



City of Sunnyvale

Notice and Agenda - Final Community Event and Neighborhood Grant Distribution Subcommittee

Monday, December 1, 2025

3:00 PM

Online and Redwood Conference Room,
City Hall, 456 W. Olive Ave., Sunnyvale, CA
94086

Meeting online link: <https://sunnyvale-ca-gov.zoom.us/j/97078359003>

Public Participation

- In-person participation: You may provide public comment by filling out a speaker card (optional) and giving it to the Recording Officer.

As a courtesy, and technology permitting, members of the public may also attend online. However, the City cannot guarantee that the public's access to online technology will be uninterrupted, and technical difficulties may occur from time to time. Unless required by the Ralph M. Brown Act, the meeting will continue despite technical difficulties for participants using the online option.

The Chair may determine it would be impractical to include remote public comment during Oral Communications.

- Online participation: You may provide audio public comment by connecting to the meeting online or by telephone. Use the Raise Hand feature to request to speak (*9 on a telephone):

Meeting online link: <https://sunnyvale-ca-gov.zoom.us/j/97078359003>

Meeting call-in telephone number: 833-548-0282 | Meeting ID: 970 7835 9003

(*9 to request to speak | *6 to unmute/mute)

- Watch the Community Events and Neighborhood Grant Distribution Subcommittee meeting at: <http://youtube.com/SunnyvaleMeetings>
- Submit written comments to the Community Events and Neighborhood Grant Distribution Subcommittee up to 4 hours prior to the meeting to ncs@sunnyvale.ca.gov or by mail to City Clerk, 603 All America Way, Sunnyvale, CA 94086.
- Review recordings of this meeting and past meetings at <https://sunnyvaleca.legistar.com/calendar.aspx> or

<http://youtube.com/SunnyvaleMeetings>

Accessibility/Americans with Disabilities Act (ADA) Notice

Pursuant to the Americans with Disabilities Act (ADA), if you need special assistance to provide public comment, or for other special assistance; please contact the City at least 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility to this meeting. ADA contact: Angela Chan may be reached at 408-730-7599 or ncs@sunnyvale.ca.gov (28 CFR 35.160 (b) (1)).

CALL TO ORDER

ROLL CALL

ORAL COMMUNICATIONS

The Chair may determine it would be impractical to include remote public comment during Oral Communications for the purpose of timeliness of the meeting or conducting an orderly meeting. Such a determination shall be made prior to opening public comment on Oral Communications.

This category provides an opportunity for members of the public to address the Community Events and Neighborhood Grant Distribution Subcommittee on items not listed on the agenda and is limited to 15 minutes (may be extended or continued after the public hearings/general business section of the agenda at the discretion of the Chair) with a maximum of up to three minutes per speaker. Please note the Brown Act (Open Meeting Law) does not allow the Subcommittee to take action on an item not listed on the agenda. If you wish to address the Subcommittee, please refer to the notice at the beginning of this agenda. Individuals are limited to one appearance during this section.

CONSENT CALENDAR

All matters listed on the consent calendar are considered to be routine and will be acted upon by one motion. There will be no separate discussion of these items. If a member of the public would like a consent calendar item pulled and discussed separately, please refer to the notice at the beginning of this agenda.

- 1 [25-0592](#) Approve the Community Event and Neighborhood Grant Distribution Subcommittee Meeting Minutes of August 6, 2025

Recommendation: Approve the Community Event and Neighborhood Grant Distribution Subcommittee Meeting Minutes of August 6, 2025, as submitted.

PUBLIC HEARING/GENERAL BUSINESS

If you wish to speak to a general business item, please refer to notice at the beginning of this agenda. Each speaker is limited to a maximum of three minutes.

- 2 [25-0593](#) Review of Calendar Year 2025 Grants and Consideration of 2026 Community Events and Neighborhood Grant Program Applications

Recommendation: Alternative 1: Recommend funding levels outlined in the 2026 Recommended Funding Summary tables be submitted to Council for final approval.

ADJOURNMENT

Notice to the Public:

Any agenda related writings or documents distributed to members of this meeting body regarding any item on this agenda will be made available for public inspection in the originating department or can be accessed through the Office of the City Clerk located at 456 W. Olive Avenue, during normal business hours and in the Bay Conference Room (Room 145) on the evening of the Community Events and Neighborhood Grant Distribution Subcommittee Meeting, pursuant to Government Code §54957.5.

Agenda information is available by contacting Lara Brenner at 408-730-7336 or lbrenner@sunnyvale.ca.gov. Agendas and associated reports are also available 72 hours before the meeting on the City's website at sunnyvale.ca.gov and during normal business hours at the NOVA Workforce Services reception desk located on the first floor of City Hall at 456 W. Olive Avenue.



City of Sunnyvale

Agenda Item

25-0592

Agenda Date: 12/1/2025

SUBJECT

Approve the Community Event and Neighborhood Grant Distribution Subcommittee Meeting Minutes of August 6, 2025

RECOMMENDATION

Approve the Community Event and Neighborhood Grant Distribution Subcommittee Meeting Minutes of August 6, 2025, as submitted.



City of Sunnyvale

Meeting Minutes - Draft Community Event and Neighborhood Grant Distribution Subcommittee

Wednesday, August 6, 2025

2:00 PM

Online and Redwood Conference Room,
City Hall, 456 W. Olive Ave., Sunnyvale,
CA 94086

CALL TO ORDER

Member Srinivasan called the meeting to order at 2:03 p.m.

ROLL CALL

Present: 3 - Member Alysa Cisneros, Member Murali Srinivasan,
Member Linda Sell

ORAL COMMUNICATIONS

None.

CONSENT CALENDAR

Valerie S., a member of the public attending in person, expressed her appreciation to the staff and subcommittee members for their efforts on the changes to the Community Event and Neighborhood Grant Program materials and conveyed gratitude for the upcoming budget that supports the community initiatives.

Member Sell moved and Member Cisneros seconded the motion to Approve the Community Event and Neighborhood Grant Program Subcommittee Meeting Minutes of December 6, 2024 as submitted.

The motion carried by the following vote:

Yes: 3 - Member Cisneros
Member Srinivasan
Member Sell

No: 0

- 1 [25-0589](#) Approve the Community Event and Neighborhood Grant
Distribution Subcommittee Meeting Minutes of December 6,
2024

Approve the Community Event and Neighborhood Grant Distribution Subcommittee Meeting Minutes of December 6, 2024, as submitted.

PUBLIC HEARING/GENERAL BUSINESS

2 [25-0590](#) Selection of Chair

Nominations were opened for Chair. Member Cisneros nominated Member Sell. No further nominations were presented.

Vote on nomination for Member Sell for Chair:

Yes: 3 - Member Cisneros
 Member Srinivasan
 Member Sell

No: 0

3 [25-0591](#) Review and Approve the Community Events and
 Neighborhood Grant Program Materials for Calendar Year
 2026 and Authorize Staff to Initiate the Application Process

Youth and Family Resources Manager Angela Chan provided a presentation on the Community Events and Neighborhood Grant Program. The presentation covered funding for calendar year 2025, a three-year recap, the proposed 2026 program and application timeline, funding caps, tiered funding levels, and next steps.

The members inquired about whether applicants are limited to applying once per year or may apply during both the fall and spring cycles. Staff clarified that under the Neighborhood Grant Program, each neighborhood association has a maximum allocation limit. Under the Community Event Grant Program, applicants not approved in one cycle may reapply in the next cycle. Applicants may also submit requests for different events in the fall and spring cycles, provided each application is for a separate event.

The members requested clarification on the maximum number of block party applications allowed per tier. Staff explained that in registered neighborhood associations, as the number of households increase, the allowable number of block party applications and related funding also increase in line with the program's tiered structure.

The members asked about the guideline language regarding special event permits, noting it states a permit is required for “large” events without specifying a number, such as over 500 attendees. Staff explained that one reference relates to eligibility for funding, while the other outlines conditions that can trigger a special event permit. Permit requirements are based on various factors—not solely attendance—such as whether food or alcohol will be served.

The members discussed options for neighborhoods without a registered neighborhood association. Staff recommended they consider registering with the City or explore whether a nearby registered neighborhood association could expand its boundaries to include them.

The members inquired about outreach to inform residents of the benefits of registering as a neighborhood association. Staff reported that outreach efforts are ongoing, and that existing association members are encouraged to mentor groups interested in registering.

The members requested clarification on the requirement that community events be 100% free to attendees. They asked whether fundraising activities, such as selling popcorn, would be permitted. Staff explained that sales make it difficult to ensure the event remains truly free; however, sponsors may provide goods or services at no cost to attendees.

The members provided guidance on next steps, including continuing to survey applicants during the application process to gather feedback—particularly on new tiers and funding cycles—adding guideline criteria and hyperlinks to relevant resources within applications, and noting that serving food may trigger a special event permit requirement.

Chair Sell opened public comment.

Valerie S. shared the success of her neighborhood association’s recent block party, noting the number of attendees and community participation.

Chair Sell closed public comment.

Member Srinivasan moved and Member Cisneros seconded the motion to Approve the Community Events and Neighborhood Grant Program Materials for Calendar

Year 2026 and Authorize Staff to Initiate the Application Process.

The motion carried by the following vote:

Yes: 3 - Member Cisneros
Member Srinivasan
Member Sell

No: 0

INFORMATION ONLY

Jesus Raygoza, Superintendent of Recreation Services, announced that the quarterly Neighborhood Association meeting will be held next week at 7:00 p.m. in the Bay Room at City Hall.

ADJOURNMENT

Chair Sell adjourned the meeting at 3:28 p.m.



City of Sunnyvale

Agenda Item

25-0593

Agenda Date: 12/1/2025

REPORT TO SUBCOMMITTEE

SUBJECT

Review of Calendar Year 2025 Grants and Consideration of 2026 Community Events and Neighborhood Grant Program Applications

BACKGROUND

In fiscal year 2025/26, City Council allocated \$150,000 to support community and neighborhood events through the 2026 Community Events and Neighborhood Grant Program (CENGP). This is a significant increase in funding compared to \$48,000 in 2025 CENGP. For the first time, the 2026 program will have two application cycles, Fall 2025 and Spring 2026. For the Fall cycle, funding requests for Community Events included 9 applications for a total of \$178,500, the Neighborhood Grants category received 13 applications for a total of \$47,975, and there were ten applications for block parties totaling \$4,900.

The Community Event and Neighborhood Grant Distribution Subcommittee (Subcommittee) makes funding recommendations. The Subcommittee consists of three members of the City Council tasked with conducting an annual grant review that includes: 1) reviewing the grant application process; 2) recommending changes to City Council for approval; 3) reviewing grant applications; and 4) presenting recommended funding levels to City Council for approval.

At the August 6, 2025 Subcommittee meeting, the following recommendations were presented and approved:

1. Review of the current 2025 cycle.
2. Adopt revisions to the program that included two grant cycles per year (Fall & Spring), increased funding level for Community Events to 50% of event budget, added an additional tier of funding for Neighborhood Grant Program and added Block Party application for smaller events within registered Neighborhood Associations.
3. Approve 2026 Community Events and Neighborhood Grant Applications and Process.

The Subcommittee met to review and approve the grant application materials for Calendar Year 2026. The Fall application period was open between September 2 and October 10, 2025. Outreach included contacting grantees and applicants for the last three years, local non-profits, neighborhood associations, and community partners. Additionally, multiple City communication channels shared CENGP application information, including the City's website, City Council announcement, Update Sunnyvale, and Recreation E-newsletter.

The purpose of this report is to review the grant applications received for the 2026 Fall funding cycle and seek direction from the Subcommittee on the recommended funding for each. The Subcommittee is scheduled to present its recommendations to City Council in January 2026.

EXISTING POLICY**Council Adopted Strategic Goal - Welcoming Community**

An accessible, engaged and welcoming community

Council Policy 7.2.1, Community Engagement - Goals and Policies

Goal B: Achieve a community in which all community members can be actively involved in shaping the quality of life and participate in local community and government activities. Goal C: Create a strong, positive community identity, rich in cultural diversity.

Council Policy 7.2.18, Special Events

D. Community Event Program

The City may fund community events through this program.

ENVIRONMENTAL REVIEW

The action considered does not constitute a "project" with the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(4) in that it is a fiscal activity that does not involve any commitment to any specific project which may result in a potential significant impact on the environment.

DISCUSSION**2025 Grant Cycle Update**

The 2025 grant cycle was from January 1 to December 31, 2025. The table below highlights the organizations that received funding and their requested reimbursement.

Neighborhood Association	Grant Award	Reimbursement
Bidwell Resident Association	\$2,000	\$1,722.58
Cherry Chase	\$2,000	\$538.93
Cherryhill	\$2,000	Pending
Cumberland South	\$1,225	\$1,225.00
Lakewood Village	\$2,000	Pending
Ortega Park	\$2,000	\$1,274.55
Panama Park	\$1,000	Pending
SunnyArts	\$1,500	Pending
Sunnyvale Neighborhood of Arbor Including La Linda (SNAIL)	\$2,000	\$2,000
Valley Forge Neighborhood Group	\$1,000	\$1,000.00
Neighborhood Grants Total	\$16,725	\$7,761.06

Community Event	Grant Award	Reimbursement
South Asian Cultural Association (SACA)	\$7,635	Pending
South Asian Cultural Association (SACA)	\$3,000	Did not host event / approved to apply funds to Diwali for one-time
Sunny Sagarmatha Society	\$4,800	\$4,800
Sunnyvale Chamber of Commerce	\$12,000	\$12,000
Sunnyvale Heritage Park Museum	\$1,440	Pending
Sunnyvale Swim Club	\$2,400	\$2,400
Community Events Total	\$31,275	\$19,200

	Grant Award	Reimbursed	Pending
Neighborhood Grants	\$16,725	\$7,761.06	\$8,963.94
Community Events	\$31,275	\$19,200.00	\$12,075.00
CENGP TOTAL	\$48,000	\$26,961.06	\$21,038.94

2026 Grant Application Summary

For the 2026 Fall grant cycle, 9 applications for community events were received, 13 applications for neighborhood grants and 10 applications for neighborhood block parties.

Community Organization	Event	Funding Request
Animal Assisted Happiness	Happiness Smile Farm Open Hours	\$4,450
Cupertino Symphonic Band	Spring Concert	\$1,640
Duo Duo Animal Welfare Project	Pet Appreciation Celebration	\$1,500
Ellis School PTA	Ellis International Festival	\$2,500
South Asian Cultural Association of Sunnyvale (SACAS)	2026 Sunnyvale Diwali Festival	\$20,000
Sunnyvale Chamber of Commerce	2026 Art & Wine Festival	\$20,000
Sunnyvale Presbyterian Church	Sunnyvale Pride Fest	\$5,000
Sunnyvale Swim Club	Community Block Party	\$5,760
The Autism Society SF Bay Area	2026 Spring Spectacular	\$110,000
TOTAL REQUESTED		\$170,850

Neighborhood Association (NA)	Project	Funding Request
Bidwell Resident NA	Summer Block Party & Holiday Events	\$2,000
Cherry Chase NA	Community Events	\$5,000
Cherryhill NA	Expanding Communication Channels	\$3,750
Heritage District Association	Halloween Support	\$11,175
Heritage District Association	Heritage Arch Building Community Event	\$4,200
Murphy District Association	Community Events	\$5,000
Ortega Park NA	Programs & Socials	\$3,000
San Miguel NA	Block Party, Events & NNO	\$5,000
Serra North NA	Quarterly Neighborhood Socials	\$350
SNAIL NA	National Night Out International Potluck	\$5,000
SunnyArts NA	Community Building & Safety	\$1,500
Sunset Pastoria NA	Washington Park BBQ	\$500
Valley Forge	Block Party	\$1,500
TOTAL REQUESTED		\$47,975

Neighborhood Association Block Party	Funding Request
Challenger West	\$500
Cherry Chase - Parkington Ave	\$400
Cherry Chase - Jamestown & Bernardo	\$500
Cherry Chase - Lois, Blair & Dona Avenues	\$500
Cumberland West	\$500
Heritage District - Carroll St.	\$500
OPNA - Heron Ave.	\$500
SNAIL	\$500
Sunset Pastoria - Fall 2026	\$500
Sunset Pastoria - August 2026	\$500
TOTAL REQUESTED	\$4,900

The 2026 funding cycle has two application periods, Fall 2025 and Spring 2026. The current cycle, Fall 2025, will allocate up to 80% of the \$150,000 available or \$120,000. The remaining 20% of funding will be allocated in the Spring application cycle, scheduled for March 2026.

Staff reviewed all applications and adjusted funding requests as needed to adhere to funding guidelines. The number of applications received and funding requested aligned well within the \$120,000 available.

For the Community Events Program, staff recommends funding eight applications, including four new events. Six applications are recommended to fund at the requested amount; these events have no revenue so CENGP funding will help pay for up to 50% of the event cost. The Autism Society SF Bay Area's application for their 2026 Spring Spectacular event requested \$110,000, which exceeds the program's guideline that each funding request should not exceed 50% of the total event budget. Staff reviewed the event budget and made a funding recommendation for 50% of the event costs.

The remaining two event applications, Diwali and Art & Wine Festival, do have revenue listed in their event budget (i.e. booth rentals, refreshment sales, sponsorships). Community Event grant funds are intended to close a funding gap for free community events, not generate revenue for the organization hosting the event. If the event expense exceeds the projected revenue, staff took the remaining expenses and recommended funding levels. For the Diwali event, staff calculated expenses at \$47,500, revenue at \$29,500 and the difference at \$18,000. For the 2026 Art & Wine Festival, the projected revenue exceeds the event expenses, and the event is projected to make a profit of over \$25,000. Staff has no recommendation on grant funding for this event.

The Community Events Program's funding recommendation total is \$54,195.

No.	Organization	Event	Request in Application	Recommended Funding
1	Animal Assisted Happiness	Happiness Smile Farm Open Hours	\$4,450	\$4,450
2	Cupertino Symphonic Band	Spring Concert	\$1,640	\$1,640
3	Duo Duo Animal Welfare Project	Pet Appreciation Celebration	\$1,500	\$1,500
4	Ellis School PTA	Ellis International Festival	\$2,500	\$2,500
5	South Asian Cultural Association of Sunnyvale (SACAS)	2026 Sunnyvale Diwali Festival	\$20,000	\$18,000
6	Sunnyvale Chamber of Commerce	2026 Art & Wine Festival	\$20,000	No staff recommendation
7	Sunnyvale Presbyterian Church	Sunnyvale Pride Fest	\$5,000	\$5,000
8	Sunnyvale Swim Club	Community Block Party	\$5,760	\$5,760
9	The Autism Society SF Bay Area	2026 Spring Spectacular	\$110,000	\$15,345
		Total Recommended		\$54,195

For the Neighborhood Grant Program, staff recommends funding twelve applications received, each aligned with the funding limits established under the new three-tier system. Neighborhood associations with fewer than 250 households (Tier 1) are eligible for a maximum of \$1,500, Tier 2, with 251-299 households may apply for up to \$3,000, and Tier 3, over 500 households are eligible for up to \$5,000. The Neighborhood Grant Program's funding recommendations total to \$36,800.

Heritage District Association submitted two applications; one met the Tier 3 maximum funding allowed and the other exceeded it. Staff recommend funding one application and will follow up with the applicant to recommend the second application, for Halloween support, may be a better fit for the Community Event grant application for the Spring funding cycle.

No.	Neighborhood Association (NA)	Event	Request in A	Recommended F
1	Bidwell Resident NA	Summer Block Party & Ho	\$2,000	\$2,000
2	Cherry Chase NA	Community Events	\$5,000	\$5,000
3	Cherryhill NA	Expanding Communication	\$3,750	\$3,750
4	Heritage District Association	Halloween Support	\$11,175	\$0
5	Heritage District Association	Heritage Arch Building Cor	\$4,200	\$4,200
6	Murphy District Association	Community Events	\$5,000	\$5,000
7	Ortega Park NA	Programs & Socials	\$3,000	\$3,000
8	San Miguel NA	Block Party, Events & NN	\$5,000	\$5,000
9	Serra North NA	Quarterly Neighborhood S	\$350	\$350
10	SNAIL NA	National Night Out Internat	\$5,000	\$5,000
11	SunnyArts NA	Community Building & Saf	\$1,500	\$1,500
12	Sunset Pastoria NA	Washington Park BBQ	\$500	\$500
13	Valley Forge	Block Party	\$1,500	\$1,500
		Total Recommended		\$36,800

No	Neighborhood Association	Block Pa	Request in Applica	Recommended
1	Challenger West		\$500	\$500
2	Cherry Chase - Parkington Ave		\$400	\$400
3	Cherry Chase - Jamestown & Bernard		\$500	\$500
4	Cherry Chase - Lois, Blair & Dona Ave		\$500	\$500
5	Cumberland West		\$500	\$500
6	Heritage District - Carroll St.		\$500	\$500
7	OPNA - Heron Ave.		\$500	\$500
8	SNAIL		\$500	\$500
9	Sunset Pastoria - Fall 2026		\$500	\$500

10	Sunset Pastoria - August 2026	\$500	\$500	
	Total Recommended		\$4,900	

For the Block Party applications, staff recommend funding all ten applications received. A total of seven registered neighborhood associations submitted applications, with two submitting multiple applications. All adhered to the guidelines provided in terms of the number of applications allowed based on neighborhood association size. Tier 1 may submit a maximum of two applications, Tier 2 may submit up to four applications and Tier 3 may submit up to six applications. The funding recommendation for Block Party applications totals \$4,900.

Attached is a summary of the 2026 Community Event and Neighborhood Grant Program applicants, along with all completed grant applications. For privacy reasons, the applicant and project team personal information have been redacted.

The Subcommittee's recommendations for grant distribution are based on the \$150,000 allocated for CENGP within the FY 2025/26 General Fund financial plan in project 835490 - Community Events & Neighborhood Grants. For the 2026 CENGP cycle, staff recommendations are summarized above. The total grant distribution amount available is \$150,000, 80% (\$120,000) in Fall 2025 cycle and 20% in Spring 2026 cycle.

Based on staff recommendations, Fall funding cycle would be \$95,895. This leaves \$54,105 available for the Spring 2026 funding cycle.

	Funding Requested	Recommended Funding
Community Events	\$170,850	\$54,195
Neighborhood Grants	\$47,975	\$36,800
Block Parties	\$4,900	\$4,900
TOTAL CENGP FUNDING REQUESTED	\$223,725	\$95,895

FISCAL IMPACT

Sufficient funding for CENGP is appropriated in the Adopted Budget in the General Fund under Project 835490 - Community Events & Neighborhood Grants.

PUBLIC CONTACT

Public contact was made through posting of the Subcommittee agenda on the City's official notice bulletin board, on the City's website, and the availability of the agenda and report in the Office of the City Clerk.

ALTERNATIVES

1. Recommend funding levels outlined in the 2026 Recommended Funding Summary tables be submitted to Council for final approval.
2. Take other action as determined by the Subcommittee.

RECOMMENDATION

Alternative 1: Recommend funding levels outlined in the 2026 Recommended Funding Summary tables be submitted to Council for final approval.

Staff recommend approving grant applications with the funding amounts outlined in the 2026 Recommended Funding Summary tables. The total grant distribution amount for Fall cycle would be \$95,895, funding thirty events across the City.

LEVINE ACT

The Levine Act (Gov. Code Section 84308) prohibits city officials from participating in certain decisions regarding licenses, permits, and other entitlements for use if the official has received a campaign contribution of more than \$500 from a party, participant, or agent of a party or participant in the previous 12 months. The Levine Act is intended to prevent financial influence on decisions that affect specific, identifiable persons or participants. For more information see the Fair Political Practices Commission website: www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html
<<http://www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html>>

An "X" in the checklist below indicates that the action being considered falls under a Levine Act category or exemption:

SUBJECT TO THE LEVINE ACT

- ☐ Land development entitlements
- ☐ Other permit, license, or entitlement for use
- ☒ Contract or franchise (for grants of \$50,000 or more - Autism Society)

EXEMPT FROM THE LEVINE ACT

- ☐ Competitively bid contract*
- ☐ Labor or personal employment contract
- ☒ Contracts under \$50,000 or non-fiscal (for grants under \$50,000)
- ☐ Contracts between public entities
- ☐ General policy and legislative actions

*"Competitively bid" means a contract that must be awarded to the lowest responsive and responsible bidder.

Prepared by: Angela Chan, Recreation Services Manager
Reviewed by: Laura Jammal, Management Analyst
Reviewed by: Jesus Raygoza, Deputy Director of Recreation Services
Reviewed by: Michelle Perera, Director of Library and Recreation Services
Reviewed by: Sarah Johnson-Rios, Deputy City Manager
Approved by: Tim Kirby, City Manager

ATTACHMENTS

1. 2026 Community Event and Neighborhood Grant Program, Recommended Funding Summary
2. 2026 Community Events Grant Applications Packet
3. 2026 Neighborhood Grant Applications Packet
4. 2026 Block Party Application Packet

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Neighborhood Association (NA)	Event	# of Attendees	Requested	Funding Suggestion	Complete
		Expected	Amount	Based on Staff Review	
Challenger West	Block Party	60	\$500	\$500	Yes
Cherry Chase - Parkington Ave	Block Party	70	\$400	\$400	Yes
Cherry Chase -Jamestown & Bernardo	Block Party	200	\$500	\$500	Yes
Cherry Chase -Lois, Blair & Dona Avenues	Block Party	100	\$500	\$500	Yes
Cumberland West	Block Party	150	\$500	\$500	Yes
Hertiage District - Carroll St.	Block Party	200	\$500	\$500	Yes
OPNA -Heron Ave.	Block Party	100	\$500	\$500	Yes
SNAIL	Neighobrhood Clean-Up	50	\$500	\$500	Yes
Sunset Pastoria - Sunset Ave. (Muender & Coolidge); Fall 2026	Block Party	50 households	\$500	\$500	Yes
Sunset Pastoria - Sunset Ave. (Muender & Coolidge); August 2026	Block Party	50 households	\$500	\$500	Yes
		Total Requested:	\$4,900	\$4,900	

No.	Organization	Event	# of Attendees Expected, minimum 500 in guidelines	Request in Application	Eligible Funding Amount after Staff Review	Staff Funding Recommendation	Notes	Event Location	Event Date	Non-Profit or Not for Profit?	New Event?	Complete Application?	City-Wide Event
1	Animal Assisted Happiness	Hapiness Smile Farm Open Hours	Tues. PM - 100; Sundays - 300-500	\$4,450	\$4,450	\$4,450		Baylands Park	Monthly	Non-Profit	Yes	Missing Budget	Yes
2	Cupertino Symphonic Band	Spring Concert	150-300	\$1,640	\$1,640	\$1,640		Community Center	Sun, 5/17/26, 3pm	Non-Profit	No		Yes
3	Duo Duo Animal Welfare Project	International Pet Appreciation Celebration	50	\$1,500	\$1,500	\$0		TBD, indoor event at a Rec facility	Sat., 6/6/26, 11 am to 2 pm	Non-Profit	Yes	Application submitted past 5 pm on 10/10/25	Yes
4	Ellis School PTA	Ellis International Festival	800-1000	\$2,500	\$2,500	\$2,500		Ellis School	Fri., 5/8/26	School PTA	No		Yes
5	South Asian Cultural Association of Sunnyvale (SACAS)	2026 Sunnyvale Diwali Festival	5000	\$20,000	\$20,000	\$20,000		City Facility	Sun., 10/25/26	Non-Profit	No		Yes
6	Sunnyvale Chamber of Commerce	2026 Art & Wine Festival	10,000	\$20,000	\$20,000	\$20,000		Downtown	Sat. & Sun., 6/6 & 6/7/26	Non-Profit	No		Yes
7	Sunnyvale Presbyterian Church	Sunnyvale Pride Fest	500	\$5,000	\$5,000	\$5,000		Plaza Del Sol Park	Sat., 6/13/26 or Sun., 6/14/26	Church-based	Yes		Yes
8	Sunnyvale Swim Club	Community Block Party	500-700	\$5,760	\$5,760	\$5,760		City park	Sat., 8/29/26, 11 am to 2 pm	Non-Profit	No		Yes
9	The Autisim Society SF Bay Area	2026 Spring Spectacular	800-1,000	\$110,000	\$15,300	\$15,300		City park	\$46,143	Non-Profit	Yes	Only eligible for \$15,300 after reviewing event budget	Yes
			Total Requested	\$170,850.00	\$76,150.00	\$74,650.00							

No.	Neighborhood Association (NA)	District	# of Households	Event	# of Attendees Expected	Requested Amount	Fundng Suggestion Based on Staff Review	Complete Application?	2026 NA Registration Form?	Notes
1	Bidwell Resident NA	2	251-499	Summer Block Party & Holdiay Events	200-250	\$2,000.00	\$2,000.00	Yes	Have 2025 on file	
2	Cherry Chase NA	1	1325	Community Events	all households	\$5,000.00	\$5,000.00	Yes	Have 2025 on file	
3	Cherryhill NA	1	800	Expanding Communication Channels	signage for all neighors in NA	\$3,750.00	\$3,750.00	Yes	Have 2025 on file	
4	Heritage District Association	2	636	Halloween Support	3,000 -5,000	\$11,175.00	\$0.00	yes	2023	Funding request exceeds max. allowed, 2nd application for this NA, suggested
5	Heritage District Association	2	636	Heritage Arch Building Community Event	150 households	\$4,200.00	\$4,200.00	Yes	2023	
6	Murphy District Association	3	800?	Community Events	500+ per event	\$5,000.00	\$5,000.00	No	2023	
7	Ortega Park NA	3	400	Programs & Socials	100-300 per event	\$3,000.00	\$3,000.00	Yes	Have 2025 on file	
8	San Miguel NA	5	???	Block Party, Events & NNO	200-300	\$5,000.00	\$5,000.00	No	2023	
9	Serra North NA	1	???	Quarterly Neighborhood Socials	15-20 per event	\$350.00	\$350.00	No	2026	
10	SNAIL NA	5	2,000+	National Night Out						
11	International Potluck									
12	SunnyArts NA	3	251-499	Community Building & Safety	50 - 150 per event	\$1,500.00	\$1,500.00	Yes	Have 2025 on file	
13	Sunset Pastoria NA	2	under 250	Washington Park BBQ	50	\$500.00	\$500.00	Yes	2026	
13	Valley Forge	1	under 250	Block Party	70	\$1,500.00	\$1,500.00	Yes	Have 2025 on file	
Total Requested:						\$47,975.00	\$36,800.00			



Sunnyvale

Community Events Grant Program Application

Calendar Year 2026, Fall Cycle

Application Deadline: Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Community Events Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Completed applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Event Name:	Animal Assisted Happiness Smile Farm Open Hours
Date(s)/Time(s) of Event:	Second Sunday of each month from 10 am - 4 pm + Even
Sponsoring Organization(s):	Animal Assisted Happiness
Is there a Co-Sponsor? If yes, organization name.	

Grant Amount Requesting from the City of Sunnyvale: \$ 4,450

(Amount cannot exceed 50 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time.)

Authorized Representative Information

Name:	<div></div>		
Title:	Co-Founder & President		
Organization:	Animal Assisted Happiness		
Email:	<div></div>	Phone Number:	<div></div>
Address:	<div></div>		

Event Details

1. Please describe your event (you may attach additional details or supporting documentation).

The Animal Assisted Happiness Smile Farm is Open to the Public every Tuesday afternoon from 1 - 5 pm and the second Sunday of the month from 10 am - 4 pm. While our mission is serving youth with needs through our Barnyard Buddies, these Open Hour events provide the local community (the AAH Smile Farm is located at Baylands Park) the chance to come spend some time with our Barnyard Buddies for moments of joy and happiness for all.

Our additional costs for these Open Hours are a staff member to host every Tuesday afternoon for 5 hours at \$25 per hour (\$125 weekly) and then on the Second Sunday, our Volunteer Coordinator staff member, also paid at \$25 per hour is there for 8 hours organizing volunteers so that is \$200 per month x 12 months. For Open Hours Sunday, the two Founders of Animal Assisted Happiness host and are volunteers so not paid for their time.

During Open Hours we average 100 people from the public on Tuesday afternoons and anywhere from 350 - 500 people on the Open Hours Sundays. These Open Hours are very much loved by the greater Sunnyvale Community as there aren't many places around the Silicon Valley that is a Smile Farm complete with about 95 Barnyard Buddies -- mini horses, mini donkey, alpaca, goats, sheep, mini pigs, rabbits, guinea pigs, ducks, chickens, a couple aviaries and even a sulcata tortoise.

We would appreciate support from this community grant of \$4450 which is half of our expenses for staff members to host Open Hours.

2. Have you held this event before? If so, when and where?

We've been at Baylands Park since the summer of 2017 and have hosted Tuesday afternoon Open Hours and Second Sunday Open Hours continuously since the Fall of 2017.

3. How does your event encourage a celebration of community, including the character, diversity, and quality of Sunnyvale? How does it provide vitality and identity to the community?

The Animal Assisted Happiness Smile Farm is a unique experience in Sunnyvale and has become the 'best place to volunteer' as well as a great space for the Community to visit our Barnyard Buddies and 'experience the smiles only animals can bring.' Beyond these Open Hour events, our mission is to provide barnyard animal interactions for youth with needs and all visits -- at the AAH Smile Farm, out with our Mobile Barnyard Buddies throughout the Silicon Valley, and for Vocational Education programs at the AAH Smile Farm, are by appointment only. Our services are free for the youth with serve with donations greatly appreciated.

We have over 9500 registered volunteers who help us deliver on our mission for youth with needs; do Farm Chores at the AAH Smile Farm; and help with Open Hours too. 62% of the active Volunteers are youth themselves in 6th - 12th grade. We partner with local clubs and youth organizations -- YMSL, NCL, SLOBs, 4H, Scouts.

Marketing & Promotion

4. Is your event citywide or targeted to a particular neighborhood, demographic or geographic area? If targeted, describe your target audience?

Event is citywide but located at our AAH Smile Farm at Baylands Park in Sunnyvale.

- 4a. How many people do you expect to attend your event, how did you arrive at this estimate?

On average we have 100 visitors attend the AAH Smile Farm Open Hours every Tuesday and between 300 - 500 on Open Hours Sundays once a month. We count visitors at each event.

5. Please describe your marketing plan, including the type of advertisements to be used and where they will be placed. Please attach additional sheets as needed to fully describe your marketing plan.

Marketing is through our Social Media for Open Hours -- FaceBook and Instagram.

Organization Information

6. Please describe your organization's mission and goals, as well as information about your membership and total organizational budget, if applicable (feel free to attach literature about your organization). Please attach your organization's most recent financial statements if available.

www.animalassistedhappiness.org Founded in 2009, our mission is to enrich the lives of youth with needs through barnyard animal interactions at our Smile Farm and mobile visits, creating moments of joy and happiness throughout our AAH Community. Uniquely situated in the heart of the Silicon Valley, we provide barnyard buddies so children and their family members can 'experience the smiles only animals can bring'.

We have created over 143,545 smiles to date through 5326 visits and 371 partnership organizations throughout the Silicon Valley. While we are not a membership organization, volunteers are our backbone with 9773 registered volunteers who have contributed 140,472 volunteer hours.

Event Logistics and Budget

7. What steps are you taking to ensure a well-planned, safe event?

Our Open Hours are staffed/led by a member of our AAH Team. We diligently work 7 days per week with Farm Chores to ensure our AAH Smile Farm is safe, our Barnyard Buddies are well cared for, and our volunteers can help the public.

8. Describe controls you have in place to ensure your event will be cost-effective with strong financial management and effective overall event management? How has your organization demonstrated these qualities in the past?

9. Have you completed and submitted a Special Event application to the City of Sunnyvale? If yes, when did you submit it. If not, why not?

no, the AAH Smile Farm is self contained and has arrangements made with the City of Sunnyvale for our mission and to host Open Hours as part of our lease agreement with the City of Sunnyvale.

10. Please attach a detailed budget for your event including:

- Total expenses
- Anticipated revenue (if applicable)
- Net cost (total expenses less anticipated revenue)
- Volunteer assistance (1. List volunteer roles/tasks **and** the number of hours anticipated; 2. Multiply volunteer hours by \$40.14, the California volunteer rate per *IndependentSector.org*)
- Any expenses you expect to be donated/in-kind (include an estimated dollar value of each donated/in-kind expense in your budget)
- Funding amount being requested from City of Sunnyvale (cannot exceed 40 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time).

11. How will you obtain the remaining funding for your event? Why are you requesting grant funding from the City?

As part of our Animal Assisted Happiness operating budget, we staff Open Hours and solicit volunteer support.

Sunnyvale Community Events Grant Proposal -- Animal Assisted Happiness (AAH) Budget for Open Hours	AAH Cost	Total per Event	Total Per Year
Weekly at AAH Smile Farm, Baylands Park -- 1pm - 5 pm, Tuesdays Staff Costs: One AAH Staff Member x5 hours	25/hour	125	6500
Monthly at AAH Smile Farm, Baylands Park 10 am - 4 pm (Second Sunday) Staff Costs: One AAH Staff Member x 8 hours	25/hour	200	2400
Volunteer Assistance for each event -- Tuesdays with about 5 volunteers x 4 hours = 20 Vol Hours AAH Volunteers share our Barnyard Buddies with General Public during Open Hours	40.14/hr	802.8	41,745.60
Volunteer Assistance for each event -- Sunday with about 50 volunteers x 2 hours = 100 Vol Hours AAH Volunteers share our Barnyard Buddies with General Public during Open Hours	40.14/hr	4014	48,168.00
			98,813.60

NOTE: We do not charge for Admission, do accept donations and recommend \$5 per person, but it is hit and miss as to donations



Outlook

Fwd: Sunnyvale Pet Appreciation Celebration 2026

From , [REDACTED]
Date Mon 10/13/2025 1:24 PM
To CommunityResources AP <ncs@sunnyvale.ca.gov>

6 attachments (20 MB)

IMG_4459.jpg; IMG_4458.jpg; IMG_4457.jpg; IMG_4456.jpg; IMG_4455.jpg; IMG_4454.jpg;

WARNING - This email came from an EXTERNAL source. Confirm the sender and its contents are safe before responding, opening attachment or links.

Dear Angela:

Good to hear from you, and thank you for reaching out.

We did this "pet appreciation celebration" event last year as a private picnic event for our volunteers and donors.

It went really well, and our volunteers would love to make it bigger next year (we booked a bit late this year). So we plan to book two picnic sites for our 2026 event.

We also plan to have more speakers (such as dog training tips, etc.) from sources other than just local governmental offices.

I have attached some photos from our 2025 event for you to look over.

Hope I answered your questions.

Regards,

[REDACTED]

Sent from my iPhone

--



Community Events Grant Program Application Calendar Year 2026, Fall Cycle

Application Deadline: Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Community Events Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

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Completed applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Event Name: 50th Sunnyvale Celebrate Summer Art & Wine Festival

Date(s)/Time(s) of Event: June 6-7, 2026

Sponsoring Organization(s): Sunnyvale Chamber of Commerce

Is there a Co-Sponsor? If yes, organization name. No

Grant Amount Requesting from the City of Sunnyvale: \$20,000.

(Amount cannot exceed 50 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time.)

Authorized Representative Information

Name: [REDACTED]

Title: CEO

Organization: Sunnyvale Chamber of Commerce

Email: [REDACTED] **Phone Number:** [REDACTED]

Address: [REDACTED]

Event Details

1. Please describe your event (you may attach additional details or supporting documentation).

The Sunnyvale Celebrate Summer Art & Wine Festival is the City's largest and longest-running community event, bringing together residents, families, and visitors for a celebration of culture, creativity, and connection in downtown Sunnyvale. Entering its 50th year in 2026, the festival has become a cornerstone of civic pride and community identity.

At its heart, the festival is about accessibility and inclusion. It is a free, open-to-the-public event that welcomes people of all ages, abilities, and backgrounds. By removing financial and cultural barriers, the festival ensures that everyone in our diverse community can participate and feel represented.

Key elements include:

- Art & Culture: Hundreds of local and regional artists have a platform to share their work, making fine art & craft accessible outside of traditional gallery settings.
- Family Engagement: Dedicated children's activities and interactive art spaces encourage youth creativity and provide free entertainment for families.
- Cultural Representation: Entertainment and food offerings reflect the diversity of Sunnyvale, giving voice to multiple cultural traditions.
- Community Connection: The festival strengthens ties between residents, small businesses, nonprofits, and civic organizations, creating lasting partnerships that extend beyond the event itself.
- Economic Benefit: Downtown businesses, artists, and vendors directly benefit from the influx of visitors, helping to sustain Sunnyvale's economic vitality.

In 2025, thousands of people attended, proof that the festival's role as a safe, inclusive gathering space where our whole community can come together. Proceeds from the event also allow the Chamber of Commerce to continue year-round programs that support small businesses and nonprofits, amplifying the festival's impact far beyond two days.

2. Have you held this event before? If so, when and where?

Yes, June 7-8, 2025 in Downtown Sunnyvale. The Sunnyvale Chamber of Commerce has been running the Art & Wine Festival for 50 years (non consecutively), now called The Sunnyvale Celebrate Summer Art & Wine Festival.

3. How does your event encourage a celebration of community, including the character, diversity, and quality of Sunnyvale? How does it provide vitality and identity to the community?

The Sunnyvale Celebrate Summer Art & Wine Festival is more than a street fair, it is a living tradition that reflects the character, diversity, and quality of our city. For fifty years, the festival has served as a gathering place where families, neighbors, businesses, and visitors come together to celebrate what makes Sunnyvale unique.

Diversity

The festival features cultural performances that highlight the richness of Sunnyvale's community. Recent festivals have included Mexican folklórico dancers as well as Georgian performers, offering attendees a chance to experience artistic traditions that reflect both local heritage and global culture. International food vendors add to the experience, with flavors representing the many backgrounds that make up Sunnyvale.

Family & Youth Engagement

The dedicated Kid Zone provides interactive activities at no cost. Families have enjoyed robotics stations, painting stations, and hands-on crafts that encourage creativity and inspire curiosity. These experiences give young residents opportunities to explore new skills in a fun and welcoming environment, making the festival an annual tradition for families.

Community Connection

Local nonprofits and youth groups use the festival as a platform to engage with residents. In recent years, organizations such as the Boy Scouts and Animal Assisted Happiness have hosted booths to connect with families, recruit volunteers, and strengthen civic participation. This involvement ensures the festival is not just entertainment, it's also a hub for community engagement.

Economic Vitality

The festival provides significant exposure for artists, small businesses, and local restaurants. Vendors gain access to tens of thousands of attendees, and many downtown businesses report increased visibility and customer engagement during the weekend. For many artists and entrepreneurs, the festival serves as one of the most valuable opportunities of the year to reach new audiences.

Civic Identity

By transforming downtown Sunnyvale into a vibrant hub filled with art, music, food, and family activities, the festival reinforces the city's identity as a welcoming, creative, and resilient community. It is a moment each year where Sunnyvale's civic pride is on display, providing both residents and visitors with a sense of belonging and connection.

Marketing & Promotion

4. Is your event citywide or targeted to a particular neighborhood, demographic or geographic area? If targeted, describe your target audience?

The Sunnyvale Celebrate Summer Art & Wine Festival is a citywide event that welcomes residents from across Sunnyvale as well as visitors from throughout Silicon Valley. It is open to all and designed to appeal to a wide range of ages, cultures, and interests. Key audiences include families, art & culture enthusiasts, food and wine lovers, and local businesses and nonprofits connecting with the

- 4a. How many people do you expect to attend your event, how did you arrive at this estimate?

We expect 10,000 attendees at the 2026 Sunnyvale Celebrate Summer Art & Wine Festival. This estimate is based on previous years' attendance and reflects the festival's long-standing popularity, central downtown location, and wide appeal across art, food, wine, entertainment, and family activities.

5. Please describe your marketing plan, including the type of advertisements to be used and where they will be placed. Please attach additional sheets as needed to fully describe your marketing plan.

The 2026 Sunnyvale Celebrate Summer Art & Wine Festival will be promoted through a mix of digital, print, and community outreach. Marketing will include social media posts, e-blasts to Chamber members, and event listings on regional calendars, posters and banners in high-traffic areas, and flyers distributed through local businesses and community centers. We will also collaborate and partner with organizations, local media, and nearby Chambers to expand reach. This multi-channel approach ensures strong visibility across Sunnyvale and the Bay Area.

Organization Information

6. Please describe your organization's mission and goals, as well as information about your membership and total organizational budget, if applicable (feel free to attach literature about your organization). Please attach your organization's most recent financial statements if available.

The Sunnyvale Chamber of Commerce is a nonprofit dedicated to advancing economic vitality and community quality of life. Our mission is to connect, support, and advocate for businesses while strengthening ties between commerce, community, and civic life.


We represent hundreds of member businesses across technology, healthcare, education, retail, restaurants, hospitality, and nonprofits. Our annual budget is supported by membership dues, event revenues, sponsorships, and grants. Financial statements are attached

Event Logistics and Budget

7. What steps are you taking to ensure a well-planned, safe event?

The Sunnyvale Celebrate Summer Art & Wine Festival is planned in coordination with the City of Sunnyvale, including Public Safety, Fire, and Public Works. Safety measures include 24-hour professional security coverage, on-site public safety staff, managed load-in/load-out for vendors, and clear crowd control procedures. The Chamber also maintains full insurance and conducts post-event reviews to continually improve safety

8. Describe controls you have in place to ensure your event will be cost-effective with strong financial management and effective overall event management? How has your organization demonstrated these qualities in the past?

The Sunnyvale Chamber of Commerce ensures the Sunnyvale Celebrate Summer Art & Wine Festival is cost-effective through a detailed budget, oversight by our Finance Committee, and diversified funding. With a proven operations plan and a track record of delivering large community events on budget, we demonstrate strong financial and event management. 

9. Have you completed and submitted a Special Event application to the City of Sunnyvale? If yes, when did you submit it. If not, why not?

We have not yet submitted the Special Event application, but it will be submitted on schedule as part of our planning process in coordination with the City of Sunnyvale.

10. Please attach a detailed budget for your event including:

- Total expenses
- Anticipated revenue (if applicable)
- Net cost (total expenses less anticipated revenue)
- Volunteer assistance (1. List volunteer roles/tasks **and** the number of hours anticipated; 2. Multiply volunteer hours by \$40.14, the California volunteer rate per *IndependentSector.org*)
- Any expenses you expect to be donated/in-kind (include an estimated dollar value of each donated/in-kind expense in your budget)
- Funding amount being requested from City of Sunnyvale (cannot exceed 40 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time).

11. How will you obtain the remaining funding for your event? Why are you requesting grant funding from the City?

The Sunnyvale Celebrate Summer Art & Wine Festival is funded through vendor fees, sponsorships, beverage sales, and Chamber resources. We are requesting City grant funding to help offset rising costs for safety and city services, ensuring the event remains free, accessible, and beneficial to the entire community.

Sunnyvale Celebrate Summer Art and Wine Budget 2026

Revenue

Sponsorships	\$	40,000.00
Grant		
Vendor Fees	\$	18,000.00
Festival Receipts (Wine, Beer, Water, Soda)	\$	55,000.00

Total Revenue \$ **113,000.00**

Expenses

Beverages	\$	25,000.00
Signs, Tickets, Etc.		\$8,000.00
Commemorative Glasses	\$	1,600.00
Portable Toilets		\$6,000.00
Volunteer Meals	\$	2,000.00
Kidz Zone Supplies		\$2,000.00
VIP Reception	\$	-
Advertising		\$4,000.00
Sales Tax - State Board		\$5,000.00
Event Production		\$8,239.58
Sanitation Management		\$4,000.00
Security		\$8,500.00
Water Walls		\$2,000.00
Supplies & Materials		\$2,000.00
Nothing wasted		\$5,000.00
Permits & License		\$4,000.00

Total Expense \$ **87,339.58**

Net Profit \$ **25,660.42**

Sunnyvale Chamber of Commerce																									
Profit and Loss by Month																									
October 1, 2024 - September 30, 2025.																									
	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	Actual	Forecast	FYE YTD Act & FC Sep	FYE Forecast	
	Oct-24	Oct-24	Nov-24	Nov-24	Dec-24	Dec-24	Jan-25	Jan-25	Feb-25	Feb-25	Mar-25	Mar-25	Apr-25	Apr-25	May-25	May-25	Jun-25	June-25	July-25	Jul-25	August-25	Aug-25	Sep-25		
Income																									
4100 Membership Income																									
4105 New Members	373.42	2,000.00	116.08	4,873.42	1,468.50	4,873.42	1,377.47	4,500.00	977.10	4,500.00	1,437.02	4,500.00	3,155.15		2,209.63	2,750.00	719.80	2,750.00	231.56	2,750.00	1,461.45	3,000.00	3,000.00	\$ 16,527.18	\$ 39,498.84
4117 Membership Business & Policy	10,000.00	13,500.00	0.00	5,000.00			0.00	27,000.00	2,398.16	2,500.00	10,000.00	5,000.00	2,500.00	0.00	0.00		10,000.00	15,000.00	0.00		5,000.00			\$ 54,898.16	\$ 53,000.00
4115 Membership Renewal	8,627.59	3,034.00	3,244.18	1,927.35	9,203.64	1,441.60	1,862.30	1,775.34	2,593.84	3,362.92	4,800.38	3,832.08	7,044.47		904.74	2,000.00	483.85	2,000.00	4,650.15	2,000.00	16,914.01	2,000.00	2,000.00	\$ 62,329.15	\$ 25,373.29
Total 4100 Membership Income	\$ 19,001.01	\$ 16,534.00	\$ 3,360.26	\$ 11,800.77	\$ 10,672.14	\$ 6,315.02	\$ 3,239.77	\$ 33,275.34	\$ 5,969.10	\$ 10,362.92	\$ 16,237.40	\$ 13,332.08	\$ 12,699.62	\$ 0.00	\$ 3,114.37	\$ 4,750.00	\$ 11,203.65	\$ 4,750.00	\$ 19,881.71	\$ 4,750.00	\$ 23,375.46	\$ 5,000.00	\$ 5,000.00	\$ 133,764.49	\$ 117,870.13
4200 Activities and Event Income																									
4218 Artists Participation																									
4291 Grants																									
4235 Event Tickets									1,935.40		3,863.86	6,601.43	2,810.01	2,231.43	2,240.00		165.85	47,499.19	88,656.00	18,810.00					
4275 Mixer Fees	113.82	250.00	66.62	250.00	76.79	250.00	113.95	250.00	0.00	250.00	0.00	250.00	151.36	250.00	37.50	250.00	37.84	250.00	170.73	250.00	113.52	250.00	250.00	1,132.13	\$ 3,000.00
4290 Sponsors	25,000.00	16,500.00	0.00	0.00	1,500.00	10,000.00		10,000.00	6,110.10	7,500.00	8,610.40	2,000.00	4,000.00	9,389.05		19,277.20	66,814.23	88,906.00	4,089.22	2,000.00				79,975.97	46,000.00
Total 4200 Activities and Event Income	\$ 25,113.82	\$ 16,750.00	\$ 66.62	\$ 250.00	\$ 1,576.79	\$ 10,250.00	\$ 2,049.35	\$ 10,250.00	\$ 9,973.96	\$ 14,351.43	\$ 11,420.41	\$ 4,481.43	\$ 6,391.36	\$ 250.00	\$ 9,592.40	\$ 250.00	\$ 66,814.23	\$ 88,906.00	\$ 35,069.95	\$ 250.00	\$ 2,113.52	\$ 250.00	\$ 250.00	\$ 170,432.41	\$ 146,488.86
Services	0.00	0.00	0.00	94.20															174.18	0					94.20
Unapplied Cash Payment Income									0.00										0.00	0					-
Total Income	\$ 44,114.83	\$ 35,284.00	\$ 3,426.88	\$ 12,144.97	\$ 12,248.93	\$ 16,565.02	\$ 5,289.12	\$ 43,525.34	\$ 15,943.06	\$ 24,714.35	\$ 27,657.81	\$ 17,813.51	\$ 19,090.98	\$ 250.00	\$ 12,706.77	\$ 5,000.00	\$ 82,345.88	\$ 93,656.00	\$ 85,125.84	\$ 5,000.00	\$ 25,488.98	\$ 5,250.00	\$ 5,250.00	\$ 308,689.08	\$ 264,453.19
Gross Profit	\$ 44,114.83	\$ 35,284.00	\$ 3,426.88	\$ 12,144.97	\$ 12,248.93	\$ 16,565.02	\$ 5,289.12	\$ 43,525.34	\$ 15,943.06	\$ 24,714.35	\$ 27,657.81	\$ 17,813.51	\$ 19,090.98	\$ 250.00	\$ 12,706.77	\$ 5,000.00	\$ 82,345.88	\$ 93,656.00	\$ 85,125.84	\$ 5,000.00	\$ 25,488.98	\$ 5,250.00	\$ 5,250.00	\$ 308,689.08	\$ 264,453.19
Expenses																									
5100 Personnel Related Expenses																									
5105 Contract Employees	\$ 3,754.15	\$ 4,000.00	\$ 4,729.85	\$ 13,537.50	\$ 5,761.60	\$ 13,537.50	\$ 3,912.30	\$ 4,000.00	\$ 3,979.30	\$ 4,000.00	\$ 3,847.55	\$ 4,000.00	\$ 8,220.82	\$ 4,000.00	\$ -	\$ 4,000.00	\$ 6,983.25	\$ 4,000.00	\$ 8,528.33	\$ 4,000.00	\$ -	\$ 4,000.00	\$ 4,000.00	\$ 53,717.15	\$ 67,075.00
5125 Bus. Insurances	\$ 380.50	\$ 398.00	\$ -	\$ 398.00	\$ 206.75	\$ 398.00	\$ 380.50	\$ 398.00	\$ -	\$ 398.00	\$ 214.25	\$ 398.00	\$ 319.50	\$ 398.00	\$ -	\$ 398.00	\$ 1,081.25	\$ 398.00	\$ 1,434.50	\$ 398.00	\$ -	\$ 398.00	\$ 398.00	\$ 4,415.25	\$ 4,776.00
5135 Employees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,537.50	\$ 15,404.21	\$ 9,537.50	\$ 9,191.66	\$ 9,537.50	\$ 9,491.66	\$ 9,537.50	\$ 13,787.48	\$ 9,537.50	\$ 9,191.65	\$ 9,537.50	\$ 9,191.65	\$ 9,537.50	\$ 9,191.65	\$ 9,537.50	\$ 84,987.46	\$ 85,837.50
5145 Payroll Service	\$ 63.93	\$ 67.00	\$ 63.93	\$ 67.00	\$ 63.93	\$ 67.00	\$ 63.93	\$ 67.00	\$ 63.93	\$ 67.00	\$ 94.93	\$ 67.00	\$ 94.93	\$ 67.00	\$ 109.10	\$ 67.00	\$ 119.93	\$ 67.00	\$ 135.93	\$ 67.00	\$ 72.00	\$ 67.00	\$ 67.00	\$ 1,026.40	\$ 804.00
Total 5100 Personnel Related Expenses	\$ 4,198.58	\$ 4,465.00	\$ 4,793.78	\$ 14,002.50	\$ 6,032.28	\$ 14,002.50	\$ 4,356.73	\$ 14,002.50	\$ 19,460.37	\$ 14,002.50	\$ 13,348.39	\$ 14,002.50	\$ 16,126.91	\$ 14,002.50	\$ 15,896.58	\$ 14,002.50	\$ 17,376.88	\$ 14,002.50	\$ 19,290.41	\$ 14,002.50	\$ 9,263.65	\$ 14,002.50	\$ 14,002.50	\$ 144,146.26	\$ 158,492.50
5200 General Office Expenses																									
5205 Association Membership Dues	\$ -	\$ 400.00	\$ -	\$ 400.00	\$ -	\$ 400.00	\$ -	\$ 400.00	\$ -	\$ 400.00	\$ -	\$ 400.00	\$ -	\$ 400.00	\$ -	\$ 400.00	\$ -	\$ 400.00	\$ -	\$ 400.00	\$ 925.00	\$ 400.00	\$ 400.00	\$ 1,325.00	\$ 4,800.00
5210 Bank Service Fees	\$ 92.46	\$ 292.00	\$ 92.46	\$ 292.00	\$ 92.46	\$ 292.00	\$ 77.51	\$ 292.00	\$ 86.51	\$ 292.00	\$ 86.51	\$ 292.00	\$ 86.51	\$ 292.00	\$ 126.51	\$ 292.00	\$ 108.51	\$ 292.00	\$ 274.72	\$ 292.00	\$ 82.71	\$ 291.00	\$ 291.00	\$ 1,497.87	\$ 3,500.00
5230 Office Supplies & Materials	\$ 147.14	\$ 458.00	\$ 134.00	\$ 458.00	\$ 163.20	\$ 458.00	\$ 2,602.06	\$ 458.00	\$ 134.00	\$ 458.00	\$ 134.00	\$ 458.00	\$ 224.58	\$ 458.00	\$ 134.00	\$ 458.00	\$ 134.00	\$ 458.00	\$ 647.48	\$ 458.00	\$ 134.00	\$ 458.00	\$ 458.00	\$ 5,046.44	\$ 5,496.00
5240 Professional & Legal Fees	\$ 1,274.00	\$ 1,250.00	\$ 149.00	\$ 1,250.00	\$ 4,417.75	\$ 1,250.00	\$ 1,402.09	\$ 1,250.00	\$ 1,277.19	\$ 1,250.00	\$ 1,912.50	\$ 1,250.00	\$ 1,713.75	\$ 1,250.00	\$ 893.75	\$ 1,250.00	\$ 688.75	\$ 1,250.00	\$ 1,612.50	\$ 1,250.00	\$ 995.75	\$ 1,250.00	\$ 1,250.00	\$ 16,267.03	\$ 15,000.00
5245 Publications & Subscriptions	\$ 536.96	\$ 642.00	\$ 503.26	\$ 642.00	\$ 503.26	\$ 642.00	\$ 503.26	\$ 642.00	\$ 503.26	\$ 642.00	\$ 503.26	\$ 642.00	\$ 503.26	\$ 642.00	\$ 503.26	\$ 642.00	\$ 503.26	\$ 642.00	\$ 503.26	\$ 642.00	\$ 503.26	\$ 642.00	\$ 642.00	\$ 6,211.52	\$ 7,704.00
5270 Chamber Advertisement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 10,000.00
Total 5200 General Office Expenses	\$ 2,050.56	\$ 3,042.00	\$ 878.72	\$ 3,042.00	\$ 5,176.67	\$ 4,042.00	\$ 4,584.92	\$ 4,042.00	\$ 2,000.96	\$ 4,042.00	\$ 2,636.27	\$ 4,042.00	\$ 2,528.10	\$ 4,042.00	\$ 1,457.52	\$ 4,042.00	\$ 914.52	\$ 4,042.00	\$ 2,437.94	\$ 4,042.00	\$ 2,640.68	\$ 4,041.00	\$ 4,041.00	\$ 31,347.86	\$ 46,502.00
5300 Office Equipment Expenses																									
5320 Equipment Lease/Rental	0.00	94.20		0.00																					94.20
Total 5300 Office Equipment Expenses	\$ 0.00	\$ 94.20	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 94.20
5400 Facility Expenses																									
5425 Lease Rent	\$ 89.89	\$ 100.00	\$ 89.89	\$ 100.00	\$ 89.89	\$ 100.00	\$ 93.93	\$ 100.00	\$ 93.93	\$ 100.00	\$ 93.93	\$ 100.00	\$ 93.93	\$ 100.00	\$ 93.93	\$ 100.00	\$ 93.93	\$ 100.00	\$ 165.64	\$ 100.00	\$ 93.93	\$ 100.00	\$ 100.00	\$ 1,192.82	\$ 1,200.00
5440 Telephone	\$ -	\$ -	\$ 207.06	\$ -			\$ 31.03	\$ -	\$ -	\$ -	\$ 32.25	\$ -	\$ 63.34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 79.00	\$ 268.45	\$ -	\$ -	\$ -	\$ -	\$ 681.13
Total 5400 Facility Expenses	\$ 89.89	\$ 100.00	\$ 296.95	\$ 100.00	\$ 89.89	\$ 100.00	\$ 124.96	\$ 100.00	\$ 93.93	\$ 100.00	\$ 126.18	\$ 100.00	\$ 157.27	\$ 100.00	\$ 93.93	\$ 100.00	\$ 93.93	\$ 100.00	\$ 244.64	\$ 100.00	\$ 362.38	\$ 100.00	\$ 100.00	\$ 1,873.95	\$ 1,200.00
6200 Activities and Event Expenses	\$448.54		\$414.06		\$338.49		\$0.00	\$5,019.30	\$12,331.66	\$22,554.26	\$16,244.70	\$837.12	\$155.00	\$0.00	\$9,797.53	\$654.74	\$26,860.85	\$47,472.71	\$6,237.93	\$1,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 73,828.76	\$ 79,538.13
6210 Awards			\$0.00				\$2,904.61	\$0.00	\$976.50	\$0.00	\$0.00	\$0.00	\$1,010.02	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ 1,010.02	\$ 3,881.11
6230 Cleaning Deposit Refund								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (3,828.08)
6305 Security/Public Safety		\$0.00		\$0.00				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.						

Community Events Grant Program Application Calendar Year 2026, Fall Cycle

Application Deadline: Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Community Events Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Completed applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Event Name:	Spring Spectacular 2026
Date(s)/Time(s) of Event:	May 2026
Sponsoring Organization(s):	The Autism Society San Francisco Bay Area
Is there a Co-Sponsor? If yes, organization name.	No

Grant Amount Requesting from the City of Sunnyvale: \$ 110,000.00

(Amount cannot exceed 50 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time.)

Authorized Representative Information

Name:	<div></div>		
Title:	Director of Operations and Fundraising		
Organization:	The Autism Society San Francisco Bay Area		
Email:	<div></div>	Phone Number:	<div></div>
Address:	<div></div>		

Event Details

1. Please describe your event (you may attach additional details or supporting documentation).

Our event, Spring Spectacular 2026, will be held in Sunnyvale, at one of the beautiful parks located in Sunnyvale. A joyful, sensory, awareness celebration made just for families with children on the autism spectrum. Breathe in the fresh spring air, feel the sunshine, and enjoy a day filled with inclusive fun, safe spaces, and community togetherness. Like our previous Spring Spectacular event we just had in May, we will have sensory zones & quiet spaces (We know large gatherings can be overwhelming). We will have dedicated quiet areas with soft seating, shade, and calming activities—ideal for a break or recharge. Sensory friendly lighting and noise monitoring to keep things comfortable. We will have inclusive activities for ages, including music, and gentle structured games and crafts. Our food vendors will include local vendors, serving up great food for everyone to enjoy.

2. Have you held this event before? If so, when and where?

Yes, we just had this event in May, and was held at Shoreline Park, in Mountain View, CA.

3. How does your event encourage a celebration of community, including the character, diversity, and quality of Sunnyvale? How does it provide vitality and identity to the community?

The Spring Spectacular in the Park is more than just a seasonal event — it's a celebration of community, inclusion, and the vibrant identity of Sunnyvale. By centering families impacted by autism, the event highlights the city's commitment to embracing diversity and fostering meaningful connections among all residents. We want everybody in the general area, and surrounding area's to join us. The event brings together neurodiverse individuals and their families from across Sunnyvale and surrounding areas, creating a space where everyone feels seen, valued, and supported. The involvement of local organizations, businesses (from food vendors to artist), and volunteers further promotes community engagement and showcases the shared commitment to inclusion and empathy. We have chosen Sunnyvale this time, because we know Sunnyvale is known for its family-oriented, inclusive, and forward-thinking culture, and the Spring Spectacular amplifies these values by creating an event that is thoughtfully designed and accessible to all. Hosting the event in one of the city's beautiful parks ties it directly to Sunnyvale's identity as a community that values nature, connection, and public space. Having this event in Sunnyvale will bring vibrancy to the city's cultural calendar, offering a joyful, purpose-driven gathering that enriches the emotional and social fabric of the community. We have chosen the city of Sunnyvale, not only because it's family-friendly, and inclusive, but our President of SFASA, Sara Kole, and her husband Michael Batek, are active Sunnyvale community members, and have resided in Sunnyvale for over 25 years. The inclusive nature of community events helps to break down barriers and reduce the stigma associated with autism. When individuals with autism are actively involved in community activities, they send a message of acceptance and inclusion to the broader community. This positive exposure can lead to greater understanding and support, creating a more welcoming environment for everyone.

Marketing & Promotion

4. Is your event citywide or targeted to a particular neighborhood, demographic or geographic area? If targeted, describe your target audience?

Our event is citywide, and we will also be targeting all other areas of the Peninsula.

- 4a. How many people do you expect to attend your event, how did you arrive at this estimate?

Using our previous estimates from our previous Spring Spectacular in May, we expect to see a turn out between 800-1000 people.

5. Please describe your marketing plan, including the type of advertisements to be used and where they will be placed. Please attach additional sheets as needed to fully describe your marketing plan.

For our marketing plan for our Spring Spectacular, we will be approaching it from four fronts, as we did with our successful previous event in May. The four fronts will include: social media marketing, local media (online & print), community outreach, and email campaigns. Our first area, which is social media marketing will include, but not limited to: using platforms such as; Facebook, Instagram, and TikTok, to promote our event. We find when using these platforms, and then targeting it to local and nearby towns; interests in parenting, autism support, special education, and inclusive activities, we normally have a high turn-out rate. Our second platform we use is the local media (Online & Print). In the past, not only with our Spring Spectacular event, but with other events, we use

Organization Information

6. Please describe your organization's mission and goals, as well as information about your membership and total organizational budget, if applicable (feel free to attach literature about your organization). Please attach your organization's most recent financial statements if available.

SFASA is a grassroots, volunteer-run nonprofit organization of parents, family members, friends, and professionals dedicated to strengthening the autism community for over 20,000 families in the Bay Area. Rather than acting as a direct service provider, our focus is on serving as a community hub, providing resources individuals with autism need to live fully. Our projects and programs highlight the unique aspects of autism for each person. These initiatives fall into one (or more) of the three categories: information, networking/education, and/or advocacy. SFASA shares autism information through our website, resource lists, and a referral service. The community stays updated via our newsletters, blogs, and social media. We foster a supportive community through events and conferences, combating isolation and providing a network for families. Our advocacy efforts on grassroots and policymaker levels emphasize

Event Logistics and Budget

7. What steps are you taking to ensure a well-planned, safe event?

As you know planning an event such as our, includes many steps. After each event we have, we learn and adapt, and apply those new measures to future events. Our committee, carefully chooses the most advantageous area for our event, not only for safety purposes, but to maximize the space we will use for our event. We clearly mark areas, using signs with visuals and simple words for restrooms, food, first aid, sensory zones, etc. We make sure everything is accessible (ensuring pathways, restrooms, and seating are wheelchair accessible and stroller-friendly). For safety measures, we utilize a

8. Describe controls you have in place to ensure your event will be cost-effective with strong financial management and effective overall event management? How has your organization demonstrated these qualities in the past?

To ensure the event is cost-effective, with strong financial management and effective overall event management, we utilize the following financial tools: detailed budget forecasting, contingency planning, quotes from various vendors, and donations and sponsorships. Yes, we have these type of controls for each event. Of course, no single event, is the same, and different financial tools are

9. Have you completed and submitted a Special Event application to the City of Sunnyvale? If yes, when did you submit it. If not, why not?

No, we have not submitted a Special Event Application to the city yet. We have not submitted it yet because the application is not due till 8 weeks before the event.

10. Please attach a detailed budget for your event including:

- Total expenses
- Anticipated revenue (if applicable)
- Net cost (total expenses less anticipated revenue)
- Volunteer assistance (1. List volunteer roles/tasks **and** the number of hours anticipated; 2. Multiply volunteer hours by \$40.14, the California volunteer rate per *IndependentSector.org*)
- Any expenses you expect to be donated/in-kind (include an estimated dollar value of each donated/in-kind expense in your budget)
- Funding amount being requested from City of Sunnyvale (cannot exceed 40 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time).

11. How will you obtain the remaining funding for your event? Why are you requesting grant funding from the City?

The remaining funding will come from various benefactors, grants, private donations, and fundraising. We are a non-profit, and will always apply for donations, if possible, to cover events that we have.

		ACTUALS	BUDGET
<u>Expense Details</u>			
<u>Food and Beverage (all, ice, etc)</u>		\$ 12,773.00	
<u>Marcomm</u>		\$ 2,689.00	
<u>Arts and Crafts</u>		\$ 3,050.00	
<u>Entertainers</u>		\$ 7,949.00	
<u>Raffle</u>		\$ 637.00	
<u>Extra supplies- equipment required by county or city</u>		\$ 2,825.00	
<u>permit</u>		\$ 768.00	
<u>Volunteer(s)</u>	QTY:30 15.00/HR 8 hrs	\$ 9,633.00	
TOTAL		\$ 40,324.00	\$30,691



**Autism
Society**
San Francisco
Bay Area

SPRING SPECTACULAR!

**SUPPORT THE
AUTISM SOCIETY SAN
FRANCISCO BAY AREA**



**MAY 31, 2025
1:00 pm - 3:00 pm**

About Our Event!

Join us for our 1st annual Spring Spectacular fundraiser! This is a family-friendly event in one of the most beautiful sites in the Bay Area. Shoreline Park is located right on the waterfront and less than 5 min off the 101 freeway.

REGISTER NOW!

Event Highlights

Support an urgent cause ◀

Support our work with the tens of thousands of Bay Area autism families.

Delicious food ◀

Savor a Panini lunch with all the sides, beer, wine, soda, coffee, iced tea...

Fun for all ◀

Enjoy the arts and crafts, two-person sack race, ring fling, corn hole, basketball toss...

Auction and Raffle ◀

Join the free raffle and bid in our online auction!



Questions?
admin@sfautismsociety.org



Website
sfautismsociety.org



<u>Registration and Merchandise Booth</u> <u>Station Manager: Anne Goff</u> <u>4pm to 6pm</u> 1 Anita Lusebrink 2 Anahita Dadham 3 Carol O'Hear 4 Anushree Agarwall 5 Aashi Agrawal 6 Elaine Pun (Elese Cheung B of A check in) <u>6pm to 8pm</u> 1 Carol O'Hear 2 Anushree Agarwall 3 Aashi Agrawal 4 Elaine Pon (leaving early)	<u>Main Food set up and serving</u> <u>Station Manager: Leslie Davis</u> <u>4pm to 6pm</u> 1 Carolina S 2 Cory B 3 Dahlia U 4 Dawn S 5 Ellen S 6 Elizabeth L <u>Main Food serving and clean up</u> <u>Station Manager: Leslie Davis</u> <u>6pm to 8pm</u> 1 Ethan R 2 Mark Gerhardt 3 Logan Gerhardt 4 Jodie Gerhardt 5 Connor Gerhardt	<u>Giant Jenga & Cornhole (free games)</u> <u>4pm to 6pm</u> 1 Eileen Hipolito-Estilo 2 Robert Estilo 3 Joaquin D <u>6pm to 8pm</u> 1 Phillipe Maliette 2 Janet C <u>Bocce Ball (Free game)</u> <u>Station Manager: Michael Raman</u> <u>4pm to 6pm</u> 1 Shon K 2 Shuwei O <u>6pm to 8pm</u> 1 2
<u>Raffle Sales</u> <u>Station Manager: Leslie Davis</u> <u>4pm to 7pm</u> 1 Connie Boyar 2 Susan Andrews 3 Joyce Cabrera <u>Entertainment Assistance/Announcements</u> <u>Station Manager: Gray Davis</u> Emcees: Greg Nemitz/Gray Davis	<u>Concession Stand-Snowcones/Cotton Candy/Popcorn</u> <u>Station Manager: Leslie Davis</u> <u>4pm to 6pm</u> 1 Julissa G 2 Jonathan C 3 Karmyn L <u>6pm to 8pm</u> 1 Skylar N 2 Al N	<u>7/11 Game</u> <u>Station Manager: Michael Raman</u> <u>4pm to 6pm</u> 1 Houda Z 2 Shon K <u>Station Manager: Michael Raman</u> <u>6pm to 8pm</u> 1 Debbie Wong

<u>Beverage Station 1</u> <u>Station Manager: Gray Davis</u> <u>4pm to 6pm</u> 1 Tyler L / Jacob L 2 Melissa K <u>Station Manager: Gray Davis</u> <u>6pm to 8pm</u> 1 Maria M 2 Keone R	3 Diane N <u>Spin Art</u> <u>Station Manager: Maggie Batek</u> <u>4pm to 6pm</u> 1 Priya D 2 Erik E <u>Station Manager: Maggie Batek</u> <u>6pm to 8pm</u> 6 Kavya Gopalla 7 Sonal Gopalla	2 Tracie Pon <u>Three In A Row Game</u> <u>Station Manager: Michael Raman</u> <u>4pm to 6pm</u> 1 Christina C 2 Ethan R <u>Station Manager: Michael Raman</u> <u>6pm to 8pm</u> 1 Larry Pon 2
<u>Beverage Station 2</u> <u>Station Manager: Gray Davis</u> <u>4pm to 6pm</u> 1 Annie P 2 Lily P <u>Station Manager: Gray Davis</u> <u>6pm to 8pm</u> 1 Joaquin M 2	<u>Sand Art</u> <u>Station Manager: Maggie Batek</u> <u>4pm to 6pm</u> 1 Haseeb C 2 Zarak C <u>6pm to 8pm</u> 6 Kayla Lee 7 Kathryn Lee	<u>HoopShot (within the tent)</u> <u>Station Manager: Michael Raman</u> <u>4pm to 6pm</u> 1 Erica C 2. Isabel Val <u>Station Manager: Michael Raman</u> <u>6pm to 8pm</u> 1 Isabel Val 2
<u>Roaming Photography</u> <u>Station Manager: Mike Batek</u> <u>4pm to 6pm</u> 1 Mike Batek <u>6pm to 8pm</u> 1 Mike Batek	<u>Suncatchers</u> <u>Station Manager: Maggie Batek</u> <u>4pm to 6pm</u> 1 Honestie C 2 Su C	<u>Pencil Toss (within the tent)</u> <u>Station Manager: Michael Raman</u> <u>4pm to 6pm</u> 1 Zia Ardrey

<p><u>Photo Station/props/step & repeat</u> <u>Station Manager: Grayson Davis</u> <u>4pm to 6pm</u> 1 Janet C 2 Madeleine Yang 3 Jennifer Yang 4 Cordelia Yang</p> <p><u>Station Manager: Grayson Davis</u> <u>6pm to 8pm</u> 1 Gema B 2</p>	<p><u>Station Manager: Maggie Batek</u> <u>6pm to 8pm</u> 1 Shaan Smith 2 Jaidyn Blanton 3 Davianah Bell</p>	<p>2 Alexa Ardrey</p> <p><u>Station Manager: Michael Raman</u> <u>6pm to 8pm</u> 1 Zia Ardrey 2 Alexa Ardrey</p>
<p><u>Drop off/Parking Attendants/Pick Up</u> <u>Station Manager: Grayson Davis</u> <u>4pm to 6pm</u> 1 Zhagfar Turehanova 2 Abdyrakhman Turehanova</p> <p><u>Station Manager: Grayson Davis</u> <u>6pm to 8pm</u> 1 Sean Pipkins 2 Lucas Pipkins</p>	<p><u>Face Painting</u> <u>Station Manager: Maggie Batek</u> <u>4pm to 6pm</u> 1 Laura Lizarazo 2 Kristi Nyhus 3 Kailyn Nyhus 4 Sarah Cheyette 5 Jacqueline Cheyette</p> <p><u>Station Manager: Maggie Batek</u> <u>6pm to 8pm</u> 1 Laura Lizarazo 2 Sarah Cheyette 3 Jacqueline Cheyette 4 5</p>	<p><u>Cowboy Face Off (within the tent)</u> <u>Station Manager: Michael Raman</u> <u>4pm to 6pm</u> 1 Sage T 2 Luis C</p> <p><u>Station Manager: Michael Raman</u> <u>6pm to 8pm</u> 1. Pato Neme 2</p>
<p><u>Bounce House</u> <u>Station Manager: Grayson Davis</u> <u>4pm to 6pm</u> 1. John Hegarty 2. Madison Hegarty</p>		<p><u>Bull Horn (within the tent)</u> <u>Station Manager: Michael Raman</u> <u>4pm to 6pm</u> 1 Jade T 2 Jadin T</p> <p><u>Station Manager: Michael Raman</u> <u>6pm to 8pm</u> 1 Zhagfar Turehanova 2 Abdyrakhman Turehanova</p>

Station Manager: Grayson Davis

6pm to 8pm

2 Madeleine Yang

3 Jennifer Yang

4 Cordelia Yang

SFASA
**Spring
Spectacular!**

May 31, 2025
1:00-3:00 pm

*DJ
Paddleboats
Sack Races
Crafts*

*Raffle
Silent Auction
Games &
Activities
Food and Drink*



Autism Society
San Francisco Bay Area



Sunnyvale

Community Events Grant Program Application Calendar Year 2026, Fall Cycle

Application Deadline: Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Community Events Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Completed applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Event Name:	Spring Concert
Date(s)/Time(s) of Event:	Sunday May 17, 2026, 3PM
Sponsoring Organization(s):	Cupertino Symphonic Band
Is there a Co-Sponsor? If yes, organization name.	

Grant Amount Requesting from the City of Sunnyvale: \$ 1639.39

(Amount cannot exceed 50 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time.)

Authorized Representative Information

Name:			
Title:	Board Member		
Organization:	Cupertino Symphonic Band		
Email:		Phone Number:	
Address:			

Event Details

1. Please describe your event (you may attach additional details or supporting documentation).

Annual Spring Concert performed by the Cupertino Symphonic Band.
Scheduled/reserved for May 17, 2026, 3PM, Sunnyvale Community Center
Ballroom

2. Have you held this event before? If so, when and where?

Yes. May 21, 2023, May 19, 2024, and May 18, 2025. Sunnyvale
Community Center Ball Room.

3. How does your event encourage a celebration of community, including the character, diversity, and quality of Sunnyvale? How does it provide vitality and identity to the community?

The Cupertino Symphonic Band (CSB) provides free concerts throughout the year in Cupertino, Sunnyvale, and other south bay area communities.

Our goals are to foster the musical talent and education of its members, encourage youth to learn and play musical instruments, and provide quality musical entertainment to the community.

CSB performances allow the entire community to listen and enjoy all types of live music. The concerts also allow the children in the community to see all the different wind and percussion instruments up close. This in turn may spark interests in youth to begin learning a musical instrument.

Everyone of all ages is invited to attend our concerts.

Marketing & Promotion

4. Is your event citywide or targeted to a particular neighborhood, demographic or geographic area? If targeted, describe your target audience?

This event is multi-city wide. CSB Concerts welcome everyone from the Peninsula and South Bay Areas. Everyone is invited.

- 4a. How many people do you expect to attend your event, how did you arrive at this estimate?

Past concerts in Sunnyvale, San Jose, and Cupertino have had 150-300 attendees.

5. Please describe your marketing plan, including the type of advertisements to be used and where they will be placed. Please attach additional sheets as needed to fully describe your marketing plan.

CSB posts concert announcements on the major social media sites, South Bay Area community newspapers run by the Bay Area News Group (San Jose Mercury News), i.e. the Sunnyvale Sun, Cupertino Courier, etc. Email announcements are sent to CSB email lists, band member's friends & family, etc. We also run announcements on Sunnyvale, Cupertino, and Los Altos city cable TV Channels via KMTV15. Concert flyers are also posted at local public libraries and community centers.

Organization Information

6. Please describe your organization's mission and goals, as well as information about your membership and total organizational budget, if applicable (feel free to attach literature about your organization). Please attach your organization's most recent financial statements if available.

About the Cupertino Symphonic Band:

- Originally founded by Cupertino High alumni in 1989. Open to all wind and percussion players, with members from many south bay cities.
- 45 active members, from diverse backgrounds – teachers, engineers, designers, nurses, students, writers, and retirees.
- All volunteer members, board, and elected officers. Conductor is a school performing arts teacher.
- Free performances throughout the year in Cupertino and Sunnyvale including Cupertino Earth Day, Cupertino Summer Concert Series, Veteran's & Memorial Day services in Santa Clara, July 4th Parade in Morgan Hill, and more.
- Non-profit, funded by member dues and donations.

Event Logistics and Budget

7. What steps are you taking to ensure a well-planned, safe event?

We have already reserved (and paid for) the SCC Ball Room for the May 17, 2026 concert. Our concert coordinator will arrange any final details a few weeks before the performance, such as seating arrangements, etc. with the Ball Room staff.

8. Describe controls you have in place to ensure your event will be cost-effective with strong financial management and effective overall event management? How has your organization demonstrated these qualities in the past?

CSB has been performing 4 or more concerts a year in Sunnyvale, Cupertino, San Jose, and other venues since 1989. CSB (a non-profit) has been mostly funded through donations, member dues, and occasional city grants. The band has an 8 person board of directors, with years of experience managing our concerts. Our finances are managed by our treasurer, overseen by the past

9. Have you completed and submitted a Special Event application to the City of Sunnyvale? If yes, when did you submit it. If not, why not?

No, not required for the SCC Ballroom. SCC Ballroom reservation form and payment receipt attached.

10. Please attach a detailed budget for your event including:

- Total expenses
- Anticipated revenue (if applicable)
- Net cost (total expenses less anticipated revenue)
- Volunteer assistance (1. List volunteer roles/tasks **and** the number of hours anticipated; 2. Multiply volunteer hours by \$40.14, the California volunteer rate per *IndependentSector.org*)
- Any expenses you expect to be donated/in-kind (include an estimated dollar value of each donated/in-kind expense in your budget)
- Funding amount being requested from City of Sunnyvale (cannot exceed 40 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time).

11. How will you obtain the remaining funding for your event? Why are you requesting grant funding from the City?

CSB has allocated funds for the remaining costs for the May concert from our 2025-2026 annual budget. The Sunnyvale Grant request will help defray some of the May 2024 SCC Ball Room concert costs.

Application Section #10: Event Summary Expenses:

Total Expenses	\$3278.77 (details in next table)
Anticipated Revenue	\$0
Net Cost	\$3278.77
Volunteer Assistance Info (No reimbursement)	45 musicians, 2 food/drink managers. 94 Hours, =\$3,773.16 @ \$40.14/Hr.
Expenses Donated or In-kind	\$0
50% Funding amount request from city (Excludes Volunteer Assistance).	\$1639.39

Detailed Expenses: (Est.)

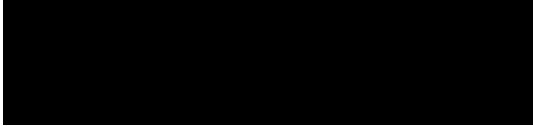
SCC Ballroom rental	\$880 paid and reserved.
Sheet Music	\$300
Conductor Stipend	\$400
Concert Programs Printing	\$180
Publicity signs, balloons	\$60
Coffee, cups, sugar, etc.	\$40
8 weeks liability insurance	\$438.77 (2852.00 annually)
8 weeks rehearsal space rental	\$980 (122.50 weekly)
TOTAL	\$3278.77

FACILITY SALES RECEIPT

Attachment 3
Page 34 of 94

Receipt # 910358
Payment Date: 06/16/2025
Household: [REDACTED]
Hm Ph: (224)501-2035

CUPERTINO SYMPHONIC BAND



Recreation Center
550 E. Remington Dr
Sunnyvale CA 94088-3707
Phone: (408)730-7350
Sunnyvale.ca.gov

Reservation Updated: Recreation Center, Recreation Center Ballroom

Address: 550 E. Remington Dr, Sunnyvale, CA, 94088-3707
Reserv. Contact: Cupertino Symphonic Band
Phone Number: (224)501-2035
Reserv. Number: 82065
Status: Firm
Purpose: Cupertino Symphonic Band

<u>Date(s) And Times</u>	<u>New Fees</u>	<u>Total Fees</u>	<u>New Paid</u>	<u>Total Paid</u>	<u>Amount Due</u>
Sun 05/17/2026 1:00P to 5:00P	0.00	880.00	0.00	0.00	880.00
Deposit:	0.00	500.00	500.00	500.00	0.00

<u>Fee Description</u>	<u>Amount</u>	<u>Count</u>	<u>Discount</u>	<u>Sales Tax</u>	<u>Total Fee</u>
Ballroom Prime Time Hours (2023 and Beyond Rate)	220.00	4.00	0.00	0.00	880.00
Deposit	500.00	1.00	0.00	0.00	500.00

Special Questions: Event Type: Rental
Web Event: Yes
Is this a catered event? No
Serving Alcohol? If yes, deposit is \$1, 000: No
Link to Reservation #: 82065
Display Reservation on WebTrac: Yes
Maintenance Comment Code:
Reservation Comment Code:
Does a security guard need to be scheduled? No

Processed on 06/16/25 @ 2:33pm by RLC	Total New Fees	0.00
	Discount Applied	0.00
	Old Balances Included	1,380.00
	Total Due	1,380.00
	Total Deposit Fees Paid	500.00
	Total Fees Paid	0.00
	Total Paid	500.00
	Balance From Receipt	880.00

FACILITY SALES RECEIPT

Attachment 3
Page 35 of 94

Receipt #

910358

Payment Date:

06/16/2025

Household:

[REDACTED]

Household Balance Information

Overall Household Credit Balance Available	0.00
Overall Household Balance Due	880.00

Payment of: 500.00 Made By: VISA Auth: [REDACTED] With Reference:

Signature Captured Electronically

Authorized Signature

Date



State of California

Franchise Tax Board

PO Box 1286
Rancho Cordova CA 95741-1286

CUPERTINO SYMPHONIC BAND
PO BOX 2692
CUPERTINO CA 95015

Date: 07.27.15
Case: 28720568547147600
Case Unit: 28720568547147603
In reply refer to: 760:TS:F120

Regarding : **Tax-Exempt Status**
Organization's Name : Cupertino Symphonic Band
CCN : 9766733
Purpose : Educational
R&TC § : 23701d
Form of Organization : Unincorporated Association
Accounting Period Ending : 06/30
Tax-Exempt Status Effective : 02/01/1994

Exempt Determination Letter

We have determined the organization is tax-exempt from California franchise or income tax as stated in the above Revenue and Taxation Code (R&TC) section (§).

To retain tax-exempt status, the organization must be organized and operating for nonprofit purposes within the provisions of the above R&TC section. An inactive organization is not entitled to tax-exempt status.

We have based our decision on the information submitted and the assumption that the organization's present operations will continue unchanged or conform to those proposed in the organization's application. In order for us to determine any affect on the tax-exempt status, the organization must immediately report to us any change in:

- Operation
- Character
- Purpose
- Name
- Address

Our determination may no longer be applicable, if these changes occur:

- Material facts or circumstances relating to the organization application.
- Relevant statutory, administrative, or judicial case law.
- Federal interpretation of federal law in cases where our decision was based on such interpretation.

It is the organization's responsibility to be aware of these changes should they occur. This paragraph constitutes written advice, other than a chief counsel ruling, within the meaning of

R&TC §21012(a)(2).

For filing requirements, get Pub. 1068, *Exempt Organizations - Filing Requirements and Filing Fees*. Go to **ftb.ca.gov** and search for **1068**.

This exemption is for state franchise or income tax purposes only. For information regarding sales tax exemption, contact the State Board of Equalization at 800.400.7115, or go to their website at **boe.ca.gov**.

Theresa L. Schock
Telephone: 916.845.4171
Fax: 916.843.0932

cc: Nancy Sheets

INTERNAL REVENUE SERVICE
DISTRICT DIRECTOR
2 CUPANIA CIRCLE
MONTEREY PARK, CA 91755-7406

DEPARTMENT OF THE TREASURY

Date: **SEP 12 1994**

THE CUPERTINO SYMPHONIC BAND
P O BOX 160262
CUPERTINO, CA 95016-0262

Employer Identification Number:
93-1055362
Case Number:
954157181
Contact Person:
CAROLYN TSCHOPIK
Contact Telephone Number:
(213) 725-7002
Accounting Period Ending:
December 31
Foundation Status Classification:
509(a)(2)
Advance Ruling Period Begins:
July 14, 1990
Advance Ruling Period Ends:
December 31, 1994
Addendum Applies:
Yes

Dear Applicant:

Based on information you supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably expect to be a publicly supported organization described in section 509(a)(2).

Accordingly, during an advance ruling period you will be treated as a publicly supported organization, and not as a private foundation. This advance ruling period begins and ends on the dates shown above.

Within 90 days after the end of your advance ruling period, you must send us the information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, we will classify you as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, we will classify you as a private foundation for future periods. Also, if we classify you as a private foundation, we will treat you as a private foundation from your beginning date for purposes of section 507(d) and 4940.

Grantors and contributors may rely on our determination that you are not a private foundation until 90 days after the end of your advance ruling period. If you send us the required information within the 90 days, grantors and contributors may continue to rely on the advance determination until we make a final determination of your foundation status.

If we publish a notice in the Internal Revenue Bulletin stating that we

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THE CUPERTINO SYMPHONIC BAND

will no longer treat you as a publicly supported organization, grantors and contributors may not rely on this determination after the date we publish the notice. In addition, if you lose your status as a publicly supported organization, and a grantor or contributor was responsible for, or was aware of, the act or failure to act, that resulted in your loss of such status, that person may not rely on this determination from the date of the act or failure to act. Also, if a grantor or contributor learned that we had given notice that you would be removed from classification as a publicly supported organization, then that person may not rely on this determination as of the date he or she acquired such knowledge.

If you change your sources of support, your purposes, character, or method of operation, please let us know so we can consider the effect of the change on your exempt status and foundation status. If you amend your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, let us know all changes in your name or address.

As of January 1, 1984, you are liable for social securities taxes under the Federal Insurance Contributions Act on amounts of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the private foundation excise taxes under Chapter 42 of the Internal Revenue Code. However, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Internal Revenue Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Donors may deduct contributions to you only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, gives guidelines regarding when taxpayers may deduct payments for admission to, or other participation in, fundraising activities for charity.

You are not required to file Form 990, Return of Organization Exempt From Income Tax, if your gross receipts each year are normally \$25,000 or less. If you receive a Form 990 package in the mail, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If you are required to file a return you must file it by the 15th day of the fifth month after the end of your annual accounting period. We charge a penalty of \$10 a day when a return is filed late, unless there is reasonable

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THE CUPERTINO SYMPHONIC BAND

cause for the delay. However, the maximum penalty we charge cannot exceed \$5,000 or 5 percent of your gross receipts for the year, whichever is less. We may also charge this penalty if a return is not complete. So, please be sure your return is complete before you file it.

You are not required to file federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, we will assign a number to you and advise you of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

This determination is based on evidence that your funds are dedicated to the purposes listed in section 501(c)(3) of the Code. To assure your continued exemption, you should keep records to show that funds are spent only for those purposes. If you distribute funds to other organizations, your records should show whether they are exempt under section 501(c)(3). In cases where the recipient organization is not exempt under section 501(c)(3), you must have evidence that the funds will remain dedicated to the required purposes and that the recipient will use the funds for those purposes.

If you distribute funds to individuals, you should keep case histories showing the recipients' names, addresses, purposes of awards, manner of selection, and relationship (if any) to members, officers, trustees or donors of funds to you, so that you can substantiate upon request by the Internal Revenue Service any and all distributions you made to individuals. (Revenue Ruling 56-304, C.B. 1956-2, page 306.)

If we said in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help us resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

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THE CUPERTINO SYMPHONIC BAND

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Richard R. Orosco". The signature is stylized with a large, sweeping initial 'R' and a long, horizontal flourish at the end.

Richard R. Orosco
District Director

Enclosure(s):
Addendum
Form 872-C

-5-

THE CUPERTINO SYMPHONIC BAND

Addendum

This is to advise you that income from advertising may constitute unrelated business taxable income as defined in section 512 of the Internal Revenue Code. According to section 511 of the Code, any domestic or foreign organization exempt under section 501(a) of the Code must file Form 990-T, Exempt Organization Business Income Tax Return, by the fifteenth day of the fifth month after the end of the organization's tax year, if it has gross income from an unrelated trade or business of \$1,000 or more.

Form 872-C (Rev. 12-89)	Department of the Treasury—Internal Revenue Service Consent Fixing Period of Limitation Upon Assessment of Tax Under Section 4940 of the Internal Revenue Code (See instructions on reverse side.)	OMB No. 1545-0056 To be used with Form 1023. Submit in duplicate.
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Under section 6501(c)(4) of the Internal Revenue Code, and as part of a request filed with Form 1023 that the organization named below be treated as a publicly supported organization under section 170(b)(1)(A)(vi) or section 509(a)(2) during an advance ruling period.

.....The Cupertino Symphonic Band..... <i>(Exact legal name of organization as shown in organizing document)</i> P.O. Box 160262, Cupertino, CA 95016-0262..... <i>(Number, street, city or town, state, and ZIP code)</i>	} and the	District Director of Internal Revenue, or Assistant Commissioner (Employee Plans and Exempt Organizations)
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Consent and agree that the period for assessing tax (imposed under section 4940 of the Code) for any of the 5 tax years in the advance ruling period will extend 8 years, 4 months, and 15 days beyond the end of the first tax year.

However, if a notice of deficiency in tax for any of these years is sent to the organization before the period expires, the time for making an assessment will be further extended by the number of days the assessment is prohibited, plus 60 days.

Ending date of first tax year12/31/90.....
(Month, day, and year)

Name of organization (as shown in organizing document) The Cupertino Symphonic Band	Date 7/11/90
Officer or trustee having authority to sign <i>SH</i>	
Signature ► 	
For IRS use only	

6 1994

Internal Revenue Service

Western Region

Exempt Organizations

IMPORTANT!

FACTS ABOUT THIS DETERMINATION LETTER

IMPORTANCE OF RETAINING THIS DETERMINATION LETTER:

1. This determination letter will not be reissued and must be retained as part of your permanent tax records.
2. An updated determination letter will only be issued if your organization submits a new application and pays another user fee.
3. This determination letter, along with copies of the application filed, annual returns, and all books and records should be delivered to the new officers of the organization as changes in officers occur.

FUTURE CONTACTS WITH THE INTERNAL REVENUE SERVICE:

1. YOUR ORGANIZATION **MUST** contact the Internal Revenue Service, if the name or address of your organization changes. Write to:

Internal Revenue Service
EP/EO Division
Attention: EOMF Coordinator
2 Cupania Circle
Monterey Park, CA 91754

2. YOUR ORGANIZATION **MUST** file an annual information return (if due). Failure to do so can lead to loss of exempt status. (See annual return instructions of Publication 557 for additional information).

Charitable Contributions - Substantiation and Disclosure Requirements

UNDER THE NEW LAW, CHARITIES WILL NEED TO PROVIDE NEW KINDS OF INFORMATION TO DONORS. Failure to do so may result in denial of deductions to donors and the imposition of penalties on charities.

Legislation signed into law by the President on August 10, 1993, contains a number of significant provisions affecting tax-exempt charitable organizations described in section 501(c)(3) of the Internal Revenue Code. These provisions include: (1) new substantiation requirements for donors, and (2) new public disclosure requirements for charities (with potential penalties for failing to comply). Additionally, charities should note that donors could be penalized by loss of the deduction if they fail to substantiate. **THE SUBSTANTIATION AND DISCLOSURE PROVISIONS APPLY TO CONTRIBUTIONS MADE AFTER DECEMBER 31, 1993.**

Charities need to familiarize themselves with these tax law changes in order to bring themselves into compliance. This Publication alerts you to the new provisions affecting tax-exempt charitable organizations. Set forth below are brief descriptions of the new law's key provisions. The Internal Revenue Service plans to provide further guidance in the near future.

Donor's Substantiation Requirements

Documenting Certain Charitable Contributions. — Beginning January 1, 1994, no deduction will be allowed under section 170 of the Internal Revenue Code for any charitable contribution of \$250 or more unless the donor has contemporaneous written substantiation from the charity. In cases where the charity has provided goods or services to the donor in exchange for making the contribution, this contemporaneous written acknowledgement must include a good faith estimate of the value of such goods or services. Thus, taxpayers may no longer rely solely on a cancelled check to substantiate a cash contribution of \$250 or more.

The substantiation must be "contemporaneous." That is, it must be obtained by the donor no later than the date the donor actually files a return for the tax year in which the contribution was made. If the return is filed after the due date or extended due date, then the substantiation must have been obtained by the due date or extended due date.

The responsibility for obtaining this substantiation lies with the donor, who must request it from the charity. The charity is not required to record or report this information to the IRS on behalf of donors.

The legislation provides that substantiation will not be required if, in accordance with regulations prescribed by the Secretary, the charity reports directly to the IRS the information required to be provided in the written substantiation. At present, there are no regulations establishing procedures for direct reporting by charities to the IRS of charitable contributions made in 1994. Consequently, charities and donors should be prepared to provide/obtain the described substantiation for 1994 contributions of \$250 or more.

There is no prescribed format for the written acknowledgement. For example, letters, postcards or computer-generated forms may be acceptable. The acknowledgement does not have to include the donor's social security or tax identification number. It must, however, provide sufficient information to substantiate the amount of the deductible contribution. The acknowledgement should note the amount of any cash contribution. However, if the donation is in the form of a non-cash contribution,

The written substantiation should also note whether the donor organization provided any goods or services in consideration, in whole or in part, for the contribution and, if so, must provide a description and good-faith estimate of the value of the goods or services. In the new law these are referred to as "quid pro quo contributions."

Please note that there is a new law requiring charities to furnish disclosure statements to donors for such quid pro quo donations in excess of \$75. This is addressed in the next section regarding Disclosure By Charity.

If the goods or services consist entirely of intangible religious benefits, the statement should indicate this, but the statement need not describe or provide an estimate of the value of these benefits. "Intangible religious benefits" are also discussed in the following section on Disclosure By Charity. If, on the other hand, the donor received nothing in return for the contribution, the written substantiation must so state.

The present law remains in effect that, generally, if the value of an item or group of like items exceeds \$5,000, the donor must obtain a qualified appraisal and submit an appraisal summary with the return claiming the deduction.

The organization may either provide separate statements for each contribution of \$250 or more from a taxpayer, or furnish periodic statements substantiating contributions of \$250 or more.

Separate payments are regarded as independent contributions and are not aggregated for purposes of measuring the \$250 threshold. However, the Service is authorized to establish anti-abuse rules to prevent avoidance of the substantiation requirement by taxpayers writing separate smaller checks on the same date.

If donations are made through payroll deductions, the deduction from each paycheck is regarded as a separate payment.

A charity that knowingly provides false written substantiation to a donor may be subject to the penalties for aiding and abetting an understatement of tax liability under section 6701 of the Code.

Disclosure by Charity of Receipt of Quid Pro Quo Contribution

Beginning January 1, 1994, under new section 6115 of the Internal Revenue Code, a charitable organization must provide a written disclosure statement to donors who make a payment, described as a "quid pro quo contribution," in excess of \$75. This requirement is separate from the written substantiation required for deductibility purposes as discussed above. While, in certain circumstances, an organization may be able to meet both requirements with the same written document, an organization must be careful to satisfy the section 6115 written disclosure statement requirement in a timely manner because of the penalties involved.

A quid pro quo contribution is a payment made partly as a contribution and partly for goods or services provided to the donor by the charity. An example of a quid pro quo contribution is where the donor gives a charity \$100 in consideration for a concert ticket valued at \$40. In this example, \$60 would be deductible. Because the donor's payment (quid pro quo contribution) exceeds \$75, the disclosure statement must be furnished, even though the deductible amount does not exceed \$75.

Separate payments of \$75 or less made at different times of the year for separate fundraising events will not be aggregated for purposes of the \$75 threshold. However, the Service is authorized to develop anti-abuse rules to prevent avoidance of this disclosure requirement in situations such as the writing of multiple checks for the same transaction.

deductible for federal income tax purposes is limited to the excess of any money (and the value of any property other than money) contributed by the donor over the value of goods or services provided by the charity, and

- (2) provide the donor with a good-faith estimate of the value of the goods or services that the donor received.

The charity must furnish the statement in connection with either the solicitation or the receipt of the quid pro quo contribution. If the disclosure statement is furnished in connection with a particular solicitation, it is not necessary for the organization to provide another statement when the associated contribution is actually received.

The disclosure must be in writing and must be made in a manner that is reasonably likely to come to the attention of the donor. For example, a disclosure in small print within a larger document might not meet this requirement.

In the following three circumstances, the disclosure statement is not required.

- (1) Where the only goods or services given to a donor meet the standards for "insubstantial value" set out in section 3.01, paragraph 2 of Rev. Proc. 90-12, 1990-1 C.B. 471, as amplified by section 2.01 of Rev. Proc. 92-49, 1992-1 C.B. 987 (or any updates or revisions thereof);
- (2) Where there is no donative element involved in a particular transaction with a charity, such as in a typical museum gift shop sale;
- (3) Where there is only an intangible religious benefit provided to the donor. The intangible religious benefit must be provided to

the donor by an organization organized exclusively for religious purposes, and must be of a type that generally is not sold in commercial transaction outside the donative context. An example of an intangible religious benefit would be admission to a religious ceremony. The exception also generally applies to minimis tangible benefits, such as wine, provided in connection with a religious ceremony. The intangible religious benefit exception, however, does not apply to such items as payment for tuition for education leading to a recognized degree, or for services, or consumer goods.

A penalty is imposed on charities that do not meet the disclosure requirements. For failure to make the required disclosure in connection with a quid pro quo contribution of more than \$75, there is a penalty \$10 per contribution, not to exceed \$5,000 per fundraising event or mailing. The charity may avoid the penalty if it can show that the failure was due to reasonable cause.

Please note that the prevailing basic rule allowing donor deductibility only to the extent that the payment exceeds the fair market value of the goods or services received in return still applies generally to quid pro quo contributions. The \$75 threshold pertains only to the obligation to disclose and the imposition of the \$10 per contribution penalty, not the rule on deductibility of the payment.



Department of the Treasury
Internal Revenue Service
Publication 1771 (11-93)
Catalog Number 200540

Internal Revenue Service
1111 Constitution Avenue, NW
Washington, D.C. 20224

Bulk Rate
Postage and Fees Paid
IRS
Permit No. G-48

CUPERTINO SYMPHONIC BAND



September 2025

Our story

Originally founded by Cupertino High alumni in 1989. Open to all wind, brass, and percussion players, with members from many South Bay cities.

Active members from diverse backgrounds — teachers, engineers, designers, nurses, students, parents, and retirees.

Volunteer members, board, and elected officers. The conductor is a Performing Arts school teacher.

Five concert performances throughout the year, including July 4th parade.

Non-profit, funded by member dues and donations.



Summer Concert,
Memorial Park Amphitheater

Annual Spring Concert

Annville Community Center Ballroom





Sunnyvale

Community Events Grant Program Application Calendar Year 2026, Fall Cycle

Application Deadline: Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Community Events Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Completed applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Event Name:	2026 Sunnyvale Diwali Festival
Date(s)/Time(s) of Event:	Oct 25 2026
Sponsoring Organization(s):	South Asian Cultural Association Of Sunnyvale
Is there a Co-Sponsor? If yes, organization name.	

Grant Amount Requesting from the City of Sunnyvale: \$ 20,000

(Amount cannot exceed 50 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time.)

Authorized Representative Information

Name:	<div></div>		
Title:	President		
Organization:	South Asian Cultural Association Of Sunnyvale		
Email:	<div></div>	Phone Number:	<div></div>
Address:	<div></div>		

Event Details

1. Please describe your event (you may attach additional details or supporting documentation).

The event is a celebration of Diwali, "Festival of Lights". It includes:

- * cultural performances including music and dance,
- * Kids zone activities including coloring, lamp painting, live art demo and magic show, workshops
- * vendors showcasing south asian artisan products, clothes, handicrafts and jewelry
- * food for sale from food trucks and possibly local businesses

2. Have you held this event before? If so, when and where?

This event was held at Sunnyvale Community Center on
Oct 30 2021,
Oct 15 2022,
Oct 21 2023,
Oct 26 2024

at Sunnyvale Downtown on
Oct 5 2025

3. How does your event encourage a celebration of community, including the character, diversity, and quality of Sunnyvale? How does it provide vitality and identity to the community?

South Asian Cultural Association of Sunnyvale (SACAS) was formed to highlight cultural diversity and promote inclusion in the city of Sunnyvale. Diwali is a festival of lights and one of the major festivals celebrated in India and other South Asian countries. Diwali symbolizes the spiritual "victory of light over darkness, good over evil, and knowledge over ignorance". Given the large number of people settled in Sunnyvale of South Asian descent, this celebration promotes camaraderie among this community and solidarity with other cultures and enriches the quality of life for all residents in our community.

This free event has been growing in popularity with residents of Sunnyvale and neighboring cities.

Marketing & Promotion

4. Is your event citywide or targeted to a particular neighborhood, demographic or geographic area? If targeted, describe your target audience?

This is free event open to all who wish to attend. There is no specific target audience; the wide range of activities ensures that it is appealing to a broad range of people.

- 4a. How many people do you expect to attend your event, how did you arrive at this estimate?

At next year's event, we are expecting 5000 people to attend over the course of the day; this is rough estimate is based on the popularity of the event with the attendees and the number of people who bought free RSVP tickets online at eventbrite and other ticketing sites.

5. Please describe your marketing plan, including the type of advertisements to be used and where they will be placed. Please attach additional sheets as needed to fully describe your marketing plan.

The event will be marketed via: 1) Meta & google advertising 2) eventbrite and sulekha sites 3) printed flyers at local libraries and businesses 4) social media postings on Facebook, Nextdoor etc. 5) City's communication channels 6) Radio Ads in south asian channels 7) Display ads at city businesses 8) asking vendors to repost to their followers 9) city's banner hanging sites

Organization Information

6. Please describe your organization's mission and goals, as well as information about your membership and total organizational budget, if applicable (feel free to attach literature about your organization). Please attach your organization's most recent financial statements if available.

South Asian Cultural Association of Sunnyvale (SACAS) was formed to highlight cultural diversity and promote inclusion in the city of Sunnyvale. This is a completely volunteer led organization. The dynamic pool of volunteers, core members and the board members are the members of this organization; there are no explicit membership requirements. There is no yearly budget; budget is allocated per event.

Event Logistics and Budget

7. What steps are you taking to ensure a well-planned, safe event?

For the events we have conducted so far, we made sure that day-of-event rules and restrictions with respect to garbage, recycling and environment, safety, fire prevention, DPS presence etc. were all followed by undergoing inspections, hiring appropriate teams (e.g. to ensure zero-waste) and getting all relevant permits (e.g. Event day and food permit). We will follow all these rules and get all the permits again for 2026 to ensure a well-planned and safe event.

8. Describe controls you have in place to ensure your event will be cost-effective with strong financial management and effective overall event management? How has your organization demonstrated these qualities in the past?

We adjust the programming based on fund raising and grants. For the past events, we were funded through grants and sponsorships, and hopefully with a bigger grant and better fund raising, we will be able to organize a larger and more successful event next year

9. Have you completed and submitted a Special Event application to the City of Sunnyvale? If yes, when did you submit it. If not, why not?

We have not submitted yet but will be submitting the special event application early next year

10. Please attach a detailed budget for your event including:

- Total expenses
- Anticipated revenue (if applicable)
- Net cost (total expenses less anticipated revenue)
- Volunteer assistance (1. List volunteer roles/tasks **and** the number of hours anticipated; 2. Multiply volunteer hours by \$40.14, the California volunteer rate per *IndependentSector.org*)
- Any expenses you expect to be donated/in-kind (include an estimated dollar value of each donated/in-kind expense in your budget)
- Funding amount being requested from City of Sunnyvale (cannot exceed 40 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time).

11. How will you obtain the remaining funding for your event? Why are you requesting grant funding from the City?

We are requesting grant funding from the city to partially support the expenses for Diwali event. The rest of the funding will come from corporate and other sponsorships, as was the case for past events.



A 501©3 Sunnyvale based resident-organized nonprofit to promote diversity and inclusion

South Asian Cultural Association of Sunnyvale (SACAS)

Budget for 2026 Sunnyvale Diwali Celebration

Total Expenses	55,500	47,500
Cultural Program Organizing	3,000	
City Permits	4,000	
Event LED	4,000	
Event Facilities Management (tents, equipment, stage, portable, generator rental)	20,000	
Signs and Banners	3,000	repeat in row 18 below
Stage Audio/Sound, Lighting	3,500	
Volunteer Management	1,500	
Security and other pros	3,500	
Waste management	2,500	paid by City
Insurance	2,500	paid by City
Marketing (banners, ads, flyers)	6,000	
Micellaneous / Admin costs	2,000	
Total Revenue	55,500	
Generated Revenue	29,500	

Local Business Sponsorship	16,000	
Vendor booths	11,000	
Individual donations (with corporate matching)	2,500	
Donations and City contribution	26,000	
Donations - In-kind	2,000	
Funding requested from the City	20,000	City community grant
Estimate of the City Services Required (As grant recipient)	4,000	Facilities, staff hours

SACAS Volunteers Contribution	Hours	\$ (@ \$40.14/hour)
Cultural programming	800	29,856
Fund raising	100	3,732
Marketing	600	22,392
Event Management	2000	74,640
Total Volunteer Assistance	3500	130,620



Sunnyvale

Community Events Grant Program Application Calendar Year 2026, Fall Cycle

Application Deadline: Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Community Events Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Completed applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Event Name:	Ellis International Festival
Date(s)/Time(s) of Event:	May 8, 2026
Sponsoring Organization(s):	Ellis Elementary School PTA
Is there a Co-Sponsor? If yes, organization name.	N/A

Grant Amount Requesting from the City of Sunnyvale: \$ 2500

(Amount cannot exceed 50 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time.)

Authorized Representative Information

Name:	[REDACTED]		
Title:	PTA President		
Organization:	Ellis Elementary School PTA		
Email:	[REDACTED]	Phone Number:	9 [REDACTED]
Address:	[REDACTED]		

Event Details

1. Please describe your event (you may attach additional details or supporting documentation).

International Night is a celebration of the international heritage of the Sunnyvale community, as represented at Ellis Elementary School.

It consists of 3 main parts:

Country booths (15+):

Volunteers from the Sunnyvale Ellis community share elements of their heritage through informational posters and food samples on a dedicated country booth.

Community Performances (10+):

Parents and students put on short performances (3-6 min) reflecting their heritage, e.g. dances, fashion shows, singing.

Passports + Prizes:

Children are given passports to the event. As they visit the booths, they can earn passport stamps for answering questions about the countries represented at the event. Completing a passport entitles the child to an event-themed prize.

2. Have you held this event before? If so, when and where?

Yes, at Ellis Elementary School, on May 9, 2025, May 3, 2024, April 28, 2023, and for several years 2019 and prior. The hiatus was due to COVID.

3. How does your event encourage a celebration of community, including the character, diversity, and quality of Sunnyvale? How does it provide vitality and identity to the community?

This event fosters community unity through a celebration of cultural diversity and shared values of inclusivity and respect for all cultures. Sunnyvale is known for its rich cultural diversity, and the Ellis community in particular is especially representative of the diversity of Sunnyvale. The Ellis International Festival wants to echo this. It provides a platform for students and families to showcase and share their cultural heritage with fellow school families and the surrounding community, creating an atmosphere of cultural exchange and understanding. Through cultural performances, exhibits, food and interactive activities, the festival highlights the mosaic of cultures that enrich our community.

Marketing & Promotion

4. Is your event citywide or targeted to a particular neighborhood, demographic or geographic area? If targeted, describe your target audience?

The event is open to the Sunnyvale community, and is typically attended by families and community members near Ellis in the Heritage district. In previous years we have advertised via flyering in the community and downtown, as well as via school flyers in the Sunnyvale School District.

- 4a. How many people do you expect to attend your event, how did you arrive at this estimate?

The approximate attendance of the 2024 and 2025 events were 800 - 1000. We aim to stay at ~1000 attendees as we plan to follow a similar level of publicity used in recent year's events. City funding allows us to support an event of this size, reaching a greater fraction of the community.

5. Please describe your marketing plan, including the type of advertisements to be used and where they will be placed. Please attach additional sheets as needed to fully describe your marketing plan.

We advertise on school social media platforms including Facebook, Class Dojo (district teacher/parent tool, Peach Tree (Sunnyvale School district wide email platform) and on the new school marquee outside the school. We will also promote the event at local businesses (coffee shops, etc) and flyering in the school and neighborhood.

Organization Information

6. Please describe your organization's mission and goals, as well as information about your membership and total organizational budget, if applicable (feel free to attach literature about your organization). Please attach your organization's most recent financial statements if available.

The PTA's mission is to make every child's potential a reality by engaging and empowering families and communities to advocate for all children. We currently have 130+ members at Ellis PTA representing 750 students and their families.

See attached budget PDF.

Website: <https://sites.google.com/ellispta.org/web/>
Facebook: <https://www.facebook.com/EllisElementary/>

Event Logistics and Budget

7. What steps are you taking to ensure a well-planned, safe event?

The event has a senior project lead with experience running events hosting 800-1000 people, as well as teacher leads, parent country leads and dozens of experienced volunteers. Food Safety: Providing safe food handling supplies for the volunteers, and dedicated tents for country food sampling. Family Safety: The event is coordinated with the school staff to ensure school safety concerns and rules are followed, to prepare the grounds ahead of time, ensure there are ample bathroom access, waste-disposal options, clean up afterwards.

8. Describe controls you have in place to ensure your event will be cost-effective with strong financial management and effective overall event management? How has your organization demonstrated these qualities in the past?

The PTA board proposes a budget and release of funds to the PTA association which votes to approve these measures. Reimbursements require signed approval of the PTA president and secretary, and checks must be signed by the Treasurer and Financial Secretary. All previous events have kept within budget.

9. Have you completed and submitted a Special Event application to the City of Sunnyvale? If yes, when did you submit it. If not, why not?

Yes, for grant years 2024 and 2025. The application for 2024 (submitted Oct 2023) was approved for a CEGP grant.

10. Please attach a detailed budget for your event including:

- Total expenses
- Anticipated revenue (if applicable)
- Net cost (total expenses less anticipated revenue)
- Volunteer assistance (1. List volunteer roles/tasks **and** the number of hours anticipated; 2. Multiply volunteer hours by \$40.14, the California volunteer rate per *IndependentSector.org*)
- Any expenses you expect to be donated/in-kind (include an estimated dollar value of each donated/in-kind expense in your budget)
- Funding amount being requested from City of Sunnyvale (cannot exceed 40 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time).

11. How will you obtain the remaining funding for your event? Why are you requesting grant funding from the City?

The ELLIS PTA will supply the required funds to ensure this event is hosted safely and represents the community of Sunnyvale. The additional grant will enable us to increase the subsidies provided to the families sharing their culture with the community through food and decorations. These funds will reduce the burden on the families who provide in-kind donations and the Ellis PTA, allowing the PTA to offer additional educational events.

Ellis International Night Budget

ELLIS PTA 2025-2026 Income and expenses.....	2
Event Budget and Volunteer Estimates.....	3
Volunteer assistance.....	4

ELLIS PTA 2025-2026 Income and expenses

2025-26

Unit Name: Ellis PTA

Location: 550 E. Olive Avenue, Sunnyvale

July 1, 2025 to June 30, 2026

ESTIMATED INCOME	2025-26
Interest with Savings Account	\$15.00
CD interest	\$235.00
PTA membership cash	
PTA Membership Unit Portion (\$3.90 per member)	\$600.00
Other Income	\$15.00
Volunteer payment hours	\$500.00
A-thon fundraiser	\$47,000.00
Direct Appeal	\$25,000.00
Eat for Ellis	\$2,500.00
Spirit Wear / Online shop	\$250.00
Events	\$500.00
Raffle	\$0.00
Online Auction	\$2,000.00
Grant Income	\$0.00
Funds Not Belonging:	\$0.00
TOTAL INCOME	\$78,615.00

ESTIMATED EXPENSES	2025-26
Operating Expenses	\$9,650.00
A-thon fundraiser	\$23,000.00
Direct Appeal Fundraiser	\$1,000.00
Events (Concession Items)	\$500.00
Online / Staff auction	\$300.00
After School	\$10,000.00
Assemblies	\$19,500.00
Field Trips - \$30/student	\$24,600.00
PTA run Programs	\$11,450.00
Scholastic News & Science Spin / Enrichment Publications	\$6,300.00
School Programs	\$4,950.00
Science program - \$15/student	\$12,300.00
Support Staff Grants	\$4,300.00
Teacher Grants - \$20 / student	\$16,400.00
Funds Not Belonging	0
TOTAL EXPENSES	\$144,250.00

Event Budget and Volunteer Estimates

Total expenses - \$5,050

Anticipated revenue (if applicable) - none

Net cost (total expenses less anticipated revenue) : \$5,050

Expense Budget:

Food related:

Servingware (plates/napkins) for 1000 attendees:	\$200
Beverages for 1000 attendees:	\$300
Booth supplies (posters, tape, etc) for 10 countries:	\$400
Food/appetizers for 15 countries @\$150/ea:	\$2250

\$3150

Decorations/Prizes:

Decorations (tablecloths, flags, etc):	\$200
Passport printing 500ct:	\$200
Passport stamps 10ct:	\$100
Prizes (stickers, international treats) 300ct:	\$400

\$900

Infrastructure:

Tables (5):	\$300
10x10 tents (5):	\$600

\$900

Total Budget: \$5050

Volunteer assistance

Volunteer Roles

- Event Lead: 60 hrs 4 hrs/wk for 10 weeks + 20 hrs in event lead-up)
- Planning volunteers: 50 hrs (5 helpers x 2 hrs/wk for 5 wks)
- Country Parent Leads: 200hrs (20 leads, 10 hrs/lead)
- Setup: 20 hrs (10 volunteers x 2 hrs)
- Tear down: 10 hrs (10 volunteers, 1 hr)
- Table volunteers: 180 hrs (20 tables x 3 volunteers/table x 3 hrs)
- Day-of coordinators: 15 hrs (3 people x 5 hrs)
- Performances : 100hrs (20 performances x 10 hrs prep/performance)

Total volunteer hours: 635

Total volunteer value (\$40.14): \$25488.90

In-kind donations

Previous years have included in-kind donations via borrowing equipment such as tents (~10), tables (~5), and a stage from a local events organizer., approximate value \$500.

Funding Request

Event Summary:

Budget: \$5050

Volunteer: \$25488.90

Funding amount being requested from City of Sunnyvale: \$2500



Sunnyvale

Community Events Grant Program Application Calendar Year 2026, Fall Cycle

Application Deadline: Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Community Events Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Completed applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Event Name:	<u>International Pet Appreciation Celebrateion</u>
Date(s)/Time(s) of Event:	<u>June 6th, 2026, 11:00 am - 2:00 pm</u>
Sponsoring Organization(s):	<u>Duo Duo Animal Welfare Project</u>
Is there a Co-Sponsor? If yes, organization name.	<u>No</u>

Grant Amount Requesting from the City of Sunnyvale: \$ 1500

(Amount cannot exceed 50 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time.)

Authorized Representative Information

Name:	<u>[REDACTED]</u>		
Title:	<u>Executive Director</u>		
Organization:	<u>Duo Duo Animal Welfare Project</u>		
Email:	<u>[REDACTED]</u>	Phone Number:	<u>[REDACTED]</u>
Address:	<u>[REDACTED]</u>		

Event Details

1. Please describe your event (you may attach additional details or supporting documentation).

We like to organize an International Pet Appreciation Celebration event to show the world that dogs and cats deserve respect, protection, and a place in our hearts, and how the pets make our lives better every single day.

2. Have you held this event before? If so, when and where?

Yes, June 1, 2025 in the Las Palmas park.

3. How does your event encourage a celebration of community, including the character, diversity, and quality of Sunnyvale? How does it provide vitality and identity to the community?

We encourage all the Sunnyvale pet lovers to come to our event.

Marketing & Promotion

4. Is your event citywide or targeted to a particular neighborhood, demographic or geographic area? If targeted, describe your target audience?

No, we welcome people who love dogs and cats from all the neighborhood to join us.

- 4a. How many people do you expect to attend your event, how did you arrive at this estimate?
50 based on the past experience.

5. Please describe your marketing plan, including the type of advertisements to be used and where they will be placed. Please attach additional sheets as needed to fully describe your marketing plan.

We will promote our event via social media. We also hosted Sunnyvale Pet Parade in the past and we will promote our event to all the parade attendees.

Organization Information

6. Please describe your organization's mission and goals, as well as information about your membership and total organizational budget, if applicable (feel free to attach literature about your organization). Please attach your organization's most recent financial statements if available.

Duo Duo Project is based in Sunnyvale. Our mission is to end animal cruelty around the world. Our focus currently is to end the brutal dog and cat meat trade in China. We're making real progress and working all year-round to ensure that dogs and cats are seen as family rather than food.

We are an all volunteers organization. Our volunteers are from all over the bay area and our Youth team is lead by a Sunnyvale high school student.

Event Logistics and Budget

7. What steps are you taking to ensure a well-planned, safe event?

We will have people RSVP to have a correct head count. It's an indoor event in one of Sunnyvale's Recreation facility.

8. Describe controls you have in place to ensure your event will be cost-effective with strong financial management and effective overall event management? How has your organization demonstrated these qualities in the past?

We have a strong young volunteer team and our social media and Eventbrite accounts have many followers accumulated for many years.

We have organized successful Pet Parade events and gala in Sunnyvale.

9. Have you completed and submitted a Special Event application to the City of Sunnyvale? If yes, when did you submit it. If not, why not?

Not yet because we are not sure which venue to reserve at this time.

10. Please attach a detailed budget for your event including:

- Total expenses
- Anticipated revenue (if applicable)
- Net cost (total expenses less anticipated revenue)
- Volunteer assistance (1. List volunteer roles/tasks **and** the number of hours anticipated; 2. Multiply volunteer hours by \$40.14, the California volunteer rate per *IndependentSector.org*)
- Any expenses you expect to be donated/in-kind (include an estimated dollar value of each donated/in-kind expense in your budget)
- Funding amount being requested from City of Sunnyvale (cannot exceed 40 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time).

11. How will you obtain the remaining funding for your event? Why are you requesting grant funding from the City?

We believe this event will be another popular event for Sunnyvale pet lovers. And we like to let our participants know Sunnyvale City is part of it.

We will get the remaining funding from donations.and from sponsors.

2026 Sunnyvale Pet Appreciation Celebration Budget

Organizer: Duo Duo Project

Name of Contact: [REDACTED]

Date of Event: 6/6/2026

How many people expected: 50

Hours: 11:00 am to 2:00 pm

Expenses: \$3,000:

Venue fee: \$400

Services (Entertainment/photography, etc): \$800

Marketing and printing: \$300

Food and drinks: \$1000

Prizes and awards: \$500



Sunnyvale

Community Events Grant Program Application Calendar Year 2026, Fall Cycle

Application Deadline: Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Community Events Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Completed applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Event Name:	Sunnyvale Pride Fest
Date(s)/Time(s) of Event:	June 13, 2026
Sponsoring Organization(s):	NA
Is there a Co-Sponsor? If yes, organization name.	NA

Grant Amount Requesting from the City of Sunnyvale: \$ 5,000

(Amount cannot exceed 50 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time.)

Authorized Representative Information

Name:	[REDACTED]		
Title:	Event Coordinator		
Organization:	Sunnyvale Presbyterian Church		
Email:	[REDACTED]	Phone Number:	[REDACTED]
Address:	[REDACTED]		

Event Details

1. Please describe your event (you may attach additional details or supporting documentation).

We are a group of volunteers passionate about organizing LGBTQ+ community events. We organize the annual Sunnyvale Pride Fest, an LGBTQ+ Pride Festival. In 2026, we plan to organize the event on June 13, 2026 at Plaza Del Sol Park in Sunnyvale, CA. The fund awarded will be use to help pay for event expenses such as event permits, entertainment, and resource fair equipment. We plan to have drag artists, queer musicians, dancers, singers, and other entertainment. There will also be a resource fair where non-profit organizations and businesses can share resources to the attendees and residents of Sunnyvale.

2. Have you held this event before? If so, when and where?

Yes, June 14, 2025 at Plaza Del Sol Park in Sunnyvale, CA.

3. How does your event encourage a celebration of community, including the character, diversity, and quality of Sunnyvale? How does it provide vitality and identity to the community?

Sunnyvale Pride Fest is a family-friendly event. Our event is a celebration of the LGBTQ+ community during national Pride month. We plan to invite businesses and non-profit organizations that are based in Sunnyvale.

Goals and Community Impact:

The Sunnyvale Pride Fest event is committed to:

- 1.) Creating a safe, inclusive space for attendees, fostering unity and belonging across communities from diverse identities and backgrounds.
- 2.) Promoting visibility, community development, and representation by providing artists, activists, and speakers from diverse LGBTQ+ community to platform and share their skills, talents, and stories.
- 3.) Connecting attendees with vital resources, including health services, mental wellness support, housing assistance, and legal aid for marginalized groups.
- 4.) Driving economic impact by attracting visitors to local businesses, hotels, restaurants, and cultural sites, generating hundreds of thousands of dollars in revenue for Sunnyvale's economy.

Marketing & Promotion

4. Is your event citywide or targeted to a particular neighborhood, demographic or geographic area? If targeted, describe your target audience?

The Sunnyvale Pride Fest is a citywide event celebrating the LGBTQ+ community especially the residents of the city of Sunnyvale.

- 4a. How many people do you expect to attend your event, how did you arrive at this estimate?
500 attendees. This estimate is based on last year.

5. Please describe your marketing plan, including the type of advertisements to be used and where they will be placed. Please attach additional sheets as needed to fully describe your marketing plan.

In order to advertise the event, we will use the following strategies:

- Posting flyers at different businesses
- Paid social media advertisement
- Placing our event graphics on newsletter
- Tabling at many community events in Sunnyvale
- We will be emailing our event graphics to many non-profit organizations to help us promote the event.
- Partnering with local radio, television stations and transit agency to place public service announcement advertisements and in-kind advertisements



Organization Information

6. Please describe your organization's mission and goals, as well as information about your membership and total organizational budget, if applicable (feel free to attach literature about your organization). Please attach your organization's most recent financial statements if available.

Mission and goals: We are a group of volunteers passionate about organizing LGBTQ+ community events. We organize the annual Sunnyvale Pride Fest, an LGBTQ+ Pride Festival.

We estimated a total budget of \$10,000 not including \$30,000 of in-kind donation.

Event Logistics and Budget

7. What steps are you taking to ensure a well-planned, safe event?

We have plenty of volunteers through the Sunnyvale Presbyterian Church members and other LGBTQ+ community members. They will help us make our event safe and well executed.

8. Describe controls you have in place to ensure your event will be cost-effective with strong financial management and effective overall event management? How has your organization demonstrated these qualities in the past?

Our event will be free to the public. We are fundraising and looking for sponsors to help fund the event.

9. Have you completed and submitted a Special Event application to the City of Sunnyvale? If yes, when did you submit it. If not, why not?

We have not submitted the event permit yet as we are still securing funding.

10. Please attach a detailed budget for your event including:

- Total expenses
- Anticipated revenue (if applicable)
- Net cost (total expenses less anticipated revenue)
- Volunteer assistance (1. List volunteer roles/tasks **and** the number of hours anticipated; 2. Multiply volunteer hours by \$40.14, the California volunteer rate per *IndependentSector.org*)
- Any expenses you expect to be donated/in-kind (include an estimated dollar value of each donated/in-kind expense in your budget)
- Funding amount being requested from City of Sunnyvale (cannot exceed 40 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time).

11. How will you obtain the remaining funding for your event? Why are you requesting grant funding from the City?

Through fundraising and sponsorship from different organizations, businesses, and companies which will help us fund our event. One reason we are requesting funding from the city is to get insurance waived if our event is co-sponsored by the City of Sunnyvale. Another reason is that we believe a Pride event is important to the city of Sunnyvale and it's residents and having the support of a grant helps to show that Sunnyvale is serious about being a queer friendly and positive city.

Expenses	<i>Items</i>	<i>Anticipated Cost</i>
	Event Permit	\$1,000
	Portable Bathrooms	\$1,500
	Event Signage	\$1,500
	Marketing Flyers and postcard	\$1,000
	Equipment Rental	\$2,000
	Entertainment	\$2,000
	Volunteer Food and Drinks	\$500
	Entertainment Food and Drink	\$500

Total Monetary Expenses \$10,000.00

In-kind Radio Advertisement	\$10,000.00
In-kind Television Advertisem	\$10,000.00
In-kind Transit Advertisement	\$10,000.00

Total In-kind Expenses \$30,000.00

Revenue

Free event	0
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Net Cost \$40,000

Volunteer Assistance

<i>Roles</i>	<i>Hours</i>	<i>Multiply Volunteer Hours</i>
Set up	2	80.28
Clean up	2	80.28
Kids Area attendant	4	160.56
Pick up equipment	2	80.28

Funding request

Grant Funding Request	\$5,000
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Sunnyvale

Community Events Grant Program Application Calendar Year 2026, Fall Cycle

Application Deadline: Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Community Events Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

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Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Event Name:	SUNNyvale Community Block Party
Date(s)/Time(s) of Event:	Saturday, August 29, 2026 11am-2pm
Sponsoring Organization(s):	Sunnyvale Swim Club
Is there a Co-Sponsor? If yes, organization name.	No

Grant Amount Requesting from the City of Sunnyvale: \$ 5760

(Amount cannot exceed 50 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time.)

Authorized Representative Information

Name:	[REDACTED]		
Title:	Ways & Means Director		
Organization:	Sunnyvale Swim Club		
Email:	[REDACTED]	Phone Number:	[REDACTED]
Address:	[REDACTED]		

Event Details

1. Please describe your event (you may attach additional details or supporting documentation).

Sunnyvale Swim Club (SUNN) is a nonprofit organization (501c) that mainly serves the residents of Sunnyvale and the surrounding communities. We are a competitive swim club sanctioned by the USA Swimming Association and our members are all student athletes, ranging in age from 5 to 18 years, with some collegiate alumni.

SUNN plans to host a community event that has a 'county fair' like environment, featuring free food, games, and interactive information booths for residents of the City of Sunnyvale, student athletes of SUNN Swimming, and participants of our Summer Splash Program.

The event will be held outdoors at a Sunnyvale city park, from 10 AM to 3 PM on a weekend day in August 2026. SUNN plans to provide free pizza, ice cream/popsicles, snacks and drinks, while supplies last.

Informational and activity booths will be created and hosted by SUNN's student athletes and volunteers. Student athletes will research the topic of interest and how the guests can benefit from the experiences and take advantage of the opportunities provided by the City of Sunnyvale to live healthy lives and be more productive and positive residents of Sunnyvale.

We will recruit a representative from the Red Cross, the City of Sunnyvale Aquatics, our coaches, our high school athletes, our college athletes, and some of our parents that swim to talk about swimming for safety, sport and lifetime fitness. These representatives will be posted at educational booths.

We will also include other key aspects of Sunnyvale such as the Sunnyvale Public Library, Sunnyvale Downtown, Sunnyvale Farmers Market, etc. We plan to invite other Sunnyvale-based organizations to also provide informational booths.

(See attachment for additional information.)

2. Have you held this event before? If so, when and where?

Yes, we held this event on Saturday, September 20, 2025 from 11am-2pm at Washington Park. We estimated between 600-700 guests attended based on crowd size and amount of food served. We had a mix of SUNN families and non-member residents of Sunnyvale, allowing many friends and families to get together and have fun while learning about Sunnyvale and the importance of water safety.

3. How does your event encourage a celebration of community, including the character, diversity, and quality of Sunnyvale? How does it provide vitality and identity to the community?

The goals of the event are to celebrate the achievements of the student athletes, fulfill SUNN's core value of being a "pillar of the local community" by bonding with non-member residents of Sunnyvale, introducing them to the sports of swimming and how it can build a healthy lifestyle and the life skills to be productive and successful members of the community, which is our Mission Statement.

The SUNN'yvale Community Block Party will be open to all residents of Sunnyvale, the athletes of SUNN Swim Club, the Summer Swim Team, and the Summer Splash Program, and their families.

We will run ice-breaker or team building games to introduce our guests to each other, and hopefully start the process of building friendships and just to have fun! This is how you start learning about the identity of individuals in Sunnyvale, thus the City of Sunnyvale itself.

Guests will have an opportunity to visit our education booths. Our "Neighbors and History of Sunnyvale" booth will bring to light Sunnyvale's cultural diversity. It will show the differences and similarity of our culture and demographics. Educated, we can then all celebrate each other's culture.

Our audience for the "Water Safety" booth is young kids and their families. The objective of the booth is to teach how to be safe around water, the first step towards supporting life or "vitality" in the community.

Our next audience will be school age children who may benefit from the sport of competitive swimming. Our booth, "SUNN Swim Club and Summer Splash Achievements", will show our guests how participating in competitive sport such as swimming will not only increase overall health and vitality of our children, but also that of the parents, who participate by volunteering with SUNN and just from being outside in the outdoors as a spectator. We will also show that swimming teaches discipline, grit and other life skills that can lead to personal success.

Our last booth, "Aquatic Activities: Youth and Adults", will introduce the idea of sport as a lifelong journey to maintain overall health for young adults to seniors. We will essentially advertise the opportunities offered by our own city of Sunnyvale so that our guests can take advantage of these opportunities.

SUNN Swim Club's goal is to create or bolster the identity of being an active, healthy person, from childhood to adulthood, as an identity for the Sunnyvale residents. Through learning about each other, and playing team oriented games, we hope to build a stronger sense of community amongst our neighbors.

Our free raffle drawing will encourage participants to learn from the booths. Participants earn a ticket by visiting all the booths. A set of raffle tickets will be picked at random to win free prizes.

Marketing & Promotion

4. Is your event citywide or targeted to a particular neighborhood, demographic or geographic area? If targeted, describe your target audience?

Our target audiences are school age children and their family and friends/neighbors in Sunnyvale. Education about water safety and the health benefits through aquatics should be available to the entire community, and we believe SUNN can be this vehicle. (See attachment for additional information.)

- 4a. How many people do you expect to attend your event, how did you arrive at this estimate?

We expect 500-700 people to attend, based on our 2025 attendance record for the event held in September 2025.

(See attachment for additional information.)

5. Please describe your marketing plan, including the type of advertisements to be used and where they will be placed. Please attach additional sheets as needed to fully describe your marketing plan.

Our main method of advertisement is to engage the non-member residents of Sunnyvale through our relationships with the community. We will ask every athlete to do their best to bring at least one friend or neighbor from the community as a personal guest.

In addition, to target marketing to residents of Sunnyvale, we will advertise through flyers and posters posted online (via social media, PeachJar, etc.) and physical locations (based on permission from local library, schools, churches, businesses). (See attachment for additional information.)

Organization Information

6. Please describe your organization's mission and goals, as well as information about your membership and total organizational budget, if applicable (feel free to attach literature about your organization). Please attach your organization's most recent financial statements if available.

Sunnyvale Swim Club (SUNN) is a nonprofit organization (501c) that mainly serves the residents of Sunnyvale, established in 1979. We are a competitive swim club sanctioned by the USA Swimming Association.

SUNN mission is to foster a safe and positive culture where athletes develop the essential life skills to be productive and successful people. Our core values are that we lead with integrity, encourage responsibility in our members, embody passion for our sport, and have a strong work ethic beyond the end result.

(See attachment for additional information)

Event Logistics and Budget

7. What steps are you taking to ensure a well-planned, safe event?

SUNN Swimming is used to organizing large events, running swim meets, graduation, and picnics safely. These events may have as many as 500 participants and spectators. To ensure the event runs well and safely, SUNN has two board members, the Meet Director and the Ways and Means Director, who supervises a team of parent volunteers to run these events. The team provides monitors to ensure appropriate safe behaviors on pool decks. We also have a designated person to direct traffic. (See attachment for additional information)

8. Describe controls you have in place to ensure your event will be cost-effective with strong financial management and effective overall event management? How has your organization demonstrated these qualities in the past?

Please see attachment for detailed response.

9. Have you completed and submitted a Special Event application to the City of Sunnyvale? If yes, when did you submit it. If not, why not?

No; we have not yet submitted because our steering committee was still confirming available date and venue in August 2026, but plan to submit the Special Event application once the details and park reservations are finalized.

10. Please attach a detailed budget for your event including:

- Total expenses
- Anticipated revenue (if applicable)
- Net cost (total expenses less anticipated revenue)
- Volunteer assistance (1. List volunteer roles/tasks **and** the number of hours anticipated; 2. Multiply volunteer hours by \$40.14, the California volunteer rate per *IndependentSector.org*)
- Any expenses you expect to be donated/in-kind (include an estimated dollar value of each donated/in-kind expense in your budget)
- Funding amount being requested from City of Sunnyvale (cannot exceed 40 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time).

11. How will you obtain the remaining funding for your event? Why are you requesting grant funding from the City?

We will obtain the remaining funding for our event through SUNN's general fund.

We are requesting grant funding from the City because this event benefits the residents of Sunnyvale. We received the grant in 2025 and held our event, which was positively received by all attendees, vendors, and trash/recycling staff. We are requesting the grant funding from the City to continue our ability to provide Sunnyvale residents this free community event and opportunity to experience and learn.

Balance Sheet

SUNN Swimming

As of August 31, 2025

Distribution account	Total
Assets	
Current Assets	
Bank Accounts	
Cash Boxes	0.00
Charles Schwab Investment	195,592.87
US Bank Checking	62,279.76
US Bank Money Market	1,103.63
Total for Bank Accounts	\$258,976.26
Accounts Receivable	
Accounts receivable	0.00
Total for Accounts Receivable	\$0.00
Other Current Assets	
Prepaid Expenses	12,563.47
Undeposited Funds	0.00
Total for Other Current Assets	\$12,563.47
Total for Current Assets	\$271,539.73
Fixed Assets	
Accumulated Depreciation	0.00
Equipment	0.00
Total for Fixed Assets	\$0.00
Other Assets	
Payroll Clearing	0.00
Total for Other Assets	\$0.00
Total for Assets	\$271,539.73
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts payable	0.00
Total for Accounts Payable	\$0.00
Credit Cards	
Other Current Liabilities	
Accrued Expenses	41,647.75
Total for Other Current Liabilities	\$41,647.75
Total for Current Liabilities	\$41,647.75
Long-term Liabilities	
PPP Loan	0.00
Total for Long-term Liabilities	\$0.00

Total for Liabilities	\$41,647.75
Equity	
Opening Balance Equity	95,051.08
Unrestrict (retained earnings)	-70,328.97
Net Income	205,169.87
Total for Equity	\$229,891.98
Total for Liabilities and Equity	\$271,539.73

Cash Basis Tuesday, October 07, 2025 07:53 PM GMTZ

Internal Revenue Service
District Director

Department of the Treasury

P. O. Box 2508
Cincinnati, OH 45201

Date: MAR 18 1999

Sunnyvale Swim Club
P. O. box 2580
Sunnyvale, CA 94087

Person to Contact:
Andrea Switser 31-00972
Customer Service Representative
Telephone Number:
877-829-5500
Fax Number:
513-684-5936
Federal Identification Number:
[REDACTED]

Dear Sir or Madam:

This is in response to your letter dated February 22, 1999, requesting a copy of your organization's determination letter. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in June 1983 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

- 2 -

Sunnyvale Swim Club
[REDACTED]

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

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

This letter affirms your organization's exempt status.

Sincerely,



C. Ashley Bullard
District Director

ATTACHMENT TO CEGP APPLICATION 2026
(Event Name: SUNNyvale Community Block Party)

RESPONSE TO QUESTION 1 (Continued):

Additionally, we will offer other fun activities such as bounce house, face painting, and organized games.

The following are list of our proposed activity or educational booths (there will probably be more):

Booth 1 Water Safety:

Educational in nature, we will have posters demonstrating the hazards of the waters, whether the pool or beach. We will inform the guest about the rate of drowning, the common scenario of drowning, the concept of dry drowning - the symptoms to watch for, and hazards of digging beach sandpits.

We will provide information to Sunnyvale's classes, private or public, that teach basic swim lessons to be water safe, such as Sunnyvale's SafeSplash classes held at Fremont Swim Complex or the British Swim School at the 24 Hrs Fitness in Sunnyvale. We will acquire permission from these entities prior to the event.

<https://www.safesplash.com/>

<https://britishswimschool.com/palo-alto/24-hour-fitness-sunnyvale/>

SUNN does not provide basic swim lessons, but this skill is very important to the community, and so we want to provide free advertisement for these programs.

Booth 2. Aquatic Activities, Youth and Adults:

This booth will feature Sunnyvale's Aquatic offerings: swim lessons, recreation swim, water fitness, and lifeguard training. The booth will show how living active lives through swimming can be healthy.

Living a healthy life through aquatic sports is not just through competition for the young, but rather a lifelong journey for all ages. We will use the following

ATTACHMENT TO CEGP APPLICATION 2026
(Event Name: SUNNvale Community Block Party)

Sunnyvale City website as our primary source.

<https://www.sunnyvale.ca.gov/recreation-and-community/classes-and-activities/aquatics>

Booth 3: SUNN Swim Club and Summer Splash Achievements

SUNN swimmers achieve in the pool, as well as in the classroom. Our student athletes are top athletes, from being ranked in the community to state competitions. Our students are also academically successful, with multiple seniors swimmers admitted to top universities in the country. Our students also play active roles in the community by volunteering. **We plan to celebrate their achievements in this booth, showing our commitment to our mission of developing our student athletes to “become productive and successful people”.** We want to show to the community that the sport of swimming can bolster life skills that can lead to successful lives. SUNN also offers scholarships for academic achievement as a commitment to this mission.

Booth 4: Neighbors and History of Sunnyvale

SUNN strives for diversity. Sunnyvale is a diverse community and our team reflects our residents. The sport of swimming requires a significant cost due to pool rentals fees. We understand that not all households can afford to participate. **SUNN offers scholarships based on financial need. We plan to celebrate our diversity by showing off the history of Sunnyvale and how it has changed in the last 45 years that SUNN has been a part of the community.** We plan to use Sunnyvale Demographic Data USA to provide some demographic data.

<https://datausa.io/profile/geo/sunnyvale-ca/>

Booth 5: Food and Drinks Station:

SUNN intends to provide free food and drinks for the event. We plan to purchase prepared food and drinks to hand out to guests.

ATTACHMENT TO CEGP APPLICATION 2026
(Event Name: SUNNyvale Community Block Party)

Games:

One goal of this picnic celebration is to bring the community together. Many of the guests will be non-SUNN members from the community. We plan several team oriented games to break the ice and create conversations between strangers.

RESPONSE TO QUESTION 4 (Continued):

While SUNN's membership is diverse, we hope to target flyers to lower income communities citywide, such as churches and community centers, as we do provide financial based scholarships.

RESPONSE TO QUESTION 4a (Continued):

Before we held our September 2025 event, our goal was to reach at least 550 guests for our event. With a membership of 400 active student athletes and an average of 75 participants for Summer Splash, a conservative goal from these groups is 50%, resulting in about 240 athletes. These athletes will be accompanied by at least one parent, resulting in about 480 participants.

Our main method of advertisement is to engage the non-member residents of Sunnyvale through our relationships with the community. We will ask every athlete to do their best to bring at least one friend or neighbor from the community as a personal guest. Assuming a 25% success rate, we should increase our number by 60 guests, resulting in a total of 540 participants

Through widespread advertisements through flyers and posters and community events, we hope to draw about 50 additional guests, which will bring the total participants to 590 guests.

ATTACHMENT TO CEGP APPLICATION 2026
(Event Name: SUNNyvale Community Block Party)

RESPONSE TO QUESTION 5 (Continued):

We will also advertise through tabling at the free speech section at community events, such as the Sunnyvale Farmer's Market. We will include event details on our team's webpage, <https://sunn.org>. We also plan to put up a banner at Butcher's Corner.

Within SUNN, we inform our team via the club's event calendar on our website, and also communicate to our team through coach announcements, emails and weekly newsletters, and ask that they share the event via word of mouth.

Our goal this year is to finalize all marketing documents and have them posted no later than 1 month before the event.

RESPONSE TO QUESTION 6 (Continued):

The final core value that we want to emphasize is that “SUNN is a fundamental pillar of the local community. Our team is united to provide an inclusive and positive environment for our athletes. The SUNN family not only provides a safe place to practice, but also creates a fun atmosphere where classmates, friends, and mentors all grow as people.” Nearly all of our student athletes are residents of the City of Sunnyvale. **Thus, engaging with our community to bring a positive effect to the residents of Sunnyvale is important for us. This event allows us to do just that.**

Our team hosts daily practices at pools in the City of Sunnyvale: Fremont Swim Complex, Sunnyvale Middle School, Columbia Middle School, and Washington Park Pool. Every year, we organize and host 3-4 swim meets that are sanctioned by the USA Swimming at the Fremont Swim Complex. These events may have as many as 300 participants and 200 spectators. During these swim meets, we provide food, and a support environment to ensure a well run and safe event. Our total membership is currently over 400 student athletes.

Each year, SUNN hosts the SUNN Summer Swim Team, a 10 weeks swim program aimed at novice swimmers to help improve their swim skills, their confidence in the water, and to meet new friends across the Sunnyvale community. The goal is to introduce the sport of competitive swimming to the participants and to improve their level of safety in the water. On average, we have about 75 participants for this program yearly.

ATTACHMENT TO CEGP APPLICATION 2026
(Event Name: SUNNyvale Community Block Party)

Our organizational budget annual budget for 2024-2025 was \$1,206,000. For this year, we had a net gain of \$7713.

Please see attached, Sunnyvale Swim Club's most recent financial and bank statements.

For more information regarding SUNN, please visit our webpage:

<https://www.sunn.org/page/about-sunn>

RESPONSE TO QUESTION 7 (Continued):

We plan to hold the event at Washington Park or another Sunnyvale park or outdoor sporting facility. We will follow any requirements related to special event permitting and code of conduct for these facilities. For this event, we will provide a similar monitoring system to ensure safe behavior. The monitors wear a bright orange safety vest for easy identification.

We will identify several possible parking options for our guests at the venue and nearby. Our Meet Director or their surrogates will have access to a loudspeaker system to communicate to the guests. Direction can be given to the guest through this system to guide them throughout the day or if there is an emergency.

To ensure food safety, we will provide ingredient information, including allergy warnings.

During the summer, the weather can be dangerously hot outdoors. We will provide multiple event tents for shade and multiple water stations. We will aim to set up most of our activity under the shades of trees or tents.

Finally, will we provide a first aid station to provide basic care or triage.

ATTACHMENT TO CEGP APPLICATION 2026
(Event Name: SUNNnyvale Community Block Party)

RESPONSE TO QUESTION 8:

Established 46 years ago, SUNN has been financially solvent and has steadily growing membership over the years. The business side of SUNN is run by our Board of Directors, which is voted by the membership on an annual basis. Our Board of Directors includes our head coach, Bob Hill, a pillar in the Bay Area swim community, who has been in his position for 12 years. Our current Board of Directors is currently headed by individuals who are in management of local Fortune 500 companies, and have experience in accounting.

Our organization managerial strength was demonstrated by our response to COVID-19 in 2020. COVID-19 resulted in severe restrictions to many businesses, including our own. Operational costs skyrocketed, yet restrictions decreased participation and thus revenue. Many local swim clubs became bankrupt and folded. However, SUNN survived COVID through increasing membership dues, application for government grants, donations, as well as careful management of our cost. We were able to stay financially solvent through two years of restricted activities related to COVID-19. Despite these challenges, we were still able to offer safe swim activities and maintain full employment of our staff through the COVID years.

While many swim clubs in the Bay Area folded or reduced in size, SUNN not only survived COVID, **but expanded by 30% in the following few years.**

For this event, the cost to SUNN will mostly be related to supplying food and beverages, advertisement costs, staffing and venue rental related fees. We plan to purchase food and drinks from local wholesalers, such as Costco, to keep costs down.

ATTACHMENT TO CEGP APPLICATION 2026
(Event Name: SUNNvale Community Block Party)

RESPONSE TO QUESTION 10: Proposed Budget

Proposed Event Budget for 2026 SUNNvale Community Block Party

Service/Item	Quantity	Pay Rate/Cost	Cost (\$)
Facility Rental	6 hours	\$100/hr	600
SUNN Staffing	10 Staff members x 5 hours	\$30 per staff per hour	1500
Food/Snacks	575 people	\$10/person	5750
Fun Activities: Bounce House, Face Painting, Crafting, Photobooth	1 Bounce House	1 x \$ 500	1350
	4 Face painters	\$100/hr x 3 hours	
	2 Crafts	\$25/hr x 3 hours	
	1 Photobooth	1 x \$400	
Raffle Drawing Prizes	5 prizes	\$200	200
Game Prizes	stickers/toys	\$100	100
Event Supplies		\$100	100
Balloons/ Decoration		\$200	200
Marketing	Banner cost and placement fee, printing flyers, Peachjar Advertising	\$1300	1300
Canopies, Tables, Chairs		Club Own: 0	0
City/County Event Permits & Fees	Special Event Permit, Temporary Food Permit	\$1500	1500
Trash/Recycling Service		\$1000	1000
Event Insurance	1 day	\$800	800
Volunteers	10 x 6 hours	\$40.14	2408
Total Cost			16,808 \$12,600
Net Cost (Total - Volunteer Cost)			14,400
Sunnyvale Grant		40% of Net Cost (minus volunteer cost)	5,760

ATTACHMENT TO CEGP APPLICATION 2026
(Event Name: SUNNyvale Community Block Party)



Sunnyvale

Neighborhood Grant Program Application

Calendar Year 2026

Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association: Bidwellers

Name of Individual Submitting Application: [REDACTED]

Individual's Email: [REDACTED]

Phone: [REDACTED]

Name of Proposed Project: Summer Community block party and Holiday Events

Funding Level:

Neighborhood Grant		
Tier Level	# Households	Maximum Funding
Tier 1	Under 250	\$1,500
Tier 2	251 – 499	\$3,000
Tier 3	500 & Over	\$5,000

Grant Amount Requesting from the City of Sunnyvale (see details above): \$ _____

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☐ Tier 1 (under 250 households) ☒ Tier 2 (251-499) ☐ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

We invite households within Washington st, Mary Ave, Bidwell, Piedra/Carson. This year we plan to include others beyond Washington street.

Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why?
Last 8 years

- 1a. What are the geographic boundaries of your group, including which Council District?
We invite households within Washington st, Mary Ave, Bidwell, Piedra/Carson. This year we plan to include others beyond Washington street. We are in Council District 2

Project Description

2. Describe your proposed project and/or event.
Block Party during Summer, Holiday party during Winter and other smaller events. We organize games for all ages - kids, teens, adults and elderly. This year we had trampoline for kids/teens, pickelball for adults and kids, and board games for elderly.
- 2a. How will it benefit the residents in your neighborhood and/or your neighborhood association?
To build a sense of community with our neighbors and a sense of belonging.
- 2b. How many people or households are expected to attend or benefit from the project or event?
200-250 people across events

2c. Describe your outreach plan to generate awareness and support for the project/event.

We have been doing this event for last 6 years or so. The last time we put large posters across all streets in the neighborhood, flyers on street posts, online posts at nextdoor. We also have a large whatsapp group that we post at. We also personally invite folks we know in the sunnyvale area

3. Describe how your project and/or event focuses on one or more of the following areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

The events build a sense of community and belonging. The event serves as a starting point to know each other and friendships start from there. We had attendees across all races, genders and ages. I can share pictures from previous events if needed.

4. How will you determine the completed project and/or event was a success?

We track the # of people who attended and the # of new streets that had participation for these events. The end goal is to have fun at the event and start/build connections with neighbors. From the last event, we invite folks to be in touch via whatsapp groups. We are discussing new things happening in the area, folks who have give aways, or invite for a casual party

Project Plan & Timeline

5. Use the chart below and list the specific activities needed to carry out your project and/or event including an estimated date of completion for each activity.

Activity	Person(s) Responsible	Completion Date (MO/YR)
<i>Example: Create flier/email for barbecue</i>	Jane Smith	08/25
1. https://docs.google.com/spreadsheets/d/1E834vREPbtOKedbTvzuyHCG_GkHaGn-ysliADA8uDIw/edit?usp=sharing		
2. I am including the planning link for the last party we did		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Project Team

While you may have many community members working on this project and/or event, project team leads will be critical to the project's success. **Please note that each member of the project team will need to sign the application acknowledging their commitment to this project.**

1. **Project Leader** - The Project Leader serves as the primary point of contact for the grant application process. The Project Leader also has fiduciary responsibilities and is responsible for submitting a final project report to the City. The final report, including eligible receipts and invoices showing payment is due within 30 days of project/event conclusion and no later than December 31, 2026.

Project Leader Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____ ave
Signature: _____ **Date:** Oct 15th

2. **Treasurer** - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. The Project Leader may also serve as the Project Treasurer. *Note: The City of Sunnyvale reserves the right to audit grant award funds.*

Treasurer Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** Oct 15th

3. **Other Project Team Member** - List additional neighborhood residents who will work on this project and what their responsibilities will be? (i.e., coordinating volunteers, outreach to residents, creation of marketing materials, etc.)

Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** oct 15th

Neighborhood Grant Program 2026 Project Budget Form

Sunnyvale

Please list the project's projected expenses using the form below. All expense-related activities listed on your application must be included in this budget form. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of project/event conclusion and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1. Block Party - Summer with Games	\$2000
2. Holiday Winter Event	\$500
3.	\$
4.	\$
5.	\$
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$
Estimated Total Expenses	\$2500.00
Amount Requested from the City of Sunnyvale	\$2000



Sunnyvale

Neighborhood Grant Program Application Calendar Year

2026

Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)

Attn: Recreation Services Administration

550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association: Cherry Chase Neighborhood Association

Name of Individual Submitting Application:

Individual's Email:

Phone:

Name of Proposed Project: Arrange community events to bring neighbors together

Funding Level:

Neighborhood Grant		
Tier Level	# Households	Maximum Funding
Tier 1	Under 250	\$1,500
Tier 2	251 – 499	\$3,000
Tier 3	500 & Over	\$5,000

Grant Amount Requesting from the City of Sunnyvale (see details above): \$5,000

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☐ Tier 1 (under 250 households) ☐ Tier 2 (251-499) ☒ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

Our Neighborhood Association represents all households located within the defined boundaries of Mary Avenue, Blair Avenue, Remington Drive, and South Knickerbocker Drive. Based on city planning maps and residential counts within these borders, there are approximately 1,325 households in total.

Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why?

The Cherry Chase Neighborhood Association was established in 2012 to encourage community interactions. Its objectives are safety, cleanliness, and promoting relationships among residents through activities like potlucks, garden exchanges, and social events.

- 1a. What are the geographic boundaries of your group, including which Council District?

Our community is defined by the boundaries of Blair Avenue, South Knickerbocker Drive, Remington Drive, and Mary Avenue, located within Council District 1. We are a diverse and engaged neighborhood, collaborating through organized events and initiatives designed to foster stronger communal relationships.

Project Description

2. Describe your proposed project and/or event.

Our proposed project focuses on strengthening community connections and engagement in Cherry Chase will expand our annual Greenmanor Park neighborhood party with new events funded by a \$5,000 grant. These include school and park clean-ups, a February free-cycling event, a plant exchange for neighbors and Sunnyvale Food Growers members, mini farmers' markets or street fairs featuring local businesses and artists. We'll also add kid-friendly activities—such as free ice cream and games for children of all ages, to make our gatherings more family-oriented. In addition, we plan to install dog waste stations throughout the neighborhood. Our goal is to increase participation, empower new community leaders, and deepen personal connections through more face-to-face interactions, building a more engaged Cherry Chase community.

- 2a. How will it benefit the residents in your neighborhood and/or your neighborhood association?

- This project will strengthen the sense of belonging in Cherry Chase by creating opportunities for neighbors to connect through shared experiences. Expanded neighborhood events, park and school clean-ups, free-cycling, and plant and seed exchanges encourage residents to care for shared spaces and support one another.*
- Family-friendly activities like free ice cream and games for kids of all ages will engage all generations, fostering joy and connection. Local businesses and artists will also gain opportunities to showcase their work, adding vibrancy to the neighborhood.*
- By investing time in each other, Cherry Chase residents build lasting relationships, support one another's families, and create a stronger, more connected, and caring community for years to come.*

2b. How many people or households are expected to attend or benefit from the project or event?

Our annual neighborhood party and new initiatives aim to involve and benefit many of Cherry Chase's 1,300+ households. These events help neighbors connect, participate, and strengthen community pride.

2c. Describe your outreach plan to generate awareness and support for the project/event.

We will promote our events using posters, postcards sponsored by realtor Shirley Franz, and online channels like the CCNA Google Group, Facebook, and Nextdoor. Street ambassadors will also reach out directly to keep neighbors informed and engaged in community activities all year.

3. Describe how your project and/or event focuses on one or more of the following areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

Our project addresses multiple key areas of community impact:

- ***Increase communication among neighbors:*** Holding the annual party at Greenmanor Park and organizing events like plant exchanges, markets, and street fairs offer plenty of chances to connect. Street ambassadors and leadership roles support ongoing dialogue and relationships.
- ***Build bridges between cultures:*** Cherry Chase residents will unite through community activities, food, and local arts events, fostering understanding, appreciation, and cultural exchange among residents.
- ***Improve the physical condition of the neighborhood:*** Clean-ups, Dumpster Weekend, and dog waste stations will improve Cherry Chase's appearance, safety, and cleanliness.

4. How will you determine the completed project and/or event was a success?

Success will be assessed through metrics such as participation rates in the annual Greenmanor Park party and year-round events, the development of new neighborhood leadership, and favorable feedback from attendees. Further indicators include enhancements in cleanliness and public spaces, increased cohesion among residents, and ongoing community engagement, all of which demonstrate elevated pride, involvement, and mutual support within Cherry Chase.

Project Plan & Timeline

5. Use the chart below and list the specific activities needed to carry out your project and/or event including an estimated date of completion for each activity.

Activity	Person(s) Responsible	Completion Date (MO/YR)
<i>Example: Create flier/email for barbecue</i>	Jane Smith	08/25
1. Annual Greenmanor Manor Park neighborhood party		09/26
2. School and park clean-ups at Cherry Chase Elementary, Sunnyvale Middle, and local park		12/26
3. "Dumpster Weekend" reimagined as a free-cycling event		2/26
4. Plant & Seed exchange for neighbors within the Cherry Chase Neighborhood Association members		4/26
5. Mini farmers' markets or street fairs featuring local businesses and artists.		12/26
6. Addition of dog waste stations		6/26
7. Winter Party		12/26
8.		
9.		
10.		
11.		

12.		
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Project Team

While you may have many community members working on this project and/or event, project team leads will be critical to the project's success. **Please note that each member of the project team will need to sign the application acknowledging their commitment to this project.**

1. **Project Leader** - The Project Leader serves as the primary point of contact for the grant application process. The Project Leader also has fiduciary responsibilities and is responsible for submitting a final project report to the City. The final report, including eligible receipts and invoices showing payment is due within 30 days of project/event conclusion and no later than December 31, 2026.

Project Leader Name: [REDACTED] _____

Email: [REDACTED]m _____ Phone Number: [REDACTED] _____

Mailing Address: [REDACTED] Ca, 94087 _____

Signature: [REDACTED] _____ Date:10/7/2025 _____

2. **CCNA LEAD** - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. The Project Leader may also serve as the Project Treasurer. *Note: The City of Sunnyvale reserves the right to audit grant award funds.*

Treasurer Name: [REDACTED] _____

Email: [REDACTED] _____ Phone Number: [REDACTED] _____

Mailing Address: [REDACTED] _____

Signature: [REDACTED] _____ Date:10/7/2025 _____

3. **Other Project Team Member** - List additional neighborhood residents who will work on this project and what their responsibilities will be? (i.e., coordinating volunteers, outreach to residents, creation of marketing materials, [REDACTED])

[REDACTED] [REDACTED] _____

[REDACTED] Number: [REDACTED] _____

Mailing Address [REDACTED] 94097 _____

Signature: [REDACTED] _____ Date:10/7/2025 _____

**Neighborhood Grant Program 2026
Project Budget Form**

Please list the project's projected expenses using the form below. All expense-related activities listed on your application must be included in this budget form. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of project/event conclusion and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1. Annual Greenmanor Park neighborhood party Activities include, free ice cream, face painting, arts fair featuring local artists	\$ 1200
2. School and park clean-ups at Cherry Chase Elementary, Sunnyvale Middle, and local park ((bags for collection throughout the year)	\$ 500
3. Dumpster Weekend" reimagined as a free-cycling event	\$ 200
4. Plant exchange for neighbors and Sunnyvale Food Growers members	\$ 300
5. Addition of dog waste stations	\$ 1000
6. CCNA mini farmers market, tents and trash bins	\$ 800
7. CCNA winter party (Decorate gingerbread houses)	\$ 1000
8.	\$
9.	\$
10.	\$
Estimated Total Expenses	\$5,000
Amount Requested from the City of Sunnyvale	\$5,000



Sunnyvale

Neighborhood Grant Program Application

Calendar Year 2026

Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

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Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

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Name of Neighborhood Group or Association: _____

Name of Individual Submitting Application: _____

Individual's Email: _____ Phone: _____

Name of Proposed Project: _____

Funding Level:

Neighborhood Grant		
Tier Level	# Households	Maximum Funding
Tier 1	Under 250	\$1,500
Tier 2	251 – 499	\$3,000
Tier 3	500 & Over	\$5,000

Grant Amount Requesting from the City of Sunnyvale (see details above): \$ _____

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? Tier 1 (under 250 households) Tier 2 (251-499) Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why?

1a. What are the geographic boundaries of your group, including which Council District?

Project Description

2. Describe your proposed project and/or event.

2a. How will it benefit the residents in your neighborhood and/or your neighborhood association?

2b. How many people or households are expected to attend or benefit from the project or event?

2c. Describe your outreach plan to generate awareness and support for the project/event.

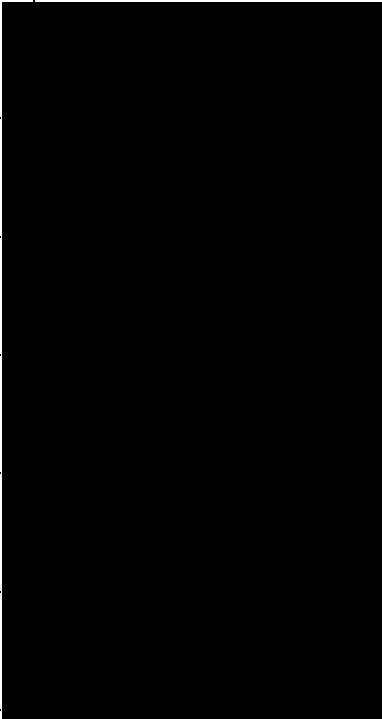
3. Describe how your project and/or event focuses on one or more of the following areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

4. How will you determine the completed project and/or event was a success?

Project Plan & Timeline

5. Use the chart below and list the specific activities needed to carry out your project and/or event including an estimated date of completion for each activity.

Activity	Person(s) Responsible	Completion Date (MO/YR)
<i>Example:</i> Create flier/email for barbecue	Jane Smith	08/25
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Project Team

While you may have many community members working on this project and/or event, project team leads will be critical to the project's success. **Please note that each member of the project team will need to sign the application acknowledging their commitment to this project.**

- 1. Project Leader** - The Project Leader serves as the primary point of contact for the grant application process. The Project Leader also has fiduciary responsibilities and is responsible for submitting a final project report to the City. The final report, including eligible receipts and invoices showing payment is due within 30 days of project/event conclusion and no later than December 31, 2026.

Project Leader Name: _____

Email: _____

Mailing _____

Signature _____

- 2. Treasurer** - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. The Project Leader may also serve as the Project Treasurer. *Note: The City of Sunnyvale reserves the right to audit grant award funds.*

Treasurer _____

Email: _____

Mailing _____

Signature _____

- 3. Other Project Team Member** - List additional neighborhood residents who will work on this project and what their responsibilities will be? (i.e., coordinating volunteers, outreach to residents, creation of marketing materials, etc.)

Name: _____

Email: _____ Phone Number: _____

Mailing Address: _____

Signature: _____ Date: _____

Neighborhood Grant Program 2026 Project Budget Form

Sunnyvale

Please list the project's projected expenses using the form below. All expense-related activities listed on your application must be included in this budget form. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of project/event conclusion and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1.	\$
2.	\$
3.	\$
4.	\$
5.	\$
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$
Estimated Total Expenses	\$
Amount Requested from the City of Sunnyvale	\$



Sunnyvale

Neighborhood Grant Program Application

Calendar Year 2026

Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

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Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association: Heritage District Association

Name of Individual Submitting Application: [REDACTED]

Individual's Email: [REDACTED]

Phone: [REDACTED]

Name of Proposed Project: Herritage Arch Building Community Events

Funding Level:

Neighborhood Grant		
Tier Level	# Households	Maximum Funding
Tier 1	Under 250	\$1,500
Tier 2	251 – 499	\$3,000
Tier 3	500 & Over	\$5,000

Grant Amount Requesting from the City of Sunnyvale (see details above): \$ _____

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☐ Tier 1 (under 250 households) ☐ Tier 2 (251-499) ☒ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

636 Households have been counted by using Google Maps. Here is our Association map with counts per zone.

<https://www.google.com/maps/d/u/0/edit?hl=en&mid=1nJgDjPs8fFEX6KJkuyUcMGx38RsFbngm&ll=37.37232513446726%2C-122.0266383&z=16>

Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why?
We formed our Association in 2022 with the mission to connect neighbors, enrich the community aesthetics, and highlight our cultural diversity through block parties, community decorating events, and host family-focused meetups.

- 1a. What are the geographic boundaries of your group, including which Council District?
Sunnyvale Rd to Fair Oaks, Old San Francisco to Evelyn Rd.

Map: <https://www.google.com/maps/d/u/0/edit?hl=en&mid=1IqzR4qknPQC-KWWiIQSVCgb8CkLBkJhq&ll=37.372274034467154%2C-122.0264438&z=16>

Project Description

2. Describe your proposed project and/or event.
The Heritage Arches Project is a community-led initiative to build and install a series of lighted arches along the sidewalks of the Heritage Neighborhood. Over the course of three community build events, residents will come together to design, assemble, and decorate illuminated arches that line the streets during the holiday season. Beyond beautifying our neighborhood, these gatherings serve as opportunities for families and neighbors to connect, collaborate, and create lasting memories. The project's ultimate goal is to strengthen community ties while creating a warm, festive, and welcoming environment that can be enjoyed by all.

- 2a. How will it benefit the residents in your neighborhood and/or your neighborhood association?
The Heritage Arches project enhances both the visual and social fabric of our community. Residents have shared that the lighted arches encouraged families to walk together more often, meet new neighbors, and experience a renewed sense of belonging and pride in the neighborhood. The installations transform our streets into a destination that fosters connection, joy, and safety during the darker months. The building events themselves further strengthen community bonds by giving neighbors the opportunity to work side by side toward a shared, creative goal—helping residents feel more invested in and proud of their neighborhood.

- 2b. How many people or households are expected to attend or benefit from the project or event?
Estimated 150 households:
Last year's effort drew roughly 50+ hands on participants over three build events and illuminated 75 households, an increase from 70 the previous year. With expanded outreach and community awareness, we anticipate engaging 50–100 additional households this year. In total, approximately 150 households will benefit directly through participation, installation, or enhanced neighborhood connection. Indirectly, hundreds of residents and visitors will enjoy the lighted displays while walking or driving through the community during the holiday season.

2c. Describe your outreach plan to generate awareness and support for the project/event.

Our outreach strategy combines personal, digital, and community-based methods to maximize participation. We will:

- Post announcements and updates on Nextdoor and neighborhood social media channels.
- Distribute flyers on utility posts and through door-to-door invitations led by our block captains.
- Share photos and testimonials from prior years to inspire involvement.
- Personally invite new residents and families who have recently moved into the neighborhood.

This grassroots approach has proven highly effective in past years and ensures broad awareness, engagement, and ownership across all parts of the Heritage community.

3. Describe how your project and/or event focuses on one or more of the following areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

- Increased communication: The Heritage Arches project brings neighbors together through hands-on build events where they meet, collaborate, and form new friendships. These shared experiences inspire more residents to come outside, walk together, and engage in meaningful conversations, strengthening neighborhood communication and connection.

- Building bridges between cultures: This inclusive project welcomes participation from all backgrounds and is not tied to any specific culture or religion. Working together toward a shared creative goal helps build understanding and unity among our diverse community members.

- Improving the physical condition of the neighborhood: The lighted arches enhance the visual appeal and atmosphere of our neighborhood, encouraging evening walks and outdoor activity. Their presence inspires residents to take pride in their homes and surroundings, creating a more vibrant and cared-for community.

- Enhancing neighborhood pride and identity: The arches have become a symbol of togetherness and creativity, instilling a renewed sense of pride and belonging. Many neighbors have expressed how this project rekindled their love for the community and strengthened the shared identity of Heritage Neighborhood.

4. How will you determine the completed project and/or event was a success?

The success of the Heritage Arches Project will be measured through both participation and community impact. Key indicators include:

1. Household signups for arches – Goal of 50 new households (compared to 75 new households last year).
2. Volunteer participation – Goal of 40 residents assisting in arch-building events (last year 50).
3. Arches completed and displayed – Goal of 150 total installations (last year 125).
4. Community engagement – Increased evening foot traffic and positive neighbor feedback, observed through photos, comments, and conversations shared during and after the events.

These measures will help us evaluate both the tangible results and the broader sense of connection and pride that the project has created.

Project Plan & Timeline

5. Use the chart below and list the specific activities needed to carry out your project and/or event including an estimated date of completion for each activity.

Activity	Person(s) Responsible	Completion Date (MO/YR)
<i>Example:</i> Create flier/email for barbecue	Jane Smith	08/25
1. Identify Volunteer leads		11/10
2. Volunteer kickoff meeting		11/15
3. Distribute Fliers		11/15-12/1
4. Arch Building workshops		Dec 6,7, 13
5. Install arches		11/19-12/20
6. Submit Receipts		12/20- 12/31
7.		
8.		
9.		
10.		
11.		
12.		

Project Team

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- 1. Project Leader** - The Project Leader serves as the primary point of contact for the grant application process. The Project Leader also has fiduciary responsibilities and is responsible for submitting a final project report to the City. The final report, including eligible receipts and invoices showing payment is due within 30 days of project/event conclusion and no later than December 31, 2026.

Project Leader Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** 10/10/2025

- 2. Treasurer** - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. The Project Leader may also serve as the Project Treasurer. *Note: The City of Sunnyvale reserves the right to audit grant award funds.*

Treasurer Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** 10/10/2025

- 3. Other Project Team Member** - List additional neighborhood residents who will work on this project and what their responsibilities will be? (i.e., coordinating volunteers, outreach to residents, creation of marketing materials, etc.)

Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** 10/10/2025



Neighborhood Grant Program 2026 Project Budget Form

Please list the project's projected expenses using the form below. All expense-related activities listed on your application must be included in this budget form. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of project/event conclusion and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1. Arches (~150): PVC Pipes, Lights, rebar, velcro, Zip ties, extension cables	\$ 2,500
2. Replacement parts to repair prior arches	\$ 250
3. Food for 3 events	\$ 400
4. Operations (fliers, decorations, ink, pens, tape)	\$ 150
5. Volunteer Tshirts for those volunteering 3 times	\$ 900
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$
Estimated Total Expenses	\$ 4,300
Amount Requested from the City of Sunnyvale	\$ 4,200



Sunnyvale

Neighborhood Grant Program Application

Calendar Year 2026

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Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association: Heritage District Association

Name of Individual Submitting Application [REDACTED]

Individual's Email: [REDACTED]

Phone: [REDACTED]

Name of Proposed Project: 2026 Heritage District Halloween Support - Oct 31

Funding Level:

Neighborhood Grant		
Tier Level	# Households	Maximum Funding
Tier 1	Under 250	\$1,500
Tier 2	251 – 499	\$3,000
Tier 3	500 & Over	\$5,000

Grant Amount Requesting from the City of Sunnyvale (see details above): \$ 11,175

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☐ Tier 1 (under 250 households) ☐ Tier 2 (251-499) ☒ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

636 Households have been counted by using Google Maps. Here is our Association map with counts per zone.

<https://www.google.com/maps/d/u/0/edit?hl=en&mid=1nJgDjPs8fFEX6KJkuyUcMGx38RsFbngm&ll=37.37232513446726%2C-122.0266383&z=16>

Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why?

We formed our Association in 2022 with the mission to connect neighbors, enrich the community aesthetics, and highlight our cultural diversity through block parties, community decorating events, and host family-focused meetups.

1a. What are the geographic boundaries of your group, including which Council District?

Sunnyvale Rd to Fair Oaks, Old San Francisco to Evelyn Rd.

Map: <https://www.google.com/maps/d/u/0/edit?hl=en&mid=1lqzR4qknPQC-KWWiIQSVCgb8CkLBkJhq&ll=37.372274034467154%2C-122.0264438&z=16>

Project Description

2. Describe your proposed project and/or event.

The Heritage District experiences a surge of 3,000–5,000 visitors each Halloween evening due to the area's long-standing tradition of enthusiastic home decorating and trick-or-treating participation. This is not a formally organized event—there is no host, sponsor, or advertising. However, due to the growing crowd sizes, the area experiences dangerous traffic conditions for pedestrians, especially children. This project proposes temporary street closures, signage, and distribution of safety materials (e.g., light wands, safety vests) to help mitigate these risks. The goal is to support a safe Halloween experience while maintaining public access and emergency routes within the Heritage District Association borders. 🇺🇸

2a. How will it benefit the residents in your neighborhood and/or your neighborhood association?

The project directly benefits our residents by improving pedestrian safety, reducing the risk of vehicle-related incidents, and alleviating congestion on the most impacted streets. It also helps residents maintain a sense of community and tradition without the burden of managing an unpermitted event. Street closures also serve as a deterrent—or friction point—to discourage excessive outside traffic, reducing the strain on infrastructure and the damage to public and personal property. The project contributes to overall safety, peace of mind, and public good.

2b. How many people or households are expected to attend or benefit from the project or event?

Based on the past several years, we expect 3,000 children with an additional 2K adult participants to pass through the neighborhood on Halloween night at 636 households. At least 100 households are within the major impacted area and will benefit directly from the traffic control and safety measures. Dozens of additional homes throughout the district will benefit from a safer, more manageable trick-or-treating experience and improved access in and out of the neighborhood.

2c. Describe your outreach plan to generate awareness and support for the project/event.

Our outreach plan includes printed flyers delivered to approximately 150 homes in the major area one week before Halloween, alerting them to street closures and safety details. We will post signs at key intersections at least 2 weeks in advance and use word-of-mouth through our neighborhood association email group and Nextdoor App. We are coordinating 30+ household volunteers to assist with set-up, monitoring, and take-down, and will provide safety vests and light wands to aid their visibility. The outreach emphasizes transparency, safety, and community cooperation.

3. Describe how your project and/or event focuses on one or more of the following areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

4. How will you determine the completed project and/or event was a success?


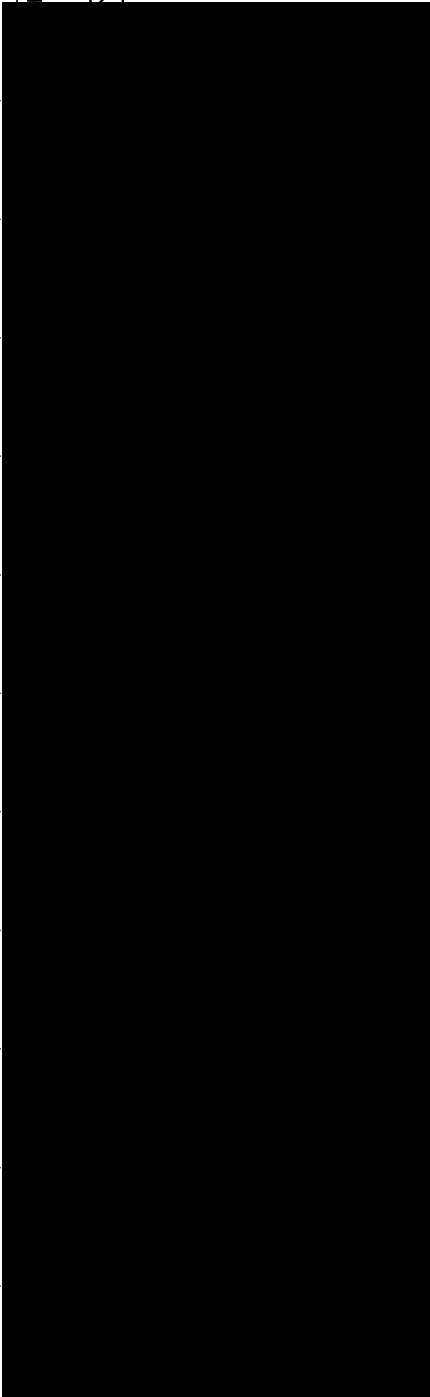












We will use the following indicators to evaluate success:

- Reduced vehicle access and increased pedestrian safety due to temporary street closures in high-traffic areas.
- Lower volume of litter as a result of strategically placed garbage containers, available litter grabbers, and post-event cleanup efforts.
- Positive feedback from neighbors gathered through informal follow-up conversations, emails, and group chats regarding safety and visitor experience.
- Volunteer participation and visibility, including the distribution of safety vests and light wands, which will help residents feel more secure and supported.
- Observation of crowd flow and behavior compared to prior years, particularly regarding ease of movement, reduced bottlenecks, and fewer conflicts between vehicles and pedestrians.

These criteria will help us reflect on how well we protected the neighborhood from disruption, ensured resident safety, and preserved the community's welcoming spirit.

Project Plan & Timeline

5. Use the chart below and list the specific activities needed to carry out your project and/or event including an estimated date of completion for each activity.

Activity	Person(s) Responsible	Completion Date (MO/YR)
<i>Example: Create flier/email for barbecue</i>	Jane Smith	08/25
1. Submit Special Event Permit application 		9/1/26
2. Order equipment & supplies (barriers, signs, vests) 		9/15/26
3. Coordinate with City staff on street closure logistics 		Oct 15- 31 , 2026
4. Print and distribute fliers to impacted homes and solicit for volunteers 		October 10–13, 2026
5. Order Porta Potty 		October 12, 2026
6. Create assignment areas based on volunteers 		October 18, 2026
7. Final volunteer and safety venfor coordination and assignments 		October 27, 2026
8. Install advanced warning signs in neighborhood 		October 24, 2026
9. Deploy Porta Potties 		October 30, 2026
10. Street closure setup and safety team deployment 		October 31, 2026 (afternoon) 
11. Litter pickup and removal of signage/barriers 		November 1, 2026
12. Conduct post-event evaluation and debrief 		November 3, 2026

Project Team

While you may have many community members working on this project and/or event, project team leads will be critical to the project's success. **Please note that each member of the project team will need to sign the application acknowledging their commitment to this project.**

- 1. Project Leader** - The Project Leader serves as the primary point of contact for the grant application process. The Project Leader also has fiduciary responsibilities and is responsible for submitting a final project report to the City. The final report, including eligible receipts and invoices showing payment is due within 30 days of project/event conclusion and no later than December 31, 2026.

Project Leader Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** 10/10/2025

- 2. Treasurer** - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. The Project Leader may also serve as the Project Treasurer. *Note: The City of Sunnyvale reserves the right to audit grant award funds.*

Treasurer Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** 10/10/2025

- 3. Other Project Team Member** - List additional neighborhood residents who will work on this project and what their responsibilities will be? (i.e., coordinating volunteers, outreach to residents, creation of marketing materials, etc.)

Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** 10/10/2025

Neighborhood Grant Program 2026 Project Budget Form

Please list the project's projected expenses using the form below. All expense-related activities listed on your application must be included in this budget form. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of project/event conclusion and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1. Special Event Permit Application Fee	\$ 155
2. Event Insurance	\$ 2,000
3. Trash Vol, 20 trash bags, 5 litter pickup grabbers, box of gloves	\$ 200
4. Volunteer Safety: Vests (Hi-Viz Reflective) x10, LED Light Wands / Glow Batons x 10	\$ 300
5. Outreach & Communication (300 fliers, 12 corrugated signs for impacted area, street barrier signs x 12)	\$ 520
6. Portable Potty unit rental (\$225 x 8)	\$ 1800
7. Traffic and Street staff for road closure signage distribution	\$ 1000
8. City Waste Management Services	\$ 2,500
9. Private Security: 1 is 2K (6 ppl x 6 hrs x \$75/hr) insurance - estimate is \$2K	\$ 2,700
10.	\$
Estimated Total Expenses	\$ 11,175
Amount Requested from the City of Sunnyvale	\$ 11,175



Sunnyvale

Neighborhood Grant Program Application

Calendar Year 2026

Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association: Murphy District Association

Name of Individual Submitting Application: [REDACTED]

Individual's Email: [REDACTED]

Phone: [REDACTED]

Name of Proposed Project: Community Events

Funding Level:

Neighborhood Grant		
Tier Level	# Households	Maximum Funding
Tier 1	Under 250	\$1,500
Tier 2	251 – 499	\$3,000
Tier 3	500 & Over	\$5,000

Grant Amount Requesting from the City of Sunnyvale (see details above): \$5,000

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☐ Tier 1 (under 250 households) ☐ Tier 2 (251-499) ☒ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

Around 800

Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why?
The Murphy District Associations was formed in 2021 to bring community together

- 1a. What are the geographic boundaries of your group, including which Council District?
We cover from Evenlyn to Maude, Mathilda to Fair Oaks. Distict 3

Project Description

2. Describe your proposed project and/or event.
I have a series of events I would like to try in 2026.
 1. Craft & Games Nights
Focus: Communication, neighborhood pride/identity.

Purpose: Relaxed, low-pressure environment for neighbors to interact through collaborative crafts/games.
- 2a. How will it benefit the residents in your neighborhood and/or your neighborhood association?
Neighborhood Engagement Events Proposal
This proposal outlines four community events designed to foster connection, celebrate cultural diversity, and enhance neighborhood identity throughout the year. Each event is strategically structured to achieve maximum impact on the defined focus areas.
 1. Craft & Games Nights
Focus Areas: Increase communication among neighbors, Enhance neighborhood pride and identity
- 2b. How many people or households are expected to attend or benefit from the project or event?
500+ for each event

2c. Describe your outreach plan to generate awareness and support for the project/event.

1. Physical Flyers/Posters with QR codes High Visibility & Local Trust.
2. Door-to-Door Invitations Personalization & Communication.
3. Digital Platforms (Email/Social Media/ Whatsapp group)

3. Describe how your project and/or event focuses on one or more of the following areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

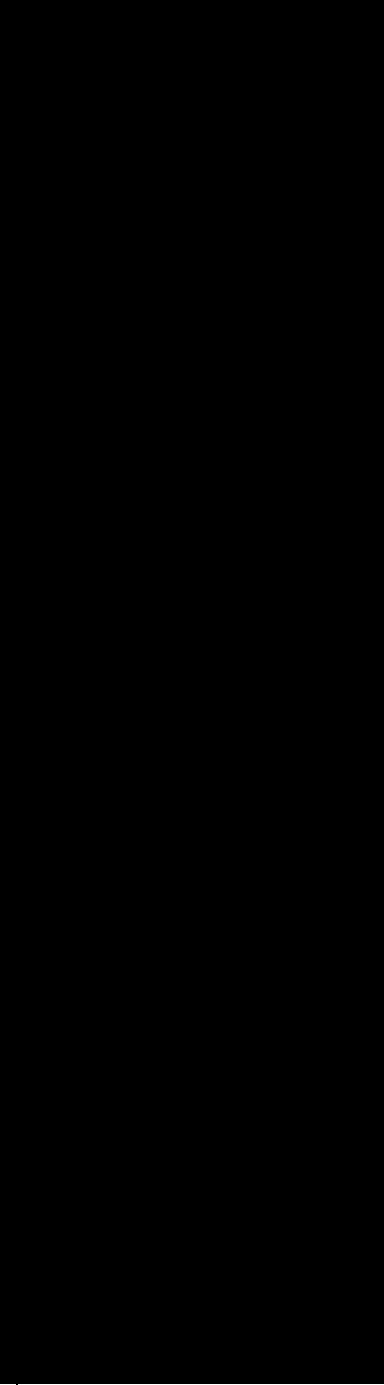
1. Increase communication among neighbors Our events are intentionally structured to create low-barrier, comfortable opportunities for neighbors to meet, talk, and build connections. 2. Build bridges between cultures Food, traditions, and celebrations are woven into our programming to highlight the cultural diversity of the Murphy District. The Community Supper invites residents to bring dishes that reflect their heritage and share the stories behind them, transforming cultural differences into celebrated assets. Similarly, the Holiday Party incorporates inclusive winter traditions from multiple cultures, ensuring everyone feels represented and valued.

4. How will you determine the completed project and/or event was a success?

Success will be determined by looking beyond simple attendance figures and focusing directly on the goals of communication and cultural inclusion. The Community Dinner will be deemed successful by achieving high attendance across all neighborhood sectors and demonstrating measurable cultural participation, confirmed by a wide variety of unique, heritage-based dishes contributed by neighbors. The Holiday Gathering is successful if it fosters high, sustained engagement (meaning neighbors stay and mingle throughout the event) and yields positive feedback confirming the celebration was inclusive and sensitive to all cultural backgrounds. The ultimate proof lies in the qualitative data gathered afterward, where neighbors confirm they feel better connected and are eager to participate in future community events.

Project Plan & Timeline

5. Use the chart below and list the specific activities needed to carry out your project and/or event including an estimated date of completion for each activity.

Activity	Person(s) Responsible	Completion Date (MO/YR)
<i>Example: Create flier/email for barbecue</i>	Jane Smith	08/25
1. QR codes, short links, printing and flyers for Community Dinner		4/20/05
2. Print letters and drop off to neighbors for community dinner		4/20/05
3. Rent tables and chairs, table settings and other logistics		4/20/05
4. Coordinator some food and drink from local businesses		4/20/05
5.		
6. QR codes, short links, printing and flyers for Holiday Gathering		10/1/26
7. Print letters and drop off to neighbors for community dinner		10/1/26
8. Order kits for cookies		10/1/26
9. Order kits for ornaments making		10/1/26
10. Coordinate with a santa and instagramable setting		11/1/26
11. Coordinate a gift giving		11/1/26
12. Kids activities & snow machine		11/1/26

Project Team

While you may have many community members working on this project and/or event, project team leads will be critical to the project's success. **Please note that each member of the project team will need to sign the application acknowledging their commitment to this project.**

- 1. Project Leader** - The Project Leader serves as the primary point of contact for the grant application process. The Project Leader also has fiduciary responsibilities and is responsible for submitting a final project report to the City. The final report, including eligible receipts and invoices showing payment is due within 30 days of project/event conclusion and no later than December 31, 2026.

Project Leader Name: _____

Email: _____

Phone Number: _____

Mailing Address: _____

Signature: _____

- 2. Treasurer** - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. The Project Leader may also serve as the Project Treasurer. *Note: The City of Sunnyvale reserves the right to audit grant award funds.*

Treasurer Name: _____

Em _____

Phone Number: _____

Mailing Address: _____ QR codes, printing and flyers

Signature: _____

Date: _____

- 3. Other Project Team Member** - List additional neighborhood residents who will work on this project and what their responsibilities will be? (i.e., coordinating volunteers, outreach to residents, creation of marketing materials, etc.)

Name: _____

Email: _____

Phone Number: _____

Mailing Address: _____

Signature: _____

Date: 9/27/25

Neighborhood Grant Program 2026 Project Budget Form

Sunnyvale

Please list the project's projected expenses using the form below. All expense-related activities listed on your application must be included in this budget form. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of project/event conclusion and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1. Community Dinner - Invitations letters & flyers & signs	\$250
2. Community Dinner - Rental Tables, chairs	\$2500
3. Community Dinner - plates, cups, utensils	\$1000
4. Community Dinner - Water, juice, soda	\$300
5. Community Dinner - Napkins, flowers, wristbands, games	\$600
6. Holiday Gathering - QR codes, printing flyers & letters, signs	\$250
7. Holiday Gathering - Snowglobe & Santa	\$860
8. Holiday Gathering - Kids activities	\$350
9. Holiday Gathering - Kits for DIY cookie decorating and ornament making	\$2300
10. Holiday Gathering - Hot chocolate bar (machine, cups, toppings, mix, etc)	\$700
Estimated Total Expenses	\$9110
Amount Requested from the City of Sunnyvale	\$5000



Sunnyvale

Neighborhood Grant Program Application

Calendar Year 2026

Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association: Ortega Park Neighborhood Association (OPNA)

Name of Individual Submitting Application: To promote community involvement and participation by the

Individual's Email: [REDACTED] Phone: [REDACTED]

Name of Proposed Project: Neighborhood programs and socials

Funding Level:

Neighborhood Grant		
Tier Level	# Households	Maximum Funding
Tier 1	Under 250	\$1,500
Tier 2	251 – 499	\$3,000
Tier 3	500 & Over	\$5,000

Grant Amount Requesting from the City of Sunnyvale (see details above): \$ 3000

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☐ Tier 1 (under 250 households) ☒ Tier 2 (251-499) ☐ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

Based on members registered in the OPNA mailing list, whatsapp group and nextdoor groups. According to nextdoor, OPNA boundary includes 3532 neighbors and OPNA mailing list has approx. 800 members with up to 2 members per household.

Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why?
OPNA was formed in January 2005 so that residents of Ortega Park could have a voice in decisions affecting our neighborhood, and to promote communication, civic engagement, education, development of Ortega Park neighborhood.

- 1a. What are the geographic boundaries of your group, including which Council District?
OPNA is in District 3 and its boundaries are Ortega Park proximity, approximated between Wolfe Road, Fremont Ave, Sunnyvale/Saratoga Road and Homestead Road including some overlap with Panama Park Neighborhood Association(PPNA).

Project Description

2. Describe your proposed project and/or event.
 1. National Night out events raised awareness of our neighborhood association and it is a very popular event which has lots of members participating in it.
 2. Regular/Holiday Potlucks - To encourage neighbors become more connected with each other and meet regularly.
 3. Workshops - Host workshops on different topics of interest affecting the neighborhood and city

- 2a. How will it benefit the residents in your neighborhood and/or your neighborhood association?
Each of these projects or events can enhance community involvement, improve local spaces, and foster a sense of belonging among residents.

Potluck with food, games, and activities will strengthen community bonds and allow residents to meet and socialize.

Workshops will educate and raise awareness in the community
- 2b. How many people or households are expected to attend or benefit from the project or event?
100-300 people across 50-300 households who attend each of the event.

2c. Describe your outreach plan to generate awareness and support for the project/event.

Through our mailing list, poster/flyer at the ortega park and whatsapp/nextdoor neighborhood groups

3. Describe how your project and/or event focuses on one or more of the following areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

The projects were chosen from suggestions submitted by members of OPNA. Email was sent out to all NA members requesting input. Many neighbors loved the idea of coming out together to meet and socialize with neighbors - known and new - over ice cream socials, potlucks, cultural celebrations and planting trees etc. From the positive responses we have heard, many feel this would be a great way to celebrate people/cultures and meet even more neighbors and establish relationships, including with public safety and city officials.

4. How will you determine the completed project and/or event was a success?

A turnout of 50+ from the neighborhood at any of these events would be considered successful and in reality we get much more in attendance.

Project Plan & Timeline

5. Use the chart below and list the specific activities needed to carry out your project and/or event including an estimated date of completion for each activity.

Activity	Person(s) Responsible	Completion Date (MO/YR)
<i>Example: Create flier/email for barbecue</i>	Jane Smith	08/25
1. Identify dates for NNO and events via polling by emails, roughly one every 3 months	President	2/15/26
2. Reserve Park Room / Picnic tables for Desired Date/Times	President	3/15/26
3. Email out Flyers	Secretary	5/15/26
4. Get headcount from members through a poll on potential participants and volunteers	Secretary	5/30/26
5. Place Event in Neighborhood Association group Calendar and schedule advance email notifications	President	5/30/26
6. Organize events	Neighborhood Volunteers	6/15/26
7.		
8.		
9.		
10.		
11.		
12.		

Project Team

While you may have many community members working on this project and/or event, project team leads will be critical to the project's success. **Please note that each member of the project team will need to sign the application acknowledging their commitment to this project.**

- 1. Project Leader** - The Project Leader serves as the primary point of contact for the grant application process. The Project Leader also has fiduciary responsibilities and is responsible for submitting a final project report to the City. The final report, including eligible receipts and invoices showing payment is due within 30 days of project/event conclusion and no later than December 31, 2026.

Project Leader Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** 10/10/2025

- 2. Treasurer** - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. The Project Leader may also serve as the Project Treasurer. *Note: The City of Sunnyvale reserves the right to audit grant award funds.*

Treasurer Name: _____
Email: _____ **Phone Number:** 0
Mailing Address: 0
Signature: _____ **Date:** 10/10/2025

- 3. Other Project Team Member** - List additional neighborhood residents who will work on this project and what their responsibilities will be? (i.e., coordinating volunteers, outreach to residents, creation of marketing materials, etc.)

Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** 10/10/2025

Neighborhood Grant Program

2026 Project Budget Form

Please list the project's projected expenses using the form below. All expense-related activities listed on your application must be included in this budget form. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of project/event conclusion and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1. Catered Refreshments & Beverage (including Coffee & Ice cream)	\$ 3000
2. Flyers, Banner and Decorations	\$ 500
3. Volunteer Hours (valued at \$34.79/hour, per IndependentSector.org)	\$ 3479
4. Donated Materials/Services (food, supplies, equipment)	\$ 500
5.	\$
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$
Estimated Total Expenses	\$ 7479
Amount Requested from the City of Sunnyvale	\$ 3000



Sunnyvale

Neighborhood Grant Program Application**Calendar Year 2026****Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.**

Thank you for your interest in the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association: San Miguel Neighborhood Association

Name of Individual Submitting Application: [REDACTED]

Individual's Email: [REDACTED]

Phone: [REDACTED]

Name of Proposed Project: Neighborhood Association Block Party, National Night Out

Funding Level:

Neighborhood Grant		
Tier Level	# Households	Maximum Funding
Tier 1	Under 250	\$1,500
Tier 2	251 – 499	\$3,000
Tier 3	500 & Over	\$5,000

Grant Amount Requesting from the City of Sunnyvale (see details above): \$ 5000.00

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☐ Tier 1 (under 250 households) ☐ Tier 2 (251-499) ☒ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

The make up of the households primarily single family homes.

Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why?
SMNA was founded in 1994 and serves the area surrounding San Miguel Elementary School. Currently the membership is low but we do have leadership positions. The SMNA will be appointing new officers but the dedicated founding members who still make up the core of the association are still members. Over the past two-and-a-half decades, SMNA has helped our neighborhood stay connected through the San Miguel Messenger newsletter and neighborhood events.
- 1a. What are the geographic boundaries of your group, including which Council District?
We are in the Council District number 5. Our Council Member is Richard Mehlinger. SMNA is bordered on the west by Fair Oaks Avenue, the north by Highway 101, the east by Lawrence Expressway, and the south largely by East Duane Avenue, though parts of the neighborhood lie south of Duane.

Project Description

2. Describe your proposed project and/or event.
We plan to reconnect (physically) with our neighbors. Events have cancelled or delayed due to the pandemic years and lack of interest/participation. We want to hold this event to reengage with the neighborhood, develop new relationships and improve our neighborhood communication.
- 2a. How will it benefit the residents in your neighborhood and/or your neighborhood association?
The most important benefit is communication to our neighbors. Our neighborhood lacks connection to the information that affects them. For example, housing developments, city policy/procedures changes and safety/police security issues. We need our neighbors to be more aware and engaging.
- 2b. How many people or households are expected to attend or benefit from the project or event?
We hope and anticipate at least 200-300 people to attend.

2c. Describe your outreach plan to generate awareness and support for the project/event.

We plan to post on Next Door, communicate the new SMNA leadership, announcements via membership list via email. Also, promote event and SMNA door to door.

3. Describe how your project and/or event focuses on one or more of the following areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

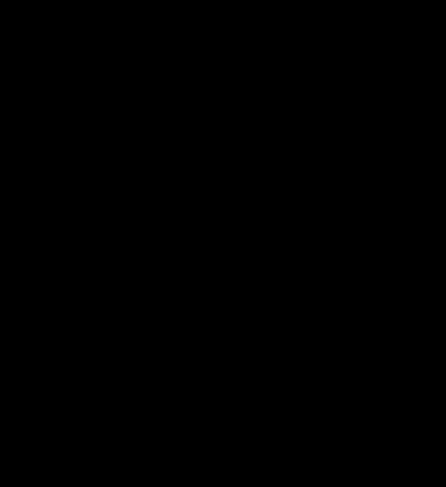
All of the above would be our focus overall but the primary focus will be to help to increase communication among neighbors and enhance neighborhood pride and identity. It's been several years since we have held an event to showcase our neighborhood and to connect with our neighbors.

4. How will you determine the completed project and/or event was a success?

The success of the event will be measure by the attendance of neighbors, increased new memberships and overall improved engagement.

Project Plan & Timeline

5. Use the chart below and list the specific activities needed to carry out your project and/or event including an estimated date of completion for each activity.

Activity	Person(s) Responsible	Completion Date (MO/YR)
<i>Example: Create flier/email for barbecue</i>	Jane Smith	08/25
1. Create new communications out to neighbors to inform them about the SMNA		11/30/25
2. Save the dates information sent on Next Door and email list regarding event.		1/29/26
3. Door to Door flyers		2/28/26
4. Continued messaging		3/30/26
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Project Team

While you may have many community members working on this project and/or event, project team leads will be critical to the project's success. **Please note that each member of the project team will need to sign the application acknowledging their commitment to this project.**

- 1. Project Leader** - The Project Leader serves as the primary point of contact for the grant application process. The Project Leader also has fiduciary responsibilities and is responsible for submitting a final project report to the City. The final report, including eligible receipts and invoices showing payment is due within 30 days of project/event conclusion and no later than December 31, 2026.

Project Leader Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** 10/10/25

- 2. Treasurer** - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. The Project Leader may also serve as the Project Treasurer. *Note: The City of Sunnyvale reserves the right to audit grant award funds.*

Treasurer Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** _____

- 3. Other Project Team Member** - List additional neighborhood residents who will work on this project and what their responsibilities will be? (i.e., coordinating volunteers, outreach to residents, creation of marketing materials, etc.)

Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** _____

Neighborhood Grant Program 2026 Project Budget Form

Sunnyvale

Please list the project's projected expenses using the form below. All expense-related activities listed on your application must be included in this budget form. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of project/event conclusion and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1. SMNA Block Party Marketing/Communications; flyer and handouts, Food and beverages,	\$ 2500.00
2. National Night Out - August 2026 Marketing/Communications; flyer and handouts, Food and beverages, Games & Prizes, Chairs/tables, Supplies	\$ 1500.00
3. Dumpster Day July 2026 Marketing/Communications,	\$ 500.00
4. General Meetings, Website and Newsletter - communications, flyers, supplies	\$ 500.00
5.	\$
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$
Estimated Total Expenses	\$ 5000.00
Amount Requested from the City of Sunnyvale	\$ 5000.00



Neighborhood Grant Program Application

Calendar Year 2026

Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association: Serra North Neighborhood Association

Name of Individual Submitting Application [REDACTED]

Individual's Email: [REDACTED]

Phone: [REDACTED]

Name of Proposed Project: quarterly neighborhood socials

Funding Level:

Neighborhood Grant		
Tier Level	# Households	Maximum Funding
Tier 1	Under 250	\$1,500
Tier 2	251 – 499	\$3,000
Tier 3	500 & Over	\$5,000

Grant Amount Requesting from the City of Sunnyvale (see details above): \$350

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☒ Tier 1 (under 250 households) ☐ Tier 2 (251-499) ☐ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

The number of households that have indicated interest in participating in our socials.

Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why?
2025, to be neighborly and get to know each other.

- 1a. What are the geographic boundaries of your group, including which Council District?

District 1. Bounded by: Corvallis, Knowlton, Cascade, Cathedral to Lewiston, La Crosse Dr.

Project Description

2. Describe your proposed project and/or event.

Our plan is to hold quarterly socials with food and games. These socials will be front yard get-togethers which will welcome passers-by to attend, backyard potluck, s'more roasting in front yard, holiday get-together. Having socials happen quarterly instead of once/year will encourage building relationships. (Once a year is too seldom). The socials will be low-overhead so they'll be easy to arrange, yet high-value to allow neighbors to build relationships. We've been meeting quarterly already and the neighborhood has already become friendlier.

- 2a. How will it benefit the residents in your neighborhood and/or your neighborhood association?
Neighbors will form friendships.

- 2b. How many people or households are expected to attend or benefit from the project or event?
15-20 people for now; may grow over time.

2c. Describe your outreach plan to generate awareness and support for the project/event.

We have a WhatsApp group of our neighborhood association on which we will advertise the socials. In addition, for those not on WhatsApp, we will email them.

3. Describe how your project and/or event focuses on one or more of the following areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

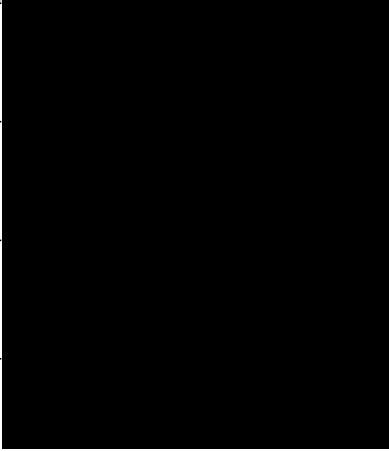
The socials naturally increase communication. We are open to all neighbors interested in meeting other neighbors.

4. How will you determine the completed project and/or event was a success?

It's a success if people continue attending and new people join. So far, we've had 3 socials in 2025, and people have expressed appreciation for my efforts in organizing them.

Project Plan & Timeline

5. Use the chart below and list the specific activities needed to carry out your project and/or event including an estimated date of completion for each activity.

Activity	Person(s) Responsible	Completion Date (MO/YR)
<i>Example: Create flier/email for barbecue</i>	Jane Smith	08/25
1. tea time in front yard		12/31/26
2. s'more roasting in front yard		10/31/26
3. summer BBQ in back yard		8/31/26
4. fun and games in front yard		5/31/26
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Project Team

While you may have many community members working on this project and/or event, project team leads will be critical to the project's success. **Please note that each member of the project team will need to sign the application acknowledging their commitment to this project.**

- 1. Project Leader** - The Project Leader serves as the primary point of contact for the grant application process. The Project Leader also has fiduciary responsibilities and is responsible for submitting a final project report to the City. The final report, including eligible receipts and invoices showing payment is due within 30 days of project/event conclusion and no later than December 31, 2026.

Project Leader Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** 9/29/25

- 2. Treasurer** - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. The Project Leader may also serve as the Project Treasurer. *Note: The City of Sunnyvale reserves the right to audit grant award funds.*

Treasurer Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** _____

- 3. Other Project Team Member** - List additional neighborhood residents who will work on this project and what their responsibilities will be? (i.e., coordinating volunteers, outreach to residents, creation of marketing materials, etc.)

Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** 9/29/25

Neighborhood Grant Program 2026 Project Budget Form

Please list the project's projected expenses using the form below. All expense-related activities listed on your application must be included in this budget form. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of project/event conclusion and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1.s'more roasting: food	\$70
2.summer BBQ: food	\$300
3.tea time: food	\$100
4.fun and games: food	\$100
5.bubbles: solution and wands	\$30
6.corn cob toss	\$70
7.sidewalk chalk	\$30
8.	\$
9.	\$
10.	\$
Estimated Total Expenses	\$700
Amount Requested from the City of Sunnyvale	\$350

Neighborhood Grant Program Application Calendar Year 2026



Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Neighborhood Grant Program. Please make sure you thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding. Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association: Sunnyvale Neighbors of Arbor Including La Linda,
(AKA SNAIL)

Name of Individual Submitting Application [REDACTED]

Individual's Email: [REDACTED] Phone: [REDACTED]

Name of Proposed Project: National Night Out (NNO) International Potluck

Funding Level:

Neighborhood Grant		
Tier Level	# Households	Maximum Funding
Tier 1	Under 250	\$1,500
Tier 2	251 – 499	\$3,000
Tier 3	500 & Over	\$5,000

Grant Amount Requesting from the City of Sunnyvale (see details above): \$ 5,000

Based on the total number of households, which tier does your Neighborhood Group or Association fall under?

 Tier 1 (under 250 households) Tier 2 (251-499) ✓ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

The number of households has increased in the last few years to include the two new housing complexes on San Aleso.

SNAIL community now has over 1,600 households with 651 apartments in 6 complexes. We do not have a residents count in these apartments

Neighborhood Group/Association Background

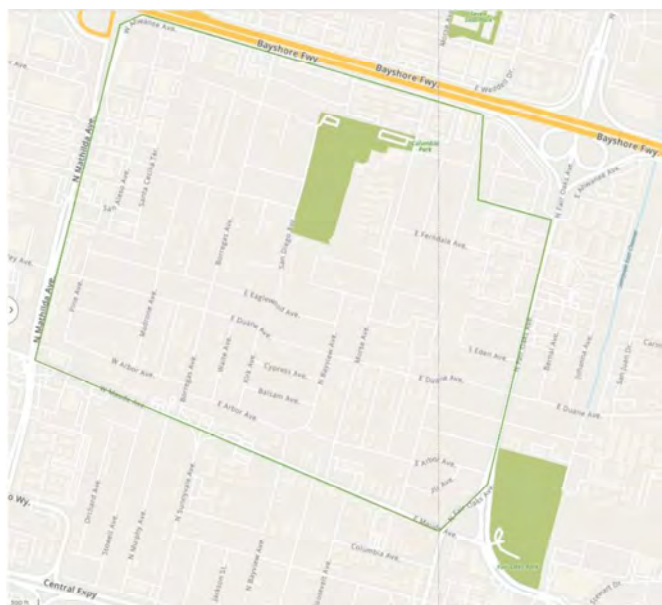
1. When was your neighborhood group or association formed and why?

The neighborhood was built in the early 1950's as a modest tract of mostly single-family homes. In 1995, a group of neighbors living between Borregas and Mathilda Avenues formed the Sunnyvale Neighbors of Arbor, Including La Linda (SNAIL) as a neighborhood association covering approximately 300 households.

SNAIL was initially formed to address the issues of neighborhood preservation/absentee landlord issues, Moffett Airfield usage and air traffic control.

1a. What are the geographic boundaries of your group, including which Council District?

SNAIL is in the heart of District 5.
SNAIL's boundaries are Fair Oaks, Mathilda, Maude, and Ahwanee Avenues, and includes Columbia Middle School, Colombia Neighborhood Community Center, Pacific Autism Center for Education, and Columbia Park.



Project Description

2. Describe your proposed project and/or event.

We wish to continue the tradition of offering to our SNAIL community our traditional summer BBQ party celebrated during National Night Out (NNO) on August 4th 2026.

The usual resources will be invited: City/County departments, community services, ice cream truck, live band, and expanding on our 2024 and 2025 successful emphasis on mental health and drug access awareness. We will invite the SCC District Attorney's office for community whose table was visited by 65 community members.

2a. How will it benefit the residents in your neighborhood and/or your neighborhood association?

National Night Out (NNO) is an annual community-building event that benefits neighborhoods by:

- **Encouraging community involvement**

Because SNAIL invites law enforcement officers from all public safety units to participate, SNAIL's Community members have the opportunity to hear how these units promote involvement in crime prevention activities and local anti-crime efforts.

- **Strengthening partnerships**

SNAIL's NNO promotes city services, community partnerships and neighborhood camaraderie, by enhancing the relationship between neighbors and law enforcement while fostering a sense of community.

Because most DPS units attend our celebration, it provides a great opportunity to bring police and neighbors together under positive circumstances. Fire Prevention, Emergency Medical Technicians, Canine, and Motorcycle units are always the greatest hits with our younger generation.

- **Raising awareness**

SNAIL's NNO raises awareness about crime and drug prevention, which allows for direct information sharing about safety measures, drug prevention programs, and encourages residents to actively participate in crime prevention efforts while building a sense of community and trust with police. Returning for the third year will be the Santa Clara County Substance Prevention department who will be sharing with parents, young adults and children, informational literature, bringing awareness to "fake" products, and enforce the "just say no" to drugs.

The District Attorney for Community and Sunnyvale Community Services will be returning to share information about their services offered to the community,

- **Sending a message to criminals**

SNAIL's NNO sends a message to criminals that our neighborhood is organized and united with our DPS law enforcement units, and actively working to prevent crime using text messages, and tools such as NextDoor to essentially alert each other of ongoing crimes. Letting criminals know that our community is vigilant and not an easy target to exploit is achieved by having large gatherings where SNAIL residents openly interact with police officers, creating a visible presence of community unity against crime.

2b. How many people or households are expected to attend or benefit from the project or event?

In 2024 our attendance was 452. Last year, for our 30th anniversary celebration, our attendance surpassed our expectations. We had 559 attendees, 13 sponsors and 15 information tables.

We expect the 2026 event to crown at 600.

To capture a more accurate number of residents, our community leaders recommended using an iPad to register attendees.

2c. Describe your outreach plan to generate awareness and support for the project/event.

As we have done in previous years, we plan to organize and have a variety of great attractive activities for our diverse residents. We support this festive event with a BBQ, a live band, succulent planting, clay modeling, face-painting for the children, to name just a few.

Families of all ages especially enjoy the festivities, and it keeps them involved with neighborhood issues, activities and helps them get to know their neighbors.

Last year, we had 452 people attending. This year, our goal is to perform extensive outreach to the many apartment complexes as possible, as we hope everyone in our community, residents of the 1,600 family homes and of the 651-apartments, will be able to join us, and celebrate not just the SNAIL's Community history, but also our strong future.

In addition to NextDoor, we will use our SNAIL newsletter to announce this event and promote the "Invite a SNAIL Friend". We will post flyers in the apartment complexes and reach the property managers and encourage as many residents as possible to attend.

3. Describe how your project and/or event focus on one or more of the following areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

National Night Out (NNO) provides an added opportunity for communication among the residents to promote familiarity with and concern for fellow SNAIL residents and with Public Safety in Sunnyvale.

This community event has been instrumental in enhancing the foundation of a strong neighborhood association and community. NNO events promote neighborhood connection, helps bring together neighbors from diverse cultures, and enhances neighborhood pride and identity. The SNAIL National Night Out event is known across the city as one of the best, and we work hard to make it a momentous event that all SNAIL can be proud of.

During this event and over the years, SNAIL has continued to support the diversity of our community.

Our neighborhood has changed dramatically in the past 30 years. In the early 1980's, many homes within SNAIL were bought for rental properties. This eventually deteriorated the appearance of the neighborhood because of the lack of pride of ownership of some tenants and absentee landlords. Many of the renters did not have an interest in neighborhood activities or civic responsibility. In turn, many of the longtime residents did not share a common interest and withdrew their social connections.

In the 1990's, our neighborhood went through another transition and many homes, which were bought as rentals, are now owner occupied. To maintain property values, there is now a new focus in neighborhood preservation. In the absence of a neighborhood association, old residents and new residents may not have had an opportunity to make a connection with common neighborhood interests and cultural support.

In the last ten years, our neighborhood has yet again drastically changed, due to the influx of high-tech companies moving into the proximity of SNAIL. Homes have become affordable only to the richest emigrants hired to fill high salary jobs. Because of the geographical proximity of these companies, SNAIL's population has seen an influx of young immigrant families with small children creating a generation gap within longtime aging residents.

So, in our monthly newsletter, we encourage our neighbors to contribute articles that would educate our diverse community and stay connected on issues that affect our neighborhood. In our community activities we celebrate diversity by encouraging multicultural dishes at our potluck. Most importantly, both give us the opportunity to communicate with each other through local neighborhood meetings where we have City and County staff, elected officials, and community speakers address issues relevant to our neighborhood.

The residents of our neighborhood are of diverse ages and ethnicities. We know that events like NNO provide the opportunity for more neighbors to get to know each other, especially new residents of the neighborhood. Some SNAIL residents are the original owners of their homes and can share much of the neighborhood's history. New neighbors bring revitalization to the neighborhood, bringing pride of ownership and commitment. Our overall goal is to reach and communicate with all residents in the neighborhood and beyond. We expect that this activity will draw more attention to the purpose of our neighborhood association.

In creating a community event with an international potluck flavor, SNAIL values the culturally diverse community it has now become. By encouraging the mingling of international families, it helps dispel negative stereotypes and personal biases about diverse groups. It helps all of us recognize and respect "ways of being" that are not necessarily our own. So that by interacting with others of a different country and of a different language and sharing a dish from our country of origin, we can build bridges to trust, respect, and understanding across cultures.

4. How will you determine the completed project and/or event was a success?

The success of this project will be demonstrated by the diverse attendance, the conversations, comments, quotes, and the smiling residents' pictures that will be collected during the event.

More importantly, knowing that residents came to celebrate our 30th anniversary last year, learn about our community history, our growth, our contributions to public safety and insistence in keeping the integrity of the entire community as an indivisible neighborhood in District 5. It will illustrate our success, far beyond coming for the ice cream, hot dogs and live music for which SNAIL is famous.

Additionally, we know that this event continues to promote neighborhood watch for safety, minimize traffic speeding cars, and assist with crime prevention as more and more neighbors are reaching out for support by attending monthly meetings.

"Spreading the word" through our newsletters that SNAIL is the place to be and seeing the increased participation in the fun social activities and projects that volunteers continue to organize years after years.

As we have seen an increase of neighbors coming to volunteer for this extraordinary event, they have demonstrated a unified commitment to the community at large that other Sunnyvale neighborhood associations are now emulating our efforts.

Comments received by City staff and Elected officials as they keep returning to SNAIL and has increased our visibility with the community of Sunnyvale.

We believe that we can measure our success by the participation to activities presented above.

Project Plan & Timeline

5. Use the chart below and list the specific activities needed to carry out your project and/or event including an estimated date of completion for each activity.

We have already begun the discussions around the activities that will take place that day. Collaborating with the same core committee of strong SNAIL volunteers year after year, fosters a sense of continuity and deepen relationships. This has led us to more effective teamwork and a shared understanding of goals and challenges. The trust we have established amongst ourselves, knowing that each team member knows their part and their contributions means that neighbors collaborate and organize activities in subcommittees reporting to the greater group.

Activity	Person(s) Responsible	Completion Date (MO/YR)
Confirm Live Band		6 Months prior to event
Complete and secure Permit for Street Closure		4 Months prior to event
Line up vendors for children's events, send invitation		4 Months prior to event
Order Port-a-potty, wash station		4 Months prior to event
Reserve and order tables, chairs and canopies		4 Months prior to event
Invite various City and County departmental resources and community organizations to set up a table and connect with the residents		3 Months prior to event
Update existing Promotional Flyers for NNO in Newsletter and print flyer and newsletter in color		3 Months prior to event
Secure extra trash receptacles		1 Months prior to event
Secure "do not park" street signs		2 Wks prior to event
Request street sweeping for morning of event		2 Wks prior to event
Plan and Purchase arts and supplies		1 Wk prior event
Draw map with sponsor locations on the street		3 Days before event
Coordinate the transportation of two bar-b-ques		1 Day before event
Purchase food, drink and ice		3 and 1 Day before event
Coordinate clean up		Immediately after the event
Tabulate attendance, collect anecdotes, photos and initiate the City's report		30 Days post event

Project Team

While you may have many community members working on this project and/or event, project team leaders will be critical to the project's success. **Please note that each member of the project team will need to sign the application acknowledging their commitment to this project.**

1. **Project Leader** - The Project Leader serves as the primary point of contact for the grant application process. The Project Leader also has fiduciary responsibilities and is responsible for submitting a final project report to the City. The final report, including eligible receipts and invoices showing payment is due within 30 days of project/event conclusion and no later than December 31, 2025.

Project Leader Name:

Email:

Mailing Address:

Signature:

Phone Number:

88

Date: 10/1/2025

2. **Treasurer** - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. The Project Leader may also serve as the Project Treasurer. *Note: The City of Sunnyvale reserves the right to audit grant award funds.*

Treasurer Name:

Email:

Mailing Address:

Signature:

Phone Number:

Date: 10/1/2025

3. **Other Project Team Member** - List additional neighborhood residents who will work on this project and what their responsibilities will be? (i.e., coordinating volunteers, outreach to residents, creation of marketing materials, etc.)

Vice Chair Name:

Email:

Mailing Address:

Signature:

Phone Number:

088

Date: 10/1/2025

Secretary Name:

Email:

Mailing Address:

Signature:

Phone Number:

88

Date: 10/1/2025

**Neighborhood Grant Program
2026 Project Budget Form**

Please list the project's projected expenses using the form below. All expense-related activities listed on your application must be included in this budget form. **Note: This is a reimbursement grant.**

All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of project/event conclusion and no later than December 31, 2026.

Based on the 2025 budget, our projected expenses are as follows:

Project Expenses

Activity	Estimated Costs
Activities Supplies	\$ 437.34
Decoration	\$ 284.28
Face Painting	\$ 200
Food	\$1,740.83
Furniture rental	\$1,968
Gift	\$1,280.72
Ice cream	\$1,240
Music	\$1,000
Permit	\$ 36
Estimated Total Expenses	\$8,187.17
Amount Requested from the City of Sunnyvale	\$5,000

We anticipate a 7 to 10% increase in the total cost based on the cost of living and/or anticipated inflation.



Sunnyvale

Neighborhood Grant Program Application

Calendar Year 2026

Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association: SunnyArts Neighborhood Association

Name of Individual Submitting Application: [REDACTED]

Individual's Email: \$ [REDACTED] Phone: [REDACTED]

Name of Proposed Project: Community building, Safety

Funding Level:

Neighborhood Grant		
Tier Level	# Households	Maximum Funding
Tier 1	Under 250	\$1,500
Tier 2	251 – 499	\$3,000
Tier 3	500 & Over	\$5,000

Grant Amount Requesting from the City of Sunnyvale (see details above): \$1500

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☐ Tier 1 (under 250 households) ☒ Tier 2 (251-499) ☐ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

Number of homes in all the streets, as canvassed by volunteers to distribute flyers for neighborhood events

Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why?
The Sunnyarts Neighborhood Association was established in 2005 in response to burglary incidents within the area. Association goals include increased information dissemination among neighbors, community spirit building activities, charitable endeavors, neighborhood safety, and disaster preparedness.
- 1a. What are the geographic boundaries of your group, including which Council District?
Sunnyarts Neighborhood Association is bounded by Rembrandt and Rousseau Drives. The following streets and home counts comprise our community: Rembrandt Dr (50), Crescent Ave (east of the canal) (0), Robbia Dr and Robbia Ct (48), Rousseau Dr (24), Schubert Dr (0), Renoir Ct (10), Chopin Dr (29), Sargent Dr (42), Van Dyck Dr (25), Van Dyck Ct (17), Verdi Dr (11).

Project Description

2. Describe your proposed project and/or event.
We have multiple community-building and safety/security events planned for Sunnyarts this year. In spring, we'll host a festival event for either Chinese New Year or Holi. In the summer, we will host a Cinco de Mayo event, a Goodwill Donation Drive, the National Night Out Ice Cream Social event and our annual Summer Potluck. In November, we will host a Thanksgiving event, with cookie swap.
- 2a. How will it benefit the residents in your neighborhood and/or your neighborhood association?
We design our events to be inclusive for all age groups, new and older families, and at various locations within SunnyArts, during different times and days. Each event has activities tailored towards adults and kids. We have book swaps, lemonade stands and bake sales during our goodwill donation drive. We have a potluck with prizes during the summer potluck, with a live band and raffles for all to participate. The NNO event is popular as well, with a bounce house, free ice cream, and tables from various city groups, as well as visits from Sunnyvale PD and FD.
- 2b. How many people or households are expected to attend or benefit from the project or event?
We expect 50 to 150 people attend our events, with largest turnouts in the Summer Potluck. Different events bring out different people for different events and we try to cater to all demographics including seniors, youth and kids as well. Teens get volunteer hours by helping with various aspects of each event. Younger families meet others with similar age kids and form friendships that go beyond just our events.

2c. Describe your outreach plan to generate awareness and support for the project/event.

Our outreach is multifold: we post to our private Google group, we reiterate the events in the Sunnyarts Chair email signature that is sent out as we forward all Sunnyvale City communications to the neighborhood group, and we also distribute paper flyers several times a year to every household in our community. We recognize that not all of our neighbors utilize the internet and we want to make sure everyone is aware of neighborhood-sponsored activities. We also post signs proximal to the events as reminders on the light poles. We have exceedingly good turnout at our events, and expect these numbers to keep increasing.

3. Describe how your project and/or event focuses on one or more of the following areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

In person events during various times of the year encourages participation from a variety of neighbors. Every event sees at least one or two new families participating. We vet and verify new neighbors during these events and add them to the private neighborhood google group. This group is the information hub for SunnyArts, with everything ranging from service provider recommendations, to notifying each other about unusual activity, suspicious vehicles, and even lost (& found) pets! Our events reflect the multi-cultural diversity of SunnyArts (Cinco de Mayo, Lunar New Year, Holi, Thanksgiving, Potluck featuring a spectrum of world foods) and these celebrations bring people together when they share activities and food reflecting the various cultures. We have young families move into our neighborhood because they know we are a well-established, safe, supportive community, where they can raise their families and put roots down.

4. How will you determine the completed project and/or event was a success?

Number of attendees is a great gauge for event success. Post event feedback to the organizer/chair helps us improving events for subsequent years. Volunteer participation is also an indicator of how popular some of our repeat activities are. During these events, people with common interests such as gardening or hiking get to know each other, and go on to form their own smaller groups and pursue their passions and hobbies together. These smaller groups are a great indicator of the interconnectedness of our neighborhood, and our annual events continue to foster these connections.

Project Plan & Timeline

5. Use the chart below and list the specific activities needed to carry out your project and/or event including an estimated date of completion for each activity.

Activity	Person(s) Responsible	Completion Date (MO/YR)
<i>Example: Create flier/email for barbecue</i>	Jane Smith	08/25
1. Spring event	SunnyArts Chair/Volunteers	4/30/26
2. Cinco De Mayo	SunnyArts Chair/Volunteers	5/31/26
3. Goodwill Donation Drive	SunnyArts Chair/Volunteers	7/31/26
4. National Night Out	SunnyArts Chair/Volunteers	8/31/26
5. Summer Potluck	SunnyArts Chair/Volunteers	9/30/26
6. Holiday event	SunnyArts Chair/Volunteers	11/30/26
7.		
8.		
9.		
10.		
11.		
12.		

Project Team

While you may have many community members working on this project and/or event, project team leads will be critical to the project's success. **Please note that each member of the project team will need to sign the application acknowledging their commitment to this project.**

- 1. Project Leader** - The Project Leader serves as the primary point of contact for the grant application process. The Project Leader also has fiduciary responsibilities and is responsible for submitting a final project report to the City. The final report, including eligible receipts and invoices showing payment is due within 30 days of project/event conclusion and no later than December 31, 2026.

Project Leader Name: _____
Email: S _____ **Phone Number:** _____
Mailing Address: _____ Sunnyvale
Signature: _____ **Date:** 10/9/25

- 2. Treasurer** - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. The Project Leader may also serve as the Project Treasurer. *Note: The City of Sunnyvale reserves the right to audit grant award funds.*

Treasurer Name: n/a
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** _____

- 3. Other Project Team Member** - List additional neighborhood residents who will work on this project and what their responsibilities will be? (i.e., coordinating volunteers, outreach to residents, creation of marketing materials, etc.)

Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** _____

Neighborhood Grant Program 2026 Project Budget Form

Sunnyvale

Please list the project's projected expenses using the form below. All expense-related activities listed on your application must be included in this budget form. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of project/event conclusion and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1. Spring event	\$200
2. Cinco De Mayo	\$300
3. Goodwill Drive	\$0
4. National Night Out	\$200
5. Summer Potluck	\$500
6. Holiday event	\$300
7.	\$
8.	\$
9.	\$
10.	\$
Estimated Total Expenses	\$1500
Amount Requested from the City of Sunnyvale	\$1500



Sunnyvale

Neighborhood Grant Program Application

Calendar Year 2026

Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association: Sunset Pastoria Neighborhood Association

Name of Individual Submitting Application: [REDACTED]

Individual's Email: [REDACTED]

Phone: [REDACTED]

Name of Proposed Project: Washington Park BBQ

Funding Level:

Neighborhood Grant		
Tier Level	# Households	Maximum Funding
Tier 1	Under 250	\$1,500
Tier 2	251 – 499	\$3,000
Tier 3	500 & Over	\$5,000

Grant Amount Requesting from the City of Sunnyvale (see details above): \$ 500

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☒ Tier 1 (under 250 households) ☐ Tier 2 (251-499) ☐ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

Number of single family units within the boundaries of the neighborhood association.

Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why?

Aug, 2025

We established a neighborhood association to increase communication among neighbors, and enhance neighborhood pride and identity.

- 1a. What are the geographic boundaries of your group, including which Council District?

Between Sunset, Pastoria, Evelyn, and Washington.
Council District 2

Project Description

2. Describe your proposed project and/or event.

BBQ with neighbors in park. Hamburgers (veg and non veg) will be prepared and served. This event will include games (eg. cornhole). Since we are a new Neighborhood Association, we also plan to use this as an opportunity to brainstorm with neighbors on future events.

- 2a. How will it benefit the residents in your neighborhood and/or your neighborhood association?

This event will help build community by providing a way for neighbors to introduce themselves and communicate.

- 2b. How many people or households are expected to attend or benefit from the project or event?

50 households

2c. Describe your outreach plan to generate awareness and support for the project/event.

Postering around the neighborhood, neighborhood email list, word of mouth.

3. Describe how your project and/or event focuses on one or more of the following areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

This event will provide an opportunity for neighbors to talk to each other. Since this will be the inaugural event under the official Neighborhood Association, this will act as a jumping point to discuss additional ways to enhance neighborhood pride and identity (eg. gauging excitement around other potential neighborhood projects like holiday arches).

4. How will you determine the completed project and/or event was a success?

If we achieve close to or more than our expected turnout, we increase sign ups to our neighborhood e-mail list, and the event goes smoothly, it will be considered a success.

Project Plan & Timeline

5. Use the chart below and list the specific activities needed to carry out your project and/or event including an estimated date of completion for each activity.

Activity	Person(s) Responsible	Completion Date (MO/YR)
<i>Example: Create flier/email for barbecue</i>	Jane Smith	08/25
1. Create and distribute fliers		05/14
2. SCC Food Permit application		04/24
3. Purchase food, utensils		05/30
4. BBQ		05/30
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Project Team

While you may have many community members working on this project and/or event, project team leads will be critical to the project's success. **Please note that each member of the project team will need to sign the application acknowledging their commitment to this project.**

- 1. Project Leader** - The Project Leader serves as the primary point of contact for the grant application process. The Project Leader also has fiduciary responsibilities and is responsible for submitting a final project report to the City. The final report, including eligible receipts and invoices showing payment is due within 30 days of project/event conclusion and no later than December 31, 2026.

Project Leader Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____ CA
Signature: _____ **Date:** _____

- 2. Treasurer** - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. The Project Leader may also serve as the Project Treasurer. *Note: The City of Sunnyvale reserves the right to audit grant award funds.*

Treasurer Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** 10/10/2025

- 3. Other Project Team Member** - List additional neighborhood residents who will work on this project and what their responsibilities will be? (i.e., coordinating volunteers, outreach to residents, creation of marketing materials, etc.)

Name: _____
Email: _____ **Phone Number:** _____
Mailing Address: _____
Signature: _____ **Date:** 10/10/2025

Neighborhood Grant Program 2026 Project Budget Form

Sunnyvale

Please list the project's projected expenses using the form below. All expense-related activities listed on your application must be included in this budget form. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of project/event conclusion and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1. Print Fliers	\$ 20
2. Santa Clara County Food Permit (TFF - RC2)	\$ 191
3. Food, utensils	\$ 289
4.	\$
5.	\$
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$
Estimated Total Expenses	\$ 500
Amount Requested from the City of Sunnyvale	\$ 500

**Neighborhood Grant Program Application****Calendar Year 2026****Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.**

Thank you for your interest in the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your grant proposal.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association: Valley Forge Neighborhood Group

Name of Individual Submitting Application

Individual's Email:

Phone:

Name of Proposed Project: Valley Forge Block Party

Funding Level:

Neighborhood Grant		
Tier Level	# Households	Maximum Funding
Tier 1	Under 250	\$1,500
Tier 2	251 – 499	\$3,000
Tier 3	500 & Over	\$5,000

Grant Amount Requesting from the City of Sunnyvale (see details above): \$1,500

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☒ Tier 1 (under 250 households) ☐ Tier 2 (251-499) ☐ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

The boundaries are: Valley Forge bordered by Lime and Yorktown. There are approx. 50 households including Valley Forge Drive, Gooseberry Court, and parts of Westchester Dr.

Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why?

The Valley Forge Neighborhood Group was formed in 2005 to bring about a better sense of community.

- 1a. What are the geographic boundaries of your group, including which Council District?

The boundaries are: Valley Forge bordered by Lime and Yorktown. There are approx. 50 households including Valley Forge Drive, Gooseberry Court, and parts of Westchester Dr.

Project Description

2. Describe your proposed project and/or event.

Our annual neighborhood gathering brings residents together in a spirit of connection and collaboration, strengthening the sense of belonging that defines Valley Forge. Each year, neighbors contribute time, food, and creativity to make the event a success. We maintain a neighborhood roster of names and emails to keep communication open and ensure that every household stays informed and engaged.

In partnership with SNAP, we share vital neighborhood safety information. SNAP hosts an educational booth at each event, offering residents the opportunity to learn about safety resources, upcoming trainings, and practical emergency preparedness tips.

The block party itself provides a warm welcome for new residents and a lively space for families and children to enjoy. In 2025, around 68 neighbors came together to enjoy music, food, games, and learning activities—turning this tradition into one of the most anticipated events of the year.

Our “Ladies of Valley Forge” group meets quarterly to plan, schedule, and coordinate volunteers, ensuring every event runs smoothly. Beyond celebration, our community also gives back, raising \$1,100 in 2025 for Sunnyvale Community Services, reflecting our shared commitment to supporting others and strengthening the broader community.

- 2a. How will it benefit the residents in your neighborhood and/or your neighborhood association?

Our annual neighborhood celebration strengthens the spirit of connection and belonging throughout Valley Forge. The event brings neighbors together to share, participate, and engage while maintaining a robust roster of names and emails to ensure everyone stays connected year-round.

Celebrating Our Diversity: Valley Forge is home to a vibrant mix of cultures, and this gathering showcases our shared commitment to inclusion and friendship. Residents contribute dishes, traditions, and stories that highlight the richness of our community, fostering a deeper sense of unity and appreciation for one another.

Neighborhood Safety Partnership (SNAP): Each year, we collaborate with SNAP to offer valuable safety education. Their team hosts an information tent featuring interactive demonstrations on topics like fire safety, the use of emergency mobile apps such as *Watch Duty*, and gas shutoff procedures. These activities empower residents to be prepared and confident in emergency situations.

Fire Department Collaboration: The Sunnyvale Fire Department's participation is a highlight of the day. Firefighters engage children with truck tours and hands-on learning while adults receive fire prevention tips, home safety advice, and opportunities to ask questions. Their continued enthusiasm for the event reinforces our commitment to building a knowledgeable, safety-minded neighborhood.

Community Giving: Each year, our neighborhood extends its generosity by supporting Sunnyvale Community Services. In 2025, residents donated \$1,100, underscoring our shared dedication to helping those in need and strengthening the larger Sunnyvale community.

Supporting Local Businesses: We prioritize sourcing food and beverages from local vendors, ensuring that the grant funding benefits the small businesses that make our city thrive.

2b. How many people or households are expected to attend or benefit from the project or event?

We average 60-70 people every year. We know of who shows up based on people responding to a RSVP. This helps us get an accurate count for food. In 2025, we had 68 people in attendance.

2c. Describe your outreach plan to generate awareness and support for the project/event.

Our outreach begins with a quarterly neighborhood meeting where we discuss various community topics and select a date for the street party. At this meeting, we organize volunteer roles and assign tasks. Following the meeting, we send an email announcement to our community contact list to ensure everyone is informed. To engage all residents, we involve neighborhood children in creating a flyer each year, which they enthusiastically distribute to every home on our street. In addition to the initial announcement, we send follow-up email reminders leading up to the event, keeping everyone updated and involved. Through this mix of in-person meetings, email outreach, and flyer distribution, we ensure strong community awareness and participation.

3. Describe how your project and/or event focuses on one or more of the following areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

Our annual neighborhood event promotes communication, cultural connection, and pride in our community through several key initiatives:

Increasing Communication Among Neighbors: We actively foster connections by gathering contact information to maintain a neighborhood email roster. Through quarterly meetings, email outreach, and flyer distribution, we ensure every neighbor is informed and engaged. This approach keeps lines of communication open year-round, beyond just the event.

Building Bridges Between Cultures: Our neighborhood is diverse, and the event offers a unique opportunity to celebrate that diversity. Residents share their cultural traditions, foods, and backgrounds, fostering mutual understanding and respect. This experience allows neighbors to appreciate each other's cultures, strengthening the unity within our community.

4. How will you determine the completed project and/or event was a success?

We measure the success of our annual event through several key indicators:

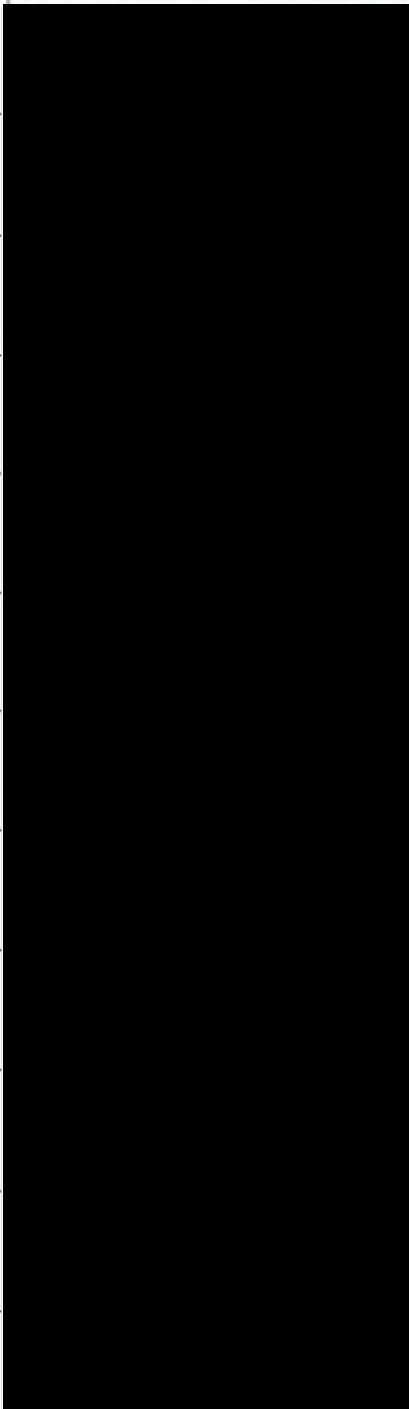
Attendance and Participation: Strong turnout each year reflects the high level of community enthusiasm and engagement. With an average of more than 60 attendees—families, children, and new residents alike—the event continues to demonstrate its value as a meaningful tradition that brings neighbors together.

Welcoming New Residents: The block party provides a warm and inclusive setting for newcomers to connect with others in the neighborhood. We measure success not only by how many new residents attend, but also by their continued involvement in future gatherings and community initiatives.

Positive Community Feedback: Residents frequently share their excitement and appreciation for the event, often mentioning how much they look forward to it each year. The ongoing buzz and neighbor-to-neighbor conversations about the block party serve as clear indicators of its lasting impact and success.

Project Plan & Timeline

5. Use the chart below and list the specific activities needed to carry out your project and/or event including an estimated date of completion for each activity.

Activity	Person(s) Responsible	Completion Date (MO/YR)
<i>Example: Create flier/email for barbecue</i>	Jane Smith	08/25
1. Planning meeting		6/1/26
2. Save the date email		7/1/26
3. Solicit flyers		8/1/26
4. Order barricades and cones		8/1/26
5. Food delivery		9/1/26
6. Block party event		Aprox. 9/26/26
7. Sunnyvale Community Services donations and food collection.		Aprox 9/26/26
8. Fire Department arrives for education to homeowners - adults and children		Aprox 9/26/26
9. Cleanup		9/26/26
10. Return barricades and cones		9/28/26
11. Send donations to Sunnyvale Community Services		10/1/26
12. Submit reimbursement		10/20/26

Project Team

While you may have many community members working on this project and/or event, project team leads will be critical to the project's success. **Please note that each member of the project team will need to sign the application acknowledging their commitment to this project.**

- 1. Project Leader** - The Project Leader serves as the primary point of contact for the grant application process. The Project Leader also has fiduciary responsibilities and is responsible for submitting a final project report to the City. The final report, including eligible receipts and invoices showing payment is due within 30 days of project/event conclusion and no later than December 31, 2026.

Project Leader Name: _____

Email: _____

Phone Number: _____

Mailing Address: _____

Signature: _____

Date: 10/2/25

- 2. Treasurer** - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. The Project Leader may also serve as the Project Treasurer. *Note: The City of Sunnyvale reserves the right to audit grant award funds.*

Treasurer Name: _____

Email: _____

Phone Number: _____

Mailing Address: _____

Signature: _____

Date: 10/2/2025

- 3. Other Project Team Member** - List additional neighborhood residents who will work on this project and what their responsibilities will be? (i.e., coordinating volunteers, outreach to residents, creation of marketing materials, etc.)

Name: _____

Email: _____

Phone Number: _____

Mailing Address: _____

Signature: _____

Date: 10/1/25

Neighborhood Grant Program 2026 Project Budget Form

Please list the project's projected expenses using the form below. All expense-related activities listed on your application must be included in this budget form. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of project/event conclusion and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1. Food	\$ 1,400
2. Games for kids	\$ 50
3. Soda, Water, Juice	\$ 50
4.	\$
5.	\$
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$
Estimated Total Expenses	\$ 1,500
Amount Requested from the City of Sunnyvale	\$ 1,500



Every year, SNAP (Sunnyvale Neighborhoods Actively Prepare) is our neighborhood disaster preparedness program. Following a disaster, Sunnyvale residents will need to rely on each other for several days if city and county services are overwhelmed.



Every year the fire department comes and educates us on fire safety, and the role of fireman and police in the Sunnyvale community. It was great to see both children and adults asking questions.



Great turn out in 2025, weather was perfect, and met several new neighbors.



My husband and I.
(Patricia and Paul Grant)



Attachment 4
Page 86 of 86
Marcia Chro... asking all the neighbors for coming.



Everyone brings tables, chairs and we setup in the middle of the road. We barricade the road for the event. Everyone helps clean up at the end of the night.

Neighborhood Grant Program

Block Party Application Calendar Year 2026

Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in hosting a Block Party under the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available [here](#) (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your application.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Block parties are intended to be smaller events within a neighborhood group so residents that live within close proximity to each other may further develop their relationship and communication. Review Block Party guidelines on the city website - <https://www.sunnyvale.ca.gov/homes-streets-and-property/neighborhoodresources/block-party-permit>. Maximum funding per block party is \$500 and applications must be signed by a neighborhood group leader listed in the annual registration form.

Block Party		
Tier Level	# Households	Maximum # of Applications
Tier 1	Under 250	2
Tier 2	251 – 499	4
Tier 3	500 & Over	6

Funding priority is neighborhood grants and only if funding is still available will block party applications be considered.

Note: If the Block Party will provide food, contact the Santa Clara County, Dept. of Environmental Health to ensure safety conditions are met. This is a Santa Clara County requirement. Info. on their website - <https://deh.santaclaracounty.gov/food-and-retail/compliance-retail-food-operations/temporary-foodevents-facility-compliance-and>. For more questions, contact them via email, dehweb@deh.sccgov.org.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

.....

Name of Neighborhood Group or Association: Challenger West

Name of Individual Submitting Application: [REDACTED]

Individual's Email: [REDACTED]

Phone: [REDACTED]

Grant Amount Requesting from the City of Sunnyvale (\$500 maximum): \$ 500.00

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? **Tier 1 (under 250 households)**

Describe how the total number of households in your Neighborhood Group or Association is calculated.
35 Homes with an average of 3 occupants in each

Event Description:

Date, time and location of the Block Party.

- We generally schedule the block party in late August – usually held on the Saturday before school starts
- Location: Queen Anne Drive

What are the geographic boundaries of those invited to the Block Party.

- North Boundary - Steuben; South Boundary- Trenton (includes Pomelo Court; East Boundary - Queen Anne; West Boundary – Pome
- And we do include past owners/residents and extended families and some adjoining neighbors

What are the activities planned?

- **Activities:** Queen Ann Drive will be closed 9am-10pm to accommodate kids and neighbors visiting/biking/playing outdoors. We'll have music, face painting, shave ice, cornhole, pickleball, a 'cake walk' game, big bubbles, giant Connect-Four, giant checkers, a projector/screen with a movie for kids, a fire-pit hangout, etc. We will work to arrange the fire truck again, aiming for a 4pm visit.
 - We will also rent a large jump house.
- **We hope to arrange for an ice cream truck/taco trucks to stop by and order some pizzas for the group.**

How many people or households are expected to attend?

- **20+ households, over 60 people**

Describe your outreach plan to generate participation.

- **We will email using our current distribution list.**
- **We are in the process of setting up a googlegroup for the association which we will ask everyone to join so we can communicate to everyone easily.**
- **We plan to send out reminders and invites via our new googlegroups**
 - <https://challengerwestsunnyvale.org/#home> (this is a work in progress)
 - <https://groups.google.com/g/challengerwest>

Describe how the Block Party will achieve one or more of the following focus areas:

- **The block party is an over 2-decade tradition that increases communication among neighbors who may not have seen much of each other during the year,** enables us all to catch up on news regarding our kids, our vacations, our careers, our retirements, our home improvement projects and gardening projects, etc., It is also a way to welcome new neighbors into the community.
- **The event promotes neighborhood safety,** in that it allows the children to become acquainted with the neighbors. In the event of an emergency, the children know whom to safely approach for help.
- **It helps us to enhance neighborhood pride and identity when we all share a day of festivities, food, and fun.**



Sunnyvale

Neighborhood Grant Program

Block Party Application Budget Form

Please list the Block Party's projected expenses using the form below. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of the event and no later than December 31, 2026.**

Project Expenses

Activity Block Party	Estimated Costs
1. Jump House	\$ 400.00
2. Domino's Pizza	\$ 100.00
3.	\$
4.	\$
5.	\$
Estimated Total Expenses	\$ 500.00
Amount Requested from the City of Sunnyvale	\$ 500.00

Reviewed by Neighborhood Association or Group leader. In order to facilitate communication and coordination within a neighborhood association or group, all Block Party applications must be reviewed and signed by a leader listed in the current registration form.

Applications that are not signed by a leader listed in the current registration form are incomplete and will not be considered for funding. To find the current leader, you can refer to the Neighborhood Association Map and Contact List posted on the City of Sunnyvale webpage. Go to *Sunnyvale.ca.gov*. and put "Neighborhood Association" in the search bar.

Name of Neighborhood Association or Group Leader: _____

Signature: _____

Date: Sept 15, 2024

Neighborhood Grant Program

Block Party Application

Calendar Year 2026

Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in hosting a Block Party under the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your application.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Block parties are intended to be smaller events within a neighborhood group so residents that live within close proximity to each other may further develop their relationship and communication. Review Block Party guidelines on the city website - <https://www.sunnyvale.ca.gov/homes-streets-and-property/neighborhood-resources/block-party-permit>. Maximum funding per block party is \$500 and applications must be signed by a neighborhood group leader listed in the annual registration form.

Block Party		
Tier Level	# Households	Maximum # of Applications
Tier 1	Under 250	2
Tier 2	251 – 499	4
Tier 3	500 & Over	6

Funding priority is neighborhood grants and only if funding is still available will block party applications be considered.

Note: If the Block Party will provide food, contact the Santa Clara County, Dept. of Environmental Health to ensure safety conditions are met. This is a Santa Clara County requirement. Info. on their website - <https://deh.santaclaracounty.gov/food-and-retail/compliance-retail-food-operations/temporary-food-events-facility-compliance-and>. For more questions, contact them via email, dehweb@deh.sccgov.org.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

.....

Name of Neighborhood Group or Association: Parkington Avenue

Name of Individual Submitting Application: _____

Individual's Email: _____

Phone: _____

Grant Amount Requesting from the City of Sunnyvale (\$500 maximum): \$400

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☒ Tier 1 (under 250 households) ☐ Tier 2 (251-499) ☐ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

1100-1199 Parkington Ave, and a few houses on the adjacent cross road
(702-798 Bernardo Ave and 782-816 Grape Ave)

Event Description:

1. Date, time and location of the Block Party.

3pm-10pm 9/12/2026 at 1100-1199 Parkington Ave

2. What are the geographic boundaries of those invited to the Block Party.

1100-1199 Parkington Ave, 702-798 Bernardo Ave, 782-816 Grape Ave

3. What are the activities planned?

Ice-cream and beer social, kid's game and bike race, fire truck visit,
potlock, fire pit social, potlock to share our favorite food.

4. How many people or households are expected to attend?

20 household, about 70 people are expected to attend

5. Describe your outreach plan to generate participation.

Flyer on the street, emails to Parkington email group, word of mouth from
neighbors to neighbors when we walk the dog, work in the front yard,
meet kids playing or walking to school



6. Describe how the Block Party will achieve one or more of the following focus areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

Parkington Ave block party is a tradition for over 50 years. It is always a highlight
at the end of the summer, on the Saturday after Labor Day.

Neighbors have fun memories from generations attending the block party. It
tightens the community, we share updates and joys with our neighbours (new
babies, new neighbours moving in, kids' graduations, neighbours retiring etc). It is
the only time the street is closed from traffic and cars moved from the street,
kids can run and bike on the street and get in the fire truck for a photo.

Neighborhood Grant Program Block Party Application Budget Form

Please list the Block Party's projected expenses using the form below. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of the event and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1.Street closure/barriers/city permit/ballons	\$50
2.Ice-cream & beer for kids and adults	\$125
3.Firewood and smores	\$125
4.Kid's games and prizes, pinata	\$100
5.	\$
Estimated Total Expenses	\$
Amount Requested from the City of Sunnyvale	\$400

Reviewed by Neighborhood Association or Group leader. In order to facilitate communication and coordination within a neighborhood association or group, all Block Party applications must be reviewed and signed by a leader listed in the current registration form.

Applications that are not signed by a leader listed in the current registration form are incomplete and will not be considered for funding. To find the current leader, you can refer to the Neighborhood Association Map and Contact List posted on the City of Sunnyvale webpage. Go to *Sunnyvale.ca.gov*. and put "Neighborhood Association" in the search bar.

Name of Neighborhood Association or Group Leader _____

Signature: _____

Date: 10/5/2025



Sunnyvale

Neighborhood Grant Program**Block Party Application****Calendar Year 2026****Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.**

Thank you for your interest in hosting a Block Party under the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your application.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Block parties are intended to be smaller events within a neighborhood group so residents that live within close proximity to each other may further develop their relationship and communication. Review Block Party guidelines on the city website - <https://www.sunnyvale.ca.gov/homes-streets-and-property/neighborhood-resources/block-party-permit>. Maximum funding per block party is \$500 and applications must be signed by a neighborhood group leader listed in the annual registration form.

Block Party		
Tier Level	# Households	Maximum # of Applications
Tier 1	Under 250	2
Tier 2	251 – 499	4
Tier 3	500 & Over	6

Funding priority is neighborhood grants and only if funding is still available will block party applications be considered.

Note: If the Block Party will provide food, contact the Santa Clara County, Dept. of Environmental Health to ensure safety conditions are met. This is a Santa Clara County requirement. Info. on their website - <https://deh.santaclaracounty.gov/food-and-retail/compliance-retail-food-operations/temporary-food-events-facility-compliance-and>. For more questions, contact them via email, dehweb@deh.sccgov.org.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

.....
Name of Neighborhood Group or Association:

Cumberland West

Name of Individual Submitting Application: _____

Individual's Email: _____

Phone: _____

Grant Amount Requesting from the City of Sunnyvale (\$500 maximum): \$ 500.00

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☐ Tier 1 (under 250 households) ☐ Tier 2 (251-499) ☒ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

We looked at Google maps and spent the time actually counting every household so we'd know how many fliers to copy. It was 590-610 households.

Event Description:

1. Date, time and location of the Block Party.

Spring 2026, either a Thurs. or Sun. afternoon. *depending on when teens can help!*

2. What are the geographic boundaries of those invited to the Block Party.

Mary → Blair → Quetta → Elmira → Hanover → Heatherstone

3. What are the activities planned?

Bike Loop + firetruck ⇒ FREE
Popsicles

4. How many people or households are expected to attend?

Jump House(s)
~150-200 ppl ?

5. Describe your outreach plan to generate participation.

We will flyer if we have the human power. This is also good to notify newly-moved-in neighbors who are not yet on the email list.

6. Describe how the Block Party will achieve one or more of the following focus areas:

- ★• Increase communication among neighbors - It will be a time to chat + socialize!
- ★• Build bridges between cultures - Our community is very diverse & all will be invited!
- Improve the physical condition of the neighborhood
- ★• Enhance neighborhood pride and identity - *At these events, people always ask questions about our neighborhood activity outside of the event, city support, and offer to get involved/help in the future.*



Sunnyvale

Neighborhood Grant Program Block Party Application Budget Form

Please list the Block Party's projected expenses using the form below. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of the event and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1. popsicles	\$ 80
2. jump house (e.g. Jumper House Party Rental in Sunnyvale)	\$ 295 + tax
3. Kinko's Fed Ex copy flyers to include all	\$ 100
4. fire truck	\$ free
5. bike the block	\$ free
Estimated Total Expenses	\$ 500
Amount Requested from the City of Sunnyvale	\$ 500

Reviewed by Neighborhood Association or Group leader. In order to facilitate communication and coordination within a neighborhood association or group, all Block Party applications must be reviewed and signed by a leader listed in the current registration form.

Applications that are not signed by a leader listed in the current registration form are incomplete and will not be considered for funding. To find the current leader, you can refer to the Neighborhood Association Map and Contact List posted on the City of Sunnyvale webpage. Go to Sunnyvale.ca.gov and put "Neighborhood Association" in the search bar.

Name of Neighborhood Association or Group Leader: _____

Signature: _____

Date: 9/14/25

**Neighborhood Grant Program
Block Party Application
Calendar Year 2026**

Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in hosting a Block Party under the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your application.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Block parties are intended to be smaller events within a neighborhood group so residents that live within close proximity to each other may further develop their relationship and communication. Review Block Party guidelines on the city website - <https://www.sunnyvale.ca.gov/homes-streets-and-property/neighborhood-resources/block-party-permit>. Maximum funding per block party is \$500 and applications must be signed by a neighborhood group leader listed in the annual registration form.

Block Party		
Tier Level	# Households	Maximum # of Applications
Tier 1	Under 250	2
Tier 2	251 – 499	4
Tier 3	500 & Over	6

Funding priority is neighborhood grants and only if funding is still available will block party applications be considered.

Note: If the Block Party will provide food, contact the Santa Clara County, Dept. of Environmental Health to ensure safety conditions are met. This is a Santa Clara County requirement. Info. on their website - <https://deh.santaclaracounty.gov/food-and-retail/compliance-retail-food-operations/temporary-food-events-facility-compliance-and>. For more questions, contact them via email, dehweb@deh.sccgov.org.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

.....

Name of Neighborhood Group or Association: Heritage District Association

Name of Individual Submitting Application: [REDACTED]

Individual's Email: [REDACTED] Phone: [REDACTED]

Grant Amount Requesting from the City of Sunnyvale (\$500 maximum): \$ 500

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☐ Tier 1 (under 250 households) ☐ Tier 2 (251-499) ☒ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.
Google Maps

Event Description:

1. Date, time and location of the Block Party.
Carroll St between Iowa and Olive. Date tbd: targeting June 20th 2026
2. What are the geographic boundaries of those invited to the Block Party.
Contained by S. Mathilda, Evelyn, El Camino, and S. Fair Oaks
3. What are the activities planned?
Bounce house, chalk, water balloon toss, Dept Public Safety visit, Emergency Preparedness booth, Icebreaker games, potluck, etc
4. How many people or households are expected to attend?
200 People or more
5. Describe your outreach plan to generate participation.
Emailing Heritage District Association list and flyering
6. Describe how the Block Party will achieve one or more of the following focus areas:
 - Increase communication among neighbors
 - Build bridges between cultures
 - Improve the physical condition of the neighborhood
 - Enhance neighborhood pride and identityIce breaker games, Emergency Preparedness booth, bounce house, and activities inspire spontaneous interactions and new relationships built between neighbors.

The potluck builds bridges between cultures via cultural dishes.

Visit from Dept Public Safety and bounce house build pride and identity as residents who benefit from City of Sunnyvale services.

Neighborhood Grant Program Block Party Application Budget Form

Please list the Block Party's projected expenses using the form below. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of the event and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1. Bounce House Rental	\$ 300
2. Chalk, WaterBallons, Activities Printouts	\$ 50
3. Chairs, Tables, Shade Tent Rentals	\$ 70
4. Potluck tools (plates, cutlery, cups, etc)	\$ 100
5. Audio/Visual rentals	\$ 150
Estimated Total Expenses	\$ 670
Amount Requested from the City of Sunnyvale	\$ 500

Reviewed by Neighborhood Association or Group leader. In order to facilitate communication and coordination within a neighborhood association or group, all Block Party applications must be reviewed and signed by a leader listed in the current registration form.

Applications that are not signed by a leader listed in the current registration form are incomplete and will not be considered for funding. To find the current leader, you can refer to the Neighborhood Association Map and Contact List posted on the City of Sunnyvale webpage. Go to *Sunnyvale.ca.gov*. and put "Neighborhood Association" in the search bar.

Name of Neighborhood Association or Group Leader: Heritage District Association, 

Signature: 

Date: 10/10/2025

**Neighborhood Grant Program
Block Party Application
Calendar Year 2026**

Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in hosting a Block Party under the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your application.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Block parties are intended to be smaller events within a neighborhood group so residents that live within close proximity to each other may further develop their relationship and communication. Review Block Party guidelines on the city website - <https://www.sunnyvale.ca.gov/homes-streets-and-property/neighborhood-resources/block-party-permit>. Maximum funding per block party is \$500 and applications must be signed by a neighborhood group leader listed in the annual registration form.

Block Party		
Tier Level	# Households	Maximum # of Applications
Tier 1	Under 250	2
Tier 2	251 – 499	4
Tier 3	500 & Over	6

Funding priority is neighborhood grants and only if funding is still available will block party applications be considered.

Note: If the Block Party will provide food, contact the Santa Clara County, Dept. of Environmental Health to ensure safety conditions are met. This is a Santa Clara County requirement. Info. on their website - <https://deh.santaclaracounty.gov/food-and-retail/compliance-retail-food-operations/temporary-food-events-facility-compliance-and>. For more questions, contact them via email, dehweb@deh.sccgov.org.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

.....

Name of Neighborhood Group or Association: Ortega Park Neighborhood Association

Name of Individual Submitting Application: _____

Individual's Email: _____ Phone: _____

Grant Amount Requesting from the City of Sunnyvale (\$500 maximum): \$500

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☐ Tier 1 (under 250 households) ☐ Tier 2 (251-499) ☒ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.
510 members in the Ortega Park Neighborhood Association groups page

Event Description:

1. Date, time and location of the Block Party.
Saturday, October 3rd, 2026. Heron Ave, Sunnyvale, CA
2. What are the geographic boundaries of those invited to the Block Party.
Londonderry Dr and Grosbeak Ave to Hummingbird Lane and Inverness Way
3. What are the activities planned?
Pumpkin Painting, Live DJ, Community Potluck, Yard and Street Games...
4. How many people or households are expected to attend?
Last year we had about 100 people attend, we expect a similar turnout next year
5. Describe your outreach plan to generate participation.
Email blasts through the Heron Ave neighbors email tread and passing out flyers door to door
6. Describe how the Block Party will achieve one or more of the following focus areas:
 - Increase communication among neighbors
 - Build bridges between cultures
 - Improve the physical condition of the neighborhood
 - Enhance neighborhood pride and identityThe block party will provide a time and space for the community to engage with each other. It will also let the kids in our area be able to play together outside in the street with adult supervision and eliminate the risk of vehicle traffic by blocking off the road.



Neighborhood Grant Program Block Party Application Budget Form

Please list the Block Party's projected expenses using the form below. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of the event and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1. Live DJ	\$200
2. Mr. Softee Ice Cream Truck rental	\$550
3. Costco Items (bottled water, plates, silverware, napkins, etc.)	\$200
4.	\$
5.	\$
Estimated Total Expenses	\$950
Amount Requested from the City of Sunnyvale	\$500

Reviewed by Neighborhood Association or Group leader. In order to facilitate communication and coordination within a neighborhood association or group, all Block Party applications must be reviewed and signed by a leader listed in the current registration form.

Applications that are not signed by a leader listed in the current registration form are incomplete and will not be considered for funding. To find the current leader, you can refer to the Neighborhood Association Map and Contact List posted on the City of Sunnyvale webpage. Go to Sunnyvale.ca.gov and put "Neighborhood Association" in the search bar.

Name of Neighborhood Association or Group Leader: _____

(OPNA)

Signature _____

Date: 10/6/25

Neighborhood Grant Program Block Party Application Calendar Year 2026
Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.



Thank you for your interest in hosting a Block Party under the Neighborhood Grant Program. Please make sure you thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding. Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your application.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026.

For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Block parties are intended to be smaller events within a neighborhood group so residents that live within close proximity to each other may further develop their relationship and communication. Review Block Party guidelines on the city website - <https://www.sunnyvale.ca.gov/homes-streets-and-property/neighborhood-resources/block-party-permit>. Maximum funding per block party is \$500 and applications must be signed by a neighborhood group leader listed in the annual registration form.

Block Party		
Tier Level	# Households	Maximum # of Applications
Tier 1	Under 250	2
Tier 2	251 – 499	4
Tier 3	500 & Over	6

Funding priority is neighborhood grants and only if funding is still available will block party applications be considered.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center
(Recreation Center Front Desk) Attn:
Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association:

Sunnyvale Neighbors of Arbor Including La Linda, (AKA SNAIL)

Name of Individual Submitting Application:

Name:

Email:

Phone Number:

Grant Amount Requesting from the City of Sunnyvale (\$500 maximum): \$ 500

Based on the total number of households, which tier does your Neighborhood Group or Association fall under?

 Tier 1 (under 250 households) Tier 2 (251-499)

✓ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

The number of households has increased in the last few years to include the two new housing complexes on San Aleso. SNAIL community now has over 1,600 households with 651 apartments in 6 complexes. We do not have a residents count in these apartments

1. What are the geographic boundaries of those invited to the Block Party.

Our focus this year is on the safety of the children walking to and attending three neighborhood schools in the heart of District 5:

1. Pacific Autism Center for Education,
2. Columbia Middle school
3. Bishop Elementary

Hazelhead, Lowlander and Stowell Orchard communities will also be joining this community event for the safety of the children.

Event / Project Description:

Since April 2021, SNAIL neighbors of all ages have been cleaning up the streets and picking up recycling for Earth Day. The first event evolved because of Covid in 2020, when David and Dorit Chapman began cleaning up the littered streets in SNAIL, which resulted in being awarded the Sunnyvale Environmental Achievement Award in 2021. Receiving so much positive feedback from the neighborhood, they wanted to get others involved and excited about keeping the **SNAIL and the surrounding around Bishop elementary clean.**

In the past few years, we have seen an increase of litter around SNAIL, Hazelhead, Lowlander and Stowell Orchard communities. This is why, we plan to expand this community cleanup activity for 2026 and beyond.

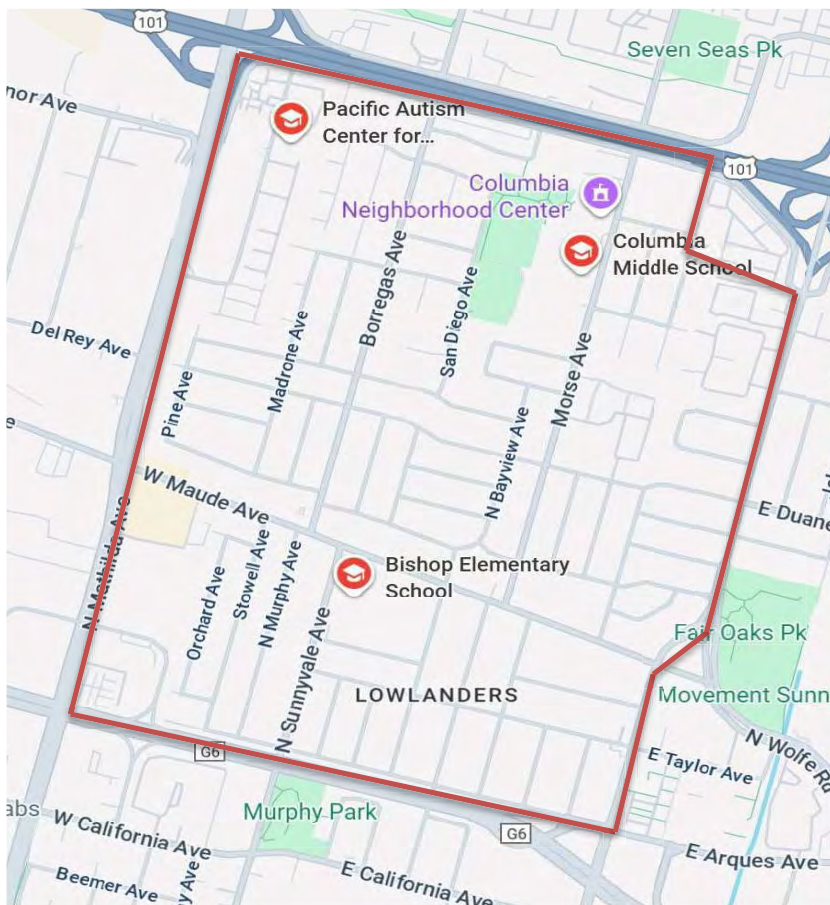
The focus will be featuring items that do not grow on Earth, seeking objects that are either man-made and chemically distinct from natural materials. Items that were manufactured by humans such as synthetic materials, metals, or items derived from oil.

Safety is our primary concern, this is why we will limit our event to the first 50 who respond.

At the start of the event, each participant will receive a map of their trash collecting route, a reflective vest, a grabber, a collapsible bucket, lined with a trash bag. They will canvas their designated close to home area for 3 hours and return to starting point for photos, light snack and a “thank you” bag full of fun and useful items.

Participants will be asked to provide their own hand protective equipment.

Ultimately, we would like to plan and promote a quarterly pick up day.



With this grant, we are requesting funding to purchase a **reflective vest, a grabber, a collapsible bucket, lined with a trash bag.** and depending on market availability, mini hand sanitizers, bamboo utensils and bamboo, toothbrush, wildflower **pollinator seeds packets** and bottled water for each participant.

To print the announcement flyer that will go out to the targeted communities prior to the event and the individual route maps for the participants, we plan to seek funding from various past sponsors.

(Sample of past event announcement flyer)

(Example of individual route map – 1 of 26)



2. Date, time and location of the Block Party.

April 25th or 26th (TBD) from 9:00am – 12:00pm, Trash pickup and recycling on community streets.

1. What are the activities planned?

- Clean up,
- Trash and litter pickup,
- Recycling taken to the Smart Station.
- Community storytelling over snacks and group photos

On the streets in SNAIL, Hazelhead, Lowlander and Stowell Orchard communities.

This resident-led **and community** effort is often personal and impactful. By coordinating with neighbors, the effort has become a bonding experience. Many residents in the SNAIL community get involved in this activity, and the neighborhood takes ownership of their community efforts.

2. How many people or households are expected to attend?

The Earth Day event in 2021 had 40 participants, 33 adults and 7 children. Earth Day 2022 & 2023 had fewer participants, as people began to travel on weekends again after Covid. We hope to meet or exceed the 2021 participation since we have not had this event for two years. **We are aiming at capping the event at 50 participants. (should we bump it to 60?)**

3. Describe your outreach plan to generate participation.

We will promote our event, in multiple ways:

- As we have done in past years, we plan to reach out to the Columbia Middle School students and staff, and Bishop Elementary school to participate, advertise the event in the SNAIL monthly newsletter, and actively promote the event throughout the neighborhoods and the **community leaders of Hazelhead, Lowlander and Stowell Orchard.**
- **Reaching out to the Girls and Boys scouts.**
- **Leveraging the principals of the three schools and the PTA associations.**
- Using the monthly newsletter as our primary vehicle of communication **combined.**
- **We will use a mail chimp campaign to all previously collected residents,' email addresses**
- **We also will print a separate flyer with a section for advertising and participant RSVP sign-ups which will be inserted in our newsletters.**

4. Describe how the Block Party will achieve one or more of the following focus areas:

- **Increase communication among neighbors**
The act of cleaning the streets of litter invites neighbors to come together and actively engage in beautifying the neighborhood. We have seen direct interaction between individuals who may not have communicated before, working together on a common goal — beautifying the streets of SNAIL **Hazelhead, Lowlander and Stowell Orchard.** by eliminating trash and litter. Inevitably and naturally, this promotes conversation, builds connections, and encourages teamwork, making it easier to discuss other neighborhood issues or ideas for future activities.
- **Build bridges between cultures**
Our District 5 Communities are very diverse and by encouraging the cleanup void of religious symbolism, we manage to involve a diverse range of cultures and backgrounds by inviting everyone to participate in the **cleanup effort.**
We have heard **during past events** that throughout the cleanup process, neighbors from different cultural backgrounds have shared their unique excitement and pride when finding **items that do not grow on Earth.**
- **Improve the physical condition of the neighborhood**
Beautification: By eliminating trash, litter, and recycling containers, the community becomes aesthetic appealing, creating a positive atmosphere. This visual improvement boosts the area's overall attractiveness and can make the space feel more cared for, which might inspire further beautification efforts, such as planting flowers, cleaning common areas, or repainting fences.
- **Enhance neighborhood pride and identity**
Eliminating trash, litter, and containers together reinforces the sense of community pride. Residents take ownership of their neighborhood's appearance and feel a collective sense of

accomplishment when they see the cleanliness of the streets. This visibility has shown to make residents feel proud of their contributions and motivated to continue to clean their own street areas through the years.

Neighborhood Grant Program Block Party Application Budget Form



Please list the Block Party's projected expenses using the form below.

Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of the event and no later than December 31, 2026.

Project Expenses

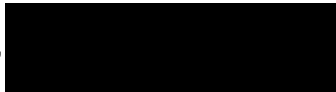
Activity	Estimated Costs
Qty 50 Grabber pick-up sticks Order from Harbor Freight (\$3.00) or Temu (\$3.57) Better quality https://share temu.com/7pl99pGmF7C	\$ 178.75
9 set of Multi-Color Lightweight Collapsible 5Gal bucket (lot of 6 for \$13.63.) https://share temu.com/r0fH8lykJZC	\$ 122.67
Reflective Safety Vests High Visibility Mesh Security Vest Work Vest with Silvery Strip Lot of 50 https://share temu.com/7C881YBD2FC	\$ 56.19
5 Gallon Trash Bags (Qty 100) https://share temu.com/rJZHsAwHsIC	\$ 2.94
100-Individually Wrapped Pre Pasted Toothbrush with Bamboo Handles (https://a.co/d/fNGn9le)	\$ 29.99
100 Pairs Bamboo Chopsticks https://share temu.com/zyweJgbtIXC	\$ 12.91
50 sets Utensils Reusable Travel Utensils Set with Case Portable Spoon Knife Forks Dinnerware Cutlery https://share temu.com/GfZyag39GHC	\$ 37.33
1 travel size hand sanitizer Qty 72 at \$53.99) (https://a.co/d/hNdvMwy)	\$ 53.99
100 Pcs Handmade Seed Paper Plant-able Wildflower Seed Paper Recycled Flower Petals (https://a.co/d/eGmjzOI)	\$ 26.99
50-Pack Art Deco Style Round Plastic Nursery Pots with Humidity Domes - Lightweight, Solid Pattern Seedling Cups for Indoor & Outdoor Gardening (https://share temu.com/S08F6qJ1W1C)	\$ 25.41
Estimated Total Expenses	\$547.17
Plus unknow Tax + S/H	
Amount Requested from the City of Sunnyvale	\$500.00

Reviewed by Neighborhood Association or Group leader. In order to facilitate communication and coordination within a neighborhood association or group, all Block Party applications must be reviewed and signed by a leader listed in the current registration form.

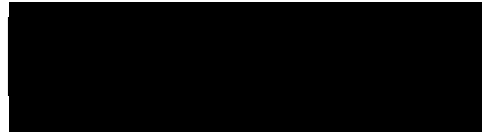
Applications that are not signed by a leader listed in the current registration form are incomplete and will not be considered for funding. To find the current leader, you can refer to the Neighborhood Association Map and Contact List posted on the City of Sunnyvale webpage. Go to Sunnyvale.ca.gov. and put "Neighborhood Association" in the search bar.

Name of Neighborhood Association or Group Leader:

SNAIL,



Signature:



Date: September 29th 2025

**Neighborhood Grant Program
Block Party Application
Calendar Year 2026**

Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in hosting a Block Party under the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your application.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Block parties are intended to be smaller events within a neighborhood group so residents that live within close proximity to each other may further develop their relationship and communication. Review Block Party guidelines on the city website - <https://www.sunnyvale.ca.gov/homes-streets-and-property/neighborhood-resources/block-party-permit>. Maximum funding per block party is \$500 and applications must be signed by a neighborhood group leader listed in the annual registration form.

Block Party		
Tier Level	# Households	Maximum # of Applications
Tier 1	Under 250	2
Tier 2	251 – 499	4
Tier 3	500 & Over	6

Funding priority is neighborhood grants and only if funding is still available will block party applications be considered.

Note: If the Block Party will provide food, contact the Santa Clara County, Dept. of Environmental Health to ensure safety conditions are met. This is a Santa Clara County requirement. Info. on their website - <https://deh.santaclaracounty.gov/food-and-retail/compliance-retail-food-operations/temporary-food-events-facility-compliance-and>. For more questions, contact them via email, dehweb@deh.sccgov.org.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association: Sunset Pastoria Neighborhood Association

Name of Individual Submitting Application: _____

Individual's Email: _____

Phone: _____

Grant Amount Requesting from the City of Sunnyvale (\$500 maximum): \$ 500

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☒ Tier 1 (under 250 households) ☐ Tier 2 (251-499) ☐ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

Number of single family units within the boundaries of the neighborhood association

Event Description:

1. Date, time and location of the Block Party.

August 4, 2026 on Sunset Ave between Muender and Coolidge

2. What are the geographic boundaries of those invited to the Block Party.

Everyone in the neighborhood is welcome but postering will be done on

3. What are the activities planned?

Firetruck, food, kids activities, live music, emergency preparation

4. How many people or households are expected to attend?

50 households

5. Describe your outreach plan to generate participation.

Postering around the neighborhood, email list, word of mouth

6. Describe how the Block Party will achieve one or more of the following focus areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

Enhance neighborhood pride and identity by giving neighbors an opportunity to get to know each other, talk to safety officers who serve us, and put names to familiar faces.

Neighborhood Grant Program Block Party Application Budget Form

Please list the Block Party's projected expenses using the form below. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of the event and no later than December 31, 2026.**


Project Expenses

Activity	Estimated Costs
1. Live band	\$ 400
2. Snacks	\$ 100
3.	\$
4.	\$
5.	\$
Estimated Total Expenses	\$ 500
Amount Requested from the City of Sunnyvale	\$ 500

Reviewed by Neighborhood Association or Group leader. In order to facilitate communication and coordination within a neighborhood association or group, all Block Party applications must be reviewed and signed by a leader listed in the current registration form.

Applications that are not signed by a leader listed in the current registration form are incomplete and will not be considered for funding. To find the current leader, you can refer to the Neighborhood Association Map and Contact List posted on the City of Sunnyvale webpage. Go to *Sunnyvale.ca.gov*. and put "Neighborhood Association" in the search bar.

Name of Neighborhood Association or Group Leader:  _____

Signature:  _____

Date: 09/28/2025



Neighborhood Grant Program

Block Party Application

Calendar Year 2026

Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in hosting a Block Party under the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your application.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Block parties are intended to be smaller events within a neighborhood group so residents that live within close proximity to each other may further develop their relationship and communication. Review Block Party guidelines on the city website - <https://www.sunnyvale.ca.gov/homes-streets-and-property/neighborhood-resources/block-party-permit>. Maximum funding per block party is \$500 and applications must be signed by a neighborhood group leader listed in the annual registration form.

Block Party		
Tier Level	# Households	Maximum # of Applications
Tier 1	Under 250	2
Tier 2	251 – 499	4
Tier 3	500 & Over	6

Funding priority is neighborhood grants and only if funding is still available will block party applications be considered.

Note: If the Block Party will provide food, contact the Santa Clara County, Dept. of Environmental Health to ensure safety conditions are met. This is a Santa Clara County requirement. Info. on their website - <https://deh.santaclaracounty.gov/food-and-retail/compliance-retail-food-operations/temporary-food-events-facility-compliance-and>. For more questions, contact them via email, dehweb@deh.sccgov.org.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087
Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association: Cherry Chase Neighborhood Association (CCNA)

Name of Individual Submitting Application: [REDACTED]

Individual's Email: [REDACTED] **Phone:** [REDACTED]

Grant Amount Requesting from the City of Sunnyvale (\$500 maximum): \$500

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? Tier 1 (under 250 households) Tier 2 (251-499) Tier 3 (500 & Over) ***we would be under tier 1*

Describe how the total number of households in your Neighborhood Group or Association is calculated.

The total number of households is calculated by adding the residences on Lynn Way, Lois, Ramona Blair, and Dona Avenues. Each street includes approximately 50 households per street, for a combined total of more than 250 households across the three streets who will be invited to participate in and benefit from the block party.

Event Description:

1. Date, time and location of the Block Party. *We are proposing to host our block party on the first day of spring—Friday, March 20, 2026—where neighbors can gather and share garden goodies. This date is subject to change as we coordinate and finalize plans with residents.*

2. What are the geographic boundaries of those invited to the Block Party. *The geographic boundaries for the Block Party include all residences on Lynn Way, Lois Avenue, Ramona Blair Avenue, and Dona Avenue. This invitation covers neighbors along these four streets, approximately 50 households per street, with a potential total of up to 250 attendees.*



3. What are the activities planned?

Planned activities for the Block Party include:

- **Garden share/exchange:** Neighbors can bring and swap plants, produce, or other garden goodies.
- **Kids' games and face painting:** Fun activities for children and teens (ages 2–17) to encourage family participation.
- **Community potluck:** Everyone brings and shares favorite dishes to foster connection and community spirit.
- **Neighborhood speakers:** Residents will share updates on the proposed park initiative for the unused land under the PG&E lines.
- **Local small business engagement:** An opportunity for a neighborhood business owner to meet potential customers and build connections.
- **Community interaction:** Open spaces and dedicated time for neighbors to have genuine, in-person conversations and strengthen relationships.
- **Safety and emergency preparedness:** Information sessions and activities to help residents prepare for disasters such as earthquakes, including resources, best practices, and fostering support networks within the neighborhood.

4. **How many people or households are expected to attend?** *Our block party has been well attended in the past, with participation reaching up to 100 people, including both adults and children. We expect a similar turnout for this event, representing a significant portion of the approximately 250 households on Lois, Blair, and Dona Avenues.*

5. **Describe your outreach plan to generate participation.** *To generate participation, we will use multiple outreach methods. We will send invitations via our dedicated street email list, encourage neighbors to spread the word through personal conversations, and engage residents during regular walks in the neighborhood. This combination of digital and in-person communication ensures that all households are informed and encouraged to join the block party.*

6. **Describe how the Block Party will achieve one or more of the following focus areas:**

- **Increase communication among neighbors**
- **Build bridges between cultures**
- **Improve the physical condition of the neighborhood**
- **Enhance neighborhood pride and identity**

Our block party will do the following:

1. *Increase communication among neighbors: Create a relaxed, friendly setting where neighbors of all ages can share food, garden goodies, and play games, fostering meaningful in-person conversations.*
2. *Build bridges between cultures: Bring together residents from diverse backgrounds, encouraging understanding, compassion, and inclusiveness.*

3. *Enhance neighborhood pride and identity. Strengthen connections and recognition among neighbors, fostering a sense of community that makes the streets more cohesive and inviting.*

Neighborhood Grant Program Block Party Application Budget Form

Please list the Block Party's projected expenses using the form below. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of the event and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1. Street closure/barriers	\$25
2. Spring flowers (seeds, seedlings, soil) to share	\$100
3. Ice cream for attendees while supply last	\$100
4. Face painting for kids under 5	\$125
5. Reusable garden bags that has CCNA logo	\$50
Estimated Total Expenses	\$500
Amount Requested from the City of Sunnyvale	\$500

Reviewed by Neighborhood Association or Group leader. In order to facilitate communication and coordination within a neighborhood association or group, all Block Party applications must be reviewed and signed by a leader listed in the current registration form. Applications that are not signed by a leader listed in the current registration form are incomplete and will not be considered for funding. To find the current leader, you can refer to the Neighborhood Association Map and Contact List posted on the City of Sunnyvale webpage. Go to Sunnyvale.ca.gov and put "Neighborhood Association" in the search bar.

Name of Neighborhood Association or Group Leader:

 CCNA Signature:

Date: 10/5/2025

**Neighborhood Grant Program
Block Party Application
Calendar Year 2026**



Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in hosting a Block Party under the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your application.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Block parties are intended to be smaller events within a neighborhood group so residents that live within close proximity to each other may further develop their relationship and communication. Review Block Party guidelines on the city website - <https://www.sunnyvale.ca.gov/homes-streets-and-property/neighborhood-resources/block-party-permit>. Maximum funding per block party is \$500 and applications must be signed by a neighborhood group leader listed in the annual registration form.

Block Party		
Tier Level	# Households	Maximum # of Applications
Tier 1	Under 250	2
Tier 2	251 – 499	4
Tier 3	500 & Over	6

Funding priority is neighborhood grants and only if funding is still available will block party applications be considered.

Note: If the Block Party will provide food, contact the Santa Clara County, Dept. of Environmental Health to ensure safety conditions are met. This is a Santa Clara County requirement. Info. on their website - <https://deh.santaclaracounty.gov/food-and-retail/compliance-retail-food-operations/temporary-food-events-facility-compliance-and>. For more questions, contact them via email, dehweb@deh.sccgov.org.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association: Cherry Chase Neighborhood Association (CCNA)

Name of Individual Submitting Application: _____

Individual's Email: _____ Phone: _____

Grant Amount Requesting from the City of Sunnyvale (\$500 maximum): \$ 500

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☒ Tier 1 (under 250 households) ☐ Tier 2 (251-499) ☐ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

The total number of households is calculated by adding residents on Jamestown and Bernardo (between Heatherstone and Knickerbocker)

Event Description:

1. Date, time and location of the Block Party.

6/6/2025. This is subject to change as we coordinate and finalize

2. What are the geographic boundaries of those invited to the Block Party.

Jamestown and Bernardo (between Heatherstone and Knickerbocker)

3. What are the activities planned?

Community potluck, community interaction, games, neighborhood speakers, local small business engagement, student clubs/volunteer

4. How many people or households are expected to attend?

200+ people. This will be the first time for residents in the area to get together. We are looking forward to this in person communication.

5. Describe your outreach plan to generate participation.

We will spread the word through personal conversations and text/group chat, will send invitations via our email list, and print out door hangers

6. Describe how the Block Party will achieve one or more of the following focus areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

Neighbors who used to email/text will know each other in person

Children will know more friends and discover similar interests/activities

Exchange ideas on how to support each other better

Understand different cultures via food and games

Residents understand available community and local business support

A great way to end the school year and greet summer



Neighborhood Grant Program Block Party Application Budget Form

Please list the Block Party's projected expenses using the form below. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of the event and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1. Food: pizza, drink besides pot luck	\$ 200
2. Ice cream	\$ 100
3. Games and prizes	\$ 150
4. Decoration	\$ 25
5. Other expenses (street closure/barriers...)	\$ 25
Estimated Total Expenses	\$ 500
Amount Requested from the City of Sunnyvale	\$ 500

Reviewed by Neighborhood Association or Group leader. In order to facilitate communication and coordination within a neighborhood association or group, all Block Party applications must be reviewed and signed by a leader listed in the current registration form.

Applications that are not signed by a leader listed in the current registration form are incomplete and will not be considered for funding. To find the current leader, you can refer to the Neighborhood Association Map and Contact List posted on the City of Sunnyvale webpage. Go to Sunnyvale.ca.gov and put "Neighborhood Association" in the search bar.

Name of Neighborhood Association or Group Leader: _____

Signature: _____

Date: 10/10/2025



**Neighborhood Grant Program
Block Party Application
Calendar Year 2026**

Application Deadline for Fall Cycle (#1): Friday, October 10, 2025, by 5 p.m.

Thank you for your interest in hosting a Block Party under the Neighborhood Grant Program. Please thoroughly review the grant guidelines and eligibility criteria to determine if your group qualifies for funding, available here (need link to guidelines document).

Grant decisions are based upon a competitive review process; **this application and any attachments are intended to be the primary subject of evaluating your application.** The City will accept applications through Friday, October 10, 2025, by 5 p.m. Applicants will be notified of award decisions in Jan./Feb. 2026. For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Block parties are intended to be smaller events within a neighborhood group so residents that live within close proximity to each other may further develop their relationship and communication. Review Block Party guidelines on the city website - <https://www.sunnyvale.ca.gov/homes-streets-and-property/neighborhood-resources/block-party-permit>. Maximum funding per block party is \$500 and applications must be signed by a neighborhood group leader listed in the annual registration form.

Block Party		
Tier Level	# Households	Maximum # of Applications
Tier 1	Under 250	2
Tier 2	251 – 499	4
Tier 3	500 & Over	6

Funding priority is neighborhood grants and only if funding is still available will block party applications be considered.

Note: If the Block Party will provide food, contact the Santa Clara County, Dept. of Environmental Health to ensure safety conditions are met. This is a Santa Clara County requirement. Info. on their website - <https://deh.santaclaracounty.gov/food-and-retail/compliance-retail-food-operations/temporary-food-events-facility-compliance-and>. For more questions, contact them via email, dehweb@deh.sccgov.org.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)
Attn: Recreation Services Administration
550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

Name of Neighborhood Group or Association: Sunset Pastoria Neighborhood Association

Name of Individual Submitting Application: _____

Individual's Email: _____ Phone: _____

Grant Amount Requesting from the City of Sunnyvale (\$500 maximum): \$ 500

Based on the total number of households, which tier does your Neighborhood Group or Association fall under? ☒ Tier 1 (under 250 households) ☐ Tier 2 (251-499) ☐ Tier 3 (500 & Over)

Describe how the total number of households in your Neighborhood Group or Association is calculated.

Number of single family units within the boundaries of the neighborhood association

Event Description:

1. Date, time and location of the Block Party.

October 18 on Sunset Ave between Muender and Coolidge

2. What are the geographic boundaries of those invited to the Block Party.

Everyone in the neighborhood is welcome but postering will be done on

3. What are the activities planned?

Taco stand, kids activities, clothing swap and yard sales

4. How many people or households are expected to attend?

50 households

5. Describe your outreach plan to generate participation.

Postering around the neighborhood, email list, word of mouth

6. Describe how the Block Party will achieve one or more of the following focus areas:

- Increase communication among neighbors
- Build bridges between cultures
- Improve the physical condition of the neighborhood
- Enhance neighborhood pride and identity

Increase communication among neighbors by giving an opportunity for neighbors to talk to each other and practice sustainability measures by reducing and reusing our old stuff.



Sunnyvale

Neighborhood Grant Program Block Party Application Budget Form

Please list the Block Party's projected expenses using the form below. **Note: This is a reimbursement grant. All eligible receipts and invoices showing payment must be submitted for reimbursement within 30 days of the event and no later than December 31, 2026.**

Project Expenses

Activity	Estimated Costs
1. Taco stand	\$ 400
2. Tables and clothes racks for the clothing swap	\$ 100
3.	\$
4.	\$
5.	\$
Estimated Total Expenses	\$ 500
Amount Requested from the City of Sunnyvale	\$ 500

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Applications that are not signed by a leader listed in the current registration form are incomplete and will not be considered for funding. To find the current leader, you can refer to the Neighborhood Association Map and Contact List posted on the City of Sunnyvale webpage. Go to *Sunnyvale.ca.gov*. and put "Neighborhood Association" in the search bar.

Name of Neighborhood Association or Group Leader:  _____

Signature:  _____

Date: 09/28/2025