

RESOLUTION NO. _____

August 13, 2020

**A RESOLUTION APPROVING A GRANT FOR HAWTHORNE VALLEY/ROLLING
GROCER AS RECOMMENDED BY THE TOURISM BOARD**

WHEREAS, the City of Hudson Common Council has previously approved of the action by the City of Hudson Tourism Board to solicit applications from individuals, businesses and organization seeking short and long-term grants to fund activities that will promote Hudson as an attractive destination; and

WHEREAS, the Tourism Board received numerous responses to its solicitation of proposals, reviewed those applications and has recommended additional applications for the Common Council's approval; and

WHEREAS, the approval of this application constitutes a Type II action under the State Environmental Quality Review Act and no further action is required under that Act; and

WHEREAS, the Common Council has reviewed the application and the recommended grant amount.

NOW THEREFORE LET IT BE RESOLVED, that the Common Council hereby approves the following grant and authorizes the Mayor to sign the necessary agreement for the grant:

Grantee	Grant Amount
Hawthorne Valley/Rolling Grocer	\$14,707.00

APPROVED BY THE BOARD OF ESTIMATE AND APPORTIONMENT

Mayor

Introduced: _____



City Treasurer

Seconded: _____

President, Common Council

Approved: _____
Mayor

Project Hudson: Request for Proposals for Tourism Projects

#41

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, July 23, 2020 4:49:23 PM
Last Modified: Friday, July 31, 2020 3:08:39 PM
Time Spent: Over a day
IP Address: 216.59.168.74

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Q1

I am applying as an Organization

Are You a Business or Organization?

Q2

Yes

Does Your Project Take Place in the City of Hudson?

Q3

Business or Organization Contact Information

Name of Business or Organization	Hawthorne Valley Association dba Rolling Grocer 19
Address 1	6 S. 2nd Street
City	Hudson
Zipcode	12534
Website	rollinggrocer19.org

Q4

Your Contact Information

First Name	Michelle
Last Name	Hughes
Relationship to Business or Organization	Head Buyer & Co-Manager
Email	michelle@rollinggrocer19.org
Confirm Email	michelle@rollinggrocer19.org
Primary Phone Number	(917) 716-9841

Q5

Which type of project are you applying with?

We are applying for a long-term project (up to \$15,000) that requires more time for planning and execution.

Project Hudson: Request for Proposals for Tourism Projects

Q6

Yes

Does your project adhere to physical distancing and public health recommendations?

Q7

Amount of Funding Requested?

14707

Q8

Please check which types of ownerships apply to your business. Check as many as apply.

Owned by members of a marginalized community (such as African American, Latinx, Asian, Indigenous, etc.)

☒ Woman Owned,

☒ LGBTQ+ Owned

Q9

What year was your business or organization founded in?

2018

Q10

Yes

Has your business or organization been open or operating since NY PAUSE and physical distancing went into effect?

Q11

Yes

Are you committed to saving all your project receipts and providing a written account of expenditures, what the project involved, whether it was a success, and who it reached?

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Q12

Please describe your proposed project in detail. Include the project's goal, description, location, timeline and scope. If the project you're proposing has been successfully completed elsewhere, please provide details and examples.

The mission of Rolling Grocer 19 is to increase health and collective well-being in Columbia County by making wholesome food available to all of its residents (and visitors). Rolling Grocer 19 (RG19) has established itself as a community-driven food justice project anchored by a full line grocery store, benefitting local farmers, producers, and other residents of Columbia County. RG19 prioritizes low-income Hudson and Columbia County residents who have previously had trouble accessing wholesome, affordable food. At the Hudson storefront and through our rural Buying Club, RG19 offers a range of high-quality, minimally processed local and organic produce, dairy, bread, meat, seafood, and grocery items through our tiered Fair Pricing System to ensure fair access for people of all income levels.

With Project Hudson funds from the Hudson Tourism Board, RG19 is proposing to expand our efforts to serve the most vulnerable residents and visitors to Hudson in need of access to fresh, high-quality foods through our preorder service w/ curbside pickup and delivery. We are also proposing to make improvements to our mobile retail trailer—converting it to an insulated, temperature-controlled/cold storage unit will allow us to better serve our preorder customers by creating an expanded area to stage packed-out orders. In the future, in this configuration, the trailer could also be used to serve as a beacon to the storefront, and to serve customers in other locations in Hudson.

In early March, in response to COVID-19, RG19 began offering groceries by preorder only for curbside pickup. For customers who were unable to pick up curbside and who were living or staying within the 12534 physical zip code, RG19 coordinated volunteers to provide delivery. While many of our regular customers shopping at all tiers took advantage of this service, we saw the greatest uptick in sales among visiting customers shopping at the Green (regular retail price) tier. (For March 20 – April 20 Green tier percent of gross sales increased to 46% compared to approximately 37% for the previous two months. In terms of dollar value, Blue and Orange tier sales also increased.) Many of these customers were escaping New York City or other dense areas with comparatively higher COVID-19 rates than Columbia County, and accordingly many of them were forced to self-quarantine. Visiting customers and regular customers alike have told us that without RG19's preorder service they would not have had access to the same quality food over the last few months.

With the decline in COVID-19 cases in our county, RG19 reopened for in-store shopping on July 1, with additional precautions to prevent the spread of the novel Coronavirus in place. For the foreseeable future, RG19 plans to continue to operate the Hudson storefront with limited in-person shopping (3-4 customers at a time). However, in order to best serve customers who are either under mandatory quarantine, at high risk for serious complications from COVID-19, or who are homebound due to physical limitations, we would like to continue offering a limited preorder service 3 days a week. In order to provide this service, an additional staff position has been added three days a week to take phone orders, provide preorder customer service, pick and pack orders, and coordinate deliveries as needed. Currently, RG19 only has funding to continue this position through the end of August, and does not have the funding to continue this position throughout the year. If funded, we would continue the preorder service through August 2021. The trailer buildout can be completed within 2 months of funding. This is an invaluable service that provides safe access to Hudson residents and visitors alike, prioritizes the most vulnerable members of our community, and makes Hudson a more attractive place to live and visit.

Q13

Respondent skipped this question

Additional Materials

Q14

Respondent skipped this question

Additional Materials

Project Hudson: Request for Proposals for Tourism Projects

Q15

Please list the names and titles of principal contributors to your project and any contractors to be involved.

Rolling Grocer 19 led by consensus of Project Team members. Our Project Team has deep experience in a wide range of the food system, public health, community development, and nonprofit and business management. Our team members include: Audrey Berman (Co-Manager, Logistics), Selha (Cece) Graham (Co-Manager, Retail), Michelle Hughes (Co-Manager, Purchasing and Director of Development), Sarah Grinberg (Rural Access Coordinator), Meg Galeucia (New Lebanon Coordinator), and Stephanie Lazar (Advisory Group Chair). RG19 also employs four part-time Retail Associates.

AUDREY BERMAN has been with the team since the receipt of the first grant from Berkshire Taconic Community Foundation in 2016. Prior to working with Rolling Grocer 19, Audrey founded Long Table Harvest in 2015, prior to which they had worked on and co-managed various farms in the region for three years and was a Project Manager with The Greenhorns for five years. Audrey is a graduate of the Irwin S. Chanin School of Architecture at The Cooper Union. Audrey is primarily responsible for logistics and managing the Volunteer Program. Logistics includes creating schedules, managing the volunteer program, social media / communications, graphic design, onboarding new staff and equipment / store maintenance.

SELHA GRAHAM initially joined the team as a member of the Hudson Core Group in 2017 and was then hired in September 2018 to co-run Rolling Grocer's Mobile Unit. Prior to working with RG19, Selha started, owned and ran businesses in Hudson for over 10 years, worked with Special Needs Inc, and Triform enterprises. She graduated from Columbia-Greene Community College with a degree in Human Services. Selha is primarily responsible for the retail portion of RG19 operations including accounting, pick-ups direct from HVA and other farms, outreach, training staff, HR liaison and store cleanliness and upkeep.

MICHELLE HUGHES joined the team in December 2018. Michelle has been building programs that increase knowledge, collaboration, and equity in the food system for more than 15 years. Previously, she was the Director of Investments and Partnerships for the National Young Farmers Coalition, and for 10 years directed GrowNYC's New Farmer Development Project and FARMRoots programs, where she helped 20 immigrant families establish independent farm businesses on a combined 400 acres. For four years, she taught the Advanced Enterprise course for Farm School NYC. Early on, Michelle was a Peace Corps volunteer in Bolivia where she helped a community to build greenhouses to improve their access to fresh vegetables. Michelle has a BS in Conservation Ecology and Agroecology from Rutgers University, and was a 2016 Good Work Institute fellow. She is the head buyer for RG19 and her responsibilities include sourcing and purchasing product, pricing, inventory and POS system management, and budget and expense tracking. Michelle is also the fundraising lead for RG19, and its liaison to Hawthorne Valley Association.

Q16

When is the launch date for your proposal or event and how long will it last? Are the dates flexible?

The project can launch as soon as it is funded. Matching funds are supporting the preorder staff position through August 2020, after which time additional funds are needed. The trailer buildout is flexible and will take approximately two months to complete.

Q17

No

Are you collaborating with any other local organization(s), community group(s), or business(es) on this project?

Q18

Respondent skipped this question

If you answered "Yes" to question 17, please please list the collaborating organization(s), community group(s) or business(es) here.

Project Hudson: Request for Proposals for Tourism Projects

Q19

What economic, creative, or community benefit will your project have on the City of Hudson. Do not be brief!

This project will allow Rolling Grocer 19 to extend our Fair Pricing System (FPS) to more people in our community, particularly the most vulnerable residents. The FPS is designed to prioritize low-income and food insecure individuals and families, by offering them the same fresh and healthy, high-quality foods that are available to all RG19 customers at a lower price. Because of the COVID-19 pandemic, more families across the country are now food insecure, and Hudson and Columbia County have not escaped this trend. According to the Food Bank of the Hudson Valley, need for their services has increased 40% on average, and in some areas, there has been a more than 400% increase in demand. Due to the health safety concerns of volunteers, and a decrease in food donations because of increased grocery store demand and restaurant closures, many pantries have struggled to stay open and keep up with the increasing emergency food need.

While Rolling Grocer 19's FPS does not replace the emergency food system, the COVID-19 pandemic has underscored the crucial role that the FPS can play in increasing food security for vulnerable residents of the county, while also prioritizing support of local farmers and producers. According to a recent [feedamerica.org](https://www.feedamerica.org) and Pattern for Progress report, 34% of the 5,780 individuals who are considered food insecure in Columbia County are ineligible for SNAP. This shows that many people in our county are vulnerable to "falling through the cracks" and often fail to meet all of their food needs reliably, or go without the foods that they would prefer for their best health. RG19's FPS currently offers four tiers on the honor system so that folks who struggle with food insecurity often, sometimes, or occasionally can choose a price that they can afford at the moment. The options include: Blue tier (2% average markup); Orange tier (16% average markup); Green tier (38% average markup, regular retail price); and Teal tier (53% average markup, which includes a 15% donation over regular retail price). Because RG19 prioritizes Blue and Orange tier customers with a low markup, our gross margin is lower than that of a typical grocery store. The Fair Pricing System comes at a cost, and will continue to require donation revenue as long as we keep it in place, but it can be thought of a stepping stone out of the emergency food system for food insecure families—the FPS creates access and affordability for our customers, and is our main tool to achieve food justice for all.

Q20

What communities are you trying to reach with this project? Does your project center or focus on a marginalized, veteran, women, LGBTQ+ and/or differently-abled community? Is the project child-centered? Senior citizen centered?

RG19's core value is that food is a basic human right. We believe that everyone has the right to feed themselves with dignity in the way that they choose, with the foods that they prefer. Accordingly, RG19 aims to serve an economically and racially diverse group of Hudson residents of all ages. Because not everyone in our community has access to the resources that allow them to feed themselves for their best health and well-being, RG19 prioritizes low-income and historically marginalized community members and others vulnerable to food insecurity through our Fair Pricing System and in through our preorder efforts. However, a diverse group of customers with a range of personal financial means are crucial to the financial and social health of RG19.

The majority of our preorder customers are senior citizens, disabled, and/or low-income individuals and families. Although our delivery service developed out of necessity created by COVID-19, it is now available to anyone who is self-quarantining, homebound or physically unable to shop for any reason.

Q21

Does your project contribute to making the city more walkable? See definitions [here](#).

Having a grocery store within walking distance of the city center is one of the key factors that make residents and visitors consider a place a desirable to live in and visit. Before Rolling Grocer 19 opened in March 2019, options for affordable, fresh high-quality food within Hudson were nonexistent. There were high-end gourmet food boutiques, and corner stores offering mostly snacks and limited shelf-stable grocery items. RG19 has greatly improved the access and affordability of healthy food available within walking distance to Hudson residents and visitors.

Q22

Does your project contribute to climate resiliency? See expanded definition [here](#).

The COVID-19 pandemic has stressed our large, centralized, complex national food system to its limit and has revealed its many weaknesses, bottlenecks, and failures. The major weaknesses of our food system have been revealed to be distribution, transportation, and processing. Changing climate is also having a similar but slower and potentially more significant long-term impact on our food systems. If we don't collectively take major steps to reverse climate change soon, serious breakdowns in our food system will occur, and the most vulnerable members of our community will suffer first. Rolling Grocer 19 is grateful to be part of a reemergence and shift towards more localized, small-scale, and resilient food systems that have proven to be more adaptable. While we are still tied into our national food system in many ways, RG19 has focused on cultivating and supporting a local and regional network of producers. This system has allowed RG19 to meet increased customer demand without any major shortages over the last few months. One of our core values is respect for the natural world:

- We prioritize foods that are grown in ways that protect and regenerate soil, air and water. We are committed to understanding and reducing our carbon footprint, taking factors into account such as the distance that food travels to the store, energy used in the production and recycling of our packaging, and our transportation and delivery systems. We are committed to selling items in bulk, and items with minimal packaging. We consciously seek to reduce our waste stream, avoiding plastics and single-use materials, and encouraging customers to bring their own reusable containers and bags whenever possible.

This plays out in our purchasing ethos in four ways. RG19 is committed to stocking foods that are:

- Locally-grown. We prioritize food that is produced by local farmers to minimize the amount of energy it takes to get food from farm to plate. For RG19, local means purchasing from Columbia County farmers first, and then sourcing from other regional farmers based on availability.
- Wholesome, healthy and free of contamination. We sell foods that are free of genetically modified organisms (GMOs), free of high fructose corn syrup (HFCS), and free of potentially harmful food additives and chemicals.
- Sold in bulk with a streamlined selection. This helps to increase customer savings and reduce waste.
- Produced by family farms, small businesses, and mission-aligned vendors. We prioritize purchasing from suppliers who are aligned with our values.

In these uncertain times, we are grateful that we have been able to continue to safely serve our customers, while also being an important and stable outlet for many local and regional producers who have also been stretched to their limits and forced to adapt. In the future, as transporting centrally-processed food becomes more and more expensive and logistically untenable because of labor and transportation shortages, shorter supply chains and local distribution involving infrastructure like RG19 will be the most affordable, financially viable, and sustainable option. Having these channels and systems in place before crises hit, is essential to the long-term resiliency and food access for our region.

Q23

How does your project impact the City of Hudson's infrastructure and/or city planning? Does it utilize principles of tactical urbanism? (i.e. DIY, low-cost, temporary/pop-up; pretty easy to achieve; see definitions), or are you proposing a permanent change or structure? Expanded definition [here](#).

As mentioned above, a grocery store is a critical business/infrastructure for any city. The mobile trailer can be used as a pop-up as needed to distribute groceries in other Hudson locations. The new configuration will allow us to maximize the trailer storage space and deliver groceries to customers with less health safety concerns if needed.

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Q24

If your project involves the construction or assembling of a physical structure or series of structures, do you commit to maintaining it? For how long? What guarantee can you offer of its maintenance? If your project is impermanent, who will disassemble it and when? If maintenance requires further funding, how will you secure that funding and from where?

The mobile retail trailer is currently parked behind Hudson storefront by written agreement with the owner of the parking spot. The trailer can also be stored at the Whitethorne building on 2nd Street. The trailer is a valuable asset for RG19, and we plan to use and maintain it as long as possible.

Q25

How do you plan to promote, publicize and market your project?

RG19 relies heavily on social media, our existing email list of 2,000+, flyering and word of mouth to recruit new customers. We believe that our existing loyal customers are our best asset. We will incentivize an informal "ambassador" program by offering discounts for bringing in a friend or family member to shop, and offering first-time shopper coupons to the new customers. Since we prioritize low-income customers shopping at the Blue tier, RG19 primarily focuses our outreach and promotion efforts in this way. Youth and community volunteers will flyer at Providence Hall, Bliss Towers, the Hudson Terrace apartments, hotels, and other strategic locations throughout the city. Whenever possible, RG19 partners with community-based and nonprofit organizations to spread the word about our services. We plan to start working with hotels to let their guests know that the RG19 preorder service is available to them. Our Co-manager Selha Graham is also a regular host of the WGXC Thursday show and will use this channel to promote RG19 whenever possible.

Q26

Is your project employing local talent or creating jobs? If so, how many do you anticipate?

Yes, RG19 currently employs 2 full-time managers and 4 part-time retail associates to run the Hudson storefront. We also encourage and engage community involvement in RG19 with volunteer opportunities. We currently have a team of approximately 14 local volunteers working in various capacities inside the store, as well as additional volunteers on call to deliver groceries to customers in need of that service. In the coming year we plan to hire one additional retail associate and add additional hours for our current part-time staff.

Q27

Is your project ADA compliant, if applicable?

While RG19 does not meet all of the requirements and criteria to be fully ADA compliant, we take the accessibility of our spaces, products, services and resources seriously. We recognize that people in our community have many different abilities and needs, and we strive to support every customer and potential customer in their attempts to access fresh, high-quality food. Our accessibility features and services include:

- An ADA-compliant access ramp at the front door
- Sufficient space allowance in aisles for wheelchair access
- Mindful setup of retail space to avoid protruding objects
- Retail associates are readily available to assist customers when products are out of reach range
- A range of shopping basket and cart styles are available, as well as counters of various heights
- Wide-access checkout area
- Wheelchair-accessible restrooms
- Phone-in preorder option for customers (in addition to print and online ordering)

Project Hudson: Request for Proposals for Tourism Projects

Q28

For long-term projects only, which of Hudson's projected tourist communities does your project appeal to: overnight visitors, daytrippers, local tourists, or intra-Hudson tourists (i.e. visitors from inside Hudson itself)?

As previously mentioned, RG19's preorder service and Hudson storefront appeals to and is available for both residents and visitors alike.

Project Hudson: Request for Proposals for Tourism Projects

Q29

Please describe how your proposal adheres to physically distancing and requirements for public health and safety for public health and safety.

When the RG19 Hudson storefront reopened for in-store shopping on July 1, we implemented a number of measures to protect the health of our customers and staff. These include:

FOR CUSTOMERS

- All customers must wear masks to enter the store
- o Masks are available and provided to customers who do not have one with them.
- Maximum of 4 customers are allowed in the store at a time
- o We are continually evaluating this number and adjusting as the situation evolves
- o Cones outside of the store indicate where customers should wait to maintain a safe physical distance
- o Large shade/rain umbrellas located outside of the store make waiting more pleasant
- A hand sanitizing station is set up at the front door. There is signage, and customers are reminded by retail associates to sanitize or wash their hands upon entering the store.
- Directional signs are posted on floors to create one-way aisles. Customers must do their best to maintain 6ft distance from other customers and staff while shopping. Floor and ceiling signs indicate where customers should stand to maintain physical distance while waiting in the checkout area.

FOR STAFF/VOLUNTEERS

- All staff and volunteers must wear masks at all times in all areas of the store.
- o Staff should ask for consent before removing masks in employee-only areas of the store for eating, drinking and other personal reasons.
- o Staff are aware that consent is about communication and should happen every time before removing a mask when other people are present, and that we all have the right to say no or change our minds at any time.
- Staff wash hands often with soap and water for at least 20 seconds, especially after coming in from outside, interacting with vendors / suppliers, blowing your nose, coughing, or sneezing.
- Staff wipe down and disinfect high-contact surfaces regularly.
- Staff wear gloves when coming into contact with food. Gloves are changed out roughly every hour or as soon as coming into contact with someone/something coming from outside the store, or any high-contact surfaces.
- We maintain a 6-foot from all customers when possible.
- We monitor our personal health (and our pod's health) by completing an online health screening questionnaire each day that we are working onsite.
- o Questionnaire is reviewed daily before shifts by managers to identify and issues or potential red flags.
- o If the staff person has any COVID-19 symptoms, has tested positive for COVID-19, or has come into contact with anyone exhibiting COVID-19 symptoms in the last 14 days, they are asked not return to work until the criteria to discontinue home isolation are met, in consultation with healthcare providers and state and local health departments.
- Staff are asked to be mindful that what we do outside of work impacts the health and safety of our coworkers, volunteers, customers, families and friends.

ADDITIONAL COVID-19 PROTOCOLS

- Plexiglass barriers at checkout counter protect staff and customers when they cannot maintain 6-foot distance during checkout
- Items in bulk scoop bins are pre-packed by volunteers and staff into retail-size, sealed bags
- Customers are provided and must put on gloves to use bulk section
- Restrooms are cleaned on a regular, documented schedule
- Pull dispenser for paper towels and automatic dryers are available in restrooms to limit surface contact

Project Hudson: Request for Proposals for Tourism Projects

Q30

What is the anticipated budget for your project? Please upload a PDF of your expected budget with a detailed itemization of costs, any expected income and description of how grant funding will be used, including a breakdown of planning, execution, materials, expenses, and post-project activities, as appropriate. We have supplied a simple budget template here for guidance if helpful.

RG19_Hudson Tourism Proposal Budget.pdf (29.1KB)

Q31

Are you anticipating any outside or matching funds? Is the proposal contingent on additional funding? If yes, please elaborate.

Yes, the project will rely on the storefront infrastructure and the buyer and other managers' time in order to execute it. This funding is in the process of being secured from the Berkshire Taconic Community Foundation as well as other individual donors.

Q32

Have you managed or staged a project of this magnitude before? Please describe your experience and relevant skills in executing this program.

Yes, we have successfully been running the preorder service since March 2020 in various forms.

Q33

Have you factored in necessary permits, local, state and federal laws and/or permission needed to execute this project, if applicable? (For example, a permit to use a park or close a street, legal ability to stage public art or appropriate permissions for digital projects, etc.)

Rolling Grocer 19 is inspected by New York State Department of Agriculture and Markets and is compliant with their regulations. We currently have an "A" grade for the Hudson storefront.

Q34

What are the goals and metrics for this project? What does success look like?

Rolling Grocer 19 tracks the following measurable outcomes. We also use positive customer feedback, testimonials, and other qualitative measures to evaluate our success.

- Total # of unique customers (individuals and families) served by the preorder service
- # of new preorder customers added over the year
- Preorder transactions: count, by tier, and dollar value by tier
- Gross preorder sales: total and percent by tier
- Products available; percent of products from local producers
- SNAP/EBT usage: # transactions, dollar amount
- Double Up Bucks (SNAP matching program): new enrollments, # transactions, dollar amount

Project Hudson: Request for Proposals for Tourism Projects

Q35

In your own words, why is this project important?

I believe that access to food is a basic human right—everyone has the right to feed themselves with dignity with the foods that they need and prefer for their best health. Over the last year, by establishing the RG19 Hudson storefront, I believe that we have helped our community get a little closer to this goal of food justice. However, not everyone living in or visiting Hudson can physically come in to shop in the storefront for many reasons—physical limitations, illness, etc. Now, with COVID-19, there are even more folks—senior citizens, immune-compromised individuals, and others at high-risk of complications from or to spread the disease, who should not physically come into the store. These Hudson residents and visitors can all benefit from the RG19 preorder service.

Q36

What else should we know about you, your organization or business, and/or your proposal?

Although we currently operate as a program of Hawthorne Valley Association, we are in process of becoming our own independent organization by 2023. RG19 is led and managed by Black women and LGBTQ individuals.

Rolling Grocer 19 Preorder Service and Trailer Buildout Budget

Item	Amount	Description	Is this Item a Project Expense?	Is this Item Project Income?
PROJECT INCOME				
Preorder sales	\$37,500	Approximately \$750/week for 50 weeks	NO	YES
Matching donations	\$10,353	Grant revenue and individual donations	NO	YES
PROJECT EXPENSES				
Cost of sales	\$32,328	Avg. 16% margin based on 3-tier price structure	NO	NO
Part-time preorder retail associate	\$8,832	12 hours/week x \$16/hour for 46 out of 50 weeks (Hudson area sales)	YES	NO
Payroll benefits	\$675	Fica, Disability, Worker's Comp, etc.	YES	NO
Supplies	\$200	Retail supplies	YES	NO
Trailer buildout	\$5,000	Insulation, CoolBot thermostat, air conditioning unit, labor for installation	YES	NO
Portion of storefront rental, utilities, and other fixed costs	\$7,535	Covered with matching donations	NO	NO
Portion of buyer and manager's staff time	\$8,000	Covered with matching donations	NO	NO
Total Income	\$47,853			
Total Expenses	\$62,560			
RG 19 Project Hudson Request	\$14,707			