



**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: Sunny Arts Neighborhood Association

Name of Individual Submitting Application: Sandra Henderson

Individual's Email: smattevea@hotmail.com Phone: 408.720.0299

Name of Proposed Project: Sunny Arts Community Trade Building

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

(continued)

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. Sunnyarts neighborhood participates in several annual activities. We try to change them somewhat from year to year to keep them interesting. This year we are reinstating the meet and greets of year's past, the Neighborhood wide garage sale and are adding a holiday lighting contest. We will honor all ethnic holiday traditions beginning with Diwali through New Year's. The illuminating decorations will increase the neighborhood pride we feel and provide an opportunity for residents to visit with each other during that busy season. Getting to know each other and where we each live are the basis for all of our safety efforts as well.

All of our events are the result of resident volunteers with the majority of necessary supplies being donated by them. As previous neighborhood chair for many years and now resuming that job again, I can attest that the chairperson donates the most and does so continuously, paying for the glue that keeps us together! Our major fund raiser involves donating to Goodwill trucks brought in for a day's collection. That also accomplishes a neighborhood cleanout. In previous years when the opportunity presented itself, we have volunteered the wine and beer booths at the summer Wednesday street dances for neighborhood seed money. Nearly all of our events involve charity collection of some sort. We also very much count on the city grant program and can't think of anything the city does that gives a bigger community return. A thousand dollar grant allotment amounts to approximately \$3.80 per household to our 256 homes. That is a relatively small request from the immense amount of taxes, sales, real estate etc. that each family pays annually in Sunnyvale. Sunnyarts homes are large enough, 4-6 bedrooms, to house multi generations so that \$3.80 per home is divided even further to benefit many people at each residence! A household of six people would gain about 60 cents each per year to cover our communal socializing and safety education! We are so grateful to our neighbors for their generosity that truly ensures our association's existence.

3. Getting to know each other socially helps us look out for each other, be it by repairmen recommendations or notifications about suspicious activity. We have much opportunity for that thanks to our get togethers. We start the year out with a cake and coffee meet and greet, especially welcoming new neighbors at that. Our family international pot luck block party is held late spring where we do a canned food drive. Summer hosts our neighborhood garage sale followed by the Goodwill truck donation the next weekend. At National Neighborhood Night Out, the second Tuesday in August, we provide an ice cream social and old fashioned games and chalk street art, rewarded by balloon creations and face painting. We show our gratitude to the law officers that come out to visit us and collect paper goods; toilet paper and paper towels and disposable diapers of all sizes for Sunnyvale Community Services. We are very proud to have donated more than any other neighborhood to Sunnyvale Community Services. Another cake and coffee meet and greet can be held early fall. The favorite tradition to all is our annual Halloween costume parade and family pumpkin carving contest held in front of the house most decorated in our neighborhood for the last 30 years! Fun is consistent with safety on that Hallows eve where illuminating light sticks are distributed to all of the trick or treating children. That charity collection is for warm socks donated to homeless shelters.

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?

Sunnyarts has 100% participation at some or all of our events. Neighbors are informed by a calendar via our neighborhood yahoo site early on in the year. That same calendar is also delivered to each home. Reminders are done on the yahoo site. Many of our get togethers happen the same time every year giving us all lots to look forward to.

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. Event Calendar Flyers	Sandy Henderson	12-31-17
2. Meet & Greet Event #1	↓	2-17
3. Meet & Greet Event #2	↓	9-17
4. International Food Potluck Canned Goods Donation Drive	Block Party Hendersons/Wongs Neighbors	Late Spring
5. Neighborhood Garage Sale + Lemonade Stand	Sandy Henderson neighborhood kids	Summer '17
6. Food Will Truck Donation + Lemonade Stand	↓	Summer '17
7. Neighborhood Night Out Ice Cream Social Games, Check Art, Bedrooming & Face Painting	Hendersons/ Wongs & Neighbors	2nd Tuesday in August, 2017
8. Sunnyvale Community Services Donation Drive		
9. Halloween Costume Parade & Family Pumpkin Carving Contest	Henderson Family	10-31-17
10. New Socks for the Homeless Donation Drive		
11. Sunnyvale Festival of Lights	Neighborhood	Oct - Dec. 2017
12.		

waiting for
Good Will
to tell
us our
date!

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

- Increasing communication among neighbors

Sunnyarts multiple successive events gives much communication opportunity to neighbors.

Any cultural gaps have been filled with the sharing of international foods and customs.

Terrorism has kept our attention on communal safety. Living in an earthquake prone state has us keeping each other abreast of emergency measures and supplies. The downturn of the economy in past years resulted in the increase of home robberies. We contributed to a neighborhood security camera system. We all keep a vigilant eye out for each other alerting via our yahoo website of suspicious activity and as a result kept much of that crime at bay. The main focus since the drought has been the exchange of ideas for drought tolerant yard design and planting. Sunnyarts has many beautiful examples of that gardening. Using our social activities to focus on all of the above deterrents will continue. Safety measures and beautifications are discussed at these gatherings. For example, It has been suggested that we try to raise enough money to have all our curbs painted with our house numbers which would aid in a time of disaster.

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

The fact that Sunnyarts events are well attended and enjoyed every year ensures that they continue to happen. Attendance has increased every year. Volunteering has increased. Donations have increased! We are all proud to be members of Sunnyarts Neighborhood Association in Sunnyvale. We look forward to finally having a downtown area to serve and represent us and our taxes as well. Thank you for allowing us the opportunity to apply for your grant again this year.

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.)?

Countless volunteer hours, unlimited donations to neighborhood events. Amazing charity donations!

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.

Sunnyarts members will continue to volunteer and donate supplies. We have yet to receive a full \$1,000 grant from the city. We have had to be very creative beyond the \$1.00 or less per household that was granted us, and therefore exist on volunteerism and resident donations. We will continue to research possible fund raising ideas. The Goodwill truck remains our best investment in that to date.

We hope to build an inventory of tables, signs etc. to be used at our events and storage for them, to be passed on to future chairpersons in the future. We have all of our activities well documented to insure easy chairmanship transition.

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: Shandra Henderson
E-mail: shandraec@hotmaile.com **Phone Number:** (408) 720-0249
Address: 1069 Sargent Drive 94087
Signature: [Signature] **Date:** 4/17

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: [Signature]
E-mail: _____ **Phone Number:** (____) _____
Address: _____
Signature: _____ **Date:** _____

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: Bill Henderson
E-mail: wjh@pgc.com **Phone Number:** (408) 720 0249
Address: 1069 Sargent Drive 94087
Responsibilities: Chair person's spouse / event assistant
Signature: [Signature] **Date:** 4/17

Name: Jennifer Wong
E-mail: thewongfamily@lyrad.com **Phone Number:** (408) 222-2222
Address: 331 Robbin Ct, Sunnyvale 94087
Responsibilities: Event assistant
Signature: [Signature] **Date:** 4/17

will get rest of her info once she commits for marketing

**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>Two Meet & Greets</i>	\$ 100	\$
2. <i>Annual PB Huck Block Party</i>	\$ 150	\$
3. <i>Neighborhood Wide Car Wash</i>	\$ 50	\$
4. <i>Goodwill Donation Drive</i>	\$ 50	\$
5. <i>Nat'l Neighbor Night Out</i>	\$ 400	\$
6. <i>Festival of Lights</i>	\$ 50	\$
7. <i>Halloween Event</i>	\$ 200	\$
8. <i>Pending 256 houses x \$20 = \$512</i>	\$	\$
9. <i>Four 6' Benches</i>	\$	\$
<i>Collapsible Tables and 420 cup</i>	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>)	\$ 4020.50
Donated Materials/Services (food, supplies, equipment)	\$ 2000
Other Funding Received (other grants, collected dues, donations)	\$ 1300
Other:	\$
Other:	\$
Total Neighborhood Association Contribution	\$ 7320.50

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