

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.

Capturing market share while mitigating COVID-19 disparities through mobile markets sales and EBT

DURATION OF PROJECT

Start Date: 4/1/2022 **End Date:** 10/1/2024

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.

Heartland Communities, Inc, along with Plowshares Cooperative Food Hub will address food insecurity exacerbated by COVID-19 and capture market share for regional farmers in Northeast Indiana by operating Mobile Markets

participating in an EBT/SNAP Double-Up Food Bucks program awarded to area nonprofit. Awareness of the markets for new consumer markets will be achieved through a robust marketing awareness campaign for mobile market time/locations, and Double-Up EBT/SNAP, including posters, flyers, signage, social media advertising, news coverage, and partner organization distribution.

Design-build of food safety-compliant market trailer for pop-up mobile markets will provide high-quality food access to all and affordability to EBT cardholders in food deserts, low-income neighborhoods and rural towns. These mobile markets will establish buying habits that can continue after the Double-Up program has ended following the 2024 growing season for low-income consumers who learn to use fresh vegetables.

Regional farmers can be Cooperative member-owners or may simply sell their produce through the Food Hub. New/disadvantaged farmers who participate in the Refugee Incubator at Rose Avenue Education Farm will grow specialty crops for mobile and pop-up markets, as well as more established and beginning farmers in Northeast Indiana who already sell through the Food Hub. As sales increase, additional regional farmers will be invited to increase production to meet demand. Specialty crops to be promoted are typical market crops including lettuce, carrots, collards, kale, turnips, broccoli, cabbage, cauliflower, radishes, squash, melons, cucumbers, pumpkins, tomatoes, peppers, eggplant, rhubarb, peaches, apples, celery, and herbs including basil, parsley, chives, thyme and mints.

PROJECT PURPOSE

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

Mobile Markets are emerging across the country to reach underserved customers and establish new market channels. The purpose of this project is to create a Mobile Market trailer and operate in locations that have been affected by health disparities that are exacerbated by COVID-19 pandemic. These locations are in low food access and low income neighborhoods, both urban and in rural towns to provide a new market channel, bringing healthy food to people where there is difficulty finding access to fresh food and result in poor health outcomes. This project will reach new markets of consumers who are not typically farmer's market shoppers.

This emerging Mobile Market solution is new to the industry and therefore no similar trailers or mobile units of any kind are widely available for lease. The Mobile Market trailer requested in this application must be designed and built through innovation for meeting the needs of neighborhoods who lack access to fresh food and the needs of farmers to supply fresh food to those neighbors. The request exceeds the \$5000 threshold for equipment purchase because this special use is a one-of-a-kind unit that will make this project possible. This project will then help to move the industry forward so that similar units could be more widely available in the future.

Community Harvest Food Bank is a member of Feeding Indiana's Hungry coalition that serves nine counties in Northeast Indiana. According to their most recent Annual Report, within the service area the hunger statistics are as follows: Population: 667,000 Total Food Insecure Individuals: 112,098 (16.8% of the population) Total Food Insecure Children: 43,409 (25.2% of the child population) According to the US Census Bureau Small Area Income and Poverty Estimates for Supplemental Nutrition Assistance Program, There are 44,634 individuals in 18,666 households receiving SNAP benefits in Northeast Indiana in 2020 with buying power of \$7,894,408.

The Mobile Market will begin with a schedule that works for host locations and under their advisement for when Markets would be accessible for working families. This schedule will be adjusted over time for the most families to make purchases of fresh fruits and vegetables.

The route destinations identified to date include four stops in each of 5 routes. They are:
Mobile Market Route 1 Near Southeast Fort Wayne inner city neighborhoods
Mobile Market Route 2 Burmese occupied Apartment Complexes
Mobile Market Route 3 Rural North towns: Harlan, Spencerville, St Joe, Woodburn
Mobile Market Route 4 Inner city northeast and southwest Fort Wayne neighborhoods
Mobile Market Route 5 Suburban North food deserts of Fort Wayne

Additional routes and stops will be identified as Mobile Market units and capacity are increased beyond the original prototype and the new design requested in this project application to include rural towns in more distant counties and towns.

Farmers have difficulty reaching potential customers due to location and transportation of buyers who are not able, or who are not in the habit of shopping at farmer's markets. Specialty crop farmers will capture market share by selling through Mobile Markets operated by a cooperative distributor, offering nutrition incentive "DoubleUp!" representing deep discounts to EBT/SNAP benefit customers through 2024 market season. This will offer greater value to the customer with less risk of trying something new. Convenience of location, discounts for low-income EBT/SNAP customers, and repetition of opportunity will establish buying and eating habits that can have significant health impacts while allowing specialty crop farmers to increase production, reduce waste, and become more prosperous with increased sales channels.

Timeline for the Mobile Market project:

January 2022

Build-out of Mobile Market unit funded by this SCBG award

Build-out of second Mobile Market unit (parts and materials funded by St Joseph Foundation funds already committed)

Partnerships sought and formed for Mobile Market stops in 20 rural and urban locations

February 2022

Assignment or selection of Mobile Market personnel

Mobile market route stop locations negotiated

Producer agreements negotiated for supplying Mobile Markets

March 2022

Mobile Market personnel training

Advance marketing communications strategy created and initiated

April 2022

Kick-off events begin as weather permits at each Mobile Market route location

May 2022

Kick-off events begin as weather permits at each Mobile Market route location

June through October 2022

- Mobile Markets are conducted.
- Additional pop-up markets at community events and harvest festivals
- EBT/SNAP and DoubleUp! incentives available through 2024

November 2022

Mobile markets continue as weather permits

Season end reporting and debrief meetings among partners

December 2022

Holiday events attended for end of season markets indoors

January 2023 & 2024

Preparation for the 2023 season

Partnerships renewed and formed for Mobile Market stops in 20 rural and urban locations

February 2023 & 2024

Assignment or selection of Mobile Market personnel

Mobile market route stop locations negotiated or changed

Producer agreements negotiated for supplying Mobile Markets

March 2023 & 2024

Mobile Market personnel training

Advance marketing communications strategy updated and initiated

April 2023 & 2024

Kick-off events for 2023 & 2024 begin as weather permits at each Mobile Market route location

May 2023 & 2024

Kick-off events for 2023 begin as weather permits at each Mobile Market route location

June through October 2023 & 2024

2023 & 2024 Mobile Markets are conducted.

Project partner St Joseph Health Foundation has been working for many years in the local food access space, with the goal of increasing the fresh vegetable intake for people with poor health outcomes in low-income neighborhoods. Their previous efforts in “DoubleUp!” have been using their own foundation funds. Last season in 2020, they were only able to achieve limited success, with under \$700 in matching funds for EBT/SNAP purchases of produce at a few minor Farmer’s Markets. Now they have \$500,000 in matching funds they must expend over next 4 years beginning with the 2021 season. They are relying heavily on our project partner Plowshares Cooperative to achieve their new necessary level of match. That is a potential \$240,000 in sales per year for the next 3 years.

Our northeast Indiana farmers have the opportunity to capture much of this potential. Additional purchases of farm products that are SNAP-eligible present bonus market opportunity for EBT cardholders who may be attracted by “DoubleUp!” program. These include ready-to eat fresh prepared deli-style foods made with fresh fruits and vegetables for farmers to generate additional sales through value-added products. This will require new ways of reaching buyers that are convenient and well-publicized. A new design for a mobile market trailer will hold produce and other farm products at appropriate temperatures.

Often, produce has reduced shelf life and risks nutrient loss due to inadequate refrigeration during farmer’s markets, especially in hot weather. Many farmers are not compliant with cold chain rules, and spend a lot of time and effort setting up and tearing down market stalls. They have little or no refrigeration and usually only have fresh produce in coolers (often without ice) to keep them fresh in the hot summer sun. This leads to fast spoilage/food waste, reduced nutrients, reduced freshness longevity even after purchased and taken to the consumer's home refrigerator.

Refrigerated trailers will be stocked with fresh produce and other farm products such as eggs, cheese and meat, and will address many of these problems as the trailer would simply be pulled into a market stall and opened for consumers to shop without elaborate and laborious set-up where a truck is unloaded and set up on folding tables. The produce would be held under temperatures that preserve freshness and nutrients for multiple daily stops all summer.

Sales projections in the application document (Outcome Indicator 1), and the estimates of program income are based on assumptions about the success of pre-award efforts to initiate these programs with limited resources at hand. The Saint Joseph Community Health Foundation, which has been awarded the GusNIP Double-Up funding, began the program in the pre-SCBG award period in June 2021 and it runs for 4 years. Heartland and project partner Plowshares Cooperative have begun pilot project “pop-up” markets for 2021 market season. Using the part-time employees that Plowshares Cooperative has available to run the markets, the sales have shown to be successful to bring revenue in the pilot that targets non-English speaking low-income households with high-demand and hard-to-find, culturally specific specialty crop vegetables. The 2021 season goal of \$50,000 in sales was ambitious with limited resources, and has been successful in meeting the projection. This pilot “pop-up” market was not using a Mobile Market trailer unit. Reaching new customers in towns and neighborhoods impacted by COVID-19 will require a much more mobile and labor-efficient market system such as the Mobile Market trailer to reach the number of locations and customers intended. Our intention is to use the 2021 sales revenue achieved as the baseline for the 15% increase goal.

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: Design-build one or more refrigerated pop-up market trailers, outfit for mobile grocery markets and put them into service by June 2022

Objective 2: Vend regionally produced specialty crops at pop-up markets 5 days per week, June through November in 2022-24, in locations designated as low-access to fresh fruits and vegetables that are most likely to suffer from disproportionate impacts of COVID-19 pandemic.

Objective 3: Make specialty crops and other farm products available in 10 low-income neighborhoods, food deserts and small rural towns every week of the market season to address food insecurity exacerbated by COVID-19 and diet-related poor health outcomes

Objective 4: Execute a robust marketing awareness campaign for mobile market time/locations, and Double-Up EBT/SNAP, including posters, flyers, signage, social media advertising, news coverage, direct mail, and partner organization distribution.

Objective 5: Increase sales of regionally grown specialty crops sold through Plowshares cooperative by 15% per year beginning in 2022, with (pre-grant period) 2021 growing season as the baseline.

Objective 6: Include minimum of 20 regional farmers in new market opportunities, including 50% new (<10 years) and/or disadvantaged farmers. Increase the number of farmers involved by 20% each year of the project.

PROJECT BENEFICIARIES

Estimate the number of project beneficiaries:.....1000

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

The Cooperative works with Burmese refugee beginning farmers who have language barriers. The Cooperative manages the Incubator Farm, managing markets, online sales, and provides EBT and other card reader sales services for 10 Burmese farmer groups as of 2021 growing season. Some markets are established for these disadvantaged farmers to sell culturally specific vegetables to members of their own language and culture in their own community markets within Burmese low-income/ low access neighborhoods. A successful pilot market was established in 2021 that will expand in 2022. The pilot was established with the involvement and under the advisement of the Burmese Incubator farmers to fulfill unmet demand for their specialty crops, including Asian vegetables and herbs such a Hibiscus roselle, squash vine terminals, water spinach, bottle gourds, bitter melon, Daikon radish, etc.

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

Additional (non-refugee) beginning farmers, including some Veteran farmers will also directly benefit from this project as they will supply the Mobile Market with fresh produce. For example an Amish farmer who as established an aquaponics greenhouse in the last 6 years will provide certified organic lettuce and other greens. Another regional farmer who has been in operation less than 10 years will supply other specialty crops to the cooperative mobile market such as sweet corn, fresh onions, sweet onions, red onions and leeks. A beginning Veteran farmer is scheduled to grow specialty crops in the Incubator Farm in 2022. A beginning Woman farmer and cooperative member-owner began at the Incubator Farm in 2021 and will continue in 2022. Both of these new/beginning farmers will be selling specialty crops in the mobile markets.

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.

lettuce, carrots, collards, kale, turnips, broccoli, cabbage, cauliflower, radishes, squash, beans

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

N.A

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

N/A

PROVIDE LESSONS LEARNED ON POTENTIAL PROJECT IMPROVEMENTS

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

N/A

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?

N/A

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

The project increases the capacity of specialty crop farmers to reach new markets and increase income for farmers. This capacity will directly result in increased sales for all participating farmers and for increased revenue for supporting the market costs. The capacity is partly from infrastructure of mobile market units that will have many years of service beyond the grant period, and more importantly, will make sales revenue possible that will cover future maintenance and future re-investment in additional units and in replacement units.

The 2021 pilot culturally specific pop-up markets of new refugee farmers and their Burmese community customers were on-target for projected sales, establishing the baseline of \$50,000 or more and earning 15% mark-up for the Cooperative, contributing to cover costs of the cashier, refrigerated truck and other expenses.

Consumer market share will be established as buyers develop habits of shopping at mobile market locations over the period of time of the EBT/SNAP Double Up Food Bucks program that has been awarded to project partner Saint Joseph Community Heal Foundation, through market season 2024. Outcomes for health, convenience, increased purchases of fresh food, and earned loyalty, will increase the likelihood of continued purchases, whether the consumer uses cash or EBT/SNAP, and whether the Double Up award ends or is renewed for future disbursements beyond 2024.

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).

This project is not currently funded with State or Federal funds. This application requests funds for a market coordinator who will also serve as one cashier. Other part-time cashiers are budgeted using funds expected to be generated by sales revenue for coverage of all hours of mobile markets and other pop-up markets.

There are potentially funds for supplemental support in one grant that has an application submitted. We have applied for another grant (AMS-FMPP) that includes funding for 1 part-time additional mobile market cashier. Busy markets will need a second cashier to serve customers. Pilot pop-up markets in the 2021 season revealed the need for second cashiers (bi-lingual when appropriate) during busy markets. The FMPP project application is specifically focused on market access for non-English speaking farmers and customers, where additional cashier has shown to be needed.

Financial controls are in place to insure that the funds from separate grants and projects are not comingled or lose financial integrity. Separate spreadsheets based on project budgets submitted with each grant project are used to track expenditures within each budget. These spreadsheets are used to track specific expenditures and the periodic payment draw requests made for each project. In addition, within the financial accounting system used, Quickbooks Pro, each grant fund draw is entered under the restricted funds income category under separate grants, and expenses for each grant project are recorded similarly under separate grant-specific expense categories under Program Expense accounting.

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

This SCBG project is the primary funding to create the mobile markets and a robust marketing campaign. The proposed FMPP project application supplements this SCBG by adding additional cashier for complete coverage of mobile market schedules, including a second bi-lingual cashier when needed.

EXTERNAL PROJECT SUPPORT

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

Greater Fort Wayne Chamber of Commerce
Purdue Extension of Allen County
Parkview Regional Medical Center

The Chambers of Commerce supports this as an economic development project that enhances the competitiveness of specialty crop farms as one of the targeted Industrial Clusters that were identified as growth industries in the region. Greater Fort Wayne, Inc. LOS attached.

The Cooperative Extension agency supports the project as contributing to the fulfillment of their own purposes in water quality and soil health objectives and targeted support of small, beginning and urban farms. Extension LOS attached.

The nonprofit hospital system is also interested in the food access as well as supporting the project due to its own mission and intention for the project to supply fresh specialty crops to their own VeggieRx program, which has recently been awarded funding for that program. LOS attached.

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 1, Indicator 1

Sales increased from \$[50000] to \$[57500] and by [15] percent as a result of marketing and/or promotion activities.

Outcome 2, Indicator 2

Of the [500] adults reached,

[300] gained knowledge about eating more specialty crops.

[300] reported an intention to eat more specialty crops.

[300] reported eating more specialty crops.

Outcome 3.i

10 other systems/access points, not noted

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 1

Sales records, EBT payment reports, EBT/SNAP Double-Up records monthly and quarterly sales for fresh fruits and vegetables, comparison reports to previous year monthly and quarterly, EBT/SNAP Double-Up records

Outcome 2

Point-of-sale questionnaire

At check-out, customers will be asked a few questions that the cashier will mark checkboxes on the Double-Up record sheet

Outcome 3

Market calendar/ schedule records

Pop-up market locations will be recorded on the calendar/schedule and will be monitored for sales per location/day

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	\$28,600.00
Fringe Benefits	\$7,150.00
Travel	\$5,007.60
Equipment	\$20,000.00
Supplies	\$5,880.00
Contractual	\$122,000.00
Other	\$450.00
Direct Costs Subtotal	\$189,087.60
Indirect Costs	\$5,672.63

Total Budget	\$194,760.23
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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	Jain Young, Project Manager	25%	\$28,600.00
2			

#	Name/Title	Level of Effort (# of hours OR % FTE)	Funds Requested
3			
4			

Personnel Subtotal	\$28,600.00
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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: \$22/hour x 10 hours/week = \$220 x 52 weeks \$11,440 per year
x 2.5 years = \$28,600

Personnel 2:

Personnel 3:

Add other Personnel as necessary

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	Jain Young, Project Manager	25%	\$7,150.00
2			
3			
4			

Fringe Subtotal	\$7,150.00
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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	Mobile Market delivery Routes	Vehicle mileage	Miles	12,840	\$0.39	1	\$5,007.60
2							
3							

#	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
4							
5							
6							\$5,007.60
7							

Travel Subtotal	\$5,007.60
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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 06/2022): See attached Mobile Market Delivery Route document. All routes begin and end at Rose Avenue Farm.

Total weekly delivery routes 1 pass = 214 miles x .39/mile = \$83.46 x 20 weeks (May-Sep) =

\$1669.20/ market season x 3 market seasons = \$5007.60

Trip 2 (Approximate Date of Travel MM/YYYY):

Trip 3 (Approximate Date of Travel MM/YYYY):

Add other Trips as necessary

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	Refrigerated Pop-up Market Trailer	Refrigerated Pop-up	5/1/2022	\$20,000.00

#	Item Description	Rental or Purchase	Acquire When?	Funds Requested
		Market Trailer		
2				
3				
4				

Equipment Subtotal	\$20,000.00
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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: One unit \$20,000

Custom design and build of refrigerated mobile market trailer used solely to promote domestic farm products. Bids for design/build will be requested from at least 3 companies for lowest cost per required design features.

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
informational brochure	\$0.06	15,000	5/31/2022	\$1,400.00
Postcard mailer	\$0.42	10,000	5/31/2022	\$4,180.00
Poster	\$1.00	300	5/31/2022	\$300.00

Supplies Subtotal	\$5,880.00
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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).

informational brochure: Graphic design \$500

Printing 15,000 pieces x .06 = \$900

Total\$1,400

Supports project through outreach and target marketing in mobile market locations.

Postcard mailer: One-time introduction/invitation mailer = 10,000 cards x .15 each = \$1,500
 USPS Marketing Mail Nonprofit every door small .268 each x 10,000 = \$2,680

Supports project with direct-mail marketing in rural areas to introduce Mobile Market program.

Poster: 100 posters per year for 3 years x 1.00 = \$300.00

Supports project through customer awareness when seen in nearby offices, churches, laundries, public buildings.

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	David Greene, Operations Manager, Plowshares Food Hub Co.	\$20.00	\$35,600.00
2	Michelle Connolly Plowshares Food Hub Market Coordinator	\$18.00	\$86,400.00
3			
4			

Contractual/Consultant Subtotal	\$122,000.00
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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: 560 hours (20 hrs/wk x 28 week season supervision of market prep, stocking, execution

560 x 3 seasons = 1680 hours

100 hours design-build of pop-up market trailers

Total 1780 at \$20/hour = \$35,600

593 hours/year = \$11,860 per year

FTE = 30%

Contractor/Consultant 2: 4800 total hours over 2.5 years

20 week market season running mobile markets Full Time

10 weeks preparation, logistics, coordination
 10 weeks extended season markets
 40 weeks x 40 hours @ \$18 = \$28,800 per year for 3 years = \$86,400

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
Social Media Advertisements	\$30.00	15	5/1/2022	\$450.00

Other Subtotal	\$450.00
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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).

One \$30 advertisement on Facebook per month for 5 months of the season over 3 summers
 15 x \$30 = \$450
 Facebook advertisements are ordered with a maximum dollar limit for sponsored ads. Monthly, the seasonally oriented advertisement are ordered at \$30.

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
3%	\$5,672.63

Indirect Subtotal	\$5,672.63
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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
Sales revenue	All program income will be put back into the project to cover additional costs by the end of the project term. It will be the result of sales revenue above cost of goods sold. Sales revenue will be used to cover all other costs associated with the mobile market program. For example, approximately 10% of the sales goal for 2022 is \$5750. This is enough to pay the an additional sales person/cashier for 14 hours/week with total payroll costs being \$20/hour. The second year we hope to increase sales another 15% to \$66,125. Taking 10% of that (\$6612) to pay cashier similarly will pay for 17 hours per week to run mobile markets for 20 weeks of the season at \$20/hour total payroll cost. Another 15% increase the third year to \$76,043 would yield 10% of revenue of \$7,604 that will pay a cashier/sales person for 19 hours/week for 20 weeks of the season at \$20/hour total payroll cost. These sales projection examples over three summers, \$5750 + \$6612 + \$7604 = \$ \$19,966 revenue would be put back into project to increase coverage of cashiers/drivers. Any additional revenue will be used for other Mobile Market expenses such as upkeep/ repairs, supplies, and other overhead costs.	\$19,966.00

Program Income Total	\$19,966.00
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Jain Young MA

EXECUTIVE FOR PUBLIC SERVICE

1703 Howell St Fort Wayne, IN 46808 425.213.7516 jainofthegreenwood@gmail.com

Heartland Communities Inc

Jain Young, Project Manager

Resume' and Biographical Sketch

A technical writer and Community Economic Development Project Manager, Jain Young holds a Master's Degree in nonprofit management called Executive for Public Service and is administrator of Heartland Communities nonprofit. She wrote and was awarded a grant from USDA to spend a planning year gathering stakeholders, organizing farmers, and developing a business plan for a Local Food Hub as well as a design for Local Food System, which will be implemented in 2018. Jain has devoted many years preparing her skill set to deliver community economic development outcomes to the Fort Wayne, Indiana area through the development of cooperative small businesses, creating permanent, high-quality jobs and businesses, with a focus on new farms, a skilled farm workforce, and entrepreneurship for food manufacturing of locally sourced food. Her experience as leadership in the robust Three Rivers Food Co-op Natural Grocery, which has grown over 40 years to \$4 million in yearly sales, is a testament to the skills required to take the next step toward creating that Local Food System within a community vision for quality food access.

jain young
8/20/2018

Jain Young MA
EXECUTIVE FOR PUBLIC SERVICE

Jain Young MA
EXECUTIVE FOR PUBLIC SERVICE

QUALIFICATIONS

- Program administration, including proposal development, project management, technical writing, grant proposals, evaluation and assessment management, and public relations materials.
- Cooperative economics specialist; long-term developer of Three Rivers (Natural Grocery) Food Co-op, Inc. Sixteen years on Board of Directors, 15 years on staff, creator of Kitchen/Deli Department. Independent studies in cooperative economics during undergraduate work. Prepared to direct worker-owned business incubator.
- Mastery of Microsoft Word, Outlook, Power Point, and Excel; working knowledge of and experience with Access, Front Page, and Quick Books Pro.
- Specialist in assessment instruments for ■Skills and competency ■Needs assessments ■Performance assessments ■ General surveys/questionnaires ■ Program Evaluation (Outcomes-Based)
- Training and educational program design and evaluation.
- Adult education, gauging learner needs and learning styles, ability to fit curriculum to the learner.
- Marketing and special events, community outreach, and organizing community participation.
- Communication, including interpersonal communication, written communication, conflict mediation, interpretation of technical data into meaningful layperson's language, and identification of communication barriers.
- Volunteer management, including recruitment, skills assessment, team building, supervision and recognition.
- Systems analysis, identification of barriers and bottlenecks in work flow and quality control.
- Thirteen years experience in small business management. Performed all marketing, production and office tasks from bookkeeping to taxes in small manufacturing business Jain's Wholefoods (1985 to 1998).
- Food service administration, specializing in natural foods industry, prepared foods for special diets, recipe management, nutrition, and training.

EDUCATION

Ball State University Teacher's College Muncie, Indiana

Master of Arts in Executive Development for Public Service, 2001

- Emphasis on business/public administration, grant writing, program development, accounting, human resources performance management, public relations, marketing, adult education, and program evaluation competencies.
- Certified Training Consultant, BSU Center for Organizational Resources.

Indiana-Purdue University at Ft. Wayne

Bachelor of General Studies with Distinction in December 1998, GPA 3.63.

- Minors in Anthropology, Communications (Media Production), Mass Communications, Concentration in Technical and Administrative Writing
- Certificate in Peace and Conflict Studies with emphasis in Cooperative Economics, Certified Community Mediator

Associate of General Studies 1981, GPA 3.9.

- Emphasis on Biological Sciences, Horticulture, Botany, Biochemistry, and Nutrition.

EXPERIENCE

Project Manager, Plowshares Local Food System Project

Full Time Jan. 2014 – Present

Administrator of nonprofit: Heartland Communities, Inc.

Lead organization among multiple partners in large community project

Awarded USDA Local Food Promotion Program planning grant for 2014-2015

Mobility Counselor

Full Time 2007-2010

Fort Wayne Housing Authority, Housing Choice Voucher Program

- Creation of Mobility Program at FWHA ~ coached landlords and tenants in neighborhood assets and increased success rate of lease-ups, opened new neighborhoods to voucher acceptance.
- Spearheaded deconcentration of poverty initiative as directed by HUD for compliance with SEMAP (resulted in raising status to High Performer for 3 years), Coordinated special projects such as agency-wide Policies and Procedures Manual.

Jain Young MA
EXECUTIVE FOR PUBLIC SERVICE

Marketing Director, Prepared Foods Manager

Full Time 2002-2006

Three Rivers Food Coop, Natural Grocery and Deli

- Spearheaded marketing program, conducted consumer research, performed consumer trends workshops for staff, scheduled and coordinated events, managed volunteers, taught classes (nutrition, natural cooking, herbal medicine, cooperative economics), and created evaluation instruments.
- Redeveloped deli department concept, designed new kitchen, purchased equipment and supervised installation, created menu and recipes, hired and trained specialty staff, managed staff of 25 employees, performed all financial data collection and analysis.

Adjunct Faculty

Part-time 2004-2005

University of Saint Francis, School of Business

- Economics of Social Issues (300 level) and Introduction to Marketing.

(Evaluation and Assessment) Project Coordinator

Part-time 2002

Girl Scouts of Limberlost Council

Entrepreneurship

Operated *Jain's Wholefoods* small food manufacturing business from 1985 to 2000, preparing *Jain's Garden Salsa* and other small-batch prepared foods, sold in three states. Performed all manufacturing, packaging and financial tasks.

ACCREDITATIONS, TRAINING AND VOLUNTEER EXPERIENCE

- National Good Food Network 2016 National Food Hub Conference, pre-conference full-day course for emerging food hubs.
- Rural Community Economic Development, (Neighborworks®, IACED) July 2015, two-day intensive.
- Good Agricultural Practices Certification (Purdue Extension Service) May 2015
- MoneySmart for Small Business Train-the-trainer (FDIC) 2015
- Planning and Facilitating Collaborations (NOAA Coastal Services Center, US Dept of Commerce) August 2014 2-day course.
- 2010-2011 AmeriCorps Public Interest Session (IOFBCI) AmeriCorps 101 and AmeriCorps 201 (online) 2010
- Preparing the IRS Form 990, Tax Filing for Nonprofit Organizations (Community Action Assn of Indiana) 2010
- Cooperative Housing Development Training, IACED and IHEDA February 2010
- Financial Management for CHDOs (Community Housing Developer Organizations) training (HUD) 2009.
- Housing Project Developer Certification Training, November 2008 to March 2009. Intensive series of courses for all aspects of developing rental and homeownership projects. Capital Access, Inc. trainers, through IACED and IHEDA. Certification March 2009.
- Trainings: All 2008. Tax credit Development Basics and Application, Energy Performance Contracting, Brownfields Economic Development Initiative, Community Development Financial Institution Application, Community Development Financial /New Markets Tax Credit Program, Assets for Independence.
- Certified Housing Choice Voucher Specialist, 2007; Trainings also on Family Self Sufficiency Program (2007)
- Volunteer on the United Way of Allen County, Inclusiveness Cabinet 2001-2012
- Volunteer United Way; Chair of the Education Committee of the Inclusiveness Cabinet.
- Certified Training Consultant, December 2000. Center for Organizational Resources, Ball State University
- Leadership Fort Wayne, Class of 2000. Year-long training as community trustee.
- Certified Community Mediator, 1997, Common Ground, Inc. Ft. Wayne, IN
- Founded nonprofit Heartland Communities, Inc. in 1997. Wrote all foundational documents including incorporation, by-laws and 501 (c)(3) application. President 10 years, Treasurer at present.
- Led team of writers in a Business Plan development as Board President, which led to the major expansion of Three Rivers Food Co-op and Deli in 1991. Plan successfully attracted \$150,000.00 in conventional bank financing to fund the move.



PARKVIEW HEALTH

March 25, 2021

Indiana Department of Agriculture
Specialty Crop Block Grant Program Administrators
One North Capitol Avenue, Suite 600
Indianapolis, IN 46204

To Whom it May Concern:

This letter is in support of the Specialty Crop Block grant application from Heartland Communities/Plowshares Food Hub, Fort Wayne Indiana.

As the largest health system in Northeast Indiana, we seek out evidenced based community initiatives that hold promise in turning around the chronic disease rates in our region. For the past 7 years, our health system has supported initiatives that increase access to affordable local produce in tandem with nutrition and culinary education. For years, we have doubled SNAP, WIC and senior produce vouchers in our city with our partner St. Joe Community Health Foundation, who is now administering the newly awarded USDA GusNIP Double SNAP grant. Our health system further supports the promising practice of 'nutrition incentive' work by allowing our various clinicians to dispense 'Veggie Rx' prescriptions that offer free vegetables and support to underserved individuals with chronic disease or with at-risk pregnancies.

We know all too well that we can't fix the nutrition and health security of our region without linking to innovative agricultural partners such as Jain Young with Heartland Communities. From the healthcare lens, for health to truly change, we need 'food' to change. Now more than ever does our region need to increase its supply of high-quality produce, especially in areas that have been previously overlooked. Jain's proposal of pop-up markets in 10 underserved areas would do that very thing – not only help fulfill supply and access for the Double SNAP program but offer the option of Veggie Rx voucher redemption at the pop-up markets as well. We have partnered on other grant proposals in the past with Jain and we can confirm that she has the experience, the know-how, the project management skills, and passion to see this project soar. She cares deeply about our city, local agriculture and our environment and her organization would diligently carry out the grant goals and objectives she sets forward. We applaud Jain's work and hope grant dollars become available to this worthy organization.

Respectfully submitted,

Kathy Wehrle, RDN, LD, DipACLM
Parkview Health – Community Health and Well-being
Lead – Community Outreach 260-266-2476
3626 New Vision Dr.
Fort Wayne, IN 46845

Memorandum of Understanding

This Memorandum of Understanding is entered into on **March 8, 2021** by **St. Joseph Community Health Foundation**, herein referred to as “the Grantee”, and **Plowshares Cooperative Food Hub**, herein referred to as “the Firm,” to ensure compliance with USDA FNS rules for the purpose of participation in a GusNIP grant project.

I.) Firm Contact Information

A. Firm Name: Plowshares Cooperative Food Hub

B. Street Address:

Office:

1703 Howell St

Fort Wayne, IN 46808

Warehouse:

1010 N. Coliseum Blvd., Dock 7

Fort Wayne, IN 46805

Rose Avenue Farm and Plowshares Food Hub

Farm Market

501 Rose Avenue

New Haven, IN 46774

Farm Market Hours Tuesday through Friday 12:00pm to 6:00pm

FNS number 0727984

C. Mailing Address: same as office

D. Firm FNS number: 0727984

E. Firm hours and days of operation:

Office: M-F, 9:00 am to 5:00pm by appointment;

Market: Tuesdays – Fridays noon to 6 p.m.

II.) GusNIP Grant Project Participation

A. Time period: The Firm’s participation in **The St. Joe Foundation’s GusNIP grant project** will occur during a time period defined as beginning **May 15, 2021** and ending on **November 30, 2021**.

B. Incentives offered at firm: customers of the Firm who participate in the federal Supplemental Nutrition Assistance Program (SNAP) will be eligible to use SNAP to purchase **fresh fruits and vegetables, mushrooms and fresh herbs** and for every \$1 spent, will receive an incentive of \$1 to spend on additional produce up to **\$20 per visit**.

C. Other waivers: none

D. Data collection: the Firm will provide the Grantee with all incentive transaction-related data necessary for a robust evaluation of the GusNIP grant project with the mutual

understanding that this data will be furnished to USDA NIFA, FNS, and GusNIP evaluators. These data include:

Site and Project Information

- Management or organizational structure of the program
- Financial instrument used for SNAP and incentive purchases (tokens, scrip, electronic, etc.)
- Retail locations, mobile routes, or other pertinent information to understand how the project improves access to healthy food for underserved, low-income consumers
- Months of operation and operating days and hours
- Whether it is a new SNAP incentive program or the continuation, expansion, or modification of an existing program
- Whether program sites accept other nutrition assistance program benefits
- Whether program sites collaborate with nutrition education programs or offer other experiential nutrition education activities
- Expenses associated with establishment and operations of the program

Incentive Program Information

- Fruit and vegetable products eligible for incentives
- Incentive level (ratio and maximum)
- Incentive delivery mechanism
- Dollar value of SNAP purchases (per site/per month)
- Number of SNAP transactions (per site/per month)
- Dollar value of incentives issued (per site/per month)
- Dollar value of incentives redeemed (per site/per month)
- Average incentive value redeemed per recipient (weekly/monthly/annually)

E. *Firm Regulations:* the Firm will follow all relevant GusNIP and SNAP rules including, but not limited to, the following:

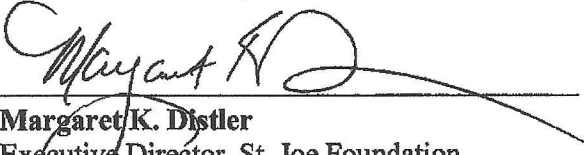
- The Firm will only accept incentives for GusNIP qualifying fruits or vegetables;
- The Firm will never accept incentives for ineligible products (i.e., non-food, alcohol, tobacco, or hot food products);
- The Firm will never exchange incentives for cash (i.e., trafficking);
- The Firm will never provide cash or SNAP EBT change for incentives;
- The Firm will never provide cash or SNAP EBT refunds for incentives;
- The Firm will never accept incentives from individuals known not to be legally entitled to possess incentives;
- The Firm will never accept incentives to pay credit accounts; and,
- The Firm will never knowingly provide false information of a substantive nature regarding their participation in the grant project.

The Firm acknowledges that failure to abide by GusNIP and SNAP rules, at any firm location, may result in SNAP disqualification, civil money penalties, and/or criminal penalties.

F. Grantee Regulations: The Grantee acknowledges that failure of the Grantee to abide by GusNIP grant program rules may result in rescission, in whole or in part, of grant funds.

G. Grantee Responsibility for Firm: The Grantee acknowledges that they are responsible for overseeing firms participating in their grant project to ensure that SNAP and GusNIP rules are followed; and that they will be held responsible for instances of noncompliance that occur at any of their participating firms.

The Grantee and the Firm hereby acknowledge the above regulations and agreements and commit to uphold them throughout the duration of the GusNIP grant program, or until this agreement is superseded by a future memorandum of understanding to ensure continued compliance with USDA FNS guidelines.



Margaret K. Distler
Executive Director, St. Joe Foundation

3/09/21



Jain Young
Founder, Plowshares Food Hub

3/09/21



Mobile Market Delivery Routes in Food Deserts
Heartland Communities, Inc.
Plowshares Cooperative Food Hub Co.



Mobile Market Route 1

Near Southwest Neighborhoods: 16 miles 35 minutes travel time
Albert Jennings Recreation 1330 McCulloch St, Fort Wayne, IN 46803 OR Pilgrim Baptist Church 1331
Gay St, Fort Wayne, IN 46803

Body of Christ SDA Church 1902 S Hanna St, Fort Wayne, IN 46803/ Chapel Oaks Apartments

Euell Wilson Community Center 1512 Oxford St, Fort Wayne, IN 46806

Village at Wayne Trace Apartments 3702 Trace Cir, Fort Wayne, IN 46806

Mobile Market Route 2

Burmese occupied Apartment Complexes: 22 miles, 1 hour travel time

Parkview Village Apartments 2754 E Paulding Rd, Fort Wayne, IN 46816,

Autumn Woods Apts 1802 Chartwell Dr, Fort Wayne, IN 46816

Brendonwood Park Apts 1004 Fayette Dr, Fort Wayne, IN 46816

Oak River Apartments 1823 Griswold Dr, Fort Wayne, IN 46805

Mobile Market Route 3

Rural North: Harlan, Spencerville, St Joe, Woodburn

47 miles, 1 hour travel time

Mobile Market Route 4

Near northeast and near southwest: 19 miles and 40 minutes travel time

Baldwin Creek Apartments 2020 Hobson Rd, Fort Wayne, IN 46805

Lakeside Park 1401 Lake Ave, Fort Wayne, IN 46805

Faith United Methodist Church 207 E Dewald St, Fort Wayne, IN 46803

Packard Park 427 Kinsmoor Ave, Fort Wayne, IN 46807

Mobile Market Route 5

Rural North: 74 miles and 1.5 hours travel time.

Cameron Court Apartments 10637 Seiler Rd, New Haven, IN 46774

Francis Thompson Park, 540 W Lincoln St, Waterloo, IN 46793

Oak Creek Estates 10316 Valley Hills Ln, Fort Wayne, IN 46825 and/or

Grace Summit Church 5903 E Dupont Rd, Fort Wayne, IN 46825

Saturday Markets plus Neighborhoods 19 mi and 40 min travel time

YLNI /Barr St market Barr & Berry Streets 8:00 am to 1:00pm

Foster Park 2:00 to 4 pm

Friday Markets 17 miles and 37 minutes travel time

Esdall House Apartments Downtown Berry & Ewing Streets 12:00 pm noon to 2:00 pm

Historic Main Street Farmer's Market 1936 W Main St, Fort Wayne, IN 46808 3:00 to 7:00 pm

Rose Avenue Farm Market

501 Rose Avenue Tues-Saturday Noon to 6:00pm

Total delivery routes 1 pass = 214 miles x .56/mile = \$119.84 x 20 weeks = \$2396.80

\$2396.80/ year x 3 years = \$7190.40

March 23, 2021

Plowshares Specialty Crop Block Grant Application

To whom it may concern,

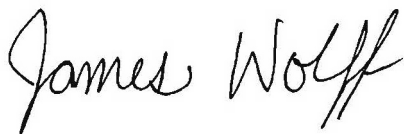
Purdue Extension is part of the greater cooperative extension service, which provides scientific, research-based information and education. We provide information, expertise, and practical solutions to local issues as the link between Purdue University and the community.

Purdue Extension's work in Allen County focuses on education but includes policy change related to food access in the community. Our needs assessments indicate several food deserts within Allen County as a result of low food access either by physical location barriers or cost barriers. Purdue Extension also identifies market opportunities and market education as a barrier for food producers in the community.

Purdue Extension has worked with Plowshares on projects to educate local farmers, identify needs of the community related to food availability, and develop a plan for a food hub. These programs have included the Local Food Summit in Fort Wayne, Wholesale Success training, and identifying local partners and resources.

Our office will continue to provide education and resources related to healthy eating, food marketing, and food production. These programs can help consumer demand of local produce and business planning of participating producers.

Sincerely,



James Wolff
County Extension Director
Agriculture and Natural Resources Educator
Purdue Extension – Allen County

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Heartland Communities, Inc

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
1703 Howell St

6 City, state, and ZIP code
Fort Wayne, IN 46808-2519

7 List account number(s) here (optional)

Requester's name and address (optional)

Print or type.
See Specific Instructions on page 3.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
3	5	-	2	0	4	4	2	1	6

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ▶

Jain Young

Date ▶ 03-23-2021

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.