

City of Burlington / CDBG 2011 Application Form

Eligibility _____ National Objective _____ NRSA _____
(Office Use)

Project # PS19
(Office Use)

Project Name: *Healthy City Youth Initiative: Garden-based Education for Burlington Schools*

Project Location/Address: *Burlington Schools*

Organization: *Friends of Burlington Gardens*

Mailing Address: *PO Box 4504 Burlington, VT 05406*

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I. CDBG Funding Request:

\$6,096

II. Project Summary: **Briefly** describe the project or program to be funded with CDBG. (Please use a one or two sentence description – there is room in Section IV for more detail.)

Friends of Burlington Gardens (FBG) requests a grant of \$6,096 in support of its Healthy City Youth Initiative, a hands-on, farm-to-school program designed to boost physical activity, increase healthy lifestyle choices, and teach basic cooking and gardening skills for Burlington students. CDBG funding will support the education and outreach component of the overall program that will reach many of the most vulnerable middle- and high-school Burlington youth.

III. Description of Organization: Describe the capacity of your organization to successfully carry out the program activities. What is your mission, and how do the proposed activities fit with your mission?

Friends of Burlington Gardens (FBG) is a 501(c)3 organization dedicated to the continued growth and success of community supported gardening in Burlington and across Vermont. Since the organization's founding in 2001, FBG has provided technical assistance and material resources to assist more than 35 community, school, and neighborhood gardens within city limits. On the statewide level, FBG has supported an additional 165 community and school garden projects, many of which were established since 2006.

The Healthy City Youth Initiative (HC) grew from the Intervale Center's Healthy City Program, which provided more than 200 at-risk youth with summer employment and life skills training since the program launched in 2002. In November 2009, the Healthy City program and staff moved to its new organizational home with Friends of Burlington Gardens. This move has dramatically expanded Healthy City's outreach to area youth, growing from an 8-week summer program of the Intervale Center to a 26-week farm to school program impacting the entire Burlington School District.

IV. Project Description:

- a. Describe the specific activities to be carried out by your project with CDBG dollars and the accomplishments you plan to achieve. Please distinguish the total number to be served from the number of Burlington clients to be served. Be specific about the tasks / work that CDBG will pay for. Use the table below, adding rows if necessary. You may add narrative below the table if needed for further description.

Specific Service / Activity:	CDBG will pay for:	Unduplicated Total # of Households / Persons to be Served in this Service / Activity:	Unduplicated Total # of Burlington Households / Persons to be Served:	Outcome(s) to be Achieved:
Burlington High School (BHS) Teaching Garden	Staffing for 24 class sessions including cooking lessons and gardening instruction	35 incoming high school students	35	100% of students will demonstrate increased understanding of gardening, cooking, and nutrition concepts
Field Trips	Staffing and supplies for 5 field trips to the HC Youth Farm	125	125	A minimum of 5 field trips offered to Burlington School District elementary school classrooms
Healthy City Summer Program at Hunt Middle School (HMS)	Staff Salary	15	15	100% of students exhibit demonstrative change in the following categories: job skills, social competency, and financial awareness
After-school/Drop-in Programs	Staff Salary	50	50	After-school programs in partnership with New North End Youth Center and HMS

b. If you plan to pay for staff with CDBG funding, describe what they do in relation to the specific service(s) / activity(ies) described above. All staff that appear in the salary / benefits line items in your budget (Section XV) must be described below. Add rows if necessary.

Specific Service / Activity	Position/Title	Work Related to CDBG-Funded Activity	# of Hours per Week spent on this Specific Service / Activity	% of Hours per Week spent on this Specific Service / Activity to be paid with CDBG
BHS Teaching Garden	Program Director	Teach workshops, supervise students and interns	Average of 2 class sessions /week for 26 weeks	100%
Field Trips	Program Director	Coordinate trips and activities that link to school curriculum	20 hours total	100%
Healthy City Summer Program at HMS	Program Director	Recruit, hire, and supervise students, develop and implement curriculum, coordinate speakers and workshops	Varies seasonally, 10/wk on average	30%
Drop-in and Summer Programs	Program Director	Teach workshops and cooking lessons	1/wk for average for 26 weeks	100%

The Healthy City Youth Initiative is a hands-on, farm-to-school program designed to boost physical activity, increase healthy lifestyle choices, and teach basic cooking and gardening skills to Burlington students. The heart of the program — a half-acre production garden located on the grounds of Hunt Middle School — provides 26 weeks of service-learning programming for 380 students. During the 6-week HC Summer Program, incoming high school students cultivate the Youth Farm at Hunt and the production gardens at Burlington High School (BHS). Through Healthy City's partnership in the Burlington School Food Project, fresh vegetables from school gardens and area farms are integrated into cafeteria salad bars and soups, harvest dinners, senior meals, and school-wide taste tests.

V. Beneficiary Information

a. For each service / activity you identified in Section IV, please project how the Burlington residents will break out into the following income categories. Use the Income Table at http://www.cedoburlington.org/cdbg/income_limits.htm.

Service / Activity:	Unduplicated Total # of Burlington Households / Persons to be Served:	# Extremely Low-Income	# Low-Income	# Moderate-Income	# Above Moderate-Income
BHS Teaching Garden	35	55% 45%			
Field Trips	125	20% 25%		35%	20%
HC Summer Program at HMS	15	45% 55%			
After-school/Drop-in Programs	50	40% 55%		5%	

b. Please provide a single unduplicated total beneficiary count below:

Unduplicated Total # of Burlington Households / Persons to be Served:	# Extremely Low-Income	# Low-Income	# Moderate-Income	# Above Moderate-Income
	71 83		46	25

c. How will/do you document beneficiary income levels?

Students in the BHS Summer Transitions Program and the HC Summer Program are employed through the Department of Employment and Training with funding from the Workforce Investment Act. The Workforce Investment Act uses the higher of either the “Poverty Guidelines” issued by the Health and Human Services or the “Lower Living Standard Income Level” issued by the Department of Labor in determining program eligibility. Income eligibility for students in after-school, drop-in, and field trip programs is determined by the number of individuals who qualify for free or reduced priced lunch and is provided by the Burlington School District.

VI. Problem Statement

a. What particular problem or need will this project address?

Despite a strong local economy, one-fifth of Burlington households with children under the age of 18 do not have enough food to meet basic needs at all times due to lack of financial resources. Furthermore, 10 percent of youth in Burlington are estimated to be “at risk”—that is, engaged in behaviors that jeopardize their futures.

A longitudinal study over 20 years from the John Hopkins’s National Center for Summer Learning showed that summer learning experiences for children and youth are critical to their academics. Lacking an active learning environment throughout the year, students experience high learning loss and quickly fall behind in school. This learning loss is most pronounced in low and moderate income families. The Healthy City Youth Initiative engages Burlington youth in developing a wide range of job and life skills while addressing the need for fresh, healthful produce and reducing learning loss over summer months.

b. How was this need identified?

The City of Burlington and many additional organizations clearly demonstrate the need for programs such as the Healthy City Youth Initiative. The Burlington School District’s “Vision for the 21st Century” highlights the importance of community partnerships and hands-on, real-life projects for young people that strengthen collaboration and real-world skills. The Champlain Initiative envisions a healthy regional economy that benefits all and specifically highlights the need for programs that build assets in our youth to reduce their participation in risky behaviors and prepare them for decent jobs. In addition, the Burlington Legacy Project identified the need for a stronger local economy through promotion of small businesses; increased access to healthy food; more

diverse work and recreational opportunities for young people; and the creation of stronger connections between youth and the community.

c. Why is this a funding priority for Burlington?

By integrating food education and hands-on gardening into schools, the Healthy City Youth Initiative enables teachers, students, and food service staff to learn about critical community issues including the importance of physically active lifestyles, the value of being connected to the natural world, and the overall importance of shared activities where everyone has a sense of belonging.

VII. Program Goals: How will this project reduce the number of people living in poverty? Will it help people move out of poverty? Prevent people from entering poverty? Address basic needs of people living in poverty?

Through the Healthy City Youth Initiative, students across all grade levels are actively engaged through school gardens, field trips, summer employment at the Healthy City Youth Farm, and food, farming, and nutrition activities. Students demonstrate improved self-esteem, learn a positive work ethic, and develop communication skills and personal responsibility. They will cultivate a stronger connection to the natural environment and a better understanding of healthy food and nutrition. This is particularly important given that rising costs of fresh fruits and vegetables continue to exceed the household means for many local families. With the right skills and knowledge, gardening can also be an effective and healthy way to improve diet and exercise.

a. Are you targeting any specific disadvantaged population/group of people? If so, who are they? (i.e., people with disabilities, minorities, women with children living in poverty, people with limited English proficiency, at-risk youth, etc.)

While serving the children of the Burlington School District, the HCYI specifically targets at-risk, underserved and low-income youth, many of whom are on Individual Education Plans within Burlington schools. Social workers and guidance counselors at Hunt and Edmunds Middle Schools identify students for the Healthy City and BHS Summer Programs as most at-risk of failing or dropping out of high school.

VIII. Equal Opportunity/Accessibility: How do you make sure your programs are accessible to all and culturally appropriate? What equal opportunity efforts do you make in hiring and, if applicable, Board recruitment?

Friends of Burlington Gardens is an Equal Opportunity Employer and does not discriminate on the basis of race, color, sex, national origin, sexual orientation, religion, age, or disability in employment, volunteer and board member recruitment, or the provision of services. FBG is committed to diversity among its staff, board, and volunteers.

The Healthy City Youth Initiative ensures cultural inclusiveness and the recruitment of diverse participants through collaboration with community institutions and the Burlington School District. Participating teens are selected through an individualized process involving guidance counselors, social workers, and the Vermont Department of Labor.

IX. Impact and Evaluation:

a. How do you define success? How do you measure it? How many of your beneficiaries achieve it?

Friends of Burlington Gardens will evaluate the success of the Healthy City Program based on the completion of program goals and objectives. Staff will track the number of pounds harvested and distributed to students, families, and the Burlington Schools Food Service, as well as the number of hours worked and tasks accomplished. FBG will track the number of students involved in programs throughout the seasons. Student preferences and responses will be recorded during garden-based activities, cooking classes, and cafeteria taste tests during the school year.

Students who participate in the HC Summer Program must first complete a thorough enrollment process involving parents, FBG staff, the Department of Labor, and school social workers or guidance counselors. The team works with each student to create an individual service strategy with goals and objectives related to academic and interpersonal skills. Throughout the season, progress on these goals and objectives is assessed weekly through one-on-one sessions with FBG staff and students. Teachers assess grade level standing before and after the program to track academic improvement. To create strong linkages between academic and occupational learning, students receive follow up services from the Department of Labor for a minimum of one year to help students reach their personal goals.

b. If this is an existing project:

1. What were your projected accomplishments for your most recent completed funding period or fiscal year?

2010 Goals:

- establish a new Healthy City Youth Farm at Hunt Middle School, providing summer employment for 15 at-risk students
- coordinate the Burlington High School Teaching Garden in partnership with the Summer Transitions Program, supporting 35 of the highest risk incoming 9th graders.
- Complete two field trips for Burlington School District Elementary classes, 40 students in total
- offer after-school and drop-in programming for 50 students through the New North End Youth Center

2. What were your actual accomplishments for that period? If you did not meet projections, please explain (i) why and (ii) how you will overcome that issue in the future.

Fifteen at-risk Burlington middle school students joined the 6-week Healthy City Youth Farm Summer Program, and 12 completed the intensive program. The students garnered invaluable experience planting, tending, and harvesting organic vegetables at Hunt and at nearby school gardens and farms, learning job and life skills from daily guidance, workshops and discussions. Students also spent two hours a day studying Math and English with accredited Burlington teachers, and received two academic credits for freshman year.

Every student (35) in the Summer Transitions students participated in the 1,000 square foot BHS Teaching Garden, as well as field trips to area farms with FBG staff. Students also assisted in food preparation for summer meals in the main school kitchen, and enjoyed cooking classes making simple items such as fresh salsa and garden-fresh frittatas.

Approximately 40 students from Champlain and Flynn Elementary schools enjoyed field trips to area farms where they harvested for school meals and future classroom activities. More than 50 New North End Youth Center students benefited from fall after-school garden clubs, taste tests, and projects at the neighboring Youth Farm.

X. *Community Participation & Partners*

a. How are the community and/or program participants involved in decision-making and in identifying the program need, design and/or evaluation?

Youth participants are instrumental in program development. FBG staff meet with youth regularly throughout the school year and daily with all participating youth during the summer program. Evaluation techniques include group discussions, journaling, and small group check-ins. Collaborating agencies and public school guidance counselors help guide the program by identifying factors that are critical to the community.

b. What other agencies or sectors (i.e., government, private) do you work with on this project/program?

The Burlington School District is an essential partner with the Healthy City Youth Initiative, providing land and water for gardens, access to classrooms and kitchens, and in-kind support.

FBG is also a key partner in the Burlington School Food Project, a partnership of five organizations working to increase whole, fresh, and local foods in school meals and to educate students and their families about food, farming and nutrition. In the 2009-2010 school year, Burlington Schools Food Service purchased over \$40,000 of local product direct from 30 Vermont farms. This increase is attributable to the addition of salad bars at all nine district schools and creative strategies for engaging youth such as the Jr. Iron Chef cooking competition. Partners in the project include the Shelburne Farms Sustainable Schools Project, VT-FEED (Vermont Food Education Every Day), Burlington Schools Food Service, and City Market.

XI. Sustainability

a. How will this project have a long-term benefit to the City of Burlington?

The Healthy City Youth Initiative has a direct impact on children's dietary habits and physical fitness while addressing the issues of poverty and hunger in Burlington. Additionally, the HCYI increases job creation capacity within city limits by furnishing youth with job and business skills; supports the local economy; and nurtures an ethos that protects natural and cultural resources.

b. If the project ends, will that benefit continue?

Middle and high school students will learn lifelong skills of growing food and how to make simple dishes at home. Program activities will help "normalize" fresh foods and healthy lifestyles while raising awareness about the importance of strong local food systems. The Youth Farm will also provide the opportunity for 380 Hunt Middle School students to engage in daily physical activity.

c. If CDBG funding ends, will the project be sustainable (i.e., able to continue)?

Friends of Burlington Gardens will sustain the Healthy City Youth Initiative through partnership in the Burlington School Food Project; continued volunteer support; and further integration of the project into the school district. The HCYI will continue if CDBG funding ends, but at a reduced capacity with fewer staff contact hours.

XII. Consistency

a. What Consolidated Plan objective does this project support?

The Healthy City Youth Initiative increases access to nutritious food and provides meaningful after-school and summer programming, supporting the Consolidated Plan goal: "All Burlington residents enjoy livable, attractive neighborhoods, are assured of safety and quality of life in their neighborhoods and in their homes, and have the necessary community supports to thrive."

b. What other City plans, if any, does this project support or complement?

The Healthy City Youth Initiative complements the Burlington School District's Vision for the 21st Century as well as the Legacy Project's key goals. The "Vision for the 21st Century" highlights the importance of community partnerships and hands-on, real-life projects that strengthen collaboration and real-world skills. The Legacy Project highlights the need for more diverse work and recreational opportunities for young people and stronger connections between youth and the community.

XIII. Readiness to Proceed

- a. Is the project ready to begin July 1, 2011 and be completed by June 30, 2012? **Yes.**
- b. If not, what are the expected start and completion dates?
- c. Are there any other conditions that may affect your ability to begin or complete this project? **No.**

XIV. Financial Narrative

- a. Why should CDBG resources, as opposed to other sources of funding, be used for this project?

Though FBG receives funding from a variety of sources including private grants and individual donations, CDBG resources demonstrate essential community support and ensure successful farm to school and garden based activities for Burlington youth.

- b. Describe your use of community resources. For example, will your project be matched or leveraged with other funding sources or resources (such as volunteers) that don't appear in the budget summary below?

Friends of Burlington Gardens maximizes its impact through the donated labor of community volunteers and interns. In 2010, more than 400 hours were provided by community volunteers.

- c. Has your organization had any significant changes in funding levels over the last year? If so, please describe.

FBG's budget increased by 60% in the 2010 program year, reflecting the addition of the Healthy City Youth Initiative and one additional full-time staff member. The majority of funding for the program was contributed by private foundations.

- d. What percent of Agency funds are used for administration vs. program costs?

As a small nonprofit with two full-time employees, administration and programming go hand in hand. In FY09, 81% of Friends of Burlington Gardens expenses were applied directly to projects and program costs, with 19% of expenses used for administration and development.

XV. Budget

- a. Summary

	Project			Agency	
	Current	Projected		Current	Projected
CDBG	\$2,250	\$6,096	6	\$2,250	\$6,096
State	-	-		-	-
Federal	-	-		\$14,150	\$79,558
United Way	-	-		-	-
Private	\$70,356	\$60,000		\$119,881	\$13,904
Program Income	\$1,006	\$2,500		\$5,721	\$7,300
Other	-	-		-	-
Total	\$73,612	\$68,596		\$142,002	\$226,858

* Must match your CDBG request amount on Page 1.
 ** Must match in all three boxes on Pages 7 and 8.

b. Proposed Project Budget Sources

CDBG	\$6,096
Other Federal – please specify funder and program (i.e., HUD – Emergency Shelter Grant, etc.)	
	\$
	\$
	\$
	\$
State – please specify funder and program (i.e., Department of Health – AIDS Prevention, etc.)	
	\$
	\$
	\$
	\$
United Way of Chittenden County	\$
Private – please specify (i.e., individual donations, foundations, faith-based organizations, etc.)	
Grants, awards, corporate gifts	\$60,000
	\$
	\$
Other – please specify (i.e., fee-for-service, etc.)	
Program Income	\$2,500
	\$
TOTAL	\$68,596

c. Proposed Budget Uses

<u>Line Item</u>	CDBG	Other	Total
Personnel (FT & seasonal)	\$6,096	\$46,687	\$52,783
Supplies (seeds, plants, tools, food)	\$	\$1,150	\$1,150
Other (admin., occupancy, site development, misc.)	\$	\$13,863	\$13,863
Mileage	\$	\$800	\$800
TOTAL	\$6,096	\$62,500	\$68,596

* Must match your CDBG request amount on Page 1.

** Must match in all three boxes on Pages 7 and 8.