



JOSEPH A. CURTATONE
MAYOR

CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE
FY15 FUNDING APPLICATION
COVER PAGE



1. PROJECT INFORMATION

PROJECT NAME: _____

PROJECT LOCATION: _____

LEGAL PROPERTY OWNER OF RECORD: _____

ONE SENTENCE DESCRIPTION OF PROJECT: _____

Please indicate (X) the approved category(s) from your Eligibility Determination Form.

	Open Space	Recreational Land	Historic Resources	Community Housing (blended projects only)
Acquisition				
Creation				
Preservation				
Support				
Rehabilitation/ Restoration				

ESTIMATED START DATE: _____

ESTIMATED COMPLETION DATE: _____

CPA FUNDING REQUEST: _____

TOTAL BUDGET FOR PROJECT: _____

2. APPLICANT INFORMATION

APPLICATION NAME / ORGANIZATION: _____

CO-APPLICATION NAME / ORGANIZATION: _____

CONTACT PERSON: _____

MAILING ADDRESS: _____

PHONE: _____ EMAIL: _____

3. SIGNATURES

I (we) certify that all information provided in this entire submission is true and correct to the best of my (our) knowledge and that no information which might reasonably affect funding has been excluded. I (we) authorize the Community Preservation Committee and/or the City of Somerville to obtain verification from any source provided.

Name (printed) _____ Signature _____ Date _____

Name (printed) _____ Signature _____ Date _____

FOR CPC USE: Date Received _____

Date Reviewed _____

Date Applicant Notified _____



JOSEPH A. CURTATONE
MAYOR



CITY OF SOMERVILLE, MASSACHUSETTS COMMUNITY PRESERVATION COMMITTEE FY15 FUNDING APPLICATION SUBMISSION REQUIREMENTS CHECKLIST

Please check (✓) each item included in your submission, which should include the applicable items in the order listed below.

GENERAL:

- Application Cover Page (form provided)
- Submission Requirements Checklist (this form)
- Narratives (prompts provided)
- Project timeline: a project schedule showing all major milestones (i.e., study, design, environmental, permitting, construction, etc.), including receipt of other funding sources

FINANCIAL:

- Budget Summary (form provided)
- Itemized budget of all project costs, including the proposed source for each cost
- At least two written quotes for project costs. If quotes cannot be secured, detailed cost estimates may be used if a thorough explanation of the estimates is included.
- Proof of secured funding (e.g., commitment letters or bank statements), if applicable

VISUAL:

- Map of the property location showing all features pertinent to the project, including current or future rapid transit stations
- Photos of the project site (not more than 4 views per site); include digital copies

OWNERSHIP/OPERATION (NON-CITY):

- Documentation of site control or written consent of the property owner to undertake the project, if the owner is not the applicant
- [Certificate of Good Standing](#) from the City, if applicable
- 501(c)(3) certification, if operating as a non-profit
- Purchase and sale agreement or copy of current recorded deed, if applicable

COMMUNITY SUPPORT (RECOMMENDED):

- Letters of support from residents, community groups, other City boards, commissions, or departments, or from City, state, or federal officials

HISTORIC RESOURCES PROJECTS:

- Documentation that the project is listed on the State Register of Historic Places or a written determination from the Somerville Historic Preservation Commission that the resource is significant in the history, archeology, architecture, or culture of Somerville.
- Photos documenting the condition of the property
- Report or condition assessment by a qualified professional describing the current condition of the property, if available.

PLANS AND REPORTS (IF AVAILABLE)

[if available in 8½ x 11, include in the application. If not, include separately, not bound to the application]

- Renderings, site plans, engineering plans, design and bidding plans, and specifications
- Applicable reports (e.g., 21E, historic structure report, appraisals, survey plans, feasibility studies). Note: for reports of more than 10 pages, applicant may provide 2 copies, rather than 11.

Groundwork Somerville CPA Project Narrative

Project Description

1. Describe the project, including the project location and the property involved

Groundwork Somerville proposes rehabilitation and improvement of the 8 school garden classrooms around the city, housed at each public elementary school. The project will include restoring existing spaces in disrepair, and the creation of new infrastructure (such as planting areas, paths, arbors, rainwater harvesting systems, contained compost) to create vibrant, year-round educational and recreational spaces for the benefit of school and neighborhood communities, as well as planting plans for future and ongoing upkeep of the sites. This will also include perennial, native plantings that will establish a year-round appearance and functioning backbone of the gardens, as well as annual edible plantings that will establish a template for the ongoing planting and stewardship of these lands. With restored, viable gardens, Groundwork and the Public Schools plan to realize a vision of connecting young people to the natural world, and bringing curriculum standards to life through these outdoor, edible resources.

Though at Groundwork think of the School Garden Classrooms as a single project spread around the city, the 8 distinct properties are:

Arthur D. Healey School
Benjamin G. Brown School
Dr. Albert F. Argenziano School
East Somerville Community School
John F. Kennedy Elementary School
Next Wave and Full Circle Alternative Schools
West Somerville Neighborhood School
Winter Hill Community Innovation School

2. Why is this project needed? How does it preserve and enhance the character of Somerville? How does the project benefit the public? What population(s) will it serve? How will the success of this project be measured?

Together, the City of Somerville, Somerville Public Schools and Groundwork Somerville have been investing in the creation and maintenance of School Garden Classrooms since 2003, adding new spaces each year, and rehabilitating them as has been possible on a shoestring budget and as-needed basis. Though two schools (Argenziano and East Somerville) have been rebuilt with garden spaces incorporated into their updated design, there have not been provisions for the garden essentials built in to each of the spaces (i.e. soil, seeds, plantings, perennials, plans, information, storage, etc.). This project will help us enhance the quality and character of these 8 spaces, which benefit all public school elementary students. The Public Schools serve a richly diverse student population of nearly 5,000 students, placing an emphasis on serving the needs of “the whole child.” A collaborative approach to meeting the needs of Somerville students, emphasizing programs that support their overall health and wellness, has resulted in a community commitment to fostering healthy lifestyle habits in our youth. The School Garden Classrooms are at the heart of this healthy education, as well as the newly created Farm to School program, which integrates lessons regarding food, agriculture and nutrition education into the curriculum. This project will benefit all public school students and their families. By creating spaces that are more conducive to class-day education, we will be able to reach a larger portion of the school population, as opposed to only those enrolled in afterschool or elective programs.

We will measure the success of the project with the following three metrics:

1. Total number of in-garden student hours pre- and post-rehabilitation. By creating vibrant 3-4 season garden classroom space, we believe we can reach 50,000 in-garden hours for students in the first year (based on each student spending at least 1 hour a week for an annual 10-week session each year).
2. Diversity of plantings – a permanent on-record design and planting plan will allow future growers and teachers to create a more diverse planting profile including culturally relevant crops and non-edible perennials to attract pollinators.

3. Pounds of produce – Though primarily educational spaces, the School Garden Classrooms are also a significant component of Groundwork’s Urban Agricultural Initiative, with fresh produce going directly into classrooms and to students, and a portion (particularly during the summers, following spring plantings and the close of school) to the Mobile Farmers Market, which targets low-income and immigrant residents of the Mystic, North Street and Senior public housing in the city.

3. How does the project meet the general and category-specific priorities outlined in the Community Preservation Plan?

This project is ideal for CPA funding as it addresses most, if not all, of the general priorities, and many of the category-specific priorities for open space and recreational land. This will improve accessibility by creating more school-day friendly spaces for teachers to apply their curriculum in; incorporate sustainable practices like permaculture, rain water harvesting, and composting, not to mention the broadening of knowledge of elementary school students who can potentially bring these practices and concepts into their future academic and professional careers; it is supported by the Somerville Public Schools, PTAs, Shape Up Somerville, and the city’s Urban Agriculture Initiative. In addition, this is a timely project that has the potential for long-term effects. We have just completed a 1-year planning process with the Schools’ Farm to School Program, and with CPA funding at this time we could begin implementing parts of this plan while seeking additional funds from the Department of Agriculture, USDA or private foundations to leverage against the uninterrupted process. Beginning implementation now will save costs in the long-term and address an ongoing need begun in 2003 with the installation of the first school garden classroom. Over the last 11 years, the city, Groundwork, parents, teachers and students have invested hours and dollars in these spaces. The formalization of these spaces at this time could truly cement them as permanent recreational, educational and green spaces in all of our schools.

Financial

1. Describe all successful and unsuccessful attempts to secure funding and/or in-kind contributions, donations, or volunteer labor for the project. Describe any cost-saving measures to be implemented.

The Somerville Public Schools and Groundwork recently completed a one-year Farm to School Planning Grant, which provided some funding for the upkeep of the gardens. This process also revealed the need for district-wide improvements to the gardens, which is a major incentive for us to reach out to the CPA. We have an annual cleanup/greening day with Comcast Cares that provides some in-kind contributions of plantings, tools, etc. for the gardens and other Groundwork sites.

Cost savings are created by bulk ordering as we combine the gardens’ needs with those of the South Street Farm and other Groundwork sites for things like soil, seedlings, tools and seeds.

Groundwork has a large volunteer network, which eliminates our need for the hiring of large crews to do actual construction and implementation. In addition, our Green Team green jobs program is separately funded and provides a year-round crew that works to install and improve green spaces around the city and region.

2. How was the total CPA funding request determined?

The total request was determined by the need for increased capacity within Groundwork to bring on a designer to work with our on-staff manager and grower, and to increase capacity of existing staff to devote time to this project. Additional costs were determined by estimates for new and improved infrastructure including rain barrels, shed space, plantings, lumber and educational signage. Much of these costs were determined through the Farm to School Planning process.

3. Will the project require funding over multiple years? If so, please provide annual funding requirements.

The project as described here is a finite one, though the gardens themselves will always require annual maintenance to keep them growing, vibrant spaces. This will include minimal annual input for soil amendments,

seeds and seedlings, infrequent infrastructure improvements (replacing lumber for beds, arbors, sheds, etc). The primary annual cost, as determined by our Farm to School Planning Process, will be for a full-time grower to be in charge of all school garden growing and maintenance at a cost of about \$40,000. Ideally, this individual will be supported by two educators who will work with teachers, principals and coaches in each of the schools to tailor the experience to those spaces. Though this is not explicitly required for the proposed project here to be considered successful. We are seeking funding through USDA Farm to School implementation grants, and working to build a part-time grower into Groundwork Somerville's annual budget.

Project Management

1. Describe the applicant. Are they public, private non-profit, private for-profit, an individual, a partnership, or another type of entity? What is their history and background? Provide any additional relevant information.

Groundwork Somerville is a non-profit community-based organization that strives for the sustained regeneration, improvement and management of the physical environment through the development of community-based partnerships which empower people, businesses and organizations to promote environmental, economic and social well-being. We create jobs, food, green space, and leadership opportunities for environmental justice communities and individuals, through programs that address areas of healthy education, green jobs and sustainable communities. We work with children and teachers in school garden classrooms to connect experiential learning to state curriculum standards, and young people to their environment; we provide jobs and leadership training to low-income and underserved youth in our community; and we are stewards of 31 sites throughout the region, which we maintain, cleanup, and grow food in, including the South Street Farm – Somerville's first urban farm; the Mystic River; and 10 Garden Classrooms in every elementary school in Somerville.

The core of Groundwork Somerville's mission is to educate the city's youth about the environment. The Farm to School Program focuses on exposing elementary students to gardens- and environmental-based education in Garden Classrooms at every elementary school in Somerville. Exposure to sustainable living at such a young age is imperative to creating social change, thus impacting the health of Somerville residents. Groundwork staff work with teachers and coaches to adapt curriculum standards to be taught within and using these valuable resources. Through experiential learning, young students are able to connect to and address these sustainability initiatives while internalizing the value of these lessons.

2. Demonstrate that the applicant has successfully completed projects of similar type and scale or has the ability to complete the project as proposed.

Groundwork has been building school garden classrooms since 2003, and helping cities start gardens-based educational programming since 2010, including Malden, Lawrence and Everett. In addition, we are stewards of over 30 sites throughout the region, including gardens, farms, trails, and orchards. We have created green spaces and planting plans for private commercial and residential sites as well, and currently grow and maintain the South Street Farm, Somerville's first Urban Farm.

3. Identify and describe the roles of all known participants, including the project manager.

This project will be primarily carried out by a three-person team staffed by Groundwork, who will in turn manage a larger group of teachers, students and volunteers.

Project Manager – this will be taken on by Groundwork Program Manager, Jess Bloomer, who has worked most recently as a Program Director for the Edible Schoolyard New Orleans (ESYNOLA), where she managed and coached a team of 15 educators delivering garden, kitchen, entrepreneurship, wellness, and therapeutic programming to over 2,900 students in five high poverty public charter schools and oversaw a 1/3 acre organic garden. The Project Manager will oversee the creation of garden designs and installations of infrastructure. Much of the project manager's time is already budgeted for by Groundwork Somerville.

Designer – this individual will conduct surveys of the 8 School Garden Classrooms for soil quality, infrastructure condition, and light. In consultation with the project manager and grower, they will create the individualized plans for each of the 8 schools, which will be the baseline resource for all future growing in these spaces.

Grower/Educator – staffed by a Groundwork AmeriCorps member, the Grower/Educator will be responsible for the actual installation of the new plantings and infrastructure, as well as coordinating classrooms and volunteers to make the entire process and educational experience for the schools themselves.

4. Describe the feasibility of the project and how it can be implemented within the timeline and budget included in this application.

This project is immensely feasible, with many volunteers already committed to its success, and a long-standing investment in the sites that will help make ensure the longevity of its success. We simply need the capacity to bring on skilled designers and support the grower to add the capacity for Groundwork to actually create the plans and install the infrastructure required.

5. Describe any known or potential barriers to the successful on-time commencement and completion of the project, including any permits or inspections required.

Barriers include potential weather delays with spring plantings and construction, but we are confident any delays can be compensated for throughout the 9-month timeline. Some of the schools (like Argenziano) have more limited site layouts that prevent traditional storage and rain harvesting, but we will work with the schools and designers on creative solutions to these challenges.

6. Describe any ongoing maintenance required and who will be responsible for it.

Groundwork has traditionally taken on responsibility for garden maintenance, but in the last year has shared this with the Farm to School program and many community and teacher-volunteers in the schools. Our current plan is to continue the annual planting and putting-to-bed of the school gardens, but hope to work with the Schools and Farm to School program to help support these annual costs. We are also working the Farm to School Program to seek support from the USDA for ongoing maintenance and capacity-building for the gardens and nutritional education in the schools.

Timeline

March 2015 – hire designer to begin site surveys and annual planting plans in consultation with Groundwork Project Manager and Grower

April 2015 – Hold district-wide cleanup and planting days for Earth Day to kick off the construction

May 2015 – Make initial infrastructure improvements in conjunction with elementary classes at each school. This will include the construction of grape-arbors, rainwater harvesting surfaces, storage spaces and the like.

June 2015 – Finalize planting plans and begin summer planting with classes

July-September 2015 – Ongoing planting and harvesting, including new perennial plantings and infrastructure as determined in first four months; creation of educational and informational signage describing the goals and character of each specific garden (i.e. production space, butterfly garden or pollinator aspects).

October – November 2015 – installation of season extenders as determined in planting plans at appropriate sites, including cold-frames and hoopouses. Install signage described above.



JOSEPH A. CURTATONE
MAYOR

Somerville CPA



CITY OF SOMERVILLE, MASSACHUSETTS
COMMUNITY PRESERVATION COMMITTEE
FY15 FUNDING APPLICATION
BUDGET SUMMARY

PROJECT NAME: _____

APPLICANT: _____

SUMMARY OF PROJECT COSTS						
<i>Please include a complete itemized budget of all project expenses, including the proposed funding source for each expense, in your submission.</i>						
PROPOSED SOURCE		EXPENSES				
		STUDY	SOFT COSTS*	ACQUISITION	CONSTRUCTION**	TOTAL
1	Somerville CPA	\$	\$	\$	\$	\$
2						
3						
4						
5						
6						
TOTAL PROJECT COSTS		\$	\$	\$	\$	\$
*Soft costs include design, professional services, permitting fees, closing costs, legal, etc.						
** Construction includes new construction, preservation, rehabilitation, and/or restoration work						

EXPLANATION OF FUNDING SOURCES			
<i>Please explain the status of each funding source (i.e., submitting application on X date, applied on X date, received award notification on X date, funds on hand, etc.). For sources where funding has been awarded or funds are on hand, please include documentation from the funding source (e.g., commitment letter, bank statement) in application packet</i>			
	SOURCE	SECURED? (YES/NO)	STATUS OF FUNDING SOURCE
2			
3			
4			
5			
6			

Groundwork Somerville - School Garden Classroom Itemized Budget

Item	Explanation	CPA Cost	Other Cost	Source	Total
Project Manager	Groundwork Program manager time on coordination, design and implementaton (10 hrs/week x 40 weeks x \$24/hr)	\$ 7,000.00	\$ 2,600.00	Merck Family Fund	\$ 9,600.00
Grower	Building, construction, planting (1/3 of \$15,800)	\$ 1,500.00	\$ 3,766.67	Department of the Interior	\$ 5,266.67
Designer	15 hrs/week x 40 weeks x \$28	\$ 16,800.00	\$ -	-	\$ 16,800.00
Storage Sheds	\$900 x 6 sheds	\$ 2,700.00	\$ 2,700.00	Whole Kids Foundation	\$ 5,400.00
Rain Barrels	10 barrels x \$65	\$ 325.00	\$ 325.00	Whole Kids Foundation	\$ 650.00
Lumber	For creation of new beds, grape arbors, trellis' - \$1150 per site	\$ 8,200.00	\$ 1,000.00	Whole Kids Foundation	\$ 9,200.00
Educational Signage	\$435 per site (includes mounting) x 8	\$ 3,480.00	\$ -	-	\$ 3,480.00
Tools	Shovels, spades, trowels, hoses, water keys - \$350/site	\$ 1,400.00	\$ 1,400.00	Whole Kids Foundation	\$ 2,800.00
Soil/Compost amendments	\$24/cubic yard x 32 cubic yards	\$ 768.00	\$ -		\$ 768.00
Perennial plantings	Specifics TBD - approx. \$400 per site avg.	\$ 3,200.00	\$ -		\$ 3,200.00
					\$ -
					\$ -
		\$ 45,373.00	\$ 11,791.67		\$ 57,164.67

Kevin F Decker
Senior Vice President

Citi Private Bank
153 East 53rd Street
New York, NY 10022

T 212 783-7085
F 212 783-7129
kevin.f.decker@citi.com



Private Bank

Groundwork Somerville
Attn: Chris Mancini
24 Park St. #7
Somerville, MA 02143

Project: Somerville Food Triangle

In accordance with the grant awarded to you by the Merck Family Fund, please find enclosed a check in the amount of \$20,000 for Somerville Food Triangle.

If you have any questions, please contact the Merck Family Fund office at (617) 696-3580.

Sincerely,

A handwritten signature in black ink, appearing to be "Kevin F. Decker", written over a horizontal line.

Citi Private Bank is a business of Citigroup Inc. ("Citigroup"), which provides its clients access to a broad array of products and services available through bank and non-bank affiliates of Citigroup. Not all products and services are provided by all affiliates or are available at all locations. Neither Citigroup Inc. nor any of its affiliates offer tax or legal advice. Custody Services are provided by Citibank N.A.

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Support

Whole Kids Foundation | Grants About Instructions Contact chris@groundworksomerville.org

Garden Grants 2014

West Somerville Neighborhood School	West Somerville Neighborhood School	West Somerville Neighborhood School	\$2,000.00	Decided	10/31/2013
Prospect Hill Academy Lower	Prospect Hill Academy Lower Elementary	Prospect Hill Academy Lower Elementary	\$2,000.00	Decided	10/31/2013
Application	Capuano Early Childhood Center		\$2,000.00	Incomplete	
John F. Kennedy Elementary School	John F. Kennedy Elementary School	John F. Kennedy Elementary School	\$2,000.00	Incomplete	
East Somerville Community School	East Somerville Community School	East Somerville Community School	\$2,000.00	Decided	10/31/2013
Dr. Albert F. Argenziano School at Lincoln Park	Dr. Albert F. Argenziano School at Lincoln Park	Dr. Albert F. Argenziano School at Lincoln Park	\$2,000.00	Incomplete	
Winter Hill Community School	Winter Hill Community School	Winter Hill Community School	\$2,000.00	Decided	10/31/2013
Benjamin G. Brown School	Benjamin G. Brown School	Benjamin G. Brown School	\$2,000.00	Decided	10/08/2013

USA-School Garden Grant 2015

Support

Whole Kids Foundation | Grants About Instructions Contact chris@groundworksomerville.org

Dr. Albert F. Argenziano School at Lincoln Park	Dr. Albert F. Argenziano School at Lincoln Park	Dr. Albert F. Argenziano School at Lincoln Park	\$2,000.00	Incomplete	
Winter Hill Community School	Winter Hill Community School	Winter Hill Community School	\$2,000.00	Decided	10/31/2013
Benjamin G. Brown School	Benjamin G. Brown School	Benjamin G. Brown School	\$2,000.00	Decided	10/08/2013

USA-School Garden Grant 2015

Next Wave Junior High	Next Wave Junior High	Next Wave Junior High	\$2,000.00	In Review	10/30/2014
Arthur D. Healey School	Arthur D. Healey School	Arthur D. Healey School	\$2,000.00	In Review	10/29/2014
Dr. Albert F. Argenziano School at Lincoln Park	Dr. Albert F. Argenziano School at Lincoln Park	Dr. Albert F. Argenziano School at Lincoln Park	\$2,000.00	In Review	10/30/2014
John F. Kennedy Elementary School	John F. Kennedy Elementary School	John F. Kennedy Elementary School	\$2,000.00	In Review	10/29/2014
Full Circle High School	Full Circle High School	Full Circle High School	\$2,000.00	In Review	10/30/2014
Prospect Hill Academy Upper Elementary	Prospect Hill Academy Upper Elementary	Prospect Hill Academy Upper Elementary	\$2,000.00	In Review	10/29/2014

Closed Requests 1-14 of 14

Submitted requests cannot be edited.



Somerville Public Schools

Education • Inspiration • Excellence

Tony Pierantozzi, Superintendent of Schools

42 Cross Street • Somerville, MA 02145
tpierantozzi@k12.somerville.ma.us • www.somerville.k12.ma.us
T 617-625-6600 x6005 • F 617-629-5231

September 25, 2014

Community Preservation Committee
City of Somerville
93 Highland Avenue
Somerville, MA 02143

As a long-standing partner in the creation and stewardship of the eight Somerville Public Schools (SPS) School Garden Classrooms, Groundwork Somerville hereby has the consent and the support of the Legal Property Owner on Record, the Somerville Public Schools, to apply for Community Preservation Act funding to support the District's rehabilitation and improvement efforts of the School Garden Classrooms.

Support for these sites will benefit the students, teachers, and families of our public school system by helping to create vibrant, outdoor learning environments that can enhance what students are learning in the classroom. School Garden Classrooms also provide an opportunity for students to connect their learning to the value of environmental stewardship.

Please contact Susana H. Morgan at (617) 629-5221 if you have any questions regarding this letter of support.

Sincerely,

Tony Pierantozzi
Superintendent of Schools



Internal Revenue Service

Date: June 6, 2007

GROUNDWORK SOMERVILLE INC
% GROUNDWORK SOMERVILLE INC
PO BOX 441033
SOMERVILLE MA 02144

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:

Ms. Jackie Johnson 31-07453
Customer Service Representative

Toll Free Telephone Number:

877-829-5500

Federal Identification Number:

04-3537152

Dear Sir or Madam:

This is in response to your request of June 6, 2007, regarding your organization's tax-exempt status.

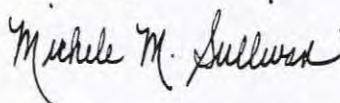
In November 2001 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations 1







