

KING CONSERVATION DISTRICT
GRANT SUBCOMMITTEE MEETING
OF THE BOARD OF SUPERVISORS
Monday, November 29th, 2021
5:00 pm – 6:00 pm
Join Zoom Meeting
<https://zoom.us/j/95368516516>
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. Grant Subcommittee Items:

Member Jurisdiction Grant Program Items

Updates & Discussion: Grantee equipment request follow-up

Applications:

- 1. City of Newcastle – Adopt-A-Drain
- 2. City of SeaTac – Urban Forest Restorations (seeking a recommendation for approval in 2022)

Amendments:

- 1. City of Mercer Island – Luther Burbank South Shoreline Restoration
 - a. Clarify that the scope of work/grant funded activities include design and permitting
- 2. City of Bellevue Translated Materials
 - a. Revising the budget, \$10,000, to reflect actual expenditures of \$5,483.70

Close outs:

- 1. City of Bellevue – Translated Materials
- 2. Des Moines Farmers Market- 2021 Senior Low-Income Healthy Eating Initiative
- 3. City of Clyde Hill - Arbor Day Celebration

Regional Food System Grant Program Items

Amendments:

- 1. World Relief Seattle’s Teaching & Commercial Kitchen
 - a. Extending the completion date from December 2021 to June 2022

Close outs:

- 1. King County DNRP – Infrastructure Improvements on Sammamish River Farm to Enable Farmers to Grow and Market Higher Value Crops

Adopt a Drain

Member Jurisdiction Grant Program

Newcastle

Brian Miller
12835 Newcastle Way, Suite 200
Newcastle, WA 98056

Mathew Kwartin

mathewk@newcastlewa.gov

Application Form

Summary Information

Project Title*

Adopt a Drain

Project Description - Short*

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

Adopt a Drain asks residents to adopt a storm drain in their neighborhood and keep it clear of leaves, trash, and other debris to reduce water pollution. Residents volunteer fifteen minutes for cleaner waterways and healthier communities.

Principal Partners (if any)

National Adopt a Drain, City of Seattle and other regional municipalities

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.

\$4,533.50

Total Project Cost*

\$4,533.50

Total Matching Funds (optional)

Project Start Date*

08/30/2021

Project End Date*

04/01/2026

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 within the city limits of Newcastle. Our goal is to have as many of our 3500 storm drains or catch basins adopted for voluntary cleaning as possible.

Jurisdiction

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

Newcastle

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.

5

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.

9

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.

Adopt a Drain is a nationally recognized program which facilitates directly with resident volunteers who commit to checking and clearing their local storm drains of debris, trash and snow to facilitate clean flow through of stormwater to Lake Washington. Our Surface Water team will help recruit volunteers, coordinate with Adopt a Drain, troubleshoot locally especially during the rainy season, and utilize the data in our annual NPDES report to Ecology. As a tool to promote stewardship, Adopt a Drain is the perfect program to increase awareness and engagement in an area with very steep topography and significant annual rainfall. With 3,500 plus storm drains, and steep roadways, challenged catch basins are a significant problem. We hope to have a

significant portion of these drains covered by our volunteers. Having local eyes and willing hands to clear these drains allows our maintenance crews to focus on other weather related challenges. We hope to roll the program out before the fall of 2021 and run it for several years.

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.

By utilizing this program, we can track our volunteers efforts and have documentation for our Annual Report as well as understand our jurisdictional hot spots in terms of deposition of leaf litter and debris. The funding would cover our expenses with Adopt A Drain, as several other municipalities have joined as well. Adopt a Drain provides a user friendly engagement process for stewardship for our residents. Especially during COVID, we are seeing families engage in something proactive and helpful for the community. Our initial start-up of the program was phenomenal, and we are seeing growth weekly in the number of adopters and volume of debris removed.

In talking with residents about the program, they are excited to name their adopted drains, and inspire neighbors to join the fun. My hope is to also grow the program through our local public schools, communicating with students to bring the information home and inspire families to commit to adopting drains. We are using some of the creative names from other established municipalities to generate interest in residents joining the program. One of our local residents was so motivated that she exceeded our expectations of 1 to 2 drains adopted, and she took on 8 drains, appropriately named "Snow White and the 7 dwarfs." One of the best benefits from the Adopt A Drain program is that when our residents submit their activity to the website, we see the results, as they can, on the website and can track the changes. When neighbors sign up and sign in, other drain adopters can see it as well. Real time results are available to all, which is also great for families to share the news with their children as the rainy season progresses.

The City of Newcastle was one of the original 7 western Washington cities to enroll in the Adopt A drain program, and because we are one of the smaller cities, our GIS digital footprint for storm drains was much smaller than others. So we were the first to launch and go active for sign ups on October 1st. We also had an Artwalk event here in town just prior to our group launch date so we had a chance to talk "mask to mask" with our residents about the program which gave us a soft launch before the October 1st official start. As of November 4th, we currently have 21 adopters for 47 drains, with 78 pounds of debris collected and removed from our stormwater system. We are also utilizing the City of Newcastle Facebook page to recognize our progress, welcome our new adopters and inspire new adopters. The COVID 19 pandemic has forced us to discover and utilize new ways to communicate and yet remain socially distant with our constituents.

As a small municipality in western Washington, we need to utilize and maximize our limited resources as best we can, including our staff time and efforts. This program promotes stewardship by our residents to help us help them and identify challenging locations within the city limits. We are currently working through some vacant position issues in both our Surface Water unit as well as the maintenance department. Fewer people, with less time available, means fewer boots on the ground. Our residents have stepped up and continue to motivate others to do the same. This program is the perfect example of thinking outside the box, and utilizing the resources we have and problem solving on the go. It is our goal to continue to stay enrolled in the Adopt A Drain program in the years to come as the maintenance fees are quite reasonable and results speak for themselves.

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!*

Copy of Copy of Ciry of New Castle Budget Information.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.

11-4 update.docx

Natural Resource Improvement Actions- Criteria Checklist

You must select at least one natural resource improvement action, otherwise your application is not eligible. However, 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?

Yes

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.

Mathew Kwartin

Title

Surface Water Specialist

Date*

11/04/2021

File Attachment Summary

Applicant File Uploads

- Copy of Copy of Ciry of New Castle Budget Information.xlsx
- 11-4 update.docx

Company Hamline University
 Contact Brinkley Prescott
 Phone 651-523-2591
 Email bprescott01@hamline.edu
 Address 1536 Hewitt Ave., St Paul, MN, 55104

Budget \$ 4,533.50
 Expiration 12/31/2021


ITEM DESCRIPTION	AMOUNT	PRICE	COST
Setup fee and membership			
Site license: Annual Membership	12,870	\$0.05	\$643.50 Based on a 30% discount. Includes technical applicaion, reports , and access to our branded outreach materials
Set-up fee: GIS data	5	\$100	\$250.00 One time fee (The standard fee for this is \$500. We charge \$100 and hour if special work is needed.)
Set-up fee: Website Customizator	4	\$90.00	\$180.00 Standard set up fee
Set-up fee: Graphic Design	4	\$90	\$180.00 Standard set up fee
Subtotal			\$1,253.50 *50% off the set up fee
Implementation/Fulfillment			
Metal Signs	0	\$14.00	\$0.00 Premium metal signs are \$14 each
Chloroplast Signs	80	\$2.15	\$172.00 This is the least expensive sign option
Storm Drain Markers	0	\$2.64	\$0.00 You may purchase these if you desire
Clean up claws	0	\$6.00	\$0.00 You may purchase these if you desire
Customized Electronic Welcome. F NC			\$0.00 This is included at no charge as standard operating procedure.
Welcome packet and card	80	\$1.10	\$88.00 This is for the printed welcome packet
Sign Distribution	80	\$9.00	\$720.00 Hamline will mail the signs and welcome packets to your participants. You may deliver if you so choose
Summary evaluation and report	2	\$50.00	\$100.00 We will compile a year end report for you to use.
Subtotal	0		\$1,080.00
Marketing/Outreach			
Post card Development and distrik	1000	\$1.20	\$1,200.00 We recommend some type of outreach. Post cards are one option
Collaboration with CGEE Social Ma	20	\$50.00	\$1,000.00 We can work with you to leverage our social media outreach program.
Consulting with CGEE team	0	\$80.00	\$0.00 You do not need to purchase this service, but we are available to assist in the critical outreach efforts
Subtotal			\$2,200.00
TOTAL			\$4,533.50

https://wa.adopt-a-drain.org/dashboard

DashboardSafety InformationLog out

My Adopted Drains

My Adopted DrainsAdopt Another DrainEdit Profile



Home Base

Rename

Track Impact

Un-Adopt Drain

Date Adopted: 3 months ago

Last Cleaning Reported: Never

Regional Impact

78 lbs*
debris collected

47
drains adopted

21
adopters

*Report your work so we can better track our impact!!

2022 Urban Forest Restoration

Member Jurisdiction Grant Program

SeaTac

4800 S. 188th Street
SeaTac, WA 98188

O: 206-973-4681

Mr Michael Fitzpatrick

4800 S. 188th ST
SeaTac, WA 98188

mfitzpatrick@seatacwa.gov

O: 206-973-4671

M: 206-571-1795

Application Form

Summary Information

Project Title*

2022 Urban Forest Restoration

Project Description - Short*

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

Partnering with Fonterra, SeaTac Parks, Community Programs & Services Department is seeking funding to sustain urban forest restoration efforts within parks for the 2022 calendar year.

Principal Partners (if any)

Fonterra

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.

\$29,600.00

Total Project Cost*

\$44,600.00

Total Matching Funds (optional)

\$15,000.00

Project Start Date*

01/03/2022

Project End Date*

12/31/2022

Close Date

Project Location*

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

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

North SeaTac Park- Des Moines Memorial Drive between S. 128th & S. 136th St.

Angle Lake Nature Trail- Parcel# 0422049009

Jurisdiction

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

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.

33

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.

5

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.

Grant funding will be used to continue urban forest restoration activities in North SeaTac Park and Angle Lake Nature Trail. Partnering with Forterra, five key tasks are outlined below to continue implementing in 2022.

Task One: Forest Steward Training, Support and Retention

The Forest Steward program serves as the framework for community-based volunteer engagement. Forest Stewards are recruited, trained and then assume responsibility to care for a specific site, and when possible, lead other volunteers. Comprehensive support and growth of the Forest Stewards helps ensure the long-term success of the Green SeaTac Partnership.

Task Two: Volunteer and Forest Steward Recruitment

Outreach, recruitment, and promotion of the Green SeaTac Partnership allows the program to maintain a presence in the community and increase the visibility and brand. A community-based forest restoration program that is dependent on volunteers must have consistent outreach in many forms to access potential partners.

Task Three: Volunteer Event Support including Green SeaTac Day

The Green SeaTac Partnership includes volunteer events hosted by various partner organizations and Forest Stewards, and individual work done by Forest Stewards. While volunteer event support from Forterra will not be needed for all events, it is important to have capacity to accommodate schools, interested groups, support Forest Stewards and participate in special events (i.e. Arbor Day, Earth Day, MLK Day, Day of Caring, etc.).

Task Four: Program Tracking and Reporting

As a young program it is critical for the Green SeaTac Partnership to demonstrate success. Forterra will track and report the forest restoration and volunteer engagement progress and capture the work of all the different partner entities involved.

Task Five: Administration and Resources

It is important for the Partnership to plan and measure the progress toward meeting both the annual and 20-year plan goals and apply adaptive management to restoration strategies and volunteer recruitment as needed.

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.

During the 2022 calendar year, the following deliverables associated with each task will be provided.

Task One Deliverables

- Coordinate and implement Forest Steward Orientations as needed to train at least 5 new forest stewards, including correspondences with potential stewards, presentations and match them with a project that meets their interest and goals of the Partnership.
- Serve as the main contact for current and new Forest Stewards:
 - ☐ Respond to questions and troubleshoot problems
 - ☐ Collect and track upcoming Forest Steward events and tool/materials requests
 - ☐ Coordinate and communicate Forest Steward activities and needs with City staff

- Coordinate one training open to Forest Stewards and the public, topic TBD (native plant ID, plant stock and planting techniques, ethnobotany, live-staking, restoration and gardening for wildlife, etc.)
- Organize at least one site visit per year for each park with a Forest Steward in coordination with City of SeaTac, take notes and follow up on action items
- Organize an annual appreciation event/offering to thank Forest Stewards for their service (i.e. tour, BBQ, prize, gift, etc.)

Task Two Deliverables

- Help to recruit volunteers city-wide either through 8 sponsored social media posts or tabling at least two local events (i.e. Arbor Day)
- Connect with at least 2 priority community groups, schools, or leaders to discuss their potential participation and opportunities to become a Green SeaTac Forest Steward
- Coordinate with King Conservation District, Partner in Employment and other community partners that may be involved in stewardship activities on City of SeaTac property
- Provide content and event information to City of SeaTac/Green SeaTac Partnership webpage
- Utilize Forterra website, Green Cities blog, and Forterra's social and traditional media channels for promotion, and advertise volunteer opportunities with local outlets (e.g. United Way, Volunteer Match, SeaTac newspapers, blogs and other community forums)
- Serve as the main contact (via e-mail and phone) for Green SeaTac Partnership public inquiries. Update and manage volunteer and supporters e-mail list
- Send e-newsletter with upcoming events and happenings to e-mail distribution list every other month
- Provide content to City of SeaTac publications as requested by the City for presentations, local newspapers, etc.
- In coordination with the City, create videos and print guides as needed to engage residents

Task Three Deliverables

- Either develop and staff five work parties, or support at least 100 hours of steward-led individual/small group volunteer hours.
- Host and coordinate Green SeaTac Day forest planting event including recruitment, registration and participation, materials and volunteer management with partner organizations

Task Four Deliverables

- Maintain Green SeaTac CEDAR database (includes hosting fees) and train Forest Stewards and work crews to create events, log supply needs, and collect and enter all work log and sign in sheet information into the database
- Maintain a list of Forest Stewards with contact information, status, park, and orientation year
- Submit end of year report with program statistics

Task Five Deliverables

- Create a one-page annual report with final outcomes of prior year for the public
- Meet each month with City of SeaTac staff to coordinate on deliverables and strategic planning for the Green SeaTac Partnership
- Administrate contract to stay on task and within budget. Submit monthly invoices and progress reports
- Coordinate an annual planning meeting with all Green SeaTac partners

Additional Deliverables (at no cost to City of SeaTac)

- Access to Green Cities Network maintained by Forterra, including email group with news and announcements relevant to Green Cities, upcoming trainings, webinars, conferences, grants, and new research
- Opportunities to participate in Green Cities Network quarterly focus groups and annual summit
- Green Cities outreach and publicity such as a regional press release highlighting work of all Green City Days and Green Cities materials or presentations at regional events
- Coordination on possible funding opportunities for Green SeaTac Partnership via grants and donations

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!*

KCD_GrantBudgetForm.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

You must select at least one natural resource improvement action, otherwise your application is not eligible.

However, 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*

Forestry, Urban

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.

Michael T. Fitzpatrick

Title

Parks Projects & Operations Manager

Date*

11/18/2021

File Attachment Summary

Applicant File Uploads

- KCD_GrantBudgetForm.xlsx



Member Jurisdiction Grant Program

Grant Application Project Budget Form

*Promoting sustainable uses of natural resources
through responsible stewardship*

Project Name	SeaTac Urban Forest Restorations		
Applicant	City of SeaTac- Parks, Community Programs & Services Department		
Contact	Michael Fitzpatrick		
Mailing Address	4800 S. 188th ST. SeaTac, WA 98188		
E-mail	mfitzpatrick@seatacwa.gov	Project Start Date:	1/1/2022
Phone	(206)973-4671	Project End Date:	12/31/2022

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
		<i>(identify source and status of matching funds here ex. Rose Foundation - Pending)</i>	<i>(identify source and status of matching funds here ex. DON Small and Simple - Secured)</i>	
Salaries & Benefits	\$26,920	\$13,680		\$40,600
Travel/ Meals/ Mileage for Forterra Staff	\$737	\$363		\$1,100
Field Supplies (plants, tools, snacks for work parties)	\$938	\$462		\$1,400
Website Hosting Fees/Services (Cedar Database)	\$1,005	\$495		\$1,500
TOTAL	\$29,600	\$15,000	\$0	\$44,600

Total Project Cost	\$44,600
Total Match	\$15,000
Amount of KCD Funding Requested	\$29,600
Match Percentage	34%

Footnotes:

Luther Burbank Park South Shoreline Restoration

Member Jurisdiction Grant Program

Mercer Island

Alaine Sommargren
9611 SE 36th Street
Mercer Island, WA 98040

O: 206-275-7600

Paul West

9611 SE 36th St
Mercer Island, WA 98040

paul.west@merceraisland.gov

O: 206-275-7833

M: 206-459-5434

FollowUp Form

Amendment Request

This is an amendment form necessary to reflect changes to your project's scope of work and the timing of your project. Some of the boxes below are excerpts from the grant application that cannot be changed. Please input as much detail as possible, in the blank boxes, to describe the changes.

Decision Date

04/12/2021

Amount Awarded

\$90,000.00

Project Title*

Luther Burbank Park South Shoreline Restoration

Project Description - Short

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

This shoreline restoration will improve lake water quality and nearshore fish habitat using habitat gravel and large woody debris. The project also relocates a trail with ADA compliance, removes invasive plants, and installs new native plantings.

How will the scope of work be revised?*

Select an option below that best describes the type of scope of work revision you would like to request.

Update the scope of work to include more detail

Describe Changes to the Scope of Work*

Describe the reason for the changes to the scope of your grant project, identify how changes differ from the approved scope of work and provide any additional information that would be helpful to know about the project, especially as it relates to the types of expenses the grant would be expected to cover that were not previously described in the application.

The approved scope of work included a budget with planning and design work, but did not clearly describe that as part of the scope. The project start date in the scope was erroneously given as April 1, 2021,

which is the construction start date. Planning and design has been ongoing since 2016, with a significant permitting effort in 2020 and 2021.

This amendment proposes to change the scope of the project to include all pre-construction work shown in the project budget, including Engineering and Permitting Professional Services, Project Management and Permits. It also proposes to change the start date to January 1, 2021.

Optional Attachments

If you have additional documentation you would like to attach to your request, you may upload one file below. Please be aware that if you have more than one file of attachments, they will need to be combined into one file. Multiple file attachments cannot be uploaded.

KCD Board of Supervisors Decision Section

Authorized Signature of Approval, King Conservation District



Member Jurisdiction Grant Program

Grant Application Project Budget Form

*Promoting sustainable uses of natural resources
through responsible stewardship*

Project Name	Luther Burbank Park South Shoreline and Trail Restoration				
Applicant	City of Mercer Island				
Contact	Paul West				
Mailing Address	9611 SE 36th Street, Mercer Island, WA 98040				
E-mail	paul.west@mercerisland.gov			Project Start Date:	April 2022
Phone	206-459-5434			Project End Date:	December 2023

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	Other Funds	Other Funds	Total
		<i>City of Mercer Island</i>	<i>King County Waterworks</i>	<i>WRIA 8 Cooperative Watershed Mgmt</i>	<i>Washington Wildlife and Recreation Program Trails</i>	
Project Management Salaries & Benefits	\$5,000	\$10,000	\$5,000	\$5,000	\$5,000	\$30,000
Public Works Contract w/const contingency (Aquatic wk)	\$50,000	\$88,000	\$52,000	\$52,000		\$242,000
Engineering and Permitting Prof Services w/design contingency	\$25,000	\$25,000	\$18,000	\$18,000	\$24,000	\$110,000
NR crew, Conservation Corps and Volunteers incl. materials, support services and mgmt	\$5,000	\$115,000			\$86,000	\$206,000
Permits	\$5,000	\$10,000				\$15,000
TOTAL	\$90,000	\$248,000	\$75,000	\$75,000	\$115,000	\$603,000

Total Project Cost	\$603,000
Total Match	\$513,000
Amount of KCD Funding Requested	\$90,000
Match Percentage	85%

Aquatic work is completed by public works contract; Terrestrial work is completed primarily by Natural Resources Crew/Conservation Corps and volunteers; NR Crew/Conservation Corps with support services perform at 60% of the cost of prevailing wage work; Volunteer work and support services perform at 40% of prevailing wage work; WRIA 8 and King County Waterworks fund aquatic work; Other source fund balance of project.

Translated Materials - Natural Resource Conflict Outreach

Member Jurisdiction Grant Program

Bellevue

Jammie Kingham
Attn: Service First
PO Box 90012
Bellevue, WA 98009-9012

O: 425-452-6800

Curtis Kukal

Bellevue Parks & Community Services – Lewis
Creek Visitor Center
PO Box 90012
Bellevue, WA 98009

Ckukal@bellevuewa.gov
O: 425-452-4195

FollowUp Form

Member Jurisdiction Grant Program - Final Budget Revision

This amendment form is necessary to revise the award to reflect actual and final expenditures.

All that is needed for this form is to attached the budget revision detail table and click submit.

Please contact Jessica Saavedra with any questions by phone (425) 282-1906 or email Jessica.Saavedra@kingcd.org

Project Title*

Translated Materials - Natural Resource Conflict Outreach

Decision Date

04/13/2020

Change the Project Budget*

Select the type of budget revision you are requesting.

Revising the budget to reflect actual expenditures

Attach the Budget Revision Form Below*

Download the Budget Revision Form, fill it out and upload it here to revise the budget to reflect actual, final expenditures If your project is not complete and you need to make minor changes to your budget, please email Jessica.Saavedra@kingcd.org describing the changes. Budget revisions are only accepted at the end of the project.

KCD-Member-Jurisdiction-Grant-Program-Budget-Revision-Detail-Form.pdf

Amendment Description*

Describe how actual, final expenditures differ from the original budget. In the case of returned funds or funds unspent, describe the cause below.

Given the format we chose for multiple products, word count was limited. Because translation services charge largely by the word, translation (and overall) expenditures were lower than originally anticipated.



Member Jurisdiction Grant Program
Budget Revision Detail Form

Grantee: City of Bellevue - Bellevue Parks & Community Services
Project Name: Translated Materials - Natural Resource Conflict Outreach

Revising the Project Budget:

Awarded Project Budget (same as grant application budget)

	KCD Funds	Other Funds	Other Funds	Total (by line item)
	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
Contracted/Professional Services - Translate Outreach Materials into Multiple Languages				
Other (specify)				\$ -
Other (specify)				\$ -
TOTAL (by source)	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00

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

	KCD Funds	Other Funds	Other Funds	Total (by line item)
	\$ 5,483.70	\$ -	\$ -	\$ 5,483.70
Contracted/Professional Services - Translate Outreach Materials into Multiple Languages				
Other (specify)				\$ -
Other (specify)				\$ -
TOTAL (by source)	\$ 5,483.70	\$ -	\$ -	\$ 5,483.70



King Conservation District Member Jurisdiction Grant Program Grant Agreement Close Out

Grant Summary Information

Recipient: City of Bellevue

Project Title: Translated Materials - Natural Resource Conflict Outreach

Project Description: Create translated outreach materials focusing on natural resource-related conflicts in Bellevue. Outreach materials' subjects will include forest management and wildlife-related conflicts.

Funding Source and Year: 2011 KCD-Bellevue Member Jurisdiction funds

Start Date: 02/27/2020

End Date: 10/01/2021

Date Awarded: 04/13/2020

Grant Budget Summary

Returned Funds:

Payment Summary

Award Amount: \$10,000.00

Amount Returned: \$4,516.30

Amount Paid to Date: 12/14/2020 \$2,821.32

Amount Spent: \$5,483.70

Date Returned: n/a

Final Payment: \$2,662.38
Date: After KCD signs this form

Amendment Request Summary:

Yes N/A Notes:

Scope of Work Revision: ☐ ☒

Budget Revision: ☒ ☐

Completion Date Extension: ☐ ☒

To reflect actual expenditures and funding not spent.

Extended to:

Copies of Work Product (check box or describe below)

☐ Designs/Plans

☒ Brochures/Publications

☐ Curricula

☒ Photos

☐ Video

☒ Sign Mock-Ups

Other: (To be attached to this form for the grant subcommittee)

KCD Acknowledgement: KCD funding was acknowledged by including KCD's logo on all translated outreach materials. On the Illegal Dumping brochure and the Lake Hills Greenbelt & Crossroads Park 3 Park Garden Rules document, KCD was additionally acknowledged via translated text because space allowed. Please see attached photos.

Site Visit

Date:

N/A: ☒

Description:

Planting Projects:

Maintenance/Monitoring

Needs to be tracked: ☐

Ongoing until: _____

Completed: ☐ N/A: ☐

Reporting Summary: Yes No Notes:

Progress Reports: ☒ ☐

Expense Reports: ☒ ☐

Final Reports: ☒ ☐

Project Accomplishments and Successes

As proposed, this King Conservation District Member Jurisdiction Grant funded the translation and printing costs for several natural resource-resource related outreach materials designed to reduce conflicts and perceived conflicts. During the grant, Bellevue Parks & Community Services created the following multilingual outreach items:

- Black Bear educational brochure (in partnership with WDFW)
- Cougar educational brochure (in partnership with WDFW)
- Coyote educational brochure (in partnership with WDFW)
- Ducks educational brochure (in partnership with WDFW)
- Black Bear educational trailhead notice signage (in partnership with WDFW)
- Cougar educational trailhead notice signage (in partnership with WDFW)
- Bellevue's Urban Forest educational brochure(s)
- Illegal Dumping brochure
- Lake Hills Greenbelt & Crossroads Par 3 Park Garden Rules document

Regional Benefits

These outreach items are being widely deployed within Bellevue. Park guests, park program participants, and neighbors to Bellevue Park sites will receive important information in the language they prefer to read. Since many conflicts and perceived conflicts involving natural resources stem from a lack of information or misinformation, we assess that these outreach items will improve the base knowledge level of Bellevue residents and regularly prevent conflicts before they would otherwise occur.

Obstacles and Challenges

Given the brochure format that we utilized for multiple outreach items (i.e., all languages on one brochure), word count had to be limited to meet space requirements – see below for more information.

Lessons Learned and Recommendations for Future Projects

- Text content for outreach materials should be straightforward, especially when multiple languages are included on the same product (i.e., when space is limited). Phrases or words that only make sense in English should be avoided.
- During this grant, we produced outreach materials in several formats. The translated brochure format using the 8-panel / 4-fold style matched very well with our outreach goals, since 6 languages can each have their own panel on the same brochure, while still allowing for a front cover and reverse ADA/Title VI statement page. If a longer brochure is to be translated in its entirety (i.e., multiple versions of the same brochure), distribution can become unwieldy.
- Given the format we chose for multiple products, word count was limited. Because translation services charge largely by the word, translation (and overall) expenditures were lower than originally anticipated.

- One outreach item (Black bear educational trailhead signage) also included universal symbols. Beta testing with our organization's volunteer base led to small but important changes for the usability of the final product.
- Translated outreach materials should have a pre-identified distribution process that makes sense within the regular operations of an organization.

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.

 for COB

Grant Recipient

Name: Curtis Kukui

Title: Park Ranger & Env. Programs Coordinator

Date: 11/12/2021



**King Conservation District
Member Jurisdiction Grant Program
Grant Agreement Close Out**

Grant Summary Information

Recipient: Des Moines Farmers Market

Project Title: 2021 Senior Low-Income Healthy Eating Initiative

Project Description: Our unique Low Income Senior Healthy Eating Program helps King County low-income senior participants purchase fresh fruits, vegetables, bread and other qualifying food items at the Des Moines Farmers Market through a weekly \$10 free market tokens.

Funding Source and Year: 2020-21 KCD-Des Moines Member Jurisdiction funds

Start Date: 06/01/2021

End Date: 10/31/2021

Date Awarded: 07/22/2021

Grant Budget Summary

Returned Funds:

Payment Summary

Award Amount:

\$14,000.00

Amount Returned:

\$472.50

Amount Paid to Date:

-0-

Amount Spent:

\$13,527.50

Date Returned:

Not spent

Final Payment: Date:

\$13,527.50

After KCD signs this form

Amendment Request Summary:

Yes N/A Notes:

Scope of Work Revision:

☐
☒

Budget Revision:

☒
☐

To reflect actual expenditures

Completion Date Extension:

☐
☒

Extended to:

Copies of Work Product (check box or describe below)

☐ Designs/Plans

☐ Brochures/Publications

☐ Curricula

☐ Photos

☐ Video

☐ Sign Mock-Ups

Other:

KCD Acknowledgement: KCD has been a key partner since 2016, providing us the resources to help King County seniors get access to fresh produce. Thank you, and we look forward to future collaboration.

Site Visit

Date:

N/A: ☒

Description:

Planting Projects:

Maintenance/Monitoring

Needs to be tracked: ☐

Ongoing until: _____

Completed: ☐ N/A: ☐

Reporting Summary: Yes No Notes:

Progress Reports: ☒ ☐

Expense Reports: ☒ ☐

Final Reports: ☒ ☐

Project Accomplishments and Successes

In every way, this program continues to meet our community goals, both feeding our seniors and helping our farmers. Success is measured in repeat participation throughout the season, and new participants continuing to come in throughout. In 2021, we had an average of 41 participants per day, as compared to 29 in 2020, and rapidly approaching our pre-management change in 2018 of 46/day. Additionally, despite the economic challenges, our farm sales have risen significantly, by 7% in the last year and almost 47% over 2019.

During the 2021 market season (June-Sept.), we distributed \$11,780 in market tokens to 152 different seniors, or an average of \$690 benefit distributed per market day. The program continues to grow by word of mouth and advertising at the market, in conjunction with the EBT/Snap programs as there is significant correlation with other low-income food benefit recipients.

Thanks in large part to this grant, we were able to maintain two alternating well-trained and efficient contract employees to sign seniors up and disburse tokens. We often had a line, most of the time appropriately distanced, of seniors waiting to get their tokens at the beginning of every market. Most made a point of thanking us every time for the difference this program has made in their lives. We estimate more than 50% of our participants have been using this program for multiple years. Again due to the popularity of the program and the tendency to hand out more tokens early in the day (before receiving all redemptions back end of day), we had to buy more KCD and EBT tokens. Good problem to have!

Regional Benefits

With more than 32,000 entrances counted in 2021, the Market remained one of the few large events available during the summer due to the pandemic. Compared to prior years (15,000 in 2019 and 19,000 in 2020), this tells us that we are reaching a much broader regional audience, without having to increase our advertising budget. The Market's presence benefits our local community, but also the broader south King area, bringing farmers directly to the community. We've got vendors of microgreens to hummus, honey to organic local berries. The unmeasurable benefit is the unique conversations between shoppers and farmers that inform and educate people on the benefits of locally grown produce and locally made products. We will continue partnering with local healthcare and education organizations to do more talks and demonstrations in 2022, assuming those activities are allowed by the Department of Health.

Obstacles and Challenges

Staffing is the main challenge, since our market is 90% volunteer. Maintaining a pool of casual and also more committed volunteers and board members will likely always be a challenge, but our success in staffing the low income programs this year gives me a blueprint and hope for our go-forward plans. Obviously the pandemic remained a challenge as well. Restrictions on the number of shoppers in the market (2020) and mask mandates (2021) sometimes created conflict between the public and the market. We stuck to approved regulations, however, and feel confident that was the right choice.

Lessons Learned and Recommendations for Future Projects

We love having data - being able to count shoppers has been awesome. We are planning to collect additional demographic data on KCD program participants in 2022 which should assist KCD in future planning. We hope to be able to keep this low income benefit going because every senior we help makes our community stronger and better.

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.

K.A. Richmond _____,

Grant Recipient

Name: Kim A. Richmond

Title: President

Date: 11/12/2021



King Conservation District Member Jurisdiction Grant Program Grant Agreement Close Out

Grant Summary Information

Recipient: City of Clyde Hill

Project Title: 2019 Arbor Day Celebration

Project Description: An annual celebration engaging 90+ 5th grade Clyde Hill Elementary School students about the value of trees that includes planting a tree, taking home trees or shrubs, a poem and poster contest.

Funding Source and Year: KCD-Clyde Hill Member Jurisdiction 2019 Funds

Start Date: 05/10/2019

End Date: 05/10/2019

Date Awarded: 10/11/2021

Grant Budget Summary

Returned Funds:

Payment Summary

Award Amount: \$1,773.87

Amount Returned: \$0

Amount Paid to Date: \$0

Amount Spent: \$1,773.87

Date Returned: n/a

Final Payment: \$1,773.87
Date: After KCD signs this form

Amendment Request Summary:

Yes N/A Notes:

Scope of Work Revision: ☐ ☒

Budget Revision: ☐ ☒

Completion Date Extension: ☐ ☒ Extended to:

Copies of Work Product (check box or describe below)

☐ Designs/Plans

☐ Brochures/Publications

☐ Curricula

☒ Photos

☐ Video

☐ Sign Mock-Ups

Other:

KCD Acknowledgement: KCD was acknowledged at the event from both the Mayor and the arborist, Phil Bennett.

Site Visit

Date:

N/A: ☒

Description:

Planting Projects:

Maintenance/Monitoring

Needs to be tracked: ☐

Ongoing until: _____

Completed: ☐ N/A: ☐

Reporting Summary: Yes No Notes:Progress Reports: ☒ ☐Expense Reports: ☒ ☐Final Reports: ☒ ☐**Project Accomplishments and Successes**

The City of Clyde Hill was able to educate the children of Clyde Hill Elementary School in the values and aims of the National Arbor Day Foundation. Additionally, the City of Clyde Hill was able to create an awareness of both the importance and values of trees. KCD was acknowledged at the event from both the Mayor and the arborist, Phil Bennett.

Regional Benefits

Creating a new generation of good stewards of this natural resource.

Obstacles and Challenges

Gathering a large group of children in a relatively confined area.

Lessons Learned and Recommendations for Future Projects

The Arbor Day Celebration was once again a success and the City of Clyde Hill will strive each year to make this event something that all 5th graders at Clyde Hill Elementary School look forward to participating in.

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.

Courtney Benjamin

Courtney Benjamin (Nov 22, 2021 13:56 PST)

Grant Recipient

Name: Courtney Benjamin

Title: Deputy City Clerk

Date: Nov 22, 2021



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: World Relief Seattle’s Teaching & Commercial Kitchen
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 2021 to June 2022.

- ☐ 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).

Because of the supply-chain issues due to the COVID-19 pandemic, the proposed construction schedule for this teaching and commercial kitchen will be very difficult to meet, and we are therefore requesting to move the completion date for this project. With this shift in timeline, we anticipate completing construction on the teaching and commercial kitchen by June 2022.

Through outreach in the community, we have been successful at procuring many big-ticket items listed in the original budget through donation, such as kitchen cabinetry and stainless steel countertops. We also recently received new funding from the WA State Department of Commerce. We had planned to use this funding for low-bono contracted services but learned after the fact that all contractors paid through this grant must receive prevailing wage – even if they want to offer low-bono services to support the project. However, it is allowable to use this funding for physical items for the kitchen. We want to steward these public dollars wisely, so we are requesting to use KCD dollars for low-bono contracted services instead of for project equipment, which the Department of Commerce can now cover.

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
Budget Revision Detail Form

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

Grantee: World Relief Seattle

Project Name:

World Relief
Seattle's Teaching
and Commerical
Kitchen

Awarded Project Budget (same as grant application budget)

	KCD Funds	Other Funds (WA Dept of Commerce)	Other Funds (specify)	Total (by line item)
Salaries and Benefits		\$117,686.40		\$117,686.40
Travel/Meals/Mileage				\$0.00
Office/Field Supplies	\$69,094.00	\$108,094.00		\$177,188.00
Contracted/Professional Services	\$20,000.00	\$109,000.00		\$129,000.00
Permits				\$0.00
Other (specify)				\$0.00
Indirect Costs	\$10,905.11			\$10,905.11
TOTAL (by source)	\$99,999.11	\$334,780.40	\$0.00	\$434,779.51

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

	KCD Funds	Other Funds (WA Dept of Commerce)	Other Funds (TBD)	Total (by line item)
Salaries and Benefits		\$117,686.40		\$117,686.40
Travel/Meals/Mileage				\$0.00
Office/Field Supplies		\$177,188.00		\$177,188.00
Contracted/ Professional Services	\$89,094.00		\$39,906.00	\$129,000.00
Permits				\$0.00
Other (specify)				\$0.00
Indirect Costs	\$10,905.11			\$10,905.11
TOTAL (by source)	\$99,999.11	\$294,874.40	\$39,906.00	\$434,779.51



King Conservation District
Regional Food System Program
Grant Agreement Close Out

Grant Summary Information

Recipient: King County DNRP

Project Title: Infrastructure Improvements on Sammamish River Farm to Enable Farmers to Grow and Market Higher Value Crops.

Project Description: King County coordinated extension of the Woodinville water delivery system onto the 18-acre Sammamish River Farm so farmers had access to potable water and constructed a wash/pack station so farmers could process crops produced on-site in a safe manner (e.g., GAP standards). Work included 1) extending waterline, 2) removing an existing greenhouse in great need of repair, 3) building a new, larger hoop house to replace the greenhouse, 4) creation of an all-weather pad for the wash/pack station, and 5) erecting two heavy-duty tents/carports and setting up a sink/drain and tables for produce processing.

To ensure farmers could transition their farming operation to one more focused on food production, KC improved access to irrigation water and provided all farmers who lacked suitable irrigation infrastructure with needed pipe/sprinklers.

Although there were many project delays (e.g., cultural resources review, water backflow device backorder and availability of plumbers) the project was completed and met/exceeded the team's expectations as well as that of farmers. Except for Black Farmers Collective, most farmers continued to focus on flower production in 2021. Next year, because farmers now have confidence that both irrigation and potable water will be available from the start of the season, KC expects greater focus on food crop production, which will greatly increase demand for the wash/pack station. A use agreement and food safety standards will be developed with farmer input in early 2022, so everything will be in place for next growing season.

Funding Source and Year: KCD 2017 Rates and Charges

Start Date: February 9, 2021	End Date: January 31, 2022	Date Awarded: March 12, 2021
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Grant Budget Summary		Payment Summary		Match
Award Amount:	\$20,000	Amount Paid to Date:	\$0.00	Cash Match: \$12,548
Amount Spent:	\$20,000	Final Payment:	\$20,000	In-Kind Match: \$5,220

Amendment Request Summary:

	Yes	N/A	Notes:
Scope of Work Revision:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Budget Revision:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	October 2021 reallocated \$1,322 in grant funds from Supplies to Contractual
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:

Site Visit	Date:	N/A: <input checked="" type="checkbox"/>
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Reporting Summary:	Yes	No	Notes:
Progress Reports:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2 reports submitted: March-June 2021, July-September 2021
Expense Reports:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Reimbursement request for full grant amount to be submitted once program close-out report approved.
Final Reports:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Accomplishments and Successes:**Activities Performed**

- Wash/pack station site selected with farmer input
- Old greenhouses removed and site cleaned up (match)
- Cultural resources review completed for wash/pack station and water extension location (match)
- Waterline extended onto farm (includes extending main line, installation of meter and backflow device, and extension to station) (grant supported)
- Station site prepared for all-weather use (grant supported)
- Two station tents constructed, and stainless-steel sinks/tables purchases/installed (grant supported)
- Irrigation pipe and sprinklers purchased for farmers who did not have ability to do so; training on use of system provided to all farmers (match)
- Greenhouses replaced with new hoop houses (match)

Collaboration

- City of Woodinville (agreement to extend waterline under city road)
- Woodinville Water District (extension of mainline and installation of meter)
- Individual farmers and Black Farmers Collective (agreement on location of meter and wash/pack station)
- University of Washington (Duke Conservation Scholars Program interns assisted with construction)

Outcomes

- Wash-pack station constructed to standards that meet food safety guidelines (e.g., stainless-steel sinks/tables)
- Potable water delivered to wash-pack station with option to extend onto land farmed by Black Farmers Collective should they decide that they need their own station (KC has funding to cover that, if necessary)
- Hmong farmers have new hoop house with access to water that will serve their needs much better than in the past (dilapidated greenhouse and no access to water)

Future Project Plans

- Farmers will be formally trained in safe food handling procedures and key requirements posted at the station prior to the start of the 2022 farming season
- Farmers will shift farm plans to include more food production in 2022, so the wash/pack station will be used frequently next year
- If deemed appropriate, KC will assist Black Farmers Collective to extend the potable water line to the south end of the farm so a second wash/pack station can be constructed to meet their needs more efficiently
- New greenhouse with access to water will greatly improve ability of Hmong farmers to grow vegetable and flower starts
- Prior to start of 2022 farming season, a sign will be developed in collaboration with KCD to be placed next to wash/pack station

Leverage

A total of \$17,768 in matching funds was provided over the course of the project, including King County staff time of \$2,489, unrecovered indirect expenses of \$2,731 and \$12,548 for contractual, supplies and travel.

Regional Benefits

- Farmers on Sammamish River Farm market their food crops and flowers at multiple farmers markets in King County, including Pike Place Market.
- This work will enable them to grow flowers more efficiently and to shift production towards greater food production that will benefit consumers throughout King County

Future Projects

With the completion of the potable water/wash-pack station project, Sammamish River Farm now has most of the infrastructure considered minimally required to support successful farm businesses. Two additional projects are on the near-term infrastructure needs list:

- Second wash-pack station located on opposite end of the farm
- Replacement of remaining dilapidated greenhouses with modern hoop houses

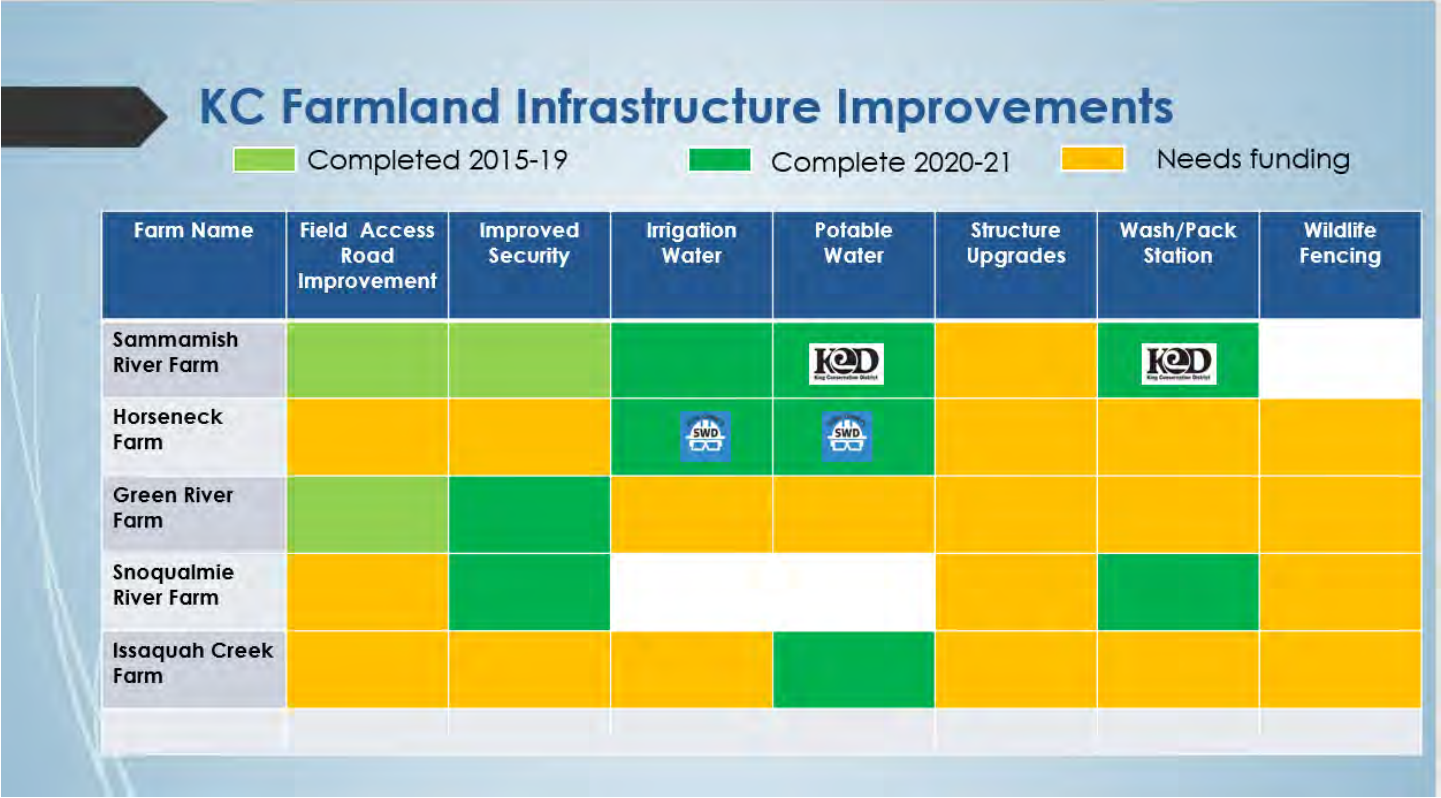
<p><i>I certify that the project has been completed, all expenditures have been paid, and the final report has been received by the District.</i></p> <p>_____</p> <p>District Representative</p> <p>Date:_____</p>	<p><i>I certify that the project has been completed, all expenditures have been reported, and the final report has been completed and submitted to the District.</i></p> <p>_____</p> <p>Grant Recipient</p> <p>Name:</p> <p>Title:</p> <p>Date:_____</p>
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Photo documentation of construction of Sammamish River Farm Wash-Pack Station 2021.
 Photo 1: Old green house removed and site prepared
 Photo 2: Close-up of geo-grid used to create foundation for station
 Photo 3: Completed station foundation
 Photo 4: Heavy-duty tent and stainless-steel wash-pack station sinks, drains and tables
 Photo 5: Completed station and nearly completed hoop house
 Photo 6: Plumber connecting backflow device to meter and waterline extension



Farm entrance sign. Sign for wash-pack station will use similar color scheme but will include KCD logo and acknowledge KCD’s role funding station construction.



Slide from presentation prepared for King County Agriculture Commission November 2021 meeting (meeting cancelled due to weather and presentation will be given in December). Slide and discussion acknowledge KCD’s role in supporting infrastructure improvements on Sammamish River Farm.