



CITY OF SURPRISE
Council Subcommittee on Community Outreach, Partnerships & Grants

16000 N. Civic Center Plaza
Surprise, AZ 85374

Wednesday, October 5, 2022 @ 3:00 PM
Council Overflow Room

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Current Events and Reports
- E. Staff Reports
- F. Council Subcommittee on Community Outreach, Partnerships & Grants Meeting Agenda

CALL TO THE PUBLIC:

INSTRUCTIONS: In order to address the Board\Commission, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the Secretary before the meeting begins.

Note: A.R.S. 38-431.01(H) - During this time members of the public may address the Board\Commission only on issues within the jurisdiction of the Board\Commission which are not an item on the agenda. At the conclusion of the open call, the Board\Commission may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

CONSENT AGENDA:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|---|------------------------------|
| 1. | Citywide | Consideration and action pertaining to the approval of the June 22, 2022, Council Subcommittee on Community Outreach, Partnership and Grants meeting minutes. | Human Svcs and Comm Vitality |
| 2. | Citywide | Presentation and action pertaining to funding recommendations for the FY23 Neighborhood Grant Program applications. | Human Svcs and Comm Vitality |

G. Other Business and Future Agenda Items

H. Executive Session

For information purposes: Upon a public majority vote of a quorum ("Commission"), the Commission may hold an executive session, which will not be open to the public, but for only the following purposes: discussion or consideration of records exempt by law from public inspection (A.R.S. §38-431.03(A)(2));

or discussion or consultation for legal advice with the attorney or attorneys of the public body (A.R.S. §38-431.03(A)(3)).

Confidentiality Requirements: Pursuant to A.R.S. §38-431.03(C)(D), any person receiving executive session information pursuant to A.R.S. §38-431.02 shall not disclose that information except to the Attorney General or County Attorney or by agreement of the Commission, or as otherwise ordered by a court of competent jurisdiction.

The Commission may vote to hold an executive session for the purpose of obtaining legal advice from the Commission's attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3).

I. Adjournment

POSTED: October 03, 2022 at 4:30 PM

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.



CITY OF SURPRISE
Council Subcommittee on Community Outreach,
Partnerships & Grants

Council Meeting Date: October 5, 2022 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations:

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Consideration and action pertaining to the approval of the June 22, 2022, Council Subcommittee on Community Outreach, Partnership and Grants meeting minutes.

Motion:

I move to approve the minutes from the June 22, 2022 Council Subcommittee on Community Outreach, Partnership and Grants meeting.

Background:

N/A

Objective Analysis:

N/A

Policy Compliant:

N/A

Financial Impact:

N/A

Budget Impact:

N/A

FTE Impact:

N/A

ATTACHMENTS:

1. 6.22.22 SCOP&G Minutes Draft
-

CITY OF SURPRISE
Subcommittee on Community Outreach, Partnerships & Grants
Meeting Minutes – DRAFT

JUNE 22, 2022 / 2:00 PM

Council Overflow Room
16000 North Civic Center Plaza
Surprise, AZ 85374

CALL TO ORDER.

Chair Chris Judd called the Subcommittee on Community Outreach, Partnerships & Grants meeting to order at 2:00 p.m. at Surprise City Hall, 16000 North Civic Center Plaza, Surprise, Arizona 85374, on June 22, 2022.

ROLL CALL

In attendance were Chair Chris Judd, Vice Mayor Aly Cline, and Councilman Jack Hastings.

PLEDGE OF ALLEGIANCE

STAFF PRESENT:

Human Service & Community Vitality Director Seth Dyson, Government Relations Administrator Jodi Tas, Human Service Community Vitality Assistant Director Deb Perry, and HSCV Administrative Specialist Karina Caraveo were present.

REGULAR AGENDA ITEMS - NON-PUBLIC HEARING:

Item 1 – Citywide – Consideration and action pertaining to the approval of the May 9, 2022, Council Subcommittee on Community Outreach, Partnership and Grants meeting minutes.

Councilman Hastings moved to approve the May 9, 2022 Council Subcommittee on Community Outreach, Partnership and Grants meeting minutes. Vice-Mayor Cline 2nd. Motion carried a 3-0 vote.

Item 2 – Citywide – Consideration and action pertaining to establishment of a FY2023 Neighborhood Grant Program application and award timeline.

Human Services and Community Vitality Director Seth Dyson provided a brief overview of the application and timeline.

Vice-Mayor Cline moved to approve the establishment of an application and award timeline of the FY2023 Neighborhood Grant Program. Councilman Hastings 2nd. Motion carried a 3-0 vote.

Item 3 – Citywide – Consideration and action pertaining to the approval of the FY2023 Neighborhood Grant Program application.

Human Services and Community Vitality Director Seth Dyson provided a brief overview of the application.

Vice-Mayor Cline moved to approve the application of the FY2023 Neighborhood Grant Program. Councilman Hastings 2nd. Motion carried a 3-0 vote.

Item 4 – Citywide – Update pertaining to the Surprise Community Outreach Program and Neighborhood Grant Program for FY2022

Human Services and Community Vitality Director Seth Dyson provided an update of the FY2022 Surprise Community Outreach Program and Neighborhood Grant Program.

ADJOURNMENT:

Councilman Hastings made a motion to adjourn with a second from Vice-Mayor Cline. Motion carried 3-0. Meeting adjourned at 2:37 p.m.

Approved by
Chris Judd, Chair

Minutes transcribed by
Karina Caraveo



CITY OF SURPRISE
Council Subcommittee on Community Outreach,
Partnerships & Grants

Council Meeting Date: October 5, 2022 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations:

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Presentation and action pertaining to funding recommendations for the FY23 Neighborhood Grant Program applications.

Motion:

I move to recommend to City Council the funding for the FY23 Neighborhood Grant Program as follows:

Background:

The Neighborhood Grant Program was established in 2015 to foster the partnership between the city and its neighborhoods. Each year, City Council sets aside \$10,000 to fund the Neighborhood Grant Program. This program provides an opportunity for neighborhoods to apply for grants to build community engagement. The program encourages involvement of residents to support neighborhood initiated planning and community building.

Objective Analysis:

To build neighborhood involvement through neighborhood events, programs, activities as well as cultural, social and recreational initiatives.

Policy Compliant:

This item is consistent with City and Council policies.

Financial Impact:

Approved grant expenditures will not exceed \$10,000 for FY23.

Budget Impact:

The FY23 budget included \$10,000 in the Human Service and Community Vitality Department for the Neighborhood Grant Program.

FTE Impact:

N/A

ATTACHMENTS:

1. Litchfield Manor Homeowners Association
 2. Homestead at Marley Park
 3. Surpise Farms III
-

The City of Surprise
Neighborhood Grant Program
PROJECT SUMMARY FORM
FY 2022 – 2023

IMPORTANT: The Project Application Forms on the following three pages must be thoroughly completed.

For more information contact:

Jodi Wittrock

Governmental Relations Administrator

623.222.1330

Jodi.Wittrock@surpriseaz.gov

PROJECT APPLICATION FORMS

Please provide the following information regarding your proposed project.

This three-page application is due to Jodi Wittrock on Friday, September 23 by 5 p.m.

Name of Neighborhood:	Litchfield Manor Homeowners Association
Name of Proposed Project:	To help build community in Litchfield Manor
Contact Person: Other Contacts (If Applicable): Note: May include a community partner working on the project.	Name: <u>Tyhanna Harrison</u> Address: <u>[REDACTED]</u> Telephone: <u>[REDACTED]</u> Email: <u>[REDACTED]</u> Name: <u>Tami Uyeda</u> Address: <u>[REDACTED]</u> Telephone: <u>[REDACTED]</u> Email: <u>[REDACTED]</u>
What is the goal of the project?	Our Goal is to use the money to put on community events.
Please describe the need for the project.	We would like to put on events like movies in the park, Spring Festivals, Fall festivals, and much more.
What support have you received? Who is involved?	At this time we have the support of the entire HOA and the Park Committee. Who will help put on the event.
Have you received HOA approval? (if applicable)	Yes
Do you have the support of 5 neighbors?	Yes
How will this bring your neighborhood together?	We hope these events will bring the community together and help introduce all the new families who have moved into our community in the past few years since COVID.

PROJECT APPLICATION FORMS (Continued)

Please use the following worksheets to estimate your project expenses.

PROPOSED PROJECT EXPENSES

Note: These are only common categories and may not be all inclusive of the expenses for your project or program. Please add to this list on this sheet or another sheet of paper if needed and leave sections blank that do not apply to your project or program.

Type of Cost	Description of Expense	Projected \$ Amount
Salaries/Wages such as youth to clean up after an event, babysitters, etc.	Face Panthers	\$ 460
Contracted Services such as site planning, sidewalk installation, etc.		\$
Material/Supplies such as refreshments, safety equipment, etc.	Sams Club (drinks, cookies, chips, napkins, plates and ice) Papa Johns Pizza (205 large pizzas)	\$ 2880.89
Communication such as long distance phone calls, internet usage, etc.		\$
Printing/Reproduction such as fliers, invitations, applications, etc.		\$

Rentals/Leases such as renting a PA System for an event	-Paradise Bouncers (bounce house, trackless train, cotton candy machine, generator) -White King Party Rental (tables) -Porta Potty Rental -Movie screen rental -Movie License	\$ 5707.37
Capital Purchases such as playground equipment, trees, etc.		\$
Other		\$
Grand Total of Expenses a)		\$ 9048.26

PROPOSED PROJECT REVENUE

Cash Donations from Partners

Name of Neighborhood, Person or Organization	\$ Amount
	\$
	\$
	\$
	\$
	\$
	\$
Total Cash From Partners b)	\$

In-Kind Donations from Partners

Person/Group & Activity Performed

\$ Amount

	\$	
	\$	
	\$	
	\$	
	\$	
Total In-Kind From Partners	c)	\$

Volunteer Hours (Valued at \$29.95 per hour)

of Hours
X \$29.95
per hour =

Person/Group & Activity Performed

HOA Board Members (6 hours each)	\$ 1078.20	
	\$	
	\$	
	\$	
	\$	
Total Volunteer Labor	d)	\$ 1078.20

Grand Total (b+c+d=e)

e) \$ 10,126.46

Project Overage or Shortage (a-e=f)

f) \$ 126.46

City Grant Request (Total cash request from the City of Surprise)

g) \$ 10,126.46

Minimum amount willing to accept to continue with the project

e) \$ 5,000

Neighbors within your residential area supporting the idea and the project application. A minimum of five (5) is required.

Name: Stephen Harrison

Address: [REDACTED]

Phone: [REDACTED] Email: [REDACTED]

Name: Danielle Mills

Address: [REDACTED]

Phone: [REDACTED] Email: [REDACTED]

Name: Justice + Alesia Braimah

Address: [REDACTED]

Phone: [REDACTED] Email: [REDACTED]

Name: ESTELLA RENICH

Address: [REDACTED]

Phone: [REDACTED] Email: [REDACTED]

Name: Kelli Conklin

Address: [REDACTED]

Phone: [REDACTED] Email: [REDACTED]

NEIGHBORHOOD GRANT PROGRAM

The City of Surprise works to improve the quality of life for its residents and increase community spirit. To accomplish our mission, we have created the Neighborhood Grant Program. This program has been designed to provide funding to neighborhood groups to help them improve their neighborhoods and meet the needs of their residents.

If you are interested in applying for a Neighborhood Grant, please contact the City of Surprise at (623) 228-1234. We will be happy to provide you with an application packet and answer any questions you may have. The application packet will include information on the program, the application process, and the criteria for selection. We will also provide you with a list of potential projects that you can choose from. We look forward to hearing from you and helping you improve your neighborhood.



HOW THE PROGRAM WORKS

The City of Surprise has created the Neighborhood Grant Program to provide funding to neighborhood groups to help them improve their neighborhoods and meet the needs of their residents. The program is designed to provide funding to neighborhood groups to help them improve their neighborhoods and meet the needs of their residents. The program is designed to provide funding to neighborhood groups to help them improve their neighborhoods and meet the needs of their residents.

HOW TO APPLY

If you are seeking funds for Fiscal Year 2022-2023, you will need to do the following:

1. Complete and submit a Neighborhood Grant Program Application to the City of Surprise by Friday, September 23, 2022 by 5 p.m. All proposals received after this deadline will not be considered.

NEIGHBORHOOD GRANT PROGRAM

APPLICATION INFORMATION

FY 2022-2023

2. Attend the Neighborhood Grant Program Application Workshop on Wednesday, September 28, 2022 at 3 p.m.

- a. The applicant must provide a description of the project for \$10,000 to \$25,000.
- b. The applicant must provide a budget for the project.
- c. The applicant must provide a letter of support from the neighborhood group.
- d. The applicant must provide a letter of support from the City of Surprise.

PROGRAM PURPOSE

Surprise City Council would like to engage residents and increase community spirit. To encourage our residents to do so, the Neighborhood Grant Program has been initiated to provide monetary assistance to support activities with goals that comply with our initiative.

Are you interested in sponsoring a special event in your neighborhood to bring your neighbors together to discuss issues and concerns? Would you like to organize a concert in your local park? If you are willing to work hard to see your ideas come to fruition, the City could help make them a reality through the City of Surprise's Neighborhood Grant Program.

HOW THE PROGRAM WORKS

The City of Surprise will provide small grants through the Neighborhood Grant Program to foster partnerships between the City and its neighborhoods each year. Through an application process, qualifying neighborhoods will receive funds for specific projects outlined through the application.

HOW TO APPLY

If you are seeking funds for Fiscal Year 2022-2023, you will need to do as follows:

1. Complete and submit a Neighborhood Grant Program Application to Jodi Wittrock by **Friday, September 23, 2022 by 5 p.m.**. All proposals received after this deadline will not be considered.
 - a. This application must be signed by a minimum of five neighbors within your residential area supporting the idea and the project applicant.
 - b. The application must include a thorough description of how the funding will be utilized.
 - c. Please include the HOA Board approval, if required.
2. Present your proposal at the Community Outreach, Partnerships & Grants Sub-Committee Meeting on **Wednesday, October 5, 2022 at 3 p.m.**
 - a. The aforementioned panel must support your project for it to move forward.
 - b. Your respective HOA must approve your project, if required, prior to submittal of application.
 - c. Projects must comply with City policy.
 - d. Please contact Jodi Wittrock, Governmental Relations Administrator at 623.222.1330 with any questions, submittal of application and to determine which meeting agenda your application will be considered.

City of Surprise Neighborhood Grant Program

Overview

The Neighborhood Grant Program, established in 2015, fosters a special partnership between the City of Surprise and its neighborhoods. Through an application process, qualifying neighborhoods will receive funds for specific projects. Award decisions are made by the Committee on Community Outreach, Partnerships & Grants. The Program encourages involvement of residents and other public and private organizations to support neighborhood-initiated planning, community-building or improvement projects. This fiscal year, the City is providing up to **\$10,000** for neighborhood projects. Neighborhoods are not limited to one project per fiscal year and may submit more than one application annually.

To receive support, projects must:

- Provide a public benefit
- Result in a product, which benefits a neighborhood or the larger Surprise community
- Be feasible for completion by Friday, **June 16, 2023**
- Involve the benefiting neighborhood in project identification, planning and execution
- Emphasize neighborhood self-help, or be educational, community-building or a public physical improvement
- Submit a Project Report by **January 16, 2023 & April 17, 2023**
- Complete a final report about the project by **June 16, 2023**

Projects not eligible for funding:

- Duplication of an existing private or public program or service
- Ongoing services or requests that support service organizations' operating budgets
- Projects that conflict with existing City policy
- Projects that conflict with your respective HOA policies
- Projects exceeding the duration of one year
- Maintenance of projects built with previous Neighborhood Matching Funds
- Nonprofit 501(c)3 organizations

IDEAS BY PROJECT CATEGORY

1. Neighborhood Events

- Events and gatherings for the community such as a concert in the park, food truck event or movie night.

2. Neighborhood Organizing / Organizational Development

- Activities, services and materials that generate new neighborhood connections and activities to grow an organization or educate neighborhood leadership and promote involvement.

3. Neighborhood Preservation

- Materials, programs or services that sustain or improve the health, public safety and welfare of the neighborhood such as crime watch playgrounds, common areas, park amenities, community gardens, neighborhood markers, identity signs, trash cans, benches, etc. or contribute positively to the neighborhood's aesthetic quality such as community property maintenance programs or beautification programs.

4. Neighborhood Cultural, Social, and Recreational Initiatives

- Materials, programs or services that promote diversity, family literacy, neighborhood access to technology, after school enrichment programs, career preparation, services for the needy, disabled or elderly and cultural activities such as music, dance or art programs.

Important Dates to Remember:

Item	Due Date	Time
Information Session <i>Surprise City Hall, 16000 N Civic Center Plaza, Council Overflow Room</i>	July 12, 2022	4 PM
Grant Applications Due	September 23, 2022	5 PM
Proposal Presentations to Sub-Committee <i>Surprise City Hall, 16000 N Civic Center Plaza, Council Overflow Room</i>	October 5, 2022	3 PM
City Council Meeting (Funding Decision)	November 1, 2022	6 PM
Project Status Report Due	January 16, 2023	5 PM
Project Status Report Due	April 17, 2023	5 PM
Project Completion Deadline	June 16, 2023	
Final Report	June 16, 2023*	5 PM

*Subject to change

The City of Surprise
Neighborhood Grant Program
PROJECT SUMMARY FORM
FY 2022 – 2023

IMPORTANT: The Project Application Forms on the following three pages must be thoroughly completed.

For more information contact:

Jodi Wittrock

Governmental Relations Administrator

623.222.1330

PROJECT APPLICATION FORMS

Please provide the following information regarding your proposed project.

This three-page application is due to Jodi Wittrock on Friday, September 23 by 5 p.m.

Name of Neighborhood:	Homestead at Marley Park
Name of Proposed Project:	Monthly Neighborhood Events
Contact Person:	Name: Adam Dawson Address: [REDACTED] Telephone: [REDACTED] Email: [REDACTED]
Other Contacts (If Applicable): Note: May include a community partner working on the project.	Name: Ann Blanchette Address: [REDACTED] Telephone: [REDACTED] Email: [REDACTED]
What is the goal of the project?	To bring our new community together, build comrodarie, and relationships with families.
Please describe the need for the project.	\$10k for 12 total monthly and bimonthly events. Funding would be utilized for supplies for events.
What support have you received? Who is involved?	Entire HOA Board & HOA Community
Have you received HOA approval? (if applicable)	Yes
Do you have the support of 5 neighbors?	Yes
How will this bring your neighborhood together?	Each event is geared towards our families and inclusion of each community member

PROJECT APPLICATION FORMS (Continued)

Please use the following worksheets to estimate your project expenses.

PROPOSED PROJECT EXPENSES

Note: These are only common categories and may not be all inclusive of the expenses for your project or program. Please add to this list on this sheet or another sheet of paper if needed and leave sections blank that do not apply to your project or program.

Type of Cost	Description of Expense	Projected \$ Amount
Salaries/Wages such as youth to clean up after an event, babysitters, etc.	Clean up (HOA)	\$ 3,000
Contracted Services such as site planning, sidewalk installation, etc.	N/A	\$ 0
Material/Supplies such as refreshments, safety equipment, etc.	All events listed as attached	\$ 8,700
Communication such as long distance phone calls, internet usage, etc.	N/A	\$ 0
Printing/Reproduction such as fliers, invitations, applications, etc.	N/A	\$ 0

Rentals/Leases such as renting a PA System for an event	Projector / Screen/ Speakers	\$ 1300
Capital Purchases such as playground equipment, trees, etc.	N/A	\$ 0
Other	N/A	\$ 0
Grand Total of Expenses a)		\$ 13,000

PROPOSED PROJECT REVENUE

Cash Donations from Partners

Name of Neighborhood, Person or Organization \$ Amount

	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
Total Cash From Partners b)		\$ 0

In-Kind Donations from Partners

Person/Group & Activity Performed

\$ Amount

Various Vendors	\$ 750
	\$
	\$
	\$
	\$
Total In-Kind From Partners	c) \$ 750

Volunteer Hours (Valued at \$29.95 per hour)

of Hours
X \$29.95
per hour =

Person/Group & Activity Performed

HOA Board Members (5)	\$ 500.00
Social Committee Members (6)	\$ 725.00
Residents	\$ 500.00
*Planning	\$600.00
	\$
Total Volunteer Labor	d) \$ 2,325.00

Grand Total (b+c+d=e)

e)

\$ 3,075

Project Overage or Shortage (a-e=f)

f)

\$ 9,925

City Grant Request (Total cash request from the City of Surprise)

g)

\$ 10,000

Minimum amount willing to accept to continue with the project

e)

\$ 6,000

Neighbors within your residential area supporting the idea and the project application. A minimum of five (5) is required.

Name: Amy Cook
Address: [REDACTED]
Phone: [REDACTED] Email: [REDACTED]

Name: Andrea M. Coles
Address: [REDACTED]
Phone: [REDACTED] Email: [REDACTED]

Name: Ariana M. Coles
Address: [REDACTED]
Phone: [REDACTED] Email: [REDACTED]

Name: Heath McCarter
Address: [REDACTED]
Phone: [REDACTED] Email: [REDACTED]

Name: Liza Bautista
Address: [REDACTED]
Phone: [REDACTED] Email: [REDACTED]

Phase 1 (\$6,000) (Minimum Request)

December:

Photos with Mr. & Mrs. Claus (photo station and candy cane for the Claus' to give out, Christmas themed face painter and cookies, & juice/ hot cocoa/ apple cider/ water, plus decorations. Costs include decorations, Christmas tree, food and drinks, face painter, & candy canes /stocking items.

\$1,000

January:

Family Bingo night w/ prizes, plus decorations. Costs include Bingo set, extra paper bingo cards, daubers, prizes, folding tables and chairs, snacks & drinks.

\$1,000

February:

Sweetheart Dance/ Adult Prom w/ DJ, photo station, snacks/ hors d'oeuvres & drinks, decorations. Costs include decorations, DJ, snacks & drinks.

\$1,000

March:

First annual Homestead Carnival

- Carnival games w/ prizes: ring toss, lollipop tree, duck pond, fishing for prizes, etc. Cotton candy, popcorn, drinks. Costs could include carnival games, prizes, popcorn & cotton candy machine rental.

\$1,000

April:

Meet & greet/photos with the Easter Bunny. Photo station for Easter Bunny pics. Easter egg hunt. Costs could include Easter Bunny costume or hiring someone who does it professionally, decorations, Easter eggs, and candy.

\$1,000

May:

Movie in the pool. Costs include projector, screen, speakers, popcorn, drinks and movie rights rental.

\$1,000

Phase 2 (If Fully Funded with \$10k Request)

November:

Fall party- bon fire, smore making, hot chocolate, apple cider. Fall themed games: pumpkin toss, pumpkin bowling, candy corn ring toss, etc. Could allow residents to set up a table and sell homemade goods for those who own small businesses. Costs include smore ingredients, drinks, materials to make games, decorations.

\$500

December:

Corn hole tournament/ P.I.G. tournament/ and ping pong tournament with prizes. Age ranges 0-12, 12-15, 15+. Costs include corn hole bags, a few basketballs, basketball rack, ping pong paddles/ balls, decorations and purchasing prizes.

\$500

January:

Football / Early "big game" or playoff party with snacks and drinks. Costs include decorations, snacks and drinks.

\$500

February:

Taco party (walking tacos) and beverages. Costs include walking taco ingredients, regular taco/ carne asada/ specialty Hispanic meals, and drinks.

\$500

March:

Come dressed for St. Patty's Day, contest for best dressed. Snacks and drinks. Costs include food & drinks and decorations.

\$500

May:

Mother's Day Muffins with Mom; decorations set up for photo station. Costs include food and drinks and decorations.

\$500

June:

Early Father's Day Donuts with Dad; decorations set up for photo station. Costs include food and drinks and decorations.

\$500



NEIGHBORHOOD GRANT PROGRAM

APPLICATION INFORMATION

FY 2022-2023

PROGRAM PURPOSE

Surprise City Council would like to engage residents and increase community spirit. To encourage our residents to do so, the Neighborhood Grant Program has been initiated to provide monetary assistance to support activities with goals that comply with our initiative.

Are you interested in sponsoring a special event in your neighborhood to bring your neighbors together to discuss issues and concerns? Would you like to organize a concert in your local park? If you are willing to work hard to see your ideas come to fruition, the City could help make them a reality through the City of Surprise's Neighborhood Grant Program.

HOW THE PROGRAM WORKS

The City of Surprise will provide small grants through the Neighborhood Grant Program to foster partnerships between the City and its neighborhoods each year. Through an application process, qualifying neighborhoods will receive funds for specific projects outlined through the application.

HOW TO APPLY

If you are seeking funds for Fiscal Year 2022-2023, you will need to do as follows:

1. Complete and submit a Neighborhood Grant Program Application to Jodi Wittrock by **Friday, September 23, 2022 by 5 p.m.**. All proposals received after this deadline will not be considered.
 - a. This application must be signed by a minimum of five neighbors within your residential area supporting the idea and the project applicant.
 - b. The application must include a thorough description of how the funding will be utilized.
 - c. Please include the HOA Board approval, if required.
2. Present your proposal at the Community Outreach, Partnerships & Grants SubCommittee Meeting on **Wednesday, October 5, 2022 at 3 p.m.**
 - a. The aforementioned panel must support your project for it to move forward.
 - b. Your respective HOA must approve your project, if required, prior to submittal of application.
 - c. Projects must comply with City policy.
 - d. Please contact Jodi Wittrock, Governmental Relations Administrator at 623.222.1330 with any questions, submittal of application and to determine which meeting agenda your application will be considered.

City of Surprise Neighborhood Grant Program

Overview

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To receive support, projects must:

- Provide a public benefit
- Result in a product, which benefits a neighborhood or the larger Surprise community
- Be feasible for completion by Friday, **June 16, 2023**
- Involve the benefiting neighborhood in project identification, planning and execution
- Emphasize neighborhood self-help, or be educational, community-building or a public physical improvement
- Submit a Project Report by **January 16, 2023 & April 17, 2023**
- Complete a final report about the project by **June 16, 2023**

Projects not eligible for funding:

Projects not eligible for funding:

- Duplication of an existing private or public program or service
- Ongoing services or requests that support service organizations' operating budgets
- Ongoing services or requests that support service organizations' operating budgets
- Projects that conflict with existing City policy
- Projects that conflict with your respective HOA policies
- Projects that conflict with your respective HOA policies
- Projects exceeding the duration of one year
- Maintenance of projects built with previous Neighborhood Matching Funds
- Nonprofit 501(c)3 organizations
- Nonprofit 501(c)3 organizations

IDEAS BY PROJECT CATEGORY

1. Neighborhood Events

- Events and gatherings for the community such as a concert in the park, food truck event or movie night.

2. Neighborhood Organizing / Organizational Development

- Activities, services and materials that generate new neighborhood connections and activities to grow an organization or educate neighborhood leadership and promote involvement.

3. Neighborhood Preservation

- Materials, programs or services that sustain or improve the health, public safety and welfare of the neighborhood such as crime watch playgrounds, common areas, park amenities, community gardens, neighborhood markers, identity signs, trash cans, benches, etc. or contribute positively to the neighborhood's aesthetic quality such as community property maintenance programs or beautification programs.

4. Neighborhood Cultural, Social, and Recreational Initiatives

- Materials, programs or services that promote diversity, family literacy, neighborhood access to technology, after school enrichment programs, career preparation, services for the needy, disabled or elderly and cultural activities such as music, dance or art programs.

Important Dates to Remember:

Item	Due Date	Time
Information Session <i>Surprise City Hall, 16000 N Civic Center Plaza, Council Overflow Room</i>	July 12, 2022	4 PM
Grant Applications Due	September 23, 2022	5 PM
Proposal Presentations to Sub-Committee <i>Surprise City Hall, 16000 N Civic Center Plaza, Council Overflow Room</i>	October 5, 2022	3 PM
City Council Meeting (Funding Decision)	November 1, 2022	6 PM
Project Status Report Due	January 16, 2023	5 PM
Project Status Report Due	April 17, 2023	5 PM
Project Completion Deadline	June 16, 2023	
Final Report	June 16, 2023*	5 PM

*Subject to change

The City of Surprise

Neighborhood Grant Program

PROJECT SUMMARY FORM

FY 2022 – 2023

IMPORTANT: The Project Application Forms on the following three pages must be thoroughly completed.

For more information contact:

Jodi Wittrock

Governmental Relations Administrator

623.222.1330

Jodi.Wittrock@surpriseaz.gov

PROJECT APPLICATION FORMS

Please provide the following information regarding your proposed project.

This three-page application is due to Jodi Wittrock on Friday, September 23 by 5 p.m.

Name of Neighborhood:	Surprise Farms III
Name of Proposed Project:	Surprise Farms III Table with Seats for Use in Park
Contact Person:	Name: Santos Jasso, Community Manager, CPMC Address: [REDACTED] Telephone: [REDACTED] Email: [REDACTED]
Other Contacts (If Applicable):	Name: [REDACTED] Address: [REDACTED] Work phone: [REDACTED] Work email: [REDACTED]
What is the goal of the project?	To purchase and install a table with seats that was removed from a ramada in a park on 181 st Avenue in SF III due to poor durability several years ago. For some time, the HOA budget has not been able to incorporate funds to replace it (as well as others located in various SF III greenspaces).
Please describe the need for the project.	SF III homeowners and their children/youth come to the park primarily to play basketball, but also to walk; roller skate; ride a scooter or trike; throw and catch balls; and more. Those who wish to observe have no place to sit. A grill is located at the ramada. If residents wished to picnic, there is no place to sit, eat, and chat. Walkers have no place to rest.
What support have you received? Who is involved?	Numerous homeowners/neighbors who attend HOA Board meetings and/or participate in discussions on the Surprise Farms III Homeowners Facebook/Meta page. There are additional neighbors who have informally lamented the loss of a table with seats. Finally, current HOA Board members.
Have you received HOA approval? (if applicable)	The SF III Homeowners Association is the applicant, thus gives approval.
Do you have the support of 5 neighbors?	Yes, more than 5 homeowners in SF III that can walk or drive to the park, which features a basketball court along with the empty ramada. See attached list.

How will this bring your neighborhood together?	While SF III residents/neighbors come to this particular park to play and watch others play, they do not stay long as there is no where other than the ground/cement to sit while observing and talking. Despite it looking like a place to enjoy food and converse, there isn't a table with seats to facilitate that kind of social gathering.
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PROJECT APPLICATION FORMS (Continued)

Please use the following worksheets to estimate your project expenses.

PROPOSED PROJECT EXPENSES

Note: These are only common categories and may not be all inclusive of the expenses for your project or program. Please add to this list on this sheet or another sheet of paper if needed and leave sections blank that do not apply to your project or program.

Type of Cost	Description of Expense	Projected \$ Amount
Salaries/Wages		\$ N/A
Contracted Services	Due to freight volatility, an exact shipping price will be given at the time of order.	\$380.00 shipping (est.)
	Installation of table with seats as well as a solar powered motion sensor light to be installed on the gazebo.	\$560.00 installation

Material/Supplies	Materials to install the table with seats. These should accompany the table itself or be brought by those contracted to carry out the installation.	\$
Communication	Long distance phone calls to the vendor, etc., will be absorbed by the office of the Community Manager and/or interested parties such as homeowners (the Gentrys).	\$ N/A
Printing/Reproduction		\$ N/A
Rentals/Leases		\$ N/A
Capital Purchases	1) Table with seats. Brand: Wabash Valley Model: Spyder Series, SY125D, 46"octagon Color: Sand Vendor: Dave Bang Associates, Inc. Address: P.O. Box 8760, Mesa, AZ 85214 Telephone: 1-800-669-2585 Contact: Tayler Mazarros 2) Solar powered motion sensor light Brand: LePower Model: 1600LM Vendor: LePower	\$ 1,240.00 \$46.98
Other	Sales Taxes	\$ 210.46
Grand Total of Expenses a)		\$ 2,437.44

PROPOSED PROJECT REVENUE

Cash Donations/Matching Funds from Partners

Name of Neighborhood, Person or Organization	\$ Amount	
If this grant is awarded, the SF III Board will provide matching funds for a second table with seats and solar powered motion sensor light for a different greenspace ramada that is without such equipment. Doing so will double the opportunities for neighbors to gather to socialize. The fund in the budget is one that is set aside for social activities.	\$ 2,437.44	
	\$	
	\$	
	\$	
	\$	
	\$	
Total Cash From Partners	b)	\$ 2,437.44

In-Kind Donations from Partners

Person/Group & Activity Performed	\$ Amount	
	\$	
	\$	
	\$	
	\$	
	\$	
Total In-Kind From Partners	c)	\$

Volunteer Hours (Valued at \$29.95 per hour)

**# of Hours
X \$29.95
per hour =**

Person/Group & Activity Performed

David Gentry assist with installation, however needed	\$ 29.95
	\$
	\$
	\$
	\$
Total Volunteer Labor	d) \$ 29.95

Grand Total (b+c+d=e) e) \$2467.39

Project Overage or Shortage (a-e=f) f) \$ 29.95

City Grant Request (Total cash request from the City of Surprise) g) \$ 2437.44

Minimum amount willing to accept to continue with the project h) \$2437.44

Neighbors within your residential area supporting the idea and the project application. A minimum of five (5) is required.

Name: **Walter R. Montgomery**

Address: [REDACTED]

Phone: [REDACTED] Email: [REDACTED]

Name: **Lewis Walker**

Address: [REDACTED]

Phone: [REDACTED] Email: [REDACTED]

Name: **Coleen Smith**

Address: [REDACTED]

Phone: [REDACTED] Email: [REDACTED]

Name: **Joel and Stephanie Thoen**

Address: [REDACTED]

Phone: [REDACTED] Email: [REDACTED]

Name: **Trina Adams-Boone**

Address: [REDACTED]

Phone: [REDACTED] Email: [REDACTED]

Name: **Ruby and Oscar Suarez**

Address: [REDACTED]

Phone: [REDACTED] Email: [REDACTED]

Name: **Barbara Caccese**

Address: [REDACTED]

Phone: [REDACTED] Email: [REDACTED]



Inground

Surface Mount

Choose colors:

Top & seats (plastisol): _____

Frame (powder coated): _____

SPYDER SERIES 46"
OCTAGON TABLE -
PORTABLE/SURFACE
MOUNT OR INGROUND

46" Octagon Spyder Series Tables utilize 2 3/8" OD Inground or Portable/Surface Mount frames. The Spyder Series unique leg design allows for easy clean-up with less legwork touching the ground. Optional mounting plate covers can be used (sold separately). Umbrella holes are standard on this table and use of the umbrella stands is needed (Umbrellas must be secured to the tables). The tops and seats are coated in our rugged Plastisol coating, while the framework is coated in our AAMA 2604-05 compliant powder coating - Choose between our **DIAMOND PATTERN** or **PERFORATED PATTERN**.

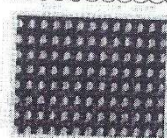
SY125 - 46" Octagon table - Portable/Surface

SY215 - 46" Octagon table - In-ground

PATTERNS

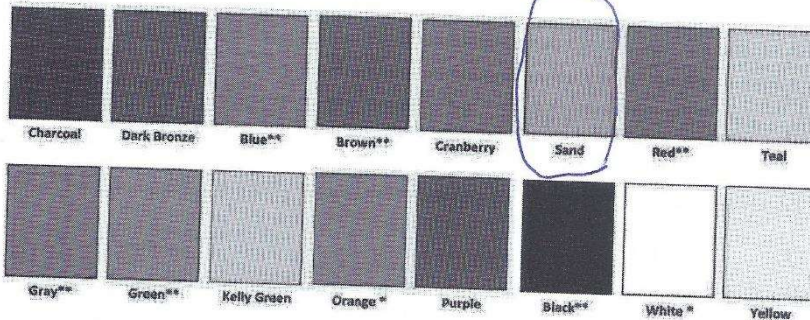


Diamond



Perforated

COLORS



MOUNTING OPTIONS

PORTABLE

SURFACE MOUNT (must add mounting package)

INGROUND

DAVE BANG ASSOCIATES, INC.

PHONE: 1-800-669-2585

DAVEBANG.COM

INFO@DAVEBANG.COM

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Select your address Tools & Home Improvement

Hello, sign in
Account & Lists Returns & Orders

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Tools & Home Improvement > Lighting & Ceiling Fans > Outdoor Lighting > Flood & Security Lights

967 \$39.99 ✓prime

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7,251 ratings
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Terms

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Available at a lower price from other sellers that may not offer free Prime shipping.

Color: White

Color: White \$46.99 \$46.99 \$46.98

Brand LEPOWER

Color White

Material Acrylonitrile Butadiene Styrene, Polycarbonate

Style Modern

Light fixture form Floodlight

About this item

- Solar Powered, Energy Saving:** The solar light outdoor powered by solar energy, no need for electricity bills. The solar panel is monocrystalline silicon, it still can obtain low current charging in the cloudy, rainy days or in areas where sunlight is insufficient.
- Motion Sensor Lights:** Solar flood light outdoor has motion sensor head, you can customize the sensing distance from 0 to 72 feet by stepless adjustable switch.
- 1600LM Brightness Solar Lights:** The solar security light with the 3 adjustable heads design, produces up to 1600lm 5500k brightness. With LED lamp bead as the source of light and professional optical designed filter lens, provide better illumination (soft light, anti-glare) than normal chips; The lifespan will be up to 50,000hrs.
- Easy Installation & IP65 Waterproof:** The solar lights come with longer cable (15 feet), can install it more flexible. No main power or wiring required, this is easy to install solar panel; IP65 waterproof, can be against weather like a rainstorm, sleet or snow, good for the porch, back yard, front door, garage, driveway, walkway, step, etc.

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Qty: 1

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Details

Return policy: Eligible for Return, Refund or Replacement within 30 days of receipt

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