

**KING CONSERVATION DISTRICT
GRANT SUBCOMMITTEE MEETING
OF THE BOARD OF SUPERVISORS
Monday, August 24th, 2020
3 pm – 4 pm**

Join Zoom Meeting
<https://zoom.us/j/91874048336>

Meeting Agenda

Call to Order

1. Preliminary Matters

- a) Introductions
- b) Additions or Corrections to the Agenda
- c) Adoption of the Board Agenda

2. Public Comment:

3. Discussion: List of past due grants

4. Grant Subcommittee Items:

4a). Member Jurisdiction and WRIA Forum Grant Program Items

Applications:

- 1. City of Bellevue – Scoping Animal Relief Areas for Bellevue

Amendments:

Close outs:

- 1. Forterra – Cedar River Watershed Education Center Restoration

4b). Regional Food System Grant Program Items

Amendments:

- 1. King County – Food Systems Metrics Project
 - a. Project extension
- 2. King County – Irrigation Water Needs Assessment
 - a. Project extension
- 3. SGBN (Seattle Good Business Network) – Building Local Food Economy Connections
 - a. Scope of Work revision
 - b. Budget revision
- 4. SVT (SnoValley Tilth) – Growing Farm Businesses
 - a. Scope of Work revision
 - b. Budget revision
- 5. Viva Farms – Training and Incubating a New and Diverse Generation of Farmers in King County

- a. Budget revision
- 6. WRS (World Relief Seattle) – World Relief Seattle’s Teaching and Commercial Kitchen
 - a. Project Extension
- 7. WSU (Washington State University) – WSU On Demand
 - a. Project Extension
- 8. IRC (International Rescue Committee) – Expanding Land Access through Urban Gardening
 - a. Budget revision

Close outs:

- 1. Cart before Horse Farm – Post Incubator Shared Farmland
- 2. Carnation Farms – Grain Trust
- 3. King County – Food Systems Metrics Project

Scoping Animal Relief Areas for Bellevue

Member Jurisdiction Grant Program

Bellevue

Jammie Kingham
PO Box 90012
Bellevue, WA 98009-9012

Kat Phillips

450 110th Ave NE
Parks & Community Services
Bellevue, WA 98004

kphillips@bellevuewa.gov
O: 425-452-4866
M: 425-457-4966

Application Form

Summary Information

Project Title*

Scoping Animal Relief Areas for Bellevue

Project Description - Short*

Provide a short, concise description of the project no more than two or three sentences.

Domestic animal waste is a major pollutant and cause of tree and plant spoilage in ROW landscapes. Project proposes development of detail drawings for animal relief areas in public spaces and recommendations for Land Use Code revision.

Principal Partners (if any)

Amount of KCD Funding Requested*

You will need to upload a detailed budget document before you submit your application. Please make sure the amount requested and total project cost amounts you list here match the amounts in the uploaded budget document.

\$35,000.00

Total Project Cost*

\$35,000.00

Total Matching Funds (optional)

Project Start Date*

09/01/2020

Project End Date*

12/31/2021

Close Date

Project Location*

Address, Parcel #, OR L&L Points, for site specific projects only.

If more than two locations, state “multiple” and explain.

Multiple. Project proposes consultant facilitated workshops, Land Use Code recommendations, and standard detail drawings. Work will be used to inform development city-wide, particularly in the downtown core.

Jurisdiction*

If the applicant is not a city or jurisdiction, please type in the city or jurisdiction this project is located in.

Bellevue

Is your project on public or private land?*

Public

State Legislative District #*

Click here to find it on the web. If your project resides in more than one district, type in the primary district or type in zero.

41

King County District #*

Click here to find it on the web. If your project resides in more than one district, type in the primary district or type in zero.

6

Narratives, Budget, & Attachments

Project Description - Detailed*

Provide a description of the project that summarizes what you will do, how you will do it, and why you will do it. Describe target audience, outcomes, objectives and general timelines.

The City of Bellevue has long been known as “a city in a park”, and is focused on improving environmental quality as it urbanizes. In the downtown core, green infrastructure means improved ROW plantings and an emphasis on street tree planting that is reflected in the Land Use Code. With the current cycle of development, the downtown area is attracting greater and greater numbers of residents, workers, service animals, and household pets.

Though domestic animals, particularly dogs, are essential and beloved, their needs may have significant impacts to public space. Dog feces are a demonstrated source of pollutants in regional waterways, impacting

Lake Washington and other surface waters (1). Dog urine causes spoilage of plants and trees by increasing soil salinity and compaction, damaging roots that may already be stressed by other urban conditions. Dog urine also damages plants and trees through the buildup of toxic levels of ammonia in critical layers of plant tissue (2).

Existing City Code requires the removal of animal fecal matter from public or private property, however, existing Land Use Code is not sufficient to inform design development for separation of animal relief areas from urban vegetation. This project proposes development of exhibits to be added to Environmental BMP's or other departmental design manual, recommendations for future Code revisions, and recommendations for facilities maintenance for animal relief areas. The exhibits would include details or diagrams to centralize, contain, and or treat animal excrement. This project also proposes design of signage to influence animal owner behavior by instructing proper usage of animal relief areas and compliance with Code.

The timeline for this grant is approximately 1 year, beginning in the fall of 2020. After successful completion of exhibits, process recommendations, code revision recommendations, and closeout, the final products of this proposal could feed into a downstream pilot project for construction of an animal relief area in the City ROW to be determined and facilitated in a later funding cycle. Other funding sources such as WA State Department of Ecology may be considered at that time as well.

1. City of Kirkland - 2020 KCD Pet Waste Final Report,
<https://www.kirklandwa.gov/Assets/Public+Works/Public+Works+PDFs/Surface+Water/Pet+Waste/2020+KCD+Pet+Waste+Final+Report.pdf>
2. Metcalfe, John. "Why you shouldn't let your dog pee on trees." City Lab; August 30, 2012.
<https://www.citylab.com/environment/2012/08/why-you-shouldnt-let-your-dog-pee-trees/3117/>

Project Activities and Measurable Results*

List specific project activities to be completed with KCD grant funds and the associated outcomes or measurable results, and timeline.

City of Bellevue staff have identified a need for a coordinated, directional response to issues of domesticated animal waste fouling green infrastructure, stormwater, and public spaces. It is essential that Parks, Utilities, Transportation, Land Use, and Community Development departments communicate effectively so that existing development standards are met. The primary deliverable will contain a set of exhibits describing design and specifications for animal relief areas that Land Use can provide to developers. This exhibit set will build the capacity of the City to meet an immediate existing need. In the short term, the exhibits may primarily guide private development of amenity spaces that can be considered within the sphere of public life - for example plazas, courts, or other urban elements at or near street level. An expected outcome of this an increased number of developments offering animal relief areas as amenities. If downtown employees and residents alter their own behavior and the behavior of their animals, less fecal waste will wash into the stormwater system, and fewer ROW plants and trees will experience spoilage due to misuse.

Project Budget and Expenses*

Fill out and upload separate Application Budget Form also available on the KCD Member Jurisdiction Grant Program website. Budget must be detailed with footnotes, appropriate and reasonable, *meeting state auditor/GAAP guidelines. Please do not use forms from previous applications. Please only upload the form linked above. Thank you!*

AnimalReliefAreasKCD-Member-Jurisdiction-Grant-Program-Application-Budget-Form.xlsx

Member Jurisdiction Authorization Letter

If you are a nonprofit organization seeking Member Jurisdiction funding, you must upload written authorization from the Member Jurisdiction to apply for funding. This can be in the form of a letter or scanned copy of an email.

Additional Attachments

Upload any photos or maps of your project here. Only one file will be accepted. Please combine multiple files into one if possible.

Natural Resource Improvement Actions- Criteria Checklist

Please **only** select "yes" below the action that your project **directly** addresses

Direct Improvement of Natural Resource Conditions*

To improve landscape and natural resource conditions as a result of direct action that enhances water quality, protects and conserves soils, implements ecosystem restoration and preservation projects (*examples include supporting private property owners with land stewardship, water quality, aquatic and wildlife habitat resources, removal of invasive weeds, stewardship on public land*)

Does your project directly address this issue?

Yes

Education and Outreach*

To raise awareness, deepen knowledge, and change behaviors of residents, landowners, and other land managers and organizations to practice exemplary stewardship of natural resources (*examples include education about stormwater management; the value of farmland, local farms and food systems, shorelines, salmon habitat, forests and other ecosystems*)

Does your project directly address this issue?

Yes

Pilot and Demonstration Projects*

To test and/or improve concepts and/or approaches in natural resource management that can be replicated by others (*examples include low impact development or green infrastructure demonstration projects, development of new best management practices, distribution of local farm products, urban agriculture (e.g. farmers markets and backyard food production to promote or support social economic independence and healthy living); technological innovation for natural resource conservation*)

Does your project directly address this issue?

No

Capacity Building*

To enhance the ability of organizations, agencies, residential landowners and other land owners and managers to have knowledge, skills, tools, support systems and technical resources to implement exemplary best management practices and deliver natural resource management actions on the ground (*examples include urban agriculture development, assistance to and inclusion of private property owners, preservation, restoration, and/or expansion of urban and/or rural agricultural lands, rural and urban forest lands, riparian restoration and stewardship on private and public lands*)

Does your project directly address this issue?

Yes

Project Type*

Stormwater

KCD Acknowledgement and Signature

By signing below, the applicant agrees to acknowledge King Conservation District funding by placing the KCD-provided logo on signs, materials, and documents produced as part of the above proposal. In addition, the applicant will notify KCD of public events and activities funded by the KCD.

*

I have read the above paragraph about acknowledging KCD and I will use the provided logo.

Authorized Applicant Electronic Signature*

Please enter your full name to sign and agree to the above.

Katherine Phillips

Title

Senior Engineering Technician - Streetscapes

Date*

07/31/2020

File Attachment Summary

Applicant File Uploads

- AnimalReliefAreasKCD-Member-Jurisdiction-Grant-Program-Application-Budget-Form.xlsx



Member Jurisdiction Grant Program

Grant Application Project Budget Form

Promoting sustainable uses of natural resources through responsible stewardship

Project Name	Scoping Animal Relief Areas for Bellevue			
Applicant	City of Bellevue - Parks & Community Services			
Contact	Katherine Phillips			
Mailing Address	450 110th Ave NE			
E-mail	kphillips@bellevuewa.gov	Project Start Date:	9/1/2020	
Phone	425.452.4866	Project End Date:	12/31/2021	
Please provide detailed budget information below. Itemize categories such as supplies, contracted services with footnotes and detailed descriptions below				
Budget Item	KCD Funds	Other Funds	Other Funds	Total
		(identify source and status of matching funds here ex. Rose Foundation - Pending)	(identify source and status of matching funds here ex. DON Small and Simple - Secured)	
Salaries & Benefits		City of Bellevue staff time - TBD		\$0
Travel/ Meals/ Mileage (for - volunteers, staff)				\$0
				\$0
				\$0
				\$0
Office Supplies				\$0
				\$0
				\$0
Field Supplies				\$0
Contracted/ Professional Services	\$35,000			\$35,000
Permits				\$0
Other: (specify)				\$0
Other: (specify)				\$0
Other: (specify)				\$0
Other: (specify)				\$0
Other: (specify)				\$0
TOTAL	\$35,000	\$0	\$0	\$35,000

Total Project Cost	\$35,000
Total Match	\$0
Amount of KCD Funding Requested	\$35,000
Match Percentage	0%

Footnotes:



King Conservation District Member Jurisdiction Grant Program Grant Agreement Close Out

Grant Summary Information

Recipient: Forterra

Project Title: SPU's Cedar River Watershed Education Center Restoration

Project Description: Restore 3.5 acres on City owned property in Cedar River watershed. Grant would leverage SPU's efforts for knotweed removal by removing the other invasives on the site and replant the area. Utilize and educate volunteers.

Funding Source and Year: KCD-Seattle Member Jurisdiction Funds

Start Date: 1/1/2013

End Date: 12/31/2017

Date Awarded: 12/10/2012

Grant Budget Summary

Returned Funds:

Payment Summary

Award Amount:	\$45,945.00 (original award to FCRW) \$31,547.24 (amount remaining for Forterra to spend)	Amount Returned:	\$2,064.34	Amount Paid to Date:	\$42,790.28
Amount Spent:	\$29,482.90 spent by Forterra \$43,880.66 Total grant spent	Date Returned:	<i>Not spent</i>	Final Payment Date:	\$1,090.39 After KCD signs this form

Amendment Request Summary:

Yes N/A Notes:

Scope of Work Revision: ☐ ☒

Budget Revision: ☒ ☐

Revised grant to reflect Forterra taking over administration of the grant after the Friends of the Cedar River Watershed dissolved FCRW had been reimbursed 14,397.76, leaving \$31,547.24 of the award for Forterra to spend

Revised to reflect actual expenditures

Completion Date Extension: ☐ ☐

Extended to: 11/30/2018

Copies of Work Product (check box or describe below)☐ Designs/Plans☐ Brochures/Publications☐ Curricula☒ Photos☐ Video☒ Sign Mock-UpsOther: ***Planting zone map, before and after photos, plant list, photo of interpretive sign with KCD logo***

KCD Acknowledgement: There is an interpretive sign located at the project site which acknowledges KCD as the funder of the project. A photo of this sign is included in the attachments.

Due to turnover, and inheriting this grant from FCRW, Forterra does not have record of promotional materials developed for recruitment of volunteers, nor does Seattle Public Utilities. The staff who were involved at that point of the project have moved on from both organizations, and these types of materials were unfortunately lost in that transition. At both organizations, it is standard practice to acknowledge funders, but there is no record of that occurring.

Site Visit Description:Date: **8/3/20**N/A: ☐

KCD grant staff met SPU and Forterra staff at the site located behind the Cedar River Education Center in North Bend. They explained that the entire area was once completely covered in knotweed. Knotweed control was the first step before any plants could be installed. A variety of control techniques were tried but the most successful was treatment with herbicide.

They planned for a half year of contracted crew maintenance this year, but the crew was sent home due to COVID, which resulted in the loss of 7 weeks of work in the spring. While they are a little behind on maintenance, there are a few blackberry canes breaking through the hedgerow of well-established native plants that runs along the trail adjacent to Rattlesnake Lake. Once they can get crews back, maintenance will continue. The site was maintained in 2019 and there is commitment to ongoing maintenance in the future, hopefully this coming Fall.

They have seen a tremendous change in this site since work began in 2010. Thimbleberry, Spirea and Twinberry are just a couple of the native plants that are thriving. The grant was awarded for work beginning in 2013. The topography of the site is a flat plateau- area at the top of a slope behind the education center which then steeply slopes down toward the lake trail.

They utilized a combination of contractors and/or SPU staff depending on quantity of knotweed. There is a special ordinance that allows for the use imazapyr on knotweed in certain areas in the Cedar River Watershed because there aren't any other successful treatment methods. Blackberry was dug out by hand. Hawkweed was controlled by covering it with fabric.

The plateau section of the site has seen significantly slower plant establishment. They have replanted several times. They are considering a pollinator meadow in this area. They've been testing a pilot pollinator meadow project in partnership with Bonneville Power to plant pollinator seeds from Northwest Meadowscapes within the right-of-way. A meadow in this location would be great to maintain the stunning view of the lake. The proximity to the education center could allow for easy irrigation. They are not sure if things were watered but it is very likely because there are some shrubs that have become established even on this challenging section of the site.

KCD staff mentioned that this section might be struggling due to poor soils and provided information on KCD's soil testing services. The poor soils could be a result of historical land use of this slope for timber, large knotweed infestations can also inhibit growth of other plants or rocky construction spoils could have been dumped here from the development of the education center. It will be interesting to see what the results of a soil test show.

Planting Projects:

Maintenance/Monitoring

Needs to be tracked: ☐Ongoing by SPU: X

Completed: ☒ N/A: ☐

Reporting Summary: Yes No Notes:

Progress Reports: ☒ ☐

Expense Reports: ☒ ☐

Final Reports: ☒ ☐

Project Accomplishments and Successes

In 2013, the non-profit group Friends of the Cedar River Watershed (FCRW), in conjunction with Seattle Public Utilities (SPU), received a 5-year King Conservation District (KCD) grant to restore the formerly knotweed-infested area near the Education Center to native trees and shrubs. The grant funded several volunteer events and six weeks of Washington Conservation Crew (WCC) time spread over the five years, from 2013 through 2017. It also funded the purchase of approximately 2,800 native plants. In 2015, FCRW dissolved and Forterra assumed management of the grant.

From 2013 through 2017, SPU and FCRW staff, Forterra, volunteers, and WCC crews cleared the Education Center site of invasive Himalayan and evergreen blackberry (*Rubus armeniacus* and *Rubus laciniatus*), English ivy (*Hedera helix*), black locust (*Robinia pseudoacacia*), foxglove (*Digitalis purpurea*), mullein (*Verbascum thapsus*), Scotch broom (*Cytisus scoparius*), and birdsfoot trefoil (*Lotus corniculatus*) that had invaded the area formerly dominated by knotweed. SPU staff designed seven planting zones, each with different long-term goals and specific planting plans. A total of 204 native overstory trees (seven species), 3,397 small trees and shrubs (31 species), and 486 forbs (five species) were planted during these years. In addition, volunteers and contractors moved several hundred yards of mulch, surrounding each native planting with mulch to help suppress non-native weeds and provide more growing space for the plantings. SPU will continue planting native species, as needed, both from purchased stock and from transplanting appropriate species from nearby sites in the municipal watershed.

Photos, a table of species planted and a map are located in the file uploads of this report for reference.

Regional Benefits

The Education Center draws thousands of people from the region each year. The plantings surrounding the Education Center are a selection of native Pacific Northwest plant species that are suited for the management needs of the area surrounding the education center. Shrub communities were planted strategically in view areas of the hill as to not obstruct important viewpoints from interpretive signs placed near the education center. Trees were planted in strategic areas to help with shade on the nearby water, and wetland plants were selected for the near water areas. This demonstrates an array of plant species which can be used to fit management goals in a publically accessible and highly visited area. These plants will also provide important habitat for both terrestrial and aquatic species and act as a buffer to slow and intercept stormwater runoff, and improve water quality by filtering nutrients.

The conversion of invasive plant dominated communities to native plant communities will help ensure this area is more resilient in the face of a changing climate, as native plants may better adapt to the changing site conditions and will provide more habitat value to co-adapted animal communities.

With the draw of thousands of visitors a year, this highly visible project will help demonstrate the value of KCD's investment in restoration work to the public. There is an interpretive sign communicating the project to visitors located on site, and KCD is acknowledged as a funder. This will help ensure political viability for the continued investment in such work by KCD with a visible successful project in a highly trafficked area.

Obstacles and Challenges

Volunteer planting events were challenging due to often inclement weather conditions during the planting season in fall and winter at the Ed Center. Since many volunteers were from Seattle, the distance plus weather conditions made it difficult to draw volunteers to the site for planting events. It was also difficult to coordinate a cohesive project between the Friends of Cedar River Watershed and Forterra with staff

turnover and the dissolving of an organization. Administratively this project was difficult to account for between the transfer of ownership and turnover of key staff positions for monitoring and reporting.

Lessons Learned and Recommendations for Future Projects

While this project had difficulties in the FCRW dissolving, it is still a great example of a partnership-led effort to restore a strategic area of riparian habitat in a highly visited area. This project demonstrates a terrific collaboration between nonprofits and the city departments. Projects involving multiple partners help ensure a more successful outcome, while the FCRW dissolved, Forterra was able to foster the project along with help from the city.

Forterra recommends similar projects in the future tying Forterra's work in the lower Cedar River and the city's watershed. Projects such as this in a high visibility area help highlight the investment by KCD in this type of work. These projects help inform the public about ecological health and allows opportunities to foster a stewardship ethic of the land.

I certify that the project has been completed, all expenditures have been paid, and the final report has been received by the District.

_____,
District Representative

Date: _____

I certify that the project has been completed, all expenditures have been reported, and the final report has been completed and submitted to the District.

_____,
Grant Recipient

Name:

Title:

Date: _____







Regional Food System Grant Program Agreement Amendment Request

Instructions: To request an amendment to your Grant Award, complete this form and submit it to the King Conservation District. You will receive a written response back from the District either approving or denying the request. Attach any supporting documents you think will aid the review of your request.

Grantee: King County Department of Natural Resources and Parks
Project Title: Support to Regional Food System Metrics Project
Agreement Year: 2017

Request to Amend Grant Award in the following manner (check all applicable categories and provide details in space provided below or attachments where indicated):

Change the Project Completion Date from December 2019 **to** August 30, 2020

- ☐ Extend project up to 90 days past original completion date
- ☒ Extend project in excess of 90 days past original completion date
- ☐ Extend project due to permit and/or construction delays
- ☐ Other (e.g., matching funds delayed)

Change the Project Scope of Work (attach completed Scope of Work Revision Detail form)

- ☐ Increase scope of work at same funding level
- ☐ Decrease scope of work at same funding level
- ☐ Other (describe and provide explanation below)

Change the Project Budget (attach completed Budget Revision Detail Form)

- ☐ Reallocate funds among awarded budget item(s) within 10% of total grant award
- ☐ Reallocate funds to new budget item(s) within 10% of total award
- ☐ Revise budget in excess of 10% of total grant award
- ☐ Other (describe)

Other Category of Revision

- ☐ Change applicant/principle partners without change in scope of work and funding level
- ☐ Other (describe and provide explanation below)

Describe the proposed amendment, identify how the new proposal differs from the awarded grant, and provide the reason/justification for the request (attach additional pages if more space is needed).

The project has been completed. The proposed amendment will allow the grant recipient to complete the final project report and other necessary paperwork.



Authorized Signature, Grantee

July 8, 2020

Date

Secondary Authorized Signature (as needed)

Date

- ☐ Request approved
- ☐ Request denied (see attached for explanation)
- ☐ Additional information requested (see attached for requested information)

Authorized Signature, King Conservation District

Date



Regional Food System Grant Program Agreement Amendment Request

Instructions: To request an amendment to your Grant Award, complete this form and submit it to the King Conservation District. You will receive a written response back from the District either approving or denying the request. Attach any supporting documents you think will aid the review of your request.

Grantee: King County
Project Title: King County Irrigation Water Needs Assessment
Agreement Year: 2019

Request to Amend Grant Award in the following manner (check all applicable categories and provide details in space provided below or attachments where indicated):

Change the Project Completion Date from December 31, 2020 to December 31, 2021

- ☐ Extend project up to 90 days past original completion date
- ☒ Extend project in excess of 90 days past original completion date
- ☐ Extend project due to permit and/or construction delays
- ☐ Other (e.g., matching funds delayed)

Change the Project Scope of Work (attach completed Scope of Work Revision Detail form)

- ☐ Increase scope of work at same funding level
- ☐ Decrease scope of work at same funding level
- ☐ Other (describe and provide explanation below)

Change the Project Budget (attach completed Budget Revision Detail Form)

- ☐ Reallocate funds among awarded budget item(s) within 10% of total grant award
- ☐ Reallocate funds to new budget item(s) within 10% of total award
- ☐ Revise budget in excess of 10% of total grant award
- ☐ Other (describe)

Other Category of Revision

- ☐ Change applicant/principle partners without change in scope of work and funding level
- ☐ Other (describe and provide explanation below)

Describe the proposed amendment, identify how the new proposal differs from the awarded grant, and provide the reason/justification for the request (attach additional pages if more space is needed).

We are requesting an extension of 1 year on this project, with a new completion date of December 31, 2021. Project contracting and launch was delayed when staff shifted work to focus on Covid-response for the Agricultural community in King County. The project scope will not change. We anticipate having much of the assessment and analysis work (Tasks 1-3) completed early in 2021. Because Task 4 will involve farmers and farmland owners, we will want to avoid the busiest parts of their growing season (~April-October) for meetings and outreach. Ideally this work can happen in spring of 2021, but a full year extension will allow us the flexibility to hold some of these meetings in fall of 2021, if needed.

Authorized Signature, Grantee

Date

Secondary Authorized Signature (as needed)

Date

- ☐ Request approved
- ☐ Request denied (see attached for explanation)
- ☐ Additional information requested (see attached for requested information)

Authorized Signature, King Conservation District

Date



Regional Food System Grant Program Agreement Amendment Request

Instructions: To request an amendment to your Grant Award, complete this form and submit it to the King Conservation District. You will receive a written response back from the District either approving or denying the request. Attach any supporting documents you think will aid the review of your request.

Grantee: Sea\$le Good Business Network

Project Title: Building Local Food Economy Connections

Agreement Year: 2020-2021

Request to Amend Grant Award in the following manner (check all applicable categories and provide details in space provided below or attachments where indicated):

Change the Project Completion Date from _____ to _____

- ☐ Extend project up to 90 days past original completion date
- ☐ Extend project in excess of 90 days past original completion date
- ☐ Extend project due to permit and/or construction delays
- ☐ Other (e.g., matching funds delayed)

Change the Project Scope of Work (attach completed Scope of Work Revision Detail form)

- ☐ Increase scope of work at same funding level
- ☐ Decrease scope of work at same funding level
- ☒ Other (describe and provide explanation below)

Change the Project Budget (attach completed Budget Revision Detail Form)

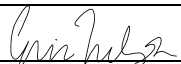
- ☐ Reallocate funds among awarded budget item(s) within 10% of total grant award
- ☐ Reallocate funds to new budget item(s) within 10% of total award
- ☒ Revise budget in excess of 10% of total grant award
- ☐ Other (describe)

Other Category of Revision

- ☐ Change applicant/principle partners without change in scope of work and funding level
- ☐ Other (describe and provide explanation below)

Describe the proposed amendment, identify how the new proposal differs from the awarded grant, and provide the reason/justification for the request (attach additional pages if more space is needed).

The original proposal sought to create consumer demand, market opportunities and business relationships through: 1) series of in-person events, including a large conference, and 2) a virtual communications hub to serve as business-to-business resource to also facilitate new market opportunities, match resources, and share events, knowledge, and best practices between farmers, fishers, food manufacturers, restaurants, food service institutions, retailers, farmers markets, processors, distributors, food hubs, and food access, food recovery, and business support organizations who operate in or serve people or businesses in King County. The amended proposal has pivoted all in-person resources to develop, facilitate, and grow the online hub, now launched as Good Food Forum as well as to support supply chain coordination and new market outlets in light of the changing economic conditions. This online and one-on-one work is more intensive, requiring considerable additional personnel hours to ensure successful programming and outcomes for the community.


Authorized Signature, Grantee

7/20/20

Date

Secondary Authorized Signature (as needed)

Date

- ☐ Request approved
- ☐ Request denied (see attached for explanation)
- ☐ Additional information requested (see attached for requested information)

Authorized Signature, King Conservation District

Date



Regional Food System Grant Program Scope of Work Revision Detail

Revised Project Description: If applicable, use the sections below to compare the approved project description to the revised project description.

Approved Project Description:

Creating opportunities and infrastructure for regional food-system market development by facilitating new business relationships via the annual Fisher Farmer Chef Connection conference, four product-specific events, and a facilitated online communications platform that connects food system stakeholders to enable ongoing relationship building and business development.

Revised Project Description:

Creating opportunities and infrastructure for regional food-system market development that prioritizes underrepresented communities by building a regional food-system network through a facilitated online communications platform that connects food system stakeholders to enable ongoing relationship building and business development.

The network building will lay a foundation from which future projects can be created that promote and make available locally produced food to consumers, including but not limited to: a marketing initiative centered on telling the stories of local producers and businesses; a map of restaurants providing fresh and prepared foods from local producers through pantries, food boxes, and community kitchens; a comprehensive restaurant guide for those that source majority locally and sustainably grown food; a wholesale directory of local food producers and distributors for food service institutions and food access organizations; and B2B learning webinars on COVID adaptations and beyond.

Revised Activities and Measurable Results: If applicable, use the table below to compare approved activities and measurable results to the revised and/or new activities and measurable results. Identify which (if any) of the approved activities

are to be canceled, continued, or changed, and provide an explanation for the changes. Use the right column to list all new proposed activities.

Approved Activities and Measurable Results	Revised Activities and Measurable Results
<p>Farmer-Fisher-Chef Connection — CANCELLED</p> <p>Due to stay-at-home policies enacted in response to the COVID-19 pandemic that prohibit large gatherings of people, the in-person event conference is postponed indefinitely. The original intention of the conference was to strengthen and build relationships within the regional food system from the well established FORKS business community by convening hundreds of stakeholders together in one place to connect across shared market opportunities and industry topics. Follow up surveys would have measured business connections made as well as the extent of valuable peer learning through topical panels.</p>	<p>Marketing — NEW</p> <p>As a part of the outreach and building of the online communications platform, we will identify and highlight local food businesses through our marketing channels, utilizing the robust consumer reach from Seattle Restaurant Week and Dine Around Seattle media networks.</p> <p>While F2C2 has been cancelled, we are now in preliminary conversation with Sustainable Connections to partner on their Food and Farming Conference.</p>
<p>Four product specific events — CANCELLED</p> <p>Due to the same pandemic prohibitions, these four smaller events were canceled as well. While there is some possibility for future online learning sessions, the pandemic has also re-prioritized issues important across all sectors, and a re-evaluation will need to be had about the needs of the community to identify what topics and for which food sectors would be of most value.</p>	<p>(Continued on next page)</p>

Facilitated online communications platform
— CONTINUED

With the cancellation of in-person events, the focus of this project has been revised to focus entirely on the online communications platform as the means to connect all food system stakeholders. In addition, organizational transition of FORKS has prevented them from participating in the project and bringing with them their established community network. Thus, this new network must first be built from the ground up on a mostly individual basis, through research and one-on-one relationship and organizational trust building. In addition, the role of the platform facilitator has evolved to include elements of value chain coordination in order to provide value to platform participants and provide successful facilitation of market and resource matching, some of which would otherwise have been accomplished via the in-person events. With these additional needs, we are revising the original project grant to be fully directed toward the online communications platform. In laying the foundation of this newly built food system network, we will be able to pursue additional projects down the line (in possible collaboration with other organizations) that further the work of consumer awareness of and access to locally produced food, including a possible map of restaurants that source a majority of ingredients from local producers, a public-facing regional food system map, and a wholesale directory of locally produced food for food service institutions, retailers, direct-to-consumer businesses, and food access organizations.

Seattle Good Business Network will track measurable results through a report on business connections via the platform and platform facilitation. To that end, we've included in the revised budget a line item for

Restaurant Map of Pantries, Food Boxes, and Community Kitchens —
NEW

In order to raise awareness of and connect consumers to additional sources of locally produced fresh foods through restaurants who have pivoted their operations, we will create a map that shows restaurants offering pantries, fresh and prepared food boxes, and community kitchens. Identifying these restaurants and this emergent trend is a result of online platform network research and will assist with future value chain coordination and possible peer-to-peer learning sessions. In turn, creation and sharing of this map will assist in marketing, outreach, and platform community building. We will measure results of consumer reach through map access impressions and restaurant outreach by the number of participants that sign on to the online communication platform.



Regional Food System Grant Program Budget Revision Detail Form

Revised Project Budget: Use the tables below to compare the awarded project budget to the proposed revised project budget.

Grantee: Seattle Good Business Network

Project Name: Building Local Food Econ

Awarded Project Budget (same as grant application bud.

\$100,000

	KCD Funds	Other Funds (specify)	Other Funds (specify)	Total (by line item)
Salaries and Benefits	\$27,500			27,500.00
Travel/Meals/Mileage				
Office/Field Supplies	\$29,625.00	\$3400 (in-kind venues)		33,025.00
Contracted/Professional Services	36,000.00	\$13,000 (in-kind/volunteer)		49,000.00
Permits				
Other (specify)				
Indirect Costs	\$6,875			\$6,875
TOTAL (by source)	#####	0.00	0.00	116,400.00

Proposed Revised Budget (same as information in most recent Expense Report-YTD actual expenditures)

	KCD Funds	Other Funds (specify)	Other Funds (specify)	Total (by line item)
Salaries and Benefits	27,500.00			\$27,500
Travel/Meals/Mileage				
Office/Field Supplies	\$3,980.00			\$3,980.00
Contracted/ Professional Services	\$61,645	\$21,647 (in kind/volunteer)		\$83,292.00
Permits				
Other (specify)				
Indirect Costs	\$6,875			\$6,875
TOTAL (by source)	100,000.00	0.00	0.00	121,647.00



Regional Food System Grant Program
Agreement Amendment Request

Instructions: To request an amendment to your Grant Award, complete this form and submit it to the King Conservation District. You will receive a written response back from the District either approving or denying the request. Attach any supporting documents you think will aid the review of your request.

Grantee: SnoValley Tilth
Project Title: Growing Farm Businesses
Agreement Year: 2017

Request to Amend Grant Award in the following manner (check all applicable categories and provide details in space provided below or attachments where indicated):

Change the Project Completion Date from to

- ☐ Extend project up to 90 days past original completion date
- ☐ Extend project in excess of 90 days past original completion date
- ☐ Extend project due to permit and/or construction delays
- ☐ Other (e.g., matching funds delayed)

Change the Project Scope of Work (attach completed Scope of Work Revision Detail form)

- ☐ Increase scope of work at same funding level
- ☐ Decrease scope of work at same funding level
- x Other (describe and provide explanation below)

Change the Project Budget (attach completed Budget Revision Detail Form)

- ☐ Reallocate funds among awarded budget item(s) within 10% of total grant award
- ☐ Reallocate funds to new budget item(s) within 10% of total award
- ☐ Revise budget in excess of 10% of total grant award
- ☐ Other (describe)

Other Category of Revision

- ☐ Change applicant/principle partners without change in scope of work and funding level
- ☐ Other (describe and provide explanation below)

Describe the proposed amendment, identify how the new proposal differs from the awarded grant, and provide the reason/justification for the request (attach additional pages if more space is needed).

Authorized Signature, Grantee

Date 03-31-2020

Secondary Authorized Signature (as needed)

Date

- ☐ Request approved
- ☐ Request denied (see attached for explanation)
- ☐ Additional information requested (see attached for requested information)

Authorized Signature, King Conservation District

Date

Current extension scope of work.

SVT will continue the following activities through 2020 as a cash match.

Activity: SVT Program Manager will plan and host 12 monthly potluck networking and information-sharing events for King County farmers annually,

Activity: SVT Program Manager will manage a list serve, a series of online forums, and other resources that allow area farmers to network and share knowledge.

Increase

Activity: SVT will host 1 Livestock producer focused social gathering in January or February of 2020.

Activity: SVT will host 5 peer-led technical intensives directed towards vegetable produces and at least 1 for livestock producers.

Amended scope of work.

SVT will continue the following activities through 2020 as a cash match.

Activity: SVT Program Manager will plan and host 12 monthly **in person and virtual** potluck networking and information-sharing events for King County farmers annually,

Activity: SVT Program Manager will manage a listserv, a series of online forums, and other resources that allow area farmers to network and share knowledge.

Increase

Activity: SVT will host 1 Livestock producer focused social gathering in January or February of 2020.

Activity: SVT will host 1 peer-led technical intensives directed towards vegetable producers and at least 1 for livestock producers.

Activity: SVT will host 2 webinars designed to support farm resiliency in the face of covid-19 pandemic.

platform reporting that will provide more detailed platform activity.	
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Revised District Acknowledgement: If applicable, describe how KCD funding will be acknowledged in association with the proposed revised activities over the duration of the project:

KCD will be listed as the funding organization in all online communication platform materials, including program description on Seattle Good Business Network website, launch announcements and social media posts, platform registration information, and platform Welcome & Community Guidelines post.



Regional Food System Grant Program
Budget Revision Detail Form

Revised Project Budget: Use the tables below to compare the awarded project budget to the proposed revised project budget.

Grantee: SnoValley Tilth

Awarded Project Budget (same as grant application budget)

Project Name:

Growing farm businesses

	KCD Funds	Cash match	Other Funds (specify)	Total (by line item)
Salaries and Benefits	26901	8,280.00		35,181.00
Travel/Meals/Mileage	0	0		0
Office/Field Supplies	3,080.00	0.00		3,080.00
Contracted/Professional Services	20,400.00	0		20,400.00
Permits	0	0		0
Other (specify) room rental	4200	0		4200
Indirect Costs	0	8795		8795
TOTAL (by source)	54,581.00	17,075.00	0.00	71,656.00

Proposed Revised Budget (same as information in most recent Expense Report-YTD actual expenditures)

	KCD Funds	Other Funds (specify) cash match	Other Funds (specify)	Total (by line item)
Salaries and Benefits	46756	8,280.00		55036
Travel/Meals/Mileage	0	0		0
Office/Field Supplies	1400	0		1400
Contracted/ Professional Services	5725	0		5725
Permits	0	0		0
Other (specify) room	700	0		700
Indirect Costs		8795		8795
TOTAL (by source)	54,581.00	17,075.00	0.00	71,656.00



Regional Food System Grant Program Agreement Amendment Request

Instructions: To request an amendment to your Grant Award, complete this form and submit it to the King Conservation District. You will receive a written response back from the District either approving or denying the request. Attach any supporting documents you think will aid the review of your request.

Grantee: ___Viva Farms___
Project Title: ___ Training and Incubating a new and diverse generation of farmers in King County ___
Agreement Year: ___2019___

Request to Amend Grant Award in the following manner (check all applicable categories and provide details in space provided below or attachments where indicated):

- Change the Project Completion Date from _____ to _____
- ☐ Extend project up to 90 days past original completion date
 - ☐ Extend project in excess of 90 days past original completion date
 - ☐ Extend project due to permit and/or construction delays
 - ☐ Other (e.g., matching funds delayed)

- Change the Project Scope of Work (attach completed Scope of Work Revision Detail form)
- ☐ Increase scope of work at same funding level
 - ☐ Decrease scope of work at same funding level
 - ☐ Other (describe and provide explanation below)

- Change the Project Budget (attach completed Budget Revision Detail Form)
- ☐ Reallocate funds among awarded budget item(s) within 10% of total grant award
 - ☐ Reallocate funds to new budget item(s) within 10% of total award
 - ☒ Revise budget in excess of 10% of total grant award
 - ☐ Other (describe)

- Other Category of Revision
- ☐ Change applicant/principle partners without change in scope of work and funding level
 - ☐ Other (describe and provide explanation below)

Describe the proposed amendment, identify how the new proposal differs from the awarded grant, and provide the reason/justification for the request (attach additional pages if more space is needed).

We have underspent and expect to continue to underspend on a couple of specific supply items approved through the grant. One of our budgeted project supply items was a solar-powered germination chamber for \$6,500. We partnered with UW Bothell Mechanical Engineering students to design and construct this item resulting in a highly cost-efficient solar-powered germination chamber. Cost-efficiency was a requirement/challenge of the correlating assignment and the students, quite impressively, designed and built a unit that only cost \$1,452 in materials, with the student labor being volunteered for a total savings us \$5,048.

Another big-ticket budgeted item is the design, purchase and build out of a Solar-powered cool storage prototype system for \$28,500. This is a large expense and we want to be sure to build out the appropriate size/ function unit for our needs. For the 2019 season, our 7 farmers moved their product from the point of harvest to point of sale so quickly throughout the season that there was never a time when our current refrigeration was filled to capacity, eliminating quality and food safety concerns. We have two additional new farms this year and all acres of the farm are leased. Given production levels and practices of our current farms and anticipated need of the new farms, we anticipate being able to accommodate all farmers with our current cold storage resulting in a sizable savings of \$28,500 on this line item.

As a result of the lowered supplies and equipment costs, we are also underspent on the sales tax line item by \$4,812 to date. We anticipate spending only \$1,200 of the \$5,800 sales tax budget and not having further shipping and delivery costs leaving a total category savings of \$3,976.72.

With all of the savings listed above and factoring in minimal overspending in a few categories and supplies spending moving forward, we anticipate a savings of \$39,964.34, which we are requesting to redirect to salaries and benefits. While we have saved on supplies and equipment related to the budget, we have spent a significant amount of additional personnel time on project delivery.


Specifically, the additional salary funds would be used for the King County Farm and Education Manager (Andrew Ely) and SAgE Program Assistant (Micah Anderson). Currently, the budget covers a total of 11 hrs/week (including 5 hrs/week of match) for Andrew and 3 hrs/week for Micah. They have each spent a significant amount more time than that on the grant activities to date, and we anticipate that to continue. The additional time is being spent on task 8: provide incubator essentials training, land,

infrastructure and equipment, capital and markets. Projects such as cleaning and clearing ditches to ensure proper drainage and extensive field preparation to create and improve incubator plots (clearing canary reed grass, cover cropping, etc.) have taken additional time. While we saved on materials for the seed germination chamber, we spent a significant amount of time guiding the students to build the unit, repairing and maintaining our existing refrigeration, building and painting the grow tables, and constructing the greenhouse. We have also invested a significant amount of time providing farm and crop specific 1:1 training and technical assistance and negotiating the terms of leases with incubators. The additional personnel investment has average 16 hrs/ week for both Andrew and Micah and we anticipate that will remain moving forward. See below for personnel allocation details.

Original Budget (Grant Portion)					
Personnel	Hourly Rate	Weekly Hours	Wage	Benefits	Wage + Benefits
Viva Farms King County Farm & Education Manager, Andrew Ely	\$21.20	5	\$14,320.63	\$2,864.37	\$17,185.00
SAGe Program Assistant, Micah Anderson	\$17.55	3	\$5,328.00	\$888.00	\$6,216.00
TOTAL		8	\$19,648.63	\$3,752.37	\$23,401.00

Additional Budget Allocation (Grant Portion)					
Personnel	Hourly Rate	Weekly Hours	Wage	Benefits	Wage + Benefits
Viva Farms King County Farm & Education Manager, Andrew Ely	\$21.20	5	\$11,024.00	\$1,653.60	\$12,677.60
SAGe Program Assistant, Micah Anderson	\$17.55	13	\$23,727.60	\$3,559.14	\$27,286.74
TOTAL		18	\$34,751.60	\$5,212.74	\$39,964.34

Revised Budget (Grant Portion)					
Personnel	Hourly Rate	Weekly Hours	Wage	Benefits	Wage + Benefits
Viva Farms King County Farm & Education Manager, Andrew Ely	\$21.20	10	\$25,344.63	\$4,517.97	\$29,862.60
SAGe Program Assistant, Micah Anderson	\$17.55	16	\$29,055.60	\$4,447.14	\$33,502.74
TOTAL		26	\$54,400.23	\$8,965.11	\$63,365.34



4/2/2020

Authorized Signature, GranteeDate

Secondary Authorized Signature (as needed)Date

- ☐ Request approved
- ☐ Request denied (see *attached for explanation*)
- ☐ Additional information requested (see *attached for requested information*)

Authorized Signature, King Conservation DistrictDate



Regional Food System Grant Program
Budget Revision Detail Form

Revised Project Budget: Use the tables below to compare the awarded project budget to the proposed revised project budget.

Grantee: Viva Farms

Awarded Project Budget (same as grant application budget)

	KCD Funds	Other Funds (cash match)	Total (by line item)
Salaries and Benefits	\$29,309.00	\$50,427.00	\$79,736.00
Travel/Meals/Mileage			
Office/Field Supplies	\$49,224.00	\$0.00	\$49,224.00
Contracted/Professional Services			
Permits			
Other- Project Equipment	\$7,451.00	\$0.00	\$7,451.00
Other- Tax & Shipping	\$6,689.00	\$0.00	\$6,689.00
Indirect Costs- Overhead	\$7,327.00	\$0.00	\$7,327.00
TOTAL (by source)	\$100,000.00	\$50,427.00	\$150,427.00

YTD Expenditures (same as information in most recent Expense Report-YTD actual expenditures)

	KCD Funds	Other Funds (match)	Total (by line item)
Salaries and Benefits	\$18,318.37	\$25,213.32	\$43,531.69
Travel/Meals/Mileage			
Office/Field Supplies	\$10,458.83	\$0.00	\$10,458.83
Contracted/ Professional Services			
Permits			
Other- Project Equipment	\$6,197.33	\$0.00	\$6,197.33
Other- Tax & Shipping	\$2,158.28	\$0.00	\$2,158.28
Indirect Costs- Overhead	\$4,579.51	\$0.00	\$4,579.51
TOTAL (by source)	\$41,712.32	\$25,213.32	\$66,925.64

Proposed Revised Budget

	KCD Funds	Other Funds- Cash Match
Salaries and Benefits	\$69,273.34	\$50,427.00
Travel/Meals/Mileage		
Office/Field Supplies	\$13,236.38	\$0.00
Contracted/ Professional Services		
Permits		
Other- Project Equipment	\$7,451.00	\$0.00
Other- Tax & Shipping	\$2,712.28	\$0.00
Indirect Costs- Overhead	\$7,327.00	\$0.00
TOTAL (by source)	\$100,000.00	\$50,427.00

Regional Food System Grant Program Agreement Amendment Request

Instructions: To request an amendment to your Grant Award, complete this form and submit it to the King Conservation District. You will receive a written response back from the District either approving or denying the request. Attach any supporting documents you think will aid the review of your request.

Grantee: World Relief Seattle

Project Title: Teaching and Commercial Kitchen

Agreement Year: 2020-2021

Request to Amend Grant Award in the following manner (check all applicable categories and provide details in space provided below or attachments where indicated):

Change the Project Completion Date from September 2020 to December 2021

- ☐ Extend project up to 90 days past original completion date
- ☒ Extend project in excess of 90 days past original completion date
- ☐ Extend project due to permit and/or construction delays
- ☐ Other (e.g., matching funds delayed)

Change the Project Scope of Work (attach completed Scope of Work Revision Detail form)

- ☐ Increase scope of work at same funding level
- ☐ Decrease scope of work at same funding level
- ☐ Other (describe and provide explanation below)

Change the Project Budget (attach completed Budget Revision Detail Form)

- ☐ Reallocate funds among awarded budget item(s) within 10% of total grant award
- ☐ Reallocate funds to new budget item(s) within 10% of total award
- ☐ Revise budget in excess of 10% of total grant award
- ☐ Other (describe)

Other Category of Revision

- ☐ Change applicant/principle partners without change in scope of work and funding level
- ☐ Other (describe and provide explanation below)

Describe the proposed amendment, identify how the new proposal differs from the awarded grant, and provide the reason/justification for the request (attach additional pages if more space is needed).

Due to the constraints posed by COVID-19, we are requesting the project be moved to next year - 2021. This will allow us the time to re-group with our partners and set new construction deadlines.



Authorized Signature, Grantee

04/19/2020

Date

Secondary Authorized Signature (as needed)

Date

- ☐ Request approved
- ☐ Request denied (see attached for explanation)
- ☐ Additional information requested (see attached for requested information)

Authorized Signature, King Conservation District

Date



Regional Food System Grant Program Agreement Amendment Request

Instructions: To request an amendment to your Grant Award, complete this form and submit it to the King Conservation District. You will receive a written response back from the District either approving or denying the request. Attach any supporting documents you think will aid the review of your request.

Grantee: Washington State University
Project Title: WSU On-Demand
Agreement Year: 2017

Request to Amend Grant Award in the following manner (check all applicable categories and provide details in space provided below or attachments where indicated):

Change the Project Completion Date from 12/31/20 to 12/31/21

- ☐ Extend project up to 90 days past original completion date
- ☒ Extend project in excess of 90 days past original completion date
- ☐ Extend project due to permit and/or construction delays
- ☐ Other (e.g., matching funds delayed)

Change the Project Scope of Work (attach completed Scope of Work Revision Detail form)

- ☐ Increase scope of work at same funding level
- ☐ Decrease scope of work at same funding level
- ☐ Other (describe and provide explanation below)

Change the Project Budget (attach completed Budget Revision Detail Form)

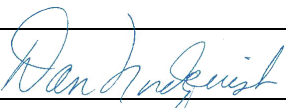
- ☐ Reallocate funds among awarded budget item(s) within 10% of total grant award
- ☐ Reallocate funds to new budget item(s) within 10% of total award
- ☐ Revise budget in excess of 10% of total grant award
- ☐ Other (describe)

Other Category of Revision

- ☐ Change applicant/principle partners without change in scope of work and funding level
- ☐ Other (describe and provide explanation below)

Describe the proposed amendment, identify how the new proposal differs from the awarded grant, and provide the reason/justification for the request (attach additional pages if more space is needed).

We would like to extend the grant for 12 additional months. This project has moved slower than anticipated. The COVID=19 Pandemic has slowed worked even further. Extending the grant term will allow us to complete the deliverables and produce a quality product. We will make every effort to complete the project sooner than the 12 month extension. The WSU Food Systems Team has been reorganized and we are able to move forward with more relevant recordings that will dovetail into the new Cultivating Success curriculum. This extension will also allow us to meet new and emerging needs of producers in King County. No new funding is needed.

 6/26/2020
Authorized Signature, Grantee Date

Secondary Authorized Signature (as needed) Date

- ☐ Request approved
- ☐ Request denied (see attached for explanation)
- ☐ Additional information requested (see attached for requested information)

Authorized Signature, King Conservation District Date



Regional Food System Grant Program Agreement Amendment Request

Instructions: To request an amendment to your Grant Award, complete this form and submit it to the King Conservation District. You will receive a written response back from the District either approving or denying the request. Attach any supporting documents you think will aid the review of your request.

Grantee: _____ International Rescue Committee _____

Project Title: Expanding Land Access Through Community Gardening

Agreement Year: FY 2019

Request to Amend Grant Award in the following manner (*check all applicable categories and provide details in space provided below or attachments where indicated*):

Change the Project Completion Date from _____ to _____

- ☐ Extend project up to 90 days past original completion date
- ☐ Extend project in excess of 90 days past original completion date
- ☐ Extend project due to permit and/or construction delays
- ☐ Other (e.g., matching funds delayed)

Change the Project Scope of Work (*attach completed Scope of Work Revision Detail form*)

- ☐ Increase scope of work at same funding level
- ☐ Decrease scope of work at same funding level
- ☐ Other (*describe and provide explanation below*)

Change the Project Budget (*attach completed Budget Revision Detail Form*)

- ☐ Reallocate funds among awarded budget item(s) within 10% of total grant award
- ☐ Reallocate funds to new budget item(s) within 10% of total award
- ☒ Revise budget in excess of 10% of total grant award
- ☐ Other (*describe*)

Other Category of Revision

- ☐ Change applicant/principle partners without change in scope of work and funding level
- ☐ Other (*describe and provide explanation below*)

Describe the proposed amendment, identify how the new proposal differs from the awarded grant, and provide the reason/justification for the request (attach additional pages if more space is needed).

Due to the extension of the grant from December 31, 2019 to June 2020, the IRC will need to reallocate funding towards salary and rent line items in order to allow IRC to cover staff and overhead costs with the same amount of funding for a longer project period. The first extension was due to major delays in building the site, especially the irrigation system. The second extension was due to COVID-19. Major line item increases are the following: The Coordinator salary line item will need to increase from \$10,474.42 to \$19,657.52. Office rent and utilities will need to increase from \$3600 to \$7028.39. In addition, the irrigation project will cost more than anticipated, with an increase in spending on supplies from \$1692.56 to \$2813.49, and the fencing project will increase from \$1621.18 to \$1777.98. Costs for both office phone and copier rental will increase from \$360 to \$774.08 and \$300 to \$825.88 respectively.

The Specialist position, which was budgeted at \$29,094 will decrease to \$22,266.61 in order to allow for increased time spent by the Coordinator on the project in the extended period.

Other personnel, overhead, and supply line items will decrease slightly as can be seen in the budget revision form in order to allow the budget to be reallocated to staff, rent and utilities. Of note is the significant decrease in the leadership stipends from \$1800 to \$380. IRC will use other funds to cover this expense, which is used to provide stipends to members of the Garden Leadership Committee and an integral part of IRC's strategy to build community ownership and project sustainability.

Deepa Iyer

Authorized Signature, Grantee

8/17/20

Date

Secondary Authorized Signature (as needed)

Date

- ☐ Request approved
- ☐ Request denied (*see attached for explanation*)
- ☐ Additional information requested (*see attached for requested information*)

Authorized Signature, King Conservation District

Date



Regional Food System Grant Program Budget Revision Detail Form

Revised Project Budget: Use the tables below to compare the awarded project budget to the proposed revised project budget.

Grantee: International Rescue Committee

Awarded Project Budget (same as grant application budget)

Project Name: Expanding Land
Access Through
Urban Gardening

	KCD Funds	Other Funds (specify)	Other Funds (specify)	Total (by line item)
Salaries and Benefits				
Community Engagement Specialist	\$29,094.00			\$29,094.00
New Roots Program Coordinator	\$10,474.42	Match:	\$10,474.42	\$20,948.84
New Roots Education Specialist	\$0.00	Match:	\$19,398.60	\$19,398.60
Executive Director	\$5,522.40			\$5,522.40
Finance Manager	\$4,967.62			\$4,967.62
HR and Finance Coordinator	\$3,822.97			\$3,822.97
Senior Program Manager	\$4,979.32			\$4,979.32
Project Supplies				
Consumable Office Supplies	\$600.00			\$600.00
Tractor Rental	\$400.00			\$400.00
Plumbing/Irrigation Supplies	\$1,692.56			\$1,692.56
Hand Tools	\$500.00			\$500.00
Locked Tool Shed	\$700.00			\$700.00
Seeds	\$300.00			\$300.00
Wheelbarrows	\$287.96			\$287.96
Fence	\$1,621.18			\$1,621.18
Hose Nozzles	\$50.00			\$50.00
Hoses	\$174.90			\$174.90
Leadership Stipends	\$1,800.00			\$1,800.00
Compost	\$654.46			\$654.46
Auger Rental	\$95.17			\$95.17
Travel/Meals/Mileage	545			\$545.00
Contracted/Professional Services				
Garden Use/Admin Fee for Church	2,738.14			\$2,738.14
Excavation	1,969.41			\$1,969.41
Blackberry Removal	2,386.84			\$2,386.84

Proposed Revised Budget (same as information in most recent Expense Report-YTD actual expenditures)

	KCD Funds	Other Funds (specify)	Other Funds (specify)	Total (by line item)
Salaries and Benefits				
Community Engagement Specialist	\$22,266.61			
New Roots Program Coordinator	\$19,657.52			
New Roots Education Specialist	\$0.00			
Executive Director	\$4,642.37			
Finance Manager	\$4,181.80			
HR and Finance Coordinator	\$3,296.73			
Senior Program Manager	\$2,271.89			
Project Supplies				
Consumable Office Supplies	\$284.19			
Tractor Rental	\$293.75			
Plumbing/Irrigation Supplies	\$2,813.49			
Hand Tools	\$572.47			
Locked Tool Shed	\$640.46			
Seeds	\$55.22			
Wheelbarrows	\$82.48			
Fence	\$1,777.98			
Hoses	\$52.22			
Leadership Stipends	\$380.00			
Compost	\$654.46			
Auger Rental	\$95.17			
Travel/Meals/Mileage	352.58			
Contracted/Professional Services				
Garden Use/Admin Fee for Church	2,738.14			
Excavation	1,969.41			
Blackberry Removal	2,386.84			

Permits				
Water Permit- City of Kent	783.46			\$783.46
Other (specify)				
				\$0.00
Indirect Costs				
Office Rent and Utilities	\$3,600.00			\$3,600.00
Background Checks	\$108.00			\$108.00
Meetings and conferences	\$180.00			\$180.00
General Insurance	\$420.00			\$420.00
Office phone, internet, fax	\$360.00			\$360.00
Copier Rental	\$300.00			\$300.00
Postage courier and delivery	\$300.00			\$300.00
Software purchase and licensing	\$180.00			\$180.00
Indirect Costs per NICRA	\$7,883.00			\$7,883.00
TOTAL (by source)	89,490.81	0.00	29,873.02	106,032.83

Permits				
Water Permit- City of Kent	823.94			
Other (specify)				
Indirect Costs				
Office Rent and Utilities	\$7,028.39			
Background Checks	\$13.64			
Meetings and conferences	\$20.05			
General Insurance	\$187.30			
Office phone, internet, fax	\$774.08			
Copier Rental	\$825.88			
Postage courier and delivery	\$247.56			
Software purchase and licensing	\$220.47			
Indirect Costs per NICRA	\$7,883.00			
TOTAL (by source)	89,490.09	0.00	0.00	0.00



King Conservation District
Regional Food System Program
Grant Agreement Close Out

Grant Summary Information

Recipient: Cart before Horse Farm

Project Title: Post-incubator shared farmland

Project Description: Land access is the main issue that farmers face when taking on farming as a profession. Farmland was purchased to offer long-term leases to farm businesses that will directly address the issue of land access for farmers who want to farm in King County. Collaborative sharing of resources, marketing, and improvements that benefit all on the land to ensure their long-term success.

Funding Source and Year: KCD 2018 Rates and Charges

Start Date:	End Date:	Date Awarded:
1/1/2019	5/31/2020	10/15/2018

Grant Budget Summary		Payment Summary		Match
Award Amount:	\$26,425.00	Amount Paid to Date:	\$24,345.00	Cash Match: \$32,153.28
Amount Spent:	\$25,800.00	Final Payment:	\$1,455.00	In-Kind Match: \$325.00

Amendment Request Summary:	Yes	N/A	Notes:
Scope of Work Revision:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Budget Revision:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Completion Date Extension:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Copies of Work Product (check box or describe below)

<input type="checkbox"/> Designs/Plans	<input type="checkbox"/> Brochures/Publications	<input type="checkbox"/> Curricula
<input checked="" type="checkbox"/> Photos	<input type="checkbox"/> Video	<input type="checkbox"/> Sign Mock-Ups

Other:



KCD was acknowledged on Facebook about project progress and that our projects are partially funded by KCD. Also tell people who tour the farm or farmers that I meet that we received funding from KCD.

Site Visit	Date: 9/10/2018	N/A: <input type="checkbox"/>
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Description: Farm visit to meet farmers and see progress made on their project and planned improvements.

Reporting Summary:	Yes	No	Notes:
Progress Reports:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Expense Reports:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Final Reports:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Accomplishments and Successes:

Greenhouse – Greenhouse is completed, tables constructed, and seedlings started.

Gate replacement - Replace current gates that are appropriate for containing only larger animals. New gates with hog fencing that can hold in smaller animals and larger gate openings (double gates) means we will be able to access fields with large equipment, move chicken tractors, and vehicles.

Restore the South field - The South 11 acre fenced parcel needs restoration in the form of disc/harrow, packing and leveling, and pasture seed spreading. Lime is necessary to increase the pH such that it is more appropriate for pasture and vegetable production. All tasks have been completed.

Tractor/implements - A New Holland tractor (35 hp) and four implements – tiller, brush hog, auger, and fork lift - were purchased. We have used all implements and have put 75+ hours on the tractor to date. The ability to use the tractor has added a whole new level of ease and efficiency that we were lacking. We also have not had to hire a custom farmer except for haying. Shared tractor will be rented to farmers at a reasonable rate; rent will pay for tractor maintenance.

Well updates – Will provide more water pressure and eliminate the risk of well failing during the growing season due to its advanced age. We discovered the electric panel needed to be replaced. Improvements on the building itself, which is part of our matching contribution, will be completed this summer. We have not yet done improvements to the well house itself. We will need to assess and install rodent exclusion and exterior protection (new siding or staining).

Cooler - Replace 4 old refrigerators and increase chilling capacity for current and future farmers. Purchased a 2 door, reach in Traulson Cooler. It has several useful features: a long warranty, digital thermometer on the outside, adjustable shelves, and interior lights. There is now more room for current farm produce for Hell for Hell or High Water Farm and our neighbors at Cedar Spring Farm are in need of cooler space.

Collaboration

We and our farm partners have benefited with each project. The tractor has been used for a total of over 75 hours doing a variety of jobs that would have had to be hired out or would have had to be done by hand. For example: we spread gravel in front of the barn, filled water line ditches, dug out blackberries (in prep for reforestation), moved compost, tilled fields, many hours of mowing (keeping pasture in check and keeping weeds from going to seed), used auger for digging holes for greenhouse posts, used the fork lift attachment to move chicken feed bags, wood and a chicken/turkey coop. We decided after receiving great advice from several experienced greenhouse builders that it was best to buy a quality kit (rather than reuse the frames that we already had). We feel more confident that the greenhouse will hold up in our strong winds. We have sturdy gates that are better able to hold in animals including two livestock guardian dogs.

Outcomes

The numbers that we have are largely reflected in the time saved or labor saved. We have saved several thousand dollars (likely \$10-\$12 grand) since we have not had to hire a custom farmer to help with projects; we have been able to do projects on our own due to having access to our own tractor (especially useful due to my disability); we will save the same amount or more each year as we continue to improve and update the land and buildings. We are still talking to farmers about leasing more land and anticipate we will have at least one more farmer on the land this year and another soon after. We will also offer the cooler space as we have some available and greenhouse space (for starting seedlings).

Problems or Delays

It was difficult to find a consultant or a company to help us set up the greenhouse. The big snowstorms in February added to delays. Two neighbors with extensive greenhouse building and maintenance skills were enlisted to help. Because we decided to buy a kit, we spent more money though we will save some in extra labor cost due to the generosity of our neighbors. We may be renegotiating the cooler that we initially wanted to buy since we are hearing that the coolbot system may be a better fit for our needs.

Future Project Plans

I will either purchase the cooler or start the project to build a “coolbot” system. I also will set up the well update appointment.

The greenhouse is smaller than what we originally proposed and financially, this suited us at this time. We can plan to build another in the next two years as we bring on new farmers or lease greenhouse space to neighboring farmers (early conversations with one neighbor).

Regional Benefits

Our local commercial farming group, Enumclaw Growers, has benefited in learning how we went about applying for the grant and the possibilities that are now open on our farm since receiving and utilizing the funding. One farmer who is across the street from us is looking for cooler space and he is interested in utilizing our new cooler during the growing season. We have also had discussions with farmers about leasing greenhouse space.

Because we will have a greenhouse on the farm this year, the farmer we lease to will not have to utilize another greenhouse on the other end of town. This will save him many extra hours (likely 40 hours) in travel, maintenance. It was also crowded in the greenhouse he utilized, so he will have more space this year. With the use of a tractor available as we need it and not just on the kindness and availability of neighboring farms, we are able to act as needed. We have been able to mow and till when the conditions are perfect, and the time is convenient for us. We were able to utilize the auger to start the greenhouse build.

I certify that the project has been completed, all expenditures have been paid, and the final report has been received by the District.

District Representative

Date: _____

I certify that the project has been completed, all expenditures have been reported, and the final report has been completed and submitted to the District.

Grant Recipient

Name:

Title:

Date:

Julie Kintzi

Farmer / Farm Manager

14 July 20'



King Conservation District
Regional Food System Program
Grant Agreement Close Out

Grant Summary Information

Recipient: Carnation Farms

Project Title: Carnation Farms Grain Trust

Project Description: The goal of the project is to increase consumer demand for locally grown grains, ultimately creating a thriving King County grain economy that area farmers can tie into for increased revenue and long-term viability. The project puts underutilized farmland into grain production and holds a series of events giving people access to expert bakers, chefs, brewers, and distillers who utilize local grains.

Funding Source and Year: KCD 2018 Rates and Charges

Start Date:	End Date:	Date Awarded:
1/1/2019	6/30/2020	10/15/2018

Grant Budget Summary		Payment Summary		Match
Award Amount:	\$32,782.68	Amount Paid to Date:	\$24,345.00	Cash Match: \$30,249.38
Amount Spent:	\$31,141.44	Final Payment:	\$5,886.63	In-Kind Match: \$4,384.00

Amendment Request Summary:	Yes	N/A	Notes:
Scope of Work Revision:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Reallocate funds to new budget item(s) within 10% of total award (4/10/2019)
Budget Revision:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Completion Date Extension:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

Copies of Work Product (check box or describe below)

<input type="checkbox"/> Designs/Plans	<input type="checkbox"/> Brochures/Publications	<input type="checkbox"/> Curricula
<input checked="" type="checkbox"/> Photos	<input type="checkbox"/> Video	<input type="checkbox"/> Sign Mock-Ups

Other:

KCD was acknowledged on the Growing Grains website, <https://carnationfarms.org/growing-grain/>, recognized at events, in social media marketing.

Site Visit	Date:	N/A: <input checked="" type="checkbox"/>
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Description:

Reporting Summary:	Yes	No	Notes:
Progress Reports:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Expense Reports:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Final Reports:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Accomplishments and Successes:

Activities Performed

- Purchased John Deer combine harvester and seed cleaner. Equipment funds were also used to purchase a header for the harvester and grain sacks for storage.
- Two types of grain were selected with help from The Bread Lad and planted in fall and spring. Protecting the field from geese was critical. This was achieved by planting densely within an area with flashy tape around the perimeter.
- On May 16th, an event was held in collaboration with King County and Island Press where 30 local farmers, bakers, brewers and more gathered to learn about grain growing with the authors of “Grain by Grain”: [Bob Quinn](#) and [Liz Carlisle](#). Participants ate grain-based goodies and had the opportunity to see the new combine. King 5 also came out and produced a story about the event: [A Wheat Revolution is Growing in Western Washington](#).
- The 7-acre plot produced 1,000 pounds each of uncleaned barley and wheat. The combine left behind some grain, so we were able to move our pasture raised flock of turkeys to feed them into the fall. The grain is currently up at Skagit Valley Malting to be cleaned and malted.
- In October, we worked with our grain partners to host a Grain Celebration during our first Harvest Festival weekend. The event drew more than 800 people who had the opportunity to learn about bread baking, grain growing, and spirits and beer tasting. In the evening, the farm hosted a delicious farm-to-table dinner prepared by guest chef Ryan Donaldson from Gather in Ballard and Stone House in Redmond. Grain was the signature ingredient. Westland Distillery, Pike Brewery, Skagit Valley Malting, and Grand Central Bakery provided grain beverages, baked items, and education. During subsequent weekends in October, an additional 300 people continued learning about local grains from grain partners through our Harvest Festival tasting shed.

Collaboration

- 1) Steal Wheel Farm: assisted with grain growing advice, helped select and deliver the combine to the farm.
- 2) Jubilee Farm: assisted with grain growing advice and combine purchasing knowledge, provided a combine for harvesting, while ours was waiting for the right headers.
- 3) Gary Gudel: combine driver and local farmer helped with grain harvest.
- 4) Pike Brewery: provided beer, expertise, and enthusiasm, attended and spoke at events and can’t wait to make beer with Carnation Farms grains.
- 5) Westland Distillery: provided expertise, local spirits, and spoke at events.
- 6) Valley House Brewery: attended events and provided beer for the Grain Celebration. In May 2020, Valley House Brewery released an IPA beer made with grain grown at Carnation Farms, Malted at Skagit Valley Malting, and brewed in Duvall, WA.
- 7) Grand Central Bakery: provided expertise, attended events, donated pastries and breads to Grain Celebration, baked breads and did baking demonstrations at grain festival, is excited to use flour from Carnation Farms grains.
- 8) The Bread Lab: provided grains, knowledge, speakers and educators at grain events and grain festival.
- 9) Bob Quinn: book author of Grain by Grain and presenter at our Grain Growing event.
- 10) Skagit Valley Malting: provided expertise and spoke at the Grain Celebration, cleaning and malting services.
- 11) Chef Ryan Donaldson: local chef, prepared a grain-focused dinner with our partners, paired with beers and spirits from local grains.

Outcomes

Measurable progress outcomes from this project this far:

- 7.5 acres of grain on land that has never before been used for grain growing.
- 3+ local farmers have access to a combine, which will be available to any other Snoqualmie Valley farmer interested in growing grain.
- 700 lbs. of Fritzspring barley planted.
- 1000 lbs. Fritzspring barley harvested from the fall crop, spring crop wasn’t harvested.
- 1420 lbs. of Bow-Edison wheat planted.
- 1000 lbs. Bow-Edison wheat harvested from the fall crop, spring crop wasn’t harvested.
- 1100 Grain Celebration and Harvest Festival Weekend attendees learned about grain growing and grain for bread, malting, beer and spirits.
- 30 grain growers attended a local grain economy gathering.
- 200+ lbs of flour milled by Skagit Valley Milling, bagged, and sold at Carnation Farms Farmstand. Flour continues to be a popular item due to the pandemic and more people home baking.
- Valley House Brewery in Duvall made a spring IPA beer from malted grains grown from this project.

Problems or Delays

We encountered a couple minor unforeseen problems with this project. One with grain growing and wildlife and the other with equipment.

Carnation Farms is a game reserve and home to a herd of elk and many water fowl including geese. Geese love grain both freshly planted as well as fully grown. We had to protect the fall crop with flashy tape and fencing to keep the

geese from eating that crop. The spring planted crop did not fare as well and was mostly devoured by birds. The density of planting was another factor that seemed to make a difference. The spring planting was less densely planted.

The combine purchased for this project did not come with the right header attachments. Although it came with two headers, the price of buying the proper connection for them was too high and this delayed having a functional combine. This required us to harvest the fall wheat and barley with a partner farmer’s combine and hire his expertise for the harvest. Flooding in late 2019 made winter planting impossible.

Future Project Plans

We plan to grow more grain, malt and mill what we have from the 2019 crop, Valley House Brewery will make beer with our malted grain, and for 2020 harvest other local farmers can use the combine and new header.

Skagit Valley Malting is in the process of cleaning our 2019 wheat and barley seed. All of the barley will be malted, along with half of the wheat. We dropped off about #1000 of each seed (uncleaned). They will bill us back for the flour at \$.45 (after cleaning and milling). The other half of the 2019 wheat crop will be milled at Fairhaven Flour and returned as whole wheat flour.

Valley House Brewery bought all the barley and half the wheat as malt used it to make an IPA beer released in May 2020.

Carnation Farms purchased 250 pounds of Talisman Ray 2018 barley seed from Skagit Valley Malting. We also obtained 250 pounds of wheat seed from The Bread Lab. We plan to use both of these for our spring planting for 2020.

Funding

The total grant award was \$32,782.68. This leveraged an additional \$30,249.38 in cash match (staffing and overhead) and \$4,384.00 in in-kind matching from Grand Central Bakery, Pike Brewing, Skagit Valley Malting, Westland Distillery, Chef Ryan Donaldson, and The Bread Lab.

Regional Benefits

Local eaters and drinkers enjoyed the offerings at the Grain Celebration and Harvest Festival weekends and learned about local grains in the process. Local grain growers benefitted from the knowledge of grain-growing experts at the event with Bob Quinn. The community has access to local flour milled from the grains grown by this project. During the pandemic this flour has been a popular item available at the Farmstand. A local brewery was able to make beer from the grain and will continue to support the grain grown at Carnation Farms. At least two local farmers are benefitting from access to the combine and connections to grain partners.

Lessons Learned and Recommendations

It possible to transform farmland into a viable economic and sustainable business growing wheat and barley in King County. Grains will now be a regular annual crop. A combine and seed cleaner will be used by our farmers as well as other farmers in the valley growing grain. The organization learned how to partner with local farmers and businesses to learn, create, market, and deliver grain based products such as flour and beer to the local economy. We are excited about future projects with other partners as our grain crop acreage and yields increase and we have opportunities to continue with our baking, malting, brewery, & distilling partnerships.

I certify that the project has been completed, all expenditures have been paid, and the final report has been received by the District.

District Representative

Date:_____

I certify that the project has been completed, all expenditures have been reported, and the final report has been completed and submitted to the District.

Grant Recipient
Name: Nadja V. Wilson
Title: Interim Executive Director
Date: 7/21/2020



King Conservation District
Regional Food System Program
Grant Agreement Close Out

Grant Summary Information

Recipient: King County Department of Natural Resources and Parks

Project Title: Support to Regional Food System Metrics Project

Project Description: Data collection and information sharing are vital to growing our local food system. Most of the agricultural and food system data utilized by King County stakeholders comes from the USDA Census of Agriculture. While the census is a valuable source of data for evaluating macro-level trends, it lacks the level of precision, focus, and frequency that our local food system requires. This need for additional food system data was acutely noted by the Local Food Initiative (LFI) Kitchen Cabinet which identified the development of a local food system data collection system as one of three overarching action items. This project addresses this need for local food system data by: (1) convening stakeholders to clarify data needs, methodologies, roles, and responsibilities; (2) supporting the development of a public-facing food system data map; and (3) supporting the compilation and capture of secondary and primary data.

Funding Source and Year: KCD 2016 Rates and Charges

Start Date: 12/9/2016

End Date: 8/30/2020

Date Awarded:

November 9, 2015

Grant Budget Summary

Payment Summary

Award Amount: \$80,771.00

Amount Paid to Date:

\$74,400.

Cash Match:

Amount Spent: \$80,771.00

Final Payment:

\$6,371.00

In-Kind Match:
\$74,593.14

Amendment Request Summary:

Yes N/A Notes:

Scope of Work Revision:

☐☒

Budget Revision:

☒☐

Budget amendment 11/6/2017 to revise budget in excess of 10% of total grant award. 12/27/2017 Reallocate funds to new budget items within 10% of total award. Revise budget in excess of 10% of total grant award (Move \$12,000 from Task 1 to Task 2 (data collection) and reallocate \$6,371 from KCD to expand last 2 bullets in Task 1)

Completion Date Extension:

☒☐

12/27/2017 extend project in excess of 90 days past original completion date (11/30/2017 to 6/30/2018). 6/29/2018 extend project in excess of 90 days past revised completion date (6/30/2018 to 12/31/2018). 11/20/2018 extend project in excess of 90 days past revised completion date (12/31/2018 to 3/31/2019). 4/4/2019 extend project in excess of 90 days past revised completion date (3/31/2019 to 12/31/2019). Pending final approval, extend project in excess of 90 days past revised completion date (12/31/2019 to 8/30/2020).

Copies of Work Product (check box or describe below)

☐ Designs/Plans

☐ Brochures/Publications

☐ Curricula

☐ Photos

☐ Video

☐ Sign Mock-Ups

Other: <https://www.farmkingcounty.org/data-center/farm-economy.html>

KCD Acknowledgement:

- KCD financial support for the land use survey work is acknowledged whenever the project is discussed (e.g., Ag Commission meetings, Farmland Preservation Roundtable, landowner map roll-outs).
- Project summary sheet includes KCD logo and references KCD support. KCD contributions and logo included in metrics website home page and linked pages.
- KCD is identified as a project partner on the Food System Data Center website.

Site Visit:

Date:

N/A: ☒

Description: Participated in planning and development of data and web content, identification of partners, participation in technical assistant team meetings

Reporting Summary: Yes No Notes:

Progress Reports:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Generally met expectations. Missed some progress reports.
Expense Reports:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Final Reports:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Activities Performed

Task 1: Convening of partners to determine data needs, identify existing data sources, methodologies for primary data collection, and roles and responsibilities. This work performed by partner organization, The Thread Fund.

Task 2: Compilation of existing food system data sources and development of public facing data map/website. Identify relevant aspects of food system to be included in map, and identify critical map functions.

- Work with project team and other stakeholders to catalog existing farm and food system data sources (e.g. USDA, WSDA, KC, etc.)
- Develop preliminary design of KC food system map including integration with KPI Dashboard.
- Work with Project Team to conduct stakeholder outreach for feedback on preliminary map, dashboard and user interface.
- Construct and launch beta version of KC Food and Farm System map and dashboard. King County Farm and Food System Data Center launched on Farm King County website in December 2018. Phase 1 included information on Farmland. Phase 2, launched in April 2020, included information on Markets and Farmer Demographics.

Task 3: Primary data collection on quantity and characteristics of KC agricultural lands (these activities were completed in 2017 and 2018).

- Designed protocol for land parcel survey and identified data collection platform.
- Identified and assessed existing aerial data and integrated into collection platform..
- Identified geographic scope of “windshield” survey area and collected land use data
- Analyzed data and incorporated into King County Food and Farm System GIS data map.
- Surveyed land owners of “farmable but unfarmed lands” to inform “Farmlink” and other Farmland access efforts.
- Aligned with farmability- related data gaps of King County Environmental Management Decision System (acres in food production).
- Developed database to track new farms each year.
- Established methodologies for additional data collection.
- Conducted data collection on quantity and characteristics of KC ag lands (completed 100% inspection of lands within all APDs and visited farmed areas in rural and urban areas identified during previous surveys and interpretation of recent aerial imagery).
- Owners of all “farmable but unfarmed” lands within Snoqualmie Valley were notified by mail and in-person and invited to landowner workshop hosted by SnoValley Tilth.
- Landowner database of “farmable but unfarmed” lands developed and shared with Tilth Alliance for use in FarmLink and serves as a foundation for work of Working Farmland Partnership.
- Transitioned farmer/landowner outreach to Working Farmland Partnership.
Survey data indicate that nearly 500 new acres of farmland were managed for food production in 2017 as compared with 2013.

Collaboration

This project would not have been possible without significant contributions of project partners.

- King Conservation District – In addition to providing project funding, KCD staff provided valuable feedback on the data needs, farmland survey, identification of key food system performance indicators, and website (data center) design.
- USDA – Was helpful in sharing data with KC DNRP and helping us to disaggregate the Ag Census data.
- Washington State Farmers Market Association (WSFMA) – Has been a critical partner in the collection and aggregation of King County Farmers Market data, including vendor sales figures and data.
- Public Health Seattle-King County – Provided data related to SNAP benefits redeemed at KC farmers markets.
- PCC Farmland Trust – Provided valuable input on the farmland survey, key performance indicators (KPI), and website design.

Outcomes

- Creation of a comprehensive set of farm and food system data, and a public facing website that includes: (1) an interactive mapping platform; (2) geospatial and numeric data on local agriculture and farm land; and (3) KPI.
- Improved farm and food system data that facilitates tracking of progress towards LFI goals, and will better inform policy and funding decisions.
- Creation of a county-wide geospatial map that identifies all of the farmable but unfarmed land in King County, which is a valuable tool in efforts to put more farmland back in agricultural production.

Problems or Delays

The project was delayed several times over the past two years. One major source of delay was that 2017 USDA Agricultural Census was delayed in publication. The result of this was that the project team was not able to begin analyzing and using the data until spring 2019.

King County also experienced challenges staffing the project. Initially, the project budget only allocated money for the King County GIS team that was working on the farmland data. There was not budget or staff support for all of the work related to drafting the text for the website and working with the graphics team to create user-friendly pathways for presenting the data on the website. This issue was addressed by utilizing a University of Washington graduate student to support this work. Beginning in early 2019, the intern served as a critical liaison between the KC DNRP and the graphic and website designers.

Future Project Plans

DNRP will continue to manage and administer the public facing food system data center. KPI identified in the LFI such as annual net new acres of land in production and number of new farmers will be regularly collected and updated. Data pertaining to farmable but unfarmed acreage will be used to develop strategies that will result in new acres restored to production.

There are two portions of the website still under construction: a section focusing on “farmer demographics” and another on “environmental stewardship”. The section on demographics is nearly complete and is anticipated to be added by end of Q3 2020. The environmental stewardship section is more complex and will require additional conversations with stakeholders. The completion of these sections are outside the scope of the current grant and will be completed using DNRP resources.

Funding Expended to Date

The initial grant award of \$74,400 was increased by \$6,371 through a budget amendment that reallocated unspent funds by other project participants. The county and other partners provided an in-kind match of \$74,593.14.

Regional Benefits

The new [Food Systems Data Center](#) was launched as part of FarmKingCounty.org. The data center includes an interactive mapping platform that includes geospatial information on local agriculture and farm land, and KPI. The new website will improve the tracking of progress towards LFI goals, and better inform policy and funding decisions.

Since the data is public, and presented in an easily digestible format, it will improve the knowledge and understanding of the local food system among the general public and food system stakeholders.

Lessons Learned and Recommendations for Future Projects

Data collection is not easy and requires significant financial resources. Stakeholders always state that they want more data and the data is key to making informed policy decisions. But the reality is that collecting farm and food system data is complex and resource intensive.

The same data can be interpreted differently by different people, and that it is extremely challenging to present data in a “neutral” way. A lot of time and effort was spent on this project discussing with stakeholders both “what” data should be presented as an indicator, and perhaps just as importantly “how” the data should be presented.

I certify that the project has been completed, all expenditures have been paid, and the final report has been received by the District.

District Representative

Date: _____

I certify that the project has been completed, all expenditures have been reported, and the final report has been completed and submitted to the District.



Grant Recipient

Name: Michael Lufkin

Title: Local Food Economy Manager, King County DNRP

Date: __08/17/2020__