foregoing D.R.M.C. Sections shall result in the penalties and other remedies authorized therein.”

3. **Exhibit A** is hereby deleted in its entirety and replaced with **Exhibit A-Amendment01, Scope of Work**, attached and incorporated by reference herein. All references in the original Agreement to **Exhibit A** are changed to **Exhibit A-Amendment01**.

4. **Exhibit B** is hereby deleted in its entirety and replaced with **Exhibit B-Amendment01, Budget**, attached and incorporated by reference herein. All references in the original Agreement to **Exhibit B** are changed to **Exhibit B-Amendment01**.

5. **Exhibit D, Reimbursement Invoice Form** is hereby added to the **List of Exhibits**, attached and incorporated by reference herein. All references in the original Agreement to **List of Exhibits** are supplemented with **Exhibit D**.

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

7. This 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-202475541-01/ENVHL-202368596-01
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-202475541-01/ENVHL-202368596-01
MILE HIGH 360

By:  _____

Name: Eric Eteljorg
(please print)

Title: Executive Director
(please print)

ATTEST: [if required]

By: _____

Name: _____
(please print)

Title: _____
(please print)



EXHIBIT A_Amendment01

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. Mile High 360 has been awarded **\$971,641** in **Healthy Food for Denver’s Kids** funds for the grant term of August 01, 2023-December 31, 2025. Mile High 360 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.

I. Program Services and Descriptions

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

Priority Area 1. Nutritious Food Access and Security

This grant would provide funding to support food security in the most healthful, culturally appropriate and efficient manner. MH360 will work with our food partners to ensure that snacks, meals and food boxes meet or exceed USDA nutrition standards. We will focus on providing a wide array of fresh fruits, fresh vegetables, whole grains and low-fat dairy.

Direct Food Access: In place of being a food distribution site (under current funding from HFDK) MH360 will use our resources to ensure families have the knowledge, capability and confidence to access existing community resources. Families report reluctance in utilizing food pantries due to a perceived stigma of not being able to provide for their children. Picking up food at MH360 was a first step in accepting help. The next stepping stone is for families to pick up food at Denver Inner City Parish (DICP), located just across the street from MH360. Our family liaison will play an integral role in helping make this transition in a manner that is respectful and comfortable for families. We will subcontract with DICP to provide our families with regular (1 x month; year-round) access to direct food support.

Daily meal: MH360 will continue to provide all students aged 18-years and under with daily access to nutritious and culturally relevant food. Currently students receive both a daily snack and a meal at the end of the day. Based on input from students and families, we are changing to offering students one healthy meal with a variety of options. This will reduce food waste, decrease packaging and provide greater autonomy in food selection. (daily; year-round)

Gardening: Led by our Gardening & Sustainability Educator our comprehensive gardening program focuses on physical health, mental health, and sustainability for self and the planet. MH360 will continue to educate students through our hands-on gardening curriculum and grow food that is identified as valuable by our own families. Our students have embraced the gardening work and love spending time outside ‘in the dirt’. New for this funding cycle, we are partnering with Denver Urban Gardens to create a ‘permaculture food forest’ including fruit trees and native berries on



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our property to increase our capacity to provide healthy, low-cost fruit to our students and families.

Priority Area 2. Increasing participation in Federal Nutrition Assistance Programs

Our bilingual family liaison will continue to provide information and application assistance with federal nutrition assistance programs and other food security resources. (ongoing)

Priority Area 3. Food and Nutrition Education

MH360 will continue to build upon the knowledge base for fostering positive, long-term changes in healthy eating and cooking, sustainable food practices, and nutritional competency for students and their families. We will utilize and share resources from the Dietary Guidelines for Americans, 2020-2025 which is available in English and Spanish.

Student Cooking Classes: MH360 plans to use this funding cycle to strategically shift toward more sustainable approaches of providing nutritional and educational services to families and students. For one, the expenses incurred for renting commercial cooking space from Osage Cafe is not sustainable in the long-term (beyond the grant). Moving forward, MH360's student cooking classes will take place on-site at the MH360 campus. We are currently researching local options to create engaging, nutritious cooking lessons that are geared toward the learning styles and interests of our youth. Our kitchen currently has a large commercial refrigerator, sink, and counter space. We plan to purchase all the necessary equipment to create our own "Culinary Corner". This one-time investment in equipment will allow MH360 to continue on-site cooking classes for years to come and will be significantly cheaper than a monthly kitchen rental. (2 classes/month)

Nutrition Education: The program team at MH360 continually refines our student nutrition workshops based on feedback from students to ensure the information is relevant, applicable and engaging. Our goal is to make behavior and attitude changes in the habits and choices that our students make regarding food. Led by Inc. Nutrition, students will develop the knowledge of how food impacts their health, development and performance. (2 classes/month)

Family Cooking Classes: Working with YEA/Osage Cafe, MH360 will continue to host our successful monthly series of family cooking classes to reinforce healthy eating habits and choices through ingredients, recipes, meal preparation and experiential learning. We found that our families appreciated the Zoom format that allows them to cook in their own kitchens and engage children in the cooking process. This two-generational approach benefits the entire family and introduces even the youngest family members to healthy cooking options. After three years of learning to prepare healthy meals connected to their Latino culture, families have requested that future cooking classes focus on "International Cuisine" introducing them and their families to expanded options for preparing meals with fresh, local ingredients that are affordable and geographically accessible. Our family liaison will be responsible for inviting and ensuring robust participation in the family cooking classes. Families are provided with all essential cooking supplies and ingredients. (8 sessions monthly from October thru June)



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B. The following roles and/or partners will be instrumental in the success of this grant:

Over the past 2 ½ years, funding from HFDK has given MH360 the opportunity to form new community partnerships providing students and families with additional access to nutritional food and educational programming. Our intention for this round of funding is to make strategic shifts in programs and partnerships leading to our ability to sustain programming past HFDK funding. Based on the programming, either the MH360 family liaison or Director of Operations will serve as the point of contact to ensure clear communication channels for partner organizations.

- i. **Bonanno Concepts** - Chef Frank Bonanno and his team are the creators of ten food and drink concepts, each uniquely responsible for shaping the Denver dining scene. Education and community are two pillars in their overall service model. An existing partner, Bonnano is currently providing a snack and a take-home dinner for students. However, based on student and parent feedback we are shifting to providing one 'light meal' for students to eat on-site. Bonnano will continue to create and deliver healthy food utilizing fresh, local ingredients following USDA guidelines. With this partnership, students will also visit Bonnano's working kitchens and meet with the food preparation and serving teams.
- ii. Located within the same neighborhood as MH360, the mission of **Youth Employment Academy (YEA)** is to serve young adults in breaking the cycle of generational poverty in Denver communities by gaining personal and economic stability through education and employment training. Through their social enterprise, Osage Café, YEA culinary arts instructors will lead and supply all the required ingredients for our monthly family cooking classes held via Zoom. Our family liaison works closely with Osage Café and our families to design a recipe plan that is of interest to families, introduces them to healthy cooking techniques, and incorporates locally available and affordable ingredients. This successful partnership is in its third year with family enrollment increasing year after year. Starting with 18 families our first year, we now have 23 families and expect to increase to 28 next year.
- iii. **Denver Inner City Parish (DICP)** empowers individuals and families to break the cycle of poverty. Located across the street from MH360, this new partner will provide once monthly direct food access to MH360 families. Having spent the past three years building trusting relationships, our family liaison is the key to successfully connecting families with this valuable resource. She will work with DICP to ensure the boxes contain fresh, nutritious food following USDA guidelines that our families will enjoy and utilize.
- iv. **Denver Urban Gardens (DUG)** focuses on reducing barriers to fresh, healthy, and organic food by providing access to space, knowledge, and resources for anyone wishing to grow their own produce. This successful partnership has been in place for over two years and continues to grow. DUG provides supplies for our on-site garden while MH360 provides space, garden beds and eager students for our comprehensive gardening curriculum.

II. **Program Locations:** The grantee will serve the following locations;



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A. La Alma, Lincoln Park

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 draft 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.).

II. 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, and/or frequency of the reporting 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, 2024	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, 2024	Submitted through the Reporting Form
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, 2025	Submitted through the Reporting Form
Report 4 (12 month/annual)	Demographic description of population served. Progress on process and outcome	July 31 – Aug 15, 2025	Submitted through the Reporting Form



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	measures and learning questions Upload relevant evaluation documents. Additional narrative description of successes and challenges.		
Report 5 (5 months extra)	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.	By January 15, 2026	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 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



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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 HFDK invoice template is attached as an exhibit.

V. 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 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 or may use their own so long as it contains the same information. 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



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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 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

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. ****CHECK YOUR TOTAL BOXES PRIOR TO SUBMITTING!**

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	Mile High 360
Term	Year 1 (August 1, 2023-July 31, 2024)
Request for Proposal Name	Healthy Food for Denver's Kids(HFDK04)

Budget Categories

Food and Supplies

Item	Description of Item	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative	Please Mark with an X each Priority Area that the line item pertains to.		
					Priority Area 1	Priority Area 2	Priority Area 3
Food boxes for families	Twice monthly food boxes including fresh fruits and vegetables for families experiencing food insecurity @\$95/box for 40 families.	960	\$95.00	\$90,937.83	x		
Student Meals	Healthy meal for students participating in MH360 programming. Average of 20 students/day for 246 days/year	4920	\$10.80	\$64,726.70	x		
Food containers	Compostable food containers to send home leftover food from meals (200/unit)	10	\$40.00	\$319.21	x		x
Family Cooking Class supplies	Supplies and incentives for families enrolled in the cooking classes. These are distributed throughout the various sessions, 25 families	25	\$350.00	\$8,667.24	x		x
Gardening Supplies	Supplies for sustainable gardening curriculum (e.g. gloves, tools)	1	\$500.00	\$500.28	x		x
Total Food and Supplies				\$165,151.26			

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
Staff Transportation	Mileage reimbursement for family liaison and program coordinators (home visits, picking up food, etc). \$175/month for 12 months	12	\$175.00	\$1,500.00			
				\$0.00			
				\$0.00			
Total Operating Expenses				\$1,500.00			

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
Family Liaison	Coordinate food distribution, connect families with community resources, plan family cooking classes.	100%	\$72,000.00	\$72,000.00	x	x	x
Health & Wellness Coordinator - High School	Coordinate nutrition and cooking classes for students. Provide classroom support	20%	\$68,250.00	\$13,650.00	x		x
Health & Wellness Coordinator - Middle School	Coordinate nutrition and cooking classes for students. Provide classroom support	20%	\$72,000.00	\$14,400.00	x		x
Director of Operations	Oversee entire program including programming, budgeting and evaluation	20%	\$89,250.00	\$17,850.00	x		x

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
Gardening & Sustainability Educator	Provides hands-on gardening and sustainability curriculum for students. Supervises on-site garden	800	\$ 35.00	\$28,000.00	x		x
				\$0.00			
Total Personnel Services				\$145,900.00			

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
Student Stipends	Stipends for students internships in the fields of culinary arts, gardening, sustainability, nutrition.	2	\$ 2,500.00	\$4,000.00			x
Chest Freezer	To reduce food waste we will freeze perishable food items	1	\$ 500.00	\$455.99			x
Water bottles	Individual insulated water bottles for student use	80	\$ 20.00	\$1,592.23	x		x
Tables	Heavy-duty plastic folding tables to create outdoor learning spaces	5	\$ 50.00	\$171.96	x		x
Tents	Portable outdoor tents to create outdoor learning spaces	5	\$ 200.00	\$811.97	x		x
Total Other				\$7,032.15			

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
YEA/Osage Cafe	Sub-contract with Osage Cafe for instruction for family cooking classes	cooking classes, 9 sessions/year for 25 families	9	\$ 400.00	\$4,797.50			
YEA/Osage Cafe	Sub-contract with Osage Cafe for kitchen rental	cooking classes, 9 sessions/year for 25 families	9	\$ 125.00	\$1,125.00			
YEA/Osage Cafe	Sub-contract with Osage Cafe for cooking class food kits	cooking classes, 9 sessions/year for 25 families	1.9	\$ 950.00	\$16,893.00			

TBD	Sub-contract with a community partner to provide on-site youth cooking classes. Includes instruction, food, supplies	2 classes/month	7	\$ 1,000.00	\$7,600.00			
TBD	Sub-contract with a sports dietician to provide youth nutrition classes	2 classes/month	24	\$ 200.00	\$2,317.55			
					\$0.00			
Total Subcontractors					\$32,733.05			
TOTAL DIRECT COSTS (Supplies & Operating, Personnel, Other)					\$352,316.46			
Indirect								
Item	Description				Total Amount Requested from Healthy Food for Denver's Kids Initiative			
Indirect Costs	General overhead including insurance, rent, administrative support, internet, utilities				\$35,231.65			
TOTAL INDIRECT COSTS					\$35,231.65			
TOTAL AMOUNT REQUESTED FROM HFDK					\$387,548.11			

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. ****CHECK YOUR TOTAL BOXES PRIOR TO SUBMITTING!**

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	Mile High 360
Term	Year 2 (August 1, 2024-July 31, 2025)
Request for Proposal Name	Healthy Food for Denver's Kids(HFDK04)

Budget Categories

Food and Supplies

Item	Description of Item	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative	Please Mark with an X each Priority Area that the line item pertains to.		
					Priority Area 1	Priority Area 2	Priority Area 3
Food boxes for families	Twice monthly food boxes including fresh fruits and vegetables for families experiencing food insecurity @\$100/box for 40 families.	960	\$ 100.00	\$96,000.00	x		
Student meals	Healthy light meal for students participating in MH360 programming. Average of 20 students/day for 248 days/year	4960	\$ 11.40	\$56,544.00	x		
Dishwasher	Large-capacity energy-efficient dishwasher to clean utensils, cooking tools, etc for cooking classes	1	\$ 1,000.00	\$1,000.00	x		x
Food containers	Compostable food containers to send home leftover food from meals (200/unit)	10	\$ 42.00	\$420.00	x		x
Family Cooking Class supplies	Supplies and incentives for families enrolled in the family cooking classes. These are distributed throughout the various sessions, 25 families	25	\$ 350.00	\$8,750.00			
Cooking class kits	Cooking kits to provide youth cooking classes on site	20	\$ 200.00	\$4,000.00	x		x
Total Food and Supplies				\$166,714.00			

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
Staff Transportation	Mileage reimbursement for family liaison and program coordinators (home visits, picking up food, etc). \$200/month for 12 months	12	\$ 200.00	\$2,400.00			
				\$0.00			
				\$0.00			
				\$0.00			
				\$0.00			
Total Operating Expenses				\$2,400.00			

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
Family Liaison	Coordinate food distribution, connect families with community resources, plan family cooking classes.	100%	\$ 76,000.00	\$76,000.00	x	x	x
Health & Wellness Coordinator - High School	Coordinate nutrition and cooking classes for students. Provide classroom support	20%	\$ 72,000.00	\$14,400.00	x		x
Health & Wellness Coordinator - Middle School	Coordinate nutrition and cooking classes for students. Provide classroom support	20%	\$ 76,000.00	\$15,200.00	x		x
Director of Operations	Oversee entire program including programming, budgeting and evaluation	20%	\$ 93,500.00	\$ 18,700.00	x		x

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
Gardening & Sustainability Educator	Provides hands-on gardening and sustainability curriculum for students. Supervises on-site garden	800	\$ 36.00	\$28,800.00	x		x
Total Personnel Services				\$153,100.00			

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
Student Stipends	Stipends for students internships in the fields of culinary arts, gardening, sustainability, nutrition.	2	\$ 3,000.00	\$6,000.00			x
Water bottles	Individual insulated water bottles for student use	80	\$ 20.00	\$1,600.00	x		
				\$0.00			
				\$0.00			
Total Other				\$7,600.00			

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
YEA/Osage Cafe	Sub-contract with Osage Cafe for instruction for family cooking classes	cooking classes, 9 sessions/year for 25 families	9	\$ 425.00	\$3,825.00			

YEA/Osage Cafe	Sub-contract with Osage Cafe for kitchen rental	cooking classes, 9 sessions/year for 25 families	9	\$ 125.00	\$1,125.00			
YEA/Osage Cafe	Sub-contract with Osage Cafe for cooking class food kits	cooking classes, 9 sessions/year for 25 families	9	\$ 1,000.00	\$9,000.00			
TBD	Sub-contract with a community partner to provide on-site youth cooking classes. Includes instruction, food	2 classes/month	24	\$ 700.00	\$16,800.00			
TBD	Sub-contract with a sports dietician to provide youth nutrition classes	2 classes/month	24	\$ 200.00	\$4,800.00			
					\$0.00			
Total Subcontractors						\$35,550.00		
TOTAL DIRECT COSTS (Supplies & Operating, Personnel, Other)						\$365,364.00		
Indirect								
Item	Description				Total Amount Requested from Healthy Food for Denver's Kids Initiative			
Indirect Costs	Indirect Costs: General overhead including insurance, rent, administrative support				\$36,536.40			
TOTAL INDIRECT COSTS						\$36,536.40		
TOTAL AMOUNT REQUESTED FROM HFDK						\$401,900.40		

Exhibit B_Budget_Amendment01

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. ****CHECK YOUR TOTAL BOXES PRIOR TO SUBMITTING!**

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	Mile High 360	
Term	5 months (August 1, 2025-December 31, 2025)	
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.		
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 boxes for families	Twice monthly food boxes including fresh fruits and vegetables for families experiencing food insecurity @\$108/box for 40 families.	400	\$ 108.00	\$43,200.00	x			
Student Meals	Healthy meal for students participating in MH360 programming. Average of 20 students/day for 246 days/year (prorated for 5 months)	2050	\$ 12.00	\$24,600.00	x			
Food containers	Compostable food containers to send home leftover food from meals (200/unit)	5	\$ 42.00	\$210.00	x			
Family Cooking Class supplies	Supplies and incentives for families enrolled in the cooking classes. These are distributed throughout the various sessions, 25 families	25	\$ 350.00	\$8,750.00	x		x	
				\$0.00				
Total Food and Supplies				\$76,760.00				
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	
Staff Transportation	Mileage reimbursement for family liaison and program coordinators (home visits, picking up food, etc). \$225/month for 5 months	5	\$ 225.00	\$1,125.00	x	x	x	
				\$0.00				
				\$0.00				
				\$0.00				
				\$0.00				
Total Operating Expenses				\$1,125.00				
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	
Family Liaison	Coordinate food distribution, connect families with community resources, plan family cooking classes.	100%	\$ 33,125.00	\$33,125.00	x	x	x	
Health & Wellness Coordinator - High School	Coordinate nutrition and cooking classes for students. Provide classroom support	20%	\$ 31,250.00	\$6,250.00	x		x	
Health & Wellness Coordinator - Middle School	Coordinate nutrition and cooking classes for students. Provide classroom support	20%	\$ 33,125.00	\$6,625.00	x		x	
Director of Operations	Oversee entire program including programming, budgeting and evaluation	20%	\$ 41,000.00	\$ 8,200.00	x		x	
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	
Gardening & Sustainability Educator	Provides hands-on gardening and sustainability curriculum for students. Supervises on-site garden	300	\$ 36.00	\$10,800.00	x		x	
				\$0.00				
Total Personnel Services				\$65,000.00				
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	
Student Stipends	Stipends for students internships in the fields of culinary arts, gardening, sustainability, nutrition.	2	\$ 2,000.00	\$4,000.00			x	
Water bottles	Individual insulated water bottles for student use (new students)	20	\$ 20.00	\$400.00	x			
				\$0.00				
				\$0.00				
Total Other				\$4,400.00				
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
YEA/Osage Cafe	Sub-contract with Osage Cafe for instruction for family cooking classes	Instruction for family cooking classes for 25 families	5	\$ 425.00	\$2,125.00			
YEA/Osage Cafe	Sub-contract with Osage Cafe for kitchen rental	Rental of kitchen for family cooking classes for 25 families	5	\$ 125.00	\$625.00			

YEA/Osage Cafe	Sub-contract with Osage Cafe for cooking class food kits	Food and packaging for family cooking classes for 25 families	5	\$ 1,200.00	\$6,000.00			
TBD	Sub-contract with a community partner to provide on-site youth cooking classes. Includes instruction, food	2 classes/month	10	\$ 750.00	\$7,500.00			
TBD	Sub-contract with a sports dietician to provide youth nutrition classes	2 classes/month	10	\$ 200.00	\$2,000.00			
					\$0.00			
Total Subcontractors					\$18,250.00			
TOTAL DIRECT COSTS (Supplies & Operating, Personnel, Other)					\$165,535.00			
Indirect								
Item	Description				Total Amount Requested from Healthy Food for Denver's Kids Initiative			
Indirect Costs	Indirect Costs: General overhead including insurance, rent, administrative support				\$16,553.50			
TOTAL INDIRECT COSTS					\$16,553.50			
TOTAL AMOUNT REQUESTED FROM HFDK					\$182,088.50			
Total Contract Amount (August 1, 2023-December 31, 2025)					\$971,641.00			