

**AGREEMENT FOR AWARD  
OF KING CONSERVATION DISTRICT MEMBER JURISDICTION GRANT**

Seattle Parks Foundation

This Agreement is made between the King Conservation District Number 9, a municipal corporation in King County, Washington, located at 800 SW 39<sup>th</sup> Street, Suite 150, Renton, WA 98057 (referred to herein as “District”), and Seattle Parks Foundation, a non-profit corporation in King County, Washington, located at 105 S Main St #235, Seattle, WA 98104 (referred to herein as “Recipient”), for the purposes set forth herein.

**SECTION 1. RECITALS**

1.1 Whereas, the District is a special purpose district organized and existing under authority of Chapter 89.08 RCW which engages in certain activities and programs to conserve natural resources, including soil and water, which activities are declared to protect and promote the health, safety, and general welfare of the people of the state of Washington; and

1.2 Whereas, pursuant to RCW 89.08.400 and/or RCW 89.08.405, King County has authorized and imposed a system of assessments and/or a system of rates and charges to finance the activities and programs of the District; and

1.3 Whereas, pursuant to RCW 89.08.220 and RCW 89.08.341 the District is authorized to enter into agreements with, or to furnish financial or other aid to, municipal entities and agencies (governmental or otherwise), or their designees, or any occupier of lands within the District, in order to carry out and facilitate the activities and programs of the District to conserve natural resources; and

1.4 Whereas, the District has reviewed the grant application submitted by Recipient and has determined that the application meets the requirements of Chapter 89.08 RCW and the District's policies and procedures for awarding grants; and

1.5 Whereas, the District and Recipient desire to enter into this Agreement for the purpose of establishing the terms and conditions relating to the District's award of a grant to Recipient.

**SECTION 2. AGREEMENT**

2.1 The District agrees to award Recipient a grant in the total amount of Seventy Thousand and No/100 Dollars (\$70,000.00) from KCD-Seattle Funds. Grant funds shall be used by Recipient solely for the performance of the work described in **Exhibit A** which is attached hereto and incorporated herein by this reference. The District shall pay the grant funds to Recipient in accordance with the District's policies and procedures, or as otherwise provided herein, including but not limited to, the policies and procedures contained in the grant program guidelines, provided that such funds have been collected and received by the District.

2.2 Recipient represents and warrants that it will only use the grant funds for the work described in **Exhibit A**, which may be amended by the parties pursuant to Paragraph 3.3 of the Agreement. Recipient shall be required to refund to the District that portion of any grant funds which are used for unauthorized work. Further, Recipient agrees to return to the District any grant funds that are not expended or remain after completion of the work covered by this Agreement.

2.3 Recipient acknowledges and agrees that the grant funds may only be expended on work which shall be entirely within the District's jurisdictional boundaries. The following municipal entities are not within the District's jurisdictional boundaries: Enumclaw, Federal Way, Milton, Pacific, and Skykomish. Recipient shall be required to refund to the District that portion of any grant funds which are used for work performed outside the District's jurisdictional boundaries.

2.4 In the event the scope of work authorized by this Agreement includes the use of grant funds to purchase houses located on real property within a flood hazard area, Recipient acknowledges and agrees that grant funds may only be used for such purposes if the houses to be purchased were constructed before floodplain mapping or sensitive areas regulations were in place for that area. Recipient shall be required to refund to the District that portion of any grant funds which are used for unauthorized purposes.

2.5 Recipient shall be required to provide the District with regular financial and project progress reports for the duration of the project. Grant funds are remitted to the Recipient on a reimbursement payment basis. Project progress reports must be submitted with each reimbursement request. Project progress and financial reports, along with the final narrative and financial summary reports shall be submitted through the District's online grant portal. The Recipient shall be required to submit to the District a final report which documents the Recipient's completion of the work in conformance with this Agreement within thirty (30) days after the completion of the work. The final report shall, among other things, summarize the project's successes and shall address the regional benefits accomplished by the work. The final report shall also identify any obstacles or challenges which were encountered during the work, along with general recommendations regarding ways to avoid such obstacles or challenges in the future. If requested, Recipient agrees to provide the District with additional financial or progress reports from time to time, at reasonable intervals.

2.6 Recipient's expenditures of grant funds shall be separately identified in the Recipient's accounting records. If requested, Recipient shall comply with other reasonable requests made by the District with respect to the manner in which project expenditures are tracked and accounted for in Recipient's accounting books and records. Recipient shall maintain such records of expenditures as may be necessary to conform to generally accepted accounting principles and to meet the requirements of all applicable state and federal laws.

2.7 If the Recipient is a Washington municipal agency, Recipient shall be required to track project expenses using the Budget Accounting and Reporting System for the State of Washington ("BARS").

2.8 The District or its representative shall have the right from time to time, at reasonable intervals, to audit the Recipient's books and records in order to verify compliance with the terms of this Agreement. Recipient shall cooperate with the District in any such audit.

2.9 Recipient shall retain all accounting records and project files relating to this Agreement in accordance with criteria established in the Revised Code of Washington and the Washington State Archivist.

2.10 Recipient shall ensure that all work performed by Recipient or its employees, agents, contractors or subcontractors is performed in a manner which protects and safeguards the environment and natural resources and which is in compliance with local, state and federal laws and regulations. Recipient shall implement an appropriate monitoring system or program to ensure compliance with this provision.

2.11 Recipient agrees to indemnify, defend and hold harmless the District, its elected or appointed officials, employees and agents, from all claims, alleged liability, damages, losses to or death of person or damage to property allegedly resulting from the negligent or intentional acts of the Recipient or any of its employees, agents, contractors or subcontractors in connection with this Agreement.

2.12 Recipient agrees to acknowledge the District as a source of funding for this project on all literature, signage or press releases related to said project.

2.13 Recipient shall notify the District if Recipient intends to sell, salvage, or otherwise dispose of any equipment purchased with grant funds. The proceeds received by Recipient from any sale, salvage or disposition, or the value of the equipment if proceeds were not received from any such action, must be: (a) re-invested back into the originally awarded project; (b) invested in a similar project with District approval; or (c) returned to the District.

2.14 Recipient shall notify the District if Recipient is required or intends to move equipment purchased with grant funds to another location. Recipient will ensure the equipment is in good working order and perform any necessary repairs or replacement of any broken components. If the equipment will be utilized on a different project than the one approved by this Agreement, District approval must be obtained so the District can ensure the project is similar to the project originally approved by the District.

### **SECTION 3. GENERAL PROVISIONS**


3.1 This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

3.2 This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof. No prior or contemporaneous representation, inducement, promise or agreement between or among the parties which relate to the subject matter hereof which are not embodied in this Agreement shall be of any force or effect.

3.3 No amendment to this Agreement shall be binding on any of the parties to this Agreement unless such amendment is in writing and is executed by the parties. The parties contemplate that this Agreement may from time to time be modified by written amendment which shall be executed by duly authorized representatives of the parties and attached to this Agreement.

3.4 Each party warrants and represents that such party has full and complete authority to enter into this Agreement and each person executing this Agreement on behalf of a party warrants and represents that he/she has been fully authorized to execute this Agreement on behalf of such party and that such party is bound by the signature of such representative.

**DISTRICT:**

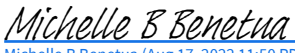
By   
Name Rosa Mendez  
Title Executive Director  
Date Aug 17, 2022

Approved as to Form:

**DISTRICT LEGAL COUNSEL:**

By   
Name Eric Frimodt  
Date Aug 12, 2022

**RECIPIENT:**

By   
Name Michelle B Benetua  
Title Director of Strategic Partnerships and Programs  
Date Aug 17, 2022

Approved as to Form:

**RECIPIENT'S ATTORNEY:**

By \_\_\_\_\_  
Name \_\_\_\_\_  
Date \_\_\_\_\_

# **Exhibit A**

## Restaurant 2 Garden

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*2022 KCD-Seattle Community Partnership  
Grant Program*

### ***Restaurant 2 Garden***

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Ms Elizabeth Chong Baskerville  
620 S Main St  
Seattle, WA 98104

joycelynchui@gmail.com  
O: 206-489-8787

### ***Joycelyn Chui***

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906 N 37th Street  
Renton, WA 98056

joycelynchui@gmail.com  
O: 206-489-8787

# Application Form

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## *Instructions and Organization Information*

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Thank you for your interest in the KCD Seattle Community Partnership Grant Program!

The deadline to submit your grant application is **February 4, 2022 by 11:59 pm**. Exceptions to this deadline will not be allowed.

**Prior to completing the application, please review the grant program guidelines on the KCD website <https://kingcd.org/tools-resources/grants/seattle-community-partnership-grant-program/> for additional information.**

To apply, please enter the requested information below. Your work will save as you complete the application. You may also manually click the save button. If you leave the portal, to get back to your saved application, click on the house icon to access your application located in the Applicant Dashboard. You may download a pdf of your grant application by scrolling to the top of this form and clicking the Application Packet button in the upper right corner.

To submit your application, click the submit button at the bottom of the form. Once you click submit, you may no longer make changes. If you accidentally click submit or if you have any questions regarding the application, please contact Jessica Saavedra at (425) 773-9065 or [Jessica.Saavedra@kingcd.org](mailto:Jessica.Saavedra@kingcd.org).

The following are required and optional forms that you will be asked to upload to this application. The forms to upload can be accessed on the KCD website and at the end of this application form in the uploads section.

### **Required uploads:**

- Work Plan Table [https://kingcd.org/wp-content/uploads/2022/01/2022-KCD\\_SCP-Budget-Table.xlsx](https://kingcd.org/wp-content/uploads/2022/01/2022-KCD_SCP-Budget-Table.xlsx)
- Budget Table
- Team biographies

### **Optional uploads dependent on project**

- Fiscal sponsor confirmation letter template
- Landowner permission letter template

Organizations or community groups must have a 501(c)3 nonprofit status or a fiscal sponsor with a 501(c)3 nonprofit status to be eligible to apply. The fiscal sponsor organization should submit the application. If the community group submits the application, a letter verifying their fiscal sponsor relationship or the fiscal sponsorship agreement must be uploaded at the end of this grant application. Click [here](#) to get a fiscal sponsor confirmation letter template.

## **Nonprofit Organization Status\***

Is the applicant organization;

A fiscal sponsor for a group implementing the project?

**Have you received a KCD grant before?\***

Has your organization received a KCD-Seattle Community Partnership grant?

No (Please skip the next 2 questions)

**What year did you receive a KCD grant?**

If yes, what year did you receive the grant?

**New Project or Next Phase Project**

If you received a KCD grant, are you proposing a new project or continuing to the next phase of a previously-funded KCD project?

**Language Access**

Are you filling out this application in a language that is not your first language?

Yes

## ***Project Information***

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**Project Name\***

Name of Project.

Restaurant 2 Garden

**Short Project Summary\***

Please provide a clear and concise summary description of your project. You will have the opportunity to provide a more detailed description later in the application.

Note: Responses are limited to 500 characters including spaces which is approximately 79 words.

Restaurant 2 Garden composts local restaurant food waste in historic Nihonmachi within Seattle's Chinatown International District (CID). Currently the pilot project takes food waste from Panama Hotel Tea & Coffee House and Itsumono, and composts it in Danny Woo Community Garden to provide the gardeners with fertilizer. We serve neighbors in the CID with safe compost and a direct, affordable, reliable food waste collection system.

**Project Start Date\***

Projects funded can start no earlier than June 30, 2022, but it is ok if projects don't start until January 1, 2023.

07/01/2022



## Project End Date\*

Multi-year projects are allowed. Funding awarded is a total amount for the entire timeline of the proposed project.

12/31/2023

## Project location\*

Where will your project take place? Please indicate the address or name of the place below. If your project will occur at multiple locations, please indicate them below.

Note: Responses are limited to 250 characters including spaces which is approximately 37 words.

Danny Woo Community Garden and food service businesses in the Chinatown-International District

Any project taking place on property not owned by the applicant organization must submit a letter of permission from the public or private landowner. <https://kingcd.org/wp-content/uploads/2022/01/Landowner-Permission-Letter.docx><https://kingcd.org/wp-content/uploads/2022/01/Landowner-Permission-Letter.docx><https://kingcd.org/wp-content/uploads/2022/01/Landowner-Permission-Letter.docx><https://kingcd.org/wp-content/uploads/2022/01/Landowner-Permission-Letter.docx>[Click here to get a landowner permission letter template](#). Letters can be uploaded at the end of the application.

If your project takes place on City-owned property and you need assistance connecting with the applicable department for permission, please contact Chris Iberle [chris.iberle@seattle.gov](mailto:chris.iberle@seattle.gov)

Proposals without this documentation may not be eligible for funding.

## Land Ownership\*

If your project is site-specific, such as creek restoration, rain garden installation or at a community garden, please answer the following questions. If it is not, please click Not Applicable below.

Is your project on land owned by your organization?

No, privately owned

## Grant Priorities, Actions and Goals

In the following section, please select the priority area(s) and natural resource improvement action(s) your project will address. Please only check the boxes that most closely align with your project. Strong alignment between priorities, actions, and goals is key.

There is a question on the application where you will be asked to elaborate on your answers in this section.

Please refer to the grant program guidelines for more information about the priorities and actions.

## Which priority area does your project address?\*

Select one or more of the following priorities for improving natural resources that your project addresses.

Building healthy soil

Supporting a sustainable food system

## Which natural resource improvement action will your project take?\*

Select one or more of the following natural resource improvement actions your project will implement. For example, Project A will build healthy soil (priority selected above) by conducting education and outreach and it will also be a pilot demonstration project in the community (natural resource improvement actions).

- Direct improvement of natural resource conditions
- Education and outreach
- Pilot and demonstration
- Capacity building

## Organization\*

Please give us a brief description of your organization's or community group's history, mission, and programs.

Restaurant 2 Garden is a community-led project that launched in November 2021. The mission is to provide free, high quality compost to the gardeners of the C-ID neighborhood, and to provide seamless and culturally responsible services to participating restaurants and businesses.

Restaurant 2 Garden's vision is to create a decentralized and hyper-local community composting system. Instead of our restaurateurs having their waste hauled away and our gardeners having to buy it back in the form of compost, we are closing that gap and eliminating the need to transport food waste and compost in and out of our neighborhood. By keeping resources local and by creating green jobs, we can reduce the use of fossil fuels and keep resources within our community.

## Project\*

Tell us about your project: What are you going to do? Include the following in your answer.

- Which natural resource area (or areas) does the project address?
- Why are you doing this project and why is it important to your community?
- What are the natural resource issues and any relevant COVID-19 impacts in your community?
- What will your project do to address these natural resource issues and COVID-19 impacts?
- How will this project build on existing community efforts or community solutions?
- This project addresses building healthy soil and supporting a sustainable food system.
- We are currently in our pilot project phase, which launched last November and will end in November 2022. It is intended to help us understand the best composting methods to use for the most effective and safe fertilizer product. We are comparing three methods of composting: in-vessel hot compost, worm compost, and hot compost that is then processed by worm composting. We will be testing our products for pathogens and receiving evaluations from gardeners in 2022. We hope that this grant will allow us to finish up the latter half of our pilot program and expand the project with a refined composting system and scaled operation in 2023. We want to expand by collecting from more restaurants and increase compost yields. We also want to install multilingual signage to educate gardeners, visitors, and volunteers on the importance and process of food waste composting. We have included a schematic with more details.
- We want to support elder gardeners and BIPOC/family-owned restaurants in the CID by providing a free, convenient, and useful service.

- Some of the best things about the neighborhood are its vibrant community of elder urban farmers and the restaurants that make the CID a food destination. Since COVID-19, restaurants face many challenges including increased 2-3x food prices, staffing shortages, increased anti-Asian hate and actual crime rates (CID has had three incidents of gun violence this past week of 2/4). Restaurateurs face challenges in navigating the municipal composting program, and gardeners need more compost. Elder Asian gardeners are also more afraid to be outside.
- We will support local restaurants by composting their food waste for free and thereby removing financial, linguistic, and cultural barriers imposed by the municipal system. We will activate an unused part of the garden to increase public safety, and we will provide free compost to low-income gardeners.

## People\*

Tell us about the people that will plan, lead and implement your project and how they are connected to your community. Include the following in your answer.

- How will community members lead the work?
- Who will benefit from this project and how will they be involved in designing and implementing this project?
- How many volunteers will be involved, if any, and what will they do?
- If there are project partners, what is their role in advancing the project?
- Why is your organization best-qualified to implement this project?

You will also be asked to upload brief bios of the program staff in the upload section of the application.

- Co-founders of Restaurant 2 Garden are Joycelyn Chui and Elizabeth Baskerville. Joycelyn, who specialized in restaurant waste management with ECOSS, is the liaison with restaurants to ensure the process of procuring food waste is clean, efficient, and reliable. Elizabeth, who used to manage the Danny Woo Community Garden, liaisons with garden staff and gardeners to ensure the compost process is effective, safe, and well-managed.
- We have formed a Community Steering Committee comprised of directly impacted stakeholders. Members are restaurant owners Mike Vu (Itsumono) and Jan Johnson (Panama Hotel Tea & Coffee House), gardeners Kam Tai Chun and Ma Ru Juan, InterIm staff Tom Im and Kaeli Deng, former W.I.L.D. (Wilderness Inner City Leadership Development) youth Josh Purganan, property owner Paul Murakami, and compost expert Dana Wu. Mike Vu and Jan Johnson ensure that the food waste management system is beneficial to their business and not a nuisance; they are essential for evaluation. Kam Tai Chun and Ma Ru Juan have been gardening in the Garden for 15-20 years - they understand ecological processes and use of compost. They will help introduce and educate others on how to apply worm compost to their gardens, which may be unfamiliar to some gardeners. Kaeli helps coordinate the student volunteers in the project, and is an advocate for the gardeners. Paul Murakami, who owns the block directly south of the Garden, is a neighborhood advocate and supporter of this project. He will also be valuable for evaluation and project design.
- We will have 10 workdays with 10-20 volunteers.
- Project partners are the Community Steering Committee and Seattle Foundation is our fiscal sponsor.
- We are the best-qualified to carry out this project because we are driven by environmental justice, equity, and integrity; we are embedded in the community and know the need, the solution, and have the relationships, technical skills, and cultural humility to follow through.

## Impact\*

Tell us about the impact your project will have and how your community will benefit and build capacity to address natural resource issues. Include the following in your answer.

- If your project is citywide or neighborhood-based (if it is neighborhood-based, please specify the neighborhoods).
- How many people will be served, directly and indirectly?
- How and which natural resource(s) will be improved, directly and/or indirectly?
- How do you define success and how will you know your efforts were successful?
- Three (3) specific things that you want to happen as a result of your project.

- This project is based in the Chinatown International District neighborhood in Seattle.

We will know our efforts will be successful when:

- 75 gardeners benefit from the locally produced compost for their plots.
- 3-4 restaurants benefit from our free and reliable food waste services.
- 12-24 youth learn about our composting project
- 100+ visitors to the garden see how local nutrients are being recycled
- 1.5 acres of public land will be directly improved by the compost project. From approximately 3,600 lbs of food waste collected and processed, 540 - 900 lbs of compost and vermicompost that's nutrient-rich, non-toxic, safe, and free of odor and pathogens will be added to the soil, improving garden yields, reducing runoff, and reducing the need for other, potentially toxic fertilizers.

We define success as:

1. Positive ongoing relationships & collaboration between gardeners and partner restaurants. Gardeners and partner restaurants are in a win-win situation.
2. Sharing the methods and outcomes of our project with other urban farms (such as Yes Farm and Marra Farm) so they can implement similar projects. We had the honor to speak with representatives from the Duwamish Valley Sustainability Association (DVSA) youth group. We anticipate DVSA and Restaurant 2 Garden can cross-pollinate and share our lessons learned, methods, and knowledge gained from this project so we can advance waste prevention capacities in South Park and CID neighborhoods.
3. Continuing to serve as a public education tool to educate garden visitors, gardeners, and local residents. By showcasing the composting process in a highly visible urban setting, we are bringing waste management actions closer to home which would otherwise be "out of sight, out of mind". We anticipate influencing behaviors and raising awareness by highlighting sustainable practices happening in the CID.
4. Learning the best ways to compost food waste in our neighborhood!

## Anything else?

Is there anything else about your group or project that you would like us to know?

Danny Woo Community Gardeners are BIPOC low-income seniors who live in the CID. They are always on the lookout for more compost (an important additive to soil for gardening) for their plants, and even generous compost donations from KCD are not enough for the 1.5 acres of gardening space. Gardeners make traditional fertilizer by soaking organic waste in rainwater, but over-reliance on this method increase runoff pollution, and provides ideal mosquito breeding and attracts rats. We want to offer free compost and vermicompost to the gardeners that have been tested for pathogens and toxic chemicals, and do not attract rodents to the garden. A recent soil study from the University of Washington revealed that Danny Woo Community Garden has contaminated urban soils with high levels of chemicals like glyphosate, a legacy

pollutant from the herbicide applied by the city that can cause irritation in people's nose and throat in a neighborhood that already has elevated asthma rate.

## ***Funding Request, Budget & Uploads***

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### **Funding Amount Requested\***

Note: Amount cannot exceed \$75,000

\$75,000.00

### **Budget Narrative\***

Please describe in narrative form how funds will be used for each line item that has a dollar figure in your budget; also include any other sources/amounts (including in-kind) that will be used to support that line item. Be sure to describe the method used to determine cost (e.g. XYZ Agency .5 FTE coordinator at \$35/hour, or ABC Org contract training workshops for 40 hours @ \$45/hour). Note: Responses are limited to 1,000 characters including space which is approximately 200 words.

The bulk of the budget is personnel expenses where Joycelyn Chui, Lizzy Baskerville, and the compost coordinators are all 0.25 FTE. Joycelyn and Lizzy are compensated at \$33.54/hour for 10 months. Compost coordinators are compensated at \$27/hour for a year to manage the composting systems and pick up food waste. The composting consultant will be contracted at \$33/hour, 5 hours/month for a year to ensure the composting systems are working properly. \$6,500 is budgeted for other consultants to design, fabricate and install a multilingual educational sign. Fiscal sponsor charges 8% of the project cost which equates to \$6,000. Another \$6,500 is budgeted for equipment for project operations expansion such as a bike, trailer, helmet, additional EarthCube (hot composter). Food for volunteers or fieldwork days are budgeted for \$60 @, 10 workdays. The rest of the budget goes to field supplies including gardening/composting tools, gloves, buckets etc.

### **UPLOADS**

In the following section of the grant application optional and required documents are uploaded.

Only one document can be uploaded to each upload button. If you try to attach two documents to an upload button, the last one you upload will write-over the first one.

If you are unable to upload a document, please email it to [Jessica.Saavedra@kingcd.org](mailto:Jessica.Saavedra@kingcd.org).

### **Budget Table\***

Download the budget table, fill it out, save it to your computer and upload it here. The budget should include items related to this project only.

Please reference the [guidelines](#) regarding eligible grant expenses. For questions, please contact Jessica Saavedra by email [Jessica.Saavedra@kingcd.org](mailto:Jessica.Saavedra@kingcd.org) or phone 425-773-9056

Only one document or file can be uploaded per upload area. Multiple documents must be combined into one file and total size of the file must not exceed 2 MiBs.

2022-KCD\_SCP-Budget-Table.xlsx - Project Budget.pdf

## Work Plan Table\*

Download the work plan table, fill it out, save to your computer, then upload it using the “Upload a file” button below.

Only one document or file can be uploaded per upload area. Multiple documents must be combined into one file and total size of the file must not exceed 2 MiBs. <http://kingcd.org/wp-content/uploads/2020/09/2020-KCD-SCP-Grant-Work-Plan-Table.docx>

Work-Plan-Table.docx.pdf

## Fiscal Sponsor Confirmation Letter (if applicable)

Organizations or community groups must have a 501(c)3 nonprofit status or a fiscal sponsor with a 501(c)3 nonprofit status to be eligible to apply. The fiscal sponsor organization should submit the application. If the community group submits the application, a letter verifying their fiscal sponsor relationship or the fiscal sponsorship agreement must be uploaded to the grant application in the online grant portal. Click here to get a fiscal sponsor confirmation letter template.

The fiscal sponsor confirmation letter must include the following information.

1. Name of the fiscal sponsor organization
2. Name of the applicant organization
3. The fiscal sponsor’s EIN (the Federal Tax Identification Number)
4. Signature of the fiscal sponsor contact

Letter of Support from SPF to R2G.pdf

## Landowner Permission Letter (if applicable)

If your project takes place on government-owned land or land owned by someone other than the applicant organization, a landowner permission letter from the appropriate landowner, agency or department must be uploaded to the grant application in the online grant portal or the project will not be eligible for consideration. We strongly encourage applicants to begin the process of obtaining a landowner permission letter as soon as possible.

[Click here to get a landowner permission letter template.](#)

If you need helping contacting government agencies or departments, please contact [Jessica.Saavedra@kingcd.org](mailto:Jessica.Saavedra@kingcd.org) or 425-773-9065.

Only one document or file can be uploaded per upload area. Multiple documents must be combined into one file and total size of the file must not exceed 5 MiBs.

Letter of Support - LB Composting.docx

## Project Team Biographies\*

Upload one document that includes short biographies of your project team members.

KCD grant Biographies.docx

## Optional Photo Upload

Photos are not required, but we enjoy them! By uploading a photo, you are authorizing King Conservation District to publish and share the photo.

Attach one photo or one document containing multiple photos of your organization's work below. Provide a description of the photos uploaded below. Characters including spaces are limited to 500.

Only one document or file can be uploaded per upload area. Multiple documents must be combined into one file and total size of the file must not exceed 5 MiBs.

KCD R2G Support Photos .pdf

Photo credit: Restaurant 2 Garden Team

## File Attachment Summary

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### *Applicant File Uploads*

- 2022-KCD\_SCP-Budget-Table.xlsx - Project Budget.pdf
- Work-Plan-Table.docx.pdf
- Letter of Support from SPF to R2G.pdf
- Letter of Support - LB Composting.docx
- KCD grant Biographies.docx
- KCD R2G Support Photos .pdf





**2022**  
**King Conservation District-Seattle Community Partnership Grant**  
**Program**  
**Application Budget Form**

<b>Project Name</b>	Restaurant 2 Garden		
<b>Applicant</b>	Restaurant 2 Garden		
<b>Contact</b>	Restaurant 2 Garden		
<b>Mailing Address</b>	906 N 37th Street, Renton, WA 98056		
<b>E-mail</b>	restaurant2garden@gmail.com	<b>Project Start Date:</b>	7/1/22
<b>Phone</b>	206-489-8787	<b>Project End Date:</b>	12/31/23

*Please provide detailed budget information below. Additional information about what is included in the budget should be provided in the budget narrative question in the application. Your budget does not have to use or conform to the following categories and it does not have to list out every expense, use the budget narrative question in the application to describe what is included in your budget. Add or adjust rows as needed.*

Budget Item Options/Categories	KCD Funds	Notes or examples
<i>Personnel expenses (co-founders)</i>	\$26,832	Salary: \$33.54 per hour, 40 hours per month, for 10 months
<i>Personnel expenses (Composting coordinators)</i>	\$25,920	Salary: \$27 per hour, 40 hours a month, for a year
<i>Professional development</i>	\$1,980	Classes, team and capacity building trainings
<i>Marketing</i>	\$1,500	Collateral: banner, multilingual educational signage
<i>Fiscal sponsor fee</i>	\$5,600	8% of total project cost (\$70,000)
<i>Equipment</i>	\$6,500	Tamper-proof hot composter (e.g., EarthCube), transportation, installation of materials
<i>Food &amp; meals</i>	\$1,000	Water, lunches for weekly volunteer days or events
<i>Field supplies</i>	\$668	Tools, gloves, buckets, tarp, wood chips
<b>TOTAL</b>	<b>\$70,000</b>	
<b>Total Project Cost</b>	<b>\$70,000</b>	
<b>Indirect costs</b>	<b>\$0</b>	Indirect costs can not exceed 25% of salaries and benefits. Fiscal sponsor fees are not considered indirect costs
<b>Amount of KCD Funding Requested</b>	<b>\$0</b>	

## Work Plan TableKing Conservation District-Seattle Community Partnership Grant Program

**Describe the activities, outputs and outcomes proposed in your application. Consider the ways you will measure your project's success using data collection tools to evaluate if you met your project goals.**

- **Activities** are things that a group will do, such as hold workshops for young adults.
- **Outputs** are a way to measure or quantify the level of activity that will be done. For example, outputs for an education activity such as workshops could be the number of participants, or the number of workshops to be offered.
- **Outcomes** are the expected short, intermediate or long-term change that you hope will result from implementing your project's activities. Outcomes tend to be broader, more general statements of expected change for individuals, communities or systems e.g., "*Individuals have an increased knowledge of stormwater management or climate change*" or "*individuals are likely to take action to improve water quality in their own backyard or community.*"
- **Data collection methods** will help you determine how to evaluate the success of your project. Data or information you gather should be related to your outputs or outcomes. Examples of data collection tools are participant surveys, tracking participation, gathering quotes from participants about what they learned as a result of your project, and other culturally appropriate ways of evaluating the success of your project.

Activity	Output	Timeline	Outcome	Data Collection Methods	Note
Weekly compost systems management & food waste pick-up	Pounds of food waste collected and processed from participating restaurants	July 2022 - December 2023 (weekly)	3600 lbs of food waste collected and processed. 540 - 900 lbs of compost and vermicompost produced.	1) Weigh food waste by scale at the composting site (next to the composting vessel). 2) Enter into a spreadsheet on a shared drive.	Waste Management ReThink Waste Grant covered the cost of the composting vessel (EarthCube)
Conduct food waste inventory	Pounds of food waste produced in categories	July 2022 - December 2023 (monthly)	Team members know pounds of food restaurants produce. We need that information to control feedstock and scale up future operations	1) Manual sorting by hand, weigh each category.erg 2) Enter into a spreadsheet on a shared drive.	We will use instructions provided by Impact Bioenergy.
Contaminant and nutrient testing for harvested compost (lab testing)	Lab report detailing contaminants and nutrient level of harvested compost	July 2022	Team members will know if compost is safe and/or nutrient-rich for	Deliver compost samples to a local soil testing lab. (Our team's role is rather passive for this activity)	UW Castner Award awarded funds for lab testing fees

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Activity	Output	Timeline	Outcome	Data Collection Methods	Note
			gardeners to apply to their plots		
Distribute safe-to-use compost to participating gardeners	Number of gardeners received compost	August 2022 - November 2023 (every ~4 months)	Gardeners increased knowledge on a local closed-looped system from restaurants straight to their plots	1) Tracking sheet when distributing compost. 2) Enter into a spreadsheet on a shared drive.	
Use three different methods of compost on one kind of crop as semi-controlled experiment (apply in 3 different plots)	Amount of fruits/vegetables produced among the three plots	August - October 2022	We can cross-reference with lab testing results to understand which composting method is the most practical	1) Count the number of or weigh fruits/vegetables produced in all three plots. 2) Enter into a spreadsheet on a shared drive.	The 3 methods are: (a) in-vessel hot compost, (b) worm compost, (c) hot compost that is then processed by worm composting
Install a multilingual signage: contract with designer, fabricator and contractor to install signage	One signage design confirmed, fabricated and installed; Number of languages translated	September - November 2022	Visitors, gardeners, volunteers have an increased understanding of how composting works in an urban setting	1) Collect number of visitors from tours hosted 2) Volunteer sign in sheet 3) Enter into a spreadsheet on a shared drive.	

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Activity	Output	Timeline	Outcome	Data Collection Methods	Note
Restaurant engagement	Number of local restaurants engaged	August 2022 - August 2023	Restaurants increase understanding in this local closed-loop system, and would like to participate in this project (behavioral change)	1) Tracking on a spreadsheet on a shared drive	We have identified a dozen of restaurants who would be great candidates to engage with/participate in this project
Implement project expansion (includes having a bike and/or additional composter)	Increased number of restaurants served	August 2022 - August 2023	Moving towards the project goal of a decentralized, hyper-local community composting system	1) Track number of participating restaurants 2) Track pounds of food waste collected 3) Track pounds of compost harvested 4) Enter into a spreadsheet on a shared drive	
Organize and lead volunteer / fieldwork days	Number of volunteer / fieldwork days	July 2022 - December 2023 (every ~2 months)	The composting site is regularly maintained and up-kept for visitors. Composting site has a streamlined workflow	1) Volunteer sign-in sheet 2) Enter into a spreadsheet on a shared drive.	

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Activity	Output	Timeline	Outcome	Data Collection Methods	Note
			area, ready for expansion.		
Project evaluation with gardeners and businesses	Number of gardeners and businesses talked to	October 2022, April 2023, October 2023	Lessons learnt from participants that are helpful for future operations and scaling up. Find out if participants gained understanding of composting	1) In-language intercept surveys 2) In-language interviews / focus group	Qualitative evaluation
Project management	Number of check-in meetings, progress reports, etc.	July 2022- December 2023 (monthly)	Ensure project progresses in a timely manner	Track budget spend down with fiscal sponsor	Includes internal meetings, correspondences with KCD and fiscal sponsor

January 27, 2022

Jessica Saavedra, Grant Program Manager  
King Conservation District  
800 SW 39<sup>th</sup> Street, Suite 150  
Renton, WA 98057

Dear Jessica Saavedra,

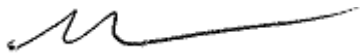
Seattle Parks Foundation is a Washington State nonprofit corporation located in Seattle, Washington, qualified as exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code (IRC), our Tax ID # is 91-1998597

As a fiscal sponsor for over 80 open space projects, Seattle Parks Foundation is well positioned to manage funding in support of community partners to create thriving and welcoming public spaces who advocate for public policies and investments that improve the health and happiness of residents in the region. We are committed to supporting efforts which advance projects focused on Black, Indigenous, and communities of color- as well as people with disabilities- which have historically been marginalized when seeking urban public space and parks funding.

Seattle Parks Foundation is a fiscal sponsor of Restaurant2Garden, and as such, has determined that their mission and objectives align with the Foundation's. Restaurant2Garden has permission to apply for grants to further the mission of their project and under the fiscal sponsorship of Seattle Parks Foundation.

Best Regards,

Best Regards,



Shava Lawson, Director of Fiscal Services  
Seattle Parks Foundation

1/31/2022

Jessica Saavedra, Grant Program Manager  
King Conservation District  
800 SW 39<sup>th</sup> Street, Suite 150  
Renton, WA 98057

Dear Jessica,

This letter confirms that InterIm Community Development Association (ICDA) is the organization that is the property owner of Danny Woo International District Community Garden, located at 620 South Main Street in Seattle, Washington. My name is Thomas Im, Deputy Director of ICDA, and I am the representative agent for the organization. We are giving Lizzy Baskerville permission to utilize our property to implement the Restaurant 2 Garden project.

Sincerely,



Thomas Im  
206-240-0077  
tim@interimcda.org

Co-Founder Elizabeth Chong Baskerville (she/her) is a landscape designer at Nakano Associates. She managed the Danny Woo Community Garden from 2017-2020 and currently consults with InterIm CDA on environmental projects. She has a B.S. in Environmental Science, a Master of Landscape Architecture and an M.S. in Architecture from the University of Michigan. Elizabeth has worked with over 75 gardeners, primarily Korean, Chinese, and Vietnamese elders, and understands the needs of the gardeners and the challenges they face. She grew up in Seattle and is well acquainted with the C-ID neighborhood, the elder gardeners in the Danny Woo Community Garden, and the larger food justice community in Seattle. She is currently the vice-chair of the International Special Review Board for the historic Chinatown International District.

Co-Founder Joycelyn Chui (she/her) is an environmental consultant currently pursuing a Master's in Public Health at the University of Washington, Department of Environmental and Occupational Health Sciences. Prior to furthering her education, she was the Multicultural Outreach Manager at ECOSS where she bridged environmental knowledge and cultural gaps. Joycelyn managed solid and hazardous waste outreach projects for commercial and residential sectors in the Puget Sound area. Joycelyn worked with non-English speaking restaurant owners in partnership with Seattle Public Utilities to help them with municipal composting. Joycelyn understands the challenges faced by C-ID restaurant owners. She grew up in Hong Kong and her multilingual capability in Cantonese, Mandarin and English set her up for success in community outreach at the C-ID neighborhood throughout her career at ECOSS.

Compost Consultant Dana Wu / 吳 丹 (she/they) is the eldest and queer child of refugee parents displaced by and survivors of what some choose to call the "Vietnam War". Dana is a first-generation college graduate with Biology and Environmental Studies degrees, and as of 2020, completed Tilth Alliance's Master Composter/Sustainability Steward program. They have extensive experience with informal environmental education, field conservation projects, and community outreach with entities including the Student Conservation Association, Olympic National Park, Seattle Aquarium, Dynamic Waters LLC, etc. Dana is passionate about issues of water quality especially as it intersects with social and racial justice, and seeks to create reciprocal solutions and relationships when addressing environmental issues. When not working as the Development and Operations Manager for the Duwamish River Community Coalition, Dana enjoys gardening, cycling, bowling, and being a new chicken parent.

Compost Coordinator Josh Purganan is a recent graduate of the W.I.L.D. (Wilderness InnerCity Youth Development) program that provides environmental justice education to BIPOC youth through InterIm CDA. Josh is currently a college student in Seattle and has worked and volunteered in the Danny Woo Community Garden for three years.



**PHASE 1:**  
Collect food scraps  
& weigh



**PHASE 2:**  
Process inputs



Earth Cube Method (3 mo.)



Vermicompost Method (4 mo.)

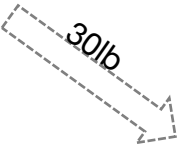
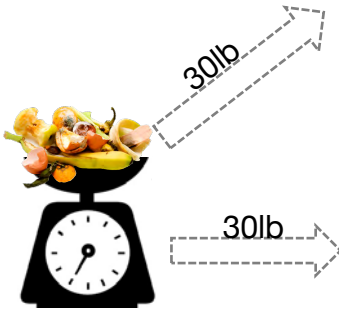


Combo Earth Cube to Vermicompost Method (6 mo.)

**PHASE 3:**  
Weigh and test  
outputs



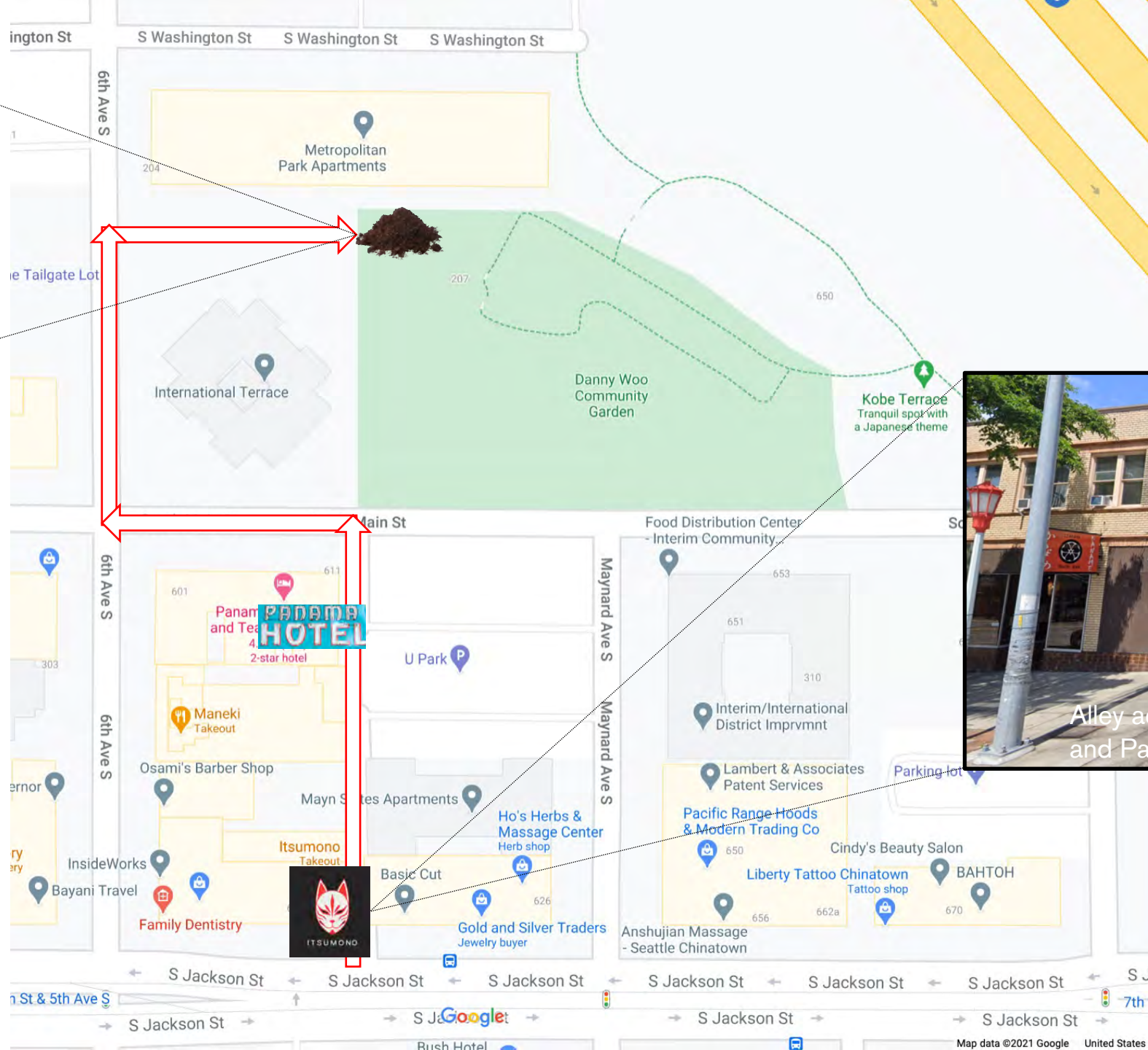
**PHASE 4:**  
Evaluate & distribute safe  
product to gardeners



Extra food waste to 3<sup>rd</sup> worm bin



## Site Map Restaurant 2 Garden






























# Seattle Parks Foundation - Restaurant to Garden grant agreement packet

Final Audit Report

2022-08-17

Created:	2022-08-12
By:	Jessica Saavedra (Jessica.Saavedra@kingcd.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA6t8KWOqE8RCfLDNrt6KUSWV9dkbhjMqq


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-  Signer michelle@seattleparksfoundation.org entered name at signing as Michelle B Benetua  
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 Agreement completed.

2022-08-17 - 7:16:49 PM GMT