

Neighborhood Grant Program

Fiscal Year 2015/16 Application Review Packet

	Organization	Event or Project	Request	Page #
1	Cherryhill NA	Water Conservation Works	\$ 1,000	5
2	Cherry Chase NA	Cultural/Social Enrichment	\$ 1,000	13
3	Cumberland South NA	4 th of July Parade & Party	\$ 750	21
4	Nimitz NA	Big Blowout Block Party	\$ 1,000	27
5	Ortega Park NA	National Night Out	\$ 800	34
6	SNAIL NA	National Night Out	\$ 1,000	40
7	SunnyArts NA	Community Building/Pride	\$ 1,000	48
8	Valley Forge Group*	Block Party	\$ 930	54
	8 Applications	Total Requested	\$ 7,480	
		Amount Budgeted	\$ 6,125	

*Not a registered neighborhood association or mobile home park resident association.

Documents included behind this page:

A. Neighborhood Grant Program Guidelines

B. Grant Funding Worksheet

C. Grant Applications



City of Sunnyvale Neighborhood Grant Program

Grant Guidelines & Eligibility Requirements

Thank you for your interest in the Neighborhood Grant Program. Applications for Fiscal Year 2015/16 Neighborhood Grants are due by **Friday, May 22, 2015**.

Important note: applications are being accepted, pending Council's budgetary approval.

Mission of the Neighborhood Grant Program

Grant funds are the City's investment in strengthening neighborhood groups, improving the quality of life in local communities, and encouraging neighborhood groups or associations to become increasingly self-reliant. The mission of the Neighborhood Grant Program is to:

- Build community engagement in Sunnyvale;
- Help residents develop a sense of pride and ownership in their neighborhoods; and
- Continue to develop collaborative partnerships between Sunnyvale's neighborhoods and City Hall.

Neighborhood Grant Program funding, if any, will be determined by City Council during the adoption of the FY 2015/16 Budget. If Council approves the funding, each neighborhood group is eligible to apply for and receive a grant of up to \$1,000.

Project Eligibility

To be eligible to be considered for a Neighborhood Grant, the following criteria must be met:

- Applicants must be representatives of a neighborhood group. Preference is given to neighborhood associations, mobile home associations, and neighborhood groups that are interested in becoming a neighborhood association and joining the City's Neighborhood Registry.
- Projects must be neighborhood-focused, initiated and supported by residents living in the neighborhood. Projects must benefit the neighborhood.
- Projects must focus on one or more of the following areas:
 - a. Increasing communication among neighbors;
 - b. Building bridges between cultural groups (including: ethnicity, age, socio-economic, etc.);
 - c. Improving the physical condition of the neighborhood; or
 - d. Enhancing neighborhood pride and identity.
- Projects must not be political in nature, including, but not limited to the support of a proposed initiative, ballot measure or candidate.
- Projects must begin after grant approval notification in July 2015 and be completed no later June 1, 2016.
- Applicants must submit a completed and signed Neighborhood Grant Application by the posted application deadline.

Criteria

Grant applications will be evaluated on the criteria listed below:

- Is the project realistic within the given timeframe?
- Does the project focus on one or more of the following **four** areas?
 - Increasing communication among neighbors
 - Building bridges between different cultural groups
 - Improving the physical condition of the neighborhood
 - Enhancing neighborhood pride and identity
- Is the project well developed (clear project description, detailed project plan, adequate resources allocated, community need addressed)?
- Is the project an appropriate use of City funds?
- Will the project strengthen the neighborhood group and foster self-reliance?
- How many residents will benefit from the project?
- Will the completed project have any negative impact on residents, businesses, the City, or bordering neighborhoods?
- Is there adequate neighborhood support (resident participation, volunteer time, resources, etc.) for this project?

Application Process

To apply for a grant, complete the attached application and submit to the following address by **Friday, May 22, 2015:**

Attention: Community Services Division
City of Sunnyvale
550 E. Remington Drive
Sunnyvale, CA 94087

Or Email: ncs@sunnyvale.ca.gov

Or Fax: (408) 737-4965

Creative ideas for neighborhood projects are encouraged! Projects that have worked well in other cities include (but are not limited to): youth programs, volunteer projects, seed money for neighborhood special events that encourage neighbors to get to know each other, or neighborhood association fund raising activities/events.

A Council subcommittee will read and review each application. Final funding decisions will be made in July 2015 by a vote of the full City Council. Each applicant will be notified of the result of the evaluation of their proposal. The Council subcommittee may choose to contact the applicant for more information or clarification regarding the details of the application.

The Neighborhood Grant is reimbursable; meaning that any approved funds must first be spent by the grantee and receipts/invoices showing payment submitted to the City of Sunnyvale within 30 days of the project/event conclusion, or June 15, 2016, whichever comes first. Upon review of eligible receipts/invoices, the City will send a reimbursement to the grantee.

Neighborhood groups must complete their projects/events by June 1, 2016. A final report describing the project and use of funds is due to the City within 30 days of the project/event conclusion and no later than June 15, 2016.

For more information, please contact the Program Coordinator at (408) 730-7599 or visit Neighborhoods.inSunnyvale.com.

Neighborhood Grant Applications 2015/16—Funding Worksheet:

Organization Event Name	2013/14 Request Granted	2014/15 Request Granted	2015/16 Request	Tentative Funding 2015/16	Meets Criteria?	Requesting Additional Info from Applicant	Notes	Final Recommendation
1. Cherryhill NA <i>Water Conservation Works</i>	n/a	1,000 1,000	1,000					
2. Cherry Chase NA <i>Cultural & Social Enrichment</i>	1,000 1,000	1,000 1,000	1,000					
3. Cumberland South NA <i>4th of July Parade</i>	n/a	600 600	750					
4. Nimitz Neighborhood <i>Big Blowout Block Party</i>	n/a	600 500	1,000					
5. Ortega Park NA <i>National Night Out</i>	n/a	500 500	800					
6. SNAIL <i>National Night Out</i>	1,000 1,000	1,000 1,000	1,000					
7. SunnyvArts NA <i>Community Building & Neighborhood Pride</i>	n/a	1,000 500	1,000					
8. Valley Forge Group <i>Block Party</i>	1,000 1,000	905 400	930					
Total			7,480	6,125				



City of Sunnyvale Neighborhood Grant Program

Application for FY 2015/16

(Please print or type)

Office Use Only

Date Received: _____

Application _____

Completed: _____

Deadline for Applications: Friday, May 22, 2015

Important note: applications are being accepted, pending Council's budgetary approval.

Applications may be submitted by mail, email, and fax or in person. Submit completed application (including all project team signatures) to: Community Services Division, located at the Sunnyvale Senior Center, 550 E. Remington Drive, Sunnyvale, CA 94087. Email: ncs@sunnyvale.ca.gov or FAX (408) 737-4965. For questions, please call (408) 730-7599.

Date: 8 May, 2015

Name of Neighborhood Group or Association: Cherryhill Neighborhood Association

Name of Proposed Project: "Water Conservation Works!"

Grant Amount Requested from the City of Sunnyvale: \$ \$1,000
(Maximum grant amount is \$1,000)

Neighborhood Group/Association Background:

1. When was your neighborhood group or association formed and why? What are the geographic boundaries of your group? How many households are included?

The Cherryhill Neighborhood Association was unofficially started in early 2008 with the formation of a Neighborhood Watch program. We filed neighborhood association papers with the city in June 2008. The key goals of the association are to 1) promote community involvement and participation; 2) establish and maintain a line of communication between the City of Sunnyvale and the residents of the community; 3) provide a community voice to city staff, school personnel, and the rest of the community concerning the implementation of services, community needs, and events; 4) recruit volunteers and sponsors to aid in service to the community; and 5) enhance the quality of life within the area. The neighborhood association is bounded by West Remington, South Mary Avenue, West Fremont Ave and HWY 85. There are approximately 550 households in our neighborhood association (>1000 people).

2. Describe your neighborhood group's activities and the resources that support those activities. If yours is a formal association, what is the annual budget? How do you raise funds?

Since coming together as an association a little over seven years ago, the association has held regular association meetings, social events and gatherings such as Dumpster/Freeecycle Days, block parties, Holiday Walkabouts, Harvest Shares, Garden Tours, National Night Out get togethers in De Anza Park, PEP classes, mixers and several neighborhood watch meetings. Up until the receipt of our first neighborhood grant in 2009, all events were self-funded by association members. We are an official Sunnyvale Neighborhood Association with established bylaws and officers. Our annual expenses are roughly \$900. Fund raising is primarily achieved through member contributions and donations. During our first year the primary focus was to establish the association in the neighborhood and generate interest and support without charging dues. During 2009-2012 we began to coordinate more fund raising activities such as newsletter advertising for local merchants and individuals, block party contributions, and selling advertising space on Cherryhill reusable bags. Since then we have produced neighborhood No Soliciting signs which we sell for a modest amount to raise money for the association. We do some fundraising activities at our block party and mixers, and neighbors often make donations to help us cover expenses.

Project Description:

3. Briefly describe your proposed project. **How will it benefit the residents in your neighborhood and/or your neighborhood association?** What will the project “look like” when it is completed?

The Cherryhill Neighborhood Association “Water Conservation Works!” project focuses on the critically important topic of water conservation and education/outreach around water conservation.

As part of the project we would like to pilot 3-4 water conservation projects in the neighborhood and hold these projects up as examples of smart water conservation ideas that can readily be implemented by others within the Cherryhill Neighborhood Association and also within other Sunnyvale neighborhoods. We would like to create professional-quality signage to be placed at project sites describing the projects and anticipated cost savings. Our goal will be to have neighbors adopt at least one of the selected ideas. Using a portion of the grant money we would like to provide a small stipend (\$100-\$125) to seed selected pilot projects. The pilot projects will serve as a physical presence in the neighborhood for neighbors and other groups to see and learn from. We will solicit proposals/ideas for water conservation projects (ideally sub-\$1000 range) and then select 3-4 to implement.

We also want to increase the awareness and visibility of financial rebates and incentives from the City and State governments and have a ready source of information relevant to our Sunnyvale neighborhood. Finally, we want to coordinate with the Sunnyvale Water Conservation Coordinator (currently Eria Garnica) on current Sunnyvale initiatives and how our neighborhood projects support the Sunnyvale Water Conservation objectives.

We know we need to do more to increase awareness for water conservation and to identify a range of projects (from very simple to more complex) that can be implemented in typical homes. This grant will help us to achieve these goals within our neighborhood and will help the City of Sunnyvale achieve its own water conservation goals.

To make the project more inclusive, we will solicit water conservation tips from neighbors and publish/distribute throughout the neighborhood.

4. How did you choose this project? Describe the outreach you have done to generate awareness in your neighborhood and support for this project. How many neighbors support this project, and how did you determine that number?

We conducted a poll on our "Cherryhill Neighbors" Yahoo Group asking neighbors what areas they felt needed more focus or improvement within the neighborhood. Given that we are in a severe drought, the overwhelming response from the survey indicated neighbors would like more focus on water conservations. The Cherryhill Neighborhood Association "Water Conservation Works!" project was selected based on the feedback from this survey and discussions with neighbors and Cherryhill Board members. We absolutely need to be doing more as an Association to further promote water conservation.

There are many projects we would like to undertake as an Association. A sampling of projects includes; a "safety day" at our local firehouse, traffic calming signs in the neighborhood (especially near Stratford School), neighborhood coffee/tea gatherings (perhaps held at our local Starbucks or at the new Zanotto's market cafe), neighborhood gatherings in De Anza Park to celebrate the diversity of the neighborhood, and walking tours highlighting the history and heritage of Sunnyvale with a post-walk social.

We feel the "Water Conservation Works!" project must take priority over other projects on the list. The neighborhood grant will help to defray expenses outlined in Section 3, which are expected to be higher than the grant itself.

Project Plan:

5. Using the chart below, list the specific activities needed to carry out your project, including an estimated date of completion for each activity. (All projects must be completed by June 1, 2016).

Activity	Person(s) Responsible	Completion Date (mo/yr)
<i>Example:</i> Create flyers/email for advertising National Night Out Celebration	Jane Smith	08/14
1. Communication, outreach and promotion of the "Water Conservation Works!" project plans (via official website, Facebook page, information at our block party & National Night Out events, Yahoo Group, etc)	Active Board	7/20/15-8/3/15
2. Scheduling, organizing and running neighborhood meetings and events	Active Board	5/30/15-6/16

3. Research & design of professional looking outdoor-friendly signage to be posted at 3-4 houses in the neighborhood describing selected water-wise projects and anticipated savings.	K. Besser	7/1-7/31/15
4. Solicit water-wise projects from neighbors	K. Welch, K. Besser and Active Board	7/1-8/1/15
5. Board selects top 3-4 projects to implement from the submissions	K. Welch, K. Besser, K. Parnell	9/1/15
6. Solicit input from neighbors on water conservation tips and collate information into a document that can be printed and distributed.	K. Besser, K. Welch	7/1-7/15
7. Website content and on-going development	W. Amacher with input from Board	On-going
8. Distribute water saving tips to neighbors at our National Night Out event, Winter social and provide copies to our Block Reps	Active Board	8/5/15
9. Design and purchase of outdoor-friendly signage to be posted at 3-4 houses in the neighborhood describing selected water-wise projects and anticipated savings.	K. Besser	9/21/15
10. Communicate the Cherryhill water conservation projects to other neighborhood associations, the City, other groups with an invitation to come see / discuss them to share what we have done.	Active Board	Upon completion

6. Describe how your project focuses on one or more of the following areas:

- Increasing communication among neighbors
- Building bridges between cultures
- Improving the physical condition of the neighborhood
- Enhancing neighborhood pride and identity

In the current drought situation water conservation is of paramount importance to neighbors. By implementing water conservation projects throughout the neighborhood and developing a water conservation tips document based on input from neighbors, we will engage many neighbors in the process and increase communication between and among neighbors. Once the water

conservation projects are implemented, we will invite neighbors to come see them in addition to sharing the ideas with other associations and interested parties.

As we continue to develop the foundation of our neighborhood association, we are able to build bridges to more neighbors and include them in our meetings and activities. With the additional support from the grant, we expect to have the means to host more events per year. Members are encouraged to join in the lively discussions that take place at our association meetings, block parties, walkabouts, get-togethers and activities. We also encourage neighbors to join our on-line Cherryhill Neighbors Yahoo Group and share useful information. We continue to use social networking tools, like Nextdoor, Facebook and Twitter, to promote communication between neighbors. More frequent updates will be published via our more feature-rich web page (www.CherryhillNA.org) and distributed hardcopy to those without internet access. We live in a very culturally diverse neighborhood. By reaching out to all neighbors and including them in the association meetings, social events, on-line communication channels, etc we are forging more frequent interaction amongst our diverse population. As we build up this association, we will have more opportunity to celebrate the cultural diversity of our neighbors through our social events and activities.

Our neighborhood has a rich history. We want to share that information with members and create our unique Cherryhill Neighborhood Association identity!

7. How will you determine the completed project has been successful?

Project success will be determined in part through the following indicators;

Feedback and participation in our neighborhood association meetings and events versus what we are experiencing today. Feedback on our social media platforms such as Nextdoor and Facebook, and on our Yahoo Group. Solicited and unsolicited feedback via on-line surveys and person to person exchanges, etc. Growth in the participation in neighborhood events will be monitored. Increased visits to our web page will be tracked.

8. What resources will your neighborhood group contribute to support the project (i.e. number of volunteer hours, donated materials if any, etc.)?

Resources that will be contributed by neighbors to support the projects included in this grant application include; implementing selected water-wise projects with own funds, developing content and announcements for the website and newsletters (12 hrs), collection, development and distribution of water conservation tips document (10 hrs), association meeting set-up and clean-up throughout the year (6 hrs), pot luck food shared at walkabouts, block parties and events in De Anza Park, securing speakers for our meetings, organizing and planning the events (10 hrs), picking up needed supplies and materials (8-15 hrs), dropping off donated/borrowed items (5-8 hrs), and volunteering time to promote events with local merchants (4 hrs).

9. Please explain how your organization intends to operate this event in future years without grant assistance from the city. Your explanation should include a goal of sustainability and independence from grant funds within four years or less. Attach additional sheets if needed.

Our Water Conservation Works! program is meant to educate, share ideas and stimulate dialogue on what we all can do to save water during the current drought crisis. Implementation of ideas becomes the responsibility of the homeowner and does not rely on grant funding once the project is completed.

Project Team:

While you may have many community members working on this project, 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 the success of this project.

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 June 15, 2016.

Project Leader Name: __ Kyle Welch _____

Address: __ 1090 Syracuse Drive, Sunnyvale, CA 94087 _____

Phone Number: (408) 481-9700 _____ E-Mail: __ kyle_welch@comcast.net _____

Signature: _____ electronic _____ Date __ 5/22/15 _____

Co-Project Leader Name: __ Kim Parnell, PhD, PE _____

Address: __ 1150 Kelsey Drive, Sunnyvale, CA 94087 _____

Phone Number: (408) 203-9443 _____ E-Mail: __ kim.parnell@stanfordalumni.org _____

Signature: _____ electronic _____ Date __ 5/22/15 _____

Responsibilities: Mechanical Engineering Consultant and Licensed Professional Engineer; calculations, component sizing, technical challenges, tradeoffs, and priorities

Treasurer - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. Note: The City of Sunnyvale reserves the right to audit grant award funds.

Treasurer Name: __ Jim Sturtevant _____

Address: __ 1078 Ticonderoga Drive, Sunnyvale, CA 94087 _____

Phone Number: (408) 738-3831 _____ E-Mail: __ jim@thesturtevants.com _____

Signature: _____ electronic _____ Date __ 5/22/15 _____

Other Project Team Members -- List additional neighborhood residents who will work on this project. What will their responsibilities be? (Examples of responsibilities might include; coordinating volunteers, outreach to residents, etc.)

Name: _____ Kathy Besser _____
Address: _____ 1087 Yorktown Drive, Sunnyvale, CA 94087 _____
Phone Number: (408) 733-8323 _____ **E-Mail:** _____ khb@graystar.com _____
Responsibilities: Program coordinator, graphic design, planning & idea generation
Signature: _____ electronic _____ **Date** _____ 5/22/15 _____

Name: _____ Doris Tan _____
Address: _____ 1062 Ticonderoga Drive, Sunnyvale, CA 94087 _____
Phone Number: (408) 245-0656 _____ **E-Mail:** _____ tantwins2000@yahoo.com _____
Responsibilities: Newsletter content, meeting supplies, NNO/Block Party coordination, supplies, etc
Signature: _____ electronic _____ **Date** _____ 5/22/15 _____

**City of Sunnyvale
Neighborhood Grant Program
2015/16 Project Budget Form**

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 June 15, 2016.**

Project Expenses

Activity	Estimated Costs	Actual Costs
1. Printing costs for Cherryhill Neighborhood water conservation tips	\$ 250	\$
2. Creation / production of professional looking outdoor-friendly signage to be posted at 3-4 houses in the neighborhood describing selected water-wise projects and anticipated savings	\$ 400	\$
3. Small stipend to selected project to help fund pilot programs	\$ 500	\$
4. Printing and copying expenses throughout the year	\$ 200	\$
5.	\$	\$
6.	\$	\$
7.		\$
8.		\$
9		\$
Total Expenses	\$ 1350	\$
Amount Requested from the City of Sunnyvale	\$ 1000	

Other Sources of Support

Volunteer Hours (valued at \$26.34/hour, per <i>independentsector.org</i>)	\$ 1700
Donated Materials/Services (food, supplies, equipment)	\$ 400
Other Funding Received (other grants, collected dues, donations)	\$ 350
Other	\$
Other	\$
Total Neighborhood Association Contribution	\$ 2450



Thank you for completing your application for the Neighborhood Grant Program!



City of Sunnyvale Neighborhood Grant Program

Application for FY 2015/16
(Please print or type)

Office Use Only

Date Received: _____

Application

Completed: _____

Deadline for Applications: Friday, May 22, 2015

Important note: applications are being accepted, pending Council's budgetary approval.

Applications may be submitted by mail, email, fax or in person. Submit completed application (including all project team signatures) to: Community Services Division, located at the Sunnyvale Senior Center, 550 E. Remington Drive, Sunnyvale, CA 94087. Email: ncs@sunnyvale.ca.gov or Fax (408) 737-4965. For questions, please call (408) 730-7599.

Date: May 20 2015

Name of Neighborhood Group or Association: Cherry Chase Neighborhood Association

Name of Proposed Project: Neighborhood Cultural and Social Enrichment

Grant Amount Requested from the City of Sunnyvale: \$ 1000
(Maximum grant amount is \$1,000)

Neighborhood Group/Association Background:

1. When was your neighborhood group or association formed and why? What are the geographic boundaries of your group? How many households are included?

The Cherry Chase Neighborhood Association (CCNA) began as the Cherry Chase Neighborhood Watch group in 2011 and evolved into an official neighborhood association in 2012. We created the CCNA to provide opportunities for families in the Cherry Chase area to engage in community events, increase communication amongst the neighbors and adjoining neighborhoods, and have a unified civic voice on matters pertaining to beautifying and securing our neighborhood. Our boundaries include Blair, Mary, Remington and Bernardo Avenues. There are approximately 750 households within the CCNA boundary.

2. Describe your neighborhood group's activities and the resources that support those activities. If yours is a formal association, what is the annual budget? How do you raise funds?

The CCNA is an official NA registered with the City of Sunnyvale. We have a tax ID number and an annual budget of \$1300, which we use to host social events throughout the year. We also

include one or two informational meetings, pertaining to safety, emergency preparedness, or community related issues. In the last year, the CCNA hosted the following social activities:

1. National Night Out Ice Cream Social (Aug 2014)
2. Neighborhood Harvest Share (September, November 2014)
3. Diwali Festival of Lights (co-hosted with the Cherry Chase PTA, Nov 2014)
4. Holiday Hot Chocolate Neighborhood Stroll (Dec 2014)
5. Dona Avenue CCNA “Little Free Library” (March 2015)
6. Easter Egg Hunt for kids 7 and younger (April 2015)

We have been fortunate to have financial support from various local businesses, which help offset our costs. The 2014 Sunnyvale City grant was also crucial in covering the funds for our biggest event, Neighborhood Night Out. We will continue to engage with the local businesses, which have been a strong supporter of the CCNA in earlier years (e.g., Diyar Essaid from Coldwell Banker; Union Bank of California; Lozano Car Wash, CJ Olson Cherries; Intuit, to name just a few). We have also formed relationships with other local business to provide coffee and baked goods for smaller neighborhood meetings (Safeway; Nothing Bundt Cakes; Starbucks, Peets Coffee and Tea).

Project Description:

3. Briefly describe your proposed project. **How will it benefit the residents in your neighborhood and/or your neighborhood association?** What will the project “look like” when it is completed?

The CCNA is focused on promoting CCNA neighborhood unity and safety. As such, the primary purpose of this grant request is to use the grant money to support our CCNA social events, CCNA neighborhood watch visual identity and CCNA reading outreach:

1. Social / Cultural Events: Coordinating neighborhood social events are important to the CCNA. We have several planned for 2015, including
 - *Neighborhood Night Out*: We had excellent success with this event in the last 3 years, and it continues to grow each year. The CCNA will host an Ice Cream Social, and include a fundraising raffle. We will continue our tradition by honoring a CCNA “Neighbor of the Year”. The grant money would be used to purchase ice cream (\$250) and miscellaneous sundries. We anticipate this amount will be matched or exceeded by local businesses, which will provide items for the raffle and silent auction.
 - *Diwali “Festival of Lights”*: Last year we co-hosted this event with the Cherry Chase PTA. It was a huge success with nearly 300 attending. This marks the 4th festival and our 2nd partnering with the Cherry Chase PTA. Our portion of the grant money (\$200) will help offset the cost of food to be prepared and served to the attendees.
 - *Neighborhood Seasonal Socials*: In addition to large events such as NNO and Diwali, we also support smaller scale neighbor interactions. Throughout the

- year, we like to host “coffee in the park”, “neighborhood harvest share” and the “holiday hot chocolate walkabout”. Though we sometimes can count on contributions from local businesses to supply us with coffee, tea and snacks, we need to include cups, napkins, decorations, and other food/drink items to make these events a success. We propose using a portion of the grant money (**\$50**) to purchase these sundries so that our events can be a success.
2. CCNA car decals: We would like to purchase car decals (**estimated cost \$300**) with the CCNA logo that will be used to create a positive visual identity for the neighborhood association and the Cherry Chase Neighborhood Watch. We hope to use \$300 of the grant to fund this initiative and ask local car dealers to underwrite the rest, estimated at a cost of \$1000. The stickers would be given out free to residents within the CCNA boundaries.
 3. Cherry Chase Little Free Library: The CCNA currently hosts one Little Free Library within its boundaries (see <http://littlefreelibrary.org/> and find us on Instagram, #ccnabooks). The mission of this national program is to provide opportunities for neighbors to share their love of reading by exchanging books (“take a book, leave a book”). Since our library focuses primarily on books for adults, we propose installing a second library specifically to house children’s books. The grant money will be used to purchase a kit (**Approximate Cost: \$200**) and members of the CCNA will put it together and install it in a location that would be easily accessible to the children in the neighborhood.
 4. How did you choose this project? Describe the outreach you have done to generate awareness in your neighborhood and support for this project. How many neighbors support this project, and how did you determine that number?

The CCNA Board members has received positive neighbor feedback on our 2014 social events and we feel that it is important to continue building on neighborhood unity. These socials engage a wide variety of neighbors and build our community spirit.

Outreach for each event will include flyers, emails, Facebook and Cherry Chase NextDoor (currently at 632 neighbors) and Twitter (@CherryChaseNA). These are the methods that we’ve used in the past and we have had excellent success reaching our targeted numbers for each planned event. The proposed CCNA car decal idea was discussed at one of the Neighborhood public safety meetings. The neighbors all agreed that increasing the visual identity of the CCNA by using these decals would project the spirit of a unified community. It would also benefit the Cherry Chase Neighborhood Watch effort by projecting an image of residents having a vested interest in keeping the neighborhood safe. And based on the tremendous success of the Dona Ave Little Free Library, it was determined that a second library, geared specifically for children, would also be well received. There has been a lot of neighbor-to-neighbor interaction around the first library – our vision is that this can be duplicated for the neighborhood children.

Project Plan:

5. Using the chart below, list the specific activities needed to carry out your project, including an estimated date of completion for each activity. (All projects must be completed by June 1, 2016).

Activity	Person(s) Responsible	Completion Date (mo/yr)
<i>Example:</i> Create flyers/email for advertising National Night Out Celebration	Jane Smith	08/15
1. NNO planning meeting; permits and PSO visit requests	M. Hornberger	May 2015
2. NNO: confirm sponsors and commitments	M. Hornberger/ K.C. Tyler	July 2015
3. Order and install CCNA "little free library"	K.C. Tyler	July 2015
4. Order CCNA Auto Decals	K.C. Tyler	July 2015
5. Seasonal Harvest Share	CCNA street ambassadors (rotate)	June-Oct 2015
6. NNO: Ice cream purchase and distribution	Kiyar Essaid	August 2015
7. Diwali: Planning	Sri Srimdas	July 2015
8. Diwali: Purchase decorations, flowers, food	Sri Srimdas	July 2015
9. Holiday walk-a-bout planning	M. Hornberger	November 2015
10. Holiday walk-a-bout: purchase hot chocolate and treats	M. Hornberger	December 2015

6. Describe how your project focuses on one or more of the following areas:
- Increasing communication among neighbors
 - Building bridges between cultures
 - Improving the physical condition of the neighborhood

- Enhancing neighborhood pride and identity
 - These events are family oriented, bringing together people from different backgrounds together to celebrate our neighborhood. We have many new neighbors that have recently moved into Cherry Chase. These events and neighborhood projects are an excellent way to get the newcomers involved in the CCNA.
 - The CCNA is a culturally diverse community, events like Diwali allow for residents to share in common interests while celebrating their cultural differences. We are excited to continue the partnership with the Cherry Chase PTA and make this a joint effort.
 - The events sponsored by the CCNA in 2014 revealed the positive impact that a simple social gathering can have at such a small local scale. Many residents shared great appreciation for the efforts of their association and the ability to create a more-tight knit network of neighbors in a large suburban area.
7. How will you determine the completed project has been successful?
- Attendance and the breadth of demographics
 - Collected donations and proceeds
 - Increase in the number of residents who sign up to be included in association communications and events
 - Increase in the number of residents who will volunteer at association events
8. What resources will your neighborhood group contribute to support the project (i.e. number of volunteer hours, donated materials if any, etc.)?

The CCNA Board is fully committed to having successful 2015 social events and will provide the following:

- Mobilize volunteers to organize, promote, and help run each event.
 - Contribution of our own budgeted funds to help offset costs incurred for each event.
 - Outreach and coordination efforts to local business for their participation and sponsorship of the events.
 - Basic equipment for event logistics, such as tables, garbage bags and cans, generators for power, speakers for music/announcements.
 - Organize volunteers for post-event cleanups
 - Assemble and install the Little Free Library. Become a neighborhood steward for children's books.
9. Please explain how your organization intends to operate this event in future years without grant assistance from the city. Your explanation should include a goal of sustainability and independence from grant funds within four years or less. Attach additional sheets if needed.

CCNA leadership recognizes that donations and volunteerism are key components to financial independence. To that end, the 2015 events will be structured with the following in mind:

- **Fundraising**: We will continue to raise funds through raffle tickets (with donated raffle items from local businesses) and donations.
- **Volunteerism drive**: CCNAs success depends on people who are engaged and will participate as volunteers. The CCNA Board will continue to organize volunteers for specific to each social event.
- **Participation**: A key element to any of our activities is to create a safe, family-friendly environment that encourages participation, dialogue, and tradition. Financial independence begins with winning the minds and hearts of the community, and this is a lasting tenet to how the CCNA leadership views its role in building a stronger, independent association.

Project Team:

While you may have many community members working on this project, 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 the success of this project.

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 June 15, 2016.

Project Leader Name: Michelle Hornberger

Address: 793 Dona Ave

Phone Number: 408-245-8826 E-Mail: michelle.hornberger@gmail.com

Signature:  Date 5-20-15

Treasurer - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. Note: The City of Sunnyvale reserves the right to audit grant award funds.

Treasurer Name: Berny Chen

Address: 799 Dona Avenue

Phone Number: 415-517-0843 E-Mail: bernychen@gmail.com

Signature:  Date 5/20/2015

Other Project Team Members -- List additional neighborhood residents who will work on this project. What will their responsibilities be? (Examples of responsibilities might include; coordinating volunteers, outreach to residents, etc.)

Name: KimChi Tyler

Address: 799 Dona Avenue

Phone Number: 415-517-0300 E-Mail: kimchityler@gmail.com

Responsibilities: CCNA Little Free Library (steward)

Signature:  Date 05/20/2015

**City of Sunnyvale
Neighborhood Grant Program
2015/16 Project Budget Form**

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 June 15, 2016.**

Project Expenses

Activity	Estimated Costs	Actual Costs
1. Neighborhood Night Out (Ice cream, water, etc)	\$ 250.00	\$
2. Diwali (Flowers, decorations, food)	\$ 200.00	\$
3. Seasonal Socials (Coffee, snacks, sundries)	\$ 50.00	\$
4. CCNA Car Decals	\$ 300.00	\$
5. CCNA Little Free Library Kit	\$ 200.00	\$
6.	\$	\$
7.	\$	\$
8.	\$	\$
9.	\$	\$
Total Expenses	\$ 1000.00	\$
Amount Requested from the City of Sunnyvale	\$ 1000.00	

Other Sources of Support

Volunteer Hours (valued at \$26.34/hour, per <i>independentsector.org</i>)	\$ 1317
Donated Materials/Services (food, supplies, equipment)	\$ 500
Other Funding Received (other grants, collected dues, donations)	\$ 250
Other (Cherry Chase PTA contribution towards Diwali)	\$ 1000
Other	\$
Total Neighborhood Association Contribution	\$ 3067



Thank you for completing your application for the Neighborhood Grant Program!



City of Sunnyvale Neighborhood Grant Program

Application for FY 2015/16
(Please print or type)

Office Use Only

Date Received: _____

Application

Completed: _____

Deadline for Applications: Friday, May 22, 2015

Important note: applications are being accepted, pending Council's budgetary approval.

Applications may be submitted by mail, email, fax or in person. Submit completed application (including all project team signatures) to: Community Services Division, located at the Sunnyvale Senior Center, 550 E. Remington Drive, Sunnyvale, CA 94087. Email: ncs@sunnyvale.ca.gov or Fax (408) 737-4965. For questions, please call (408) 730-7599.

Date: 5-5-2015

Name of Neighborhood Group or Association: Cumberland South

Name of Proposed Project: Cumberland South 10th annual 4th of July Parade

Grant Amount Requested from the City of Sunnyvale: \$ \$750.00
(Maximum grant amount is \$1,000)

Neighborhood Group/Association Background:

1. When was your neighborhood group or association formed and why? What are the geographic boundaries of your group? How many households are included?

Association was ~~formed~~ started 10 years ago. Boundaries are Mary Ave, Remington Ave, Hollenbeck Rd and Harvard, includes about 400 homes. We get 150 to 200 people showing up for the parade.

2. Describe your neighborhood group's activities and the resources that support those activities. If yours is a formal association, what is the annual budget? How do you raise funds?

Our neighborhood meets at least twice a year to promote community and neighborhood camaraderie. Our goal is to ensure our neighbors know each other and look out for one another. We also take pride in our incredibly diverse neighborhood and we use our events to share our culture with one another.

Project Description:

3. Briefly describe your proposed project. **How will it benefit the residents in your neighborhood and/or your neighborhood association?** What will the project "look like" when it is completed?

We have two standing events which we promote annually (and people expect them) and occasionally people are inspired to lead other events in the neighborhood. We choose events that can include everyone during holidays when family and friends are a priority. We use our email Yahoo! group and fliers to ensure we reach the entire neighborhood- even those who may not be on-line.

We have leads on each of our streets and we ask those people to ensure their street is covered for communications. Curtis Chan; Diane Guerin; Mary Ann Jankord; Leslie Labbe; Shelley McElheny; Connie Chun; Jeni Shortes; Evelyn Breakstone; Jem Van Riet; Bryn Fenton; Robin Florentine; Jeanette Krogstad, Krshna; Nikki Miner; Carolee Prince; Emma Mitchell; Gerri Tieman; Caroline Jones; Susan Stevenson, Betsey Mitton, Davis and Yale, .

4. How did you choose this project? Describe the outreach you have done to generate awareness in your neighborhood and support for this project. How many neighbors support this project, and how did you determine that number?

It was a tradition in my Sunnyvale Neighborhood as a child in Sunnyvale. Currently word of mouth and associatin emails. About 20 to 25 volenteers help.

Project Plan:

5. Using the chart below, list the specific activities needed to carry out your project, including an estimated date of completion for each activity. (All projects must be completed by June 1, 2016).

Activity	Person(s) Responsible	Completion Date (mo/yr)
<i>Example:</i> Create flyers/email for advertising National Night Out Celebration	Jane Smith	08/15
1. Sign up for Grant	Jeni Shortes	5-15-15
2. Apply for Street Closure permit	Penn Shortes	6-1-15
3. Create fliers	Reed Myers	6-15-15
4. Order Jumpy and other party rentals	Jeni Shortes	6-1-15
5. Email Fliers	Reed Myers	6-1-15
6. Hand Deliver Fliers/Street Closure	Committee	6-28-15
7. Purchase supplies	Jeni Shortes	6-29-15
8. Pick up barricades and close street	Penn shortes	7-3-2015 7-4-2015
9. Organize Trash/Canopies/Table drop-off	Jeni Shortes	7-1-2015
10. Set up and tear down	Penn Shortes and committee	7-4-2015
11. Return Canopies/Tables		7-5-2015
12. Return Barricades	Penn Shortes	7-7-2015

6. Describe how your project focuses on one or more of the following areas:

- Increasing communication among neighbors
- Building bridges between cultures
- Improving the physical condition of the neighborhood
- Enhancing neighborhood pride and identity

Cumberland South commences in the largest group this one time per year, allowing everyone to communicate at the half day event. The neighborhood is diverse, which is part of the potluck sharing. Everyone brings culture to the table.

7. How will you determine the completed project has been successful?

By the feedback the Cumberland South members give us through email: Pictures, comments, etc.

8. What resources will your neighborhood group contribute to support the project (i.e. number of volunteer hours, donated materials if any, etc.)?

Many hours are given before the event: fliers; rental reservations; supplies; set-up and take down planning. Donations of supplies and re-used items from year to year. Volunteer hours are about 20-25 hours includes flier pass-out and the day of event.

9. Please explain how your organization intends to operate this event in future years without grant assistance from the city. Your explanation should include a goal of sustainability and independence from grant funds within four years or less. Attach additional sheets if needed.

In the future, we may need to ask for donation \$ at event in regard to cost of entertainment and supplies.

Project Team:

While you may have many community members working on this project, 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 the success of this project.

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 June 12, 2015.

Project Leader Name: Jeni Shortes

Address: 761 W. Knickerbocker Dr. Sunnyvale CA, 94087

Phone Number: () 408-733-1759 E-Mail: jeni.shortes@yahoo.com


Signature:  Date 5-15-2014

Treasurer - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. Note: The City of Sunnyvale reserves the right to audit grant award funds.

Treasurer Name: Diane Guerin is our Treasurer.

Address: 888 Harvard Ave. Sunnyvale, CA 94087

Phone Number: () E-Mail: dn_Guerin@yahoo.com

Signature:  Date 5-15-2014

Other Project Team Members -- List additional neighborhood residents who will work on this project. What will their responsibilities be? (Examples of responsibilities might include; coordinating volunteers, outreach to residents, etc.)

Name: Penn Shortes

Address: 761 W. Knickerbocker Dr,

Phone Number: () 408-691-0401 E-Mail: penn.shortes@gcinc.com

Responsibilities: Worker, and Street Closer.

Signature:  Date 5-17-15

Name: _____

Address: _____

Phone Number: () _____ E-Mail: _____

Responsibilities: _____

Signature: _____ Date _____

**City of Sunnyvale
Neighborhood Grant Program
2015/16 Project Budget Form**

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 June 15, 2016.**

Project Expenses

Activity	Estimated Costs	Actual Costs
1. Paper Goods	\$ 75	\$
2. Ice (sno cone; ice chest)	\$ 75	\$
3.	\$	\$
4. Lemondale; Soda; Water	\$ 60	\$
5. Sno Cone Tree	\$ 20	\$
6. Sports Adventure Rental (Bounce, Sno-Cone, Obstacle Course)	\$ 535	\$
7.	\$	\$
8. Decorations	\$ 75	\$
9.	\$	\$
Total Expenses	\$840⁰⁰	\$
Amount Requested from the City of Sunnyvale	\$ 750⁰⁰	

Other Sources of Support

Volunteer Hours (valued at \$26.34/hour, per <i>independentsector.org</i>)	\$ 51 x 26.34 = 1343.34
Donated Materials/Services (food, supplies, equipment)	\$ 125
Other Funding Received (other grants, collected dues, donations)	\$ 300
Other	\$
Other	\$
Total Neighborhood Association Contribution	\$ 1768.34



Thank you for completing your application for the Neighborhood Grant Program!



City of Sunnyvale Neighborhood Grant Program

Application for FY 2015/16

(Please print or type)

Office Use Only

Date Received: _____

Application _____

Completed: _____

Deadline for Applications: Friday, May 22, 2015

Important note: applications are being accepted, pending Council's budgetary approval.

Applications may be submitted by mail, email, fax or in person. Submit completed application (including all project team signatures) to: Community Services Division, located at the Sunnyvale Senior Center, 550 E. Remington Drive, Sunnyvale, CA 94087. Email: ncs@sunnyvale.ca.gov or Fax (408) 737-4965. For questions, please call (408) 730-7599.

Date: 5/20/2015

Name of Neighborhood Group or Association: NIMITZ NEIGHBORHOOD ASSOCIATION (NNA)

Name of Proposed Project: 4TH ANNUAL BIG BLOWOUT BLOCK PARTY — SEPT 26TH, 2015

Grant Amount Requested from the City of Sunnyvale: \$ 1000 —
(Maximum grant amount is \$1,000)

12-3 PM

Neighborhood Group/Association Background:

1. When was your neighborhood group or association formed and why? What are the geographic boundaries of your group? How many households are included?
 - a. NNA was formed in January 2014 and it was registered as a neighborhood association (NA) with the City of Sunnyvale on April 14th, 2014.
 - b. The NA was formed to provide a venue for the expression of the desires of people residing or owning property within NNA boundaries. The NA is intended to maintain a line of communication from/to the City, to recruit volunteers to aid in service to the community, and to enhance the quality of life within the area.
 - c. The NA boundaries are **West Fremont Ave** to the north, **Alberta Ave** to the south, **Sunnyvale Saratoga Rd** to the east, and **Hollenbeck Ave** to the west. There are 934 households in total.

2. Describe your neighborhood group's activities and the resources that support those activities. If yours is a formal association, what is the annual budget? How do you raise funds?

The NA is only in its second year, and its online forum, Nextdoor Nimitz, already reaches 44% of all households; thanks in large part to the annual neighborhood block party member recruitment drives over the past 3 years. The previous block parties were underwritten by the planning committee members, Nextdoor.com, and the City of Sunnyvale. This year we will start actively soliciting voluntary donations of \$10 per family at the block party. We absolutely need more active NA members to staff future community projects such as SNAP-2 and to provide sustainable annual operating funds.

Project Description:

3. Briefly describe your proposed project. **How will it benefit the residents in your neighborhood and/or your neighborhood association?** What will the project “look like” when it is completed?

Official recognition from the City through its grant program will help to entrench the new NA’s identity, and in turn, give a big boost to NNA’s member recruitment as well as fundraising efforts.

We expect that 300 residents will attend this year’s multi-generational celebration of our culturally diverse community. Registration, the raffle, icebreaker, and potluck will be staffed by neighborhood volunteers. Fremont High School volunteers will be recruited for games and other children’s activities. We will endeavor to have Sunnyvale Alliance soccer coaches on the field working with the children. Prizes will be provided by local business sponsors. A SNAP information table staffed with SNAP graduates will promote the available City-provided training. Time will also be set aside for NA announcements and to introduce NA board candidates.

The theme will be “Building Community”. An icebreaker will be devised to allow neighbors to introduce themselves to one another in small groups. Post-potluck ice cream bars will be handed out to attendees who will be each be asked to name a few neighbors that they met for the first time at the party.

At the end of the day, neighbors should not only *feel safer* as part of a vibrant and caring community, but they should in fact *be safer* as more avenues of formal and informal communication are established by actively recruiting them into the NNA during the event.

4. How did you choose this project? Describe the outreach you have done to generate awareness in your neighborhood and support for this project. How many neighbors support this project, and how did you determine that number?

Leveraging the hugely successful annual neighborhood block party to promote the NNA makes the most of our limited leadership capital and existing volunteer base. In past years, the block party has been proven effective in:

- a. Growing online discussion forum membership;
 - i. 50% year over year increase in 2014
 - ii. 10% YOY growth in 2015
- b. Converting online familiarity into positive in-person neighborly relations;
- c. Developing neighborhood pride and the “Nimitz” identity;
- d. Celebrating the diversity of our neighbors via the food served and the languages spoken; and,
- e. Allowing neighbors the opportunity to work together and experience success as a community.

We typically have 30+ volunteers involved in planning, outreach, and “day of” operations.

Attendance figures as per RSVPs and raffle ticket distribution:

2012	200+ attendees	Door hanger distribution; Yahoo Group and Nextdoor announcements.
2013	250+; 25% YOY increase with about 50% first-time attendees	Nextdoor announcements and word-of-mouth.
2014	300; 20% YOY 83 NA members	Nextdoor, postcard mailing and “sandwich” boards at main junctions within neighborhood. NA recruitment during party.
2015	25% growth in NNA members as target	Nextdoor, door hangers, “sandwich” boards, and NA recruitment during party. Plus Nimitz Elementary and Fremont High outreach.

Project Plan:

5. Using the chart below, list the specific activities needed to carry out your project, including an estimated date of completion for each activity. (All projects must be completed by June 1, 2016).

Activity	Person(s) Responsible	Completion Date (mo/yr)
1. Outreach to Sunnyvale Alliance, Nimitz Elementary, Fremont High, and Sunnyvale DPS.	Lisa Lloyd	08/15
2. Post Save-The-Date notices to Nextdoor Nimitz and Nimitz_Neighbors Yahoo Group.	John Patton	08/15
3. Solicit business donations and collect SNAP handouts.	Lisa Lloyd Julie Treichler	09/15
4. Recruit NNA Board candidates on Nextdoor Nimitz and Nimitz_Neighbors Yahoo Group.	John Patton	09/15
5. Recruit Fremont High School volunteers.	Lisa Lloyd	09/15
6. Recruit day-of block party volunteers and post online invitation to Nextdoor Nimitz and Nimitz_Neighbors Yahoo Group.	John Patton	09/15
7. Design, order, and distribute door hangers.	Craig Salling	09/15
8. Shop for disposables and beverages.	Chuck Savadelis	09/15
9. Update and print NNA fact sheet.	John Patton	09/15
10. Microphone and amplifier testing.	Julie Treichler	09/15
11. Day-of block party operations coordination.	Gordon Shattock	09/15
12. Day-of NNA member registration.	Evelyne Michaud	09/15
13. Submit final report and original receipts.	John Patton	10/15

6. Describe how your project focuses on one or more of the following areas:

- Increasing communication among neighbors
 - Building bridges between cultures
 - Improving the physical condition of the neighborhood
 - Enhancing neighborhood pride and identity
- a. **Increase communication among neighbors** by growing NNA membership and encouraging online neighbors to meet in person
 - b. **Build bridges between cultures** by providing neighbors a venue to comfortably share culturally-diverse foods, global languages, and traditional dress.
 - c. **Improve the physical condition of the neighborhood** by recruiting new NNA members to help staff proposed efforts (e.g. added walkway lighting, traffic calming).
 - d. **Enhance neighborhood pride and identity** by reinforcing the neighborhood name "Nimitz" through this annual opportunity for neighbors within NNA boundaries to play/work together.

7. How will you determine the completed project has been successful?

The neighborhood block party and NNA annual general meeting will be successful if it meets or approaches its objective goals of a 25% YOY increase in NA registration. Subjectively, a successful event will boost neighborhood online forum activity in terms of assistance requested and given, result in more cheerful and friendly chance encounters on neighborhood streets, greater use of the "Nimitz" neighborhood identity within SNAP and other City programs, lower the perceived and real incidence of crime in the community, launch new neighborhood projects, and yield overwhelming calls to do it again in 2016.

8. What resources will your neighborhood group contribute to support the project (i.e. number of volunteer hours, donated materials if any, etc.)?

The neighborhood will donate \$6462 in terms of volunteer hours (95 hours or \$2502), potluck food (serving 300 attendees or \$3000), in-kind donations from local businesses (\$550), audio equipment and furnishings etc. (\$280), and unsolicited donations from last year's block party (\$130). This represents 86.6% of the cost of the event.

9. Please explain how your organization intends to operate this event in future years without grant assistance from the city. Your explanation should include a goal of sustainability and independence from grant funds within four years or less. Attach additional sheets if needed.

NNA will begin actively soliciting donations this year and tracking referral sources. Local business sponsorship may be considered in the future. As this is the first year of active collections, we do not have enough data to project the actual % of costs that would be covered by City grants for this event within the next 3 years. A more aggressive recruitment strategy accounts for a substantial portion of this year's grant proposal. Meeting target event attendance and NA recruitment numbers will ensure a sustainable significant source of revenue for future years' events.

Project Team:

While you may have many community members working on this project, 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 the success of this project.

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 June 15, 2016.

Project Leader Name: JOHN PATTON
Address: 501 CRATER LAKE CT
Phone Number: (408) 732-4297 **E-Mail:** PATTONMJ1@ATT.NET
Signature: [Signature] **Date:** 5-12-2015

Treasurer - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. Note: The City of Sunnyvale reserves the right to audit grant award funds.

Treasurer Name: Craig Salling
Address: 1486 Siskatchewan Dr.
Phone Number: (408) 390-1762 **E-Mail:** craig@cragsalling.com
Signature: [Signature] **Date:** 5/12/15

Other Project Team Members -- List additional neighborhood residents who will work on this project. What will their responsibilities be? (Examples of responsibilities might include; coordinating volunteers, outreach to residents, etc.)

Name: Lisa Lloyd
Address: 1511 Yukon Drive, Sunnyvale, CA 94087
Phone Number: (408) 387-7520 **E-Mail:** LisaCLloyd@gmail.com
Responsibilities: Business and City Liaison, Community Outreach
Signature: [Signature] **Date:** 5/12/15

Name: Jewel Savadakis
Address: 1505 Yukon Dr
Phone Number: (408) 749-1211 **E-Mail:** jewelsav@pacbell.net
Responsibilities: [Blank]
Signature: [Signature] **Date:** 5/12/15

**City of Sunnyvale
Neighborhood Grant Program
2015/16 Project Budget Form**

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 June 15, 2016.**

Project Expenses

Activity	Estimated Costs	Actual Costs
1. EVENT PROMOTION TO 1000 HOUSEHOLDS	\$ 879	\$
2. BUSINESS SOLICITATION	\$ 425	\$
3. FOOD SERVICE	\$ 4010	\$
4. GAMES	\$ 928	\$
5. NA & SNAP RECRUITMENT	\$ 1220	\$
6.	\$	\$
7.	\$	\$
8.	\$	\$
9.	\$	\$
Total Expenses	\$ 7462	\$
Amount Requested from the City of Sunnyvale	\$ 1000	

Other Sources of Support

Volunteer Hours (valued at \$26.34/hour, per <i>independentsector.org</i>)	\$ 2502
Donated Materials/Services (food, supplies, equipment)	\$ 3280
Other Funding Received (other grants, collected dues, donations)	\$ 130
Other BUSINESS IN-KIND DONATIONS	\$ 250
Other PORTA-POTTY FROM SUNNYVALE ALLIANCE	\$ 300
Total Neighborhood Association Contribution	\$ 6462



Thank you for completing your application for the Neighborhood Grant Program!

see attached for budget breakdown.

	estimated cost	volunteer hours	donated amount
Event promotion to 1000 households			
door hanger printing	\$200		
planning & design	\$132	5	\$132
distribution	\$527	20	\$527
helium balloons for sandwich boards	\$20		
	\$879	25	\$659
Business solicitation			
sponsor banner	\$30		
planning & ask letter design	\$132	5	\$132
meetings with business owners	\$263	10	\$263
	\$425	15	\$395
Food service			
food for 300 attendees	\$3,000		\$3,000
disposables (cutlery, covers, ice, water, garbage bags etc.)	\$200		
planning	\$132	5	\$132
setup & tear down	\$369	14	\$369
name tags	\$10		
porta potty weekend rental	\$300		\$300
	\$4,010	19	\$3,800
Games			
supplies (face paints, crafting, games, printing costs etc.)	\$120		
prizes	\$250		\$250
PA system	\$100		\$100
planning & coordination	\$316	12	\$316
activity supervisors	\$132	5	\$132
raffle supplies	\$10		\$10
	\$928	17	\$808
Neighborhood Association and SNAP recruitment			
furnishings (tables and chairs)	\$45		\$45
table banners	\$90		\$90
donation box	\$35		\$35
ice cream + dry ice + ice box cart	\$550		
planning & coordination	\$316	12	\$316
greeters, registration, and booth supervisors	\$184	7	\$184
	\$1,220	19	\$670
Cash donation proceeds from 2014			\$130
TOTALS	\$7,462	95	\$6,462

AMOUNT REQUESTED FROM THE CITY OF SUNNYVALE

\$1,000



City of Sunnyvale Neighborhood Grant Program

Application for FY 2015/16
(Please print or type)

Office Use Only

Date Received: _____

Application

Completed: _____

Deadline for Applications: Friday, May 22, 2015

Important note: applications are being accepted, pending Council's budgetary approval.

Applications may be submitted by mail, email, fax or in person. Submit completed application (including all project team signatures) to: Community Services Division, located at the Sunnyvale Senior Center, 550 E. Remington Drive, Sunnyvale, CA 94087. Email: ncs@sunnyvale.ca.gov or Fax (408) 737-4965. For questions, please call (408) 730-7599.

Date: May 15th 2015

Name of Neighborhood Group or Association: Ortega Park Neighbourhood Association (OPNA)

Name of Proposed Project: OPNA National Night Out - NNO Aug 2015

Grant Amount Requested from the City of Sunnyvale: \$ 800
(Maximum grant amount is \$1,000)

Neighborhood Group/Association Background:

1. When was your neighborhood group or association formed and why? What are the geographic boundaries of your group? How many households are included?

OPNA was formed in 2000. OPNA Boundaries are Wolfe to Sunnyvale-Saratoga and Fremont to Homestead
About 300 households

2. Describe your neighborhood group's activities and the resources that support those activities. If yours is a formal association, what is the annual budget? How do you raise funds?

Our neighbour typically meets at this National Night Out Event, and last year budget was about \$800.
Part of this budget came from city (\$500) and rest was raised from local business and neighbourhood funds

Project Description:

3. Briefly describe your proposed project. **How will it benefit the residents in your neighborhood and/or your neighborhood association?** What will the project “look like” when it is completed?

This is for a Neighbourhood Get Together and as a part of the National Night Out. It is held to get to know your neighbors and build out a feel of security with the neighbours and local police departments.

Benefits to residents clearly include getting to know the neighbours.

Typically every neighbour meets 2-3 of the new neighbours into the community and gets a better feel for our Neighbourhood

4. How did you choose this project? Describe the outreach you have done to generate awareness in your neighborhood and support for this project. How many neighbors support this project, and how did you determine that number?

This is the annual project and works best for a larger neighbourhood to come together as a part of the National Night Out Celebrations happening across the country on the same night

Project Plan:

5. Using the chart below, list the specific activities needed to carry out your project, including an estimated date of completion for each activity. (All projects must be completed by June 1, 2016).

Activity	Person(s) Responsible	Completion Date (mo/yr)
<i>Example:</i> Create flyers/email for advertising National Night Out Celebration	Jane Smith	08/15
1. Flyers/Emails	Paula Patel Rani Parikh	07/15
2. Food Planning and Orderings/Picking	Paula Patel Sridevi Godith Rachana Shah	08/15
3. Wine Tasting	Ruchika Agrawal	08/15
4. Kids Jumpers	Meenakshi Jain Paula Patel	08/15
5. Other Kids Activities including Face Painting	Sridevi Godith Rani Parikh	08/15
6. Actual Event: Tuesday Aug 4th 2015	Paula, Rani, Ruchika, Rachana, Sridevi, Meenakshi	08/15
7.		
8.		
9.		
10.		
11.		
12.		

6. Describe how your project focuses on one or more of the following areas:

- Increasing communication among neighbors
- Building bridges between cultures
- Improving the physical condition of the neighborhood
- Enhancing neighborhood pride and identity

This is a neighbourhood get together will focus on increasing communication among neighbors and enhancing neighborhood pride and identity

7. How will you determine the completed project has been successful?

Number of Attendees more than 100
Local Police Attendance
Neighbourhood Mingling



8. What resources will your neighborhood group contribute to support the project (i.e. number of volunteer hours, donated materials if any, etc.)?

Volunteer Hours by Neighbours great than 40, by multiple neighbours
Donated Supplies for Kids Art Activities
Potluck Food

9. Please explain how your organization intends to operate this event in future years without grant assistance from the city. Your explanation should include a goal of sustainability and independence from grant funds within four years or less. Attach additional sheets if needed.


If we dont get the grant, we will look at more food pot luck options and cutting down some of the kids activities
Other options include, local neighbourhood funds or approaching local businesses.

Project Team:


While you may have many community members working on this project, 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 the success of this project.

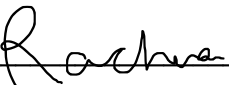
Project Leader - The Project Leader serves as the primary point of contact for the grant application process. The Project Leader also has fiduciary responsibilities and is responsible for submitting a final project report to the City. The final report, including eligible receipts and invoices showing payment is due within 30 days of project/event conclusion and no later than June 15, 2016.

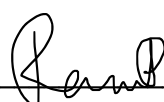
Project Leader Name: Paula Patel
 Address: 1379 Bobolink Cir Sunnyvale CA 94087
 Phone Number: () 4088259363 E-Mail: pp1988@yahoo.com
 Signature:  Date 05/15/2015

Treasurer - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. Note: The City of Sunnyvale reserves the right to audit grant award funds.

Treasurer Name: Paula Patel
 Address: 1379 Bobolink Cir Sunnyvale CA 94087
 Phone Number: () 4088259363 E-Mail: pp1988@yahoo.com
 Signature:  Date 05/15/2015

Other Project Team Members -- List additional neighborhood residents who will work on this project. What will their responsibilities be? (Examples of responsibilities might include; coordinating volunteers, outreach to residents, etc.)

Name: Rachana Shah
 Address: 560 Belfast Ct, Sunnyvale, CA 94087
 Phone Number: () 4082308028 E-Mail: rachana_shah@yahoo.com
 Responsibilities:
 Signature:  Date 05/15/2015

Name: Rani Parikh
 Address: 1360 Bobolink Cir
 Phone Number: () 4082414594 E-Mail: rani_sachin@yahoo.com
 Responsibilities:
 Signature:  Date 05/15/2015

**City of Sunnyvale
Neighborhood Grant Program
2015/16 Project Budget Form**

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 June 15, 2016.**

Project Expenses

Activity	Estimated Costs	Actual Costs
1. Little Caesars Pizza	\$ 250	\$
2. Kids Jumper	\$ 200	\$
3. Neighbour flyers	\$ 100	\$
4. Snacks and Drinks	\$ 200	\$
5. Misc- table Clothes, paper products Face Paintaing Supplies	\$ 50	\$
6.	\$	\$
7.	\$	\$
8.	\$	\$
9.	\$	\$
Total Expenses	\$ 800	\$
Amount Requested from the City of Sunnyvale	\$ 800	

Other Sources of Support

Volunteer Hours (valued at \$26.34/hour, per <i>independentsector.org</i>)	\$
Donated Materials/Services (food, supplies, equipment)	\$ 400
Other Funding Received (other grants, collected dues, donations)	\$ 100
Other	\$
Other	\$
Total Neighborhood Association Contribution	\$ 500



Thank you for completing your application for the Neighborhood Grant Program!



S.N.A.I.L.

Sunnyvale Neighbors of Arbor, Including LaLinda
PO Box 62072
Sunnyvale, CA 94088
www.snail.org

Representing over 1,300 households Established in 1995

May 20, 2015

Nathan Truitt, Community Outreach Coordinator
Community Services Division
City of Sunnyvale
550 E. Remington Drive
Sunnyvale, CA 94087

Dear Mr. Truitt,

Enclosed is the 2015 grant application for the Sunnyvale Neighbors of Arbor, Including LaLinda (SNAIL). SNAIL is currently in its 20th year of promoting community-based activities in the northern area of Sunnyvale. SNAIL continues to work closely with the City of Sunnyvale and the families in our neighborhood. We are proud of our accomplishments and appreciate the support from the City of Sunnyvale.

We are requesting a \$1,000 grant for supporting the National Night Out program. We believe that National Night Out is one of our biggest and most successful activities which promotes visibility to our neighborhood association. We look forward to working with you and appreciate the opportunity that the City of Sunnyvale has given us.

Attached are the grant application and supplemental documentation. Any additional information will be provided at your request. I can be reached at home at 408/749-1846.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Elaine Rowan".

Elaine Rowan
SNAIL, Vice Chairperson
690 West Fernwood Circle
Sunnyvale, CA 94085

Attachments

Sunnyvale Neighbors of Arbor Including LaLinda (SNAIL)

Grant Application - 2015

PROJECT: National Night Out Celebration Event - August 4, 2015

Neighborhood Group/Association Background:

1. When was your neighborhood group or association formed and why? What are the geographic boundaries of your group? How many households are included?

In 1995, a group of neighbors living between Borregas and Mathilda Avenues formed the Sunnyvale Neighbors of Arbor, Including LaLinda (SNAIL) as a neighborhood association covering approximately 300 households. Currently, SNAIL's boundaries are Fair Oaks, Mathilda, Maude, and Ahwanee Avenues and it has over 1,300 households within its boundaries. 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 our neighborhood boundaries.

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

2. Describe your neighborhood group's activities and the resources that support those activities. If yours is a formal association, what is the annual budget? How do you raise funds?

SNAIL has many volunteers committed to making our neighborhood a success. We have no paid staff or services. Approximately 50 volunteer Block Representatives hand deliver our monthly newsletters. We elect our four Executive Board members annually from our volunteers

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 BBQ's, Chinese New Year Dinner, holiday parties, our annual neighborhood wide garage sale, and National Neighborhood Night Out. All events are well attended by a variety of ages and cultural ethnicities.

Our annual budget is approximately \$5,000.

We sell advertising space in our monthly newsletter and have an annual neighborhood garage sale to insure that we have adequate funding.

Project Description:

3. Briefly describe your proposed project. How will it benefit the residents in your neighborhood and/or your neighborhood association? What will the project "look like" when it is completed?

Our proposed project is to continue SNAIL's participation in National Night Out awareness event. 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. The intent of this activity is to highlight neighborhood awareness through a gathering of neighbors promote crime prevention. Families of all ages especially enjoy the festivities and it keeps them involved with neighborhood issues, activities and their neighbors. This is especially important for many of our seniors who have lost their connections – their children have grown and moved away, they are on fixed incomes and/or they have physical impairments that limit their mobility.

. The idea of having a neighborhood association is to increase networking and promote an awareness of issues that effect on our community. With many families having busy lives, there is limited time for social interaction with neighbors. Our participation National Night Out increases communication between our residents to support the City's efforts for community outreach on neighborhood watch.

There are no other organizations that provide this type of service within our neighborhood boundaries.

4. How did you choose this project? Describe the outreach you have done to generate awareness in your neighborhood and support for this project. How many neighbors support this project, and how did you determine that number?

We chose to National Night Out as our project as it is the most successful activity of all of our neighborhood events. This activity has the largest participation of SNAIL residents and we want to continue to increase the interest of the residents in our neighborhood association activities and city events. Currently we have 50 volunteer Block Representatives who are responsible for distributing the monthly newsletter on their street. On occasion, we do outreach in the neighborhood by hand delivering our newsletters to the unrepresented streets in our neighborhood. This proposed project is an on-going one that is frequently discussed at our monthly meetings. The residents who attend the monthly meeting agreed it is important to continue to reach out to unrepresented streets.

Over 200 residents have attended our recent National Night Out events. We make this activity very attractive to residents: 'festival style' with a BBQ, a live band and activities for children. Attendance rosters are collected at this activity to validate the support of the neighborhood.

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 would like to continue our efforts in maintaining our neighborhood. Our success is predicated on our activities and our visibility with the community of Sunnyvale. Our neighborhood volunteers are an asset to the community at large and other Sunnyvale neighborhoods are now emulating our efforts.

Our request for grant money from the City of Sunnyvale is to assist us with promoting National Night Out in our neighborhood. We believe that we will have growth in participation in National Night Out this year. Visibility for National Night Out has increased through word of mouth and through its promotion in our monthly newsletters. Without additional funding, we may not be able to sustain our ability to promote this neighborly and fun activity with our neighbors.

The residents of our neighborhood are of diverse ages and ethnicities. We hope that events like NNO because 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 communication with *all* residents in the neighborhood. We anticipate that this activity will draw more attention to the purpose of our neighborhood association.

We are anticipating that once our project is complete, we will strengthen the SNAIL Neighborhood Association by our connectivity. Communicating with our neighbors will encourage safety and security in our neighborhood boundaries and promote common interests such as safety and security, neighborhood preservation and code compliance.

Project Plan:

5. Using the chart below, list the specific activities needed to carry out your project, including an estimated date of completion for each activity.

Activity	Person(s) Responsible	Completion Date
Promotional Flyers for NNO/Newsletter coordination for July/August Newsletter distribution	Griselda Morales/Denise Perez	June 20, 2015
Coordinate activity-SNAIL's July General Meeting	SNAIL Board Sharon McKnight	July 2, 2015
Invite Public Safety, City Council, Neighborhood Preservation	John Cordes	July 15, 2015
Invite SNAP to set up a table	John Cordes	July 15, 2015
Permit for Street Closure	Sharon McKnight	July 24, 2015
Order Jump-house	Sharon McKnight/ NNO Team	July 30, 2015
Order Port-a-potty	Sharon McKnight/ NNO Team	July 30, 2015
Order Tables and Chairs	Sharon McKnight/ NNO Team	July 30, 2015
Coordinate Food/Supplies Pick-up	Sharon McKnight/ NNO Team	July 30, 2015
Wrap-Up/Evaluation SNAIL's September and October General Meetings	SNAIL Board Jim Quaderer	October 15, 2015

6. Describe how your project focuses on one or more of the following areas:

- ☐ Increasing communication among neighbors
- ☐ Building bridges between cultures
- ☐ Improving the physical condition of the neighborhood
- ☐ Enhancing neighborhood pride and identity

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, 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.

Our objective for this grant is to continue to provide a popular crime-prevention activity for the neighborhood association and for the new residents within the SNAIL boundaries. Communication with all residents is imperative as a foundation to a strong neighborhood association. Communication is essential to inform neighborhood residents of the current issues in Sunnyvale's community, safety tips, code compliance, and telephone numbers to call when there are questions and social activities. Our monthly newsletter and activities promotes the ability to stay connected on issues that affect our neighborhood. Most importantly, our newsletters and activities 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. Our meetings provide a smaller venue to share questions and answers on issues specific to our neighborhood and the City of Sunnyvale, as a whole.

7. How will you determine the completed project has been successful?

The success of this project would be demonstrated by the continued commitment in maintaining the integrity of our neighborhood and through attendance at our neighborhood meetings and activities. Additionally, we hope that this activity will continue to promote neighborhood watch for safety and crime prevention. "Spreading the word" through our newsletters, social activities and volunteer projects increase our visibility with the community of Sunnyvale. Our neighborhood volunteers are an asset to the community at large and other Sunnyvale neighborhood associations are now emulating our efforts.

We believe that we can measure our success by the overall physical appearance of the neighborhood, increased participation in neighborhood activities, reduction in crime, and linked support for the city of Sunnyvale civic activities.

8. What resources will your neighborhood group contribute to support the project (i.e. number of volunteer hours, donated materials if any, etc.)?

Approximately 25 volunteers will be primary participants to make National Night Out a positive and successful activity. We estimate other neighborhood volunteers will assist us by the distribution of newsletters and flyers and be providing potluck food dishes at the event. We estimate 80 hours of volunteer time will be used.

9. Please explain how your organization intends to operate this event in future years without grant assistance from the city. Your explanation should include a goal of sustainability and independence from grant funds within four years or less. Attach additional sheets if needed.

If the City of Sunnyvale is unable to provide grant assistance, SNAIL will continue to participate in National Night Out, but downsize the activity.

BUDGET FORM

SNAIL 2015 National Night Out

Project Expenses	Estimated Costs	Actual Costs
1,400 Promotional Flyers	\$ 140.	
27 Tables and 210 Chairs	\$ 345.	
Entertainment for children (ex: jump house, clown, balloon artist, etc.)	\$ 700.	
Port-A-Potty & wash station	\$ 175.	
City Permit	\$ 25.	
Food	\$ 400.	
Paper plates, flatware, napkins, serving dishes, water cups	\$ 100.	
Balloons/promotional items/paper supplies (tape, markers)	\$ 150.	
Total estimated expenses	\$ 2,035.	
Amount requested from the City of Sunnyvale	\$ 1,000.	

Volunteer hours (\$24.75/hour * 80 hours)	\$ 1,980.
Donated materials/supplies from SNAIL members (food, supplies)	\$ 300.
Live Band	\$ 750.
Total Neighborhood Contribution	\$ 3,030.

Project Team:

While you may have many community members working on this project, 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 the success of this project.

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 June 15, 2016.

Project Leader Name: Sharon McKnight
Address: 629 Madrone Ave
Phone Number: 408 745-0373 **E-Mail:** Sharon_McKnight@comcast.net
Signature: Sharon McKnight **Date:** 5/17/2015

Treasurer - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. Note: The City of Sunnyvale reserves the right to audit grant award funds.

Treasurer Name: Phyllis Freeman
Address: 382 East Duane
Phone Number: (408) 746-3612 **E-Mail:** SNAIL.treasurer@snail.org
Signature: John Cordis, snail chair **Date:** May 20, 2015
for Phyllis Freeman

Other Project Team Members -- List additional neighborhood residents who will work on this project. What will their responsibilities be? (Examples of responsibilities might include; coordinating volunteers, outreach to residents, etc.)

Name: Griselda Morales
Address: 633 Madrone Ave.
Phone Number: (503) 387-3962 **E-Mail:** minina355@gmail.com
Responsibilities:
Signature: G. Morales **Date:** 5/18/15

Name: Elaine Rowan
Address: 640 West Fernwood Circle
Phone Number: (408) 719-1846 **E-Mail:** elaine_rowan@yahoo.ca
Responsibilities: Assist with preparation
Signature: Elaine Rowan **Date:** 5/18/15



City of Sunnyvale Neighborhood Grant Program

Application for FY 2015/16
(Please print or type)

Office Use Only

Date Received: _____

Application

Completed: _____

Deadline for Applications: Friday, May 22, 2015

Important note: applications are being accepted, pending Council's budgetary approval.

Applications may be submitted by mail, email, fax or in person. Submit completed application (including all project team signatures) to: Community Services Division, located at the Sunnyvale Senior Center, 550 E. Remington Drive, Sunnyvale, CA 94087. Email: ncs@sunnyvale.ca.gov or Fax (408) 737-4965. For questions, please call (408) 730-7599.

Date: May 18, 2015

Name of Neighborhood Group or Association: Sunnyarts Neighborhood Association

Name of Proposed Project: Community Building & Enhancing Neighborhood Pride and Identity

Grant Amount Requested from the City of Sunnyvale: \$ 1,000
(Maximum grant amount is \$1,000)

Neighborhood Group/Association Background:

1. When was your neighborhood group or association formed and why? What are the geographic boundaries of your group? How many households are included?

The Sunnyarts Neighborhood Association was established in 2005 in response to burglary incidents within the area to facilitate information dissemination and community spirit building.

There are 256 homes within the Sunnyarts Neighborhood Association. 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)

2. Describe your neighborhood group's activities and the resources that support those activities. If yours is a formal association, what is the annual budget? How do you raise funds?

All of our neighborhood activities are done on a volunteer basis. We have generally sourced our funding through various activities throughout the year (manning booths during street fairs, Goodwill drives, etc.) Many times our members end up taking funds from their own pockets to support our activities, which are geared toward community building and enhancing our neighborhood identity. Our annual activities include a summer potluck, community Goodwill drive, National Night Out Ice Cream Social, neighborhood charitable collection drive, and Halloween activities. We also produce various handouts for our members during the year with tips on safety & security, preparedness, and event calendars. This year we will be increasing our activities to include speakers on various topics that concern the neighborhood, along with a get together to celebrate the various wonderfully diverse cultures found in Sunnyarts.

Project Description:

3. Briefly describe your proposed project. **How will it benefit the residents in your neighborhood and/or your neighborhood association?** What will the project “look like” when it is completed?

We have multiple community-building events planned this year, including our neighborhood potluck in June, Goodwill drive in July, National Night Out ice-cream social in August, our neighborhood charitable donation drive in September, and our Halloween festivities (focused on our neighborhood youth). We try to include activities for all ages in all of our events, to make them accessible to everyone in the neighborhood. For example, during our social events, we have tables for kids activities, and always try to man them with volunteer students looking to get service hours (ie: Boy Scouts, Girl Scouts, Key Club, etc.). Our adults man the refreshment tables, and we like to host informational tables that include information of interest to our community (eg: the Sunnyvale Urban Forest Advisory group will have information available at our annual Potluck this year, as one of our members is a committee member, and SUFA provides useful information for our residents.

We'll also be working on hosting speaker events this year, to take advantage of city speakers and topics of interest in our community. We provide refreshment and venues for these activities.

In addition, we're working with the Sunnyvale Department of Public Safety to bring PEP training to our neighborhood to better ensure that all of our neighbors are prepared in case of a disaster in Sunnyvale.

4. How did you choose this project? Describe the outreach you have done to generate awareness in your neighborhood and support for this project. How many neighbors support this project, and how did you determine that number?

We've found that the more community-building events we offer, the greater participation is with each subsequent event. One of the frequently-mentioned pieces of feedback we've been getting is that our Sunnyarts community members really like the opportunity to get to know their neighbors in these more structured events, as it gives them a higher sense of security in general. Sunnyarts has experienced an increase in burglaries over the last five years, as all communities have, and we've found that we are more aware of unusual events or potential problems as a whole if we know our neighbors better and recognize their faces and usual activities. This has given everyone a boost in feeling more secure in the neighborhood. In addition, the silicon valley is populated by a wonderfully diverse and BUSY population. Sometimes the only way neighbors get to know and visit with each other all year is during the association events.

To that end, we're going to be making an effort to increase these events, and focus even more on opportunities for getting information to our community, such as hosting speakers, disaster training, etc.

Our outreach is multifold - we post to our private Yahoo group, and we also distribute paper flyers several times a year. 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 during events as reminders.

We have a very large support base for our activities, and a large percentage of our community members take part in one or more activities throughout the year.

Project Plan:

5. Using the chart below, list the specific activities needed to carry out your project, including an estimated date of completion for each activity. (All projects must be completed by June 1, 2016).

Activity	Person(s) Responsible	Completion Date (mo/yr)
<i>Example:</i> Create flyers/email for advertising National Night Out Celebration	Jane Smith	08/15
1. DPS Speaker Event	Jennifer Wong DPS speaker	7/15
2. Annual Summer Informational Flyer	Jennifer Wong	7/15/15
3. Goodwill Donation Drive	Jennifer Wong, neighborhood scout volunteers	7/15
4. National Night Out Ice Cream Social	Jennifer Wong Hinkmond Wong	8/15
5. Fall Charitable Donation Drive	Jennifer Wong, Sunnyarts neighbors	9/15
6. Citywide Garage Sale	Jennifer Wong, Sunnyarts neighbors	9/15
7. Halloween Get-Together	Jennifer Wong Hinkmond Wong	10/15
8. Disaster Preparedness	Jennifer Wong Hinkmond Wong	Ongoing 2015 & 2016
9. Spring Speaker Event/Get Together	Jennifer Wong, city speaker	5/16
10. Summer Block Party	Namrata Patil, Jennifer Wong, Mohana Koteeswaran, etc.	5/16
11.		
12.		

6. Describe how your project focuses on one or more of the following areas:

- Increasing communication among neighbors
- Building bridges between cultures
- Improving the physical condition of the neighborhood
- Enhancing neighborhood pride and identity

Our neighborhood social get-togethers focus on all of the areas listed above. We have found that face-to-face activities best-foster the sense of community within our neighborhood, so we are increasing these events to try and make sure everyone has the opportunity to attend at least some of them during the year to get to know their neighbors.

During our events, we also make efforts to highlight various cultures that are represented within Sunnyarts. For instance, we will be highlighting Indian beverages during our Potluck this year. We also occasionally host cultural get-togethers around holidays such as Holi and Chinese New Year, etc., depending upon funds available to us.

We always make the effort to include all ages in our events, and try to encourage participation by our youth, too, with outstanding results last year. The better we know each other, the stronger our ties are as a neighborhood unit. We're very proud of our neighborhood here in Sunnyarts, and it shows in our participation rates.

7. How will you determine the completed project has been successful?

We rely on personal feedback to gauge our event success, along with attendance figures. Last year we increased our participation in our events significantly, along with membership in our Yahoo Group. Feedback has been great regarding our community-building efforts. Also, as mentioned earlier, we've made a real push to get our youth included in our events over the last year, with great response on that. We not only support our adults, but offering ways for our young scouts and involved youth to get service hours, etc., is a great way to increase community involvement.

8. What resources will your neighborhood group contribute to support the project (i.e. number of volunteer hours, donated materials if any, etc.)?

All of our events are volunteer-driven, and each event sees time contributions from many neighbors, depending upon the event type. We have very good participation in hosting our events. During events, neighbors contribute refreshments, extensive man-hours, flyer preparation, printer supplies, distribution efforts, outside training to bring services to our neighbors (SUFA, PEP, etc.) Last year, significant monetary contributions were also made out-of-pocket to help host our events, as we did not initially have funds available to us.

9. Please explain how your organization intends to operate this event in future years without grant assistance from the city. Your explanation should include a goal of sustainability and independence from grant funds within four years or less. Attach additional sheets if needed.

We hosted our first ever Goodwill collection event in Sunnyarts last year that helped us make some funds to host our events. We will do this going forward as well, as we had great participation rates and feedback regarding the program. We try to keep our events as cost-efficient as possible to mitigate the need for individuals to take money out-of-pocket. Assistance from the city greatly aids us in hosting these events, which we find critical in continuing our efforts to build our community identity. We've also found that we get higher participation rates when we get and can advertise city support for these events, as it makes our community feel as if the city really cares about our community.

Additionally, we've been making the effort to purchase reusable supplies for our events (ie: cloth tablecloths, etc). This will help us to keep costs down in future years with reuse, along with being friendlier to the environment, which is an important part of our neighborhood culture.

Project Team:

While you may have many community members working on this project, 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 the success of this project.

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 June 15, 2016.

Project Leader Name: Jennifer Wong, Chairman, Sunnyarts Neighborhood Association

Address: 1083 Robbia Drive

Phone Number: (408) 739-9022 E-Mail: sunnyartschair@yahoo.com

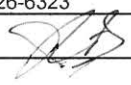
Signature:  Date 5.20.15

Treasurer - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. Note: The City of Sunnyvale reserves the right to audit grant award funds.

Treasurer Name: Uma Sriram, Treasurer, Sunnyarts Neighborhood Association

Address: 1261 Rembrandt Drive

Phone Number: (214) 726-6323 E-Mail: sriramuma@gmail.com

Signature:  Date 5.19.15

Other Project Team Members -- List additional neighborhood residents who will work on this project. What will their responsibilities be? (Examples of responsibilities might include; coordinating volunteers, outreach to residents, etc.)

Name: _____

Address: _____

Phone Number: () _____ E-Mail: _____

Responsibilities: _____

Signature: _____ Date _____

Name: _____

Address: _____

Phone Number: () _____ E-Mail: _____

Responsibilities: _____

Signature: _____ Date _____

**City of Sunnyvale
Neighborhood Grant Program
2015/16 Project Budget Form**

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 June 15, 2016.**

Project Expenses

Activity	Estimated Costs	Actual Costs
1. DPS Speaker Event	\$ 125	\$
2. Summer Informational Flyer	\$ 115	\$
3. Goodwill Drive Event	\$ 180	\$
4. National Night Out Ice Cream Social	\$ 500	\$
5. Fall Charitable Donation Drive	\$ 80	\$
6.	\$	\$
7.	\$	\$
8.	\$	\$
9.	\$	\$
Total Expenses	\$ 1000	\$
Amount Requested from the City of Sunnyvale	\$ 1000	

Other Sources of Support

Volunteer Hours (valued at \$26.34/hour, per <i>independentsector.org</i>)	\$ 3160.80
Donated Materials/Services (food, supplies, equipment)	\$ 1500
Other Funding Received (other grants, collected dues, donations)	\$ 800
Other	\$
Other	\$
Total Neighborhood Association Contribution	\$ 5460.8 0



Thank you for completing your application for the Neighborhood Grant Program!



City of Sunnyvale Neighborhood Grant Program

Application for FY 2015/16
(Please print or type)

Office Use Only

Date Received: _____

Application

Completed: _____

Deadline for Applications: Friday, May 22, 2015

Important note: applications are being accepted, pending Council's budgetary approval.

Applications may be submitted by mail, email, fax or in person. Submit completed application (including all project team signatures) to: Community Services Division, located at the Sunnyvale Senior Center, 550 E. Remington Drive, Sunnyvale, CA 94087. Email: ncs@sunnyvale.ca.gov or Fax (408) 737-4965. For questions, please call (408) 730-7599.

Date: April 24, 2015

Name of Neighborhood Group or Association: Valley Forge Neighborhood Group

Name of Proposed Project: Valley Forge Block Party

Grant Amount Requested from the City of Sunnyvale: \$ 930
(Maximum grant amount is \$1,000)

Neighborhood Group/Association Background:

1. When was your neighborhood group or association formed and why? What are the geographic boundaries of your group? How many households are included?

The Valley Forge Neighborhood Group was formed in 2000 to bring about a better sense of community.

The boundaries are: Valley Forge bordered by Lime and Yorktown.

There are 50 households including Valley Forge Drive, Gooseberry Court, and parts of Westchester Dr.

2. Describe your neighborhood group's activities and the resources that support those activities. If yours is a formal association, what is the annual budget? How do you raise funds?

Our neighborhood block party brings all the neighbors together and is an opportunity for everyone to meet new neighbors. We setup a SNAP table to talk about emergency readiness for our community. This grant is our only funding.

Project Description:

3. Briefly describe your proposed project. **How will it benefit the residents in your neighborhood and/or your neighborhood association?** What will the project "look like" when it is completed?

Our neighborhood block party brings neighbors together and their children along with welcoming new residents to the neighborhood. Our event will offer food, music, games and the firemen in the neighborhood bring their fire truck. We get barricades and cones to block the street for safety. We also collect names and email addresses on a roster to ensure that we have neighbors on our email communications. Finally we discuss and provide information about neighborhood safety from SNAP.

For our community we ask for canned food donations for the Sunnyvale food bank. We had a really good donation from the community in 2014. Included both canned goods and checks.

4. How did you choose this project? Describe the outreach you have done to generate awareness in your neighborhood and support for this project. How many neighbors support this project, and how did you determine that number?

This is neighborhood tradition that has been going on for over 10 years.

Kick-off for the annual event beings with our Ladies of Valley Forge Group that gets together every other month. We discuss dates for the event and get everyone involved in making this event a success. We create fliers and distribute in mailboxes along with communicating in our email group.

Last year we had about 80 people including children in attendance. This was in increase from the previous year.

Project Plan:

5. Using the chart below, list the specific activities needed to carry out your project, including an estimated date of completion for each activity. (All projects must be completed by June 1, 2016).

Activity	Person(s) Responsible	Completion Date (mo/yr)
<i>Example:</i> Create flyers/email for advertising National Night Out Celebration	Jane Smith	08/15
1. Communicate a Save-The-Date email	Patricia Grant	06/15
2. Call firehouse to order fire truck	Solette Westerburg	07/15
3. Finalize games for kids	Patricia Perez	08/15
4. Order Food	Patricia Grant	08/15
5. Finalize music for event	Kevin Lawrence	08/15
6. Order barricades and cones	Linda Romano	08/15
7. Solicit Flyers	Suchitra Kolipak	08/15
8. Pick-up food	Paul Grant	09/15
9. Block Party Event	All	09/15
10. Clean up	All	09/15
11. Return barricades and cones	Linda Romano	09/15
12. Deliver canned goods	Pat Gfrorer	09/15

6. Describe how your project focuses on one or more of the following areas:

- Increasing communication among neighbors
- Building bridges between cultures
- Improving the physical condition of the neighborhood
- Enhancing neighborhood pride and identity

Our annual block party is a great time for all neighbors to come together to get reacquainted with one another and to meet new neighbors and seeing all the different cultures that make up our neighborhood.

The event also promotes open discussions on neighborhood safety and "SNAP".

It also promotes a sense of family and community and adds to the pride of our neighborhood.

7. How will you determine the completed project has been successful?

Everyone comes back every year to participate and all the neighbors contribute to its success.

We continue to promote the SNAP program during the other months to keep the community communications going as well. Our annual block party is the reminder for everyone for such important programs.

8. What resources will your neighborhood group contribute to support the project (i.e. number of volunteer hours, donated materials if any, etc.)?

We typically have about 10-20 volunteers all of which freely give their time to make this event a success. During the event everyone helps in any way they can.

Donations include: canned food, prizes for kids, flyers

People donate plates, napkins, bring out their tables and chairs to share with others.

For those items not fulfilled by the grant, we rely on neighborhood support.

9. Please explain how your organization intends to operate this event in future years without grant assistance from the city. Your explanation should include a goal of sustainability and independence from grant funds within four years or less. Attach additional sheets if needed. We truly believe the grant/funding helps pull the community together and makes it a safer neighborhood. If we do not have a grant for this event, we will try a potluck or ask for money from neighbors to support the event.

Project Team:

While you may have many community members working on this project, 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 the success of this project.

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 June 15, 2016.

Project Leader Name: Patricia Grant

Address: 1082 Valley Forge Drive

Phone Number: () 650-862-9781 **E-Mail:** cascubagirl@gmail.com

Signature: _____ **Date** _____

Treasurer - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. Note: The City of Sunnyvale reserves the right to audit grant award funds.

Treasurer Name: Patricia Grant

Address: 1082 Valley Forge Drive

Phone Number: () 650-862-9781 **E-Mail:** cascubagirl@gmail.com

Signature: Patricia Grant **Date** 5/11/15

Other Project Team Members -- List additional neighborhood residents who will work on this project. What will their responsibilities be? (Examples of responsibilities might include; coordinating volunteers, outreach to residents, etc.)

Name: Pat Gfroerer + Donald Gfroerer

Address: 1080 Valley Forge Drive

Phone Number: 408-736-7751 **E-Mail:** patgofer@comcast.net

Responsibilities: Canned food drive and drop off

Signature: Donald Gfroerer **Date** 5-12-15

Name: Tricia & Kevin Lawrence

Address: 1081 Valley Forge Drive

Phone Number: () _____ **E-Mail:** tricial400@gmail.com

Responsibilities: Music, tables, chairs, tent

Signature: Tricia Lawrence **Date** 5-12-15

**City of Sunnyvale
Neighborhood Grant Program
2015/16 Project Budget Form**

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 June 15, 2016.**

Project Expenses

Activity	Estimated Costs	Actual Costs
1. Food	\$ 750	\$
2. Soda and water	\$ 100	\$
3. Ice	\$ 40	\$
4. Pinata and candy for kids	\$ 40	\$
5.	\$	\$
6.	\$	\$
7.	\$	\$
8.	\$	\$
9.	\$	\$
Total Expenses	\$ 930	\$
Amount Requested from the City of Sunnyvale	\$ 930	

Other Sources of Support

Volunteer Hours (valued at \$26.34/hour, per <i>independentsector.org</i>)	\$ 526.80
Donated Materials/Services (food, supplies, equipment)	\$ 700.00
Other Funding Received (other grants, collected dues, donations)	\$
Other	\$
Other	\$
Total Neighborhood Association Contribution	\$1,226.80



Thank you for completing your application for the Neighborhood Grant Program!