

Neighborhood Grant Program Applications 2023

**Community Events Grant Program Application
Calendar Year 2023**

Application Deadline: October 21, 2022, by 5 p.m.



Thank you for your interest in the Community Events 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 October 21, 2022, by 5 p.m. Applicants will be notified of award decisions in January 2023.

Completed applications may be submitted in the following ways:

Mail or Drop Off in Person:

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

Email: ncs@sunnyvale.ca.gov

For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Event Name: Bidweller Block party Summer and holiday events

Date(s)/Time(s) of Event: April 2023, July 2023,

Sponsoring Organization(s): _____

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

(Amount cannot exceed 40 percent of total expenses, including the value of in-kind/donated services but excluding the value of volunteer time.)

Authorized Representative Information

Name: Parthiv Rawal

Title: Secretary

Organization: Bidweller's Association

Email: [REDACTED]

Mailing Address: [REDACTED]

Event Details

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

Event to unite neighbors and promote multi cultural activities. Organize a block events and other meetings to provide a platform to neighbors to meet each other and create harmony.

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

Yes we had such even before Covid in 2019.

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 bring community and neighbors of Bidwell, Washinton ave, Mary ave subdivision together by organizing block events. People meet and greet each other. Close street so that Kids play together on a street during the event. We organize health seminars to discuss various ways to improve health and daily life. Support neighbors for various other activities.

Marketing & Promotion

4. Is your event citywide or targeted to a particular neighborhood, demographic or geographic area? If targeted, describe your target audience? How many people do you expect to attend your event, how did you arrive at this estimate?

Event is targeted for Subdivision of Bidwell, Mary, Washinton street neighbors.

5. Please describe your marketing plan, including the type of advertisements to be used and where they will be placed. Also, indicate if you wish to incorporate the City's local access channel, KSUN 15 in your advertising. Please attach additional sheets as needed to fully describe your marketing plan.

n/a

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.

Help neighbors and promote cohesive living environment.

Event Logistics and Budget

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

We follow all city guidelines to host events. Make sure kids/patrons are safe during the event. Keep our streets clean.

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 try to reduce waste and use personal resources to reduce to cost. We eliminate/reduce throw away costs like paper plates/cups, we encourage people using reusable silverwares/dishes. Association/neighbors participate in sharing costs of the event.

9. 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 \$35.56, 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).

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

Neighbor's partially contribute for the event. We do two events in a year and need assistance from City to sustain the program.



Project Description

2. Describe your proposed project and/or event. Make sure to include the following:

- How will it benefit the residents in your neighborhood and/or your neighborhood association?
- How many people or households you are expecting to attend or benefit from the project or event?
- Describe the outreach you will do to generate awareness and support for the project/event.

- Our community said they walked more as a family, brought them joy and hope during a dark time and connected with people they never met who have been so close to them. People felt a sense of community by doing this together and the amount of foot traffic was higher than ever during the evenings.
- This not only lights up our neighborhood, it makes it a destination to visit and brings people out and visit with each other. The families from our community were proud of participating and building this magical experience.
- Last year was our official community effort to do this and had a great turnout of 50 people meeting each other at 3 events with little adversisting lighting up 70 households. We plan to do this again in Nov and have established block captains and will host weekend workshops to bring the community together to build for them and other neighbors and reach another 50-100 houses.
- We plan to post on Nextdoor, utility posts and door to door invites via block captains.

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: Building events will allow people to meet new neighbors and increase communication by connecting families during the build events and while walking. This effort has brought more people out to walk and work together to complete the arches.
- Building bridges between cultures: This effort allows all cultures to participate and is not tied to any culture or religion.
- Improving the physical condition of the neighborhood: Adding lights and decoration to our community gives our residents a sense of pride and encourages them to take care of their front landscape and appearance.
- Enhancing neighborhood pride and identity: Once we seeded a few streets, old and new residents said this really brought a sense of pride and community to them they haven' t had in years and especially during a dark time.

4. How will you determine the completed project and/or event has been successful?

4 measurements will be used to determine the success...

- 1) Household signups for arches (Goal 75 new, last year 50)
- 2) Volunteers participating in arch building events (Goal 65, last year 50)
- 3) Arches build (Goal 300, last year 217)
- 4) Foot traffic during the evenings (anecdotal)

Project Plan

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	08/22
1. Identify street captains 11/10	Tom Kuhn	11/10
2. Street captains kick off meeting 11/8	Tom Kuhn, Max Cooper	11/10 11/18
3. Distribute flyers 11/12-12/3	Entire team + Captains	11/10 11/12 - 12/13
4. Pick up materials 11/12-12/1	Tom Kuhn, Max Cooper	11/10 11/12 - 12/1
5. Arch building workshop 11/19, 12/3 & 10	All members	11/10 11/19, 12/3, 12/10
6. Install arches as needed 11/19-12/20	Shandor, Will, Tom, Max, Carl	11/10 11/19 - 12/20
7.		11/10
8.		11/10
9.		11/10
10.		11/10
11.		11/10
12.		11/10

[REDACTED]

[REDACTED]

[REDACTED]

**Neighborhood Grant Program
Project Budget Form Calendar Year 2023**

Please list the project's expenses using the form below. All expense-related activities listed on your application must be included in your 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, 2023.**

Project Expenses

Activity	Estimated Costs
1. One arch kit/house seeding (100)	\$2,000
2. additional arch kits (200)	\$4,000
3. Food for build events	\$225
4. Printing flyers	\$50
5.	\$
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$
Estimated Total Expenses	\$6,275
Amount Requested from the City of Sunnyvale	\$1,500



Sunnyvale

Neighborhood Grant Program Application

Calendar Year 2023

Application Deadline: October 21, 2022, 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 October 21, 2022, by 5 p.m. Applicants will be notified of award decisions in January 2023.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

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

Email: ncs@sunnyvale.ca.gov

For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Name of Neighborhood Group or Association: Lakewood Village Neighborhood Association

Name of Individual Submitting Application: Linh Ly

Individual's Email: [REDACTED] Phone: [REDACTED]

Name of Proposed Project: LVNA events (Dumpster day, newsletter, block parties & dinners, picnic, holiday events)

Grant Amount Requesting from the City of Sunnyvale (Maximum grant amount is \$1,500): \$ 1500

Is your Neighborhood Group currently registered with City of Sunnyvale?

Yes

No



If no, will your Neighborhood Group register with the City of Sunnyvale by the time your proposed event/activity takes place?

Yes

No



Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why? What are the geographic boundaries of your group, including which Council District? Approximately, how many households are included?

LVNA was formed in October of 1991. It was formed to educate and create awareness, to allow the community to come together and to give opportunities to get acquainted with each other. Owners on lot zoned boundaries of Highway 101 to the south, Calabazas Creek to the east, Tasman Drive to the north and Fair Oaks Avenue to the west. There are 1638 households that belong to LVNA.

Project Description

2. Describe your proposed project and/or event. Make sure to include the following:

- How will it benefit the residents in your neighborhood and/or your neighborhood association?
- How many people or households you are expecting to attend or benefit from the project or event?
- Describe the outreach you will do to generate awareness and support for the project/event.

LVNA has several annual community events and other seasonal activities throughout the year, including Dumpster Day, holiday parade and lighting contest, scavenger hunts, block parties and dinners. These events and activities are to facilitate neighbors meeting each other and the LVNA board members, building a strong sense of community. The whole community benefits from the monthly newsletter "The Villager" and Dumpster Day.

In between our annual events that have a greater number of turnout, we have monthly neighborhood meetings (virtual and in person) and more frequent and spontaneous events like dinners and block parties to be connect neighbors living in close vicinity of each other. These promotes better communication within the neighborhood and enhances our neighborhood pride. We go door to door passing out flyers and promoting these events, in addition to using social media to spread the word.

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 monthly meetings are a forum for us to discuss topics pertaining to our neighborhood. We bring in guest speakers to bring awareness of resources that would benefit our residents.

Festive events such as the picnic, holiday parade, scavenger hunts, block parties make it fun to live in the neighborhood as we build relationships, connect different cultures and generations. Events that celebrate the quality of life helps to build community spirit.

Dumpster Day encourages the whole neighborhood to clean their houses and properties. This event increases residential involvement in beautifying our neighborhood.

Block parties get neighbors connected to those living closest to them and facilitate better communications and understanding of different cultures and backgrounds.

4. How will you determine the completed project and/or event has been successful?

We judge the success of our events by not just the numbers of participation and repeat attendees, but the diversity of participants engaged. Our picnic and holiday parage and Dumpster Day attract the most turn out of residents, young adults, families with children, older adults, and people of all ages and backgrounds.

Another indicator of success is the deeper relationships that result from these gatherings. We want to build a community that we're all proud to live in and belong to.

Project Plan

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	08/22
1. Publish monthly Newsletter	Cortney Jansen/Brad Dux	12/23
2. Event planning	LVNA Board	12/23
3. Recruit volunteers	Event coordinator	12/23
4. Create, print, distribute event fliers	Event coordinator & subcommittee	12/23
5. Promotions & spread the word	LVNA Board, Event coordinator	12/23
6. Buy supplies, food, drinks, decorations	Event coordinator & volunteers	12/23
7. Set up for events - day of	Event coordinator & volunteers	12/23
8. Facilitate participation at events	Event coordinator & volunteers	12/23
9. Clean up after events	Event coordinator & volunteers	12/23
10. Collect Feedback	Event coordinator	12/23
11.		12/23
12.		12/23

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, 2023.

Project Leader Name: Lydia Fotiades

Email: _____

Phone Number: _____

Mailing Address: _____

Signature: _____

Date: 10/18/2022 | 10:58 AM PDT

- 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: Linh Ly

Email: _____

Phone Number: _____

Mailing Address: _____

Signature: _____

Date: 10/18/2022 | 8:56 AM PDT

- 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: Cortney Jansen

Email: _____

Phone Number: _____

Mailing Address: _____

Signature: _____

Date: 10/18/2022 | 9:15 AM PDT

Neighborhood Grant Program Project Budget Form Calendar Year 2023

Please list the project's expenses using the form below. All expense-related activities listed on your application must be included in your 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, 2023.**

Project Expenses

Activity	Estimated Costs
1. Events flier printing cost	\$ 250
2. Dumpster Day	\$ 380
3. Neighborhood picnic	\$ 250
4. Holiday lighting contest	\$ 100
5. Holiday parade	\$ 150
6. Web hosting fees	\$ 20
7. Block parties	\$ 250
8. Scavenger hunt	\$ 100
9.	\$
10.	\$
Estimated Total Expenses	\$ 1500
Amount Requested from the City of Sunnyvale	\$ 1500



Neighborhood Grant Program Application Calendar Year 2023

Application Deadline: October 21, 2022, 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 October 21, 2022, by 5 p.m. Applicants will be notified of award decisions in January 2023.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

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

Email: ncs@sunnyvale.ca.gov

For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

.....

Name of Neighborhood Group or Association: Ortega Park Neighborhood Application

Name of Individual Submitting Application: Prakash Giri

Individual's Email: [REDACTED] Phone: [REDACTED]

Name of Proposed Project: Neighborhood programs and socials

Grant Amount Requesting from the City of Sunnyvale (Maximum grant amount is \$1,500): \$ 1500

Is your Neighborhood Group currently registered with City of Sunnyvale?

Yes

No



If no, will your Neighborhood Group register with the City of Sunnyvale by the time your proposed event/activity takes place?

Yes

No



Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why? What are the geographic boundaries of your group, including which Council District? Approximately, how many households are included?

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, values, education, development of Ortega Park and our neighborhood. OPNA's 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

Project Description

2. Describe your proposed project and/or event. Make sure to include the following:

- How will it benefit the residents in your neighborhood and/or your neighborhood association?
- How many people or households you are expecting to attend or benefit from the project or event?
- Describe the outreach you will do to generate awareness and support for the project/event.

In past years after National Night out events raised awareness of our neighborhood association, the Ortega Park Neighborhood Association was very active and had lots of members. Over the years with some of the members moving away, the group activity level has waned. We would like to see the neighbors become more involved with each other especially after post COVID by organizing easter egg hunts, an international potluck, international cultural celebrations, and youth programs. We hope with flyers, we can bring many neighbors back out to Ortega Park, safely with social distancing if still needed and reinvigorate our neighborhood association to include even more households in the area. If previous years are any measure, we hope to see at least 50-100 families or more in these social events.

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 post COVID. COVID has unfortunately made many of us feel isolated, and 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. We have been working with SUFA and city staff to help with a neighborhood tree planting drive and this is something that many see as a great way to help out our community and bond while participating.

4. How will you determine the completed project and/or event has been successful?

Even if portion of the residents come for the event it would be considered successful

Project Plan

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	08/22
1. 1. Identify dates each event post COVID r		
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, 2023.

Project Leader Name: Ruchika Agrawal

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

Mailing Address: [REDACTED]

Signature: [REDACTED] **Date:** [REDACTED]

- 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: Prakash Giri

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

Mailing Address: [REDACTED]

Signature: [REDACTED] **Date:** [REDACTED]

- 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 Project Budget Form Calendar Year 2023

Please list the project's expenses using the form below. All expense-related activities listed on your application must be included in your 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, 2023.**

Project Expenses

Activity	Estimated Costs
1. Catered Refreshments & Beverage (including Coffee & Ice cream)	\$ 1500
2. Flyers and Decorations	\$ 500
3.	\$
4.	\$
5.	\$
6.	\$
7. Volunteer Hours (valued at \$29.95/hour, per IndependentSector.org)	\$ 3600
8. Donated Materials/Services (food, supplies, equipment)	\$ 1000
9. Other Funding Received (other grants, collected dues, donations)	\$
10. Other: Flyers and Decorations	\$ 500
Estimated Total Expenses	\$ 5100
Amount Requested from the City of Sunnyvale	\$ 1500



Neighborhood Grant Program Application

Neighborhood Grant Program Application Calendar Year 2023

Application Deadline: October 21, 2022 by 5 p.m.

Thank you for your interest in the Community Events 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 October 21, 2022, by 5 p.m. Applicants will be notified of award decisions in January 2023.

Completed applications may be submitted in the following ways: Mail or Drop Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)

Attn: Community Services Administration

550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov

For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Event Name: 2023 National Night Out (NNO)

Date(s)/Time(s) of Event: August 1st, 2023

Sponsoring Organization(s): SNAIL, (Sunnyvale Neighbors of Arbor Including La Linda)

Grant Amount Requesting from the City of Sunnyvale: \$1,820

We are asking the Grant Review Committee and the Council members, for a contribution of \$1,820 which is 40% of the total anticipated amount for the 2023 National Night Out event.

Authorized Representative Information

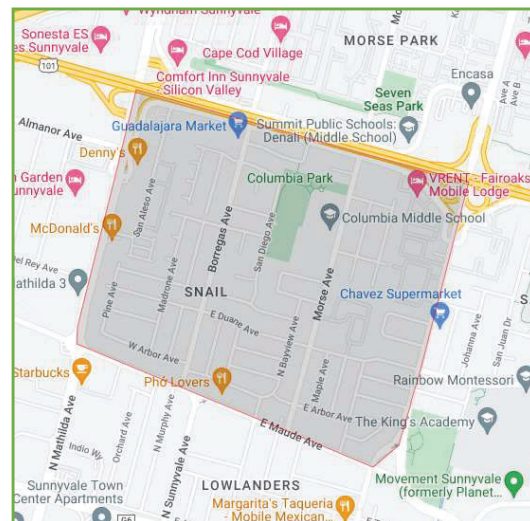
Name: Valérie Suarès

Title: SNAIL Community Chair

Organization: Sunnyvale Neighbors of Arbor Including La Linda

Email: [REDACTED]

Mailing Address: [REDACTED]



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

National Night Out is an annual event held on the first Tuesday in August to heighten awareness of the importance of neighborly collaboration with each other and Public Safety to report suspicious activity.

SNAIL's National Night Out is known by neighboring communities, elected officials and city staff as being *"the largest and most successful neighborhood event"*. *"the most organized with the largest attendance"*

Because of this, we decided to shift our event to a more optimum location: the 400 block of East Arbor.

[illegible]

SNAIL Neighborhood Grant Program Application Calendar Year 2023

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?

SNAIL has continued over the years 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 converted to rental properties. This 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 purchased 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 on 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 in our community.

So, in our monthly newsletter we encourage contributing 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 community speakers that 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. We anticipate that this activity will draw more attention to the purpose of our neighborhood association.

Marketing & Promotion

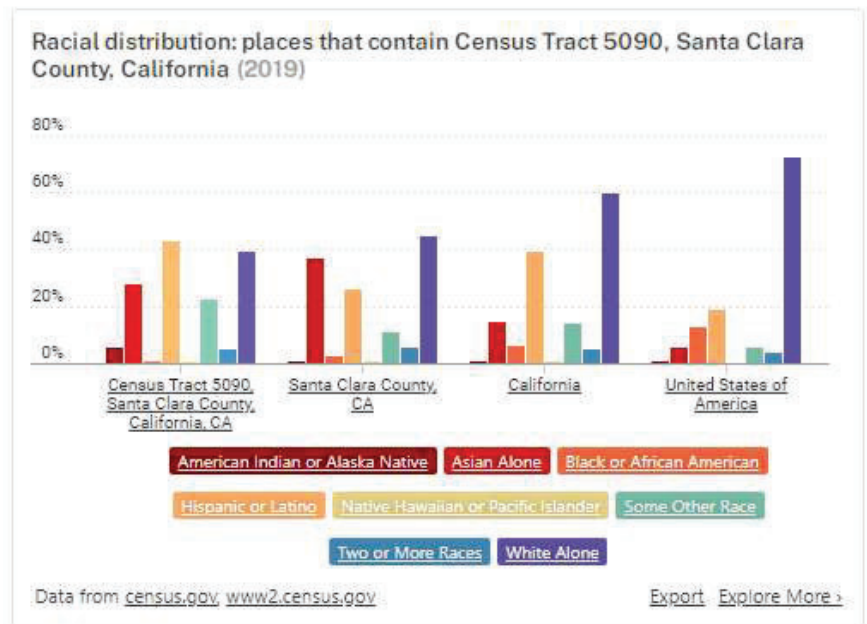
4. Is your event citywide or targeted to a particular neighborhood, demographic or geographic area? If targeted, describe your target audience?

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

This event is targeted to neighborhoods in District 5, although we have documented attendance from District 6 as well.

As seen with the Census Tract 5090 (SNAIL is single census tract), our community has three major racial distributions. We create events that invite all racial ethnicities, by encouraging traditional dishes to be brought at all of our potluck events.

In 2019, we had a total of 270 participants attend the SNAIL annual NNO. That number represents an increase of 15% over 2018's participation as we opened our event to other surrounding neighborhoods e.g., Onizuka Crossing, and Parkside Studios. Other attendees have come from San Miguel and Plaza Del Rey.



Because of the lockdown imposed by the COVID pandemic, our traditional annual National Night Out resumed in 2022. We really did not know what to expect and how many people would show to this, our first outdoor community event in two years. We were amazed to see a pretty good turnout with 155 adults and 25 children.

A core committee of strong SNAIL volunteers organizes various attractive activities for our diverse residents. We provide for this festive event a BBQ, a live band, 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 know their neighbors.


Based on our 2022 attendance of 180, we expect to see an attendance returning to pre-pandemic numbers upwards of 200 residents, even 250.

Regarding attendance tracking: In past events, SNAIL has a record of logging attendance. We have used various methods to track attendance, from pre-registration to onsite registration, counting the number of plates, and providing a ticket to all attendees for the traditional ice cream truck.

A core group of dedicated SNAIL volunteers will continue to implement a signup sheet at the event in exchange for an ice cream ticket.

5. Please describe your marketing plan, including the type of advertisements to be used and where they will be placed. Also, indicate if you wish to incorporate the City's local access channel, KSUN 15 in your advertising. Please attach additional sheets as needed to fully describe your marketing plan.

Because this is a neighborhood event for the SNAIL community of 1,600 homes, our marketing plan is very much targeted to our intended audience. We pay for advertising in the San Jose Mercury News the week prior to the event, and we post free ads on NextDoor twice, a month before and a week before with a reminder the day before the event. Starting in January, we promote the event on the landing page of our website, include promotional articles in our monthly newsletters. In the June and July issue, we incorporate a half page flyer. For these reasons, we have chosen to opt out of promoting the event on the KSUN 15 channel.



S.N.A.I.L.
POTLUCK
BLOCK PARTY

THIS IS A POTLUCK EVENT

Date: Tuesday, Aug 2nd
Time: 5:30 – 9:00 PM
Location: E. Arbor Ave. between Morse and Bayview

- ♥ **Potluck:** Guests, please bring main dishes, side dishes, appetizers or desserts. Gluten-free, nut-free or vegan are also welcome and, if so, please write it on a small card displayed in front of your dish.
- ♥ **SNAIL will Provide:** Hot Dogs, Sausages and Water.
- ♥ **Entertainment:** Returning for the third time, *The Joint Chiefs* (R&B), one of the most versatile and exciting dance bands currently performing.
<http://thejointchiefsband.com>
- ♥ **For the kids:** Face painter, silhouette portraits, and children's activities.
- ♥ **DPS:** Fire trucks, police motorcycles and Emergency Preparedness team, sponsored by the Sunnyvale Department of Public Safety.
- ♥ **Special Guests:** City Council, City staff and Councilmember candidates.

Volunteers are needed to set up tables and chairs, manage the food, working at the sign-in table and to clean up, collect plastic bottles, and fold tables and chairs. Please contact:

Valérie Suarès: 408-390-3335, vsuares@gmail.com
Dorit Chapman: dorit.chapman@gmail.com

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.

In 1995, a group of neighbors living between Borregas and Mathilda Avenues, formed Sunnyvale Neighbors of Arbor, Including La Linda (SNAIL) as a neighborhood association covering approximately 300 households. Currently, SNAIL's boundaries are Fair Oaks, Mathilda, Maude, and Ahwanee Avenues and, as of 2022, it has over 1,600 households within its boundaries with another 100 expected early 2023. The neighborhood was built in the early 1950's as a modest tract of mostly single-family homes. The Columbia Middle School, Community Center, and Park are located within the neighborhood boundaries.

SNAIL is an active civic group that partners with the City of Sunnyvale to maintain the esthetics of the neighborhood, promote safety, and reduce crime. We elect our four Executive Board members annually from our membership. We are an official 501c(4) organization registered with the California Secretary of State.

SNAIL was initially formed to address the issues of neighborhood preservation, absentee landlord issues, Moffett Airfield usage and air traffic control. The SNAIL neighborhood association continues to meet and now focuses on three specific areas: promoting neighborhood watches for public safety, interacting with City and community officials regarding neighborhood issues (i.e.: traffic control, utilities improvements), and encouraging social interaction between new and old residents.

All of our activities are focused on bringing together the residents of the neighborhood and promoting pride in our neighborhood and city.

We have a variety of activities for adults, children, families, and seniors. We encourage socializing through activities such as Summer Ethnic BBQ's, Chinese New Year Dinners, holiday parties, monthly meetings with guest speakers, our annual neighborhood-wide garage sale, and National Night Out. All events are well attended by a variety of ages, racial and social economic backgrounds.

Our annual budget is a little less than \$5,000.

To raise funds, we sell advertising space in our monthly newsletter and have an annual neighborhood yard sale.

Event Logistics and Budget

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

A core group of six volunteers begin the planning of this event in January. We meet every other week, provide an event plan worksheet, and log all our activities in a shared Google Drive, populated with various event worksheets and documents.

Because of our strong leaders and their dedication to successfully implementing this well-planned event, each of us are assigned tasks that ensure the safety of our attendees to the best of our abilities. With COVID, we have had to implement handwashing stations, scatter hand sanitizer bottles on each table and provide face coverings.

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?

Because of our limited available funds, SNAIL is very financially frugal and conservative. We shop around for the best possible prices when we need to purchase goods or rent equipment. Whenever possible, we purchase goods on sale, or ask vendors for discounts available to non-profits.

9. 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 \$35.56, 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).

Based on the actual number of volunteers (6), the clocked work hours (119), and the actual cost of the 2022 NNO event, our total cost was \$4,195.

We anticipate that, with an increase of 8.5% based on the consumer index price inflation rate, our 2023 NNO event will be \$4,552.

Therefore, based on the funding amount being requested from the City of Sunnyvale, which cannot exceed more than 40% of total expenses, we are requesting funding for the amount of \$1,821

Activity	2022 Costs	Consumer Index Price Inflation Rate.	2023 anticipated
Outreach newsletters (2 months) + advertising	\$560	\$47.60	\$607.60
Rental of 45 Tables	\$315	\$26.78	\$341.78
Rental of 200 chairs	\$250	\$21.25	\$271.25
Shelley Capovilla, face painting	\$110	\$9.35	\$119.35
Ming Ming, black shadow profile cutouts	\$78	\$6.63	\$84.63
Port-a-potty and wash station	\$368	\$31.28	\$399.28
City permit	\$30	\$2.55	\$32.55
Food, water, kids' activities and misc. supplies such as, but not limited to, hygiene products	\$1,134	\$96.39	\$1,230.39
Band	\$750	\$63.75	\$813.75
Ice cream	\$600	\$51.00	\$651.00
	\$4,195	\$357	\$4,552
Funding amount being requested from City of Sunnyvale which represents 40% of total expenses			\$1,820.63

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

SNAIL has two main streams of revenue:

1. We organize an annual two-day neighborhood Yard Sale.
2. We have an advertising section on the back page of our monthly newsletter, in which SNAIL residents and business owners can advertise their services.

**Neighborhood Grant Program Application****Calendar Year 2023****Application Deadline: October 21, 2022, 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 October 21, 2022, by 5 p.m. Applicants will be notified of award decisions in January 2023.

Complete applications may be submitted in the following ways:**Mail or Drop Off in Person:**

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

Email: ncs@sunnyvale.ca.gov

For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

.....
SunnyArts Neighborhood Association

Name of Neighborhood Group or Association: _____
Nipurna Shah

Name of Individual Submitting Application: _____

Individual's Email: _____ **Phone:** _____

SunnyArts annual events

Name of Proposed Project: _____

1500

Grant Amount Requesting from the City of Sunnyvale (Maximum grant amount is \$1,500): \$ _____

Is your Neighborhood Group currently registered with City of Sunnyvale?

Yes No
☒ ☐

If no, will your Neighborhood Group register with the City of Sunnyvale by the time your proposed event/activity takes place?

Yes No
☐ ☐

Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why? What are the geographic boundaries of your group, including which Council District? Approximately, how many households are included?

Our neighborhood association was formed in 2018 to bring the community together to encourage cohesiveness and safety of neighborhood members via community events and fundraisers. Our geographical boundaries include the homes starting on Rembrandt Drive and Rousseau Drive including all the streets in-between. We are approximately 256 homes in the neighborhood.

Project Description

2. Describe your proposed project and/or event. Make sure to include the following:

- How will it benefit the residents in your neighborhood and/or your neighborhood association?
- How many people or households you are expecting to attend or benefit from the project or event?
- Describe the outreach you will do to generate awareness and support for the project/event.

Since October 2018, once every month, the SunnyArts community has come together to cook and serve meals (pre covid) and box and drop meals post covid, for the Home First shelter in Sunnyvale. We call this initiative "The SunnyArts Soupers".

Each month we get a count of how many meals the shelter needs. Members of the neighborhood provide or purchase ingredients and supplies and we get together to cook and assemble meals for over 50 needy individuals and families. A typical menu would include, spaghetti with turkey meat sauce, a salad with lettuce, shredded carrots, cherry tomatoes, cheese, croutons, dinner rolls, brownies for dessert, a bottle of water, a juice box and a fruit. Pre covid we would take these meals to the shelter and serve the meal ourselves, however post covid, pre made boxes are delivered to the shelter with a variety of nutritious meals. This ongoing initiative makes a concrete impact in helping those in need right here in Santa Clara county. We believe that the strong community spirit that our grant-funded programs have fostered is in part responsible for us to be able to make a difference in the lives of the unfortunate.

Besides the SunnyArts Souper initiative, at every SunnyArts event there is a donation drive for various charities such as canned foods, diapers, socks, blankets and more for the Sunnyvale Community services, canned pet food for the animal shelter, Toys for tots and more.

JULY: Live Music Picnic: For the last two years our neighbors have enjoyed the annual live music picnic. "The Misguided Saints" played live music for us while the neighbors enjoyed a picnic and Ice Cream from a pop up women owned small business called "Pints of Joy". This has been a very popular and requested event in the neighborhood. This is a unique experience for the neighborhood and I have heard from so many neighbors via Email, text messages, and/or in person about how excited they are about this event.

AUGUST: National Night Out: Satvik's Magic Show

Many neighbors came out to enjoy a variety of ice creams and a magic show. We make sure to accommodate members of our community who are vegan and dairy free.

Adults and kids alike were amazed at some of the magic tricks performed by our young teen magician Satvik. The Sunnyvale policemen and firemen stopped by to talk to the neighbors, kids and also got tricked by our magician. This is one of our popular events which the community knows well and eagerly awaits.

Kids sports day

Several moms in the neighborhood got together to host a fun filled sports day for the 30 plus kids who attended the event. They held games and relays and gave away gift cards to the winners. The kids got to enjoy a light snack and enjoy each other's company. The "Kids Sports Day " was held for the first time last year and the response from the kids and their parents was overwhelming. Kids from other streets in the neighborhood got to meet each other and form new friendships and strengthen old ones. The parents were delighted to see the kids out of their homes doing actual physical activities rather than using gadgets and on social media.

OCTOBER: Halloween Pumpkin Carving, Costume and house decorating Contests.

The "Halloween Pumpkin Carving Contest" has become a tradition for our neighborhood and is very popular with adults and children alike. We have prizes for the best carved pumpkin and most unique, most grumpy, most scary, most crazy costumes. Just to put things in perspective on Sargent Drive alone there are 15 kids under the age of 12 who anticipate this event eagerly.

They each receives a gift card for Panera Bread, Starbucks and others.

1. Best Scary Pumpkin
2. Best Funny Pumpkin
3. Most Creative Pumpkin

1. Most unique costume
2. Scariest costume
3. Funniest costume

DECEMBER: Holiday Lighting Contest.

Three prizes of \$100 gift card each are given for the best decorated and lit house in the Neighborhood. The "Holiday Lighting Contest" has been getting better each year with more and more households participating in decorating their homes with lights and props for the holidays. The lights start coming on from Diwali and end all the way after new

year. Residents of the neighborhood are becoming more creative with their lights and thus the neighborhood looks so festive and alive. The lighting contest also helps us all learn about different traditions/cultures which further enhances our community spirit.

The following clubs continue to remain active in the neighborhood

SunnyArts Walking Club
SunnyArts Culinary Club
SunnyArts Gardening Club

We anticipate 100% of 256 households to attend most of the neighborhood events barring personal situations and travel plans, a lot of our neighborhood households attend most of, but not all the events.

As the original owners retire, new families have moved into the neighborhood. Our goal is to get together, meet the new residents, chat, eat, share with known and new neighbors and friends. This is a great opportunity to bridge any communication gaps between neighbors.

We invited a local women owned ice cream business to set up their pop up store at the event. During this event we will also support the Sunnyvale Community Services and have a donation drive. These are ways for us to give back to the community, as a community and to the Sunnyvale small business owners who are struggling to stay afloat during these covid times.

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 neighborhood is most grateful for the opportunity the city provides through the grant, to build a strong, beautiful, safe, diverse and cohesive community. Each member is appreciative of the opportunity to get to know one another through these events and look out for each other if a situation presents itself. I have yet to know a neighborhood, where almost all neighbors know most of the other members of the community. I am proud to say in our SunnyArts community we do. We encourage diversity and respect for one another. As the original owners retire, new families have moved into the neighborhood. Our goal is to get together, meet the new residents, chat, eat, share with

known and new neighbors and friends. This is a great opportunity to bridge any communication gaps between neighbors.

During our events we will also support the Sunnyvale Community Services and have donation drives. These are ways for us to give back to the community, as a community and to the Sunnyvale small business owners who are struggling to stay afloat during these covid times.

Most of the events have become a part of our neighborhood tradition and the members look forward to them with a great deal of excitement and prepare for them ahead of time. These events/projects continue providing the opportunities necessary for the neighborhood's cohesiveness, that most people are too busy to initiate on their own. Our plan in the coming future is to keep certain events status quo, whilst mixing up other events with new ideas to keep things exciting for the neighborhood members. I would like to give business to and invite local small business vendors to our events which will help them get back on their feet post covid.

There is a Neighborhood committee in place to work on replacing and managing new neighborhood security cameras. We are hoping to get it done in the upcoming 2023 with a portion of the funds provided by the city.

4. How will you determine the completed project and/or event has been successful?

Over the past year, despite Covid restrictions and the challenges those have presented, we have continued to see increased engagement by our neighbors in our Sunnyarts community. We feel that the grant, and the outreach/events it has allowed us to provide to our community members, is largely responsible for this continued community engagement. We are pleased and grateful to report that attendance and enthusiasm for our events continues to be robust. The residents of the neighborhood reach out to one another regarding home improvement and lawn improvement projects, which in return has made the neighborhood more appealing and beautiful. We saw more flowers in the neighborhood yards this year than we have in the past years. Most homes have cleaned out their garages and spruced up their home with fresh paint and/or major or minor remodeling. We have also seen increased levels of community spirit, safety, and awareness of all the incredible aspects of living in Sunnyvale.

Project Plan

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	08/22
1. Chinese New Year potluck	Interim: Nipurna Shah	04/23
2. Live Music Picnic	Interim: Nipurna Shah	06/23
3. Kids Sports Day	Ruchika Mehta	07/23
4. National Night Out	Interim: Nipurna Shah/ Ruchika Mehta	08/23
5. Halloween	Interim: Nipurna/Ruchika Mehta	10/23
6. Dīwali potluck	Interim: Nipurna Shah/ Ruchika Mehta	10/23 ^{or} / 11/23
7. Holiday Lighting Contest	Interim: Nipurna Shah	12/23
8. Neighborhood security cameras	Sunnyarts security committee	12/23
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, 2023.
To be determined (interim chair: Nipurna Shah)

Project Leader Name: _____

Email: _____ Phone Number: _____

Mailing Address: _____

Signature: _____ Date: 10/21/2022

- 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.*
To be determined (Interim: Nipurna Shah)

Treasurer Name: _____

Email: _____ Phone Number: _____

Mailing Address: _____

Signature: _____ Date: 10/21/2022

- 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 Project Budget Form Calendar Year 2023

Please list the project's expenses using the form below. All expense-related activities listed on your application must be included in your 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, 2023.**

Project Expenses

Activity	Estimated Costs
1. Chinese New Year	\$125
2. Live Music Picnic	\$450
3. Kids sports day	\$200
4. National Night out	\$200
5. Halloween	\$200
6. Diwali potluck	\$125
7. Holiday lighting contest	\$200
8. Security cameras	\$600
9. Walking, Culinary and Gardening clubs	\$300
10.	\$
Estimated Total Expenses	\$2400
Amount Requested from the City of Sunnyvale	\$1500

**Neighborhood Grant Program Application
Calendar Year 2023****Application Deadline: October 21, 2022, 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 October 21, 2022, by 5 p.m. Applicants will be notified of award decisions in January 2023.

Complete applications may be submitted in the following ways:**Mail or Drop Off in Person:**

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

Email: ncs@sunnyvale.ca.gov

For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Name of Neighborhood Group or Association: Valley Forge Neighborhood Group

Name of Individual Submitting Application: Patricia Grant

Individual's Email: [REDACTED]

Phone: [REDACTED]

Name of Proposed Project: Valley Forge Block Party

Grant Amount Requesting from the City of Sunnyvale (Maximum grant amount is \$1,500): \$ 900

Is your Neighborhood Group currently registered with City of Sunnyvale?

Yes ☒ No ☐

If no, will your Neighborhood Group register with the City of Sunnyvale by the time your proposed event/activity takes place?

Yes ☐ No ☐

Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why? What are the geographic boundaries of your group, including which Council District? Approximately, how many households are included?

The Valley Forge Neighborhood Group was formed in 2005 to bring our community together, get to know your neighbors and make this neighborhood an inclusive and welcoming community.

The boundaries are: Valley Forge bordered by Lime and Yorktown. There are 48 households including Valley Forge Drive, Gooseberry Court and parts of Westchester Drive.

Project Description

2. Describe your proposed project and/or event. Make sure to include the following:
- How will it benefit the residents in your neighborhood and/or your neighborhood association?
 - How many people or households you are expecting to attend or benefit from the project or event?
 - Describe the outreach you will do to generate awareness and support for the project/event.

This event benefits all the neighbors by bringing everyone together for this event every year. Everyone pitches in to help in several ways. We also collect names and email addresses on a roster to ensure that we have neighbors on our email communications. We discuss and provide information about neighborhood safety from SNAP, which they setup a tent every year to educate and inform residents of up and coming training classes. For our community we ask for checks for the Sunnyvale Community Services and received \$900 in 2022.

Our neighborhood block party brings neighbors together and their children, along with welcoming new residents to the neighborhood. We had about 70 people in attendance in 2022. Our event offers food, music, games along with education and awareness of services available. This event makes is a popular event that all the neighbors look forward to.

We have a Ladies of Valley Forge group that gets together once a quarter and we talk about the up coming event, schedule and get volunteers to help with the 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

Our annual block party is a great event for all neighbors to come together and reconnect with one another and meet some new neighbors. We have a lot of different cultures on our street and this event is a great way for everyone to come together as one community.

There is always conversations about our street and neighborhood condition, home renovations, landscaping and gardening, everyone is willing to share their experiences with one another making it easier for newcomers to also make their own improvements. There is a lot of pride in this community.

This even is what makes this neighborhood so amazing and unique.

4. How will you determine the completed project and/or event has been successful?

This is a popular event every year and if you just look at attendance alone, we have good participation which shows support for the event.

Also the opportunity to meet and greet new neighbors makes them feel welcomed. It is truly something the neighbors look forward to and when they see me walking around...it is a common topic.

Project Plan

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	08/22
1. Schedule Planning meeting	Marcia Chron	6/23
2. Street party planning meeting	Marcia Chron	6/23
3. Send save the date email	Marcia Chron	8/23
4. Finalize games for kids	Beatriz Bravo	8/23
5. Finalize music for event	Chuck Hannum	9/23
6. Solicit Fliers	Suchitra Kolipak	9/23
7. Order Barricades and cones	Linda Romano	09/23
8. Pick up Food	Marcia Chron	09/23
9. Block Party Event	All	09/23
10. Cleanup	All	09/23
11. Return barricades and cones	Linda Romano	09/23
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, 2023.

Project Leader Name: **Patricia Grant**

Email: [REDACTED]

Phone Number: [REDACTED]

Mailing Address: [REDACTED]

Signature: [REDACTED]

Date: 10/16/22

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: **Patricia Grant**

Email: [REDACTED]

Phone Number: [REDACTED]

Mailing Address: [REDACTED]

Signature: [REDACTED]

Date: 10/16/22

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: **Tricia Lawrence**

Email: [REDACTED]

Phone Number: [REDACTED]

Mailing Address: [REDACTED]

Signature: [REDACTED]

Date: 10/16/22



Sunnyvale

**Neighborhood Grant Program
Project Budget Form Calendar Year 2023**

Please list the project's expenses using the form below. All expense-related activities listed on your application must be included in your 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, 2023.**

Project Expenses

Activity	Estimated Costs
1. Food	\$ 700
2. Soda, juice, water	\$ 50
3. Pinata, and games for kids	\$ 100
4. Ice Cream and dessert bar	\$ 50
5.	\$
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$
Estimated Total Expenses	\$ 900
Amount Requested from the City of Sunnyvale	\$ 900

**Neighborhood Grant Program Application
Calendar Year 2023****Application Deadline: October 21, 2022, 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 October 21, 2022, by 5 p.m. Applicants will be notified of award decisions in January 2023.

Complete applications may be submitted in the following ways:**Mail or Drop Off in Person:**

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

Email: ncs@sunnyvale.ca.gov

For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Name of Neighborhood Group or Association: Charles Street Gardens

Name of Individual Submitting Application: Margherita Lai

Individual's Email: [REDACTED] Phone: [REDACTED]

Name of Proposed Project: Charles Street Gardens Bed Rebuild

Grant Amount Requesting from the City of Sunnyvale (Maximum grant amount is \$1,500): \$ 1500

Is your Neighborhood Group currently registered with City of Sunnyvale?

Yes

No



If no, will your Neighborhood Group register with the City of Sunnyvale by the time your proposed event/activity takes place?

Yes

No

**Neighborhood Group/Association Background**

1. When was your neighborhood group or association formed and why? What are the geographic boundaries of your group, including which Council District? Approximately, how many households are included?

Charles Street Gardens (CSG) was formed in 2006 as a project of the non-profit organization Sustainable Community Gardens (SCG) to provide a space for the Sunnyvale and surrounding community to garden and enjoy nature.

CSG is located at 433 Charles Street in Sunnyvale, on City of Sunnyvale property. Our

Project Description

2. Describe your proposed project and/or event. Make sure to include the following:
 - How will it benefit the residents in your neighborhood and/or your neighborhood association?
 - How many people or households you are expecting to attend or benefit from the project or event?
 - Describe the outreach you will do to generate awareness and support for the project/event.

Our proposal for the 2023 Neighborhood Grant submission is to continue on with our multi-year project to repair and replace the garden beds at CSG. The garden was built in 2006, and all beds are showing signs of aging. Several beds are so badly degraded that they have been removed from the available garden bed population.

With the 2021 Neighborhood Grant funding, we were able to make some repairs to our beds. By adding corner brackets to beds that are still in reasonably good condition, we are able to extend the lifetime of these beds. We were also able to completely rebuild 2 beds, resulting in 2 beds being returned to the usable inventory of CSG garden beds.

With our 2023 Neighborhood Grant proposal, we plan to continue to bed rebuild project. This grant would allow us to purchase materials for 3-4 garden beds. They will be installed and constructed by our gardeners.

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

Replacing and rebuilding our aging and broken garden beds will ensure the continued infrastructure of our community garden. CSG is the only community garden within Sunnyvale, and serves the entire community, in addition to our garden members. Our gardeners pride themselves on the beautification of our garden space.

In 2021, we were able to resume our Open Garden days - the garden is open to the public every Friday from 11am-1pm. Our garden docent volunteers greet visitors and invite them to enjoy our space.


Our gardeners reflect the diversity of Sunnyvale. We have gardeners from around the world - Turkey, Belarus, Iran, Canada, India, Taiwan, Vietnam, China, Australia, England, Florida. Our garden community is a true melting pot.

4. How will you determine the completed project and/or event has been successful?

Rebuilt beds = Success!

Project Plan

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	08/22
1. Purchase materials for bed rebuild.	Margherita Lai	11/30/23
2. Coordinate teams and execute the rebuild 	Margherita Lai	11/30/23
3.		11/30/23
4.		11/30/23
5.		11/30/23
6.		11/30/23
7.		11/30/23
8.		11/30/23
9.		11/30/23
10.		11/30/23
11.		11/30/23
12.		11/30/23

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, 2023.

Project Leader Name: Margherita Lai

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

Mailing Address: [REDACTED]

Signature: [REDACTED] **Date:** 10/21/22

- 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: Margherita Lai

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

Mailing Address: [REDACTED]

Signature: [REDACTED] **Date:** 10/21/22

- 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: Fiona Walsh

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

Mailing Address: [REDACTED]

Signature: [REDACTED] **Date:** 10/21/22

Neighborhood Grant Program Project Budget Form Calendar Year 2023

Sunnyvale

Please list the project's expenses using the form below. All expense-related activities listed on your application must be included in your 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, 2023.**

Project Expenses

Activity	Estimated Costs
1. Garden Bed Materials (concrete blocks, wood, rebar, sand, gravel)	\$ 1500
2.	\$
3.	\$
4.	\$
5.	\$
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$
Estimated Total Expenses	\$1500
Amount Requested from the City of Sunnyvale	\$1500

**Neighborhood Grant Program Application
Calendar Year 2023****Application Deadline: October 21, 2022, 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 October 21, 2022, by 5 p.m. Applicants will be notified of award decisions in January 2023.

Complete applications may be submitted in the following ways:**Mail or Drop Off in Person:**

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

Email: ncs@sunnyvale.ca.gov

For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Name of Neighborhood Group or Association: Charles Street Gardens

Name of Individual Submitting Application: Margherita Lai

Individual's Email: [REDACTED] Phone: [REDACTED]

Name of Proposed Project: Charles Street Gardens Bed Rebuild

Grant Amount Requesting from the City of Sunnyvale (Maximum grant amount is \$1,500): \$ 1500

Is your Neighborhood Group currently registered with City of Sunnyvale?

Yes

No



If no, will your Neighborhood Group register with the City of Sunnyvale by the time your proposed event/activity takes place?

Yes

No

**Neighborhood Group/Association Background**

1. When was your neighborhood group or association formed and why? What are the geographic boundaries of your group, including which Council District? Approximately, how many households are included?

Charles Street Gardens (CSG) was formed in 2006 as a project of the non-profit organization Sustainable Community Gardens (SCG) to provide a space for the Sunnyvale and surrounding community to garden and enjoy nature.

CSG is located at 433 Charles Street in Sunnyvale, on City of Sunnyvale property. Our

Project Description

2. Describe your proposed project and/or event. Make sure to include the following:
 - How will it benefit the residents in your neighborhood and/or your neighborhood association?
 - How many people or households you are expecting to attend or benefit from the project or event?
 - Describe the outreach you will do to generate awareness and support for the project/event.

Our proposal for the 2023 Neighborhood Grant submission is to continue on with our multi-year project to repair and replace the garden beds at CSG. The garden was built in 2006, and all beds are showing signs of aging. Several beds are so badly degraded that they have been removed from the available garden bed population.

With the 2021 Neighborhood Grant funding, we were able to make some repairs to our beds. By adding corner brackets to beds that are still in reasonably good condition, we are able to extend the lifetime of these beds. We were also able to completely rebuild 2 beds, resulting in 2 beds being returned to the usable inventory of CSG garden beds.

With our 2023 Neighborhood Grant proposal, we plan to continue to bed rebuild project. This grant would allow us to purchase materials for 3-4 garden beds. They will be installed and constructed by our gardeners.

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

Replacing and rebuilding our aging and broken garden beds will ensure the continued infrastructure of our community garden. CSG is the only community garden within Sunnyvale, and serves the entire community, in addition to our garden members. Our gardeners pride themselves on the beautification of our garden space.


In 2021, we were able to resume our Open Garden days - the garden is open to the public every Friday from 11am-1pm. Our garden docent volunteers greet visitors and invite them to enjoy our space.

Our gardeners reflect the diversity of Sunnyvale. We have gardeners from around the world - Turkey, Belarus, Iran, Canada, India, Taiwan, Vietnam, China, Australia, England, Florida. Our garden community is a true melting pot.

4. How will you determine the completed project and/or event has been successful?
Rebuilt beds = Success!

Project Plan

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	08/22
1. Purchase materials for bed rebuild.	Margherita Lai	11/30/23
2. Coordinate teams and execute the rebuild 	Margherita Lai	11/30/23
3.		11/30/23
4.		11/30/23
5.		11/30/23
6.		11/30/23
7.		11/30/23
8.		11/30/23
9.		11/30/23
10.		11/30/23
11.		11/30/23
12.		11/30/23

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, 2023.

Project Leader Name: Margherita Lai

Email: [Redacted] **Phone Number:** [Redacted]

Mailing Address: [Redacted]

Signature: [Redacted] **Date:** 10/21/22

- 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: Margherita Lai

Email: [Redacted] **Phone Number:** [Redacted]

Mailing Address: [Redacted]

Signature: [Redacted] **Date:** 10/21/22

- 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: Fiona Walsh

Email: [Redacted] **Phone Number:** [Redacted]

Mailing Address: [Redacted]

Signature: [Redacted] **Date:** 10/21/22

Neighborhood Grant Program Project Budget Form Calendar Year 2023

Sunnyvale

Please list the project’s expenses using the form below. All expense-related activities listed on your application must be included in your 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, 2023.**

Project Expenses

Activity	Estimated Costs
1. Garden Bed Materials (concrete blocks, wood, rebar, sand, gravel)	\$ 1500
2.	\$
3.	\$
4.	\$
5.	\$
6.	\$
7.	\$
8.	\$
9.	\$
10.	\$
Estimated Total Expenses	\$ 1500
Amount Requested from the City of Sunnyvale	\$ 1500



Sunnyvale

Neighborhood Grant Program Application Calendar Year 2023

Application Deadline: October 21, 2022, 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 October 21, 2022, by 5 p.m. Applicants will be notified of award decisions in January 2023.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

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

Email: ncs@sunnyvale.ca.gov

For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

Name of Neighborhood Group or Association: Murphy District

Name of Individual Submitting Application: Jennifer Delara

Individual's Email: [REDACTED] Phone: [REDACTED]

Name of Proposed Project: Candy Cane Ave and Holiday Brunch @ the Park

Grant Amount Requesting from the City of Sunnyvale (Maximum grant amount is \$1,500): \$ 1500.00

Is your Neighborhood Group currently registered with City of Sunnyvale? **Yes**

If no, will your Neighborhood Group register with the City of Sunnyvale by the time your proposed event/activity takes place? **Yes No**

Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why? What are the geographic boundaries of your group, including which Council District. We started the project in 2020 and establish the association in 2021. From N Sunnyvale Ave & Maude to S Sunnyvale & El Camino and California.
2. Approximately, how many households are included? ~ 100

Project Description

3. Describe your proposed project and/or event. Make sure to include the following:

4.

- How will it benefit the residents in your neighborhood and/or your neighborhood association? Candy Cane Ave brings people together to connect and share holiday joy.
- How many people or households are you expecting to attend or benefit from the project or event? 500 attendees
- Describe the outreach you will do to generate awareness and support for the project/event. On social media, printed material, word of mouth, and Christmaslights.org, news

5. 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

We are building community during the holidays! Having Instagrammable moments for our neighbors and their family and friends. This has increased communication among neighbors and has improved the overall wellness and cheer in the community. We see more families walking in the neighborhood and spending time under the lights. We also want to have a lighting gathering with Santa and elves, hot coco and gifts for the kids.

6. How will you determine the completed project and/or event has been successful?

By more people joining the following year

Project Plan

7. 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	08/22
1. Create fliers/email/social post for neighbors	Jen Delara	(10/23)
2. Buy Stakes, PVC pipes, lights, extension cords, and zip ties (11/ 26)	Adam Herald	(11/ 23)
3. Delivering items to neighbors	Jen and Adam	(11/ 23)
4. Setting up arches	Community	(11/ 23)
5.Setting up music to sync with lights on the weekend (11/ 26 - 12/1)	Community	(11/ 23)
6. Lighting Gathering	Jen, Adam, Winnie, Stacy	12/23
7. Uninstalling and breaking down activation (12/29- 12/31)	Community	12/23
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, 2023.

Project Leader Name: Jennifer Delara
Email: [REDACTED]
Phone Number: [REDACTED]
Mailing Address: [REDACTED]
Signature: [REDACTED] **Date:** 10/21/22

- 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: Adam Herald
Email: [REDACTED] **Phone Number:** [REDACTED]
Mailing Address: [REDACTED]
Signature: [REDACTED] **Date:** 10/21/22

- 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: Marcie Guzman
Email: [REDACTED] **Phone Number:** [REDACTED]
Mailing Address: [REDACTED]
Signature: [REDACTED] **Date:** 10/21/22

Neighborhood Grant Program

Project Budget Form Calendar Year 2023

Please list the project’s expenses using the form below. All expense-related activities listed on your application must be included in your 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, 2023.**

Project Expenses

Activity	Estimated Costs
1.PVC Pipes	\$500
2.Stakes	\$60
3.Lights	\$840
4.Food	\$500
5.Drinks	\$250
6.Santa	\$300
7.Decoration/ jump house	\$500
8.Gifts	\$150
9.Photographer	\$250
10.Fake snow	\$200
Estimated Total Expenses	\$3500
Amount Requested from the City of Sunnyvale	\$1500



Sunnyvale

**Neighborhood Grant Program Application
Calendar Year 2023**

Application Deadline: October 21, 2022, 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 October 21, 2022, by 5 p.m. Applicants will be notified of award decisions in January 2023.

Complete applications may be submitted in the following ways:

Mail or Drop Off in Person:

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

Email: ncs@sunnyvale.ca.gov

For questions, email ncs@sunnyvale.ca.gov or call 408-730-7599.

.....

Name of Neighborhood Group or Association: Murphy District_____

Name of Individual Submitting Application: Jennifer Delara_____

Individual's Email: _____ **Phone:** _____

Name of Proposed Project: Trashy Art_____

Grant Amount Requesting from the City of Sunnyvale (Maximum grant amount is \$1,500): \$
1500.00_____

Is your Neighborhood Group currently registered with City of Sunnyvale? Yes

If no, will your Neighborhood Group register with the City of Sunnyvale by the time your proposed event/activity takes place? Yes No

Neighborhood Group/Association Background

1. When was your neighborhood group or association formed and why? What are the geographic boundaries of your group, including which Council District. We started the project in 2020 and establish the association in 2021. From N Sunnyvale Ave & Maude to S Sunnyvale & El Camino and California.
2. Approximately, how many households are included? 50

Project Description

3. Describe your proposed project and/or event. Make sure to include the following:
4.
 - How will it benefit the residents in your neighborhood and/or your neighborhood association?
Trashy Art will be creativity and beauty throughout the whole year. Allowing community members to express their creativity and love for the arts.
 - How many people or households you are expecting to attend or benefit from the project or event? 50+ households
 - Describe the outreach you will do to generate awareness and support for the project/event.
On social media, printed material, word of mouth and the news.
5. 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 will offer a few benefits:

Offering a themed artwalk. With each artwork, we can make the Connection features facts about trash or recycling and about the relevance of the arts in our community. Increasing learning while you walk. It improves the physical condition and mental health of the neighborhood.

6. How will you determine the completed project and/or event has been successful?
By how many people sign up for their trash can painted.

Project Plan

7. 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	08/22
1. Create fliers/email/social post for neighbors	Jen Delara	1/23
2. Artist Consultation with Neighbor	Artist & Jen	2/23
3. Draft to submit to owner	Jen	3/23
4. Draft to submit to the City to approval	Jen	4/23
5. Painting starts	Artist	5/23
6. Announcement of art	Winnie and Jen	6/23
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, 2023.

Project Leader Name: Jennifer Delara

Email: [REDACTED]

Phone Number: [REDACTED]

Mailing Address: [REDACTED]

Signature: [REDACTED] Date: 10/21/22

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: Adam Herald

Email: [REDACTED] Phone Number: [REDACTED]

Mailing Address: [REDACTED]

Signature: [REDACTED] Date: 10/21/22

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: Marcie Guzman

Email: [REDACTED] Phone Number: [REDACTED]

Mailing Address: [REDACTED]

Signature: [REDACTED] Date: 10/21/22

Neighborhood Grant Program
Project Budget Form Calendar Year 2023

Please list the project’s expenses using the form below. All expense-related activities listed on your application must be included in your 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, 2023.**

Project Expenses

Activity	Estimated Costs
1.Website	\$50
2. Artist Fee	\$1000
3. Acrylic Paint	\$500
4. Spray Paint	\$200
5. Sealant	\$200
Estimated Total Expenses	\$1900
Amount Requested from the City of Sunnyvale	\$1500





