United States Department of Agriculture

SCBGP PROJECT PROFILE TEMPLATE

AWARD YEARS 2022 FORWARD

The State Plan should include a series of project profiles that detail the necessary information to fulfill the goals and objectives of each project. The acceptable font size for the narrative is 11 or 12 pitch with all margins at 1 inch. The following information must be included in each project profile.

ORGANIZATION DETAIL

Organization Name: The Village of Los Ranchos

Project Contact Name: Joshua O'Halloran

Mailing Address: 6718 Rio Grande Blvd NW Los Ranchos, NM 87107

Phone: (505) 220-3230

Email: johalloran@losranchosnm.gov

PROJECT TITLE

Agri-Nature Center Demonstration Kitchen

DURATION OF PROJECT

Start Date: 9/30/2023 **End Date:** 9/29/2026

PROJECT PARTNER AND SUMMARY

Include a project summary of 250 words or less suitable for dissemination to the public. A Project Summary provides a very brief (one sentence, if possible) description of your project. A Project Summary includes:

1. *The name of the applicant organization that if awarded a grant will establish an agreement or contractual relationship with the State Department of Agriculture to lead and execute the project,*
2. *The project's purpose, deliverables, and expected outcomes and*
3. *A description of the general tasks/activities to be completed during the project period to fulfill this goal.*

FOR EXAMPLE:
The ABC University will mitigate the spread of citrus greening (Huanglongbing) by developing scientifically-based practical measures to implement in a quarantine area and disseminating results to stakeholders through grower meetings and field days.

The Agri-Nature Center will educate farmers, students, and adults on food processing and preservation techniques through the development of a demonstration kitchen that will provide classes to the public. The specialty crops used in the demonstration kitchen will include vegetables from the community garden that are grown on site, fruit from the orchard on site, and flowers that are grown at the Agri-Nature Center. The focus of this kitchen will be to teach how to use and preserve these specialty crops in different ways.

PROJECT PURPOSE

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

Currently the Agri-Nature Center provides programming for children and adults of all ages around agricultural topics in the North Valley of Albuquerque. As our classes, camps, and programming has expanded, the lack of equipment for cooking and food processing classes has greatly limited the scope of the education we can offer. The Agri-Nature Center serves over a thousand children and adults every year, and there is a demand for classes on topics such as canning, dehydration, fermentation, and cooking that we are unable to offer in our current kitchen space. Additionally, there is no other demonstration kitchen in the North Valley of Albuquerque providing this education. Although there is another kitchen in Albuquerque, all of them are at capacity for their programming and there is a demand for more kitchen education. This project would create a space where farmers could come and learn how to extend their marketing season by making products from their specialty crops they could sell in the winter. The Agri-Nature Center hosts week-long farm camps with school age children 10 weeks out of the year and hosts field trips throughout the school year. This project would provide the opportunity for children to harvest specialty crops on the farm and learn different ways to prepare them on site.

PROVIDE A LISTING OF THE OBJECTIVES THAT THIS PROJECT HOPES TO ACHIEVE

Include as many objectives as needed.

Objective 1: The Agri-Nature Center will provide 10 food processing and cooking classes to children in the first year.

Objective 2: The Agri-Nature Center will offer 10 food processing classes to farmers over two years.

Objective 3: The Agri-Nature Center will provide training to Youth Conservation Corps students on creating value added products with specialty crops.

Objective 4: The Agri-Nature Center will promote specialty crops using the kitchen through 3 large annual events such as a matanza, harvest festival, and earth day festival.

Objective 5:

Objective 6:

Objective 7:

Objective 8:

Objective 9:

Objective 10:

PROJECT BENEFICIARIES

Estimate the number of project beneficiaries: 500

Does this project directly benefit underserved farmers as defined in the RFA? **Yes** ✔ **No** ☐

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

STATEMENT OF ENHANCING SPECIALTY CROPS

By checking the box to the right, I confirm that this project enhances the competitiveness of specialty crops in accordance with and defined by the Farm Bill. Further information regarding the definition of a specialty crop can be found at www.ams.usda.gov/services/grants/scbgp. ✔

CONTINUATION PROJECT INFORMATION

Does this project continue the efforts of a previously funded SCBGP project? **Yes** ☐ **No** ✔

If you have selected "yes", please address the following:

DESCRIBE HOW THIS PROJECT WILL DIFFER FROM AND BUILD ON THE PREVIOUS EFFORTS

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

PROVIDE LESSONS LEARNED ON POTENTIAL PROJECT IMPROVEMENTS

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

How are the lessons learned and improvements being incorporated into the project to make the ongoing project more effective and successful at meeting goals and outcomes?

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

The Agri-Nature Center staff are supported by the Village of Los Ranchos and already provides programming and education opportunities to children, farmers, and adults. Once the demonstration kitchen is built, the programming efforts will continue and be self-sustaining through the staff at the center and their partners through the funding provided by the Village of Los Ranchos.

OTHER SUPPORT FROM FEDERAL OR STATE GRANT PROGRAMS

The SCBGP will not fund duplicative projects. Did you submit this project to a Federal or State grant program other than the SCBGP for funding and/or is a Federal or State grant program other than the SCBGP funding the project currently?

Yes ☐ **No** ☑

IF YOUR PROJECT IS RECEIVING OR WILL POTENTIALLY RECEIVE FUNDS FROM ANOTHER FEDERAL OR STATE GRANT PROGRAM

Identify the Federal or State grant program(s).

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

EXTERNAL PROJECT SUPPORT

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

The specialty crop stakeholders who support this project are small-scale vegetable farmers in the region, orchard owners, and cut flower farmers. In addition to farmers, NMSU extension in Bernalillo county supports this project as a way of expanding their mission in helping specialty crop farmers in the region. This project has support from the city of Albuquerque Open Space farmers including Rio Grande Community Farm and Tres Hermanas Refugee Farm since this will further their work in providing farmer training and a space for learning how to extend the season for marketing specialty crops.

EXPECTED MEASURABLE OUTCOMES

SELECT THE APPROPRIATE OUTCOME(S) AND INDICATOR(S)/SUB-INDICATOR(S)

You must choose at least one of the seven outcomes listed in the SCBGP Performance Measures, which were approved by the Office of Management and Budget (OMB) to evaluate the performance of the SCBGP on a national level.

OUTCOME MEASURE(S)

Select the outcome measure(s) that are applicable for this project from the listing below.

- ✔ **Outcome 1:** Increasing Consumption and Consumer Purchasing of Specialty Crops
- ☐ **Outcome 2**: Increasing Access to Specialty Crops and Expanding Specialty Crop Production and Distribution
- ✔ **Outcome 3**: Increase Food Safety Knowledge and Processes
- ☐ **Outcome 4**: Improve Pest and Disease Control Processes
- ☐ **Outcome 5**: Develop New Seed Varieties and Specialty Crops
- ☐ **Outcome 6**: Expand Specialty Crop Research and Development
- ☐ **Outcome 7**: Improve Environmental Sustainability of Specialty Crops

OUTCOME INDICATOR(S)

Provide at least one indicator listed in the SCBGP Performance Measures and the related quantifiable result. If you have multiple outcomes and/or indicators, repeat this for each outcome/indicator.

FOR EXAMPLE:

Outcome	Indicator	Indicator Description	Value
1	1.1a	Total number of consumers who gained knowledge about specialty crops, Adults	132

Outcome	Indicator	Indicator Description	Value
1	1.1a	Total number of consumers who gained knowledge on how to prepare specialty crops, adults/children	150.00
1	1.1b	Total number of consumers who gained knowledge about preservation of specialty crops, adults/children	150.00
3	3.1a	Total number of consumers who increased food safety knowledge on food preservation, adults/children	150.00

Outcome	Indicator	Indicator Description	Value

MISCELLANEOUS OUTCOME MEASURE

In the unlikely event that the outcomes and indicators above the selected outcomes are not relevant to your project, you must develop a project-specific outcome(s) and indicator(s) which will be subject to approval by AMS.

DATA COLLECTION TO REPORT ON OUTCOMES AND INDICATORS

Explain how you will collect the required data to report on the outcome and indicator in the space below.

1.1a Data will be collected for indicator 1.1a by administering before and after surveys with participants at workshops at the demonstration kitchen to determine how many gained knowledge on preparing specialty crops.
1.1b Data will be collected for indicator 1.1b by administering before and after surveys with participants at workshops to determine how many gained knowledge regarding preserving specialty crops.
3.1a Data will be collected for indicator 3.1a by administering before and after surveys with participants at workshops to determine how many gained knowledge on food safety techniques regarding food preservation.

BUDGET NARRATIVE

All expenses described in this Budget Narrative must be associated with expenses that will be covered by the SCBGP. If any matching funds will be used and a description of their use is required by the State department of agriculture, the expenses to be covered with matching funds must be described separately. Applicants should review the Request for Applications section 4.0 Funding Considerations prior to developing their budget narrative.

BUDGET SUMMARY

Expense Category	Funds Requested
Personnel	
Fringe Benefits	
Travel	
Equipment	
Supplies	$ 27,500.00
Contractual	
Other	
Direct Costs Sub-Total	$ 27,500.00
Indirect Costs	
Total Budget	$ 27,500.00

PERSONNEL

List the organization's employees whose time and effort can be specifically identified and easily and accurately traced to project activities that enhance the competitiveness of specialty crops. See the Request for Applications section 4.3 Allowable and Unallowable Costs and Activities, Salaries and Wages, and Presenting Direct and Indirect Costs Consistently under section 4.7.1 for further guidance. Fill personnel information in space below as needed.

#	Personnel Name/Title	Level of Effort (# of hours OR % FTE)	Funds Requested
1	Joshua O'Halloran/Agricultural Program Manager	90	$ 0.00
2	Sabrina Apodaca/Administrative Assistant	80	$ 0.00
3	Will Allen/Explora Educator	40	$ 0.00
4	Jon Young/Chef Ambassador NMDA	46	$ 0.00
5	John Garlisch/Agricultural Extension Agent	12	$ 0.00
6	Bill Shen/Master Gardener	8	$ 0.00
7	Rachel Zollinger/Explora Educator	40	$ 0.00
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Personnel Subtotal: $ 0.00

PERSONNEL JUSTIFICATION

For each individual listed in the above table, describe the activities to be completed by name/title including approximately when activities will occur. Add more personnel by copying and pasting the existing listing or deleting personnel that aren't necessary.

Example: Personnel 1: Description and justification
Personnel 2: Description and justification

Personnel 1: Joshua O'Halloran/Agricultural Program Manager: Joshua will oversee the use of the demonstration kitchen. He will schedule the workshops, camps, and all activities that will be held there. Joshua will oversee the work on the project, approve the costs and monitor project progress. This will be ongoing throughout the term of the grant. Joshua's salary is paid by the Village of Los Ranchos and therefore no funds are being requested.

Personnel 2: Sabrina Apodaca/Administrative Assistant: Sabrina will advertise the workshops and events at the demonstration kitchen and perform all the administrative tasks associated with the kitchen. Sabrina will assist in data collection and analysis, as well as annual and final performance reporting. This will be ongoing throughout the term of the grant. Sabrina's salary is paid by the Village of Los Ranchos and therefore no funds are being requested.

Personnel 3: Jon Young/Chef Ambassador NMDA: Jon will teach classes on food preparation and cooking. He will teach two classes in the Spring and Fall each year.

Personnel 4: John Garlisch/Agricultural Extension Agent: John will coordinate and provide canning workshops and food preservation workshops. One workshop in the spring and one in the fall of each year.

Personnel 5: Bill Shen/Master Gardener: Bill Shen teaches and coordinates the master gardener program that is taught weekly at the Agri-Nature Center throughout the growing season. He will teach the master gardeners how to take the produce and grapes from the vineyard and prepare them for use in the demonstration kitchen.

Personnel 6: Rachel Zollinger/Explora Educator: Rachel will provide education to school age children during week long camps at the Agri-Nature Center throughout the summer months. She will develop a curriculum focused on cooking with the specialty crops grown in the fields at the nature center to use in the demonstration kitchen.

Personnel 7: Will Allen/Explora Educator: Will also will run farm camps during the summer months and use the demonstration kitchen as part of the education with the camp children.

FRINGE BENEFITS

Provide the fringe benefit rates for each of the project's salaried employees described in the Personnel section that will be paid with SCBGP funds.

#	Fringe Benefits Name/Title	Fringe Benefit Rate	Funds Requested
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Fringe Subtotal: $ 0.00

TRAVEL

Explain the purpose for each Trip Request. Please note that travel costs are limited to those allowed by formal organizational policy; in the case of air travel, project participants must use the lowest reasonable commercial airfares. For recipient organizations that have no formal travel policy and for-profit recipients, allowable travel costs may not exceed those established by the Federal Travel Regulation, issued by GSA, including the maximum per diem and subsistence rates prescribed in those regulations. This information is available at http://www.gsa.gov. See the Request for Applications section 4.3 Allowable and Unallowable Costs and Activities, Travel, and Foreign Travel for further guidance.

#	Trip Destination	Type of Expense (airfare, car rental, hotel, meals, mileage, etc.)	Unit of Measure (days, nights, miles)	# of Units	Cost per Unit	# of Travelers Claiming the Expense	Funds Requested
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Travel Subtotal: $ 0.00

TRAVEL JUSTIFICATION

For each trip listed in the above table, describe the purpose of this trip and how it will achieve the objectives and outcomes of the project. Be sure to include approximately when the trip will occur. Add more trips by copying and pasting the existing listing or delete trips that aren't necessary.

Example: Trip 1: (Approximate Date of Travel MM/YYYY), Justification
Trip 2: (Approximate Date of Travel MM/YYYY), Justification

CONFORMING WITH YOUR TRAVEL POLICY

By checking the box to the right, I confirm that my organization's established travel policies will be adhered to when completing the above-mentioned trips in accordance with 2 CFR 200.474 or 48 CFR subpart 31.2 as applicable. ✔

EQUIPMENT

Describe any special purpose equipment to be purchased or rented under the grant. ''Special purpose equipment'' is tangible, nonexpendable, personal property having a useful life of more than one year and an acquisition cost that equals or exceeds $5,000 per unit and is used only for research, medical, scientific, or other technical activities. See the Request for Applications section 4.3 Allowable and Unallowable Costs and Activities, Equipment - Special Purpose for further guidance

Rental of "general purpose equipment'' must also be described in this section. Purchase of general purpose equipment is not allowable under this grant. See Request for Applications section 4.3 Allowable and Unallowable Costs and Activities, Equipment - General Purpose for definition, and Rental or Lease Costs of Buildings, Vehicles, Land and Equipment.

#	Equipment Item Description	Rental or Purchase	Acquire When?	Funds Requested
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Equipment Subtotal: $ 0.00

EQUIPMENT JUSTIFICATION

For each Equipment item listed in the above table describe how this equipment will be used to achieve the objectives and outcomes of the project. Add more equipment by copying and pasting the existing listing or delete equipment that isn't necessary.

Example: Equipment 1: Description and justification
Equipment 2: Description and justification

SUPPLIES

List the materials, supplies, and fabricated parts costing less than $5,000 per unit and describe how they will support the purpose and goal of the proposal and enhance the competitiveness of specialty crops. See Request for Applications section 4.3 Allowable and Unallowable Costs and Activities, Supplies and Materials, Including Costs of Computing Devices for further information.

#	Supplies Item Description	Per-Unit Cost	# of Units/Pieces Purchased	Acquire Date?	Funds Requested
1	gas range	$4700	1	11/2023	$ 4,700.00
2	hood	$4300	1	11/2023	$ 4,300.00
3	wireless microphone	$300	1	12/2023	$ 300.00
4	voice amplifier	$100	1	12/2023	$ 100.00
5	stainless steel work table	$400	3	1/2024	$ 1,200.00
6	4k camcorder	$1200	1	1/2024	$ 1,200.00
7	hot hold cabinet	$2000	1	1/2024	$ 2,000.00
8	tri-pod	$250	1	1/2024	$ 250.00
9	double door refrigerator	$3700	1	2/2024	$ 3,700.00
10	interactive smart tv	$2500	1	2/2024	$ 2,500.00
11	demonstration kitchen mirror	$800	1	2/2024	$ 800.00
12	water bath canner	$200	1	2/2024	$ 200.00
13	canning accessories	$300	1	2/2024	$ 300.00
14	chili roaster	$2000	1	3/2024	$ 2,000.00
15	acoustical sound panels	$370	10	3/2024	$ 3,700.00
16	fermentation supplies	$250	1	3/2024	$ 250.00
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Supplies Subtotal: $ 27,500.00

SUPPLIES JUSTIFICATION

Describe the purpose of each supply listed in the table above purchased and how it is necessary for the completion of the project's objective(s) and outcome(s).

Example: Supply 1: Description and justification
Supply 2: Description and justification

Suppy 1: Gas range: This will be used for cooking demonstrations, canning demonstrations, and to support larger events such as the annual matanza for heating food products.

Supply 2: Hood: This goes above the stove to assure proper ventilation for the gas stove. It is a required safety feature.

Suppy 3: Wireless microphone: This will be used for presenters who are teaching classes in the kitchen, but need their hands to work with during the demonstrations.

Supply 4: Voice amplifier: This is a small device for teaching classes with small groups.

Supply 5: Stainless steel work table: This table will function as a food prep table that is easily sanitized.

Supply 6: 4k camcorder: This will be used to record classes so that they can be shared digitally to reach more people with these presentations.

Supply 7: Hot hold cabinet: This cabinet keeps food warm before it is served to adhere to food safety guidelines.

Supply 8: Tri-pod: This will be for holding the recording device to record classes that are taught in the demonstration kitchen.

Supply 9: Double door refrigerator: This will be necessary for keeping food products cold.

Supply 10: Interactive smart tv: This will be used to enhance the classes that are taught in the kitchen with multi-media presentations and also so that presenters can teach remotely.

Supply 11: Demonstration kitchen mirror: This mirror goes above the counter so that the audience can watch what the instructor is doing on the counter top.

Supply 12: Water bath canner: A water bath canner will allow the demonstration kitchen to teach canning techniques on specialty crops.

Supply 13: Canning accessories: Having the jars, lids, and utensils for canning will facilitate canning workshops.

Supply 14: Chili roaster: This will be used for classes on processing chili.

Supply 15: Acoustical sound panels: The acoustics and sound in the room where the

CONTRACTUAL/CONSULTANT

Contractual/consultant costs are the expenses associated with purchasing goods and/or procuring services performed by an individual or organization other than the applicant in the form of a procurement relationship. If there is more than one contractor or consultant, each must be described separately. (Repeat this section for each contract/consultant.)

ITEMIZED CONTRACTOR(S)/CONSULTANT(S)

Provide a list of contractors/consultants, detailing out the name, hourly/flat rate, and overall cost of the services performed. Please note that any statutory limitations on indirect costs also apply to contractors and consultants.

#	Contractual Name/Organization	Hourly Rate/Flat Rate	Funds Requested
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Contractual/Consultant Subtotal: $ 0.00

CONTRACTUAL JUSTIFICATION

Provide for each of your real or anticipated contractors listed above a description of the project activities each will accomplish to meet the objectives and outcomes of the project. Each section should also include a justification for why contractual/consultant services are to be used to meet the anticipated outcomes and objectives. Include timelines for each activity. If contractor employee and consultant hourly rates of pay exceed the salary of a GS-15 step 10 Federal employee in your area, provide a justification for the expenses. This limit does not include fringe benefits, travel, indirect costs, or other expenses. See Request for Applications section 4.3 Allowable and Unallowable Costs and Activities, Contractual and Consultant Costs for acceptable justifications.

Example: Contractual 1: Description and justification
Contractual 2: Description and justification

CONFORMING WITH YOUR PROCUREMENT STANDARDS

By checking the box to the right, I confirm that my organization followed the same policies and procedures used for procurements from non-federal sources, which reflect applicable State and local laws and regulations and conform to the Federal laws and standards identified in 2 CFR Part 200.317 through.326, as applicable. If the contractor(s)/consultant(s) are not already selected, my organization will follow the same requirements. ✔

OTHER

Include any expenses not covered in any of the previous budget categories. Be sure to break down costs into cost/unit. Expenses in this section include, but are not limited to, meetings and conferences, communications, rental expenses, advertisements, publication costs, and data collection.

If you budget meal costs for reasons other than meals associated with travel per diem, provide an adequate justification to support that these costs are not entertainment costs. See Request for Applications section 4.3 Allowable and Unallowable Costs and Activities, Meals for further guidance.

#	Other Item Description	Per-Unit Cost	Number of Units	Acquire Date?	Funds Requested
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Other Subtotal: $ 0.00

OTHER JUSTIFICATION

Describe the purpose of each item listed in the table above purchased and how it is necessary for the completion of the project's objective(s) and outcome(s).

Example: Other 1: Description and justification
Other 2: Description and justification

INDIRECT COSTS

The indirect cost rate must not exceed 8 percent of any project's budget. Indirect costs are any costs that are incurred for common or joint objectives that therefore, cannot be readily identified with an individual project, program, or organizational activity. They generally include facilities operation and maintenance costs, depreciation, and administrative expenses. See Request for Applications section 4.2.1 Limit on Administrative Costs and Presenting Direct and Indirect Costs Consistently for further guidance.

Indirect Cost Rate	Funds Requested

Indirect Subtotal: $ 0.00

PROGRAM INCOME

Program income is gross income—earned by a recipient or subrecipient under a grant—directly generated by the grant-supported activity or earned only because of the grant agreement during the grant period of performance. Program income includes, but is not limited to, income from fees for services performed; the sale of commodities or items fabricated under an award (this includes items sold at cost if the cost of producing the item was funded in whole or partially with grant funds); registration fees for conferences, etc.

Source/Nature of Program Income	Description of how you will reinvest the program income into the project to enhance the competitiveness of specialty crops	Estimated Income
workshop ticket sales	All income from sales will go back in to the	$ 2,000.00

Program Income Total: $ 2,000.00

Clear Form