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: Not Forgotten Outreach, Inc.

Project Contact Name: Patrick Million

Mailing Address: 610 Paseo Del Pueblo Norte
Taos, NM 87571

Phone: (575) 758-0433

Email: patrick@notforgottenoutreach.org

PROJECT TITLE

VetCorps Veteran Farmers Beekeeping and Extended Season Crops Program

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.

Not Forgotten Outreach, Inc. trains VetCorps members and community members to perform the maintenance of honey bee colonies and hives, in order to collect their honey and other products that the hive produces (including beeswax, propolis, pollen), while protecting and improving pollinator health. Additionally, VetCorps members will be trained to grow and harvest extended season crops through hydroponics, hoop houses, and low tunnel row crop systems.

The Not Forgotten Outreach's VetCorps program provides Veterans, Military Families, and Gold Star Families (survivors of fallen Heroes) with dirt therapy, business and agriculture education helping them become successful farmers. VetCorps members are aspiring beginning farmers and ranchers interested in scaling up their agriculture operations.

All produce from the project will be marked and distributed to local districts, schools, restaurants, and community members. This will increase consumption of specialty crops to local youth in northern New Mexico.

PROJECT PURPOSE

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

Northern New Mexico has some of the most beautiful scenery in the state. It is a unique area, as it is predominantly rural with many open fields and few people. Yet, there are many suburban areas located between the city and the countryside where people raise their families.

Additionally, there are urban areas with human-made structures and an exceptionally high population density, such as the case with Taos (5822%), with a legendary art scene and innovative agricultural community. However, northern New Mexico, specifically Taos County, and its surrounding counties, are concentrated in wealth, poverty, and wages inequality in which those issues will exacerbate existing problems of displacing a shrinking labor force, paying low wages, and producing a lack of economic opportunity. Due to the geography, northern New Mexico has a lack of resources, (in funding, affordable housing, and response times), available to its residents. Taos has been identified by the USDA as a rural and persistent poverty community.

Whereas, according to the New Mexico Workforce Connections (2022), agriculture is the highest paying industry and the fastest growing industry in northern New Mexico.

According to Forward Cities," (Growing Food Hubs Throughout Northern New Mexico, New Mexico Harvest)," New Mexico exports something like 95 percent of the food it produces, and imports around 97 percent of the food New Mexicans eat, so there is a lot of room for improvement to grow foods locally, and to sell right from the farm directly to the consumer.

Those issues, establish a need for this project. The need for Military Family agricultural training services and Veteran centric services in Taos County is large. Currently 2,495 Veterans live in Taos County, comprising of 9.2% of the adult population compared to 7.5% nationally (U. S. Census Bureau 2017). New Mexico ranks 13th in the nation for concentration of Veterans, with 150,650 Veterans representing 9.6% of the adult population, (U.S. Census 2018).

The project will address how Not Forgotten Outreach target audience for this proposal are Veterans and their families in Taos County and northern New Mexico, which has a deeply rooted culture of Military Service, who need resources for transitioning from Military to civilian life. Job creation through Vet Corps agricultural training will also address Taos' higher than national average unemployment rate of 4.7%, (Bureau of Labor Statistics 2023).

Additionally, current U. S. principal farm operators are retiring, creating a need for new farmers. In 2017, more than 34% of principal farm operators were age 65 or older. The average age of principal operators in 2017 was 57.5 and has been greater than 50 since at least the 1974 Census of Agriculture. New Mexico has the second highest average age of producers in the U. S. at 59.8. However, according to the 2017 Census of agriculture, 13% of New Mexico's principal producers have a past Military service which shows a strong interest in farming and ranching from Veterans (NMDA 2019).

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

Include as many objectives as needed.

Objective 1:	Protecting and improving pollinator health while teaching VetCorps and community members the best practices of beekeeping. Training conducted by experts on topics of apiculture, extended season crops, and farm business.
Objective 2:	Growing and harvesting extended season crops through hydroponics, hoop houses, and low level tunnel systems, including tomatoes, peppers, kale, lettuce, cabbage, spinach, and basil. Teaching all members best practices techniques.
Objective 3:	Providing hydroponics supplies, seeds, nutrients, and packaging supplies in order for hands on training to all members on how to produce an income from extended season crops.
Objective 4:	Providing nucleus hives in order for hands on training to VetCorps and community members on how to produce an income from beekeeping.
Objective 5:	Host food safety classes for VetCorps and community members in northern New Mexico to teach food safety best practices.
Objective 6:	Create an atmosphere for Veterans to become more comfortable socializing with the public to facilitate the reintegration process.
Objective 7:	Determine a baseline of sales for honey, tomatoes, peppers, kale, lettuce, cabbage, spinach and basil, and other specialty crops. Increase sales of specialty crops through marketing efforts.
Objective 8:	Introduce specialty crops into Taos Municipal schools to increase consumption of specialty crops in the school districts.
Objective 9:	Continue the improvement of the People's Garden in conjunction with specialty crops, through facilitation and promotion of the garden in the community, it strengthens the re-integration process, and builds relationships between the
Objective 10:	

PROJECT BENEFICIARIES

Estimate the number of project beneficiaries: 954

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

The project will continue the work of training Vet Corps Members and the community members on how to grow, harvest, and sell specialty crops (honey and extended season crops) so that they effectively apply these skills to their own farm operations. This is a continuation of the work of the 2016 project, "Taos Veterans Farmers Beekeeping (Apiculture) Program." The program will provide specialty crops to Taos Municipal Schools, and increase youths consumption of healthy, locally grown food. Through the collaborations of the Taos Growers Coop, the Taos Farm to School Collaborative, and additional Agricultural Grant Funding, NFO has helped improve the capacity of specialty crops to the Taos Municipal Schools, and plans to contribute to the Shared Table Commodities Program with volunteers from the Vet Corps Experiential Agricultural training. Furthermore, NFO continues to participate and sell its products at the Taos Farmers Market.

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

During the "Taos Veterans Farmers Beekeeping (Apiculture) Program" (2016) program, NFO introduced 23 Military family members (Veteran, spouses, and their children) to land reclamation, planting specialty crops, and preparing the crops for both wholesale and retail sales.

PROVIDE LESSONS LEARNED ON POTENTIAL PROJECT IMPROVEMENTS

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

NFO has learned to screen workshop instructors and train them in our policies including working with Veterans and Military Families. Additionally, NFO learned to incentivize the VetCorps members by adding a stipend that will be sufficient to maintain people's interests in the agricultural training they are receiving. In order to keep VetCorps Members engaged in agricultural education, we had to increase the stipend from $14.21/hour to $15.00/hour after the pandemic.

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?

NFO will continue to provide a stipend, (provided the funding institutions agree), that is compatible to the economy and possibly increase the number of hours each VetCorps member may work and or make their schedule more flexible. We recommend the hourly stipend increase to $17.00/hour, which is based on the Taos economic status and a better and more comfortable quality of life. It reduces turnover and attrition, and increases retention.

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

The SCBGP request includes training, supplies for 12 hives and commodity production capability, when funded, this project will allow for the NFO and the VetCorps members to produce honey consistently. As a hive matures over three years, they produce more honey allowing them the capability of effortlessly producing up to forty (40) gallons of honey per hive. Forty (40) gallons produces four hundred twenty-six (426) twelve (12) ounce bottles sold at $8.50 per bottle, which is $3,621.00 in sales harvest per hive. Currently, NFO's hives are on their second and third season, so they will produce as much as a mature hive. However, this year, NFO projects we will produce 40-50 gallons of honey per year. NFO plans to continue scaling up the income from beekeeping to create a self sustaining project. Although honey is seasonal, and sold mostly in early summer, honey is in high demand, and NFO has historically and traditionally sold out all its honey immediately, even before the end of the season.

The demographics of Taos County, the diversity of its community, the lifestyle of its people, and despite the small size of the community, it’s become a major New Mexico hotspot for festivals and cultural activities. Almost every week, you’ll find an art event, a festival, or a farmer’s market event. Raw Honey has become a hot commodity, in high demand, in this town. According to our Program Director, NFO sells out of Honey every season before the season is over. NFO has only one competitor in town, the Taos Honey Company, and they are one of our collaborative vendors.

Additionally, Hydroponics sales of lettuce will increase this year to $4,160 at a level of 100%, thus having a rapid increase in income the next three years to total approximately $8,320.00 at

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).

Currently NFO is on its final year with the NIFA (National Institute of Food and Agriculture) Grant, in which we plan to re-apply when we are eligible at the end of the year.

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

The NIFA Grant primarily funds the VetCorps Members experiential training stipend program which is an extension of this program. The NIFA Grant contributes to the growth of the VetCorps members, the community garden, the farm, its equipment, and taking care of the animals, goats, llama, and chicken. Additionally, we will be receiving more goats, in which other Grants will be instrumental in helping NFO remain sustainable. Additional grants will be necessary to continue with outreach, education, and compensation for beginning Veterans farmers and ranchers.

EXTERNAL PROJECT SUPPORT

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

Zia Queen Bee - Beekeeping supplies and hives.
Taos Honey Co. - Beekeeping workshops.
NMSU Cooperative Extension Services-Workshops on Hoop houses.
Santa Fe Community College -Workshops on hydroponics lettuce and other season crops.
UNM - Workshops on hydroponics lettuce and other season crops.
i2i - Third party evaluations.
Taos Ski Valley - Buyer.
Taos Inn - Buyer.
Taos School Districts - Buyer.
Farmhouse Cafe - Buyer and partner farmer.

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	1.5a	Increased sales measured in dollars	4,160.00
3	3.1	Number of stakeholders that gained knowledge about prevention, detection, control, and/or intervention food safety practices, including relevant regulations (to improve their ability to comply with	36.00
7	7.3	Number of producers that adopted environmental best practices or tools	36.00

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.

For 1.5a - NFO keeps and tallies product code, cost per item/quantity and per units sold. This will be our indicator of increased sales. This will be balanced against our sales from the 2022 season.

Data for 3.1 & 7.3 will be collected by the Program Director at the following times: when participants commence training, after workshops, after field days, and after completion of the five-month VetCorps program which includes sections on food safety and sustainable practices. The data will include the number of Veterans and Military Families that completed the program and went out to gain employment in the agricultural field. Our program will also collect qualitative data on member experience and indicators through interviews and focus groups with our VetCorps members at various stages in the project to understand knowledge gained and practices adopted.

i2i Institute is currently contracted by Not Forgotten Outreach. Inc. i2i is a third party evaluation team and uses a convergent mixed method program evaluation of the benefits of an ecotherapy (farming and ranching) initiative for VetCorps members and staff.

Quantifiable data for outputs and outcomes will be collected online in Qualtrics, Excel Database, paper surveys and Vetcorps Member files. Data will be collected through pre and post surveys including an agricultural questionnaire and the Military to civilian transfer

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	$ 20,012.78
Fringe Benefits	$ 0.00
Travel	$ 0.00
Equipment	$ 0.00
Supplies	$ 12,590.00
Contractual	$ 22,950.00
Other	$ 1,139.00
Direct Costs Sub-Total	$ 56,691.78
Indirect Costs	$ 0.00
Total Budget	$ 56,691.78

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	Patrick Million/Executive Director	10%	$ 4,716.20
2	Stephanie Waters/Program Director	10%	$ 4,272.58
3	Nina Scalora/Finance Director	78 hours @$28.00	$ 2,184.00
4	VetCorps Members (36)	520 hrs @$17.00	$ 8,840.00
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Personnel Subtotal: $ 20,012.78

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: Patrick Million, Executive Director
Patrick will direct and lead staff members in project activities. Patrick will lead communication with Media Desk, all marketing activities, and Taos Municipal Schools. Patrick will conduct outreach activities to beginning Veteran Farmers, purchase supplies, coordinate and schedule specialty crops trainings, conduct finance and performance reporting in conjunction with the Finance Director. Patrick is the overall person responsible for the complete functions and operations of the organization. Patrick will commit 10% of his time to the project over the grant period.

Personnel 2: Stephanie Waters, Program Director
Stephanie will be in charge of day to day supervision and direction of VetCorps members and will work with Patrick Million to ensure the program meets the objectives. Stephanie will complete all necessary data collection and reporting for this project. Stephanie will commit 10% of her time to the project over the grant period.

Personnel 3: Nina Scalora, Finance Director
Nina will work 78 hours over the life of the grant. Duties include:

Service/Training payroll for military family participants.
Maintaining SCBGP project records.
Reviewing SCBGP vendor invoices for payment processing,maintaining SCBGP accounting books, and records, e.g., general journals, general ledgers, and other records and reports related to centralized bookkeeping services, including bank reconciliation.
Compile SCBGP financial data for mandatory reporting.

VetCorps Members are employed as part-time/temporary employees of NFO during their experiential training period. We anticipate each VetCorps Member to report for experiential training at least 4 hours per day, 20 hours per week. Each Cohort will consist of 6 VetCorps Members. NFO plans to manage and train 2 Cohort units per year, (one winter/one summer). The total number of VetCorps members to be employed and trained for the life of the grant will be 18.

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
1	Not Applicable		
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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

Not Applicable

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

Not Applicable

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	Starter Nucleus Hives Colonies	250	7	10/23	$ 1,750.00
2	Seeds	30	30	10/23	$ 900.00
3	Vegetable Boxes	80	10	10/23	$ 800.00
4	Bushel Baskets	25	10	10/23	$ 250.00
5	Harvesting Tools	40	25	10/23	$ 1,000.00
6	Seed Planter Tools	100	5	10/23	$ 500.00
7	Rock Wool	15	240	10/23	$ 3,600.00
8	Water Regulators & Monitor	42	15	10/23	$ 630.00
9	Water	570	2	10/23	$ 1,140.00
10	Hydroponic Nutrients & Cleaning	34	30	10/23	$ 1,020.00
11	Low Tunnel Plastic	75	8	10/23	$ 600.00
12	Low Tunnel Wire Hoops	100	4	10/23	$ 400.00
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Supplies Subtotal: $ 12,590.00

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

The requested supplies are essential to meeting the objectives and outcomes of the Vet Corps Program.

Supply 1: The Hives are necessary for the hands on training of Vet Corps Members in apiculture. Specifically, the bees and queens needed for this project are unique to the Taos climate. The harsh winters require hardened, localized bees that can endure fluctuating temperatures. This can make the bees required at NFO sometimes more expensive. The addition of peripheral bee equipment such as hive wraps, will help ensure due diligence in the survival of the hives.

Supply 2: The figure mentioned for seeds may seem high but the seeds required for hydroponics are specialized and tend to be more expensive. To ensure the success of the hydroponics program, NFO intends to purchase quality seeds meant for hydroponics.

Supply 3: Vegetable Boxes - These are needed to package and transport product for sale

Supply 4: Vegetable Bushels - Required for moving product from field to cleaning and packaging areas to keep product from being damaged.

Supply 5: The harvesting tools are necessary for the hands on training of Vet Corps Members in production, harvest, and post-harvest of extended grow season crops.

Supply 6: The Seed Planter Tools - Seed planting tools are necessary for the hands on training of Vet Corps Members in introduction to seed and seed types, depth and spacing of seeds in order to harvest a productive crop.

Supply 7: Quantity-wise, a sheet of rock wool that immerses into a hydro tray generally has 60 holes for seeds. One planting could involving 300 seeds. To make a difference to the Taos community with donations of produce, seeds will be used in large quantities. The rock wool mentioned is the medium by which seeds grow in hydroponic rooms. It is a one time use tool. Six sheets of rock wool generally run $80. If the hydroponics room runs as intended, a good deal of rock wool will be required.

Supply 8: Water regulators and monitors often run 24/7. While high quality water regulators and monitors can be found at reasonable prices, the nature of the operation leads to the failure of this equipment over time. At present, NFO is in need of monitoring equipment.

Supply 9: Water - Water paid for in order to grow crops is on the county water supply and NFO gets billed a total of $570.00 2 times per year.

Supply 10: The hydroponics supplies are necessary for the hands on training of Vet Corps Members in production, harvest, and post-harvest of extended grow season crops. Pests attack weak plants and they invade areas that have not been sanitized or protected. In order to avoid outbreaks of aphids or other detrimental pests, hydro plants must be kept healthy with the frequent addition of nutrients, namely magnesium. The hydroponics operation must also be kept to the highest standard of cleanliness with a liberal cache of cleaning supplies. This will include enzymes to be flushed through the system during periodic shut downs of the entire system for cleaning. The enzymes are effective in mitigating algae build up.

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
1	Michael O'Gorman	$75/hr X 42hrs	$ 3,150.00
2	Melinda Batemen	$75/hr X 42hrs	$ 3,150.00
3	Marketing/Media Desk	$125 X 60 hrs	$ 7,500.00
4	Creative Edge/Social Media Desk	$85.71 X 70 hrs	$ 6,000.00
5	Melanie Kirby	$75 X 42hrs	$ 3,150.00
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Contractual/Consultant Subtotal: $ 22,950.00

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

Contractual 1: Michael O' Gorman from Farmer Veteran Coalition. Michael will teach 10.5 workshops, at 4 hours each, every year. The total number of hours are 42 per year for 18 months at $75 per hour. Topics will include: So You Want to Be a Farmer- addresses a wide range of ways to start a career in agriculture and details the things a farmer would research before buying or leasing land to farm. Mathematics of Successful Vegetable Production - covers the principles of yield and productivity and the practices learned for improving each of them. Scaling Your Farm - shares the myriad of things that a farmer would need to watch out for when trying to grow sales and production on their farms.

Contractual 2: Melinda Batemen, Farm Specialist/Owner. Melinda will host 10.5 workshops, extended season crops and growing in New Mexico. The instructor will be provided an hourly rate of $75 per hour. Melinda will teach Soil 101 Basic Soil Science. Soil Testing, Soil Fertility Strategies, Composting and Cover Cropping for Soil Fertility. Review of Cover Crops for the Taos area. Water will include Drip Irrigations Systems, Use of Acequia's, with practical time spent on setting up a drip system. What to Plant and When to Plant it in Taos. How to Successfully Market What You Grow. Basic Farm or Garden Plans

Contractor 3: Marketing Media Desk - Media Desk will plan and implement activities including social media marketing and website development. This rate is lower than the average $156/hr GSA rate for a marketing director. All marketing produced will comply with the Terms and Conditions.

Consultant 4: Creative Edge - Creative Edge will implement a social media campaign in Taos County to market veteran-produced specialty crops in northern New Mexico. This rate is less than the average $106/hr GSA rate for a digital marketing specialist. All marketing produced will comply with the Terms and Conditions.

Consultant 5: Melanie Kirby, Operator-Zia Queenbees, will conduct 10.5 workshops on

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
1	Jar Labels	412	2	10/23	$ 824.00
2	Case of Jars	15	21	10/23	$ 315.00
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

Other Subtotal: $ 1,139.00

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

Other 1: Jar Labels - Labeling honey for sale is a requirement by New Mexico Law, HB 177, New Mexico Cottage Food Law. Labels will highlight the product made by veterans. Additionally, the labels will be produced to indicate where the product was packaged and label the ingredients inside the honey jars in order to sell the product to the general public at the local Farmers Market. All labeling will conform to the award terms and conditions, including the conditions applying to "Selling and Marketing Costs."

Other 2: The case of jars will be to package the honey produced.

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
Hydroponic Sales	Investing in trainings for staff educators to t	$ 8,320.00
Honey from Bees	Investing in trainings for staff educators to t	$ 7,242.00

Program Income Total: $ 15,562.00

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