



**City of Sunnyvale
Neighborhood Grant Program
Application
Fiscal Year 2017/18**

Office Use Only

Date Received: _____

Application

Completed: _____

Application Deadline: Friday April 7, 2017 by 5 p.m.

Thank you for your interest in the Neighborhood Grant Program. Please make sure you thoroughly reviewed the grant guidelines and eligibility criteria to determine if your group qualifies for funding. Funding requests will be considered as part of an annual competitive application process. Neighborhood Grant Program funding will be determined by City Council during the adoption of the FY 2017/18 Budget. If Council approves the funding, each neighborhood group is eligible to apply for and receive a grant of up to \$1,000. Applicants will be notified of award decisions in July 2017.

Complete applications may be submitted in the following ways:

Mail or Drop-Off in Person:

Sunnyvale Community Center (Recreation Center Front Desk)

Attn: Alisha Rodrigues

550 E. Remington Dr., Sunnyvale CA 94087

Email: ncs@sunnyvale.ca.gov or *Fax:* 408-730-7754.

For questions, contact Alisha Rodrigues at ncs@sunnyvale.ca.gov or 408-730-7599.

Name of Neighborhood Group or Association: Evelyn Glen HOA

Name of Individual Submitting Application: Trillo, Austin

Individual's Email: Austint@MavenMc.com Phone: 408-353-2126

Name of Proposed Project: 'A Taste Around the World'

Grant Amount Requesting 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?

see attachment.

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?

See attachment.

Project Description:

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

see attachment.

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

see attachment.

Project Plan:

5. Using the chart below, list the specific activities needed to carry out your project and/or event including an estimated date of completion for each activity. (All projects must be completed by June 1, 2018).

Activity	Person(s) Responsible	Completion Date (mo/yr)
<i>Example:</i> Create flyers/email for advertising the BBQ	Jane Smith	08/17
1. Create theme / start advertising	Maven	06/17
2. Have plan with HOA Board.	Maven	07/17
3. Start inquiring w/ community on suggestions/extras	Maven	8/17
4. Set date	Maven + E.G.	8/17
5. select foods - donated & purchased	Maven + E.G.	8/17
6. Event		9/17
7.		
8.		
9.		
10.		
11.		
12.		

6. Describe how your project and/or event 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

see attachment.

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

see attachment -

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

See attachment -

9. Please explain how your organization intends to operate this project and/or 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.

see attachment.

1. Evelyn Glen Homeowners' Association was established in 2008. The association was formed to unite different people of Silicon Valley within a modern, clean, and diverse environment to call home. The community consists of 130 townhouses, all accommodating different age and cultural backgrounds. The community lies at the intersection of Evelyn Avenue and Wolfe Road in Sunnyvale, California.
2. Evelyn Glen is a very active neighborhood group. The Board has hosted many social activities such as guest speaking events, various holiday celebrations, and social parties. The most recent was the Halloween Pumpkin Carving Party. This event not only brought the community together but highlighted the children and many families that live within the association. Evelyn Glen is able to host many functions within a common area that supports the entire community. The design of the association allows events to happen outdoors on a manicured lawn area and indoors within a modern clubhouse. The annual budget is approximately around \$400k. The association raises funds from assessments paid on a monthly basis.
3. The proposed project, "A Taste Around the World" will be a multicultural food and social event, capturing the various culinary traditions across the world. The idea comes from the extremely diverse population that has formed within Evelyn Glen. The event and social project will be a way for an already close community to come together in a different way, experiencing another's culture. We will highlight 6 different cultures with various traditional cuisines. This will benefit the association by bringing together social unity. The Evelyn Glen Association is large and busy with many of the residents participating in the daily bustle of Silicon Valley. Any event or activity that brings more of a sense of community awareness is a positive act in our modern world. Taking the thought further, we are fortunate to have a very diverse community, bringing different cultural traditions. Food and uniting together with sharing meals is almost universal. We will be able to share each others traditions and values. With Evelyn Glen being as active as it has been in the past, I would anticipate on approximately half the community attending an event of this nature.
4. I chose this project because as the managing company, I see firsthand a wide array of communities in various cities around the Bay Area. Evelyn Glen has a board and community committed to seeing one another thrive. This is not only evident with the visual landscape of the community but with the people themselves. Most communities of this magnitude have a difficult time bringing the community together but Evelyn Glen encourages community. Recent upgrades to the community, such as landscape and children structures are a reflection of the community involvement. The proposed event will take this effort and give back to the people.
5. See attached Project Plan.
6. This event will focus on communication and cultural awareness. Sharing food among the community from various cultures will promote cultural ties, increase communication, and enhance the neighborhood pride. With a diverse identity as a whole, this event will shine a new light of the diversity that is already present.
7. A measure of success will be attendance. Like I stated, the board is very active. I would expect a decent amount of residences participating in the event.
8. Neighborhood resources can vary. Volunteers can donate time with preparing traditional dishes or organizing where we can find traditional dishes in our area. If any other cultural aspects would like to be expressed at this event (ie: art, music, dance) materials and time would be added to ensure a successful event.

9. I feel an event like this can start a new tradition for the community. Assistance of any kind is beneficial to the community. A jump start, with help from the City of Sunnyvale, can motivate events like this to carry on without assistance in the future with more involvement. This can be the goal over time that the event is completely donated time and effort of community members. Evelyn Glen can easily achieve this goal with the members of the community already in place.

Project Team:

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

1. Project Leader - The Project Leader serves as the primary point of contact for the grant application process. The Project Leader also has fiduciary responsibilities and is responsible for submitting a final project report to the City. The final report, including eligible receipts and invoices showing payment is due within 30 days of project/event conclusion and no later than June 15, 2018.

Project Leader Name: Trillo, Austin
E-mail: AustinT@MarenMC.com **Phone Number:** (408) 533-2126
Address: 15 E. Main St. LG CA 95030
Signature: [Signature] **Date:** 4/7/17

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

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

Treasurer Name: Boyd, Vicki
E-mail: VickiB@MarenMC.com **Phone Number:** (408) 353-2126
Address: 15 E. Main St. LG CA 95030
Signature: [Signature] **Date:** 4/7/17

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

Name: _____
E-mail: _____ **Phone Number:** () _____
Address: _____
Responsibilities: _____
Signature: _____ **Date:** _____

Name: _____
E-mail: _____ **Phone Number:** () _____
Address: _____
Responsibilities: _____
Signature: _____ **Date:** _____

City of Sunnyvale Neighborhood Grant Program 2017/18 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, 2018.**

Project Expenses

Activity	Estimated Costs	Actual Costs
1. <i>Preparing clubhouse - (cleaning fee)</i>	\$ 145	\$ 145
2. <i>minimal supplies (flatware, tablecloths)</i>	\$ 100	\$ 100
3. <i>Beverages</i>	\$ 150	\$ 150
4. <i>Food</i>	\$ 605	\$ TBD w/ donations
5.	\$	\$
6.	\$	\$
7.	\$	\$
8.	\$	\$
9.	\$	\$
Total Expenses	\$	\$
Amount Requested from the City of Sunnyvale	\$ 1000	

Other Sources of Support

Volunteer Hours (valued at \$27.59/hour, per <i>independentsector.org</i>)	\$ 551.80 @ 20 hrs.
Donated Materials/Services (food, supplies, equipment)	\$ 448.20
Other Funding Received (other grants, collected dues, donations)	\$
Other:	\$
Other:	\$
Total Neighborhood Association Contribution	\$ 1000

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