



City of Sunnyvale Neighborhood Grant Program

Application for FY 2016/17

(Please print or type)

Office Use Only

Date Received: _____

Application

Completed: _____

Deadline for Applications: Friday, May 20, 2016 by 5 p.m.

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 Community Center, 550 E. Remington Drive, Sunnyvale, CA 94087. Email: ncs@sunnyvale.ca.gov or Fax (408) 730-7754. For questions, please call (408) 730-7599.

Date: May 11, 2016

Name of Neighborhood Group or Association: Sunnyarts Neighborhood Association

Name of Proposed Project: Community Building, Safety, and Security

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. Association goals include increased information dissemination among neighbors, community spirit building activities, charitable endeavors, neighborhood safety, and disaster preparedness.

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).

While our official home count is 256, we regularly hosts attendees at our events from bordering neighborhoods that are not represented by an active neighborhood association. We estimate that we frequently host up to 280 homes during some of our social functions, such as National Night Out and our Halloween event.

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?

Sunnyarts neighborhood activities are done on a volunteer basis. We source our monetary support through various activities throughout the year as options become available (city grants, manning booths during street fairs, Goodwill drives, etc.). We rely heavily on our volunteer support, which includes member households supplying goods and taking funds from their own pockets to support our activities, which are geared toward community building/security and enhancing our neighborhood identity.

Our annual activities include a summer potluck, community Goodwill drive, National Night Out Ice Cream Social, a neighborhood-wide charitable collection drive for Sunnyvale Community Services, and a Halloween get-together where we outfit our neighborhood trick-or-treaters with glowsticks and flashlights for safety. This year we are also hosting an 'Evening with DPS (Department of Public Safety)' for our neighborhood to learn more about DPS in Sunnyvale and how to increase security within their own homes and our neighborhood. Additionally, we'll also be hosting a PEP (Personal Emergency Preparedness) class that's just for our neighborhood so our residents can begin their own disaster preparedness plans.

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 and safety/security events planned for Sunnyarts this year. In May, we'll host our new 'Evening with DPS' event for our residents to learn about safety and security in their neighborhood and homes. We'll also be having an 'Energize Sunnyvale' presentation along with our DPS evening to learn about saving both energy and dollars. In June we have our annual neighborhood-wide potluck. In July we'll be hosting a Sunnyvale PEP (Personal Emergency Preparedness) course just for our residents here in Sunnyarts. In August we have our National Night Out Ice Cream Social and our charitable drive for Sunnyvale Community Services. Also in August we'll be hosting a Goodwill drive here in Sunnyarts. And in October, we host our annual Halloween event, which is focused on our Sunnyarts youth.

These events benefit our residents in multiple ways. We design our events to be accessible and include all ages here in Sunnyarts. For example, during our social events, we always include tables for kids activities, and make the effort to man those tables with volunteer students looking for service hours (ie: Boy Scouts, Girl Scouts, Key Club, etc.). Our adult community members man refreshment tables, and we also like to include informational tables and guests that offer information of interest to our residents.

We're very much looking forward to our two new events this year (Evening with DPS, and PEP class), which will focus on the safety and security of our residents.

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 better the attendance at those events. One of the frequently-mentioned pieces of feedback we've been getting is that our Sunnyarts community members really appreciate the opportunity to get to know their neighbors at these scheduled events. The silicon valley is a busy place, and oftentimes these get-togethers offer the only chance residents have to get to know their neighbors and welcome new members to our community.

Our outreach is multifold: we post to our private Yahoo group, and we also distribute paper flyers several times a year to every household in our community. We recognize that not all of our neighbors utilize the internet, and we want to make sure everyone is aware of neighborhood-sponsored activities. We also post signs during events as reminders.

We have exceedingly good turnout at our events, and expect these numbers to keep increasing. We're currently experiencing a rather interesting problem in that our events are so well-liked that we're starting to see attendance by people in neighboring communities that are not represented by active neighborhood associations. We embrace these newcomers as they appear (it's all about community!), but it puts us in the position of having to accommodate more households than our actual member homes. We're estimating serving about 280 homes this year during our events such as National Night Out and Halloween. This border porosity we're experiencing will require more supplies for each event to make sure all attendees are included.

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, 2017).

Activity	Person(s) Responsible	Completion Date (mo/yr)
<i>Example:</i> Create flyers/email for advertising National Night Out Celebration	Jane Smith	08/16
1. 'Evening with DPS'/'Energize Sunnyvale' Event	Jennifer Wong Brian Gantt, Sunnyvale DPS Bailey Hall, Sunnyvale Department of Environmental Svcs	5/25/16
2. Sunnyarts Annual Potluck and Block Party	Jennifer Wong Mohana Koteeswaran Namrata Patil, etc.	6/12/16
3. PEP class (Personal Emergency Preparedness)	Jennifer Wong DPS/PEP volunteers	7/17/16
4. National Night Out Ice Cream Social	Jennifer Wong Hinkmond Wong multiple Volunteers	8/2/16
5. NNO Charitable Donation Drive	Jennifer Wong Sunnyvale Community Services	8/16
6. Goodwill Donation Drive	Jennifer Wong Neighborhood youth volunteers, etc.	8/13/16
7. Halloween Party and Safety Event	Jennifer Wong Hinkmond Wong multiple volunteers	10/31/16
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

Our neighborhood social functions focus on all of the areas listed above, along with two new events this year focused on safety and security.

We have found that face-to-face activities best foster a sense of community within our neighborhood. We space these events out during the warm-weather months to make sure all of our neighbors have the opportunity to attend an event to get to know their neighbors.

We also take the opportunity during our get-togethers to highlight the various cultures represented here in Sunnyarts. We are very proud of our diversity and inclusivity of all cultures in our neighborhood. For instance, we may highlight a particular food-type during our potluck (last year it was Indian beverages) or have a community get-together to celebrate an event such as Chinese New Year, etc., depending upon the funds and volunteer time available to us.

We also always make the effort to include all ages in our events, and to try to encourage participation by our Sunnyarts youth, too. Our young resident participation at our events is outstanding.

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 attendance rates and resident feedback to gauge our event success. Last year we again saw increasing attendance rates at our functions, including the attendance of some neighbors in bordering communities not served by active neighborhood associations. We've also continued to see increasing membership and participation in our Yahoo group, which is our primary means of communication throughout the year. We constantly hear the phrase "it feels like a real community" after our events. This is no small feat in such a busy locale, and we're proud of the fact that our residents feel like they know and can count on their neighbors. Building upon this participation momentum, we're very excited about our new events focused on safety and security that we have scheduled this year in addition to our regular annual events. We are anticipating good attendance numbers at all of our activities.

We're also very pleased with our philanthropic spirit and the success rates of our charitable drives here in Sunnyarts. Two years ago we collected and donated hundreds of dollars worth of supplies to HomeFirst to help provide for the homeless. Last year we participated in a charitable drive for diapers and toilet paper for Sunnyvale Community Services during National Night Out. Our participation rates and collection amounts placed us second (by a very narrow margin) to only one other neighborhood in Sunnyvale. We collected 1,208 diapers and 258 rolls of toilet paper during the evening, and Sunnyvale Community Services was able to help 230 families with what we collected. Considering how small our neighborhood association is compared to many others in the city, this is an absolutely fantastic result and participation rate. We're planning on partnering with SCS again during our NNO event again this year.

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 supported, and each event sees time contributions from many residents, depending upon the event type and support needed. We have very good participation in hosting our events. During these functions, neighbors contribute refreshments, extensive man-hours, food supplies, decorating supplies, tables, chairs, flyer preparation, printer supplies, distribution efforts, and outside training to bring services to our neighbors (PEP, etc.). In addition, significant monetary contributions are made out-of-pocket by our residents to support our events when funds are not 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'll be hosting another Goodwill collection event this year to augment the funds we'll have available to host our events. We'll also be relying on individual time/supplies/monetary contributions as necessary. We do try to keep our events as cost-efficient as possible to mitigate the need for individuals to take money out-of-pocket. We host our events outside in a safe cul-de-sac, and we're going to utilize a park building (free to us as a neighborhood association event) for our new PEP class. We've dovetailed our 'Evening with DPS' event with an 'Energize Sunnyvale' presentation, so we can utilize a free room for that, too, since we have no indoor facilities available to us here in Sunnyarts. We try to be thrifty wherever possible by utilizing city-provided resources when available, and also by purchasing reusable supplies for our events such as tablecloths, etc.). This helps not only to host our events in a cost-effective manner, but also keeps non-reusable items out of landfills, which our neighborhood likes, since we also have a strong environmental-positive culture and mind set here in Sunnyarts.

That being said, we still greatly rely on financial assistance from the city to host our events, which we find critical in our continuing efforts to build our community identity and spirit, along with providing our community members access to information/services to increase their personal safety and disaster preparedness. We've also found that we get higher participation rates when we can advertise city support for our events, as it makes our residents feel as if the city really cares about and supports our community here in Sunnyarts.

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, 2017.

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

Address: 1083 Robbia Drive, Sunnyvale, CA 94087

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

Signature:  **Date:** 5/11/16

Treasurer - The treasurer tracks expenses, files receipts, oversees the budget and submits a final financial report to the City. The Project Leader may also serve as the Project Treasurer.

Note: The City of Sunnyvale reserves the right to audit grant award funds.

Treasurer Name: Uma Sriram, Treasurer (Jennifer Wong, Chairman, signing for Uma)

Address: 1261 Rembrandt Drive, Sunnyvale, CA 94087

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

Signature:  **Date:** 5/11/16

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
2016/17 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, 2017.**

Project Expenses

Activity	Estimated Costs	Actual Costs
1. 'Evening with DPS'/'Energize Sunnyvale' Event	\$ 25	\$
2. Annual Potluck/Block Party	\$ 100	\$
3. PEP (Personal Emergency Preparedness) Class	\$ 25	\$
4. National Night Out Ice Cream Social	\$ 425	\$
5. Goodwill Donation Drive	\$ 25	\$
6. Halloween Party and Safety Event	\$ 400	\$
7.	\$	\$
8.	\$	\$
9.	\$	\$
Total Expenses	\$ 1000	\$
Amount Requested from the City of Sunnyvale	\$ 1000	

Other Sources of Support

Volunteer Hours (valued at \$26.87/hour, per independentsector.org)	\$ 4030.50
Donated Materials/Services (food, supplies, equipment)	\$ 1500
Other Funding Received (other grants, collected dues, donations)	\$ 1322.65
Other	\$
Other	\$
Total Neighborhood Association Contribution	\$ 6853.15

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