

## Program Application: 80731891

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**Linked Pre-Application Form - DO NOT DELETE**

Food for Climate Resilience

**Grant Amount Requested**

\$75,000.00

**Organization Name**

Santa Clara County Public Health Department

## Urban Grant Program Application Questions

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### Overview

**Type of project (check all that apply)**

**Grant category (check all that apply)**

Urban Agriculture / Food Systems

### Project Location: Address / Neighborhood

**What is the physical location of the project? If there is no physical location, please enter "N/A." If the project will be in multiple locations, please list all. Note: project location(s) must be within the Authority's jurisdiction.**

1. SoFA Pocket Park, 540 S 1st St, San Jose, CA 95113 (Primary Location)
2. Bibleway Christian Center, 2090 Oakland Rd, San Jose, CA 95131
3. Public Health Department, 150 W. Tasman Drive, San Jose, CA 95134
4. Taylor Street Farm, 200 W Taylor St, San Jose, CA 95110 (optional location)

### Project Location

**Open Space Authority District of Project Location(s)(check all that apply)**

Authority District 2, Authority District 3

**Who does the project serve? Please indicate which Open Space Authority Districts are served (where do the people served by the program live) (check all that apply)**

Authority District 2, Authority District 3, Authority District 6

## **Project Abstract**

One third of all greenhouse gas emissions in the world are created by food production, consumption, and disposal. In Silicon Valley, nearly one in three county residents experience food insecurity. Community-based food cultivation is an impactful way to create a sustainable food system while simultaneously creating community climate resilience. Through an urban agriculture and food systems train-the-trainer leadership course, We Start Gardens, the County of Santa Clara Public Health Department Community Nutrition program, and the County of Santa Clara Public Health Department Parks and Health program will connect community leaders to the outdoors in urban neighborhoods to foster environmental stewardship and increase food and nutrition security. A We Start Gardens master gardener will lead community health workers from our County's Latinx and Asian American communities as well as community leaders of African ancestry through a four-part hands-on urban gardening course centering culturally relevant produce. A public health nutritionist from the County of Santa Clara Public Health Department will then train these climate ambassadors on how edible plants from urban gardens increase food and nutrition security and reduce the risks of several chronic diseases. All six sessions within this train-the-trainer leadership course will take place in existing urban community gardens within the eligible grant area, such as the SoFA Pocket Park in Downtown San Jose and Bible Way Christian Center. To ensure accessibility, equity, and inclusion of trainees from many socially disadvantaged neighborhoods, language translation, childcare, and transportation services will be provided as needed throughout this six-part course. Stipends will be provided for all trainees to incentivize participation, ensure consistent commitment, and to acknowledge the financial hardships underserved county residents experience. Once one cohort of eight to ten community leaders have completed this environmental education program, their culminating assignment will be to teach urban gardening and food as medicine content to socioeconomically disadvantaged county residents. By the trainees becoming the trainers, We Start Gardens and the Public Health Department will build a network of climate resiliency ambassadors throughout Santa Clara County's urban neighborhoods. This urban gardener network will ensure the sustainability and durability of this climate resilience initiative. The urban agricultural knowledge that is shared via this initiative will have a collective impact on food sovereignty, food and nutrition security, environmental stewardship, and community building for a climate strong future.

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## **Project Planning**

### **Describe the proposed project.**

Through an urban agriculture and food systems train-the-trainer leadership series, We Start Gardens and the County of Santa Clara Public Health Department (PHD) will connect community leaders to the outdoors in urban neighborhoods to foster environmental stewardship and increase food and nutrition security. Prior to beginning the leadership series, PHD will leverage relationships with existing partners, including We Start Gardens, Taylor Street Farms, Dr. Laurie Cammon from VMC, and other partners to help identify and recruit community leaders to become climate ambassadors. PHD staff will also work with We Start Gardens master gardener to build out a curriculum and create a garden manual for participants to use throughout the course.

Once 8-10 participants are identified, a six-part train-the-trainer leadership course will be implemented. Specifically, a We Start Gardens master gardener will lead community health workers from our County's Latinx and Asian Pacific Islander communities, as well as community leaders of African ancestry through a four-part hands-on urban gardening course centering culturally relevant produce. A registered dietitian from PHD will then train the climate ambassadors through a two-part course on how edible plants from urban gardens increase food and nutrition security and reduce the risks of several chronic diseases. All four of the gardening sessions within this train-the-trainer leadership course will take place in existing urban community gardens within the eligible grant area. Program locations include the SoFA Pocket Park in Downtown San Jose, Taylor Street Farm, and Bible Way Christian Center. The two Food as Medicine courses will be conducted at the County of Santa Clara Public Health Department. To promote accessibility, equity, and inclusion of trainees from socially disadvantaged neighborhoods, We Start Gardens and PHD staff will provide language translation, childcare, and transportation services, as needed throughout this six-part course. Stipends and a gardening starter toolkit will be provided for all trainees to incentivize attendance for each course and to reduce barriers to underserved county residents by improving access to gardening tools and educational resources. Once one cohort of eight to ten community leaders have completed the train-the-trainer leadership course, their culminating assignment will be to teach urban gardening and Food as Medicine content to socioeconomically disadvantaged county residents. In addition, stipends will be provided to incentivize completion of program requirements for the climate ambassadors and financially support their training obligations. PHD staff will also provide three follow-up check-ins and technical assistance to assess needs and address any concerns or questions that may arise. To recognize the completion and culmination of the climate ambassadors progress, PHD will host a small graduation ceremony at the end of the program. This will allow the climate ambassadors to reflect on their experience, share their efforts in a supportive environment, and receive recognition for their efforts in improving sustainable food systems and climate resilience.

As the trainees becoming the trainers, the Food for Climate Resilience Program will cultivate a network of climate ambassadors throughout Santa Clara County's urban neighborhoods. Given that this program is centered on adults rather than a K-12 population, it does not meet Common Core or Next Generation Science Standards. However, by design, this program does include cross cutting scientific concepts.

### **Describe key project deliverables and estimated completion dates.**

Programmatic deliverables:

1. Deliverable- Recruit and identify 8-10 community leaders to participate in the Food for Climate Resilience program. Recruitment strategies will include connecting with partners such as We Start Gardens, Taylor Street Farms, Bible Way Christian Center, Dr Laurie Cammon from VMC, and other organizations. Participants must sign a participation form agreeing to the terms of attendance at all 6 sessions and to teaching urban gardening to 10 other individuals in order to receive a stipend.

Estimated Date of Completion- conducted during the first 6 months of the project session. Complete by end of Summer 2026.

2. Deliverable- Develop and provide a hardcopy gardening manual for 8-10 participants. Work with We Start Gardens to have them produce a final written template for the manual. Work with a graphic designer to create a colorful and visually appealing garden manual that participants can reference. Work with translations services to develop the guidebook in at least 1 other language besides English (e.g. Spanish, Vietnamese, Tagalog, etc.). Work with print shop to bind and print at least 1 copy for each of the 10 participants.

Estimated Date of Completion- conducted during the first 6 months: gather written template from We Start Gardens within first month of the grant period, and work with translation services, graphic designer for 3-4 months afterwards. Printing would take about 2-3 weeks afterwards. Complete by the end of Summer 2026.

3. Deliverable- Provide a gardening starter take home kit to 8-10 participants. Work with We Start Gardens master gardener and PHD registered dietitian to confirm list of supplies, purchase gardening equipment, and organize 1 kit for each of the 10 participants.

Estimated Date of Completion- supplies will be purchased and put together during the first 6 months of grant implementation. Complete by end of Summer 2026.

4. Deliverable: Implement 4 garden workshops with 8-10 participants- Coordinate with We Start Gardens master gardener to implement 4 gardening classes. Call and send reminders to participants. Verify childcare, transportation, and translation needs to support participants. Set up and clean up space and provide supplies for day of activities.

Curriculum will focus on:

- a. Right Plant, Right Place, Soil Health/Fertilizer, Water Conservation
- b. Horticulture, Starting Seeds, Transplanting, Seasonal, Pruning, Harvesting/Storing
- c. Plant Pathology, Integrated Pest Management
- d. Food Justice, Food Sovereignty, and Cultural Awareness

Estimated Date of Completion: To be conducted during the Fall 2026 through early Spring 2027. Estimated completion early Spring 2027.

5. Deliverable- Implement 2 Food as Medicine workshops with 8-10 participants. Coordinate with PHD registered dietitian to implement 2 nutrition/food as medicine classes. Call and send reminders to participants. Verify childcare, transportation, and translation needs to support participants. Set up and clean up space and provide supplies for day of activities.

Curriculum will focus on:

- a. How can food be medicine?
- b. Food as medicine: From Garden to Kitchen

Estimated Date of Completion: To be conducted Spring 2027 through Summer 2027. Estimated completion is the end of Summer 2027.

6. Deliverable- Support 8-10 Climate Ambassadors in teaching 10 community members on gardening and food as medicine contents, with a total reach of 80-100 individuals. Provide at least 3 regular check-ins with participants post workshops to monitor status of deliverable completion. Provide technical assistance and guidance as needed. Create a form for community members to sign-off confirming receipt of garden education class. Encourage Climate Ambassadors to document efforts through pictures and videos.

Estimated Date of Completion- This will be starting early Fall 2027, in the middle of the 2nd year of the grant; estimated completion Spring 2028.

7. Deliverable- Provide a graduation ceremony to 8-10 Climate Ambassadors. Plan and coordinate achievements of Climate Ambassadors and partners successes. Schedule a meeting space, send invitations out, create certificates, create a slideshow showcasing achievements and efforts, order light snacks and refreshments as needed.

Estimated Date of Completion- end of 2-year program; estimated completion Spring 2028.

Administrative Deliverables:

8. Deliverable: Schedule 6-8 check-ins with program leads. Work with We Start Gardens master gardener and PHD registered dietitian to coordinate workshop logistics, timeframes, agenda, space rentals, materials/supplies needed for each workshop session, roles and responsibilities. Reserve spaces, gather supplies and materials, create a schedule to call/notify participants, verify childcare and taxi requests as needed.

Estimated Date of Completion- This will be ongoing; estimated completion Spring 2028.

9. Deliverable: Monitor and allocate Climate Ambassador stipends. Track workshop completion and participation of 10 community members trained as part of stipend agreements. Create a tracking system via signatures to verify Climate Ambassador's completion for teaching 10 community members in order to disperse stipends.

Estimated Date of Completion- This will be ongoing; estimated completion Spring 2028.

10. Deliverable: Coordinate childcare and transportation services as needed with participants. Identify and work with participants who may have barriers to attending the 6 workshops. Coordinate with families and taxicab company on schedules for pick-up and drop-off times to and from trainings). Confirm childcare needs with families and book childcare support for workshops.

Estimated Date of Completion- This will be ongoing; estimated completion Spring 2028.

11. Deliverable- Conduct program data collection and evaluation. Develop, implement, and analyze pre and post-tests to measure change in knowledge and skill sets. Develop, implement, and analyze mid-point programmatic survey to determine workshop strengths and weaknesses and adjust as needed. A final survey will be distributed at the end of the program.

Estimated Date of Completion- This will be ongoing; Pre and post conducted beginning (Fall 2026) and end of workshops (Fall 2027), mid-point conducted during middle of workshops (Spring 2027). Final program survey conducted end of project; estimated completion Spring 2028.

12. Deliverable- Grant reporting and other administrative tasks. Submit written reports and invoicing as required, work with internal system to set up approvals for contractors and invoice submission, provide final evaluation summaries to partners and funders.

Estimated Date of Completion- This will be ongoing throughout the entire grant estimated completion Spring 2028.

**Does this project require permission, permits, or other approvals? If so, please describe the status of these.**

This program requires permission from leaseholders to use their urban garden spaces for hands-on teaching. The County of Santa Clara Public Health Department (PHD) have obtained permission from all lease holders (for SoFA Pocket Park, Taylor Street Farm, and Bible Way Christian Center) to conduct this urban agriculture and food systems train the trainer leadership course in these locations.

**What is the lifetime of this project? If applicable, describe plans for operating and maintaining the project in the future.**

The overall programmatic components of the Food for Climate Resilience program will last for the full two years. However, the impacts of this program will be far reaching beyond the grant cycle. Specifically, the Climate Ambassadors will gain the knowledge and skills to grow their own food that will lead them to become better environmental stewards for their families and communities. Moreover, by using a train-the-trainer approach, the program will have a positive compounding effect on far more than the 8-10 community leaders that enroll in the Food for Climate Resilience program. While our intended goals are for the Climate Ambassadors to educate and train other residents, we envision them continuing this longer term and becoming local subject experts in gardening and climate stewardship for their communities. Through partnership collaboration and resource sharing, the Climate Ambassadors will established new networks of gardening and sustainability leaders among their cohort, as well as experts in the field. With integrating opportunities to improve gardening and nutrition skills, access to resources, and building local networks, the participants will be able to apply this program anywhere and everywhere.

**Describe the project's readiness for implementation.**

All parties involved are prepared to begin implementation of this Food and Climate Resilience leadership program immediately upon receipt of the grant award.

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## Project Budget

Budget Summary - Grant Request & Budget Summary - Matching Funds

**Grant request: Personnel**

\$45,000.00

**Grant request: Contracted Services**

\$10,850.00

**Grant request: Supplies / Materials**

\$13,400.00

**Grant request: Other Direct Costs**

\$5,750.00

**Grant request: Indirect Costs**

\$0.00

**Total Matching Funds**

\$23,895.00

**Total Budget**

\$75,000.00

**Please upload a detailed version of your budget by accessing the link below:**

OSA 2025 Grant\_Budget\_CSCPHD.xlsx

Materials and Budget Template (item #9) found here: <https://www.openspaceauthority.org/programs/grant.html#Materials>

**Provide a brief budget narrative to explain the expenses listed in each of the budget categories (e.g. Personnel).**

Personnel total \$45,000- A Health Planning Specialist budgeted for 2 years (4hrs/week) will support overall coordination and all aspects of the workshop series, including managing contracts, stipend oversight, securing facilities, equipment, and materials, recruitment of participants, submitting invoices and other administrative tasks. All other staff support will be provided in-kind.

Contracted Services total \$10,850 - Includes facility rental estimates for SOFA Pocket Park, Taylor Street Farms and Bible Way Christian Center. Budget item also includes implementation of 4 gardening workshops led by Master Gardener at We Start Gardens. Funding also supports Sustainability Ambassador stipends to support consistent commitment and reduce financial hardships in participating in all 6 training workshops, as well as funding their required outreach to engage 10 additional community members.

Supplies and Materials total \$13,400- includes office supplies to support workshop materials, printing, and other administrative items as needed. Budget for training equipment such as gardening tools and kitchen supplies to help Sustainability Ambassadors with hands-on-education and take-home kit to support their engagement of education 10 additional community members. Funds to support translations, graphic designs, and printing of a gardening educational manual developed by the Master Gardener. Supply and food funding for graduation celebration to recognize Climate Ambassador achievements.

Other Direct Costs total \$5,750- additional funds will help reduce barriers for community leaders to participate, such as providing childcare support for up to 6 kids, transportation services as needed, and bilingual translations services during all 6 workshop training sessions.

Match Funds total is \$23,895- leveraging more than the 25% match required from this grant. The match will include leveraging of staff time and other PHD resources to implement this program as outlined in the attached budget.

**Award Amount: The Board reserves the right to award partial funding on projects. If your project were to receive partial funding, what would this mean for your project?**

Based on program design we would not be able to implement this program if the requested \$75,000 is reduced.

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## Project Goals

**Describe the specific problems, issues, or unserved needs the project will address.**

The proposed Food for Climate Resilience program seeks to address food insecurity and nutrition barriers in Santa Clara County through an urban agriculture and food systems “train-the-trainer” leadership course for community leaders.

To address these barriers, We Start Gardens and the County of Santa Clara Public Health Department (PHD) will partner together to deliver a six-part train-the-trainer leadership series in urban gardening for community workers. Participants recruited from the Latinx, Asian Pacific Islanders, and African ancestry communities will learn the importance of how edible plants from urban gardens increase food and nutrition security and reduces the risks of several chronic diseases.

In addition to building leadership capacity, participants will gain the mental and physical benefits of gardening and the benefits of spending time in nature, which will lead to improved overall well-being while reducing stress and strengthening community connections. These benefits also reinforce the program’s goal of cultivating healthier and more resilient communities.

The train-the trainer classes will take place at the following locations:

1. SoFA Pocket Park, 540 S 1st St, San Jose, CA 95113
2. Bibleway Christian Center, 2090 Oakland Rd, San Jose, CA 95131
3. Public Health Department, 150 W. Tasman Drive, San Jose, CA 95134
4. Taylor Street Farm, 200 W Taylor St, San Jose, CA 95110 (optional location)

How does this project serve the community?

**Number of people served**

10

**Number of youth served**

0

**Number of programs provided**

6

**Other Grantee Goal #1 (optional)**

The goal of the Food for Climate Resilience program is to sustain and expand community capacity by having each graduate train others within their community. Each graduate is expected to train a minimum of 10 other participants. Participants will be encouraged to train residents that live in underserved areas, with the intent of expanding the program's impact countywide.

**Other Grantee Goal #2 (optional)**

N/A

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## Impact

**Describe the lasting impact of the project. Please include whether the program is open to the public and whether any materials developed will be available to the public.**

The program is intended to directly engage a small cohort of community leaders, and the six-part course is not open to the general public. However, this program will have a profound impact on food and nutrition security in Santa Clara County. In particular, the Climate Ambassadors will become better stewards of Earth through knowledge gained and gardening skills, that will lead to improved health and climate resilience outcomes for their families and communities. With the resources, knowledge, and tools provided through the program, they will be able to confidently create and teach about home gardens in either large or small spaces. Moreover, using the "each one, teach one" approach, this gardening and climate stewardship knowledge will have a positive compounding effect on far more county residents beyond the ones who enroll in the Food for Climate Resilience program. The program will provide opportunities for participants to become trusted subject matter experts in their own communities; as well as showcase that anyone can garden. Lastly, a local gardening manual, referencing local harvest and culturally relevant produce will be developed with collaborative partners, such as We Start Gardens. The gardening manual will be developed in at least one additional language and will be available as a future resource for Santa Clara County residents.

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## Climate Resilience

**How does this project enhance and/or raise awareness about climate resilience? Please include any metrics that can be used to help quantify or understand the climate benefits of the project.**

This project raises awareness about climate resilience by engendering nutrition resourcefulness and agility. Additionally, teaching county residents how to grow their own food is an emergency preparedness strategy. Regardless of extreme heat, droughts, fires, floods, and other climate emergencies, knowing how to regenerate the soil and grow one's own food is a powerful climate mitigation and adaptation strategy.

The climate mitigation effects of this project can be measured via the carbon footprint and water footprint of hyperlocal agriculture as compared to that of food that is grown farther away from one's home and transported to a participant's residence. Additionally, greenhouse gas emissions avoided can be calculated based on the fact that participants will be growing food within the county rather than having food travel long distances to provide nourishment.

According to Our World in Data, this project also enhances climate resilience by focusing on plant foods rather than animal foods. It is widely accepted that plant foods are more sustainable for the planet than animal foods.

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## Community Engagement / Stakeholder Support / Community Building

**Describe the community support and/or community engagement process. Please upload any community support letters in the Documents Upload section below.**

The County of Santa Clara Public Health Department (PHD) received support early on with the collaborative partner, We Start Gardens, to continue the agencies' vision of "empowering communities to transform unused land [or spaces] into thriving gardens," through the proposed urban agriculture and food systems train-the-trainer leadership course. Through anecdotal conversations with partners, as well as the recent high rising cost of food and reductions in healthcare and food assistance programs, creating opportunities to expand urban gardening and nutrition education programming would counteract these economic shortfalls and empower communities to strive for greater food independence.

The short-term community engagement goal for the Food for Climate Resilience program is to expand community capacity by preparing program graduates to serve as environmental stewards and trusted leaders in urban gardening. Each graduate is expected to train a minimum of ten additional community members that reside in "underserved" and "park poor" communities, specifically in deep engagement community boundaries DEC3 and DEC4 prioritized by the Open Space Authority. In the long term, the Food for Climate Resilience program aims to cultivate a county-wide network of urban gardeners to serve as climate and food resilience leaders throughout Santa Clara County's urban neighborhoods.

During the proposed grant timeline, the community engagement process for outreach will be conducted through trusted community and faith-based organizations that have established relationships in African Ancestry, Latinx and Asian Pacific Islander communities. Specifically, PHD will work with partners such as We Start Gardens, Taylor Street Farms, and Bible Way Christian Center to identify community leaders. Additionally, PHD will leverage its experience working with these populations, including working with established promotores (i.e. community health workers) within the existing Promotores de Salud program.

<https://ourworldindata.org/food-choice-vs-eating-local>

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## Underserved Communities

**Describe how the project addresses open space needs for sensitive populations such as residents of park-poor neighborhoods, underserved, or disadvantaged communities, youth, seniors, persons with disabilities, or is located within an under-resourced community.**

The priority population for the Food for Climate Resilience program is focused on engaging community representatives who reside in areas DEC3 and DEC4 (South of Downtown San Jose and East San Jose), within the Open Space Authority's updated Deep Engagement Community Boundary. Looking further into the Authority's 2020 Community Report, DEC3 has the highest concentration of overcrowded households; often linking to negative mental health outcomes, as well as exacerbating chronic and infectious diseases. Furthermore, DEC3 and DEC4 have small pockets of the highest concentration of diabetes related deaths, per 100,000 people. The need for nature-based programs, such as gardening, is critical in mitigating the physical and mental health risks due to overcrowding and lack of open green spaces. Moreover, the proposed environmental stewardship program provides opportunities for Climate Ambassadors to inform residents on creative solutions to gardening on balconies and windowsills, when residing in small spaces or crowded apartment complexes.

Additionally, the program will also prioritize African Ancestry, Latinx, and Asian Pacific Islander communities residing in Santa Clara County, specifically working with partners to identify residents in the DEC3 and DEC4 areas. According to the US 2020 Census, these populations collectively make up approximately 34.2% of San Jose residents (0.4% Asian Pacific Islander, 31% Hispanic or Latinx, and 2.8% Black). The 2021 California statewide analysis of CalEnviroScreen 4.0 data shows these populations are more likely to live in communities facing higher pollution and social economic vulnerabilities (69.3% Latinx, 65.4% Black and 56 % Pacific Islander) than compared to other races. According to the California Healthy Places Index, San Jose's zip codes 95116 and 95112 (located in parts of DEC3 and DEC4 areas) have less healthy conditions (HPI score of 33.4% and 42%) compared to other zip codes throughout Santa Clara County, thus contributing to poor health outcomes in these high priority areas. Furthermore, with the rising cost of food and reduced federal food assistance funding, this may significantly impact low-income families choosing less nutritious food options, exacerbating food insecurity and worsening health conditions. To address these inequities, the trained Climate Ambassadors from the Food for Climate Resilience program will be provided stipends and a gardening starter kit to further engage and expand urban gardening and improve nutrition security to other residents in the DEC3 and DEC4 priority areas

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## Organizational Capacity

**Briefly describe the organization and its ability to successfully implement this project. This might include successful past projects, key staff qualifications, financial resources, etc.**

The County of Santa Clara Public Health Department's (PHD) mission is to protect and improve the health and well-being of our community. PHD works to prevent disease and injury, promote healthy lifestyles, create healthy environments, using data to inform decision-making, and advocate for policy and systems changes that advance racial and health equity. Through our efforts, PHD has a proven track record and extensive experience managing multi-year federal, state and local grants, such as the Building Resilience Against Climate Effects (BRACE) grant funded by the Center for Disease Control, State of California State Active Transportation grant focused on safe routes to community hubs, and the CalFresh Healthy Living grant which focuses on healthy food choices, active living and obesity prevention.

In addition, PHD was a recipient of two Open Space Grants in 2016 and 2020, to fund our Park and Play Initiative and Juntos Initiative which resulted in improving health equity and access to parks through a parks prescription model. The Juntos Initiative continues to thrive to this day and has received media attention as a national model program. In recent years, PHD has worked with collaborative partners throughout the County to implement the CDC-funded Neighborhood Food Resiliency Project. This community driven project focused on the food systems changes envisioned by promotores (community workers) in Gilroy, East San Jose, and Mountain View. Two of the three communities implemented community garden projects while the third implemented an organic, locally grown, food voucher program. In addition to collaborative food systems and climate leadership from the promotores (community workers) and residents, PHD employees trained all food resiliency project participants on Food as Medicine based on train-the-trainer workshops led by a PHD registered dietician.

PHD staff has extensive expertise, knowledge, and proficiency in grant management, has developed clear and reliable processes, and has met all contract and reporting requirements for previous federal and state funding in a complete and timely manner. A team of skilled and experienced individuals will be responsible for coordinating all aspects and logistics of train-the-trainer workshops, including recruitment, scheduling of workshops, coordinating and providing technical expertise in the Food as Medicine curricula, and capacity building to participants to support skillsets and community service hours. Staff will also be responsible for coordinating curriculum logistics with Derek Bryant, Master Gardener from We Start Gardens, support other contract monitoring and management with other vendors, and follow-up on timely programmatic reporting.

County Of Santa Clara Public Health Department:

Jocelyn Dubin, Registered Dietician, Program Manager II (in-kind)

Project Role: Providing Food as Medicine workshop training and curriculum components and nutrition technical expertise

Jocelyn is a registered dietitian and has over 23 years of community food and nutrition experience. will be supporting all aspects of the 2 workshops related to the Food as Medicine component.

Alisa Campbell, Interim Program Manager II (in-kind)

Project Role: Staff Supervision and support for the Health Planning Specialist III position

Alisa has over 15 years of project management experience, contracts, and program supervision.

Olivia Nuñez, Health Planning Specialist III

Project Role: Provide overall program coordination of partners, schedule trainings and support participants with resource needs, oversee contract compliance and program evaluation.

Olivia has over 10 years of experience in program coordination, project management, contracts, invoicing, and community engagement.

We Start Gardens:

Derek Bryant, UCCE Master Gardener and Master Composter

Project Role: teaches researched based best practices in home container gardens and sustainable agriculture workshops, development of curriculum manual, link community leaders to project.

Derek is a master gardener and has over 12 years of urban agriculture, composting, community garden programs, and teaching experience.

Staffing for this initiative includes an experienced multicultural team from both PHD and We Start Gardens. By leveraging existing financial resources, a match far greater than the required 25% of the grant award will be leveraged for this project. PHD has a very strong relationship with multiple partners, including Dr. Laurie Cammon from Pediatric Healthy Lifestyle programs at Valley Medical Center (VMC). Dr. Cammon's involvement as an advisory partner will help continue our linkages with the health and hospital community at Valley Medical Center; and improving resource efficiencies to address systemic community health disparities. Overall, PHD and We Start Gardens are well positioned to implement this project as reflected by successful past projects, current staffing capacity, staffing expertise, partnership engagement, and available financial resources.

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## Leadership & Innovation

### **Describe how this project employs innovative approaches or encourages collaboration and partnerships.**

In September 2022, the White House Conference on Hunger, Nutrition, and Health renewed national attention on food insecurity and the link to the prevalence of chronic diseases. Specifically, food insecure individuals often have limited access to affordable and nutrition-dense foods, which contributes to risk of diet-related diseases, higher healthcare spending, and significant health disparities. Programs, like the proposed Food for Climate Resilience Program seeks to address these issues using a multipronged approach.

For one, the proposed program aims to integrate both a culinary garden and teaching kitchens facilitated by both a master gardener from We Start Gardens and a registered dietician from County of Santa Clara Public Health Department (PHD). This enhanced 'seed to plate' initiative interconnects the process of growing and cultivating fresh produce, to preparing home-cooked meals, and understanding how healthy food diets can lead to therapeutic benefits in chronic disease prevention. Having qualified staff to teach this program establishes credibility of the program, and participants receive more hands-on, real-world experience from professionals in the field.

Additionally, the proposed program plans to recruit community leaders represented by Latinx, Asian Pacific Islander, and African ancestry communities; who have disproportionately experienced higher rates of food insecurity (1) and chronic diseases (2) compared to their Caucasian counterparts. Through incorporating culturally relevant practices, the curriculum will emphasize gardening as an ancestral practice and link culinary traditions to support healthy food consumption and collective healing.

To build on the knowledge and expertise of the participants, incorporating a train-the-trainer approach will provide a unique opportunity for participants to become environmental stewards in their own right and give back to their communities. The identified participants would already have established deeper trust within their communities and rooted ties to the neighborhoods they belong. Through these lived experiences, they can effectively take from the knowledge that they learn from the program and tailor the curriculum to meet the linguistic and cultural needs of the communities they represent. Additionally, having the ability to build rapport with staff from PHD, We Start Gardens, and other partners, the participants will have benefited from a network of resources, mentorship, and support in gardening and nutrition efforts.

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## Documents Section

### **Document Uploads (please combine into one file if possible)**

OSA 2025 Letters of Support.pdf

### **Additional files (if needed)**

Food for Climate Resilience Deliverables .pdf

### **Additional files (if needed)**

OSA 2025 Grant\_Budget\_CSCPHD.xlsx

### **Submitted Date - Internal**

## Summary Field:

Name: Average Score (no bonus)

Form: Staff Review

Summary Type: average

Field: Base Score Total

Decimal: 2

Currency: No

Description/Help Text: NONE

Short Name: NONE

Field Purpose: NONE

Filter:

- ALL:
  - isComplete | is | true

#### Summary Field:

Name: Total Count of Submitted Reviews

Form: Staff Review

Summary Type: count

Field: NONE

Decimal: NONE

Currency: No

Description/Help Text: NONE

Short Name: NONE

Field Purpose: NONE

Filter:

- ALL:
  - isComplete | is | true
  - Folder | is | Submitted

#### Program Application: File Attachments

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**Please upload a detailed version of your budget by accessing the link below:**

OSA 2025 Grant\_Budget\_CSCPHD.xlsx

**Document Uploads (please combine into one file if possible)**

OSA 2025 Letters of Support.pdf

**Additional files (if needed)**

Food for Climate Resilience Deliverables .pdf

**Additional files (if needed)**

OSA 2025 Grant\_Budget\_CSCPHD.xlsx

Instructions

**Santa Clara Valley Open Space Authority | 2025 Urban Grant Program**

**INSTRUCTIONS**

Please provide a detailed project budget. More information, including a detailed list of direct and indirect costs, is available in the Urban Grant Program Guidelines (<http://www.openspaceauthority.org/urban>). A sample budget is included in a separate tab.

The Budget Form in a separate tab in this document. The budget categories are listed below with a description of each field.

**PROJECT**

**Project Name:** The name of the project

**Organization:** The name of the organization requesting funding

**PERSONNEL**

Estimate employee and volunteer time directly related to the project. Hourly rates for employees can include salary plus fringe benefits, payroll tax, etc, but can not include indirect costs. Note: please list position titles only.

**Position title:** Title of each employee working directly on this project. Note: please list position title only.

**Description of Budget Item:** The amount of time (e.g. hours) and the hourly rate for each employee. Hourly rates can include salary plus fringe benefits, payroll taxes, etc, but can NOT include indirect costs. Please provide adequate detail to show how totals were calculated.

**Grant Request:** The amount requested from this Grant (if applicable).

**Matching Funds:** The amount funded through matching funds (if applicable).

**Total:** This column will be automatically calculated.

**CONTRACTED SERVICES**

Labor, supplies, and materials to be provided by consultants/contractors for project implementation.

**Item:** The item listed

**Description of Budget Item:** Please provide a description of the item with adequate detail to show how totals were calculated.

## Instructions

<b>Grant Request:</b>	The amount requested from this Grant (if applicable).
<b>Matching Funds:</b>	The amount funded through matching funds (if applicable).
<b>Total:</b>	This column will be automatically calculated.
<b>SUPPLIES AND MATERIALS</b>	
Supplies and materials that are <u>directly related</u> to the project.	
<b>Item:</b>	The item listed
<b>Description of Budget Item:</b>	Please provide a description of the item with adequate detail to show how totals were calculated.
<b>Grant Request:</b>	The amount requested from this Grant (if applicable).
<b>Matching Funds:</b>	The amount funded through matching funds (if applicable).
<b>Total:</b>	This column will be automatically calculated.
<b>OTHER DIRECT COSTS</b>	
Other direct costs that are <u>directly related</u> to the project. This might include travel, service fees for fiscal sponsorship, or newly-acquired equipment.	
<b>Item:</b>	The item listed
<b>Description of Budget Item:</b>	Please provide a description of the item with adequate detail to show how totals were calculated.
<b>Grant Request:</b>	The amount requested from this Grant (if applicable).
<b>Matching Funds:</b>	The amount funded through matching funds (if applicable).
<b>Total:</b>	This column will be automatically calculated.
<b>INDIRECT COSTS</b>	
Indirect costs are eligible for grant funding only for 501(c)(3) Nonprofits and are <u>limited to 20%</u> of grant funding. Indirect costs cannot be counted as matching funds.	
<b>Item:</b>	20% Administrative overhead for Nonprofits
<b>Description of Budget Item:</b>	Any additional description
<b>Grant Request:</b>	The amount requested from this Grant (if applicable).
	The percent of grant funding
<b>Total:</b>	This column will be automatically calculated.

## Instructions

<b>GRAND TOTAL</b>	
<b>Grant Request:</b>	This column will be automatically calculated.
<b>Matching Funds:</b>	This column will be automatically calculated.
<b>Total:</b>	This column will be automatically calculated.
<b>COST SHARE</b>	
A minimum of 25% of grant request in matching funds is required. A project budget with less than 25% of the grant request in matching funds does NOT meet the grant requirements and will not be considered for funding.	
<b>Matching Funds:</b>	This column will be automatically calculated.
<b>MATCHING FUNDS</b>	
Please describe the source of matching funds listed above. This might include cash match (e.g. grantee's own funds, donations, grants, etc) or in-kind match (non-cash contribution such as volunteer time).	
<b>Source:</b>	The source of funding (e.g. In-kind contributions, Organization's contributions, Donations, Grant, etc.).
<b>Description:</b>	Any additional description.
<b>Type of Match (cash or in-kind)</b>	Indicate whether the funding is cash or in-kind match.
<b>Status of match (Secured or Pending)</b>	Indicate whether the matching funds are secured or pending.
<b>Matching Funds:</b>	The amount funded through matching funds.





Budget Form

				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL CONTRACTED SERVICES</b>		<b>\$ 10,850.00</b>	<b>\$ -</b>	<b>\$ 10,850.00</b>
<b>SUPPLIES AND MATERIALS</b>				
Supplies and materials that are <u>directly related</u> to the project.				
<b>Item</b>	<b>Description of Budget Item</b>	<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
Office Supplies	Supplies for workshop materials (e.g. notebooks, printer paper, ink cartridges, binders, file folders, and other miscellaneous supplies) as needed to support administrative tasks.	\$ 300.00		\$ 300.00
Printing of Garden Manual (internal)	75 color pages (front and back bound by staple x 10 copies = \$250; + \$50 sur charge for set-up and other fees x 2 languages - \$600	\$ 600.00		\$ 600.00
Graphics for Garden Manual (sub contract)	\$1600 Brochure Design (English) + \$750 for Second Language + Sales Tax at 9.12% = \$2564.32	\$ 2,500.00		\$ 2,500.00
Bilingual Translations of Materials and Garden Manual (internal)	rate is \$0.15/word for Spanish- estimate 300 words per page x 0.15 x 70 pages = \$3150 ; \$20/per page for ADA x 70 =\$1400; \$60/per hour proof reading x 20 hours = \$1200; Total = \$5750	\$ 5,750.00		\$ 5,750.00

Budget Form

Program Supplies for take home kit and workshop training	supplies for supporting hands on gardening activities and teaching kitchen equipment (such as satchels, shears, mangifer, garden gloves, trowls, harvest baskets, measuring spoons, and reusable dinnerwear)	\$ 3,750.00		\$ 3,750.00
Supplies for Graduation Cermony	Light healthy food and refreshments, sustainable serving supplies, certificates for 10 ambaassadors and families	\$ 500.00		\$ 500.00
				\$ -
				\$ -
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				\$ -
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				\$ -
				\$ -
<b>TOTAL SUPPLIES AND MATERIALS</b>		<b>\$ 13,400.00</b>	<b>\$ -</b>	<b>\$ 13,400.00</b>
<b>OTHER DIRECT COSTS</b>				
Other direct costs that are <u>directly related</u> to the project. This might include travel, service fees for fiscal sponsorship, or newly-acquired equipment.				
<b>Item</b>	<b>Description of Budget Item</b>	<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
Childcare	\$35/hr x 12 hrs per cohort = \$420 + \$80 mileage	\$ 500.00		\$ 500.00
Transportation	\$60 one way or \$120 per ride roundtrip) x 6 workshops x 5 families = \$3,600	\$ 3,600.00		\$ 3,600.00
Bilinugal Translation Services for workhop intpretation	Rate is \$2.29/per minutex 12 hours = \$1648.80 Via video phone (for one language)	\$ 1,650.00		\$ 1,650.00
				\$ -
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				\$ -

Budget Form

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				\$ -
<b>TOTAL OTHER DIRECT COSTS</b>		\$ 5,750.00	\$ -	\$ 5,750.00
<b>INDIRECT COSTS</b>				
Indirect costs are eligible for grant funding only for 501(c)(3) Nonprofits and are <u>limited to 20%</u> of grant funding. Indirect costs cannot be counted as matching funds.				
<b>Item</b>	<b>Description of Budget Item</b>	<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
			n/a	\$ -
<b>TOTAL INDIRECT COSTS</b>		\$ -	n/a	\$ -
<b>PERCENT OF GRANT REQUEST</b>		<b>0.0%</b>	n/a	n/a
<b>GRAND TOTAL</b>				
		<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
<b>TOTALS</b>		\$ 75,000.00	\$ 23,895.00	\$ 98,895.00
<b>COST SHARE</b>				
				<b>Matching Funds (%)</b>
A minimum of 25% of grant request in matching funds may be required. This field is automatically calculated.				<b>31.9%</b>





Sample Budget

				\$ -
<b>TOTAL PERSONNEL</b>		\$ 15,000.00	\$ 5,692.00	\$ 20,692.00
<b>CONTRACTED SERVICES</b>				
Labor, supplies, and materials to be provided by consultants/contractors for project implementation.				
<b>Item</b>	<b>Description of Budget Item</b>	<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
Evaluation Consultant	20 hours @ \$100/hr. Consultant will design an evaluation of XYZ project and train staff on implementing the evaluation.	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL CONTRACTED SERVICES</b>		\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
<b>SUPPLIES AND MATERIALS</b>				
Supplies and materials that are <u>directly related</u> to the project.				
<b>Item</b>	<b>Description of Budget Item</b>	<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
Training materials	Training binder and name badges for 50 volunteers @ \$10 per person	\$ 500.00		\$ 500.00



Sample Budget

				\$ -
				\$ -
				\$ -
<b>TOTAL OTHER DIRECT COSTS</b>		\$ -	\$ -	\$ -
<b>INDIRECT COSTS</b>				
Indirect costs are eligible for grant funding only for 501(c)(3) Nonprofits and are <u>limited to 20%</u> of grant funding. Indirect costs cannot be counted as matching funds.				
<b>Item</b>	<b>Description of Budget Item</b>	<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
10% Administrative overhead for Nonprofits		\$ 880.00	n/a	\$ 880.00
<b>TOTAL INDIRECT COSTS</b>		\$ <b>880.00</b>	n/a	\$ <b>880.00</b>
<b>PERCENT OF GRANT REQUEST</b>		<b>4.8%</b>	n/a	n/a
<b>GRAND TOTAL</b>				
		<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
<b>TOTALS</b>		\$ <b>18,480.00</b>	\$ <b>6,692.00</b>	\$ <b>25,172.00</b>
<b>COST SHARE</b>				
				<b>Matching Funds (cash or in-kind)</b>
A minimum of 25% of grant request in matching funds may be required.				<b>36.21%</b>
<b>MATCHING FUNDS</b>				
Please describe the source of matching funds listed above. The total matching funds listed here should match the total matching funds listed under Grand Total above. This might include cash match (e.g. grantee's own funds, donations, grants, etc) or in-kind match (non-cash contribution such as volunteer time).				

Sample Budget

Source	Description	Type of Match (cash or in-kind)	Status of match (Secured or Pending)	Matching Funds (\$)
Volunteer support for XYZ Nonprofit		in-kind	pending	\$ 5,692.00
Grant from XYZ Foundation	Grant to fund evaluation consultant	cash	secured	\$ 1,000.00
<b>TOTAL MATCHING FUNDS</b>				<b>\$ 6,692.00</b>



September 25, 2025

Jackie McBride, Grants Administrator  
The Open Space Authority of Santa Clara Valley  
33 Las Colinas Lane  
San Jose, CA 95119

Dear Open Space Authority Citizen Advisory Committee:

Bible Way Christian Center is pleased to support the County of Santa Clara Public Health Department and We Start Gardens' Measure Q and Measure T Urban Open Space Grant application. We applaud the county's efforts to establish an urban gardening and food as medicine train-the-trainer leadership program that will improve community health through increased access to urban gardens and healthy food environments.

Many families from our congregation reside in downtown and East San Jose neighborhoods with limited access to local nutritious foods. The "Food for Climate Resilience" program being proposed directly aligns with our organization's mission to facilitate a holistic approach to helping our members and the community.

Bible Way Christian Center is open to hosting one of the training courses at our facility and is eager to collaborate with the County of Santa Clara Public Health Department and We Start Gardens to identify participants for the train-the-trainer leadership course.

We look forward to welcoming participants from the Food for Climate Resilience program at our church to help build a healthier community for all. Please feel free to contact me at (408) 571-2222 x113.

Sincerely,

*Pastor Sean Gardere*  
Senior Pastor

# GARDEN TO TABLE SILICON VALLEY

GROWING FOOD. NOURISHING COMMUNITY.



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Jackie McBride, Grants Administrator  
The Open Space Authority of Santa Clara Valley  
33 Las Colinas Lane  
San Jose, CA 95119

September 28, 2025

Dear Open Space Authority Citizen Advisory Committee,

Garden to Table Silicon Valley is pleased to express our support of the County of Santa Clara Public Health Department and We Start Gardens' Measure Q and Measure T Urban Open Space Grant application. We applaud the County's ongoing efforts to expand gardening and nutrition programs that improve community health and climate resilience.

Many of the families that we serve live in the Downtown and East San Jose neighborhoods, where access to green spaces is limited and food insecurity is a challenge. The "Food for Climate Resilience" program being proposed directly aligns with our organization's strategic goal to promote inclusive educational experiences that connect people to nature, strengthen community and advance regenerative food systems.

Garden to Table Silicon Valley is open to hosting one of the trainings at our Taylor Street Farm and is eager to collaborate with We Start Gardens to identify participants for the train-the-trainer leadership course.

We look forward to welcoming participants from the Food for Climate Resilience program at our Taylor Street Farm location and to building a healthier community.

We encourage the Open Space Authority to give this proposal favorable consideration.

Sincerely,

**Kalyn Simon**  
BOARD CHAIR



408-332-7878



200 West Taylor Street



team@garden2tables.org



# SANTA CLARA VALLEY MEDICAL CENTER

Santa Clara Valley Healthcare

Pediatric Healthy Lifestyle Center  
At VHC Tully, Bascom, East Valley, Tully,  
Downtown, Milpitas, Sunnyvale and Gilroy  
500 Tully Rd San Jose, CA 95111  
**Appointment:** 408-957-8601  
Tel: 408-817-1653  
Fax: 408-817-1409  
scvh.org

Jackie McBride, Grants Administrator  
The Open Space Authority of Santa Clara Valley  
33 Las Colinas Lane  
San Jose, CA 95119

Dear Open Space Authority Citizen Advisory Committee,

Santa Clara Valley Health Medical Center's Pediatric Healthy Lifestyle Center is pleased to express our strong support for the County of Santa Clara Public Health Department and We Start Gardens' Measure Q and Measure T Urban Open Space Grant application.

Many of the families our clinic serves live in urban neighborhoods within East San Jose and the downtown area, where access to green spaces is limited and food insecurity remains a significant challenge. Additionally, many families we serve are affected by diabetes, cardiovascular disease, and other chronic health conditions that can be improved through better nutrition and outdoor activity.

We are committed to supporting this grant application by referring our Promotores de Salud leaders from the Juntos Parks Prescription Initiative to participate in this program. We highly value opportunities for our promotores leaders to build their knowledge and expertise in gardening, nutrition, and environmental stewardship. This program will significantly improve the overall health of the neighborhoods we serve by increasing access to healthy food options, preventing chronic diseases, and building a climate-resilient future for all.

We look forward to more families gaining the knowledge and resources needed to grow their own nutritious food and make meaningful contributions to their communities. We respectfully urge the Open Space Authority of Santa Clara County to give this application favorable consideration.

Sincerely,

Dr. Laurie Cammon  
Laurie Bostick Cammon, MD (she/her/ella)  
Pediatric Healthy Lifestyle Center (at VHC Downtown, East Valley and Milpitas)  
Medical Liaison, Pediatric Health and Nature Programs  
Steering Committee Member, Pedi POWER (Pediatricians Organizing and Working to End Racism)



September 20, 2025

Jackie McBride, Grants Administrator  
The Open Space Authority of Santa Clara Valley  
33 Los Colinas Lane  
San Jose, CA, 95119



Dear Open Space Authority Citizen Advisory Committee,

We Start Gardens is pleased to continue our partnership with the County of Santa Clara Public Health Department to establish a 6-course urban agriculture and food systems train-the-trainer leadership program as part of our joint Measure Q and Measure T Urban Open Space Grant application.

Many of the families we work with come from the African American, Indigenous, and Latino populations who reside in East San Jose and downtown neighborhoods. Neighborhoods in these areas disproportionately lack access to both open green spaces and fresh, healthy food options.

The Food for Climate Resilience program that is being proposed aligns with our organization's strategic goals of "Empowering communities to develop sustainable gardens, teach food and medicine cultivation, promote food security, and build resilient local food systems through education, resource-sharing, and environmental stewardship."

The program will build upon our work of healing providing culturally relevant hands-on gardening demonstrations, including sustainability practices, education and knowledge-sharing, and food justice and sovereignty, ensuring that our food systems benefit both people and the planet for generations to come. Our garden lessons go beyond practical skill building to reveal the mental, physical, spiritual healing benefits that land stewardship and conservation provide in our local areas. This collective impact will ensure that the program continues to build and prepare a network of sustainability and climate resilience residents.

We are committed to collaborating with the County of Santa Clara Public Health Department and outlining our commitment to teaching the urban demonstration gardening portion and linking community leaders to participate in this program. We look forward to supporting our joint application and we urge the Open Space Authority's favorable consideration of this proposal.

Sincerely,

Derek Bryant, Owner and Manager of We Start Gardens



# Food for Climate Resilience

## Programmatic & Administrative Deliverables

2026 MAR      2026 JUNE      2026 SEPT      2026 DEC      2027 MAR      2027 JUNE      2027 SEPT      2027 DEC      2028 MAR

### Programmatic Deliverables

Recruit Community Leaders

PHD and WeStart Gardens & partners

Develop Gardening Manual

PHD and WeStart Gardens

Provide Gardening Starter Kits

PHD and WeStart Gardens

4 Gardening Workshops

WeStart Gardens

2 Food as Medicine Workshops

PHD

Climate Ambassadors  
train community

Climate Ambassadors

Graduation Event

PHD

### Administrative Deliverables

Check in with Program Leads

★

★

★

PHD

★

★

★

Monitor and Allocate Stipends

PHD

Coordinate Childcare and  
Transportation

PHD

Program Evaluation

★

PHD

★

★

Grant Reporting

★

PHD

★

★

Instructions

**Santa Clara Valley Open Space Authority | 2025 Urban Grant Program**

**INSTRUCTIONS**

Please provide a detailed project budget. More information, including a detailed list of direct and indirect costs, is available in the Urban Grant Program Guidelines (<http://www.openspaceauthority.org/urban>). A sample budget is included in a separate tab.

The Budget Form in a separate tab in this document. The budget categories are listed below with a description of each field.

**PROJECT**

**Project Name:** The name of the project

**Organization:** The name of the organization requesting funding

**PERSONNEL**

Estimate employee and volunteer time directly related to the project. Hourly rates for employees can include salary plus fringe benefits, payroll tax, etc, but can not include indirect costs. Note: please list position titles only.

**Position title:** Title of each employee working directly on this project. Note: please list position title only.

**Description of Budget Item:** The amount of time (e.g. hours) and the hourly rate for each employee. Hourly rates can include salary plus fringe benefits, payroll taxes, etc, but can NOT include indirect costs. Please provide adequate detail to show how totals were calculated.

**Grant Request:** The amount requested from this Grant (if applicable).

**Matching Funds:** The amount funded through matching funds (if applicable).

**Total:** This column will be automatically calculated.

**CONTRACTED SERVICES**

Labor, supplies, and materials to be provided by consultants/contractors for project implementation.

**Item:** The item listed

**Description of Budget Item:** Please provide a description of the item with adequate detail to show how totals were calculated.

## Instructions

<b>Grant Request:</b>	The amount requested from this Grant (if applicable).
<b>Matching Funds:</b>	The amount funded through matching funds (if applicable).
<b>Total:</b>	This column will be automatically calculated.
<b>SUPPLIES AND MATERIALS</b>	
Supplies and materials that are <u>directly related</u> to the project.	
<b>Item:</b>	The item listed
<b>Description of Budget Item:</b>	Please provide a description of the item with adequate detail to show how totals were calculated.
<b>Grant Request:</b>	The amount requested from this Grant (if applicable).
<b>Matching Funds:</b>	The amount funded through matching funds (if applicable).
<b>Total:</b>	This column will be automatically calculated.
<b>OTHER DIRECT COSTS</b>	
Other direct costs that are <u>directly related</u> to the project. This might include travel, service fees for fiscal sponsorship, or newly-acquired equipment.	
<b>Item:</b>	The item listed
<b>Description of Budget Item:</b>	Please provide a description of the item with adequate detail to show how totals were calculated.
<b>Grant Request:</b>	The amount requested from this Grant (if applicable).
<b>Matching Funds:</b>	The amount funded through matching funds (if applicable).
<b>Total:</b>	This column will be automatically calculated.
<b>INDIRECT COSTS</b>	
Indirect costs are eligible for grant funding only for 501(c)(3) Nonprofits and are <u>limited to 20%</u> of grant funding. Indirect costs cannot be counted as matching funds.	
<b>Item:</b>	20% Administrative overhead for Nonprofits
<b>Description of Budget Item:</b>	Any additional description
<b>Grant Request:</b>	The amount requested from this Grant (if applicable).
	The percent of grant funding
<b>Total:</b>	This column will be automatically calculated.

## Instructions

<b>GRAND TOTAL</b>	
<b>Grant Request:</b>	This column will be automatically calculated.
<b>Matching Funds:</b>	This column will be automatically calculated.
<b>Total:</b>	This column will be automatically calculated.
<b>COST SHARE</b>	
A minimum of 25% of grant request in matching funds is required. A project budget with less than 25% of the grant request in matching funds does NOT meet the grant requirements and will not be considered for funding.	
<b>Matching Funds:</b>	This column will be automatically calculated.
<b>MATCHING FUNDS</b>	
Please describe the source of matching funds listed above. This might include cash match (e.g. grantee's own funds, donations, grants, etc) or in-kind match (non-cash contribution such as volunteer time).	
<b>Source:</b>	The source of funding (e.g. In-kind contributions, Organization's contributions, Donations, Grant, etc.).
<b>Description:</b>	Any additional description.
<b>Type of Match (cash or in-kind)</b>	Indicate whether the funding is cash or in-kind match.
<b>Status of match (Secured or Pending)</b>	Indicate whether the matching funds are secured or pending.
<b>Matching Funds:</b>	The amount funded through matching funds.





Budget Form

				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL CONTRACTED SERVICES</b>		<b>\$ 10,850.00</b>	<b>\$ -</b>	<b>\$ 10,850.00</b>
<b>SUPPLIES AND MATERIALS</b>				
Supplies and materials that are <u>directly related</u> to the project.				
Item	Description of Budget Item	Grant Request (\$)	Matching Funds (\$)	Total
Office Supplies	Supplies for workshop materials (e.g. notebooks, printer paper, ink cartridges, binders, file folders, and other miscellaneous supplies) as needed to support administrative tasks.	\$ 300.00		\$ 300.00
Printing of Garden Manual (internal)	75 color pages (front and back bound by staple x 10 copies = \$250; + \$50 sur charge for set-up and other fees x 2 languages - \$600	\$ 600.00		\$ 600.00
Graphics for Garden Manual (sub contract)	\$1600 Brochure Design (English) + \$750 for Second Language + Sales Tax at 9.12% = \$2564.32	\$ 2,500.00		\$ 2,500.00
Bilingual Translations of Materials and Garden Manual (internal)	rate is \$0.15/word for Spanish- estimate 300 words per page x 0.15 x 70 pages = \$3150 ; \$20/per page for ADA x 70 =\$1400; \$60/per hour proof reading x 20 hours = \$1200; Total = \$5750	\$ 5,750.00		\$ 5,750.00

Budget Form

Program Supplies for take home kit and workshop training	supplies for supporting hands on gardening activities and teaching kitchen equipment (such as satchels, shears, mangifer, garden gloves, trowls, harvest baskets, measuring spoons, and reusable dinnerwear)	\$ 3,750.00		\$ 3,750.00
Supplies for Graduation Cermony	Light healthy food and refreshments, sustainable serving supplies, certificates for 10 ambaassadors and families	\$ 500.00		\$ 500.00
				\$ -
				\$ -
				\$ -
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				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>TOTAL SUPPLIES AND MATERIALS</b>		<b>\$ 13,400.00</b>	<b>\$ -</b>	<b>\$ 13,400.00</b>
<b>OTHER DIRECT COSTS</b>				
Other direct costs that are <u>directly related</u> to the project. This might include travel, service fees for fiscal sponsorship, or newly-acquired equipment.				
<b>Item</b>	<b>Description of Budget Item</b>	<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
Childcare	\$35/hr x 12 hrs per cohort = \$420 + \$80 mileage	\$ 500.00		\$ 500.00
Transportation	\$60 one way or \$120 per ride roundtrip) x 6 workshops x 5 families = \$3,600	\$ 3,600.00		\$ 3,600.00
Bilinugal Translation Services for workhop intpretation	Rate is \$2.29/per minutex 12 hours = \$1648.80 Via video phone (for one language)	\$ 1,650.00		\$ 1,650.00
				\$ -
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Budget Form

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<b>TOTAL OTHER DIRECT COSTS</b>		\$ 5,750.00	\$ -	\$ 5,750.00
<b>INDIRECT COSTS</b>				
Indirect costs are eligible for grant funding only for 501(c)(3) Nonprofits and are <u>limited to 20%</u> of grant funding. Indirect costs cannot be counted as matching funds.				
<b>Item</b>	<b>Description of Budget Item</b>	<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
			n/a	\$ -
<b>TOTAL INDIRECT COSTS</b>		\$ -	n/a	\$ -
<b>PERCENT OF GRANT REQUEST</b>		<b>0.0%</b>	n/a	n/a
<b>GRAND TOTAL</b>				
		<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
<b>TOTALS</b>		\$ 75,000.00	\$ 23,895.00	\$ 98,895.00
<b>COST SHARE</b>				
				<b>Matching Funds (%)</b>
A minimum of 25% of grant request in matching funds may be required. This field is automatically calculated.				<b>31.9%</b>

Budget Form

<b>MATCHING FUNDS</b>				
Please describe the source of matching funds listed above. The total matching funds listed here should match the total matching funds listed under Grand Total above. This might include cash match (e.g. grantee's own funds, donations, grants, etc) or in-kind match (non-cash contribution such as volunteer time).				
<b>Source</b>	<b>Description</b>	<b>Type of Match (cash or in-kind)</b>	<b>Status of match (Secured or Pending)</b>	<b>Matching Funds (\$)</b>
Staff support for facilitating 2 Food as Medicine workshops and teaching kitchen componets	General Funds	in-kind	secured	\$ 10,620.00
Staff support for managing HPSIII posiition	General Funds	in-kind	secured	\$ 13,275.00
<b>TOTAL MATCHING FUNDS</b>				<b>\$ 23,895.00</b>



Sample Budget

				\$ -
<b>TOTAL PERSONNEL</b>		<b>\$ 15,000.00</b>	<b>\$ 5,692.00</b>	<b>\$ 20,692.00</b>
<b>CONTRACTED SERVICES</b>				
Labor, supplies, and materials to be provided by consultants/contractors for project implementation.				
<b>Item</b>	<b>Description of Budget Item</b>	<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
Evaluation Consultant	20 hours @ \$100/hr. Consultant will design an evaluation of XYZ project and train staff on implementing the evaluation.	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
				\$ -
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				\$ -
<b>TOTAL CONTRACTED SERVICES</b>		<b>\$ 1,000.00</b>	<b>\$ 1,000.00</b>	<b>\$ 2,000.00</b>
<b>SUPPLIES AND MATERIALS</b>				
Supplies and materials that are <u>directly related</u> to the project.				
<b>Item</b>	<b>Description of Budget Item</b>	<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
Training materials	Training binder and name badges for 50 volunteers @ \$10 per person	\$ 500.00		\$ 500.00



Sample Budget

				\$ -
				\$ -
				\$ -
<b>TOTAL OTHER DIRECT COSTS</b>		\$ -	\$ -	\$ -
<b>INDIRECT COSTS</b>				
Indirect costs are eligible for grant funding only for 501(c)(3) Nonprofits and are <u>limited to 20%</u> of grant funding. Indirect costs cannot be counted as matching funds.				
<b>Item</b>	<b>Description of Budget Item</b>	<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
10% Administrative overhead for Nonprofits		\$ 880.00	n/a	\$ 880.00
<b>TOTAL INDIRECT COSTS</b>		\$ <b>880.00</b>	n/a	\$ <b>880.00</b>
<b>PERCENT OF GRANT REQUEST</b>		<b>4.8%</b>	n/a	n/a
<b>GRAND TOTAL</b>				
		<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
<b>TOTALS</b>		\$ <b>18,480.00</b>	\$ <b>6,692.00</b>	\$ <b>25,172.00</b>
<b>COST SHARE</b>				
				<b>Matching Funds (cash or in-kind)</b>
A minimum of 25% of grant request in matching funds may be required.				<b>36.21%</b>
<b>MATCHING FUNDS</b>				
Please describe the source of matching funds listed above. The total matching funds listed here should match the total matching funds listed under Grand Total above. This might include cash match (e.g. grantee's own funds, donations, grants, etc) or in-kind match (non-cash contribution such as volunteer time).				

