

Rec'd
4/29/20
CW

Sunnyvale Cares Nonprofit Grant Program Application

Application Deadline: June 30, 2020 by 5 p.m.

Thank you for your interest in the Sunnyvale Cares Nonprofit Grant Program. Please review the grant guidelines to determine if your organization qualifies for funding. Funding will be approved by the City Council in late July 2020. Applicants will be notified of award decisions in after City Council decision.

Complete applications may be submitted in the following ways:

- Mail or Drop Off in Person: Office of the City Manager (Front Desk) Attn: Economic Development 456 W. Olive Avenue, Sunnyvale, CA 94086
- Email: svcares@sunnyvale.ca.gov

For questions, email svcares@sunnyvale.ca.gov or call 408-730-7607.

Name of Nonprofit organization: Immigration Services of MV (ISMV)
 Name of Individual Submitting Application: Althea U. Tomiima
 Individual's email: [REDACTED] Phone: [REDACTED]
 Grant Amount Requesting from the City (Maximum grant amount is \$30,000): \$ 30,000.00 *

Organization Background

1. When was your organization formed?
April 2010
2. What is your Mission?
To provide immigration legal services and education to our community
3. Approximately how many Sunnyvale customers are served annually?
300 +
4. Describe your group's activities and the resources that support those activities.
Appointments, applications, presentations (bilingual)
5. What is your annual budget? \$ 321,296.00

* \$10,000 → put back money we have taken from our savings
 \$10,000 → for future losses in revenue
 \$10,000 → for direct client fees (we will distribute to those most in need).
\$30,000.

6. How do you raise funds?

client fees (low bono), grants, donations

7. How many employees does your organization have?

6

8. What steps has your organization taken to address budget impacts due to COVID-19?

We are having interviews over the phone and processing cases via the mail. Trying to be efficient, reducing office hours.

9. Describe the impacts of the COVID 19 pandemic on your organization, specifically, what are the financial impacts?

Increased mailing fees, fewer clients paying their fees, slower at processing cases, having reduced staff

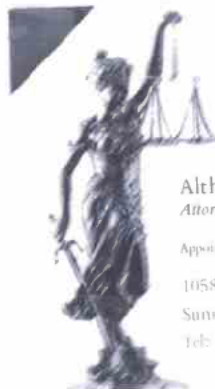
10. For what purposes would this grant be used and how would it benefit your organization and customers?

more staff hours so that we can even more efficiently process cases, see more clients and keep fees low and do some for less or no fees.

11. Any other information you would like the Council Committee to consider?

Our doors have been closed to the public since mid-March 2020. We have had to take from our savings. We are the only non-profit legal service provider in northern Santa Clara County. We love Sunnyvale!

* * * hours, having to purchase more supplies, and having to reorganize office layout and equipment.



Immigration Services of Mountain View

a non-profit serving low-income immigrants

e-mail: info@ismv.org
www.ismv.org

Althea Uhlman Tomijima
 Attorney at law (Licensed by the State Bar of California)

Appointments on Thursdays and Fridays only

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