



**CITY OF TUMWATER
NOTICE TO SUBMIT YEAR 2024
COMMUNITY HUMAN SERVICES PROGRAM
FUNDING APPLICATIONS**

City of Tumwater invites agencies PROVIDING HUMAN SERVICES to Tumwater residents to submit funding applications for the year 2024. It is expected that the City of Tumwater will have \$15,000.00 to distribute to local organizations that provide necessary aid for Tumwater residents who are vulnerable, low-income, or disadvantaged through the local Community Human Services Program (CHSP).

The application can be downloaded as a fill-in form at www.ci.tumwater.wa.us/HumanServices or by sending a request to email address: humanservices@ci.tumwater.wa.us.

Completed applications must be received no later than 12:00 p.m./Noon on Wednesday, September 27, 2023. All documents submitted will be public records. Completed applications should be sent by email to humanservices@ci.tumwater.wa.us (no larger than 9MB per email) or mailed to Executive Department, 555 Israel Road SW, Tumwater, WA 98501. Postmarks, late, or incomplete applications will not be accepted.

Agencies that have submitted a completed application by the deadline will be contacted to schedule a presentation before the City of Tumwater's Budget and Finance Committee. Presentations are required and expected to occur in October. The Budget and Finance Committee will make a funding recommendation to the Tumwater City Council as part of the current budget cycle. Successful applicants will be required to enter into an Agreement with the City of Tumwater.

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Tumwater City Hall
555 Israel Road SW
Tumwater WA 98501

www.ci.tumwater.wa.us



**CITY OF TUMWATER
COMMUNITY HUMAN SERVICES PROGRAM
APPLICATION: ENTITY CERTIFICATION**

Legal Name of Agency / Individual: **Garden-Raised Bounty**

Address: **2016 Elliott Ave Nw**

City, State, Zip: **Olympia, WA 98502**

Contact Person: **Clare Follmann**

Title: **Grants and Outreach Coordinator**

Tax ID Number: **91-1594312**

Date of Application: **9/15/2023**

Telephone Number: **360-753-5522**

E-mail Address: **clare@goodgrub.org**

Amount of Funding Requested: \$ **4,000**

CERTIFICATIONS:

I hereby state on behalf of **Garden-Raised Bounty (GRuB)** that:
(Name of Organization)

1. Please check the appropriate agency classification. The applicant is:


- ☐ a. A unit of local government
- ☐ b. A special purpose unit of government
- ☒ c. A private non-profit corporation registered with the Office of the Secretary of State, State of Washington, and recognized by the Internal Revenue

Service as tax exempt.

**CITY OF TUMWATER
COMMUNITY HUMAN SERVICES PROGRAM APPLICATION
ENTITY CERTIFICATION - PAGE 2**

2. The applicant has in effect an affirmative action policy and / or plan governing its personnel practices and a policy prohibiting discriminatory delivery of services; said policy is available to the City of Tumwater at its request.
3. The applicant has, or can obtain, general liability insurance covering no less than \$2,000,000 combined single limit per occurrence and \$2,000,000 aggregate for personal injury, bodily injury and property damage.
4. The applicant has **attached a list of the Board of Directors** of the organization **with articles of incorporation and by-laws**.
5. I understand that this is an application for purchase of a service contract, which, if awarded, will be paid on a reimbursement basis.
6. The applicant has accounting and record-keeping systems, which can:
 - a. Show the purposes for which City of Tumwater funds have been spent; and
 - b. Be opened to inspection by the City of Tumwater or its agents; and
 - c. Be maintained for at least six (6) years following the end of any contract.
7. I understand that the City of Tumwater will conduct public discussions regarding recommendations for funding to any agency making application to the City of Tumwater.
8. I hereby certify that the information contained in this certification and application for funding with the City of Tumwater is a true and accurate statement of activities and financial status of the organization making application.
9. I hereby certify that the person signing this application is duly authorized to execute and deliver this document on behalf of the applicant entity.

Debra Crockett Executive Director
Name Title


Signature (original or e-signature)

9/15/2023
Date

CITY OF TUMWATER
COMMUNITY HUMAN SERVICES PROGRAM
APPLICATION OF FUNDS

LEGAL NAME OF AGENCY: Garden-Raised Bounty (GRuB)

1. What is the organization's purpose?

GRuB's mission is to grow healthy food, people, and community. With roots in the land, we create opportunities for people to learn, lead, and thrive. We envision an equitable world where we are all nourished by healthy relationships, resilient communities, and good food.

2. Who are the current officers and management employees of your organization?

In 2023, our Board of Directors includes: Judy Witt, President; Kim Huynh, Vice President; Diane Dakin, Secretary; Teresa Knotwell, Treasurer; Susana Bailén Acevedo; Katherine Berndt; Chris Campbell; Nakia DeMiero; Maritza Vega; Debra Grace Peri.

a. How are officers selected?

Officers are elected by the Board of Directors each December.

b. How many members are there in your organization?

GRuB has a membership base of more than 5,000 people, including community supporters; 600 active donors; 500+ volunteers; and clients served.

c. What is the number of full-time employees and part-time employees in your organization and what is the total annual payroll for each group?

We have 15 full time staff with a total of 13 FTE; annual salaries total \$767,291, with total payroll (including benefits and taxes) for this group at \$897,040.

We employ another 20 individuals on a seasonal or part-time basis,

primarily for young adult employees on our youth farm. Total wages for part-time employees=\$162,439; including taxes, payroll for this group is \$184,882.

3. What are your major funding sources? Attach a total budget for your organization and a project specific budget for next year.
(For the application to be complete, budget materials must be attached.)

We are mostly funded by individual donors, private foundations, government grants, and service contracts. Our FY23-24 income budget includes the following.

- Non-Government Grants: 26.5%
- Government Grants: 21.6%
- Direct Mail or other Donations: 14.8%
- Program Fees: 1.6%
- Fundraising Events: 5.2%
- Sales: 1.4%
- Service Contracts: 26.3%
- In-Kind Donations: 2.2%
- Misc: .4%

When we approved the budget last spring, we had already secured 42% of the revenues, and we projected another 37% as very low risk based on past experience. We have a strong track record for achieving our goals for individual donations and special events.

In terms of grant funding, we have commitments for the following so far this fiscal year, as well as funds secured in the last fiscal year for use now: Peg & Rick Young Foundation (\$5,000.00), Wilson Foundation (\$10,000.00), Pac Mountain Foundation (\$14,319.00), Career Connect Washington (\$86,108.05), SNAP-Ed (\$98,869.87), North West Horticulture Society (\$6,000.00), Cowlitz Tribe (\$10,062.00), Satterberg Foundation (\$125,000.00), Medina Foundation (\$30,000.00), Mannix Canby Foundation (\$15,000.00), USDA Beginning Farmer and Rancher program (\$108,942.37), and the Capital City Marathon (\$1,000).

We anticipate the following amount from regular annual grant funders: Chehalis Foundation (\$10,000.00), Dawkins Foundation (\$15,000.00), Russell Family Foundation (\$12,000.00), Community Foundation (\$5,000.00), Olympia Federal (\$5,000), Harvest Foundation (\$8,000), and the Peach Foundation (\$5,000).

We also expect a total of \$27,500 from the following grants that tend to fund under \$5000: Ludlow Foundation, WAFed, MultiCare Foundation, Nisqually Tribe, Elizabeth Lynn Foundation, City of Tumwater, City of Lacey, Fred Goldberg

Foundation, Clif Family Foundation, Allen Foundation, Squaxin Tribe, and the Jamestown Tribe.

4. Do other cities or governmental entities in the county fund your activity? Please specify the jurisdiction and the amount.

Historically, we have applied for and received \$3,000 from the City of Tumwater for garden builds for low-income Tumwater residents. For 2023-24, we are applying for funding from the Cities of Lacey & Tumwater. We are applying to the City of Lacey to support the GRuB Garden Project (GGP) in building gardens in Lacey. We are applying to the City of Tumwater to support the GGP in building gardens in Tumwater.

5. a. For what specific programs or activities will City of Tumwater funds be used?

We invite the City of Tumwater to continue your legacy of partnering with GGP to empower low-income families in Tumwater to grow nutritious produce in their own backyards through a donation of \$3,000! \$3,000 of the proposed funds would support the building of up to six gardens, depending on the number of applications received in our 2023 garden-build season (April - June)..

GGP

Garden-Raised Bounty (GRuB)'s Garden Project (GGP) is bringing joy and resiliency to people with low incomes through the gift of gardens! Each season, GGP brings homegardens, training, and resources to anywhere between 30-100 low-income households (funding dependent). Each garden is filled with weed-free, high organic-content soil, and distribute seeds, vegetable starts, gardening guides and provide one-on-one monthly gardening mentorship. Throughout the year, we will also provide free workshops on topics such as sustainable gardening practices, garden planning, weeding, harvesting, and cooking.

In the garden-building season of 2024, the GGP will provide the garden space, knowledge, and tools for 35+ food-insecure households in Thurston County to become home-food producers. \$6,000 from the City of Lacey would allow us to ensure that at least ten gardens are serving households in Lacey. In addition to the free garden builds for low-income community members, GGP also provides monthly gardening mentorship—building community and ongoing support to ensure gardener success. GRuB also partners with local farms, seed companies, and the Thurston County Master Gardenersto provide

every gardener with free seed packets, garden recipes, gardening workshops, gardening guides, and vegetable starts.

b. How do these programs or activities benefit the Tumwater community?

FOOD INSECURITY

According to a study conducted in 2020 by Washington State University, up to a third of Washington residents are now food insecure, due in large part to the pandemic. In Thurston County (Feeding America, 2019), 30,360 people are food insecure, and 37% are not eligible to receive SNAP benefits. With COVID-19, this number has significantly increased. Individuals and families continue to face unprecedented challenges because of the coronavirus. People have lost their jobs, are facing housing and food insecurity, and are disconnected from their communities. Isolation, disruption of daily routines, and depletion of adequate food and housing can have profound impacts on mental and physical health.

GRuB gardens go beyond bringing one meal, the gift of gardens brings hundreds of meals and skills that increase resiliency and provide access to food in people's own backyard/patio.

Through GGP, we are able to provide the support needed for low-income and food insecure households to grow their own nutritious food, right at their own home! Families who receive GRuB gardens report saving money on groceries (each garden can grow over \$500 worth of food in one season), eating more nutritious fruits and vegetables because they are readily available, and trying new varieties (thanks to the free seeds).

Strategies:

- 1 – Offer a variety of backyard garden solutions, ranging from single-frame raised beds, stacked raised beds, and container gardens, to support the unique needs of low-income and food-insecure people with space constraints and/or physical limitations.
- 2 – Provide new and alumni gardeners with 15 packets of seeds, 12 starts, cover crops, and access to at least six seasonal workshops and opportunities to learn how to grow, prepare, and preserve vegetables.
- 3 - Partner with and support organizations, community members, and alumni gardeners to develop and deliver garden building projects with neighbors. The GGP will provide build materials, staff support, access to our workshop series, plus seeds, starts, and cover crops.
- 4 - Organize the building and establishing of community garden spaces.

Project Timeline:

While our timeline varies from year to year due to turnaround and changes in funding and focus, the below timeline gives a good idea of our general protocol to bring homegardens to low-income families!

- September - December
 - In fall and early winter, we review evaluations from our gardeners and begin planning how to incorporate the feedback from gardeners into our overall program structure, adjusting to ensure we are meeting the needs of our community to the best that we are able!
- December - February
 - During this time, we invite interested low-income families and individuals to fill out our GGP application form. After going through each application and projecting availability of funds for the garden build season, we create a schedule of up to two garden-builds per day, up to three days a week. Volunteers, staff, and our Lead Garden Builder work together to build custom home and community gardens with and for low-income applicants.
- March/April - June
 - Come spring, we build home gardens with and for low-income applicants! Funding dependent, we are known to build anywhere between 30 - over 100 gardens! At this time, we are also offering our SNAP-Ed gardening, cooking, nutrition, food preservation & leadership weekly online workshops!
- July - August
 - We conduct surveys and site visits and collect feedback from evaluations to begin reviewing in the fall and early winter!

6. Is the City of Tumwater's financial support expected to be for one year or continually?

We intend to continue the GRuB Garden Project (GGP) in the South Sound region, including Tumwater until it is no longer needed. We hope the City of Tumwater will choose to support the GGP this year and will recognize the value and longevity of this program as you consider future requests for funding.

7. What will result if no City of Tumwater funds are provided?

If no City of Tumwater funds are provided, we will continue to seek designated funding for the GRuB Garden Project, as well as general operating funds, to build as many gardens as we can throughout Thurston County. We will first focus outreach in areas where dedicated funding has

been secured, followed by general outreach throughout the county. Without designated funding, we cannot guarantee gardens will be built for Tumwater families in the 2023-2024 season.

8. What would be the cost per unit of service provided in Tumwater?

For our traditional free backyard gardens, the cost per unit of service varies! Costs can be anywhere from \$500 to \$1200 per garden, depending on distance we have to travel, wear and tear on the truck, staffing, etc. There are additional costs per participant for the enhanced elements of the GRuB Garden Project (leadership & facilitation trainings, garden-building trainings, workshops, garden mentors, etc.), however, for the purposes of this proposal, we are only asking the City of Lacey to support funding for primary services. Luckily, travelling to various GRuB gardeners in Lacey will likely mean that the gardens will be closer to \$500 each than \$1200, and we appreciate any funds you have to help make sure our Lacey gardeners are well equipped this season!

9. Is there any other information the Council needs to know about your proposal?

We deeply value the ongoing partnership with the City of Tumwater. For more than 15 years, you have funded GRuB's work in your community. We are grateful for the opportunity to apply to continue this partnership.

- ☐ Signature on Page 2 – Entity Certification
- ☐ Attach Organization Total Budget
- ☐ Attach Project Specific Budget
- ☐ Attach list of Board of Directors
- ☐ Attach Bylaws
- ☐ Articles of Incorporation