NEIGHBORHOOD DEVELOPMENT FUND
Not-for-Profit Transmittal and Approval Form

Applicant/Program: The Food Literacy Project at Oxmoor Farm, Inc.

Executive Summary of Request:

The Food Literacy Project is asking for support for a capital project that will increase the capacity of the Field-to-Fork Program. Funding will enable the organization to finalize and develop a donated modular building into a new learning center for programing and office space. The funding is for computers, equipment floor tile, dry erase boards and new donor software. The program provides education, jobs training opportunities and increased food access for youth and families. First and foremost, the program educates youth on raising food and brining it to the table.

Is this program/project a fundraiser?	☐ Yes	☒ No
Is this applicant a faith based organization?	☐ Yes	☒ No
Does this application include funding for sub-grantee(s)?	☐ Yes	☒ No

I have reviewed the attached Neighborhood Development Fund Application and have found it complete and within Metro Council guidelines and request approval of funding in the following amount(s). I have read the organization's statement of public purpose to be furthered by the funds requested and I agree that the public purpose is legitimate. I have also completed the disclosure section below, if required.

15	Dharaini Butler	$1555	11-6-14
District #	Council Member Signature	Amount	Date

Primary Sponsor Disclosure

List below any personal or business relationship you, your family or your legislative assistant have with this organization, its volunteers, its employees or members of its board of directors.

Approved by:

____

Appropriations Committee Chairman Date

Clerk's Office Only:

Request Amount: ____________ Committee Amended Appropriation: ____________

Original Appropriation: ____________ Council Amended Appropriation: ____________

Applicant/Program:
The Food Literacy Project at Oxmoor Farms

Additional Disclosure and Signatures

Additional Council Office Disclosure
List below any personal or business relationship you, your family or your legislative assistant have with this organization, its volunteers, its employees or members of its board of directors.

District #	Council Member Signature	Amount	Date
10	Jim King	$200-	11/6/14
14	Cindi Fowler	$1000	11/6/14
6	Kelly Downard	$250	11/10/14
13	Vicki Aubrey Welch KT	$500-	11/11/14
1	Attica Scott	$1,500.00	11/11/2014

NDF NON-PROFIT APPLICATION CHECKLIST

Legal Name of Applicant Organization: Food Literacy Program	
Program Name: Field to Fork Request Amount: 19,931.61	**Yes/No/NA**
Request form: Is the NDF request form signed by all Council Member(s) appropriating funding?	Yes
Request form: Is the funding proposed less than or equal to the request amount?	Yes
Request form: Have all known Council or Staff relationships to the Agency been adequately disclosed on the cover sheet?	Yes
Application Page 1: Has prior Metro funds committed/granted been disclosed?	Yes
Application Page 1: Is the application properly signed and dated by authorized signatory?	Yes
Application Page 3: Reimbursement funding – One or two boxes checked if any expenses are incurred before the grant award period. Is all required documentation included?	Yes
Application Pages 3 – 5: Is the proposed public purpose of the program well-documented?	Yes
Application 4: Is there adequate documentation of how the proceeds of the fundraiser will be spent?	N/A
Application Budget Page 6: Does the application budget reflect only the revenue and expenses of the project/program (page 6) if the request is not an operating budget request? Is all detail schedules included for "Metro, Non Metro and Total" expense funds for client assistance, community events & festivals and other expenses? And does the Non-Metro Revenue equal the Non-Metro expenses?	
Faith Based Organizations: Is the signed Faith Based Form signed and included?	N/A
Jefferson County Only: Will all funding be spent in Louisville/Jefferson County?	Yes
Capital Project(s) request: Is the cost estimate(s) from proposed vendor(s) included?	
Good Standing: Is the entity in good standing with: • Kentucky Secretary of State – include Secretary of State website information on organization • Louisville Metro Government – check OMB monthly report filed in Council Financial Reports • Internal Revenue Service – most recent Form 990 included	Yes
Separate Taxing Districts: If Metro funding is for a separate taxing district, is the funding appropriated for a program outside the legal responsibility of that taxing district?	n/a
Small Cities: Is the resolution included agreeing to partner with Louisville Metro on the capital project? (IRS Determination letter not required, Form 990 not required, but KY SOS acknowledgement is)	n/a
Operating Requests: Is recommended operating funding less than or equal to 33% of total operating budget?	Yes
IRS Exempt Proof: Is proof of Tax Exempt status of 501(c) 3, 4, 6, 19, 1120-H included?	Yes
Operating Budget: Is the organization's current fiscal year operating budget included?	Yes
Ordinance Required: Is the amount committed by Council members greater than $5,000 **to any one project/program within an organization** in this fiscal year.	no
Board Members: Is the entity's board member list (with term length/term limits) included?	Yes
Staff: Is a list of the highest paid staff included with their expected annual personnel costs?	Yes
Annual Audit: Is the most recent annual audit (if required by organization) included?	n/a
Rent Requests: Is a copy of signed lease included?	n/a
Articles of Incorporation: Are the Articles of Incorporation of the organization included?	Yes
IRS Form W-9: Is the IRS Form W-9 included?	Yes
Evaluation Forms: Are the evaluation forms (if program participants are given evaluation forms) included?	n/a
Affirmative Action: Affirmative Action/Equal Employment Opportunity plan and/or policy statement included (if required by the organization)?	n/a
Prepared by: Susan W Hughes Date: Nov. 12, 2014	

LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 1 – APPLICANT INFORMATION			
Legal Name of Applicant Organization: *(as listed on: http://www.sos.ky.gov/business/records)*	The Food Literacy Project At Oxmoor Farm, Inc.		
Main Office Street & Mailing Address: 9001 Limehouse Lane, Louisville, KY 40222			
Website: www.foodliteracyproject.org			
Applicant Contact:	Carol Gundersen	**Title:**	Executive Director
Phone:	502-491-0072	**Email:**	carol@foodliteracyproject.org
Financial Contact:	Carol Gundersen	**Title:**	Same as above
Phone:	Same as above	**Email:**	Same as above
Organization's Representative who attended NDF Training:			
GEOGRAPHICAL AREA(S) WHERE PROGRAM ACTIVITIES ARE (WILL BE) PROVIDED			
Program Facility Location(s):	9001 Limehouse Lane, Louisville KY		
Council District(s):	18	**Zip Code(s):**	40220

SECTION 2 – PROGRAM REQUEST & FINANCIAL INFORMATION			
PROGRAM/PROJECT NAME: Field-to-Fork Program - Capital Project			
Total Request: ($)	$19.931.61	**Total Metro Award (this program) in previous year: ($)**	$27,084

Purpose of Request (check all that apply):

- ☐ Operating Funds (generally cannot exceed 33% of agency's total operating budget)
- ☐ Programming/services/events for direct benefit to community or qualified individuals
- ☒ Capital Project of the organization (equipment, furnishing, building, etc)

The Following are Required Attachments:

- ☒ IRS Exempt Status Determination Letter
- ☒ Current Year Projected Budget
- ☒ List of Board of Directors (include term & term limits
- ☒ Current financial statement
- ☒ Most recent IRS Form 990 or 1120-H
- ☒ Articles of Incorporation
- ☒ Cost estimates from proposed vendor if request is for capital expense
- ☐ Signed lease if rent costs are being requested
- ☒ IRS Form W9
- ☒ Evaluation forms if used in the proposed program
- ☐ Annual audit (if required by organization)
- ☐ Faith Based Organization Certification Form, if required
- ☒ Staff including the 3 highest paid staff

For the current fiscal year ending June 30, list all funds appropriated and/or received from Louisville Metro Government for this or any other program or expense, including funds received through Metro Federal Grants, from any department or Metro Council Appropriation (Neighborhood Development Funds). Attach additional sheet if necessary.

Source:	Family Services Fund - Received	Amount: ($)	$7,000
Source:	Family Services Fund - Committed	Amount: ($)	$9,750
Source:	Dept. of Public Health - Received	Amount: ($)	$11,500

Has the applicant contacted the BBB Charity Review for participation? ☐ Yes ☒ No

Has the applicant met the BBB Charity Review Standards? ☒ Yes ☐ No

Applicant's Initials CG

LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 3 – AGENCY DETAILS

Describe Agency's Vision, Mission and Services:

The Food Literacy Project's mission is to inspire a new generation to build healthy relationships with food, farming and the land. We envision a just and sustainable food system that cultivates healthy citizens. In a time of great concern about the safety of our food sources, rising obesity and diabetes rates, lack of access to fresh foods, as well as the cultural disconnection between people, food and the earth, Food Literacy Project provides a unique Field-to-Fork Program that engages and empowers youth and families to create a healthier food system, healthier community, and increased respect for the land.

The Field-to-Fork Program fills an unmet need in the Louisville community– providing education, jobs, training opportunities and increased food access for youth and families while fostering life, leadership and community action skills through Field-to-Fork experiences. Participants have access to a sustainable 8-acre vegetable farm, greenhouses, farmers and an outdoor teaching kitchen. Utilizing these resources, the Food Literacy Project connects people to the source of their food, builds leadership skills, and empowers youth and families with the knowledge, tools and access necessary to adopt and maintain healthy lifestyles. Our program serves and connects youth and families through Student Farm-based Education, Professional Development, Family and Community Engagement, and Youth Development.

Applicant's Initials CG

LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 4 – PROGRAM/PROJECT NARRATIVE

A: Describe the program/project start and end dates, a description of the program/project and applicable data with regards to specific client population the program will address (attach related flyers, planning minutes, designs, event permits, proposals for services/goods, etc.):

The Food Literacy Project seeks support from Louisville Metro Council for a capital project that will increase the capacity of our Field-to-Fork Program between now and June 30, 2015. Metro Council support will enable us to finalize the development of our recently donated modular building into a new learning center including program and office space.

The Field-to-Fork Program was piloted in 2005 to test the idea of exposing young people to working models of urban agriculture through farm-based experiential education. Since our founding in 2006, when only two donors supported our work, the Food Literacy Project's Field-to-Fork Program has grown to serve over 2,000 people annually and has expanded to meet the increasing demand in Louisville for nutrition education for low-income youth. To date, over 22,000 participants – including students and teachers from public and private schools, community groups, families, teens, educators, food service personnel, and senior and special needs groups – have planted, harvested, tasted and cooked fresh, healthful foods on Oxmoor Farm. Last year, nearly 3,000 local youth got their hands dirty and learned how to prepare healthful food on the farm. Because we strive to engage those most in need, 88% of these students qualified for free or reduced lunch at school. Many of the youth we serve have never been to a farm before and live in neighborhoods where the level of poverty far exceeds the national average. Our Field-to-Fork Program increases knowledge, awareness, skills, and access, which, together, empower participants to make healthy choices and to become leaders in addressing issues of food security in our community.

B: Describe specifically how the funding will be spent including identification of funding to sub grantee(s):

In our first eight years we have established and expanded our core programs, steadily increased our staff resources, developed curriculum, and developed an outdoor classroom, complete with a participatory teaching kitchen. With our current infrastructure and resources, we have reached maximum capacity in terms of the number of participants we are able to serve each year. In order to continue to meet the increasing demand for our programs, we must now turn our focus to building organizational capacity, including developing our facilities. In 2011, the Food Literacy Project added a new modular building – donated by the Kentucky Country Day School – to our site which we are developing into a learning center to serve our growing program participants, staff and volunteers. We are seeking support from Louisville Metro Council to help us reach our goal of making this new building usable this coming school year. We respectfully request $19,931.61 from Metro Council members for computers and equipment, such as floor tile, dry erase boards, and new donor software. These items will allow the Food Literacy Project to provide its services more efficiently and effectively. Like any small grassroots non-profit organization, the Food Literacy Project is subject to the ebb and flow of vital resources that make our work with youth possible. With $19,931.61 from Metro Council, we can continue to involve over 2,500 youth each year in planting, harvesting, and cooking fresh vegetables at Oxmoor Farm; moreover, we can expand our reach, considerably increasing our service to a diverse cohort of youth for many years to come.

Applicant's Initials CG

LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

C: If this request is a fundraiser, please detail how the proceeds will be spent:

N/A

D: For Expenditure Reimbursement Only – The grant award period begins with the Metro Council approval date and ends on June 30 of Metro fiscal year in which the grant is approved. If any part of this funding request is for funds to be spent before the grant award period, identify the applicable circumstances:

☐ Effective October 24, 2013, reimbursements should not be made unless an emergency can be demonstrated by the primary council sponsor. The funding request is a reimbursement of the following expenditures (attach invoices or proof of payment):

- ✓ Attach a copy of invoices and/or receipts to provide proof of purchase of activities associated with the work plan identified in this application.
- ✓ Attach a copy of cancelled checks to provide proof of payment of the invoices or receipts associated with the work plan identified in this application.

☐ The funding request is a reimbursement of the following expenditures that will probably be incurred after the application date, but prior to the execution of the grant agreement:

- ✓ If selecting this option, the invoice, receipt and payment documentation should not be available as of the date of this application.

The Grantee will be required to submit financial reporting in accordance with the reporting schedule provided in the grant agreement.

Applicant's Initials CG

LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

E: Describe the program's benefits to those being served (measurable outcomes). Include the program's process for collecting data and the indicators that will be tracked to measure the benefits to those being served:

The Food Literacy Project's Field-to-Fork Program increases knowledge, awareness, skills, and access to healthful food, which, together, empower participants to make healthy choices and implement healthy lifestyles. In addition to building life skills, our program supports personal and professional growth, and leadership and character development among youth and families. The Food Literacy Project measures outcomes with quantitative and qualitative methods. Students, families and youth complete pre- and post-tests, teachers evaluate student programs as an adjunct to core academic objectives, and youth development participants engage in a regular self-evaluation process called Straight Talk and complete exit interviews at the conclusion of the program.

The Food Literacy Project has addressed gaps in knowledge and experience by giving students the opportunity to explore, harvest, and taste vegetables fresh from the fields, and to help care for the farm through hands-on service learning projects. The Field-to-Fork experiences have demonstrated a significant impact on students' behavior. At the program's close, 84% indicated they were eating more vegetables each day and wanted vegetables they tasted on the farm to be available at school. Thirty-nine percent of students actually prepared one of the recipes they created on the farm at home with their families. In addition, 75% of students reported increasing their understanding of food webs and 91% reported learning more about the origin of their food.

Of the teen participants in the Youth Community Agriculture in 2013, 83% percent characterized their overall eating habits as more healthy than at the program's start. Sixty-seven percent are eating more vegetables, 83% are drinking more water and eating more home-cooked meals, and 100% are eating less fast food. The participants have also gained the ability to teach others about "food justice" and leadership, as 100% of participants have reported they encouraged their families and friends to eat more fresh vegetables. All participants in 2013 also came to realize they were a part of their local food system and indicated learning "a great deal" about giving and receiving constructive criticism, setting and achieving goals, working with a team, and how to communicate more effectively.

F: Briefly describe any existing collaborative relationships the organization has with other community organizations. Describe what those partners are bringing to the relationship in general and to this program/project specifically.

The Food Literacy Project's success lies in our strategic partnerships with schools, community centers, and places of worship where the knowledge gained through our program can be put to work at the neighborhood level. This year, Food Literacy Project will collaborate with at least 15 partner schools including Cane Run, Hazelwood, Kennedy, Portland, Rangeland, and Wellington elementary schools and Farnsley Middle School. We also work with community organizations including KentuckyOne Health (providing weekly access to farm-fresh vegetables for low-income residents), the Mayor's SummerWorks Program (employing the teens in our Youth Community Agriculture Program) and the Louisville Department of Public Health and Wellness (providing financial support).

It is our hope and expectation that funding from Louisville Metro Council will leverage further support for the Field-to-Fork Program and organizational capacity building, enabling us to deepen existing partnerships and develop new ones throughout Louisville, specifically in low-income communities. Funds from Louisville Metro Council along with support from individual donors ensure that the Field-to-Fork experience will remain available to the most at-risk population in our city. We held our fourth annual fundraiser, the Field-to-Fork Dinner in September 2013. This elegant, five-course dinner featured some of Louisville's best culinary talent paired with the best ingredients of the harvest season from our local farmers. The generous support from individuals, businesses, farmers and chefs raised $24,000 in support of the Youth Community Agriculture Program and our new learning center. Support from NDF will ensure that the Food Literacy Project can meet the growing demand for our services.

In addition to financial contributions and in-kind donations of materials, the Food Literacy Project relies on contributions from a core group of volunteer program facilitators and an additional network of over 100 volunteers who provide support throughout the year. The volunteers supplement staff time by supporting the maintenance of our outdoor classroom, including the conversion of a donated modular building into a dynamic Learning Center, complete with offices and a conference room. Last year volunteers contributed over 2,000 hours of service to support our Field-to-Fork Program.

Applicant's Initials CG

LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 5 – PROGRAM/PROJECT BUDGET SUMMARY

THE PROGRAM/PROJECT BUDGET SHOULD REALISTICALLY ESTIMATE WHAT AMOUNT IS NEEDED FROM METRO GOVERNMENT AND WHAT IS EXPECTED FROM OTHER SOURCES.

Program/Project Expenses	Column 1 Proposed Metro Funds	Column 2 Non-Metro Funds	Column (1+2)=3 Total Funds
A: Personnel Costs Including Benefits	0	2,826	2,826
B: Rent/Utilities	0	1,650	1,650
C: Office Supplies	0	200	200
D: Telephone	0	300	300
E: In-town Travel	0	150	150
F: Client Assistance (Attach Detailed List)	0	0	0
G: Professional Service Contracts	0	0	0
H: Program Materials	1,216.44	2,983.56	4,200
I: Community Events & Festivals (Attach Detail List)	0	0	0
J: Machinery & Equipment	4,509	0	4,509
K: Capital Project	14,206.17	10,245	24,451.17
L: Other Expenses (Attach Detail List)	0	0	0
****TOTAL PROGRAM/PROJECT FUNDS***	19,931.61	18,354.56	38,286.17
% of Program Budget	52 %	48 %	**100%**

List funding sources for total program/project costs in Column 2, Non-Metro Funds:

Other State, Federal or Local Government	-
United Way	-
Private Contributions (do not include individual donor names)	Honorable Order of Kentucky Colonels
Fees Collected from Program Participants	-
Other (please specify)	Unrestricted income from individual donors
Total Revenue for Columns 2 Expenses **	18,354.56

**Total of Column 1 MUST match "Total Request on Page 1, Section 2"*

***Must equal or exceed total in column 2.*

Applicant's Initials CG

LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

Detail of In-Kind Contributions for this PROGRAM only: Includes Volunteers, Space, Utilities, etc. (Include anything not bought with cash revenues of the agency).

Donor*/Type of Contribution	Value of Contribution	Method of Valuation
Labor for capital improvements	$10,627	estimated volunteer hours x value of time
Total Value of In-Kind (*to match Program Budget Line Item.* Volunteer Contribution &Other In Kind)	10,627	

*** DONOR INFORMATION REFERS TO WHO MADE THE IN KIND CONTRIBUTION. VOLUNTEERS NEED NOT BE LISTED INDIVIDUALLY, BUT GROUPED TOGETHER ON ONE LINE AS A TOTAL NOTING HOW MANY HOURS PER PERSON PER WEEK**

Agency Fiscal Year Start Date: January 1

Does your Agency anticipate a significant increase or decrease in your budget from the current fiscal year to the budget projected for next fiscal year? NO ☐ YES ☒

If YES, please explain:

As we enter a new phase of growth - and endeavor to meet the growing demand for our services - we expect to make new investments in our programs in the next year. We intend to double the number of participants in our Youth Community Agriculture Program (YCAP), complete the capital project outlined in this application, and pilot a new food access program at one of our partner schools, Hazelwood Elementary. All these efforts will require more resources.

Applicant's Initials CG

LOUISVILLE METRO COUNCIL NEIGHBORHOOD DEVELOPMENT FUND APPLICATION

SECTION 6 – CERTIFICATIONS & ASSURANCES

By signing Section 7 of the Grant Application, the authorized official signing for the applicant organization certifies and assures to the best of his or her knowledge and/or belief the following Assurances and Certifications. If there is any reason why one or more of the assurances or certifications listed cannot be certified or assured, please explain in writing and attach to this application.

Standard Assurances

1. Applicant understands this application and its attachments as well as any resulting grant agreement, reports and proof of expenditure is subject to Kentucky's open records law.
2. Applicant will establish safeguards to prohibit employees or any person that receives compensation from awarded funds from using their position for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. Applicant and any sub grantee will give Louisville Metro Government access to and the right to examine all paper or electronic records related to the awarded grant for up to five years of the grant agreement date.
4. Applicant assures compliance with the grant requirements and will monitor the performance of any third party (sub-grantee).
5. The Agency is in good standing with the Kentucky Secretary of State, Louisville Metro Government, the Jefferson County Revenue Commission, the Internal Revenue Service, and the Louisville Metro Human Relations Commission.
6. Applicant understands failure to provide the services, programs, or projects included in the agreement will result in funds being withheld or requested to be returned if previously disbursed.
7. Applicant understands they must return to Louisville Metro any unexpended funds by July 31 following the Metro Louisville's fiscal year end
8. Applicant understands they must provide proof of all expenditures (canceled checks, receipts, paid invoices). The Applicant understands the failure to provide proof of expenditures as required in the grant agreement could result in funding being withheld or request to be returned if previously disbursed.
9. Applicant understands if this application is approved, the grant agreement will identify an award period that begins with the Metro Council approval date, and will end with June 30 of the fiscal year in which the grant is approved. Expenditures associated with this award expected to occur prior to the award period (approval date) must be disclosed in this application in order to be considered compliant with the grant agreement.
10. Applicant understands if we choose to incur expenditures prior to the approval of the application by the Metro Council, there is no guarantee that funding will be reimbursed, as the Council may choose not to award the application.
11. Applicant understands if the grant agreement is not returned to Louisville Metro within 90 days of its mailing to the applicant, the approval is automatically revoked.

Standard Certifications

1. The Agency certifies it will not use Louisville Metro Government funds for any religious, political or fraternal Activities.
2. The Agency has a written Affirmative Action/Equal Opportunity Policy.
3. The Agency does not discriminate in employment or in provision of any service/program/activity/event based on age, color, disabled status, national origin, race, religion, sex, gender identity or sexual orientation, or Vietnam era veteran status.
4. The Agency certifies it will not require clients, recipients, or beneficiaries to participate in religious, political, fraternal or like activities in order to receive services/benefits provided with Louisville Metro Government funds.
5. The Agency understands the Americans with Disabilities Act (ADA) and makes reasonable accommodations.

Relationship Disclosure: List below any relationship you or any member of your Board of Directors or employees has with any Councilperson, Councilperson's family, Councilperson's staff or any Louisville Metro Government employee.

SECTION 7 – CERTIFICATIONS & ASSURANCES

I certify under the penalty of law the information in this application (including, without limitation, "Certifications and Assurances") is accurate to the best of my knowledge. I am aware my organization will not be eligible for funding if investigation at any time shows falsification. If falsification is shown after funding has been approved, any allocations already received and expended are subject to be repaid. I further certify that I am legally authorized to sign this application for the applying organization and have initialed each page of the application.

Signature of Legal Signatory:	Carol A. Gunden			**Date:**	10/13/14
Legal Signatory: (please print):	Carol A. Gundersen			**Title:**	10/13/14
Phone:	502-491-0072	**Extension:**	-	**Email:**	carol@foodliteracyproject.org

Applicant's Initials CG

Food literacy Proj

Metro NDF Application

Describe Agency's Vision, Mission and Services:

The Food Literacy Project's mission is ***to inspire a new generation to build healthy relationships with food, farming and the land.*** We envision a just and sustainable food system that cultivates healthy citizens. In a time of great concern about the safety of our food sources, rising obesity and diabetes rates, lack of access to fresh foods, as well as the cultural disconnection between people, food and the earth, Food Literacy Project provides a unique Field-to-Fork Program that engages and empowers youth and families to create a healthier food system, healthier community, and increased respect for the land.

The Field-to-Fork Program fills an unmet need in the Louisville community– providing education, jobs, training opportunities and increased food access for youth and families while fostering life, leadership and community action skills through Field-to-Fork experiences. Participants have access to a sustainable 8-acre vegetable farm, greenhouses, farmers and an outdoor teaching kitchen. Utilizing these resources, the Food Literacy Project connects people to the source of their food, builds leadership skills, and empowers youth and families with the knowledge, tools and access necessary to adopt and maintain healthy lifestyles. Our program serves and connects youth and families through Student Farm-based Education, Professional Development, Family and Community Engagement, and Youth Development.

Describe the program/project start and end dates, a description of the program/project and applicable data with regards to specific client population the program will address (attach related flyers, planning minutes, designs, event permits, proposals for services/goods, etc.):

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The Field-to-Fork Program was piloted in 2005 to test the idea of exposing young people to working models of urban agriculture through farm-based experiential education. Since our founding in 2006, when only two donors supported our work, the Food Literacy Project's Field-to-Fork Program has grown to serve over 2,000 people annually and has expanded to meet the increasing demand in Louisville for nutrition education for low-income youth. To date, over 22,000 participants – including students and teachers from public and private schools, community groups, families, teens, educators, food service personnel, and senior and special needs groups – have planted, harvested, tasted and cooked fresh, healthful foods on Oxmoor Farm.

Last year, nearly **3,000 local youth got their hands dirty and learned how to prepare healthful food on the farm.** Because we strive to engage those most in need, 88% of these students qualified for free or reduced lunch at school. Many of the youth we serve have never been to a farm before and live in neighborhoods where the level of poverty far exceeds the national average. Our Field-to-Fork Program increases knowledge, awareness, skills, and access, which, together, empower participants to make healthy choices and to become leaders in addressing issues of food security in our community.

Describe specifically how the funding will be spent including identification of funding to subgrantee(s):

In our first eight years we have established and expanded our core programs, steadily increased our staff resources, developed curriculum, and developed an outdoor classroom, complete with a participatory teaching kitchen. With our current infrastructure and resources, we have reached maximum capacity in terms of the number of participants we are able to serve each year. In order to continue to meet the increasing demand for our programs, we must now turn our focus to building organizational capacity, including developing our facilities. In 2011, the Food Literacy Project added a new modular building – donated by the Kentucky Country Day School – to our site which we are developing into a learning center to serve our growing program participants, staff and volunteers. We are seeking support from Louisville Metro Council to help us reach our goal of making this new building usable this coming school year. **We respectfully request $19,931.61** from Metro Council members for computers and equipment, such as floor tile, dry erase boards, and new donor software. These items will allow the Food Literacy Project to provide its services more efficiently and effectively. Like any small grassroots non-profit organization, the Food Literacy Project is subject to the ebb and flow of vital resources that make our work with youth possible. With $19,931.61 from Metro Council, we can continue to involve over 2,500 youth each year in planting, harvesting, and cooking fresh vegetables at Oxmoor Farm; moreover, we can expand our reach, considerably increasing our service to a diverse cohort of youth for many years to come.

Briefly describe any existing collaborative relationships the organization has with other community organizations. Describe what those partners are bringing to the relationship in general and to this program specifically.

The Food Literacy Project's success lies in our strategic partnerships with schools, community centers, and places of worship where the knowledge gained through our program can be put to work at the neighborhood level. This year, Food Literacy Project will collaborate with at least 15 partner schools including Cane Run, Hazelwood, Kennedy, Portland, Rangeland, and Wellington elementary schools and Farnsley Middle School. We also work with community organizations including KentuckyOne Health (providing weekly access to farm-fresh vegetables for low-income residents), the Mayor's SummerWorks Program (employing the teens in our Youth Community Agriculture Program) and the Louisville Department of Public Health and Wellness (providing financial support).

It is our hope and expectation that funding from Louisville Metro Council will leverage further support for the Field-to-Fork Program and organizational capacity building, enabling us to deepen existing partnerships and develop new ones throughout Louisville, specifically in low-income communities. Funds from Louisville Metro Council along with support from individual donors ensure that the Field-to-Fork experience will remain available to the most at-risk population in our city. We held our fourth annual fundraiser, the Field-to-Fork Dinner in September 2013. This elegant, five-course dinner featured some of Louisville's best culinary talent paired with the best ingredients of the harvest season from our local farmers. The generous support from individuals, businesses, farmers and chefs raised $24,000 in support of the Youth Community Agriculture Program and our new learning center. Support from NDF will ensure that the Food Literacy Project can meet the growing demand for our services.

In addition to financial contributions and in-kind donations of materials, the Food Literacy Project relies on contributions from a core group of volunteer program facilitators and an additional network of over 100 volunteers who provide support throughout the year. The volunteers supplement staff time by supporting the maintenance of our outdoor classroom, including the conversion of a donated modular building into a dynamic Learning Center, complete with offices and a conference room. Last year volunteers contributed over 2,000 hours of service to support our Field-to-Fork Program.

Describe the program's benefits to those being served (measurable outcomes). Include the program's process for collecting data and the indicators that will be tracked to measure the benefits to those being served:

The Food Literacy Project's Field-to-Fork Program increases knowledge, awareness, skills, and access to healthful food, which, together, empower participants to make healthy choices and implement healthy lifestyles. In addition to building life skills, our program supports personal and professional growth, and leadership and character development among youth and families. The Food Literacy Project measures outcomes with quantitative and qualitative methods. Students, families and youth complete pre- and post-tests, teachers evaluate student programs as an adjunct to core academic objectives, and youth development participants engage in a regular self-evaluation process called Straight Talk and complete exit interviews at the conclusion of the program.

The Food Literacy Project has addressed gaps in knowledge and experience by giving students the opportunity to explore, harvest, and taste vegetables fresh from the fields, and to help care for the farm through hands-on service learning projects. The Field-to-Fork experiences have demonstrated a significant impact on students' behavior. At the program's close, 84% indicated they were eating more vegetables each day and wanted vegetables they tasted on the farm to be available at school. Thirty-nine percent of students actually prepared one of the recipes they created on the farm at home with their families. In addition, 75% of students reported increasing their understanding of food webs and 91% reported learning more about the origin of their food.

Of the teen participants in the Youth Community Agriculture in 2013, 83% percent characterized their overall eating habits as more healthy than at the program's start. Sixty-seven percent are eating more vegetables, 83%are drinking more water and eating more home-cooked meals, and 100% are eating less fast food. The participants have also gained the ability to teach others about "food justice" and leadership, as 100% of participants have reported they encouraged their families and friends to eat more fresh vegetables. All participants in 2013 also came to realize they were a part of their local food system and indicated learning "a great deal" about giving and receiving constructive criticism, setting and achieving goals, working with a team, and how to communicate more effectively.

Relationship Disclosure: List below any relationship you or any member of your Board of Directors or employees has with any Councilperson, Councilperson's family, Councilperson's staff or any Louisville Metro Government employee.

There are currently no existing relationships between the Board of Directors or employees with any Councilperson, Councilperson's family, Councilperson's staff, or any Louisville Metro Government employee.

THE FOOD LITERACY PROJECT AT OXMOOR FARM, INC.

General Information

Organization Number	0640149
Name	THE FOOD LITERACY PROJECT AT OXMOOR FARM, INC.
Profit or Non-Profit	N - Non-profit
Company Type	KCO - Kentucky Corporation
Status	A - Active
Standing	G - Good
State	KY
File Date	6/6/2006
Organization Date	6/6/2006
Last Annual Report	4/3/2014
Principal Office	9001 LIMEHOUSE LANE LOUISVILLE, KY 40222
Registered Agent	CAROL GUNDERSEN 9001 LIMEHOUSE LANE LOUISVILLE, KY 40222

Current Officers

President	Martha Geier
Secretary	Emily Beauregard
Treasurer	Adam Price
Director	Deb Reese Hall
Director	Claude Stephens
Director	Patricia Haragan
Director	Todd Bradon
Director	Lee Ann Massey
Director	John Bajandas

Individuals / Entities listed at time of formation

Director	IVOR CHODKOWSKI
Director	KAKI ROBINSON
Director	PHYLLIS CROCE
Director	PORTER WILLIAMS
Incorporator	CAROL GUNDERSEN

Images available online

Documents filed with the Office of the Secretary of State on September 15, 2004 or thereafter are available as scanned images or PDF documents. Documents filed prior to September 15, 2004 will become available as the images are created.

Annual Report	4/3/2014	1 page	PDF
Annual Report	6/26/2013	1 page	PDF
Principal Office Address Change	2/20/2012 10:41:09 AM	1 page	PDF

Annual Report	2/20/2012	1 page	PDF	
Annual Report	7/14/2011	1 page	PDF	
Annual Report	6/23/2010	1 page	PDF	
Annual Report	4/2/2009	1 page	PDF	
Registered Agent name/address change	8/19/2008	1 page	tiff	PDF
Annual Report	6/18/2008	1 page	tiff	PDF
Annual Report	3/9/2007	1 page	tiff	PDF
Articles of Incorporation	6/6/2006	4 pages	tiff	PDF

Assumed Names

Activity History

Filing	File Date	Effective Date	Org. Referenced
Annual report	4/3/2014 10:55:29 AM	4/3/2014 10:55:29 AM	
Annual report	6/26/2013 2:17:31 PM	6/26/2013 2:17:31 PM	
Annual report	2/20/2012 10:47:20 AM	2/20/2012 10:47:20 AM	
Principal office change	2/20/2012 10:41:09 AM	2/20/2012 10:41:09 AM	
Annual report	7/14/2011 4:47:47 PM	7/14/2011 4:47:47 PM	
Annual report	6/23/2010 3:04:23 PM	6/23/2010 3:04:23 PM	
Annual report	4/2/2009 12:33:30 PM	4/2/2009 12:33:30 PM	
Registered agent address change	8/19/2008 10:55:45 AM	8/19/2008	
Annual report	6/18/2008 2:00:08 PM	6/18/2008	
Annual report	3/9/2007 10:59:59 AM	3/9/2007	
Add	6/6/2006 9:19:34 AM	6/6/2006	

Microfilmed Images

2014 Board Roster

Martha Geier, President
Retired, Louisville Free Public Library
[redacted]
October 2011

Emily Beauregard, Secretary
Director of Planning and Communications, Kentucky Primary Care Association
[redacted]
December 2012

Adam Price, Treasurer
Grant Management Accountant, University of Louisville
[redacted]
December 2012

Deb Reese Hall
Director of Marketing, CRS Reprocessing
[redacted]
February 2009

Todd Bradon
Health & Safety Manager, UPS Airlines
[redacted]
February 2013

Lee Ann Massey
Administrator, Metro Specialty Surgery Center
[redacted]
June 2013

John Bajandas
Arthur K. Smith Family Foundation
[redacted]
February 2014

Patricia Haragan
Botanist and Author
[redacted]
February 2014

Jay Denham
[redacted]
September 2014

Carol Gundersen, Executive Director
(non-voting/ex-officio)
[redacted]

**Directors are limited to serving 2 consecutive 3-year terms*

9001 Limehouse Lane, Louisville, KY 40222 ● (502) 491-0072 ● www.foodliteracyproject.org

The Food Literacy Project at Oxmoor Farm

Staff Roster
October 2014

- Carol Gundersen, Executive Director
  Compensation: $46,000
- Angelique Perez, Assistant Director
  Compensation: $38,000
- Melissa Kratzer, Director of Development
  Compensation: $35,000
- Kitty Nowak, Program Manager
- Joelle Johnson, Coordinator of Programs and Outreach
- Becca Barhorst, AmeriCorps VISTA, Resource Development Coordinator
- Barbara "Basil" Broughton
- Katie "Collard Greens" Harvey
- Kristen "Kidney Bean" Houser
- Annie "Appleseed" Williams

9001 Limehouse Lane, Louisville, KY 40222 ● (502) 491-0072 ● www.foodliteracyproject.org

Food Literacy Project 2014 Budgeted Cash Flow	
INCOME	**Budget 2014**
401 Grants - Foundation and Corporate	$ 168,215
405 Government Grants	6,750
407 Individual Contributions	54,000
409 Special Events	29,045
421 Program Revenue	10,000
490 Interest	90
TOTAL SUPPORT	**268,100**
EXPENSES	
Direct Program Expenses	
510 Program Materials	4,200
520 Personnel	198,057
523 Payroll Taxes	15,844
525 Staff Benefits	6,300
530 Volunteer Program	150
540 Local staff travel	800
550 Participant Transportation	5,000
Total Direct Costs	230,351
Operating Expenses	
608 Government Fees	75
611 Phone, Internet	2,256
615 Office Supplies	3,000
617 Postage	1,615
621 Insurance	2,587
625 Consultants & Training	3,900
633 Legal & Professional	3,600
640 Board of Directors	50
619 Printing	2,800
Total Operating Expenses	19,883
Occupancy Expenses	
710 Program Site & Classroom	10,000
715 Portable Toilet	2,166
716 Utilities	1,700
720 *Total Occupancy Expenses*	13,866
800 Fundraising	4,000
TOTAL EXPENSES	**268,100**
Excess or deficit of support over expenses	**0**

Projected Cash Balance, 1/1/2014	180,288
Budget 2014 Cash Flow Excess/(Deficit)	0
Projected Total Cash Balance, 12/31/2014	180,288
Restricted Funds in 2014:	
Board Reserve	134,050
Unrestricted Funds:	46,238

Budget

Description of Assets	Proposed Metro Funds	Life Expectancy	Proposed Vendor
Capital Improvements and Equipment	***$14,206.17***		
Tile for Floor (750 sq. ft.), Luan plywood, glue	$3000	10 years	Home Depot
Paint	$140	10 years	Home Depot
Florescent light bulbs (Electronic Ballast)	$980	10 years	Home Depot
Window screens	$150	5 years	Home Depot
Projector ceiling mount	$100	5 years	Amazon.com
Shelving (wood, hardware)	$300	10 years	John Hayes, volunteer
Hot water heater (Tiny Titan Compact)	$186.17	5 years	Faucetdepot.com
Composting toilet system	$8500	10 years	Clivus Multrum
Tool shed	$800	10 years	Home Depot
Portable projection screen	$50	10 years	Amazon.com
Program Materials	***$1,216.44***		
Butane burner and burner house (3)	$93.48/each	5 years	Webstaurant.com
Earthway seeder	$90.50	10 years	Earthway.com
Wheelbarrow	$100		Home Depot
Scuffle hoe (3)	$98	5 years	Johnny's Seed
Top-loading dial scale	$60	10 years	Amazon.com
Harvest knife (6)	$12/each	5 years	Johnny's Seed
Garden clippers (6)	$10/each	5 years	Home Depot
Bushel basket (4)	$4/each	5 years	Fresh Start Grower's Supply
Half-bushel basket (8)	$2.50/each	5 years	Fresh Start Grower's Supply
Chalkboard sign (2)	$60/each	5 years	Amazon.com
Garden cart	$70	5 years	Cartsvermont.com
Lightweight canopy tent	$200	10 years	Hayneedle.com
Display basket (5)	$20/each	5 years	Just Creations
Safebox	$20	10+ years	Amazon.com
Office Furniture & Equipment	***$4509***		
Office Chair (2)	$70/each	10 years	Quill.com
4' x 3' Dry-Erase Board	$50	5 years	Home Depot
Lenovo ThinkPad T430 laptop computer (2)	$900/each	5 years	Best Buy
Port replicators (3)	$525	5 years	Amazon.com
Fundraising Software	$1,895	5 years	Bloomerang
Quickbooks (2013)	$99	5 years	Techsoup

3:18 PM
10/13/14
Cash Basis

The Food Literacy Project
Income and Expense Statement
January through September 2014

		Jan - Sep 14
Income		
402 · Foundation and Corporate Grants		124,894.05
401 · Government Grants		22,250.00
407 · Individual Contributions		38,253.26
409 · Special Events		
412 · Silent Auction	165.00	
413 · Sponsors	190.00	
414 · Tickets	8,510.00	
Total 409 · Special Events		8,865.00
420 · Program Revenue		7,965.00
419 · Vegetable sales		381.25
431-Merchandise Revenue		42.00
490-Interest from Investments		140.29
Total Income		202,790.85
Gross Profit		202,790.85
Expense		
500-Direct Costs		
511 · Personnel	123,873.33	
510 · Program Materials	5,566.46	
525 · Payroll Taxes	9,476.23	
526 · Staff Benefits	4,850.00	
530 · Volunteer	5.00	
540 · Local staff travel	1,008.80	
550 · Prog. Participant Transport	3,219.93	
500-Direct Costs - Other	0.00	
Total 500-Direct Costs		147,999.75
600-Operating Expenses		
608-Government Fee	65.00	
611-Telephone and Internet	1,226.69	
615-Office supplies	2,749.69	
617-Postage	509.01	
621-Insurance	2,851.30	
625-Consultants and Training	2,605.88	
633-Legal and Professional	2,016.72	
619 · Printing	2,483.97	
Total 600-Operating Expenses		14,508.26
700-Occupancy Expenses		
715-Program Site and Classroom	4,558.04	
720-Portable Toilet	1,125.00	
730-Utilities	1,929.19	
Total 700-Occupancy Expenses		7,612.23
800-Fundraising Expenses		
Event Expenses	1,298.30	
Paypal Fees	33.75	
800-Fundraising Expenses - Other	6,030.08	
Total 800-Fundraising Expenses		7,362.13
66900 · Reconciliation Discrepancies		0.50
Total Expense		177,482.87
Net Income		**25,307.98**

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JAN 31 2007

THE FOOD LITERACY PROJECT AT
OXMOOR FARM INC
C/O CAROL GUNDERSEN
1050 E KENTUCKY ST
LOUISVILLE, KY 40204

[redacted]# 31462
Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
June 6, 2006
Contribution Deductibility:
Yes
Advance Ruling Ending Date:
December 31, 2010

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Information for Exempt Organizations Under Section 501(c)(3) for some helpful information about your responsibilities as an exempt organization.

Form **990**

Department of the Treasury
Internal Revenue Service

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

► Do not enter Social Security numbers on this form as it may be made public.
► Information about Form 990 and its instructions is at *www.irs.gov/form990.*

OMB No. 1545-0047

2013

Open to Public Inspection

A For the 2013 calendar year, or tax year beginning , 2013, and ending ,

B Check if applicable:
- [ ] Address change
- [ ] Name change
- [ ] Initial return
- [ ] Terminated
- [ ] Amended return
- [ ] Application pending

C
The Food Literacy Project at Oxmoor Farm
Inc.
9001 Limehouse Lane
Louisville, KY 40222

D Employer Identification Number [redacted]

E Telephone number 502-491-0072

G Gross receipts $ 275,432.

F Name and address of principal officer: Same As C Above

H(a) Is this a group return for subordinates? [ ] Yes [X] No

H(b) Are all subordinates included? [ ] Yes [ ] No
If 'No,' attach a list. (see instructions)

I Tax-exempt status [X] 501(c)(3) [ ] 501(c) ( )◄ (insert no.) [ ] 4947(a)(1) or [ ] 527

J Website: ► www.foodliteracyproject.org

H(c) Group exemption number ►

K Form of organization: [ ] Corporation [ ] Trust [ ] Association [ ] Other ►

L Year of formation:

M State of legal domicile:

Part I Summary

Activities & Governance

1 Briefly describe the organization's mission or most significant activities: To provide farm-based food and environmental education for youth and families with the goal of inspiring a new generation of people to build relationships with healthy food, farming and the land.

2 Check this box ► [ ] if the organization discontinued its operations or disposed of more than 25% of its net assets.

3	Number of voting members of the governing body (Part VI, line 1a)	3	9
4	Number of independent voting members of the governing body (Part VI, line 1b)	4	0
5	Total number of individuals employed in calendar year 2013 (Part V, line 2a)	5	0
6	Total number of volunteers (estimate if necessary)	6	0
7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
b	Net unrelated business taxable income from Form 990-T, line 34	7b	0.

			Prior Year	Current Year
Revenue	8	Contributions and grants (Part VIII, line 1h)		241,913.
	9	Program service revenue (Part VIII, line 2g)		17,791.
	10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)		121.
	11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)		12,004.
	12	Total revenue – add lines 8 through 11 (must equal Part VIII, column (A), line 12)		271,829.
Expenses	13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)		
	14	Benefits paid to or for members (Part IX, column (A), line 4)		
	15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)		145,022.
	16a	Professional fundraising fees (Part IX, column (A), line 11e)		
	b	Total fundraising expenses (Part IX, column (D), line 25) ► 379.		
	17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)		42,620.
	18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)		187,642.
	19	Revenue less expenses. Subtract line 18 from line 12		84,187.

			Beginning of Current Year	End of Year
Net Assets or Fund Balances	20	Total assets (Part X, line 16)	204,419.	289,511.
	21	Total liabilities (Part X, line 26)	0.	0.
	22	Net assets or fund balances. Subtract line 21 from line 20	204,419.	289,511.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

► Signature of officer — Date

► Carol Gundersen — Executive Dir.
Type or print name and title.

Paid Preparer Use Only

Print/Type preparer's name	Preparer's signature	Date	Check [ ] if self-employed	PTIN
	Self-Prepared			

Firm's name ►

Firm's address ►

Firm's EIN ►

Phone no.

May the IRS discuss this return with the preparer shown above? (see instructions) [ ] Yes [ ] No

Part IV **Checklist of Required Schedules**

		[redacted]	**No**
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? *If 'Yes,' complete Schedule A*	**1**	X	
2 Is the organization required to complete *Schedule B, Schedule of Contributors* (see instructions)?	**2**		X
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? *If 'Yes,' complete Schedule C, Part I*	**3**		X
4 **Section 501(c)(3) organizations.** Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? *If 'Yes,' complete Schedule C, Part II*	**4**		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? *If 'Yes,' complete Schedule C, Part III*	**5**		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? *If 'Yes,' complete Schedule D, Part I*	**6**		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? *If 'Yes,' complete Schedule D, Part II*	**7**		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? *If 'Yes,' complete Schedule D, Part III*	**8**		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? *If 'Yes,' complete Schedule D, Part IV*	**9**		X
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? *If 'Yes,' complete Schedule D, Part V*	**10**		X
11 If the organization's answer to any of the following questions is 'Yes', then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.			
a Did the organization report an amount for land, buildings and equipment in Part X, line 10? *If 'Yes,' complete Schedule D, Part VI*	**11a**	X	
b Did the organization report an amount for investments – other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? *If 'Yes,' complete Schedule D, Part VII*	**11b**		X
c Did the organization report an amount for investments – program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? *If 'Yes,' complete Schedule D, Part VIII*	**11c**		X
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? *If 'Yes,' complete Schedule D, Part IX*	**11d**		X
e Did the organization report an amount for other liabilities in Part X, line 25? *If 'Yes,' complete Schedule D, Part X*	**11e**		X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? *If 'Yes,' complete Schedule D, Part X*	**11f**		X
12a Did the organization obtain separate, independent audited financial statements for the tax year? *If 'Yes,' complete Schedule D, Parts XI, and XII*	**12a**		X
b Was the organization included in consolidated, independent audited financial statements for the tax year? *If 'Yes,' and if the organization answered 'No' to line 12a, then completing Schedule D, Parts XI and XII is optional*	**12b**		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? *If 'Yes,' complete Schedule E*	**13**		X
14a Did the organization maintain an office, employees, or agents outside of the United States?	**14a**		X
b Did the organization have aggregate revenues or expenses of more than $10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at $100,000 or more? *If 'Yes,' complete Schedule F, Parts I and IV*	**14b**		X
15 Did the organization report on Part IX, column (A), line 3, more than $5,000 of grants or other assistance to or for any foreign organization? *If 'Yes,' complete Schedule F, Parts II and IV*	**15**		X
16 Did the organization report on Part IX, column (A), line 3, more than $5,000 of aggregate grants or other assistance to or for foreign individuals? *If 'Yes,' complete Schedule F, Parts III and IV*	**16**		X
17 Did the organization report a total of more than $15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? *If 'Yes,' complete Schedule G, Part I (see instructions)*	**17**		X
18 Did the organization report more than $15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? *If 'Yes,' complete Schedule G, Part II*	**18**	X	
19 Did the organization report more than $15,000 of gross income from gaming activities on Part VIII, line 9a? *If 'Yes,' complete Schedule G, Part III*	**19**		X
20 a Did the organization operate one or more hospital facilities? *If 'Yes,' complete Schedule H*	**20**		X
b If 'Yes' to line 20a, did the organization attach a copy of its audited financial statements to this return?	**20b**		

Part V **Statements Regarding Other IRS Filings and Tax Compliance**

Check if Schedule O contains a response or note to any line in this Part V

1 a Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable	**1 a**	0			
b Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable	**1 b**	0			
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?			**1 c**		
2 a Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	**2 a**	0			
b If at least one is reported on line 2a, did the organization file all required federal employment tax returns?			**2 b**		
Note. If the sum of lines 1a and 2a is greater than 250, you may be required to *e-file* (see instructions)					
3 a Did the organization have unrelated business gross income of $1,000 or more during the year?			**3 a**		X
b If 'Yes' has it filed a Form 990-T for this year? *If 'No' to line 3b, provide an explanation in Schedule O*			**3 b**		
4 a At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?			**4 a**		X
b If 'Yes,' enter the name of the foreign country: ►					
See instructions for filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.					
5 a Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?			**5 a**		X
b Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?			**5 b**		X
c If 'Yes,' to line 5a or 5b, did the organization file Form 8886-T?			**5 c**		
6 a Does the organization have annual gross receipts that are normally greater than $100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?			**6 a**		X
b If 'Yes,' did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?			**6 b**		
7 Organizations that may receive deductible contributions under section 170(c).					
a Did the organization receive a payment in excess of $75 made partly as a contribution and partly for goods and services provided to the payor?			**7 a**		X
b If 'Yes,' did the organization notify the donor of the value of the goods or services provided?			**7 b**		
c Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?			**7 c**		X
d If 'Yes,' indicate the number of Forms 8282 filed during the year	**7 d**				
e Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?			**7 e**		X
f Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?			**7 f**		X
g If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?			**7 g**		
h If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?			**7 h**		
8 Sponsoring organizations maintaining donor advised funds and section 509(a)(3) supporting organizations. Did the supporting organization, or a donor advised fund maintained by a sponsoring organization, have excess business holdings at any time during the year?			**8**		
9 Sponsoring organizations maintaining donor advised funds.					
a Did the organization make any taxable distributions under section 4966?			**9 a**		
b Did the organization make a distribution to a donor, donor advisor, or related person?			**9 b**		
10 Section 501(c)(7) organizations. Enter:					
a Initiation fees and capital contributions included on Part VIII, line 12	**10 a**				
b Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	**10 b**				
11 Section 501(c)(12) organizations. Enter:					
a Gross income from members or shareholders	**11 a**				
b Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	**11 b**				
12 a Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?			**12 a**		
b If 'Yes,' enter the amount of tax-exempt interest received or accrued during the year	**12 b**				
13 Section 501(c)(29) qualified nonprofit health insurance issuers.					
a Is the organization licensed to issue qualified health plans in more than one state?			**13 a**		
Note. See the instructions for additional information the organization must report on Schedule O.					
b Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	**13 b**				
c Enter the amount of reserves on hand	**13 c**				
14 a Did the organization receive any payments for indoor tanning services during the tax year?			**14 a**		X
b If 'Yes,' has it filed a Form 720 to report these payments? *If 'No,' provide an explanation in Schedule O*			**14 b**		

Part VII **Compensation of Officers, Directors, Trustees, Key Employees, Highest C**[redacted] **Independent Contractors**

Check if Schedule O contains a response or note to any line in this Part VII. . . . . [redacted]

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensate[redacted]

1 a Complete this table for all persons required to be listed. Report compensation for the calendar year ending wi[redacted] organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of 'key employee.'
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than $100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than $100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than $10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

[X] Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	**(B)** Average hours per week (list any hours for related organizations below dotted line)	**(C)** Position (do not check more than one box, unless person is both an officer and a director/trustee): Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former	**(D)** Reportable compensation from the organization (W-2/1099-MISC)	**(E)** Reportable compensation from related organizations (W-2/1099-MISC)	**(F)** Estimated amount of other compensation from the organization and related organizations
(1) Patricia Haragan Director	2 0							0.	0.	0.
(2) John Bajandas Director	2 0	X						0.	0.	0.
(3) Lee Ann Massey Director	2 0	X						0.	0.	0.
(4) Todd Bradon Director	2 0	X						0.	0.	0.
(5) Deb Reese Hall Director	2 0	X						0.	0.	0.
(6) Claude Stephens Director	2 0	X						0.	0.	0.
(7) Martha Geier President	2 0	X		X				0.	0.	0.
(8) Adam Price Treasurer	2 0	X		X				0.	0.	0.
(9) Emily Beauregard Secretary	2 0	X		X				0.	0.	0.
(10)										
(11)										
(12)										
(13)										
(14)										

Form **990** (2013) The Food Literacy Project at Oxmoor Farm [redacted]

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII . . . .

Section	Line	Description	Sub-line	Amount	(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514
CONTRIBUTIONS, GIFTS, GRANTS AND OTHER SIMILAR AMOUNTS	1 a	Federated campaigns	1 a					
	b	Membership dues	1 b					
	c	Fundraising events	1 c	10,385.				
	d	Related organizations	1 d					
	e	Government grants (contributions)	1 e	27,084.				
	f	All other contributions, gifts, grants, and similar amounts not included above	1 f	204,444.				
	g	Noncash contributions included in lines 1a-1f: $						
	h	**Total.** Add lines 1a-1f ►			241,913.			
PROGRAM SERVICE REVENUE			Business Code					
	2 a	Family and Group Fees			17,791.	17,791.		
	b							
	c							
	d							
	e							
	f	All other program service revenue						
	g	**Total.** Add lines 2a-2f ►			17,791.			
OTHER REVENUE	3	Investment income (including dividends, interest and other similar amounts) ►			121.	121.		
	4	Income from investment of tax-exempt bond proceeds ►						
	5	Royalties ►						
			(i) Real	(ii) Personal				
	6 a	Gross rents						
	b	Less: rental expenses						
	c	Rental income or (loss)						
	d	Net rental income or (loss) ►						
			(i) Securities	(ii) Other				
	7 a	Gross amount from sales of assets other than inventory						
	b	Less: cost or other basis and sales expenses						
	c	Gain or (loss)						
	d	Net gain or (loss) ►						
	8 a	Gross income from fundraising events (not including $ 10,385. of contributions reported on line 1c). See Part IV, line 18	a	15,159.				
	b	Less: direct expenses	b	3,603.				
	c	Net income or (loss) from fundraising events ►			11,556.			11,556.
	9 a	Gross income from gaming activities. See Part IV, line 19	a					
	b	Less: direct expenses	b					
	c	Net income or (loss) from gaming activities ►						
	10 a	Gross sales of inventory, less returns and allowances	a	448.				
	b	Less: cost of goods sold	b					
	c	Net income or (loss) from sales of inventory ►			448.	448.		
		Miscellaneous Revenue	Business Code					
	11 a							
	b							
	c							
	d	All other revenue						
	e	**Total.** Add lines 11a-11d ►						
	12	**Total revenue.** See instructions ►			271,829.	18,360.	0.	11,556.

Form **990** (2013) The Food Literacy Project at Oxmoor Farm [redacted]

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X. [redacted]

				(A) Beginning of [redacted]		
ASSETS	1	Cash – non-interest-bearing		10, [redacted]		
	2	Savings and temporary cash investments		127, [redacted]		
	3	Pledges and grants receivable, net		[redacted]		
	4	Accounts receivable, net				
	5	Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L				
	6	Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions). Complete Part II of Schedule L				
	7	Notes and loans receivable, net				
	8	Inventories for sale or use				
	9	Prepaid expenses and deferred charges				
	10a	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 66,932.			
	b	Less: accumulated depreciation	10b	66,		
	11	Investments – publicly traded securities				
	12	Investments – other securities. See Part IV, line 11				
	13	Investments – program-related. See Part IV, line 11			13	
	14	Intangible assets			14	
	15	Other assets. See Part IV, line 11			15	
	16	**Total assets.** Add lines 1 through 15 (must equal line 34)		204,419.	16	289,511.
LIABILITIES	17	Accounts payable and accrued expenses			17	
	18	Grants payable			18	
	19	Deferred revenue			19	
	20	Tax-exempt bond liabilities			20	
	21	Escrow or custodial account liability. Complete Part IV of Schedule D			21	
	22	Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L			22	
	23	Secured mortgages and notes payable to unrelated third parties			23	
	24	Unsecured notes and loans payable to unrelated third parties			24	
	25	Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D			25	
	26	**Total liabilities.** Add lines 17 through 25		0.	26	0.
NET ASSETS OR FUND BALANCES		**Organizations that follow SFAS 117 (ASC 958), check here ► ☐ and complete lines 27 through 29, and lines 33 and 34.**				
	27	Unrestricted net assets			27	
	28	Temporarily restricted net assets			28	
	29	Permanently restricted net assets			29	
		Organizations that do not follow SFAS 117 (ASC 958), check here ► ☒ and complete lines 30 through 34.				
	30	Capital stock or trust principal, or current funds			30	
	31	Paid-in or capital surplus, or land, building, or equipment fund			31	
	32	Retained earnings, endowment, accumulated income, or other funds		204,419.	32	289,511.
	33	Total net assets or fund balances		204,419.	33	289,511.
	34	Total liabilities and net assets/fund balances		204,419.	34	289,511.

SCHEDULE A
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.
► **Attach to Form 990 or Form 990-EZ.**
► **Information about Schedule A (Form 990 or 990-EZ) and its** [redacted] **at *www.irs.gov/form990*.**

OMB No. 1545-0047
2013

Name of the organization The Food Literacy Project at Oxmoor Farm Inc. [redacted]

Part I Reason for Public Charity Status (All organizations must complete thi[redacted]

The organization is not a private foundation because it is: (For lines 1 through 11, check only on[redacted]

1 ☐ A church, convention of churches or association of churches described in **section 170(b**[redacted]
2 ☐ A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E.)
3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)**[redacted]
4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: ______
5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
7 ☒ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
8 ☐ A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
9 ☐ An organization that normally receives: (1) more than 33-1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions – subject to certain exceptions, and (2) no more than 33-1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
10 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
11 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2). See **section 509(a)(3).** Check the box that describes the type of supporting organization and complete lines 11e through 11h.

a ☐ Type I **b** ☐ Type II **c** ☐ Type III – Functionally integrated **d** ☐ Type III – Non-functionally integrated

e ☐ By checking this box, I certify that the organization is not controlled directly or indirectly by one or more disqualified persons other than foundation managers and other than one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2).

f If the organization received a written determination from the IRS that is a Type I, Type II or Type III supporting organization, check this box ☐

g Since August 17, 2006, has the organization accepted any gift or contribution from any of the following persons?

		Yes	No
(i) A person who directly or indirectly controls, either alone or together with persons described in (ii) and (iii) below, the governing body of the supported organization?	**11 g (i)**		
(ii) A family member of a person described in (i) above?	**11 g (ii)**		
(iii) A 35% controlled entity of a person described in (i) or (ii) above?	**11 g (iii)**		

h Provide the following information about the supported organization(s).

	(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-9 above or IRC section (see instructions))	(iv) Is the organization in column (i) listed in your governing document? Yes	No	(v) Did you notify the organization in column (i) of your support? Yes	No	(vi) Is the organization in column (i) organized in the U.S.? Yes	No	(vii) Amount of monetary support
(A)										
(B)										
(C)										
(D)										
(E)										
Total										

Part III **Support Schedule for Organizations Described in Section 509(a)(2)** [redacted]

(Complete only if you checked the box on line 9 of Part I or if the organization failed to quali[redacted] to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal yr beginning in) ►	(a) 2009	(b) 2010	(c) 2011	(d) [redacted]		
1 Gifts, grants, contributions and membership fees received. (Do not include any 'unusual grants.')						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513.						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 **Total.** Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of $5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 **Public support** (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal yr beginning in) ►	(a) 2009	(b) 2010	(c) 2011	(d) 2012	(e) 2013	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.)						
13 **Total Support.** (Add lns 9,10c, 11 and 12.)						

14 **First five years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here** ► ☐

Section C. Computation of Public Support Percentage

15	Public support percentage for 2013 (line 8, column (f) divided by line 13, column (f))	15	%
16	Public support percentage from 2012 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17	Investment income percentage for **2013** (line 10c, column (f) divided by line 13, column (f))	17	%
18	Investment income percentage from **2012** Schedule A, Part III, line 17	18	%

19a **33-1/3% support tests – 2013.** If the organization did not check the box on line 14, and line 15 is more than 33-1/3%, and line 17 is not more than 33-1/3%, check this box and **stop here.** The organization qualifies as a publicly supported organization ► ☐

b **33-1/3% support tests – 2012.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33-1/3%, and line 18 is not more than 33-1/3%, check this box and **stop here.** The organization qualifies as a publicly supported organization ► ☐

20 **Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions ► ☐

SCHEDULE D (Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

► Complete if the organization answered 'Yes,' to Form 990, Part IV, lines 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
► Attach to Form 990.
► Information about Schedule D (Form 990) and its instructions is at *www.irs.go*[redacted]

OMB No. 1545-0047

2013

Open to Public [redacted]

Name of the organization

The Food Literacy Project at Oxmoor Farm Inc.

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or [redacted]

Complete if the organization answered 'Yes' to Form 990, Part IV, line 6.

	(a) Donor advised funds	[redacted]
1 Total number at end of year		
2 Aggregate contributions to (during year)		
3 Aggregate grants from (during year)		
4 Aggregate value at end of year		

5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? ☐ Yes ☐ No

6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? ☐ Yes ☐ No

Part II Conservation Easements.

Complete if the organization answered 'Yes' to Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

☐ Preservation of land for public use (e.g., recreation or education)
☐ Protection of natural habitat
☐ Preservation of open space
☐ Preservation of an historically important land area
☐ Preservation of a certified historic structure

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

		Held at the End of the Tax Year
a Total number of conservation easements	2a	
b Total acreage restricted by conservation easements	2b	
c Number of conservation easements on a certified historic structure included in (a)	2c	
d Number of conservation easements included in (c) acquired after 8/17/06, and not on a historic structure listed in the National Register	2d	

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ►

4 Number of states where property subject to conservation easement is located ►

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? ☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, and enforcing conservation easements during the year ►

7 Amount of expenses incurred in monitoring, inspecting, and enforcing conservation easements during the year ►$

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? ☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered 'Yes' to Form 990, Part IV, line 8.

1 a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenues included in Form 990, Part VIII, line 1 ►$

(ii) Assets included in Form 990, Part X ►$

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:

a Revenues included in Form 990, Part VIII, line 1 ►$

b Assets included in Form 990, Part X ►$

Part VII **Investments — Other Securities.** N/A
Complete if the organization answered 'Yes' to Form 990, Part IV, line 11b. [redacted] line 12.

(a) Description of security or category (including name of security)	**(b)** Book value	**(c)** Method of valua[redacted]lue
(1) Financial derivatives.		
(2) Closely-held equity interests.		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
(I)		
Total. *(Column (b) must equal Form 990, Part X, column (B) line 12.)* ►		

Part VIII **Investments — Program Related.** N/A
Complete if the organization answered 'Yes' to Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment type	**(b)** Book value	**(c)** Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
Total. *(Column (b) must equal Form 990, Part X, column (B) line 13.)* ►		

Part IX **Other Assets.** N/A
Complete if the organization answered 'Yes' to Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	**(b)** Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
Total. *(Column (b) must equal Form 990, Part X, column (B), line 15.)* ►	

Part X **Other Liabilities.**
Complete if the organization answered 'Yes' to Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25

(a) Description of liability	**(b)** Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
(11)	
Total. *(Column (b) must equal Form 990, Part X, column (B) line 25.)* ►	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII. ☐

SCHEDULE G
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information Regarding Fundraising or Gaming Activities

Complete if the organization answered 'Yes' to Form 990, Part IV, lines 17, 18, or 19, or if the organization entered more than $15,000 on Form 990-EZ, line 6a.
► Attach to Form 990 or Form 990-EZ. ► See separate instructions.
► Information about Schedule G (Form 990 or 990-EZ) and its instructions is at *www.irs.gov/form990*.

OMB No. 1545-0047

2013

Open to Public Inspection

Name of the organization The Food Literacy Project at Oxmoor Farm Inc. [redacted]

Part I **Fundraising Activities.** Complete if the organization answered 'Yes' to Form 990, Part IV, lin[redacted] Form 990-EZ filers are not required to complete this part.

1 Indicate whether the organization raised funds through any of the following activities. Check all tha[redacted]

a [ ] Mail solicitations
b [ ] Internet and email solicitations
c [ ] Phone solicitations
d [ ] In-person solicitations
e [ ] Solicitation of non-gover[redacted]
f [ ] Solicitation of government grants
g [ ] Special fundraising events

2 a Did the organization have a written or oral agreement with any individual (including officers, directors, trustees or key employees listed in Form 990, Part VII) or entity in connection with professional fundraising services? [ ] Yes [X] No

b If 'Yes,' list the ten highest paid individuals or entities (fundraisers) pursuant to agreements under which the fundraiser is to be compensated at least $5,000 by the organization.

(i) Name and address of individual or entity (fundraiser)	(ii) Activity	(iii) Did fundraiser have custody or control of contributions? Yes	No	(iv) Gross receipts from activity	(v) Amount paid to (or retained by) fundraiser listed in column (i)	(vi) Amount paid to (or retained by) organization
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
Total ►						0.

3 List all states in which the organization is registered or licensed to solicit contributions or has been notified it is exempt from registration or licensing.

11 Does the organization operate gaming activities with nonmembers? .... [redacted]

12 Is the organization a grantor, beneficiary or trustee of a trust or a member of a partnership or other entity formed to administer charitable gaming? .... ☐ **Yes** ☐ **No**

13 Indicate the percentage of gaming activity operated in:

a The organization's facility .... **13a** %

b An outside facility .... **13b** %

14 Enter the name and address of the person who prepares the organization's gaming/special events books and records:

Name ►

Address ►

15a Does the organization have a contact with a third party from whom the organization receives gaming revenue? .... ☐ **Yes** ☐ **No**

b If 'Yes,' enter the amount of gaming revenue received by the organization ► $ ____________ and the amount of gaming revenue retained by the third party ► $ ____________.

c If 'Yes,' enter name and address of the third party:

Name ►

Address ►

16 Gaming manager information:

Name ►

Gaming manager compensation ► $ ____________.

Description of services provided ►

☐ Director/officer ☐ Employee ☐ Independent contractor

17 Mandatory distributions

a Is the organization required under state law to make charitable distributions from the gaming proceeds to retain the state gaming license? .... ☐ **Yes** ☐ **No**

b Enter the amount of distributions required under state law to be distributed to other exempt organizations or spent in the organization's own exempt activities during the tax year ► $

Part IV **Supplemental Information.** Provide the explanations required by Part I, line 2b, columns (iii) and (v), and Part III, lines 9, 9b, 10b, 15b, 15c, 16, and 17b, as applicable. Also provide any additional information (see instructions).

Form **W-9**
(Rev. October 2007)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)
The Food Literacy Project at Oxmoor Farm, Inc.

Business name, if different from above

Check appropriate box: ☐ Individual/Sole proprietor ☑ Corporation ☐ Partnership
☐ Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ ....
☐ Other (see instructions) ▶

☐ Exempt payee

Address (number, street, and apt. or suite no.)
9001 Limehouse Lane

Requester's name and address (optional)

City, state, and ZIP code
Louisville, KY 40222

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

E[redacted]

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a numbe[redacted]
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here **Signature of U.S. person ▶** **Date ▶**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

2. Certify that you are not subject to backup withholding, or

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

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Trey Grayson
Secretary of State
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Fee Receipt: $8.00

ARTICLES OF INCORPORATION
OF
The Food Literacy Project at Oxmoor Farm, Inc.

(a non-stock, non-profit corporation)

Pursuant to Kentucky Revised Statute 273.267 the Board of Directors of The Food Literacy Project at Oxmoor Farm, Inc. states Articles of Incorporation are as follows:

ARTICLE I

The name of the corporation is The Food Literacy Project at Oxmoor Farm, Inc.

ARTICLE II

This non-stock, non-profit corporation is organized primarily for the purpose of providing educational and charitable services.

ARTICLE III

The street address of the corporation's initial registered office shall be 1050 East Kentucky Street, Louisville, Kentucky 40204 and the name of the initial registered agent is Carol Gundersen.

ARTICLE IV

The mailing address of the corporation's principal office and place of business is 1050 East Kentucky Street, Louisville, Kentucky 40204.

ARTICLE V

The initial Board of Directors shall consist of Four Directors and their names and mailing addresses are:

Ivor Chodkowski – [redacted]

Kaki Robinson – [redacted]

Phyllis Croce – [redacted]

Porter Watkins – [redacted]

ARTICLE VI

The name and mailing address of the incorporator is as follows: Carol Gundersen, 1050 East Kentucky Street, Louisville, Kentucky 40204.

ARTICLE X

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or the such organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

Carol Gundersen

Carol Gundersen
Incorporator

COMMONWEALTH OF KENTUCKY
COUNTY OF JEFFERSON

I , a Notary Public, in and for the state and county aforesaid, do hereby certify that the foregoing instrument was produced to me in said county and was acknowledged and delivered by Carol Gundersen to be her act and deed.

WITNESS, my signature this 11th day of May, 2006
My Commission Expires: 9/5/07

Notary Public, State at Large, KY

THIS INSTRUMENT PREPARED BY

Harry B. Borders
BORDERS AND BORDERS, ATTORNEYS
920 Dupont Road
Louisville, KY 40207
(502)894-9200

Field-to-Fork Program

Name: ____ **Date:** __________________

Part 1. Demographic Information

How old are you? : ____________

What is the zip code where you live: ________________

Are you a boy or a girl? (Circle one): Male Female

How do you describe yourself? (Check all the boxes that apply):

☐White ☐Hispanic/Latino

☐Black/African American ☐Native American/American Indian

☐Asian/Pacific Islander ☐Other______________

Part 2. Knowledge, Experience, Attitudes and Behavior

Directions: For questions 1-13, circle your answer. For question 14, follow the directions provided.

1. I have been to a vegetable farm before? Yes No
2. I have eaten a vegetable I harvested or picked myself. Yes No
3. How many total servings of fruits and vegetables <u>should</u> you eat each day?
   a) 0 servings
   b) 1 – 2 servings
   c) 3 – 4 servings
   d) 5 or more servings
4. Yesterday, did you eat any fruit? (<u>Do not count fruit juice</u>.)
   a) No, I did not eat any fruit yesterday
   b) Yes, I ate **one** fruit yesterday
   c) Yes, I ate **two** fruits yesterday
   d) Yes, I ate **three or more** fruits yesterday
5. Yesterday, did you eat any vegetables? Vegetables are salads, boiled baked and mashed potatoes and all cooked or uncooked vegetables. <u>Do not count French fries or chips.</u>

Field-to-Fork Program

Name: ____ **Date:** __________________

Part 1. Knowledge, Experience, Attitudes, Behavior

Directions: For questions 1-14, circle your answer.

During my most recent experience at Oxmoor Farm:

1. I ate a fresh vegetable. Yes No
2. I ate a vegetable I had never tried before. Yes No
3. I ate a vegetable I harvested or picked myself. Yes No
4. I liked some of the vegetables I ate on the farm. Yes No
5. I helped the farmers take care of the farm by participating in service learning. Yes No
6. I learned to prepare a healthy recipe. Yes No
7. I learned more about where food comes from. Yes No

Because of what I learned through my most recent experience at Oxmoor Farm:

8. I talked about my experience with my family. Yes No
9. I plan to eat more vegetables. Yes No
10. I plan to eat a greater variety of vegetables. Yes No
11. I plan to cook a healthy recipe I learned on the farm at home with my family. Yes No
12. I plan to help cook meals or snacks at home more often. Yes No
13. I plan to eat less processed food such as fast food, chips and candy. Yes No
14. I plan to drink less soda and other sugary drinks. Yes No

Field-to-Fork Program

Name: ________________________________ **Date:** ______________

Part 1. Knowledge, Experience, Attitudes and Behavior

Directions: For questions 1-12 circle your answer. For question 13, follow the directions provided. For questions 14-21 circle your answer.

1. I have eaten a vegetable I harvested or picked myself. Yes No
2. How many total servings of fruits and vegetables <u>should</u> you eat each day?
    a) 0 servings
    b) 1 – 2 servings
    c) 3 – 4 servings
    d) 5 or more servings
3. Yesterday, did you eat any fruit? (<u>Do not count fruit juice</u>.)
    a) No, I did not eat any fruit yesterday
    b) Yes, I ate **one** fruit yesterday
    c) Yes, I ate **two** fruits yesterday
    d) Yes, I ate **three or more** fruits yesterday
4. Yesterday, did you eat any vegetables? Vegetables are salads, boiled baked and mashed potatoes and all cooked or uncooked vegetables. <u>Do not count French fries or chips.</u>
    a) No, I did not eat any vegetables yesterday
    b) Yes, I ate **one** vegetable yesterday
    c) Yes, I ate **two** vegetables yesterday
    d) Yes, I ate **three or more** vegetables yesterday
5. I feel encouraged by my family to eat fruits and vegetables. Yes No
6. I feel encouraged by my teachers to eat fruits and vegetables. Yes No
7. My food choices affect the environment. Yes No
8. I know how to cook a healthy recipe. Yes No
9. Farmers work hard. Yes No
10. People depend on farmers to grow the foods we eat. Yes No