

## 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 **VIVE (also known as VIVE WELLNESS)**, a Colorado nonprofit corporation whose address is 4100 Xavier Street, Denver, Colorado 80212 (the “Contractor”), jointly (“the Parties”).

### RECITALS:

**A.** The Parties entered into an Agreement dated August 12, 2020, and an Amendatory Agreement dated March 27, 2021 (collectively, the “Agreement”) to perform and complete all of the services 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, amend the maximum contract amount, amend the scope of work, and amend the budget.

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

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

“**3. TERM:** This Agreement will commence on **August 1, 2020** and will expire on **July 31, 2022** (the “Term”). The Term may be extended by the City under the same terms and conditions for up to five years from the commencement date. 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 will extend until the work is completed or earlier terminated by the Executive Director.”

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

“**d. Maximum Contract Amount:**

(1) Notwithstanding any other provision of the Agreement, the City’s maximum payment obligation will not exceed **NINE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS AND NO CENTS (\$975,000.00)** (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 Consultant beyond that specifically described in **Exhibit A**. Any services performed beyond those in **Exhibit A** are performed

at Consultant's risk and without authorization under the Agreement.”

3. **Exhibit A and Exhibit A1-Amendment01** are hereby deleted in their entirety and replaced with **Exhibit A-Amend02**, attached and incorporated by reference herein. All references in the original Agreement to Exhibit A and Exhibit A1-Amendment01 are changed to Exhibit A-2, Amend02.

4. **Exhibit B and Exhibit B1-Amendment01** are hereby deleted in their entirety and replaced with **Exhibit B-Amendment02**, attached and incorporated by reference herein. All references in the original Agreement to Exhibit B and Exhibit B1-Amendment01 are changed to Exhibit B-2.

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

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

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

**Contract Control Number:** ENVHL-202159388-02/ENVHL-202055219-02  
**Contractor Name:** VIVE

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

**SEAL** **CITY AND COUNTY OF DENVER:**

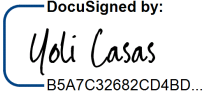
**ATTEST:** By: \_\_\_\_\_  
\_\_\_\_\_

**APPROVED AS TO FORM:** **REGISTERED AND COUNTERSIGNED:**  
Attorney for the City and County of Denver  
By: \_\_\_\_\_ By: \_\_\_\_\_

By: \_\_\_\_\_

**Contract Control Number:**  
**Contractor Name:**

ENVHL-202159388-02-/ENVHL-202055219-02  
VIVE

By: \_\_\_\_\_

Name: Yoli Casas  
(please print)

Title: Executive Director  
(please print)

ATTEST: [if required]

By: \_\_\_\_\_

Name: \_\_\_\_\_  
(please print)

Title: \_\_\_\_\_  
(please print)



## EXHIBIT A – Amend02

### 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 ViVe Wellness (“ViVe”). ViVe 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.

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

- **\$349,768** for Term 1 (August 1, 2020 – July 31, 2021)
- **\$125,232** for Term 1 – COVID Supplemental Funds (February 1, 2020 – July 31, 2021)
- **\$500,000** for Term 2 (August 1, 2021 – July 31, 2022)
- **Cumulative Maximum Contract Amount: \$975,000**

#### II. Program Services and Descriptions

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

ViVe will serve individual youth and their parents through the program “Comiendo Saludable”. This program has three (3) areas, 2 will be funded through HFDK:

1. Obtain, assemble, and deliver healthy food Bags to youth that are food insecure in the neighborhoods ViVe offers programs
2. Provide education on healthy eating and skills and connection to resources to grow healthy food. This includes growing gardens teaching where foods come from and linking free and low-cost gardening opportunities to families, such as community and home gardens.

Comiendo Saludable integrates with ViVe’s out of school program that includes physical activity, mindfulness and nature. The program will serve youth participants from the out of school wellness programs. ViVe follows the following schedule for their program for a total of 44 weeks of programming/year

- Winter/Spring (18 weeks)
- Summer season (10 weeks)
- Fall season (15 weeks)



## EXHIBIT A – Amend02

### SCOPE OF WORK

1. Area of focus #1 - ViVe's program will Obtain, assemble, and deliver healthy food Bags/boxes to youth that are food insecure in the neighborhoods we offer programs.

The food boxes will be delivered two (2) times per month. Additional Each youth will receive a healthy food box that will cover at Least one healthy meal per day. The Healthy bag/box will include fresh fruit, vegetables, healthy grains, dairy products, and meat produce. It will avoid offering products high in sugar or canned vegetables or fruits. ViVe plans on *purchasing 65% of the healthy food box and acquire the other 35% through the partnership at food banks, pantries and foundations to leverage resources.*

Area of focus #2 – ViVe will provide necessary education, skills and tools to grown healthy food. We will continue to create new garden or updates unused gardens - ViVe will partner with other organizations and with an expert on assisting with the virtual education and hands on education. ViVe will offer education and hands on skills to create the gardens throughout the year. ViVe will continue to use community knowledge on culturally responsive healthy recipes from the foods that are being delivered and will provide education classes on nutrition, healthy foods, and culturally healthy dishes. ViVe will continue with nutrition and healthy eating classes.

ViVe will continue to 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.

#### B. Roles:

**Coordinators:** Three (3) coordinators and a program director will oversee ViVe's Cominedo Saludable out of school program to match the focus areas

- **HFKD Program Director:** Logistics Coordinator to manage contractors, schedule food orders and manage deliveries, Data collection
- **HFKD Coordinator:** Coordinate food pick-up and delivery; identify family to receive goods; track items distribute, Coordinate all of the kids deliveries, partnerships to pick-ups the foods, set up deliveries, help with deliveries
- **Nutrition and Healthy Food Coordinator:** design healthy food plan for the Bags/Boxes and Snacks and offer education. include planning the healthy food and nutrition talks, making sure all snacks and food boxes are following the healthy foods guidelines.
- **Gardening staff:** schedule education classes, work on the plots, and activate community gardens and family gardens with the additional Instructors and organizations that will be offering the education sessions virtually and in-person.
- **Food Delivery Team :** Deliver, acquire food, package, bag them, drive to pick up all
- **ViVe Executive Director :** Oversee the program - complete reports, supervise staff

#### Leadership:



## EXHIBIT A – Amend02

### SCOPE OF WORK

- Yoli G. Casas, ViVe's Program Director has a Masters degree in Exercise Physiology and a minor in general nutrition. She brings over 30 years of experience working with youth and adults in the area of wellness. She will be overseeing the program and meeting with each coordinator weekly as well as holding a team meeting each week. She will complete the program report and meeting with the evaluation team.
- Ana Louisa Gallardo is the coordinator for gardening and growing healthy food Program
- Jeannete Sorensen-Hickok is the nutrition and healthy foods coordinator. She has a nutrition certification from NASM. She is passionate about anything that has to do with nutrition, healthy foods and gardening. She has over 10 years of experience on the area of nutrition.
- Brooke Reeves is the mindfulness and Physical activity coordinator, she has a degree in education in the areas of Physical activity as well as a yoga/mindfulness coach certification. She will be meeting with the Director for the healthy snacks delivering at ViVe's out of school programs.
- Claudia Zubia is the HFKD Coordinator – she lead the first year and did an amazing job. Coordinate food pick up and delivery; identify family to receive goods; track items distribute, Coordinate all of the kids deliveries, partnerships to pick ups the foods, set up deliveries, help with deliveries

**Partners:** ViVe works in partnerships with other organizations such as The GrowHaus and Dalhia campus, cooking matters in providing additional information. ViVe has a secured partnership with Metro Caring, Denver Urban gardens and Urban Farming.

#### C. Program Locations:

# 1 – Main Focus : Delivery Healthy Food Bags/Boxes to youth

**We have 8 routes based on Zip codes :** Cole, Montbello A, Swansea A, globeville, Park Hill, Montbello A and Green Valley Ranch, Swansea B, South East ( Ruby Hills, westwood)

#2 – Education and Gardening : Vive has 3 Gardens at Maxwell elementary , Globeville and is adding a Cole garden – The education will be sometimes at the garden and other on Facebook, Zoom and in person in the office at 3532 Franklin Street, Denver CO 80205

#### D. Implementation and Timeline

Vive will continue with the Food Bags/boxes deliveries and gardening education programs

Focus # 1 - August 1 – December 19<sup>th</sup> - Vive will start with the Healthy Bags deliveries, surveys and identifying new participants in the program. Vive will continue with the weekly deliveries of 8 total different routes for a total of 900 children that are part of the Healthy Bag/boxes delivery program alone.

Focus # 1 – January 10<sup>th</sup>, 2022 – July 31, 2021: continue with the Healthy Bags deliveries, surveys and identifying new participants in the program. Vive will continue with the weekly deliveries of 8 total different routes for a total of 900 children that are part of the Healthy Bag/boxes delivery program alone.



**DENVER**  
THE MILE HIGH CITY

## EXHIBIT A – Amend02

### **SCOPE OF WORK**

Focus # 2 – August 1 – October 15<sup>th</sup> – Continue with the garden, harvesting and will finish with putting the garden to bed – education through - out this entire process.

Focus # 2 – October 16<sup>th</sup> – March 31<sup>st</sup> – Education and indoor growing

#### **E. Program success:**

This program is an opportunity to address food insecurity, the lack of fresh and healthy food for the youth served. ViVe's work with youth and their families has identified the challenge of a lack of access to healthy food, identifying healthy food and how to prepare culturally appropriate food more healthfully. Additionally, families are challenged by a lack of communication and connection to resources and opportunities to grow their own food. The program has two goals:

1. Provide healthy foods Boxes to 900 youth, 2 times per month
2. Educate youth and their families on nutrition, healthy eating and opportunities to grow their own food 4 x month reaching 500 additional individuals ( parents, kids, etc.)

ViVe will accomplish these objectives

1. By SEPTEMBER 11, 2021, have enrolled all 900 youth on the Health Bags/boxes delivery
2. By JULY 30, 2022, deliver 18,900 healthy food Bags/boxes
3. By July 30, 2022, ViVe will have delivered 25 education classes and have worked 2 community gardens through the partnership with other organizations.

The following outcomes are expected:

1. Increase in consumption of healthy food by youth.
2. Increased knowledge of healthy foods by youth.
3. Increased knowledge of garden opportunities and resources.

### **III. Evaluation, Outcome Measures and Deliverables**

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 measures in the evaluation plan will align with the items and descriptions in the "program success" section above. A general description of types of measures are listed below, but 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.

**Program Outputs** 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,





## EXHIBIT A – Amend02

### SCOPE OF WORK

or number of partnerships developed, among others. The Grantee will be asked to collect demographic information for participants as much as possible to help report progress on disparities and direct efforts more equitably. The HFDK Evaluation team will work with grantees to determine the best practices for collecting demographic information while ensuring dignity, privacy and safety.

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

#### **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 will provide organizational and community input on Macro Evaluation activities and products (e.g., Theory of Change, Macro Evaluation plan, annual reports, etc.).

#### **IV. Performance Management and Reporting**

##### **A. Performance Management**

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

The Grantee will be reviewed for:

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

##### **B. Reporting**

The Grantee will be responsible for reporting on program outputs and outcomes, agreed upon in their final evaluation plan, on a regular basis. The HFDK Evaluation team will provide a



## EXHIBIT A – Amend02

### SCOPE OF WORK

Reporting Form for grantees to submit this data every six months, which will be finalized with grantee input to ensure it is user-friendly, non-burdensome and accessible. 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 the grantee in an Evaluation Dashboard to support their own work. Importantly, the Reporting Form may also include a few open-ended questions about strategy, challenges and successes for the grantee to fill out, which will also be included in their Evaluation Dashboard report to track learning over time. Grantees can also access 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 (6 month)	Progress on output and outcome measures and learning questions  Upload relevant evaluation documents	February 1-15, 2022	Submitted through the Reporting Form
Final Report – Annual	Progress on output and outcome measures and learning questions  Upload relevant evaluation documents  Cumulative outputs, outcome measures, and learning over time.  Additional narrative description of successes and challenges.	July 31 – Aug 15, 2022	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 – Amend02

### SCOPE OF WORK

and to support grantee's participation in the macro evaluation. Grantees will be assigned an Evaluation Partner from the HFDK evaluation team to work around their evaluation plan, evaluation tools, and 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.

At a minimum, grantees will be required to participate in 3 webinars/trainings provided by the HFDK staff, Evaluation Team, and external partners that are intended to identify best practices, support peer learning, and provide opportunities for networking.

#### F. Budget

- A. 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

#### G. Invoice

- Invoice:
  - Each invoice shall include the following information: invoice number and date, due date, payment terms, contract activity and detailed description, purchase order number (to be provided by HFDK staff), and an itemized list of the charges in alignment with approved expenses as shown in the Budget (Exhibit B)
- Supporting Documentation



## EXHIBIT A – Amend02

### SCOPE OF WORK

- The Grantee agrees to retain all receipts and supporting documentation for personnel and non-personnel expenditures, and provide them to the City if requested. The required documentation for retention of:
  - **Program expenses**, includes but is not limited: invoices, receipts or proof of payment for budgeted program expenses, supplies, equipment, mileage/travel expense, or other charges. Proof of payment could be invoices, receipts, ACH forms, bank statements or credit card bills
  - **Personnel**, includes payroll register (employee information) or paystubs, time sheets signed by employee, or time and salary certification
  - **Indirect/administrative costs**, includes documentation to substantiate submitted charges, invoice and proof of payments
- The Grantee will provide supporting documentation for all non-personnel expenditures over \$1,000 with the monthly invoice. The required documentation for expenses over \$1,000 are:
  - **Program expenses**, includes but is not limited: invoices, receipts or proof of payment for budgeted program expenses, supplies, equipment, mileage/travel expense, or other charges. Proof of payment could be invoices, receipts, ACH forms, bank statements or credit card bills.

#### H. Payments

A. Invoices and reports shall be completed and submitted on or before the 15th of each month following the month of services rendered 100% of the time. Contractor shall use preferred invoice template, if requested. Invoices shall be processed with immediate payment terms.

B. A one-time advance payment may be made through a written request to the HFDK Contract Administrator. The written request shall detail the amount to be paid in advance, price quotes with line item details, personnel costs, etc. and dates the services or supplies will be performed or purchased by the Grantee.

Any advanced funds shall be reconciled upon completion of payment by the grantee or upon the last invoice of the grant term. Reconciling the advanced funds will include providing invoices and proof of payments as required in **Section IV Invoice** of this document. Advanced funds shall be used only for expenses as detailed in Exhibit B- Budget. If the advance payment is not used by the Grantee, or not used for the approved expenses as detailed in the request, the Grantee shall re-pay the city any remaining or unreconciled funds.

#### I. General Grant Requirements

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



## EXHIBIT A – Amend02

### SCOPE OF WORK

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
- 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 at-risk youth ages 18 and under

#### **Additionally, 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 and evaluation partners each year.
- Display signage and/or online banners noting that the program receives funding from the Healthy Food for Denver's Kids Initiative. The HFDK Initiative will provide electronic files and guidelines for printing and/or displaying on websites, social media accounts, and other materials.

#### **J. 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	Vive			
Term	Year 2 (8/2021 - 7/2022)			
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
Eggs & Milk	Milk, Butter, Eggs, cheese	25000	\$2.95	\$73,750.00
Dry Goods	Beans, Rice, Pasta, Bread, Tortillas	30000	\$1.65	\$49,500.00
Meat	Beef, Chicken, Fish	10050	\$3.95	\$39,697.00
Produce	Assorted Fruits & Vegetables	40000	\$1.25	\$50,000.00
Ice	Ice for Coolers during delivery	128	\$1.00	\$128.00
Total Food and Supplies				\$213,075.00
Program Operating Expenses				
Item	Description of Item	Quantity	Per Item Cost	Total Amount Requested from Healthy Food for Denver's Kids Initiative
Truck rental - refrigeration / Uhaul / gas	rental of van , gas, mileage	45	\$700.00	\$31,500.00
Supplies	paper & ink, coolers, delivery bags	12	\$150.00	\$1,800.00
Storage and Office	Storage for dry goods	12	\$166.00	\$1,992.00
Garden Supplies	Garden seeds, food preservation - community garden plot & supplies	10	\$420.00	\$4,200.00
				\$0.00
Total Operating Expenses				\$39,492.00
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
Vive Exec Director	Oversee the program - complete reports, supervise staff	10%	\$70,125.00	\$7,012.50
HFCD Program Director	Logistics Coordinator to manage contractors, schedule food orders and manage deliveries, Data collection	60%	\$58,950.00	\$35,370.00
Hourly Employees				
Position Title	Description of Work	Hours	Hourly Rate	Total Amount Requested from Healthy Food for Denver's Kids Initiative
HFCD Coordinator	Coordinate food pick up and delivery; identify family to receive goods; track items distributed, coordinate all of the kids deliveries, partnerships to pick up the foods, set up deliveries, help with deliveries	1865	\$16.75	\$31,238.75
Nutrition and Healthy Food Coordinator	coordinate healthy bags and snacks	200	\$20.00	\$4,000.00
Grading	Prepare garden plot, coordinate supplies - teach family skills	280	\$20.00	\$5,600.00
Food Delivery Team	Deliver, acquire food, package, bag them, drive to pick up all	6590	\$16.75	\$110,382.50
Sanck Prep & Delivery	deliver healthy snacks to youth and coordinate with coordinator	500	\$16.75	\$8,375.00
				\$0.00
Total Personnel Services				\$201,978.75

TOTAL DIRECT COSTS (Supplies & Operating, Personnel, Other)		\$454,545.75
Indirect		
Item	Description	Total Amount Requested from Healthy Food for Denver's Kids Initiative
Indirect rate (if applicable):	Indirect Costs: Healthy Food for Denver's Kids policy places a ten percent (10%) cap on reimbursement for indirect costs or the organization's federally negotiated rate, based on the total contract budget.	\$45,454.25
TOTAL INDIRECT COSTS		\$45,454
TOTAL AMOUNT REQUESTED FROM HFDK		\$500,000.00