

SCBGP PROJECT PROFILE TEMPLATE

DEFINITION OF A PROJECT

A project is a set of interrelated tasks with a cohesive, distinct, specified and defined goal. It follows a planned, organized approach over a fixed period and within specific limitations (cost, performance, quality, etc.). Additionally, it uses resources that are specifically allocated to the work of the project and usually involves a team.

Projects are different from other ongoing operations in an organization because, unlike operations, projects have a definitive beginning and end – they have a limited duration. One way to think about this is that a project has an overarching goal that you want to accomplish through a series of individual activities or tasks. Examples of projects could include researching new cultivars or marketing apples through a targeted promotional campaign.

Activities or tasks that could be a part of such projects might include hiring personnel, purchasing special equipment, holding an educational workshop, planting specialty crops or distribution product promotional materials.

INSTRUCTIONS

1. Complete the profile below, describing how you will fulfill the goals and objectives of your project and provide key details.
2. Transfer data to the related sections in the ISDA online GMS system under your account for this opportunity.

PROJECT TITLE

Provide a descriptive project title in 15 words or less in the space below.

Specialty Crop Block Grant

DURATION OF PROJECT

Start Date: 10/1/2021

End Date: 9/30/2024

PROJECT PARTNER AND SUMMARY

Include a project summary of 250 words or less suitable for dissemination to the public. A Project Summary provides a very brief (one sentence, if possible) description of your project. A Project Summary includes:

1. *The name of the applicant organization that if awarded a grant will establish an agreement or contractual relationship with the State department of agriculture to lead and execute the project,*
2. *A concise outline the project's outcome(s), and*
3. *A description of the general tasks to be completed during the project period to fulfill this goal.*

FOR EXAMPLE:

The ABC University will mitigate the spread of citrus greening (Huanglongbing) by developing scientifically-based practical measures to implement in a quarantine area and disseminating results to stakeholders through grower meetings and field days.

Growing Places Indy (GPI), a 501c3 non-profit urban farm, was established in 2009 and farms nearly two acres of land in Indianapolis on four different sites. This project will focus on two intended outcomes.

The first outcome is to solidify the organization as a model that increases specialty crop yields by utilizing closed and diverse farming systems. We will utilize tools to streamline labor for maximum efficiency to greatly increase our ability to distribute specialty crops through unique outlets, including corner stores, our CSA program, wholesaling, farmers markets, on-site farm stand food-focused workshops training programs. The tasks to be completed are to install and implement intensive cover cropping and intercropping and build bioreactors.

The second outcome is for GPI to incubate 10-15 other small (sub-two acre) new or beginning farming operations interested in the production of specialty crops. The tasks to be completed are to train participants on the processes and systems that enable participants to grow specialty crops and develop a robust consulting program to advise other farming operations and offer recommendations. This project will be completed by Growing Places Indy's new farm team, who have over 20+ years of experience in farming, specialty crops, and education.

PROJECT PURPOSE

PROVIDE THE SPECIFIC ISSUE, PROBLEM OR NEED THAT THE PROJECT WILL ADDRESS

GPI was one of the first urban farming operations in Indianapolis, and we are now in our twelfth growing season. During the past decade, at least 20 urban (and suburban) farming operations have developed, some even started by participants in various GPI activities. We have observed that these small farms (our definition of a small farm is less than 2 acres) have struggled to find success because of two problems we hope this grant can help address.

First, given the small footprint of urban farms, this is essential for success. As such, we aim to provide a practical and replicable model for the efficient production of specialty crops on small farms to increase the production of specialty crops (primarily annual vegetables) without increasing the footprint of the farm. The size of the farm is important to note, as one-acre farms using hand-based systems can be managed by 1-2 individuals, and our experience tells us that once larger than two acres, additional farm staff must be hired, thus making economic viability a concern for a small farm. Second, Most new farmers don't know how to implement sustainable systems on these small farms properly. Many urban farmers are dependent on buying compost, fertilizers, pest and disease control tools, or they waste space by having land go fallow. By cultivating soil health and biodiversity, farmers become a huge step closer to becoming economically sustainable with a closed-system farm that yields more nutrient-dense specialty crops.

PROVIDE A LISTING OF THE OBJECTIVES THAT THIS PROJECT HOPES TO ACHIEVE

Add more objectives by copying and pasting the existing listing or delete objectives that aren't necessary.

Objective 1: Nutrient cycling & diversified farming systems: The GPI team has education on biomimicry and setting up sustainable systems. They will utilize ecological farming techniques that recycle nutrition, add diversity, and cultivate soil health to grow specialty crops such as tomatoes, peppers, kale, collards, chard, cucumbers, zucchini, carrots, beets, and kohlrabi. The team will utilize hedgerows, intercropping, cover cropping, and fungal composting systems. Hedgerows will attract beneficial insects to the farm and will be an important part of our integrated pest management system. Intercropping will help with insect pest control, weed suppression, and will facilitate plants' natural symbiotic relationships and ability to share resources. Cover cropping will improve nutrient cycling, add organic matter, reduce soil erosion, and increase water retention. The team will also enhance soil health by building bioreactors to produce highly fungal-dominated compost and will utilize other ways to facilitate symbiotic mycorrhizae and plant nutrient exchange. These connections have been proven to increase plant health and therefore overall yields of specialty crops. The results of these techniques will lower farm inputs by cutting down costs on fertilizers, compost, and pest control, while the outcome will increase farm outputs with higher yields of more nutrient-dense specialty crops. The team will then be able to share the outcome of the techniques with other farmers so they too can utilize more self-sustaining agriculture practices.

Objective 2: Sustainable growing practices in controlled environments: Farm team will increase their utilization of the greenhouse to increase their production of specialty crops. They will expand on previous efforts to use

wasted space and utilize stacked agriculture systems. The farm team will grow lettuce, spinach, microgreens, pack choy, tatsoi, and herbs year-round in the greenhouse using the Kratky hydroponic system. They would develop their system to include more automated and vertical systems. The technology in automated hydroponic systems will greatly increase the yields and efficiency of growing these specialty crops. These systems are sustainable; they greatly reduce water and fertilizers use while maximizing the efficiency of space. The team will be able to teach other farmers how to build hydroponic set up themselves and how to maintain controlled growing environments.

Objective 3: Efficient and Effective Implementation: In order to scale up and increase access and awareness of specialty crops, the farm team believes that on-farm efficiency has to be improved. The tools that allow efficiency can be costly and be a barrier to scaling up. The farm team will utilize tools that will increase the productivity of growing specialty crops such as greens harvester, paper pot planter, jang seeders. These tools will increase farm productivity by cutting down on the labor needed to turn the bed. The farm team will also create a system to track their yields of quick crops (crops that mature in 60 days or less) and steady crops (slower maturing, crops that are harvested over time). They will be able to share this information with other farmers who have similar growing conditions.

Objective 4: Beginning Farm Incubator and Consultation: GPI farming staff has had the opportunity to attend various farming conferences around the country, a consistent gap in such conferences is a lack of practical training that can only happen on-farm. As such, we have launched an incubator program solely aimed at new/beginning farmers in our community. The incubator is designed to guide these farmers by providing specific tools and resources to immediately launch their operation upon completion of the program. Participants will have an actual takeaway resource either in the form of a computer-based tool or a paper-based resource that summarizes the lessons of the farm training. Participants will also have access to a tool library, where they will be able to borrow tools that will enable them to lessen the startup costs. GPI staff will also implement a consultation program. The farm team will design an intake form for farms that are interested in the program and one of the farm managers will closely work with them to solve their problems.

PROJECT BENEFICIARIES

Estimate the number of project beneficiaries:150

Does this project directly benefit socially disadvantaged farmers as defined in the RFA? Yes ☐ No ☒

Does this project directly benefit beginning farmers as defined in the RFA? Yes ☒ No ☐

STATEMENT OF ENHANCING SPECIALTY CROPS

By checking the box to the right, I confirm that this project enhances the competitiveness of specialty crops in accordance with and defined by the Farm Bill. Further information regarding the definition of a specialty crop can be found at www.ams.usda.gov/services/grants/scbgp. ☒

CONTINUATION PROJECT INFORMATION

Does this project continue the efforts of a previously funded SCBGP project? Yes ☒ No ☐

If you have selected "yes", please address the following:

DESCRIBE HOW THIS PROJECT WILL DIFFER FROM AND BUILD ON THE PREVIOUS EFFORTS

Growing Places Indy has received SCBGP funding in the past for efficient and effective planning, implementation, and sharing systems and processes with other farmers. We will expand upon these previous objectives. The vertical hydroponic system and installation of hedgerows will build upon previous projects utilizing wasted space and stacked systems. We will upgrade our tools for more streamlined, efficient production and diversified market outlets at GPI and improve upon how we disseminate these lessons to the greater small farming community around us. This grant will differ from previous grants with the addition of more on-farm nutrient cycling and diversifying our farming systems.

PROVIDE A SUMMARY (3 TO 5 SENTENCES) OF THE OUTCOMES OF THE PREVIOUS EFFORTS

Due to the volume of work required, management change, and the effects of covid-19, the Growing Places Indy farming staff had a difficult time focusing on education initiatives. This is the exact reason we are applying for the SCBGP again, to ensure that we have funding to teach other farmers what we have learned in the development of our specialty crop production system. With the amount of day-to-day work required of our farming staff, it is not possible to share our knowledge and systems with other small farms without grant support. Grant support will allow us to dedicate farm staff time to this project and share knowledge and resources through training and workshops.

PROVIDE LESSONS LEARNED ON POTENTIAL PROJECT IMPROVEMENTS

What was previously learned from implementing this project, including potential improvements?

Before the pandemic, the majority of our sales were to restaurants. When they closed, we suffered financially. We also had to cancel all of our workshops. The biggest improvement during that time was to focus more on direct sales to consumers by utilizing our online platform. We were able to improve our online store sales and started to implement virtual workshops. Moving forward, we will continue to make sure distribution channels are diverse and not overly focused on one form of income. We also learned that the systems that were in place previously were not the most effective, and we worked to improve them.

How are the lessons learned and improvements being incorporated into the project to make the ongoing project more effective and successful at meeting goals and outcomes?

We plan to use current feedback of our own learning and feedback after the workshop/ classes to improve how we teach constantly. We also keep constant records of how systems are designed and maintained continually improve them.

DESCRIBE THE LIKELIHOOD OF THE PROJECT BECOMING SELF-SUSTAINING AND NOT INDEFINITELY DEPENDENT ON GRANT FUNDS

Our goal with the three-year funding cycle of this grant is to set up robust, informative, and useful training and workshops for other small farms that need help in either establishing or expanding specialty crop production. This three-year period will give us plenty of experience in running such training programs. Our plan for after the grant cycle has ended would be to have fee-based consulting services for small farms focusing on specialty crop production to help this aspect of the Growing Places Indy farming operation continue. Our objectives are also in line with setting up and teaching other farmers' closed system farming practices. This will improve the overall economic sustainability of our farm and others.

OTHER SUPPORT FROM FEDERAL OR STATE GRANT PROGRAMS

The SCBGP will not fund duplicative projects. Did you submit this project to a Federal or State grant program other than the SCBGP for funding and/or is a Federal or State grant program other than the SCBGP funding the project currently?

Yes

☐

No

☒

IF YOUR PROJECT IS RECEIVING OR WILL POTENTIALLY RECEIVE FUNDS FROM ANOTHER FEDERAL OR STATE GRANT PROGRAM

Identify the Federal or State grant program(s).

N/A

Describe how the SCBGP project differs from or supplements the other grant program(s) efforts.

We do not anticipate needing external support for this project.

EXTERNAL PROJECT SUPPORT

Describe the specialty crop stakeholders who support this project and why (other than the applicant and organizations involved in the project).

There are four primary intended beneficiaries of the GPI Specialty Crop project.

Specialty Crop Consumers – New and existing specialty crop consumers in Indianapolis will experience an increase in both volume and diversity of specialty crop varieties through an on-site farm stand, CSA, workshops, local grocers. GPI also plans to be a vendor to sell for six to eight weeks at the Indy Winter Farmers Market.

Chase Near Eastside Legacy Center (CLC)/Near Eastside Residents – The proposed project aligns with the mission of CLC to improve the quality of life for residents of Indianapolis' Near Eastside neighborhoods. Training new farmers and expanding the volume and variety of specialty crops available and the length of time the farm stand is open, and expanding our CSA program helps bring production and consumption of year-round specialty crops to the next level.

Specialty Crop Farmers – This project will allow GPI to create a model for the inclusion of specialty crops as a long-term source of income and increased production, specifically at urban farms. Through workshops and tours, GPI will welcome new and beginning farmers to learn from our successes and be able to incorporate specialty crops in their own operations.

Growing Places Indy – The proposed Perennial Specialty Crop project will enable GPI to activate a number of initiatives aimed at furthering our mission to empower individuals and communities to Grow well, Eat well, Live well and Be well. It will also provide long-term support for a number of staff members, increasing our organizational capacity.

These stakeholders are key partners, and at the foundation of all the work we do. These stakeholders support this project because it directly benefits and supports their organization's mission.

EXPECTED MEASURABLE OUTCOMES

SELECT THE APPROPRIATE OUTCOME(S) AND INDICATOR(S)/SUB-INDICATOR(S)

You must choose at least one of the eight outcomes listed in the [SCBGP Performance Measures](#), which were approved by the Office of Management and Budget (OMB) to evaluate the performance of the SCBGP on a national level.

OUTCOME MEASURE(S)

Select the outcome measure(s) that are applicable for this project from the listing below.

- ☐ **Outcome 1:** Enhance the competitiveness of specialty crops through increased sales (required for marketing projects)
- ☐ **Outcome 2:** Enhance the competitiveness of specialty crops through increased consumption
- ☒ **Outcome 3:** Enhance the competitiveness of specialty crops through increased access
- ☒ **Outcome 4:** Enhance the competitiveness of specialty crops through greater capacity of sustainable practices of specialty crop production resulting in increased yield, reduced inputs, increased efficiency, increased economic return, and/or conservation of resources
- ☒ **Outcome 5:** Enhance the competitiveness of specialty crops through more sustainable, diverse, and resilient specialty crop systems
- ☐ **Outcome 6:** Enhance the competitiveness of specialty crops through increasing the number of viable technologies to improve food safety
- ☐ **Outcome 7:** Enhance the competitiveness of specialty crops through increased understanding of the ecology of threats to food safety from microbial and chemical sources
- ☒ **Outcome 8:** Enhance the competitiveness of specialty crops through enhancing or improving the economy as a result of specialty crop development

OUTCOME INDICATOR(S)

Provide at least one indicator listed in the [SCBGP Performance Measures](#) and the related quantifiable result. If you have multiple outcomes and/or indicators, repeat this for each outcome/indicator.

FOR EXAMPLE:

Outcome 2, Indicator 1.a.

Of the 150 total number of children and youth reached, 132 will gain knowledge about eating more specialty crops.

Outcome 3, Indicator 3. a, b, i

Number of existing delivery systems/access points reached that expanded and/or improved offerings of specialty crops.

2 farmers markets

1 corner stores

5 other systems/access points, not noted

Outcome 4, Indicator 3

2 habitat acres established and maintained for the primary benefit of pollinators and specialty crops.

Outcome 5, Indicator 8

13 growers/producers that gained knowledge about science-based tools through outreach and education programs.

Outcome 8, Indicator 6

10 new beginning farmers who went into specialty crop production.

MISCELLANEOUS OUTCOME MEASURE

In the unlikely event that the outcomes and indicators above the selected outcomes are not relevant to your project, you must develop a project-specific outcome(s) and indicator(s) which will be subject to approval by AMS.

DATA COLLECTION TO REPORT ON OUTCOMES AND INDICATORS

Explain how you will collect the required data to report on the outcome and indicator in the space below.

Outcome 3

Quickbooks, and surveys, excel

Through the continued use of Quickbooks will report on how many distinct entities we are able to serve within each category, as well as whether we are providing increased access to specialty crops to these channels.

Outcome 4

Quickbooks and excel

Through the use of graphing we will track the amount of land being utilized for hedgerows.

Outcome 5

quickbooks, surveys, pre and post surveys

We will track the number of sustainable, diverse, and resilient specialty crop systems that are put into place at GPI, for example - composting system, cover cropping, intercropping, and animal integration for soil health.

Outcome 8

pre and post surveys, and quickbooks

Through the use of registranions and pre/post surveys we will report on how many local farmers we are able to educate with training.

BUDGET NARRATIVE

All expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP. If any matching funds will be used and a description of their use is required by the State department of agriculture, the expenses to be covered with matching funds must be described separately. Applicants should review the Request for Applications section 4.7 Funding Restrictions prior to developing their budget narrative.

Budget Summary	
Expense Category	Funds Requested
Personnel	\$69,500.00
Fringe Benefits	\$0.00
Travel	\$312.00
Equipment	\$7,000.00
Supplies	\$17,510.00
Contractual	\$0.00
Other	\$0.00
Direct Costs Subtotal	\$94,322.00
Indirect Costs	\$0.00

Total Budget	\$94,322.00
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PERSONNEL

List the organization's employees whose time and effort can be specifically identified and easily and accurately traced to project activities that enhance the competitiveness of specialty crops. See the Request for Applications section 4.7.2 Allowable and Unallowable Costs and Activities, Salaries and Wages, and Presenting Direct and Indirect Costs Consistently under section 4.7.1 for further guidance.

#	Name/Title	Level of Effort (# of hours OR % FTE)	Funds Requested
1	David Geers, Assistant Farm Manager	7%	\$10,000.00
2	Christine Kelley, Farm Manager	10%	\$21,000.00
3	Danielle Guerin, Farm Manager	50%	\$35,000.00
4	Victoria Beaty, Executive Director	5%	\$3,500.00

Personnel Subtotal	\$69,500.00
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PERSONNEL JUSTIFICATION

For each individual listed in the above table, describe the activities to be completed by name/title including approximately when activities will occur. Add more personnel by copying and pasting the existing listing or deleting personnel that aren't necessary.

Personnel 1: David will be actively engaged in the SCBG throughout its three-year cycle by organizing and running workshops/tours/training and visiting other farms as they implement suggested changes to maximize production.

Personnel 2: This staff member will be actively engaged in the SCBG throughout its three-year cycle by organizing and running workshops/tours/training as well as visiting other farms as they implement suggested changes in order to maximize production.

Personnel 3: This GPI staff member will be actively engaged in the SCBG throughout its three-year cycle by organizing and running workshops, tours, training as well as visiting other farms as they implement suggested changes in order to maximize production.

Personnel 4: We estimate that 5% of the FTE of the GPI Executive Director's time will be devoted to this project over the two years of the project's duration. The Executive Director will be responsible for total oversight of the grant including managing the timeline.

FRINGE BENEFITS

Provide the fringe benefit rates for each of the project's salaried employees described in the Personnel section that will be paid with SCBGP funds.

#	Name/Title	Fringe Benefit Rate	Funds Requested
1			
2			
3			
4			

Fringe Subtotal	\$0.00
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TRAVEL

Explain the purpose for each Trip Request. Please note that travel costs are limited to those allowed by formal organizational policy; in the case of air travel, project participants must use the lowest reasonable commercial airfares. For recipient organizations that have no formal travel policy and for-profit recipients, allowable travel costs may not exceed those established by the Federal Travel Regulation, issued by GSA, including the maximum per diem and subsistence rates prescribed in those regulations. This information is available at <http://www.gsa.gov>. See the Request for Applications section 4.7.2 Allowable and Unallowable Costs and Activities, Travel, and Foreign Travel for further guidance.

#	Trip Destination	Type of Expense (airfare, car rental, hotel, meals, mileage, etc.)	Unit of Measure (days, nights, miles)	# of Units	Cost per Unit	# of Travelers Claiming the Expense	Funds Requested
1	Trip to Full Hand Farm	Mileage	Miles	100	\$0.39	2	\$78.00
2	Trip to Hobbit Gardens	Mileage	Miles	180	\$0.39	2	\$140.40
3	Trip to Tyner Pond	Mileage	Miles	120	\$0.39	2	\$93.60
4							
5							

#	Trip Destination	Type of Expense (airfare, car rental, hotel, meals, mileage, etc.)	Unit of Measure (days, nights, miles)	# of Units	Cost per Unit	# of Travelers Claiming the Expense	Funds Requested
6							
7							

Travel Subtotal	\$312.00
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TRAVEL JUSTIFICATION

For each trip listed in the above table describe the purpose of this trip and how it will achieve the objectives and outcomes of the project. Be sure to include approximately when the trip will occur. Add more trips by copying and pasting the existing listing or delete trips that aren't necessary.

Trip 1 (Approximate Date of Travel 07/2021): The purpose of this field trip is to visit local farms specializing in specialty crops to visit and share best practices.

Trip 2 (Approximate Date of Travel 07/2021): The purpose of this field trip is to visit local farms specializing in specialty crops to visit and share best practices.

Trip 3 (Approximate Date of Travel 06/2021): The purpose of this field trip is to visit farms specializing in specialty crops to learn and share the best practices.

CONFORMING WITH YOUR TRAVEL POLICY

By checking the box to the right, I confirm that my organization's established travel policies will be adhered to when completing the above-mentioned trips in accordance with [2 CFR 200.474](#) or [48 CFR subpart 31.2](#) as applicable. ☒

EQUIPMENT

Describe any special purpose equipment to be purchased or rented under the grant. "Special purpose equipment" is tangible, nonexpendable, personal property having a useful life of more than one year and an acquisition cost that equals or exceeds \$5,000 per unit and is used only for research, medical, scientific, or other technical activities. See the Request for Applications section 4.7.2 Allowable and Unallowable Costs and Activities, Equipment - Special Purpose for further guidance

Rental of "general purpose equipment" must also be described in this section. Purchase of general purpose equipment is not allowable under this grant. See Request for Applications section 4.7.2 Allowable and Unallowable Costs and Activities, Equipment - General Purpose for definition, and Rental or Lease Costs of Buildings, Vehicles, Land and Equipment.

#	Item Description	Rental or Purchase	Acquire When?	Funds Requested
1	Used Truck	Purchase	3/2021	\$7,000.00
2				
3				
4				

Equipment Subtotal	\$7,000.00
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EQUIPMENT JUSTIFICATION

For each Equipment item listed in the above table describe how this equipment will be used to achieve the objectives and outcomes of the project. Add more equipment by copying and pasting the existing listing or delete equipment that isn't necessary.

Equipment 1: A truck will benefit our team in hulling equipment to our satellite farms, picking up supplies, and delivering produce to customers and markets. After the grant period, we will continue to use the truck to conduct deliveries and improve efficiency.

Equipment 2:

Equipment 3:

Add other Equipment as necessary

SUPPLIES

List the materials, supplies, and fabricated parts costing less than \$5,000 per unit and describe how they will support the purpose and goal of the proposal and enhance the competitiveness of specialty crops. See Request for Applications section 4.7.2 Allowable and Unallowable Costs and Activities, Supplies and Materials, Including Costs of Computing Devices for further information.

Item Description	Per-Unit Cost	# of Units/Pieces Purchased	Acquire When?	Funds Requested
greens harvester	\$560.00	1	4/2021	\$560.00
Printer	\$100.00	1	4/2021	\$100.00
Laptops	\$1,200.00	2	4/2021	\$2,400.00
bioreactor	\$200.00	3	4/2021	\$600.00
jang 3 row seeder	\$1,050.00	1	4/2021	\$1,050.00
Label printer	\$600.00	1	4/2021	\$600.00
Tilither	\$750.00	1	4/2021	\$750.00
paper pot transplanter kit	\$3,000.00	1	4/2021	\$3,000.00
automated micro greens rack	\$2,000.00	1	4/2021	\$2,000.00
weed eater	\$660.00	1	4/2021	\$660.00
8 tower farm wall	\$1,000.00	3	4/2021	\$3,000.00
seed bed roller	\$370.00	1	4/2021	\$370.00
Mower	\$620.00	1	4/2021	\$620.00
Power harrow	\$1,800.00	1	4/2021	\$1,800.00

Supplies Subtotal	\$17,510.00
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SUPPLIES JUSTIFICATION

Describe the purpose of each supply listed in the table above purchased and how it is necessary for the completion of the project's objective(s) and outcome(s).

greens harvester: Cost and energy-efficient tool for drastically decreasing the time and labor it takes to harvest greens.

Printer: The farm team will use the printer to print orders for our distribution efforts and any educational resources. After the grant period, the printer will continue to be used to support program outcomes and objectives.

Laptops: The computers will help track planting, harvesting, sale, utilizing our online platform, creating content for workshops, & communicating with customers. After the grant period, the farm team will continue to use the laptops to support outcomes.

Bioreactor: Passive and efficient way to make fungal dominated compost.

Jang 3 row seeder- Cost and energy-efficient tool for drastically decreasing the time and labor it takes to seed a bed.

Label Printer- The label printer will enable us to have a more efficient labeling process for our specialty crops, labeling our salad mixes and picking orders.

Titlher - Cost and energy efficient tool for drastically decreasing bed prep time and labor and incorporating nutrients

Paper Pot transplanter kit- Cost and energy-efficient tool for drastically decreasing transplanting time and labor.

Automated Microgreens Rack- Cost, energy, and space efficient system for growing microgreens. Will also be a hydroponics educational tool.

Weed Eater- Cost and energy efficient tool for cutting down cover crops to become mulch.

8- Tower Farm Wall- Cost, energy, and space-efficient system for growing salad greens and herbs. Will also be a hydroponics educational tool.

Seed bed Roller- Cost and energy efficient tool for drastically decreasing bed prep time and preparing the bed for seeding.

Mower- Cost and energy efficient tool for cutting down cover crops to become mulch.

Power Harrow- Cost and energy efficient tool for drastically decreasing bed prep time and labor by aerating and raising the beds.

CONTRACTUAL/CONSULTANT

Contractual/consultant costs are the expenses associated with purchasing goods and/or procuring services performed by an individual or organization other than the applicant in the form of a procurement relationship. If there is more than one contractor or consultant, each must be described separately. (Repeat this section for each contract/consultant.)

ITEMIZED CONTRACTOR(S)/CONSULTANT(S)

Provide a list of contractors/consultants, detailing out the name, hourly/flat rate, and overall cost of the services performed. Please note that any statutory limitations on indirect costs also apply to contractors and consultants.

#	Name/Organization	Hourly Rate/Flat Rate	Funds Requested
1			
2			
3			
4			

Contractual/Consultant Subtotal	\$0.00
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CONTRACTUAL JUSTIFICATION

Provide for each of your real or anticipated contractors listed above a description of the project activities each will accomplish to meet the objectives and outcomes of the project. Each section should also include a justification for why contractual/consultant services are to be used to meet the anticipated outcomes and objectives. Include timelines for each activity. If contractor employee and consultant hourly rates of pay exceed the salary of a GS-15 step 10 Federal employee in your area, provide a justification for the expenses. This limit does not include fringe benefits, travel, indirect costs, or other expenses. See Request for Applications section 4.7.2 Allowable and Unallowable Costs and Activities, Contractual and Consultant Costs for acceptable justifications.

Contractor/Consultant 1:

Contractor/Consultant 2:

Contractor/Consultant 3:

Add other Contractors/Consultants as necessary

CONFORMING WITH YOUR PROCUREMENT STANDARDS

By checking the box to the right, I confirm that my organization followed the same policies and procedures used for procurements from non-federal sources, which reflect applicable State and local laws and regulations and conform to the Federal laws and standards identified in [2 CFR Part 200.317 through.326](#), as applicable. If the contractor(s)/consultant(s) are not already selected, my organization will follow the same requirements. ☒

OTHER

Include any expenses not covered in any of the previous budget categories. Be sure to break down costs into cost/unit. Expenses in this section include, but are not limited to, meetings and conferences, communications, rental expenses, advertisements, publication costs, and data collection.

If you budget meal costs for reasons other than meals associated with travel per diem, provide an adequate justification to support that these costs are not entertainment costs. See Request for Applications section 4.7.2 Allowable and Unallowable Costs and Activities, Meals for further guidance.

Item Description	Per-Unit Cost	Number of Units	Acquire When?	Funds Requested

Other Subtotal	\$0.00
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OTHER JUSTIFICATION

Describe the purpose of each item listed in the table above purchased and how it is necessary for the completion of the project's objective(s) and outcome(s).

INDIRECT COSTS

The indirect cost rate must not exceed 8 percent of any project's budget. Indirect costs are any costs that are incurred for common or joint objectives that therefore, cannot be readily identified with an individual project, program, or organizational activity. They

generally include facilities operation and maintenance costs, depreciation, and administrative expenses. See Request for Applications section 4.7.1 Limit on Administrative Costs and Presenting Direct and Indirect Costs Consistently for further guidance.

Indirect Cost Rate	Funds Requested
0%	\$0.00

Indirect Subtotal	\$0.00
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PROGRAM INCOME

Program income is gross income—earned by a recipient or subrecipient under a grant—directly generated by the grant-supported activity, or earned only because of the grant agreement during the grant period of performance. Program income includes, but is not limited to, income from fees for services performed; the sale of commodities or items fabricated under an award (this includes items sold at cost if the cost of producing the item was funded in whole or partially with grant funds); registration fees for conferences, etc.

Source/Nature of Program Income	Description of how you will reinvest the program income into the project to enhance the competitiveness of specialty crops	Estimated Income
Sale of specialty crops	Based on our specialty crop sales history, we estimate \$20,000 in the program income; \$10,000 over two years. The funds will be used to buy specialty crop seeds, marketing to support our existing distribution channels, including our farm stand, online store, and delivery, and to support our workshop materials to help train other farmers. The funds would also support additional staff time to support the program outcomes, including hosting workshops and implementing new workshops and training for new and beginning farmers	\$20,000.00

Program Income Total	\$20,000.00
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