



**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: Ponderosa park neighborhood

Name of Individual Submitting Application: Catherine Wong

Individual's Email: catcatsnomnom@gmail.com Phone: (415) 244-1084

Name of Proposed Project: Outdoor Movie night

Grant Amount Requesting from the City of Sunnyvale: \$ 1,000.00
(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?

The association was formed in September 2006.

Geographic boundaries are east of Wolfe, west of Lawrence and Tamarack lane/Helen, South of Evelyn/Reed, North of El Camino. There are about 1000 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?

The only one we know of is the neighbor's night out BBQ. Yes, it is a formal association. Annual budget is unknown at the time.

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?

As community members that live around Ponderosa Park, we would like to use the grant to host outdoor movie nights on the local school grounds/ field. The goal of the event is to encourage neighbors to interact with each other at fun, low-key family oriented movie nights. By getting to meet our neighbors and socializing, we can put faces and names to our neighbors and break down barriers. Too often we just wave at our neighbors in passing but do not bother to get to know each other. Socializing in a public setting should ease those barriers.

A recent poll on Nextdoor.com shows that 92% of the the poll takers within the Ponderosa park neighborhood support and would attend the event (out of 60 votes) . Assuming each vote is a household, we expect 50-100 people to attend the event.

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?

A discussion was started on Nextdoor website/app as to what would be the most beneficial event for our community in a timely manner. A few members suggested this Outdoor movie evening event because it is being done successfully in other cities such as San Francisco, Redwood City and Los Altos. We want to recreate this in our neighborhood in a smaller scale to encourage conversation amongst ourselves.

A recent poll on Nextdoor website/ app shows that 92% of the poll takers or 55 people (within Ponderosa park neighborhood) are in favor of it.

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. Hiring outdoor movie rental company	John Brown	06/17
2. Licensing	Steve Choy	06/17
3. creating flyers	Catherine Wong	06/17
4. passing out flyers in the neighborhood	Catherine Wong	06/17
5. creating an event on nextdoor	Catherine Wong	06/17
6. emailing Ponderosa park neighborhood association members	Catherine Wong	06/17
7. organize volunteers for day of event clean up crew (set up/clean up)	Steve Choy	08/17
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

We believe that our event will provide households living in local neighborhood surrounding Ponderosa park an opportunity to bond and create community. We do not have events to give neighbors an opportunity to meet each other beyond the yearly National Night Out event. We want to keep the event local, small and family oriented to encourage communication. If it gets too big, people will feel like a face in the crowd and shy away from talking to one another. We feel that a small event will help develop a neighborhood identity, build lasting friendships and strengthen community.

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

If we can get about 50-100 neighbors to attend, it would be considered a success.

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.)?

10 volunteer hours, flyers, snacks

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.

If this event is successful, we can have smaller ones in the future. We can get our own equipments (projector, screen, speaker) and host it ourselves.

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.**

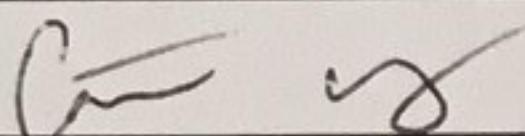
1. Project Leader - The Project Leader serves as the primary point of contact for the grant application process. The Project Leader also has fiduciary responsibilities and is responsible for submitting a final project report to the City. The final report, including eligible receipts and invoices showing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

Project Leader Name: Catherine Wong

E-mail: catcatsnomnom@gmail.com

Phone Number: (415) 244-1084

Address: 971 Iris Avenue, Sunnyvale, CA 94086

Signature:  Date: 04/06/17

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.

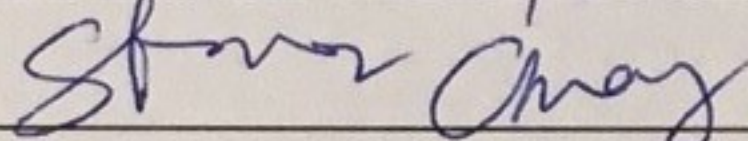
Note: The City of Sunnyvale reserves the right to audit grant award funds.

Treasurer Name: Steve Choy

E-mail: stevechoy@stanford.edu

Phone Number: ()

Address: 984 Iris Avenue, Sunnyvale, CA 94086

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.)

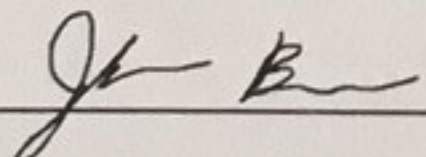
Name: John Brown

E-mail: drjb101@gmail.com

Phone Number: () 650-575-4296

Address: 950 Mesa Oak Court, Sunnyvale, Ca 94086

Responsibilities: Helping with negotiating with event company

Signature:  Date: 4/7/17

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.Outdoor movie rental	\$700.00	\$
2.Movie licensing	\$300.00	\$
3.	\$	\$
4.	\$	\$
5.	\$	\$
6.	\$	\$
7.	\$	\$
8.	\$	\$
9.	\$	\$
Total Expenses	\$	\$
Amount Requested from the City of Sunnyvale	\$ 1,000.00	

Other Sources of Support

Volunteer Hours (valued at \$27.59/hour, per <i>independentsector.org</i>)	\$ 275.90
Donated Materials/Services (food, supplies, equipment)	\$100
Other Funding Received (other grants, collected dues, donations)	\$
Other:	\$
Other:	\$
Total Neighborhood Association Contribution	\$375.90

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