



**NOTICE OF GRANT AND AGREEMENT AWARD**

1. Award Identifying Number NR244310XXXXG004	2. Amendment Number	3. Award /Project Period 08/01/2024 - 07/31/2027	4. Type of award instrument: Grant Agreement
5. Agency (Name and Address) Natural Resources Conservation Service 355 East Hancock Avenue, Stop Number 200 Athens, GA 30601		6. Recipient Organization (Name and Address) CITY OF DALTON P. O. BOX 1205 DALTON GA 30720-3143  UEI Number / DUNS Number: NKZAZHFZFEN7 / 075869230 EIN:	
7. NRCS Program Contact Name: MICHAEL LOWE Phone: Email: michael.lowe@usda.gov	8. NRCS Administrative Contact Name: KATHERINE KASACEK Phone: Email: Katherine.Kasacek@usda.gov	9. Recipient Program Contact Name: Stephen Bontekoe Phone: (423) 421-2543 Email: stevebontekoe@gmail.com	10. Recipient Administrative Contact Name: Cindy Jackson Phone: (706) 529-2460 Email: cjackson@daltonga.gov
11. CFDA 10.902	12. Authority 16 U.S.C. 2001-2009 16 U.S.C. 2004 16 U.S.C. 3801 et seq 16 U.S.C. 590a-590f, 590q 7 CFR 12 7 U.S.C. 1010a	13. Type of Action New Agreement	14. Program Director Name: Caitlin Sharpe Phone: (706) 278-5404 Email: csharp@daltonga.gov
15. Project Title/ Description: The programing will support nutrition and food access through teaching gardening skills.			
16. Entity Type:			
17. Select Funding Type			
Select funding type:	<input checked="" type="checkbox"/> Federal	<input checked="" type="checkbox"/> Non-Federal	
Original funds total	\$149,466.00	\$20,446.60	
Additional funds total	\$0.00	\$0.00	
Grand total	\$149,466.00	\$20,446.60	
18. Approved Budget			

Personnel	\$0.00	Fringe Benefits	\$0.00
Travel	\$0.00	Equipment	\$0.00
Supplies	\$0.00	Contractual	\$0.00
Construction	\$0.00	Other	\$149,466.00
Total Direct Cost	\$149,466.00	Total Indirect Cost	\$0.00
		Total Non-Federal Funds	\$20,446.60
		Total Federal Funds Awarded	\$149,466.00
		Total Approved Budget	\$169,912.60

This agreement is subject to applicable USDA NRCS statutory provisions and Financial Assistance Regulations. In accepting this award or amendment and any payments made pursuant thereto, the undersigned represents that he or she is duly authorized to act on behalf of the awardee organization, agrees that the award is subject to the applicable provisions of this agreement (and all attachments), and agrees that acceptance of any payments constitutes an agreement by the payee that the amounts, if any, found by NRCS to have been overpaid, will be refunded or credited in full to NRCS.

Name and Title of Authorized Government Representative <b>TERRANCE RUDOLPH</b> State Conservationist	Signature	Date
Name and Title of Authorized Recipient Representative <b>CINDY JACKSON</b> Chief Financial Officer	Signature <i>Cindy Jackson</i>	Date <i>6-10-24</i>

### NONDISCRIMINATION STATEMENT

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or a part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotope, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW., Washington, DC 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

### PRIVACY ACT STATEMENT

The above statements are made in accordance with the Privacy Act of 1974 (5 U.S.C. Section 522a).

## Statement of Work

### Purpose

The purpose of this agreement, between the U.S. Department of Agriculture, Natural Resources Conservation Service (NRCS) and The City of Dalton (Recipient), is to support both elders and young with educational opportunities that will increase their food security, maximize their understanding of conservation in urban settings and promote urban farm bill programs such as those offered through the Environmental Quality Incentives Program of NRCS. Classes and signage will document the garden project area and pollinator zone.

The City of Dalton is an urban community with a population above 34,000. The city is made up of 55% historically underserved population, 52% of which are Hispanic. The city has a long history of industrial development. The city has a strong recreational programming staff that is capable of programming education and gardening projects.

A parcel has been identified in census tract 5.02 of the city for launching a city garden. This city-owned property is along a tributary to Mill Creek in the Conasauga Watershed. The area supported by this gardening project is in an area of the city with 365 poverty levels with 2,420 households represented. The programming will support nutrition and food access through teaching gardening skills. Additionally, the site, being adjacent to a tributary, offers conservation and water quality education opportunities.

The project site is situated on a one-acre corner lot. Section 8 housing, designated for elderly citizens, directly adjoins the parcel to the East. The Western border of the property is 830 ft of stream and housing. Two schools are within a 10-minute walk to the site.

### Objectives

- Engage students within the 2 schools near the site and those in the community with Natural Resource topics
- Provide workshops for students and community members to learn more about natural resources and how to conserve them.
- Create urban gardening sites for use by community members and classes
- Improve the management of natural resources in urban settings, specifically gardening and riparian areas.
- Connect participants and communities to NRCS district offices
- Create pollinator garden plantings along the riparian areas of a currently unvegetated stream.
- Support activities that engage pollinator education. This will be integrated with trainings on establishment of pollinator habitats in urban areas.
- Build raised bed gardens, established for use in community plots and educational trainings. (City public works in partnership with Limestone Valley Conservation District)
- Urban conservation education programming will be developed for annual program use.
- Offering trainings monthly on conservation, nutrition, and sustainability topics (partnership with NRCS office, University Extension, City tree board, and local nonprofits)
- Offering garden education classes weekly for the 20 weeks of growing season
- Offer Farm Bill Program outreach programs either as part of trainings or as stand-alone programs, 8 workshops scheduled. (partnering with Limestone Valley Conservation District and local NRCS field office)
- Promote accessibility to disabled urban gardeners through tall raised bed systems

### Budget Narrative

The official budget described in this Budget Narrative will be considered the total budget as last approved by the Federal awarding agency for this award.

Amounts included in this budget narrative are estimates. Reimbursement or advance liquidations will be based on actual expenditures, not to exceed the amount obligated.

TOTAL BUDGET \$169,912.60

TOTAL FEDERAL FUNDS \$149,466.00

PERSONNEL \$103,584

FRINGE BENEFITS \$0

TRAVEL \$0

EQUIPMENT \$0

SUPPLIES \$45,882.00

CONTRACTUAL \$0

CONSTRUCTION \$0  
OTHER \$0  
TOTAL DIRECT COSTS \$149,466.00  
INDIRECT COSTS \$0

TOTAL NON-FEDERAL FUNDS \$20,446.60  
PERSONNEL \$0  
FRINGE BENEFITS \$0  
TRAVEL \$0  
EQUIPMENT \$0  
SUPPLIES \$5,000.00  
CONTRACTUAL \$0  
CONSTRUCTION \$0  
OTHER \$0  
TOTAL DIRECT COSTS \$0  
INDIRECT COSTS \$15,446.60

Recipient has elected to use the de minimis indirect cost rate.

Base includes:  $\$103,584 + \$50,882 = \$154,466$   
IDCs =  $\$154,466 \times 10\% = \$15,446.60$   
Federal Share IDCs = \$0  
Non-Federal Share IDCs = \$15,446.60

#### FEDERAL FUNDS

##### Personnel

Project staffing will be broken into two categories, administrative and program implementation. The project administrations will encompass record keeping, contract management, supervision, coordination, and reporting. The Program implementation staff role will involve scheduling, site management, education and outreach, educational events, and daily engagement with the garden. Personnel salaries do not include fringe.

##### Administrative

Salary	% effort	Program Duration	Amt. Requested
\$48/hour	.1 FTE (208 hours/year)	2 years	\$19,968.00

##### Program staff

Salary	% effort	Program Duration	Amt. Requested
\$20.10/hour	1 FTE (2080 hours/year)	2 years	\$83,616.00

##### Supplies

Prices were gathered from local sources, recent experience, and NRCS 2024 cost estimator. Supplies will be used to purchase cover crop seed, pollinator seed (native), signage for 2 sites on the 1-acre project. Signes to be located at Garden entrance and Riparian area. Additional supply budget will be used for irrigation supplies in the urban raised beds. Raised bed boxes and soil will be built and filled on site.

Raised beds: 80 beds @ \$258 per bed = \$20,640  
Irrigation supply: 2600 square feet @ 1.247/sq ft = \$3,242  
Pollinator site supplies (seed and site prep): \$4,000  
Signage: lumber, steel, concrete, design, metal signs: \$5,000  
Garden soil: 10 loads at \$1200 each = \$12,000  
Cover crop and garden seed: \$6.25 per bed per year for 2 years = \$1,000

#### NONFEDERAL FUNDS

##### Supplies

Signage materials: \$200  
Garden soil: 4 loads at \$1200 each = \$4,800

**Responsibilities of the Parties:**

If inconsistencies arise between the language in this Statement of Work (SOW) and the General Terms and Conditions attached to the agreement, the language in this SOW takes precedence.

**NRCS RESPONSIBILITIES**

None

**RECIPIENT RESPONSIBILITIES**

Perform the work and produce the deliverables as outlined in this Statement of Work.

Develop a Garden outreach program

Develop the project site into an urban garden

Conduct 2 years of Garden outreach and education

Establish a pollinator habitat on the project site

Erect educational signage for all aspects of the project.

Comply with the applicable version of the General Terms and Conditions.

Submit reports and payment requests to the ezFedGrants system or the Farm Production and Conservation (FPAC)

Grants and Agreements Division via email to [FPAC.BC.GAD@usda.gov](mailto:FPAC.BC.GAD@usda.gov) as outlined in the applicable version of the General Terms and Conditions. Reporting frequency is as follows:

Performance reports: semiannual

SF425 Financial Reports: semiannual

**Expected Accomplishments and Deliverables**

Quarter 1: Contracting, site preparation and kick-off

Quarter 2: Community build days, building raised beds. 1st workshop. Launch weekly classes to continue throughout all quarters.

Quarter 3: 2nd workshop, install garden signs, complete semiannual report

Quarter 4: Site prep for pollinators.

Quarter 5: install pollinator site, complete annual report

Quarter 6: install signs at pollinator, Workshop 3

Quarter 7: workshop 4 and continued weekly classes. Complete semiannual report

Quarter 8: Continued programming and workshop 5 and 6, Complete annual report

**Resources Required**

See the Responsibilities of the Parties section for required resources, if applicable.

**Milestones**

See the Expected Accomplishments and Deliverables section for milestones.

## GENERAL TERMS AND CONDITIONS

Please reference the below link(s) for the General Terms and Conditions pertaining to this award:  
<https://www.fpacbc.usda.gov/about/grants-and-agreements/award-terms-and-conditions/index.html>