



CITY OF YPSILANTI
YPSILANTI DDA SPECIAL BOARD MEETING
Thursday, October 12, 2023 @ 8:30 AM
Ypsilanti Freighthouse
100 Market Pl, Ypsilanti, MI 48198
[Launch Meeting - Zoom](#)

1. CALL TO ORDER

2. ROLL CALL

A. PATTON DOYLE (C)
KAYIA HINTON
ANDY FRENCH
DIETER OTTO
PAUL AJLOUNY
MALISSA GILLETT
GERRY KREINER

YLONDIA PORTIS
NICOLE BROWN
VALORY BROWN
JOE RITCHIE
BRYAN FOLEY
BRIAN JONES-CHANCE

3. AGENDA APPROVAL

4. APPROVAL OF MINUTES

A. September 21, 2023 Minutes

5. PUBLIC COMMENT (3 MINUTES)

6. NEW BUSINESS

A. Growing Hope Grant Application Review

7. PROPOSED BUSINESS

8. PUBLIC COMMENT (3 MINUTES)

9. ADJOURNMENT



MINUTES
DDA BOARD MEETING
8:30 AM - Thursday, September 21, 2023
Back Office Studio - 13 N. Washington St.

1. CALL TO ORDER

2. ROLL CALL

PATTON DOYLE (C)	P	KAYIA HINTON	A (online)
YLONDIA PORTIS	P	ANDY FRENCH (V)	P
DIETER OTTO	P	PAUL AJLOUNY	P
MALISSA GILLETT	A	JOE RITCHIE	P
VALORY BROWN	P	NICOLE BROWN	A
BRIAN JONES-CHANCE	P	BRYAN FOLEY	P
GERRY KREINER	P		

Staff Present: DDA: Elize Jekabson, City: Katie Jones, Andrew Hellenga, Bonnie Wessler, Kirk Moore

3. AGENDA APPROVAL

Dieter Otto motioned to approve the agenda. Brian Jones-Chance supported the motion. Motion passed - unanimous.

4. APPROVAL OF MINUTES

Andy French motioned to approve the August 17th, 2023 Board Meeting minutes and Joe supported the motion. Motion passed - unanimous.

5. PUBLIC COMMENT (3 MINUTES EACH) -

Dave Heikkennen - spoke about issues Downtown, urged the Board to rescind its support for Growing Hopes grant application.

Cheryl Farmer - spoke about issues Downtown, urged the board to rescind its support for Growing Hopes grant application.

6. STAFF REPORT/FINANCIAL REPORT

Staff provided the staff and financial report found in the packet.

7. STANDING COMMITTEE REPORT

7.1. Operations and Finance Committee

Andy French provided an update from the Operations and Finance Committee. Staff reported that the clock warranty discussed at the committee level has resolved itself.

7.2. Equity and Inclusion Committee

The committee had two meetings where they put together the framework for the grants.

8. NEW BUSINESS

8.1. Downtown Water Shut-off and Construction Relief Grant

Many applicants did not provide verified information, but staff recommends we work with those applicants to provide correct information. These could be sales tax reports or POS system // bank accounts.

Any funding not used by applicants to be used towards technical assistance.

The Board discussed Corner Health Centers eligibility as a nonprofit. The grant was designed to keep businesses from shuttering. Public record shows that Corner Health is not in danger of this.

Staff asked the board for guidance for building department compliance as a requirement. All that is necessary to become compliant while the building inspection program is on hold is to fill out an application and provide a \$90 application fee for the business license.

Andy French moved to approve the Downtown relief grant distribution as presented, and to include the business compliance as a requirement for receiving funds. Dieter Otto supported the motion. Ylondia Portis included a friendly amendment to ask Corner Health Center to withdraw their request. If they do not, they need to attend the next Board meeting. Friendly amendment accepted. Motion passed - unanimous.

8.2. N. Adams Lot Mill and Overlay

Staff presentation.

Dieter Otto motioned to approve up to \$20,000 to support the mill and overlay of the Adams Street Lot. Brian Jones-chance supported the motion. Motion passed - unanimous.

8.3. Depot Town Plaza Gardening

Staff presentation.

Dieter Otto motioned to approve \$1500 for Depot Town Plaza Gardening. Gerry Kreiner supported the motion. Motion passed - unanimous.

8.4. Letter of Support - YPD Substations

Andy French spoke about the Operations and Finance committee discussion to recommend a letter of support for the YPD substations.

Chief Kirk Moore spoke more about the initiative, and corrected the language used. These are not substations, there will not be more police. They are Community Policing Centers, that ultimately get current police officers out of their vehicles and into the community.

Ylondia Portis asked if the plan shows the documentation of not over-policing? She requests more information, or a plan from the YPD before she can support a letter of support.

Joe Ritchie motioned to write a letter of support for YDL's Community Policing Centers with approval from the Executive Committee if the YPD provides a plan before the next board meeting. Otherwise, it's to be brought to the next board meeting and discussed. Valory Brown supported the motion. Motion passed - unanimous.

8.5. Marketing and Promotion Contribution Application - YpsiTasty

The board hesitated on the request. The Chamber is a membership based organization, and charged for tickets, without sharing ticket prices with participants.

Brian Jones-Chance motioned to deny this application. Andy French supported the motion. Motion passed - unanimous.

9. PROPOSED BUSINESS

Bryan Foley proposed a presentation by Supreme Felons Inc. Wanted to clarify the mission in Downtown area so that the DDA knows what they do and who they are.

Staff is bringing back the daytime warming shelter for support.

Ylondia Portis requested a conversation on Growing Hope's letter of support take place. The DDA should be asking for copies of applications when asked for a letter of support.

Staff reminded the board that that is not regular practice, but can request these in the future. Patton Doyle read the letter of support into the record. He stated that he is not interested in burning bridges with organizations by rescinding letters.

Ylondia Portis agreed that the project based on the letter of support does align with the DDA's mission. For transparency, the DDA should acquire the letter from Growing Hope. Letters of support should be posted on the DDA website.

The board overall did not feel comfortable taking action on the letter of support until Growing Hope has had a chance to provide the application. This should be discussed at the next meeting.

Patton Doyle suggested the DDA needs to increase its policy and standards of what we support.

Ylondia Portis motioned to direct staff to reach out to Growing Hope for their grant application and plan, and review at the next meeting before deciding on further action. Brian Jones-Chance supported the motion. Motion passed - unanimous.

10. AUDIENCE PARTICIPATION - none.

11. ADJOURNMENT

Joe Ritchie motioned to adjourn at 10:53am and Dieter Otto supported the motion. Motion passed - unanimous.

MI Community Center Grant - 2024

Applicant

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Applicant Information

- a. Applicant Name Growing Hope
- b. Does Business as
- c. Address 922 W Michigan Ave
- d. Address 2
- e. City Ypsilanti State MI Zip 48197
- f. Federal ID Number [REDACTED] DUNS Number [REDACTED] Unique Entity Id. [REDACTED]
- g. Agency Type
 - Consortium of local governments
 - Faith-based (providing nonreligious services to public)
 - Local unit of government (tribal, county, city, village, or township)
 - 501 (c) 3 Private, Non-Profit
 - 501 (c) 19, Non-Profit Organization
 - Public
 - Regional/statewide organization
 - School
 - College or University
 - Other

Project Information

- a. Project Name Ypsilanti Food Hub and Community Center
- b. Is implementing agency same As Applicant Yes No
- c. Implementing Agency Name
- d. Project Start Date Nov-01-2023 End Date Oct-31-2026
- e. Amount of Funds Requested \$2,500,000.00 Project Cost \$2,500,000.00

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Contacts

a. Chief Executive Officer

Name Julius Buzzaard
Title Director
Mailing Address 922 W Michigan Ave
City Ypsilanti State MI Zip 48197
Telephone (734) 786-8401 Fax
E-mail Address julius@growinghope.net

b. Primary Grant Contact

Name [REDACTED]
Title [REDACTED]
Mailing Address 922 W Michigan Ave
City Ypsilanti State MI Zip 48197
Telephone [REDACTED] Fax
E-mail Address [REDACTED]

c. Authorized Official

Name Julius Buzzaard
Title Director
Mailing Address 922 W Michigan Ave
City Ypsilanti State MI Zip 48197
Telephone (734) 786-8401 Fax
E-mail Address julius@growinghope.net

d. Financial Officer

Name [REDACTED]
Title [REDACTED]
Mailing Address 922 W Michigan Ave
City Ypsilanti State MI Zip 48197
Telephone [REDACTED] Fax
E-mail Address [REDACTED]

Demographics

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1. County or Counties where Project serves

Select one or more county(ies) from the list below:

- Washtenaw
- Wayne

2. Michigan House district(s) where Project serves

Select one more more Michigan House district(s) from the list below:

- State House District 23
- State House District 31
- State House District 32
- State House District 33
- State House District 46
- State House District 47
- State House District 48

3. Michigan Senate district(s) where Project serves

Select one or more Michigan Senate district(s) from the list below:

- State Senate District 14
- State Senate District 15

4. U.S. Congress district(s) where Project serves

Select one or more U.S. Congress district(s) from the list below:

- US Congress District 6

Eligibility Status

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Program Overview and Acknowledgement

Grant Purpose and Intent

The MI Community Center Grant program supports Governor Gretchen Whitmer's economic vision outlined in the **"MI New Economy"** agenda that set a goal of lifting 100,000 families out of working poverty during the next five years. It also supports the recommendations of the **Michigan Poverty Task Force**, whose goal is to address the disparities that affect Michiganders' abilities to afford necessities such as housing, child care, food, health care and transportation.

The Michigan Department of Labor and Economic Opportunity (LEO) is allocating \$60 million for this grant program for community center projects as described in this application. This funding is supported through the American Rescue Plan Act, Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program, which has the goal to build a strong, resilient, and equitable recovery by making investments that support long-term growth and opportunity. Grants will be provided to Community Centers supporting communities that have been negatively impacted due to the pandemic. LEO will award multiple grants: **Minimum awards - \$150,000, Maximum Awards - \$2,500,000.**

Eligible Applicants

Eligible Applicants – Entities that provide Community Center activities could include, Municipalities, Local government agencies, Consortium of local governments, Nonprofits, Faith-based organizations (providing nonreligious services to public), Schools, Colleges, or Universities. Noneligible Applicants: for-profit entities, hospitals, trade associations, credit unions, insurance trusts, fraternal order.

ELIGIBILITY REQUIREMENTS

A Community Center, for the purpose of this project, is defined as a building or other place in which people may gather to receive support services and to participate in social, educational, recreational, and cultural activities. Centers are typically free and open to the community in which they are located or serve. Community Center grants will provide financial assistance to strengthen Michigan communities by enhancing services that provide education support, workforce training, health services, recreation activities, older adult programming, meeting space, and other community needs. Preference will be given to communities that are below the average median income, according to the most recent federal decennial census and to Centers serving the ALICE population.

Eligible and Ineligible Costs

Eligible costs: acquisition of property, planning and design costs – including architectural plans, construction and materials costs, renovation costs, infrastructure to equip facilities as needed, programming, and development. Ineligible costs: corporate debts, contingencies, contributions and donations, entertainment costs, fines and penalties, legislative expenses, lobbying and political activity, advocacy efforts to further issues campaigns, religious activity and programming (faith-based nonprofits may request funding to support services that are not religious based programming and do not discriminate based on religion), tuition and fees, conferences, travel, lodging, meals, group meals and mileage, costs incurred outside of the project period specified in the project agreement or amendment, salaries/fringes of individuals not working on the project directly, Sales tax for exempt agencies.

Acknowledgement

- I have read the information above and the MI Community Center Application Booklet (<https://www.michigan.gov/leo/-/media/Project/Websites/leo/Documents/MCSC/MI-Community-Center-Handbook/Michigan-Community-Center-Grant-Handbook.docx?rev=a98f7432b4f24cb2828482403123e4de&hash=7BB6184EB6E87DEABEBDB4BE89C97AB3>) and agree to comply with all requirements. If our organization is awarded a grant, staffing and support will be provided to the initiative to ensure all requirements and project outcomes are met.*

Eligibility Status

Agency Type

- | | |
|--|---|
| <input checked="" type="radio"/> 501 (c) 3 Private, Non-Profit

<input type="radio"/> Local unit of government (tribal, county, city, village, or township)

<input type="radio"/> Consortium of local governments

<input type="radio"/> College or University

<input type="radio"/> 501 (c) 19, Non-Profit Organization | <input type="radio"/> Faith-based (providing nonreligious services to public)

<input type="radio"/> Regional/statewide organization

<input type="radio"/> School

<input type="radio"/> Other

<input type="radio"/> Public |
|--|---|

1. **Nonprofit Status** - if your organization is a 501(c)3 Nonprofit, operating in Michigan, it must be certified by the Internal Revenue Service. Recipients are required to provide an IRS letter of determination of nonprofit status.

Please upload an IRS letter of determination of nonprofit status

[Growing Hope tax exempt status.pdf](#)

2. **Criteria Requirements:** Applicant must meet one or both of the following criteria.

Criteria	Response
Serves an eligible community according to guidance from the United States Department of the Treasury for the use of state and local fiscal recovery funds under the American Rescue Plan act of 2021, Public Law 117-2 to promote economic recovery.	<input checked="" type="radio"/> Yes <input type="radio"/> No
Owned or operated by a nonprofit, faith-based organization, government entity impacted or disproportionately impacted by the COVID-19 pandemic. Organization must have a demonstrated partnership with the community in which the community center is or will be located.	<input checked="" type="radio"/> Yes <input type="radio"/> No

3. **Criteria Requirements:** Applicants must meet the following Criteria.

Criteria	Response
Community has been negatively impacted as a result of COVID-19	<input checked="" type="radio"/> Yes <input type="radio"/> No
Community Center services are provided at no cost and are open to the community in which they are located or serve.	<input checked="" type="radio"/> Yes <input type="radio"/> No
Organization is compliant with state and federal regulatory bodies including the IRS, Michigan Department of Licensing and Regulatory Affairs (LARA), and Michigan Attorney General.	<input checked="" type="radio"/> Yes <input type="radio"/> No
Organization has the financial stability and capacity to manage additional funds.	<input checked="" type="radio"/> Yes <input type="radio"/> No

4. **Services** - Applicants must provide one or more of the following services. Identify all services provided and give a brief description with the number of people served. The applicant does not need to be requesting funding for listed services, but at least one of the services needs to be offered by the community center.

Program	Brief Program Description	Number Served
Before or After-school education activities	Growing Hope uses youth-driven, STEM based curriculum in development and application of an afterschool employment program that engages in community building, agricultural education and building general workforce readiness.	60

Access to career or workforce training services	Workforce training will be available to youth, and training for adults will be specifically directed to support entrepreneurs and food related businesses.	300
Indoor or outdoor spaces publicly accessible for recreational or athletic activities	Public space for gardening, eating, play and socializing will be available to the community.	20,000
Dedicated programming for seniors	Senior accessibility to local farmers markets, technology services, and food delivery.	450
Meeting space for neighborhood or community organizations	The hall will be open as the largest meeting space in the city, for community organizations, neighborhoods, and other collectives designed to move our community forward.	600
Other wrap around service that may include but are not limited to health service behavioral service, licensed childcare	Services related to behavioral health, housing, and food will be made available by community partners who will use the space as a resource hub within the community.	900

5. **Public and Private Funding for Project since March 3, 2021**

It is encouraged to blend other funding sources to ensure the success of your program. Make sure that you check any regulations to determine if it is allowed for you to blend federal funding sources. It is allowed for you to receive other ARPA funding for your organization, but it cannot be in support of the same programmatic effort you are proposing with this grant application. Include if you have applied for the MI Nonprofit Relief Grant, the MI Nonprofit Impact Grants, the Blight Elimination. MI SPARK Grant (MI Department of Natural Resources). **In the table below, list funding sources supporting this effort.**

Type	Grant or Program Name - Description	Awarding Entity	Date Awarded	Amount
State	N/A	[REDACTED]		[REDACTED]
State	N/A	[REDACTED]		[REDACTED]
			TOTAL	150,000.00

Organization Capacity

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General Narrative Questions

The following narrative questions must be answered by all grant applicants. Grant reviewers will use the point value listed for each category.

Organizational Capacity

Explain how your organization has the capacity to operate the proposed program. Reviewers will assess the extent to which the applicant demonstrates the organizational background and capacity to manage the grant. This would include staffing, structures, compliance, and accountability systems and data collection. Reviewers will consider the quality of the application's response to the following criteria.

Please provide your responses to the questions in the following pages.

1. Organizational Background

1.a. Organizational Background - Organization History (Max 4,000 characters)

In 2003, Growing Hope became a 501(c)(3) nonprofit organization focused on school garden development throughout Ypsilanti. Since then, we have expanded to strengthen and support the local food system throughout the community and beyond. In 2006, we started the downtown Ypsilanti Farmers Market and began managing the Depot Town Farmers Market in 2013. In 2008, we established the Growing Hope Center and Urban Farm where people of all ages could learn to grow their own food. The Ypsilanti Farmers MarketPlace and Growing Hope Incubator Kitchen were established in 2018 to better support farmers and food entrepreneurs to participate in the local food system.

Growing Hope programs are transformative, educational, inclusive, and are created and delivered through a lens of racial equity. We prioritize serving populations that have the greatest barriers to accessing fresh and affordable food, and our programs empower participants to make eating and purchasing decisions that meet their personal wellness goals. Our programs enable local growers and food businesses to participate in and benefit from a thriving local food system.

Farm & Gardens: We support people of all ages to grow, prepare, and eat nourishing food through hands-on educational opportunities at our Urban Farm and in the community.

Youth & Schools: We educate K-12 youth in schools, in the community, and at our Urban Farm about growing and preparing fresh food. We offer a Teen Leadership Training program and support the Farm to School program in the Ypsilanti School District.

Farmers Markets: We increase access to fresh, affordable food through managing two Ypsilanti Farmers Markets and the Ypsilanti Online Farmers Market. These Markets prioritize food assistance programs and healthy food education.

Food Entrepreneurship: We grow local economic opportunities through operating the licensed incubator kitchen and offering training and business support services for farmers and startup food entrepreneurs.

Our rooting in the Ypsilanti community continues to deepen as we create healthy and sustainable local food systems that positively impact households, communities, and our economy. Growing Hope began with the vision of using community and school gardens, and the education they provide, as vehicles for positive social, economic, environmental, and neighborhood change. Recognizing that food insecurity is a key issue for many in the Ypsilanti area, we've continuously expanded and evaluated the ways Growing Hope increases access to and education around healthy food. With food justice and equity as the central tenets underpinning our work, we explore ways to partner with our neighbors to establish a more equitable and just community.

1.b. Organizational Background - Grant Management History (Max 3,000 characters)

Growing Hope has received a variety of federal, state, and private grants over the past 20 years. Notably, we have successfully managed the [REDACTED] Program multi-year grant, [REDACTED] Funds from the [REDACTED] Program for Covid-impacted Microenterprises from the [REDACTED], and funds from foundations such as the [REDACTED] the [REDACTED] and [REDACTED]. We have experience tracking and reporting for program-specific funds as well as for capital improvement projects. Growing Hope utilizes internal time and expense tracking methods to meet all tracking and reporting requirements as requested. Our Finance Manager has been working for Growing Hope and managing grant funding for over 11 years. We also employ an outside CPA firm to perform an annual audit that examines our grant tracking systems and ensures proper accounting.

1.c. Organizational Background - Grant Management (Max 3,000 characters)

Engagement and buy-in from the community are critical to this project and everything we do. That's why, even before planning, we completed several focus groups to better understand community demand. We continued these conversations within community spaces and with various community leaders throughout the planning phase and will continue further as we build.

We have and will continue to seek community feedback on this project by gathering information and insight from the community through our annual survey, regular focus group conversations, and participation in monthly neighborhood meetings. We want to know what they want to see in Downtown Ypsilanti and how the community could best benefit from the land that Growing Hope stewards. In this sense, this project is one of creating a community center or food hub.

At a basic level, the community's voice has shaped this project. From our community conversations, we most notably found a deep yearning for this space to exist in downtown Ypsilanti. Building the Ypsilanti Farmers MarketPlace is more than building a business; it's about building community. We found folks from every walk of life attracted to this project in its first phase, sharing their time, talents, and resources to engage in a successful process. We are most proud of the opportunity to build a safe space that supports a rich, diverse, fair, and equitable food system.

1.d. Organizational Background - Diversity, Equity, and Inclusion (Max 3,000 characters)

Growing Hope is committed to developing a more equitable food system. To do this, we prioritize racial equity at every level of our programming. We also recognize that partnering with our neighbors and being committed to equity includes considering the demographics of our neighbors and the history of oppression that they have faced.

In 2020, Growing Hope hired an independent consultant to lead an information-gathering project to assess Growing Hope's anti-racism work. The consultant sought open and honest input from Growing Hope staff with questions centering on how Growing Hope has or has not been a welcoming and inclusive organization for people of color, times or places where racism has shown up, and how Growing Hope can move forward to counter racist practices in order to strengthen diversity and inclusion at all levels of the organization. The consultant made suggestions on how best to move forward based on the results of the staff surveys. We then worked with [REDACTED] Design and Evaluation who led an equity in evaluations training for our program staff, before looking internally to sow anti-racist human resources practices into the organization. This began with closely evaluating our hiring practices to ensure job descriptions are accessible, appropriate, and explicit of our desire to foster an equitable workplace and has continued, as we are currently evaluating our onboarding process in a similar vein.

In 2021, Growing Hope continued to work with this consultant to develop and facilitate ongoing anti-racism training for the staff and board. Additionally, in 2021 and 2022 Growing Hope completed strategic planning by addressing the true and felt needs of the community through holding anti-racism as a central tenant within the organization. This meant challenging norms within the strategic planning process by intentionally working alongside the community.

We partnered with our 48197 and 48198 neighbors to effectively imagine and build a more equitable, food sovereign and just Ypsilanti. Working in tandem with our neighbors ensures that the entirety of our programming and resources centers on people with low incomes, communities of color and those who have been historically and systematically excluded. In order to further anti-racism within the organization, we regularly review our policies to ensure this value remains consistent.

1.e. Organizational Background - Workforce Development Programs (Max 2,500 characters)

Growing Hope has engaged in multiple educational and workforce development programs over the course of the organization's history. Many of Growing Hope's programs in the early years of the organization were staffed and supported by [REDACTED]. We have also partnered with [REDACTED] and the [REDACTED] [REDACTED] Program for work experience and job training. Growing Hope has hosted countless paid and unpaid internships over the past 20 years, with positions that originate within Growing Hope and educational internships in partnership with [REDACTED] the [REDACTED] [REDACTED] the [REDACTED], [REDACTED], and others. Our Teen Leadership Program also serves as an educational and workforce development program, preparing local youth for futures in food systems development and community organizing.

2. Staff Roles - Project Team Summary

Describe the staff experience and qualifications to implement the scope of service. In the chart below identify the roles and responsibilities of the staff implementing the project including both grant oversight and monitoring. Indicate if staff is considered key to the successful completion of the work. The Respondent must be able to staff a project team which possesses talent and expertise in the field of the requirements of this RFP. Identify staff leads assigned by name and title. Include experience and any other appropriate information regarding the work team's qualification to implement the scope of services. Indicate which of these individuals is considered key to the successful completion of the work. Resumes of qualifications should be supplied for proposed project personnel.

Staff Name	Title	Project Role - Responsibility	Experience	Key Personnel	Resume
Julius Buzzard	Executive Director	Grant & Project Oversight	Oversee capital projects, communicate with contractors, supervise operations manager, program director, and finance manager	Yes	Julius Buzzard Resume 2023.pdf
[REDACTED]	Program Director	Program oversight	Supervise programming in the space	No	[REDACTED] Resume.pdf
[REDACTED]	Finance Manager	Grant Oversight	Oversee financial management, ensure compliance with grant regulations and timely reporting	Yes	[REDACTED] Resume.pdf
TBD	Operations Manager	Facilities Oversight	Manage and maintain facility and scheduled use after capital project is complete	Yes	Director of Programs and Operations Job Description 2018.pdf

3. Compliance and Accountability

3.a. Compliance and Accountability - Monitoring (Max 2,500 characters)

Growing Hope's plan for monitoring state grant activities involves several key steps to ensure effective oversight and accountability:

Clear Objectives and Metrics: Growing Hope establishes clear objectives and measurable outcomes for each state grant activity. These objectives are aligned with the goals of the grant program and are specific, measurable, achievable, relevant, and time-bound (SMART).

Regular Reporting: Growing Hope maintains regular communication and reporting with the state grant agency. This includes providing progress reports, financial statements, and any other required documentation. These reports outline the activities undertaken, the outcomes achieved, and the utilization of grant funds. By maintaining transparent and timely reporting, Growing Hope ensures accountability and compliance with grant requirements.

Data Collection and Evaluation: Growing Hope collects relevant data throughout the grant period to assess the impact and effectiveness of the activities. This includes tracking outputs, such as the number of individuals served or the amount of produce grown, as well as outcomes, such as improved food access or increased community engagement.

Site Visits and Audits: Growing Hope welcomes site visits and audits from the state grant agency to provide firsthand insight into the implementation of the activities. These visits allow the grant agency to observe the progress, assess compliance with grant guidelines, and provide feedback or recommendations. By facilitating these visits and audits, Growing Hope demonstrates transparency and a commitment to accountability.

Internal Monitoring and Evaluation: Growing Hope establishes internal processes for monitoring and evaluating state grant activities. This includes regular check-ins, team meetings, and performance reviews to assess progress, address challenges, and ensure alignment with grant objectives. By maintaining internal monitoring mechanisms, Growing Hope can proactively identify and address any issues that may arise during the grant period.

Overall, Growing Hope's plan for monitoring state grant activities involves clear objectives, regular reporting, data collection and evaluation, site visits and audits, as well as internal monitoring and evaluation. These steps ensure effective oversight, accountability, and the successful implementation of state grant programs.

3.b. Compliance and Accountability - Oversight (Max 3,000 characters)

Growing Hope has a robust plan in place to provide oversight, prevent and detect non-compliance, and enforce compliance with rules and regulations. Here are the key elements of their plan:

Clear Policies and Procedures: Growing Hope establishes comprehensive policies and procedures that outline the rules and regulations governing their activities. These policies cover areas such as financial management, procurement, reporting, and program implementation. By having well-defined policies, Growing Hope sets the foundation for compliance and provides guidance to staff and stakeholders.

Training and Education: Growing Hope ensures that staff members and relevant stakeholders receive appropriate training and education on compliance requirements. This includes conducting training sessions, workshops, or online modules that cover topics such as grant regulations, reporting obligations, and ethical standards. By investing in training, Growing Hope promotes a culture of compliance and equips individuals with the knowledge to fulfill their responsibilities.

Internal Controls: Growing Hope implements robust internal controls to prevent and detect non-compliance. These controls include segregation of duties, regular financial reconciliations, and periodic audits. By having these controls

in place, Growing Hope can identify any potential issues or discrepancies and take corrective actions promptly.

Monitoring and Auditing: Growing Hope conducts regular monitoring and auditing of its activities to ensure compliance with rules and regulations. This includes reviewing financial records, program documentation, and other relevant data. By conducting these audits, Growing Hope can identify any instances of non-compliance and take appropriate measures to address them.

Reporting and Transparency: Growing Hope maintains transparency in its operations by providing regular reports to relevant stakeholders, including state grant agencies. These reports detail the organization's activities, outcomes, and financial information. By being transparent and accountable, Growing Hope demonstrates its commitment to compliance and builds trust with its funders and partners.

Corrective Actions and Enforcement: In the event of non-compliance, Growing Hope takes prompt and appropriate corrective actions. This may involve addressing the issue internally, implementing process improvements, or seeking guidance from regulatory authorities. If necessary, Growing Hope cooperates with regulatory agencies to enforce compliance and rectify any violations.

By implementing these measures, Growing Hope ensures effective oversight, prevention, detection, and enforcement of compliance with rules and regulations. This comprehensive plan helps maintain the integrity of their operations and ensures that they fulfill their obligations as a recipient of grants and funding.

3.c. Compliance and Accountability - Mitigate Risk (Max 4,000 characters)

Growing Hope participates in an annual audit performed by an external CPA firm that examines and evaluates our organizational systems, policies, and controls and ensures proper accounting and recording. We have internal time and expense tracking methods to meet all tracking and reporting requirements as requested by funders. We utilize segregation of duties when processing incoming and outgoing funds. We use a software program connected with company credit to track purchases that require documentation and explanation for expenditures. We have multiple levels of review for financial transactions, including approval on individual transactions by the Finance Manager and monthly approval by the Executive Director and Program Manager. Our board Finance Committee and Board of Directors review financial statements quarterly. Monthly financial reports are available in a shared document for review at any time by staff and board. Any questionable activity would be reported and investigated immediately within any of the multiple steps of the review process of monthly financial reports, grant reports, or the annual audit process.

4. Data Collection and Evaluation Plan (Max 2,500 characters)

The 2021 National Food Hub Survey found that food hubs support social betterment. The survey explains that, on average, food hub organizations engage in 18 activities related to supporting producers, community members, or the environment. Food hubs like the Growing Hope Incubator Kitchen invest deeply in the health of communities. Adding green space and a playground to the campus is a well-documented strategy for increasing community health and well-being.

A UK study of community fridge programs found they served three prominent roles: reducing food waste, helping those in need, and building a sense of community. In 2022 Growing Hope partnered with FedUp Ministry to survey Washtenaw residents about the need for a community fridge. The results found that there was both a high need and a high desire to support the stocking and cleaning of a community fridge.

Growing Hope evaluates goals by collecting data and feedback from the community by implementing an annual survey of makers, vendors, and other community members to garner opinions on the value of the space, measurements of their business goals, and knowledge of how they can access fresh local produce. Growing Hope has strong community partners and will solicit verbal and written feedback on how the space is used and contributes to economic and community health in Ypsilanti. We will evaluate the success of this project based on the revenue

generated by it. Revenue from this project will contribute to Growing Hope's sustainability, pouring into a just food system built on generational health.

Our results will be used in impact reports to our participants and community networks via print and digital newsletters, annual reports, social media, our website, funder and Board of Director reports, and in presentations and meetings. We analyze survey data and use that for annual internal program reporting and annual program planning. We use the evaluation results to better understand if the program outcomes are meeting our stated goals and identify ways we can improve the programs to increase our impacts. We also share important findings within the [REDACTED] in hopes of inspiring others to replicate this project and grow Michigan's local food economy.

5. Optional - Include any other information that is believed to be pertinent.

N/A

Community Need, Engagement, and Impact

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1. Community Need and Project Impact

1.a. Community Need - Describe the Negative Community Impact of COVID-19

Like elsewhere across the state and country, black and low-income residents in Washtenaw County were disproportionately affected by Covid-19. Historical and unjust policies have led to raced-based differences in opportunities and resources which were directly exasperated by the pandemic. A 2017 county assessment found that “a history of racism, segregation, and exclusion still has a negative impact on neighborhoods with high-concentrations of people of color, primarily located on the east side of the county,” specifically noting that residents in Ypsilanti and Ypsilanti Township face significant inequities as compared to Ann Arbor residents as it pertains to quality of life measures, public schools, and housing equity. (2017 Washtenaw County Assessment of Fair Housing)

As the pandemic surged in 2020 and 2021, businesses and schools shut their doors. We saw a disproportionate level of unemployment increase, educational milestones decrease, and hunger for students increase in our community. All students in one of our local school districts received free school lunches. During the height of the pandemic, students were not able to receive those meals, some of which is the only reliable meal they receive each day. Prior to the 2020, 10.7% of the county population was food insecure, in 2020, that increased to 14.6% with a majority of those residents residing in Ypsilanti and Ypsilanti Township (Food Gatherers, Feeding America).

To date, we have seen 112,809 confirmed and probable cases of Covid-19 in Washtenaw County residents with 669 confirmed and probable deaths (Washtenaw County Health Department). By July of 2020, black residents accounted for 30% of deaths and 41% of county hospitalizations despite only making up 12% of the county population. Mortality rate among black residents was 9.5/10,000 in 2020 compared to 5.5/10,000 for white residents (nearly double) from 2020-2021.

1.b. Community Need - Describe Community Economic Need

- List the median wage of your community on the chart below and identify if it falls below the average state median income level.
- You may use the information provided by the Michigan Center for Data and Analytics median household income at the city/township level.

Median Household Income in Michigan Townships and Cities Sourced from the 2017-21 American Community Survey and the Median Household Income spreadsheet

Community	Number of People	Median Income	Above or Below State
Ypsilanti City	20,113	40,256	Below
Ypsilanti Township	55,670	61,265	Below

1.c. Community Need - Impact

We are looking to bring a new gathering space to our community where residents and organizations can meet and mingle, along with an expansion of meal services. During the pandemic, we saw a lack of gathering spaces as social distance mandates occurred. Schools, libraries, restaurants, coffee shops and even churches were shuttered during the height of Covid-19. Although these industries recovered, our community in Ypsilanti has seen an increased population of individuals who are experiencing homelessness or housing insecurity along with food insecurity which is directly correlated with the effects of the pandemic. Additionally, there is limited space where

community members can meet and exist without the expectation to spend money, something which our project and programming will address.

2. Community Demographics and Access

2.a. Community Demographics - Geographic Location

- a. List the geographic location of the proposed project and identify the anticipated or known beneficiaries of the program. Beneficiaries could include different age groups or other known identifiable groups supporting.

Community	Population Size	Beneficiaries	Number
Ypsilanti	20113	ALICE, All	5,000
Ypsilanti Township	55670	ALICE, All	15,000

2.b. Community Demographics - Beneficiaries

- Identify the intended beneficiaries of the project that have economic challenges.
- Include the anticipated number of people your project serves in the ALICE population.

Programs – Resources Offered	Number ALICE population served	# other Beneficiaries with Economic Challenges
Pay As You Can Cafe	10,000	5,000
Farmers Markets	5,000	15,000

2.c. Community Demographics - Access to Community Center and its Services

Our facility is located on the bus route, making for easy public access. We will coordinate our meal times to coincide with route times to ensure the maximum number of residents can participate. Showers will be offered for a block of time, 4-8 hours and will be able to accommodate people using public transportation. Approximately 70% of Ypsilanti residents (~14,000 people) live within a 1 mile radius of our facility, including several U.S. Census Tracts that are considered very low opportunity areas, according to the Washtenaw County Opportunity Index. Two of these census tracts have 45% of residents living under the poverty line, compared to city-wide average of roughly 30%. An additional 30% of residents live under the ALICE threshold (total 60%). Further, the census tracts on the south side of Ypsilanti have a BIPOC population ranging from 45-75%, the highest in the city. Through proximity to the populations listed, we expect over 50% of guests to be from the ALICE population and 50-70% of guests to be people of color..

2.d. Community Demographics - Support of Poverty Task Force Goals

Growing Hope's project fits into multiple facets of the larger effort of the Michigan poverty task force. The project directly advances issues of food and insecurity by creating access points to fresh, local produce and healthy, ready-to-eat food at price points that make sense for everyone in the community. Additionally, it addresses job security by creating employment opportunities for folks in our community who are traditionally difficult to employ. This employment will help build a foundation of generational health, wealth, and well-being as previously unhoused employees develop the capital to invest in and access local housing solutions. This project is not only built on social inclusion and nondiscrimination, but will help build a community that prides itself in ensure that everyone is included. Using the completed space in partnership with others in our community will invest in each of these objectives and goals and create betterment in our community and across southeast Michigan.

3. Community Input and Partnerships

3.a. Community Support - Stakeholder Input

What kind of stakeholder and community input did you have in forming your project idea?

We have and will continue to seek community feedback on this project by gathering information and insight from the community through our annual survey, regular focus group conversations, and participation in monthly neighborhood meetings. We want to know what they want to see in Downtown Ypsilanti and how the community could best benefit from the land that Growing Hope stewards. In this sense, this project is one of creating a community center or food hub.

Provide examples of documented stakeholder and community input, including letters of support.

Name	Attachment
██████████ Letter of Support	██████████ Letter of Support MI Community Center.pdf
██████████ Letter of Support	██████████ Letter of Support MI Community Center.pdf
██████████ Letter of Support	██████████ Letter of Support MI Community Center.pdf
██████████ Letter of Support	██████████ Letter of Support MI Community Center.pdf
██████████ Letter of Support	██████████ Letter of Support MI Community Center.pdf
██████████ Letter of Support	██████████ Letter of Support MI Community Center.pdf
██████████ Letter of Support	██████████ Letter of Support MI Community Center.pdf

While not a requirement for funding, is this project part of a community plan? Yes No

3.b. Community Support - Strategies to Welcome Community

This Community Center will create a welcoming environment that supports different cultures and the demographics of the community it serves by implementing several key strategies:

Inclusive Menu: The cafe can offer a diverse menu that caters to various dietary preferences and cultural tastes. This can include vegetarian, vegan, gluten-free, and culturally specific options, ensuring that everyone feels welcome and can find something they enjoy.

Cultural Events: The cafe can organize cultural events and celebrations that highlight the diversity of the community. This can include hosting themed nights, cultural performances, or inviting local artists to showcase their work. These events can foster a sense of belonging and encourage people from different backgrounds to come together and share their experiences.

Multilingual Staff: Hiring staff members who can communicate in multiple languages spoken within the community can help create a more inclusive atmosphere. This ensures that customers who may have limited English proficiency feel comfortable and can easily communicate their preferences or ask questions.

Community Outreach: The cafe can actively engage with local community organizations, schools, and cultural centers to build relationships and understand the specific needs and interests of different groups. By collaborating with these organizations, the cafe can create partnerships, offer special programs, or provide support to community initiatives.

Welcoming Space: The physical space of the cafe should be designed to be inclusive and accessible. This can include providing comfortable seating options, ensuring wheelchair accessibility, having gender-neutral restrooms, and creating a warm and inviting atmosphere that reflects the diversity of the community.

Pay-What-You-Can Model: The pay-what-you-can concept itself promotes inclusivity by allowing customers to pay what they can afford. This ensures that individuals from different socioeconomic backgrounds can enjoy a meal without feeling excluded or stigmatized. The cafe can also offer volunteer opportunities for those who may not be able to contribute financially, allowing them to give back to the community in other ways.

By implementing these strategies, this space will become a welcoming place that supports different cultures and the demographics of the community it serves.

3.c. Community Support - Project Partner List

- What programs and partnerships currently exist that support your project and assist individuals with accessing services?
- What new programs or partnerships will be engaged to support your project and assist individuals with accessing services?

List project partners that are part of your project. Include type of partner (Partners could include - Local Government, State of Federal Agency, Regional Planning Group, Nonprofit, Community Foundation, Regional Planning Agency, Volunteer Group, School, College or University)

Project Partners

Organization	Contact Name	Type Partner	Ways Partnering	New or Existing
FedUp Ministry	Anna Taylor-McCants	Nonprofit	Programatic	Existing
			Financial	Existing
			Financial, Technical	Existing
			Programatic	Existing
			Financial	Existing
			Programatic	Existing

Capital Project Grant and Program Grant Narratives

There are two additional sections of the grant application. Determine which sections you need to complete.

1. **Capital Project Grant**
 - If you are only requesting Capital Project funds, you only need to fill out the Capital Project Grant Narrative Section. Your request cannot be for more than \$2,500,000.
2. **Program Grant**
 - If you are only requesting Program funds, you only need to fill out the Program Grant Narrative Section. Your request cannot be for more than \$2,500,000.
3. **Capital Project Grant and Program Grant**
 - If you are selecting to receive both Capital and Program funds, you must fill out both remaining sections. Your request cannot be for more than \$2,500,000.

Select Project Type

- Capital Project Grant
- Program Grant

Capital Project Grant Narrative

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APP # [REDACTED]

Capital Project Grant Narrative Section

Capital Project Grant Narrative Section

The following application questions must be answered if applying for capital improvements.

1. Capital Project Description

1. Capital Project Description - Overview

Growing Hope primarily uses the Ypsilanti Farmers MarketPlace for its Incubator Kitchen, with more than two dozen small food-related businesses or “makers” using the rental space regularly. Through conversations with our community, we have explored ways to maximize the use of our downtown property to best support a cycle of generational health through access to fresh produce, green space, and economic opportunities. An overview of the entire project will include a commercial kitchen, which FedUp will utilize to provide pay-what-you-can meal services, green space with a playground for leisurely downtown activities, a refrigerated distribution pantry site, a large meeting space for partnering organizations to hold meetings, and provide services, and infrastructure to support a year-round farmers market in downtown Ypsilanti.

Our property, 16 S. Washington St., which used to be a bank building, will undergo renovations to become a kitchen and storefront used by FedUp to provide ready-to-eat meals to folks in the community at a price point that makes sense for them. Surrounding this building, we will build green space, seating, public bathrooms, and a playground as a safe space for folks throughout the community to convene. The warehouse, located behind this building and is properly known as 9 S. Adams, will be used for additional seating and event space for community organizations that need centralized space to administer their programming. Renovations to this building include bathroom renovation and roof replacement.

In building these plans, our team worked closely with community members, architects at JBT architect, and Midwest Contracting Services. Engagement and buy-in from the community are critical to this project and everything we do. That’s why, even before planning, we completed several focus groups to understand demand. We continued these conversations within community spaces and with various community leaders throughout the planning phase and will continue further as we build. At a basic level, the community’s voice has shaped this project. From our community conversations, we most notably found a deep yearning for this space to exist in downtown Ypsilanti. Building the Ypsilanti Farmers MarketPlace is more than a business; it’s about building community. We found folks from every walk of life attracted to this project in its first phase, sharing their time, talents, and resources to engage in a successful process. We are proud of the opportunity to build a safe space that supports a rich, diverse, fair, and equitable food system.

2. Capital Project Description - Community Impact

Our primary objective is to increase access to fresh produce, green space, and entrepreneurship opportunities for low-income individuals and people of color in downtown Ypsilanti. During the day, more than forty individuals pass the Ypsilanti Farmers MarketPlace every hour. Additionally, the space is utilized for community events such as Ypsilanti’s Juneteenth Celebration, Around the Kitchen Table with Peace House, and the Ypsilanti Farmers Markets. We anticipate the project serving 600-800 individuals each week between these events.

The storefront will include a retail counter and point-of-sale system that could accommodate goods from small businesses and the sale or free distribution of fresh produce grown at the Growing Hope Urban Farm or other local growers. In addition to creating economic opportunities with generational implications for unhoused and otherwise

difficult-to-employ individuals, we anticipate using this model to increase equitable access to local foods, sowing equity into our local food system.

Green space will additionally be installed in the lot, with room to sit, lounge, harvest produce, and even play on a playground. This lot is centrally located in downtown Ypsilanti and has many visitors looking for shade, water, or a place to simply exist. This green space will act as a point of respite for long, hot days, a place to learn about growing and harvesting food, a safe and inviting place to play for children and families, and a sanctuary space in the heart of downtown Ypsilanti.

We also see an opportunity to widen the impact of our weekly downtown farmers market by establishing a more accessible market space with built-in shade structures and places to store prepared food from local producers. As activity and walking traffic grow in this part of downtown Ypsilanti, the Ypsilanti Farmers MarketPlace will serve as a destination not just once a week during the Downtown Farmers Market but every day. Additionally, we are excited to continue and build our partnership with FedUp Ministries to provide healthy-ready-to-eat food at a price point that makes sense for everyone in our community.

3. Capital Project Description - Programs Offered and Beneficiaries

Our facility is located on the bus route, making for easy public access. We will coordinate our meal times to coincide with route times to ensure the maximum number of residents can participate. Showers will be offered for a block of time, 4-8 hours and will be able to accommodate people using public transportation. Approximately 70% of Ypsilanti residents (~14,000 people) live within a 1-mile radius of our facility, including several U.S. Census Tracts that are considered very low opportunity areas, according to the Washtenaw County Opportunity Index. Two of these census tracts have 45% of residents living under the poverty line, compared to city-wide average of roughly 30%. An additional 30% of residents live under the ALICE threshold (total 60%). Further, the census tracts on the south side of Ypsilanti have a BIPOC population ranging from 45-75%, the highest in the city. Through proximity to the populations listed, we expect over 50% of guests to be from the ALICE population and 50-70% of guests to be people of color..

Our program will primarily serve residents in the City of Ypsilanti, although residents from adjacent communities are welcome as well. All guests will have access to showers and food, and residency (or lack thereof) will not be a barrier. We expect that the majority of guests will be adults, although all services can accommodate children and families. We anticipate 85-95% of guests will be adults and 5-15% of guests will be children or minors between 0 and 18 years old. We expect to see more children participating in meal services than we do shower services once our program is established and thoroughly communicated with residents in the community.

Further, our space will be open for neighborhood and community organizations to meet and groups will be encouraged to form around events like story time, book clubs, scrapbooking, coffee hour and more. We also will partner with other local organizations who have demonstrated a proven track record in helping individuals with housing, mental health, addiction support, recidivism prevention, literacy, and more. This programming will not be developed by our organization, rather we will provide the space for these activities and invite our local partners to share these services with residents who need them. We will also reach out to our local health department to bring free vaccine clinics to our location and engage local government and non-profit organizations to provide wrap around support services.

4. Capital Project Description - Objectives and Activities (1)

Objective: Renovate the Building at 16 S. Washington

Activity	Responsible Staff	From Date	To Date	Expected Outcome	Measurement
Community Feedback	Julius Buzzard	09/01/2023	11/30/2023	Voice heard	Number of participants
Preplanning/bidding	Julius Buzzard	12/01/2023	02/29/2024	Feedback implimented	Completion of plan
Renovation	Julius Buzzard	03/01/2024	12/31/2024	Project complete and open for programming	Number of participants/guests

5. Capital Project Description - Need for Capital Expenditure

The property in question, located at 16 S. Washington, currently resembles its previous uses as a gas station and bank. There is no adequate restroom access, and the inside of the building is far too small to accommodate any seated guests or kitchen equipment. Additionally, while we have installed solar panels and updated lighting fixtures, much of the outside of the building is in disrepair, making it uninviting and, in some cases, unsafe for visitors. The space is centrally located in our community, with folks regularly passing by or stopping to get out of the sun, but is ill-equipped to provide the programming needed to host programming that would be meaningful for our community. It is imperative that we update the structure to meet the health and safety requirements necessary before we open it up for any expanded or additional programming for our community. Currently, FedUp brings their food truck to provide services for one hour a week, and we use the warehouse (9 South Adams, Ypsilanti, MI) for weekly online and seasonal indoor farmers markets. Without this capital expenditure, our ability to open up the space as a community center is severely limited.

6. Capital Project Description - Comparison of Capital Expenditure

Alternatives to this renovation included demolition for the purpose of an empty or demolition with the purpose of building from the ground up. Renovating an old bank building instead of demolishing it can offer several advantages:

Historical Preservation: Many old bank buildings have architectural and historical significance. Renovating and preserving these structures allows for retaining local history and cultural heritage. It can contribute to the character and identity of a neighborhood or community.

Sustainability: Renovation promotes sustainability by reducing waste and preserving existing resources. Demolishing a building generates a significant amount of waste, including construction debris that often ends up in landfills. By renovating, valuable materials and resources can be reused or repurposed, reducing the environmental impact.

Cost-Effectiveness: Renovating an existing building can be more cost-effective than constructing a new one from scratch. The basic structure and framework of the bank building are already in place, which can save on construction costs. Additionally, renovating may be eligible for tax incentives or grants aimed at preserving historic buildings.

Adaptive Reuse: Old bank buildings often have unique features and layouts that can be creatively repurposed for various uses. Renovating the building allows for adaptive reuse, transforming it into a different type of space, such as a restaurant, office, or community center. This can contribute to the revitalization of a neighborhood and provide economic opportunities.

Community Engagement: Renovating an old bank building can foster community engagement and pride. The process of renovating and repurposing a building often involves input from local residents, businesses, and organizations. This collaborative effort can strengthen community bonds and create a sense of ownership and attachment to the building.

While there may be cases where demolition is necessary due to safety concerns or irreparable damage, renovating an old bank building is generally preferred for its historical value, sustainability, cost-effectiveness, adaptability, and community engagement benefits.

2. New Construction, Renovation, and Future Maintenance

1. Construction, Renovation and Maintenance - New Construction Information

Is new construction part of your project? Yes No

If yes, identify the major components of your construction project.

Scope List	Brief Description (200 character limit)

2. Construction, Renovation and Maintenance - Renovation Information

Is renovation or redevelopment (change of use with similar footprint) part of your project? Yes No

If yes, identify the major components of your renovation construction project.

Scope List	Brief Description	Age of Existing
16 S. Washington (bank building) Renovation	We will renovate the building by adding a commercial kitchen, and bathrooms, and updating the landscaping, electrical, and building materials to bring the space up to code for food service.	40+ years

3. Construction, Renovation and Maintenance - Maintain Investment

What mechanisms and resources are in place to maintain this investment?

- General Fund Support Millage Endowment Fund
- Grants Friends Group Dedicated Staffing
- Other

Based upon the existing and planned mechanisms and resources, explain how you will maintain the investment and for how long.

Growing Hope will continue to diversify its funding to include an endowment fund, grants, sponsorships, and donations to maintain the investment for the foreseeable future. Revenue generated from rentals and events (\$100K/year) in the space will additionally supplement this maintenance.

4. Construction, Renovation and Maintenance - Sustainability

If an energy audit was conducted, please provide the results and how information was included in your plan.

Please upload the energy audit results

If you have any additional Energy Audit results, please upload them in the table below (Optional)

Name of Audit Results	Audit Result Attachment

Describe the selection of materials, the way the project is designed and other features, that make it sustainable.

We will complete an energy audit early on in the project to help inform what energy-efficient resources can be used in this project.

Describe environmentally friendly features incorporated into the project.

The building currently has solar panels installed on its roof, and we plan to have those remain functional at the end of the project. Additionally, additional solar panels may be installed with additional rooftop space. We will use the green space to grow food with and for the community, collect rainwater for irrigation, and potentially create a green roof.

Describe energy efficiency features incorporated into the project.

The building currently has solar panels installed on its roof, and we plan to have those remain functional at the

end of the project. Additionally, additional solar panels may be installed with additional rooftop space. We will use the green space to grow food with and for the community, collect rainwater for irrigation, and potentially create a green roof.

What design features or consideration is in your project to reduce long term maintenance?

We are continuing to consider materials to minimize long term maintenance as we complete bidding the project with our contractor.

How are you assisting the community with accessing energy efficient resources.

Like we do at our farm, we will use these energy innovations as teaching tools for our community, where they can attend workshops and connect with community resources to help them fund and install energy-efficient resources.

5. Construction, Renovation and Maintenance - Sustainability - Volunteer Support

Volunteers are a regular part of Growing Hope’s functionality and will be recruited to support programming efforts. On average, we have more than 150 registered volunteers who provide more than 1,700 hours of support each year. We anticipate opening this space as a community center and recruiting a volunteer coordinator will allow us to increase volunteer engagement by 50%. We will recruit volunteers directly from the community who receive services at the center, to build relationships and community investment.

3. Clarity of Scope

1. Clarity of Scope - Target Dates

- Provide your target dates for the following project milestones.
- Public input planning and design bidding and contract execution construction Programming and activation.
- List completion dates - not the start date.

Milestone	Target Completion Date	Description of Timeline
Public Input	12/31/2023	Receive continued feedback on design and programming aspects of the project
Planning and Design	01/31/2024	Make adjustments based on feedback
Bidding and Contract Execution	03/31/2024	Acquire bids from at least three different vendors
Construction	12/31/2024	Selective demolition, construction, and rehabilitation
Programming and Activation	01/01/2025	FedUp will begin to use the space as a pay-what-you-can cafe

2. Clarity of Scope - Site Development Plan

- Conceptual site development plan is required

Please upload your Conceptual site development plan

[Site Plan 16 S. Washington and 9 S. Adams .pdf](#)

3. Clarity of Scope - Licensed Architect

All projects are required by state law (MCL 339.2011) to have a licensed engineer, architect, or landscape architect (prime professional) prepare all plans, specifications and bid documents and verify that all construction has been completed according to acceptable standards.

Do you have a architect, engineer, or landscape architect under contract or on staff for Yes No this project?

- If yes, please provide their name and explain the competitive selection process to retain them.
- If no, explain process for acquiring one.

Identified	Architect, Engineer Name	Address	Process to select
Yes	[REDACTED]	[REDACTED]	[REDACTED] have done previous work for Growing Hope

4. Clarity of Scope - Environmental Contaminations

Is there any evidence of environmental contamination within the project area? Yes No

If yes describe the contamination and how it is being addressed

If no, explain the process to make that determination.

Please provide your response to evidence of environmental contamination within the project area

Yes. We know there are likely contaminations because the lot was once a gas station. We've addressed this previously through soil remediation and will continue to pay close attention to the health of our soil, especially where we might grow produce. Specifically, we will build on top of the current foundation to negate any potential health risks.

5. Clarity of Scope - Permits

Federal, state and local rules and regulations apply. Such permits include, but are not limited to, permits to fill or otherwise occupy a floodplain and permits required under Parts 301 and 303 of the Natural Resources and Environmental Protection Act, Act 451 of the Public Acts of 1994, as amended. It is the sole responsibility of the applicant to determine what permits are required for the project, secure the needed permits and remain in compliance with such permits.

List required permits below. If no permits are needed – explain process in making that determination.

Status options: Initial consultation (either formal or informal), Applied/pending decision, Approved. Local permits: e.g., soil erosion, building permits

Are permits required for this project? Yes No

Type of Permit	Permitting Agency	Requirements	Status

If no permits are needed – explain process in making that determination

Permits are required for this project and will/are being acquired by our general contractor.

6. Clarity of Scope - Construction Company

Have you selected a construction company to complete the project? Yes No

- If yes, provide their name and explain the competitive selection process use.
- If no provide the competitive selection process you will use.

Identified	Construction Company Name	Address	Process to select

Yes	[REDACTED]	Address: [REDACTED]	Our General Contractor, [REDACTED] will identify additional contractors needed for this project.
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7. Clarity of Scope - Construction Plans

Have construction plans and specifications been created? Yes No

If Yes, please upload your construction plans below

Plan Name	Attachment
Construction Plan	Construction Plan and Bid 1 16 S. Washington .pdf
[REDACTED]	Construction Plan and Bid Kitchen 16 S. Washington .pdf
Site Plan & Rendering	Site Plan 3D 16 S. Washington and 9 S. Adams.pdf

If No, identify when you will be creating them

8. Clarity of Scope - Property Ownership

What is/will be the applicant's type of ownership and control of the property?

Full ownership

Select the appropriate box for the applicant's site control at the project site.

Both the Documentation of Site Control form (PR5750-4) and deed, lease or easement is required to be uploaded in the required attachments section of the application.

Documentation Type	Attachment
Site Control form (PR5750-4)	Site Control Form.pdf
Deed	Deed 16 S. Washington and 9 S. Adams [MI Community Center].pdf
Lease or Easement	

4. Access to New Opportunities for People of All Abilities

1. Accessibility - Group Feedback

- Select what groups you have received feedback from and upload the associated support documentation. Provide design review(s) of your project.
- Groups could include: Center for Independent Living, Center for Assisted Living, Local or Regional Disability Network, Physical or Recreational Therapist, Individual input, Formal or Group Input

Group	Feedback Received	Supporting Documentation
Center for Independent Living	<input type="checkbox"/>	
Center for Assisted Living	<input type="checkbox"/>	
Local or Regional Disability Network	<input type="checkbox"/>	
Physical or Recreational Therapist	<input type="checkbox"/>	
Individual input	<input type="checkbox"/>	

Formal or Group Input	<input type="checkbox"/>	
Other [REDACTED]	<input checked="" type="checkbox"/>	Letter of Support MI Community Center.pdf

Provide design review(s) of your project

We have and will continue to seek community feedback on this project by gathering information and insight from the community through our annual survey, regular focus group conversations, and participation in monthly neighborhood meetings. We want to know what they want to see in Downtown Ypsilanti and how the community could best benefit from the land that Growing Hope stewards. In this sense, this project is one of creating a community center or food hub.

Additionally, we plan to receive input from our local [REDACTED] as well as a group of disability justice advocates as we finalize plans for the building and as we get closer to opening our doors.

2. Accessibility - Unique Features

As previously mentioned, our project has been designed in concert with our community. Unique features include u-pick community growing spaces and an organized space where folks can gather without the expectation of spending money. These goals were formed from the feedback of community members and program participants alike. We will continue to incorporate this feedback and use principles of inclusive design at every step of the project and as programming launches.

5. Project Budget

1. Capital Project Budget

1. Total Budget – Amount of Request

The budget should demonstrate sufficient additional revenue has been generated to adequately support the project to be completed.

Budget Categories	Total Cost
Amount of Grant Request	1,500,000.00
	0.00
Total Project Cost	1,500,000.00

2. Matching Funds

Combining grant funds with other opportunities is encouraged. It is expected that matching funds will be a part of the project. This can include a cash or in-kind match. List the sources below.

Source of Matching Funds	Indirect or Cash	Amount
Local	Inkind	0.00
Total Matching Funds		0.00

2. Capital Project Budget Narrative

3. Budget Narrative – Demonstrate Cost Effectiveness and Budget Adequacy

Preplanning	Description	Grant Funds	Matching Funds	Attach
Total Preplanning				

Project Permitting, plan design, oversight Cap 25%	Description	Grant Funds	Matching Funds	Attach
Total Project Permitting, plan design, oversight				

Construction	Description	Grant Funds	Matching Funds	Attach
16 S. Washington	Renovation and construction of 16 S. Washington	1,400,000.00	0.00	Construction Plan and Bid 1 16 S. Washington .pdf
Total Construction		1,400,000.00	0.00	

Equipment	Description	Grant Funds	Matching Funds	Attach
Total Equipment				

Programming	Description	Grant Funds	Matching Funds	Attach
Total Programming				

Technology	Description	Grant Funds	Matching Funds	Attach
Total Technology				

Expenditure	Description	Grant Funds	Matching Funds	Attach
Administration				
Indirect/Overhead	Grant management, utilities, site use, permitting and planning	100,000.00	0.00	
TOTAL CAPITAL PROJECT BUDGET		1,500,000.00	0.00	

Program Grant Narrative

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Version # _____

APP # [REDACTED]

Program Grant Narrative

Program Grant Narrative

The following application questions must be answered if applying to implement a program.

1. Program Project Design - Program Description

Housing insecurity and food insecurity is an exigent need in our community. The parking lot of our downtown Ypsilanti Farmers Market Place location has been a place where unhoused residents have sought shelter over the last 3+ years. As of the summer of 2023, the number of unhoused community members who are frequenting our parking lot has grown astronomically. People have found community, safety, and familiarity in the shade of our parking lot. People come to our space to use the restroom, get a snack, and escape the heat. As the number of unhoused community members has grown in our area, so has the frustration of local business owners, property owners, and residents. Because hungry folks who need shelter have shown up on our doorstep over the last few months, we have done what we can to bring in our non-profit partners who can help meet the growing need in our community. We've had plans to turn our property that used to be a bank into a space that can be used for good in our community. To help us address the growing need for nutritious and accessible food in our community, we have created a partnership with an organization who has the desire and capacity to run a pay-what-you-can cafe.

We will be working in partnership with FedUp Ministries, a local non-profit organization, to bring additional meal services and shower facilities to our new community space to address food insecurity and provide support services to low-income and housing insecure residents. FedUp will operate a pay-what-you-can café for residents in our community. FedUp currently has a mobile food truck meal program where they serve free restaurant-style meals in Ann Arbor and Ypsilanti, prioritizing folks experiencing homelessness and also low-income black and brown residents. Currently, FedUp provides a weekly meal at our location in Downtown Ypsilanti, outside the building we are converting into a cafe. We have seen consistent participation with 50-75+ residents participating weekly, with a majority of the population being black residents and low-income/unhoused residents. FedUp also provides a weekly meal at the nearby transit center and typically serves 125+ meals each week at that location.

Although our new community space and commercial kitchen is not projected to be completed until the end of 2024, FedUp is committed to continuing to feed our community. By 2025, FedUp will be serving meals out of the cafe and is expected to be operational 5-6 days per week within the first year of operation. During the planning and preparation stage of our cafe programming, FedUp will begin increasing their presence at our property by increasing the number of meals they are serving on their food truck in downtown Ypsilanti. Just like FedUp's current meal program is open to anyone who comes up to the truck, no questions asked, cafe meals will be available to all residents regardless of housing or income status, although guests will be expected to participate in some way for receiving their meal. Examples of how other pay if you can cafes around the country have done this are: inviting guests to sweep, prep vegetables for 10-15 minutes, wipe down tables, seat other guests, greet new guests with smiling faces, join a financial literacy class that is meeting during their lunch, etc. There is a place for everyone and what they have to offer in this cafe, though flexibility and a commitment to learn will help us decide the mutual aid method for our local community. Growing Hope and FedUp's goal through this cafe is to create a decommodified space centered around building relationships over sharing meals together.

In addition to providing meal services, FedUp also has a mobile shower trailer with 4 full bathrooms, including a shower, toilet, and sink. FedUp has committed to bringing the shower trailer to our location for guests to use. We anticipate that the shower facility will be onsite 2-3 times per week for the duration of this grant. FedUp personnel will operate the shower facility and we will donate the water for this part of the program. We anticipate offering 20 showers per event for a total of 60 showers per week. The shower facility will likely be used primarily by folks

experiencing homelessness or housing insecurity that spend time or shelter in the downtown Ypsilanti area. We expect access to showers will allow guests to feel better about themselves which will in-turn lead to the ability to obtain or keep employment.

In addition to the services provided, the programming will also create job opportunities for residents in the area. FedUp currently employs about 15 staff for kitchen operations, all who have a lived experience of homelessness and/or poverty. FedUp has had three staff move into permanent secure housing from the Ann Arbor shelter or tents since beginning their employment program in January of 2023. FedUp anticipates hiring many new staff people, as they host working interviews every week, to assist with the programming at our location and will pay a minimum wage of \$18 per hour.

2. Program Project Design - Program Intervention

We expect these programs to address food insecurity while providing support for people who may be unhoused, and/or low income residents. Free food access will lead to additional income that can be spent on other essentials for families. Further, shower access in combination with the laundry access (also available on-site) will lead individuals to feel empowered to seek and keep employment while lifting themselves out of poverty.

We plan to work with partners to spread awareness of our new services. We expect to work with local churches, school districts, low-cost health clinics, and other organizations where marginalized residents are already seeking services. As our location is directly on the bus route, it is easily accessible by residents, even those who do not have vehicles. Additionally, we are located in downtown Ypsilanti and roughly 70% of city residents live within a 1 mile radius and those who are able could walk to our facility.

Our cafe partnership is just one of the ways we are following best practices for this project. We know that it is better to partner with those who do things really well, instead of stretching ourselves too thin to do things that are not fully in line with our mission or purpose. We are better together. We also know that decisions about the community should be made with the community who is affected most. FedUp has board members with a current lived experience of homelessness, as well as numerous employees who will be affected by this new program. They have surveyed guests at their food truck across the county, and have concluded that the cafe is a needed program.

We also know that toxic charity is harmful to communities, and people can and should be invited to participate in their lives in every way possible. They should be given choice about the things they eat, wear, and do, and they should be given the same opportunity to give payment for the services they receive if they have capacity to do so. FedUp has seen this need to participate in purposeful, meaningful work during every single meal service in Ypsilanti. People ask to help take orders, pass orders out, work on the food truck, work the lemonade station and more. When regulars who need their meals come over and over again, they feel like they are a part of the work of the organization instead of just a recipient of charity when they participate. It is transformational. This model has proven successful at a number of cafes across the country, and following successful models is another best practice.

Lastly, best practices around restorative justice and accountability are about being in relationship with people - those who are harmed and those who have caused harm. This cafe is all about relationship. FedUp runs its meals similarly to other democratically governed spaces like the local Day Time Warming Center that operates during the cold months. For example, guests know that if someone is openly drinking or using drugs, other guests will come together and approach the person who is making a choice to go against the community standards. The person will be asked to stop or leave until they are done and can come back and participate following our community guidelines. Because of the relationship FedUp and community members have, this has never been an issue. The police have never been called by FedUp during a single service, because relationships and community help hold people accountable. In a population where the harms of the prison industrial complex are very real and detrimental, this is powerful community work.

3. Community Impact and Beneficiaries

3.a. Community Impact and Beneficiaries - Community Impact

Our goals are to reduce food insecurity and housing insecurity by fulfilling basic needs for residents at no cost through our program. For our residents, we anticipate seeing a positive impact on mental health as well as the ability to reroute their income to groceries, household bills, or other expenses. We know that food insecurity is a huge concern in our community. In 2020 Food Gatherers, the food rescue organization that serves Washtenaw County, reported a 30-300% increase in visits to its partner network organizations. Forty percent of visitors in 2020 were people who were new to being food insecure and had never navigated the food pantry system before. Frequently, folks experiencing food insecurity and poverty don't have a choice in what to eat, they either take what is offered by a local food pantry meal distribution, or they go without. With our program, guests will be able to customize what they order. FedUp always offers vegan, vegetarian, dairy-free, and gluten free options to meet the food preferences and restrictions each guest has.

In addition to serving food, FedUp's cafe space will be a place to build community and relationships across a shared meal. Food brings people together. Relationships are built across the kitchen table. In order to build relationships between housed and unhoused community members, guests will have the opportunity - if they choose - to sit at the tables and open seats of other guests. Names and stories will be shared, and people will have the opportunity to be known by their neighbors. Currently, there is no community space open to residents where they are guaranteed to eat a meal at no cost, nor is there an indoor place in our city to simply exist without the expectation to pay for goods or services. There is also no place in Ypsilanti where residents facing homelessness or housing insecurity can access showers, which makes FedUp's services an ideal program for our community.

3.b. Community Impact and Beneficiaries - Program Beneficiaries

Our facility is located on the bus route, making for easy public access. We will coordinate our meal times to coincide with route times to ensure the maximum number of residents can participate. Showers will be offered for a block of time, 4-8 hours and will be able to accommodate people using public transportation. Approximately 70% of Ypsilanti residents (~14,000 people) live within a 1 mile radius of our facility, including several U.S. Census Tracts that are considered very low opportunity areas, according to the Washtenaw County Opportunity Index. Two of these census tracts have 45% of residents living under the poverty line, compared to city-wide average of roughly 30%. An additional 30% of residents live under the ALICE threshold (total 60%). Further, the census tracts on the south side of Ypsilanti have a BIPOC population ranging from 45-75%, the highest in the city. Through proximity to the populations listed, we expect over 50% of guests to be from the ALICE population and 50-70% of guests to be people of color..

Our program will primarily serve residents in the City of Ypsilanti, although residents from adjacent communities are welcome as well. All guests will have access to showers and food, and residency (or lack thereof) will not be a barrier. We expect that the majority of guests will be adults although all services can accommodate children and families. We anticipate 85-95% of guests will be adults and 5-15% of guests will be children or minors between 0 and 18 years old. We expect to see more children participating in meal services than we do shower services, once our program is established and thoroughly communicated with residents in the community.

4. Program Blueprint - Objectives and Activities (1)

Provide a program blueprint that outlines defined project objectives with the activities, timeline, expected outcomes, and measurement for each objective. The information to report for each objective is as follows:

Objective: Provide shower services for individuals and families

Activity	Responsible Staff	From Date	To Date	Expected Outcome	Measurement
Activity: Showers will	(GH	05/01/2024	12/31/2025	Increased mood,	We will track the

be provided 2-3 days per week for 4-8 hours, increasing based on need, participation and staffing availability. FedUp Staff will operate and be responsible for the shower facilities, including providing toiletries and towels. We will offer laundry services at similar times.	staff/location coordinator), FedUp Shower/Laundry Coordinator, FedUp Shower/Laundry staff			ability to work and/or go to school,	number of showers and loads washed per session and compile data monthly including the number of unique participants. Further, we will do random demographic surveying to identify where guests are coming from along with surveys to gauge mood and changes for guests since they started accessing the service.
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4. Program Blueprint - Objectives and Activities (2)

Provide a program blueprint that outlines defined project objectives with the activities, timeline, expected outcomes, and measurement for each objective. The information to report for each objective is as follows:

Objective: Provide meal services

Activity	Responsible Staff	From Date	To Date	Expected Outcome	Measurement
FedUp will provide a minimum of 3 meals per week at or near our location while the cafe space is being built. Meals will be provided at no cost to community members and will be customizable for each guest's personal preferences and dietary restrictions.	(GH staff/location coordinator), FedUp Meal Program Coordinator, FedUp Kitchen Coordinator	05/01/2024	12/31/2025	Increased food security	We will track the number of meals served along with the number of participants at each meal service. Further, we will do random demographic surveying to identify where guests are coming from.

4. Program Blueprint - Objectives and Activities (3)

Provide a program blueprint that outlines defined project objectives with the activities, timeline, expected outcomes, and measurement for each objective. The information to report for each objective is as follows:

Objective: Provide meal services through a Pay-What-You-Can Cafe

Activity	Responsible Staff	From Date	To Date	Expected Outcome	Measurement
FedUp will operate the pay-what-you-can cafe which will provide meals to community members. Guests will have the option to pay	(GH staff/location coordinator), FedUp Meal Program Coordinator,	04/01/2024	12/31/2025	Increased food security	We will track the number of meals served along with the number of participants at each meal service.

however much they can, whether that's by helping out, rinsing off dishes, or using money. Guests will be able to enjoy a meal regardless of the ability to pay with money.	FedUp Kitchen Coordinator				Further, we will do random demographic surveying to identify where guests are coming from along with random surveys to gauge self-reported food security.
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4. Program Blueprint - Objectives and Activities (4)

Provide a program blueprint that outlines defined project objectives with the activities, timeline, expected outcomes, and measurement for each objective. The information to report for each objective is as follows:

Objective: Employment

Activity	Responsible Staff	From Date	To Date	Expected Outcome	Measurement
Part of partnering with FedUp Ministries is to help bring more jobs to Ypsilanti for community members who struggle with capacity to obtain and maintain the typical full-time employment needed to pull themselves out of poverty. FedUp works with community members who are struggling, namely those who are unhoused and struggle with mental health disorders and substance use disorders. Some of our unhoused community members need extra support from employers to be successful in their employment. FedUp works with community members on part-time three month contracts, with a goal of helping their staff find full-time employment and housing by the end of their contract. We will work closely with shelter staff/social workers at the Delonis	FedUp Kitchen Leadership, FedUp Shower and Laundry Leadership, FedUp Executive Director	05/01/2024	12/31/2025	Increased stability for community members	We will track the number of staff who move into permanent secure housing. We will track the number of staff who go on to find full time employment after they've worked with FedUp for a contract period or longer.

Shelter, Alpha House, and SOS to be sure that our staff are on track to receive and use their section 8 vouchers.					
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4. Program Blueprint - Objectives and Activities (5)

Provide a program blueprint that outlines defined project objectives with the activities, timeline, expected outcomes, and measurement for each objective. The information to report for each objective is as follows:

Objective: Food Sovereignty - Connecting Growers with Consumers

Activity	Responsible Staff	From Date	To Date	Expected Outcome	Measurement
While the cafe is operating, we intend to continue with our regular Farmers Market programming which occurs every Tuesday and Saturday in the parking lot and along the street of the cafe location. Our goal is to connect the farmers who are growing our locally sourced food with the community members who are accessing the meals we provide. Practicing food sovereignty means respecting our growers, using their produce to create culturally appropriate meals for our community, and generally emphasizing a localized food system. By being sure open hours of the cafe coincide with the farmers market, we will continue practicing the pillars of food sovereignty through sharing sacred meals in a sacred space.	Growing Hope Staff/Farmers Market Manger, FedUp Staff/Meal Program Manager	05/01/2024	12/31/2025	Increased knowledge/understanding of our local food system, increased respect between growers and food insecure community members	We will track the number of individuals who frequent the farmers market and the cafe during the same trip. We will host at least two events at the cafe that elevate and spotlight the work of local growers.

5. Program Outreach Plan

Our partner, FedUp, is already established in our location through meal services at our facility, along with [REDACTED]. We will amplify the message [REDACTED].

that FedUp is already spreading and will also commit funding to sending mailers in the city of Ypsilanti and Ypsilanti Township. Additionally, we will work with existing partners not limited to churches, local school districts, and other organizations that provide services to the populations we serve including but not limited to low-income healthcare services, addiction services, mentoring programs, and more.

6. Sustainability

6.a. Sustainability - Program Sustainability

Our partner FedUp has shown the ability to be successful through their mobile meal service which first started with one meal per week and 25-50 meals during that service. Currently, FedUp services 4 free community meals per week and regularly distributes over 200 meals each week. Additionally, FedUp has a pay-what-you-can model and turns donations into free meals for the community. They have been thriving with this model for the past three years and are committed to moving their base of operations to our location.

FedUp also offers catering services which generate revenue that can then be used to support staffing costs and additional free meals. We expect the pay-what-you-can cafe to generate revenue in a similar manner to support programming costs in perpetuity.

FedUp's method of presence, providing for a physical/nutritional need along with a spiritual need if the guest desires, and bringing in partners with expertise to their meals (ex. Home of New Vision, PATH, A Brighter Way - all of these organizations come FedUp meals when they are called to provide extra services in the community based on the need FedUp leaders recognize) has proven successful in Ann Arbor. The Ann Arbor Police Department requested FedUp's presence in the summer of 2021 at their downtown park location, Liberty Plaza. FedUp arrived every Wednesday with the goal of serving a meal to unhoused campers in the area while partners helped secure housing vouchers, shoes for job interviews, beds in rehab facilities, etc. In the summer of 2022 FedUp began their summer month meal services at Liberty Plaza once again but was not seeing even half the number of guests as they were the year before. They called their contact at the AAPD who invited them there the previous summer, and the officer reported to FedUp leadership that the crime statistics unit was reporting an astronomical decrease in crime and homelessness at that park location, due in part to the work done there by FedUp the year before. FedUp moved on to serve a meal at another park. Of course, this year they are back to Liberty Plaza, continuing with additional meal site locations, as the end of the covid eviction prevention stays, and an all over increase in homelessness and crime as the wealth and income inequality divide becomes even greater.

6.b. Sustainability - Maintain Investment

The pay-what-you-can model allows the ability to collect funding to pay for staffing and programming costs, similar to what FedUp is already doing with catering services to pay for their free meals in the community. FedUp also supplements the cost of free meals through their own general and program budgets.

Growing Hope has proven success in supporting small businesses and building community relationships that help sustain their funding through renting out their already established commercial kitchen. General donations, sponsorships, grants, an endowment, and partnerships with the local city and county will help us maintain this investment for years to come.

6.c. Sustainability - Sustainability - Volunteer Support

FedUp has about 15-20 regular volunteers that help each week during meal services in the community. We expect there will be an expansion of volunteers at meal services and as we expand into the pay-what-you-can model, we will likely see some volunteers as well. Most folks who do not want or have the means to give monetarily will participate in their meal service by volunteering in some way. However, FedUp employs a staff of 15-20 people, some of which will work at our facility for meal and shower services so that the program is not contingent upon volunteer availability.

We expect that Growing Hope volunteers will join in this new and exciting programming as well.

7. Project Budget

7.a. Program Budget

1. Total Budget – Amount of Request

The budget should demonstrate sufficient additional revenue has been generated to adequately support the project to be completed.

Budget Categories	Total Cost
	1,000,000.00
	0.00
Total Project Cost	1,000,000.00

2. Matching Funds

Combining grant funds with other opportunities is encouraged. It is expected that matching funds will be a part of the project. This can include a cash or in-kind match. List the sources below.

Source of Matching Funds	Indirect or Cash	Amount
Other	Inkind	0.00
Total Matching Funds		0.00

7.b. Program Budget Narrative

3. Budget Narrative – Demonstrate Cost Effectiveness and Budget Adequacy

Salaries	Description	Grant Funds	Matching Funds
Total Salaries			

Benefits	Description	Grant Funds	Matching Funds
Total Benefits			

Supplies	Description	Grant Funds	Matching Funds
Total Supplies			

Mailings	Description	Grant Funds	Matching Funds
Total Mailings			

Equipment	Description	Grant Funds	Matching Funds

Total Equipment			

Trainings	Description	Grant Funds	Matching Funds
Total Trainings			

Advertising	Description	Grant Funds	Matching Funds
Total Advertising			

Contractual Services	Description	Grant Funds	Matching Funds
FedUp	Contracting with FedUp Ministries to provide meal services and shower/laundry services at our location.	1,000,000.00	0.00
Total Contractual Services		1,000,000.00	0.00

Technology	Description	Grant Funds	Matching Funds
Total Technology			

Expenditure	Description	Grant Funds	Matching Funds
Administration			
Indirect/Overhead			
TOTAL PROGRAM BUDGET		1,000,000.00	0.00

Project Costs and Budget

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	Category	Totals	Grant Funds	Matching Funds	Narrative	
Capital Project Grant						
1	Preplanning	0.00	0.00	0.00		
2	Project Permitting, Plan Design	0.00	0.00	0.00		
3	Construction	1,400,000.00	1,400,000.00	0.00		
4	Equipment	0.00	0.00	0.00		
5	Programming	0.00	0.00	0.00		
6	Technology	0.00	0.00	0.00		
7	Administration	0.00	0.00	0.00		
8	Indirect/Overhead	100,000.00	100,000.00	0.00		
Total Capital Project Grant		1,500,000.00	1,500,000.00	0.00		
Program Expenses						
1	Salaries	0.00	0.00	0.00		
2	Fringe Benefits	0.00	0.00	0.00		
3	Supplies	0.00	0.00	0.00		
4	Mailings	0.00	0.00	0.00		
5	Equipment	0.00	0.00	0.00		
6	Trainings	0.00	0.00	0.00		
7	Advertising	0.00	0.00	0.00		

Category	Totals	Grant Funds	Matching Funds	Narrative
8 Contractual Services	1,000,000.00	1,000,000.00	0.00	
9 Technology	0.00	0.00	0.00	
10 Administrative Costs	0.00	0.00	0.00	
11 Indirect/Overhead	0.00	0.00	0.00	
Total Program Expenses	1,000,000.00	1,000,000.00	0.00	
TOTAL EXPENDITURES	2,500,000.00	2,500,000.00	0.00	

Certification

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Certification

By listing your name below, you are certifying the information submitted is accurate and represents your organizations request for funding.

- I certify that all statements on this application and the attachment hereto are true, complete, and accurate to the best of my knowledge. I understand that if funded, all funds must be obligated into third-party contract by Dec. 31, 2024. I understand that if funded, this project will need to be fully expended and completed by Oct. 31, 2026. If I am not the CEO of my organization, I have uploaded a certification statement from the CEO.

Signature: *Julius Buzzaard*

Name of Certifying individual: Julius Buzzaard

Title: Director

Date Certified: 09/07/2023

Are you the CEO of the organization? Yes No

If No, please upload a certification statement from the CEO