

Program Application: 80888105

Linked Pre-Application Form - DO NOT DELETE

Community Bio Blitz and Education

Grant Amount Requested

\$32,850.00

Organization Name

Land Trust of Santa Clara Valley

Urban Grant Program Application Questions

Overview

Type of project (check all that apply)

Grant category (check all that apply)

Environmental Education

Project Location: Address / Neighborhood

What is the physical location of the project? If there is no physical location, please enter "N/A." If the project will be in multiple locations, please list all. Note: project location(s) must be within the Authority's jurisdiction.

The project location is Tulare Hill in San Jose CA.

Project Location

Open Space Authority District of Project Location(s)(check all that apply)

Authority District 1

Who does the project serve? Please indicate which Open Space Authority Districts are served (where do the people served by the program live) (check all that apply)

Authority District 1, Authority District 5, Authority District 7

Project Abstract

The Land Trust of Santa Clara Valley hopes to engage the community and receive support to host hikes and workshops at our properties, specifically Tulare Hill and Coyote Ridge. We hope to connect the communities of Morgan Hill and San Martin with the natural areas in their backyard. Currently LTSCV hosts a handful of events during the wildflower season, but we would like to increase the frequency and make education more of a focus.

Project Planning

Describe the proposed project.

LTSCV wants to engage the community of South San Jose, Morgan Hill, and San Martin, to foster more connection with the landscape in their backyard. We hope to do a couple of different events with this grant, to determine what is most desired by the community. Currently LTSCV offers a few wildflower hikes in March and April, but with this grant we would like to revamp the program, offer visual aids, offer a few BioBlitzes, and a few nature-based art events such as nature drawing/ journaling, landscape painting, and photography. These events will run for a couple of hours, with snacks and lunch provided.

Describe key project deliverables and estimated completion dates.

The key deliverables would be the new curriculum developed for these events, and delivering the programs to the people of South San Jose, Morgan Hill, and San Martin. The completion date for this project is by end of July, 2026.

Does this project require permission, permits, or other approvals? If so, please describe the status of these.

No, the project will be happening on LTSCV property.

What is the lifetime of this project? If applicable, describe plans for operating and maintaining the project in the future.

This grant would inform and expand our ability to continue this project into the future. Depending on the reception and the growth of our organization, we will hopefully be able to continue this project and expand upon it in the coming years.

Describe the project's readiness for implementation.

The project is almost ready for implementation, the funding is the primary issue in LTSCV pursuing the project. The work needed to be ready to implement this project is included as a line item in the budget.

Project Budget

Budget Summary - Grant Request & Budget Summary - Matching Funds

Grant request: Personnel

\$25,000.00

Grant request: Contracted Services

\$1,300.00

Grant request: Supplies / Materials

\$500.00

Grant request: Other Direct Costs

\$3,050.00

Grant request: Indirect Costs

\$3,000.00

Total Matching Funds

\$3,265.00

Total Budget

\$32,850.00

Please upload a detailed version of your budget by accessing the link below:

UGP_Project_Budget_Template 2025 (1).xlsx

Materials and Budget Template (item #9) found here: <https://www.openspaceauthority.org/programs/grant.html#Materials>

Provide a brief budget narrative to explain the expenses listed in each of the budget categories (e.g. Personnel).

Personnel category-

Conservation Project Manager will be primarily leading this project, with oversight from the Executive Director. LTSCV has a few volunteers available to contribute and support the project.

Contracted Services- We hope to have one of the events be an art and nature event, with a painting instructor led activity. The instructor will provide supplies. Another event we hope to host is a nature journaling event, where participants learn about identifying and journaling the flora and fauna around them.

Supplies and materials-

Currently LTSCV lacks visual aids- we have seen how some partners such as Saved By Nature utilize them on hikes and feel its something we would benefit from. This would be a couple of sets of high resolution photographs of blooming endangered species, minerals, and maps of the area for attendees to pass around during nature talks. We also have binoculars for attendee use- there are typically a wide variety of birds around Tulare Hill, and this is something LTSCV currently lacks. Trifold brochures are already designed, and provide information about our organization and a broad overlook at what we do throughout the area.

Other direct costs- Currently we do not have a shade structure or any tables to provide a meal for participants. A branded LTSCV pop up shade structure would be great not only as a landmark, so attendees know where to go, but also would provide much needed shade as there is no tree coverage at the top of Tulare Hill. Providing a lunch and hydration for attendees is also part of this category, as well as travel expenses for the CPM to run the events and set up.

Indirect Costs- This is just the standard 10% overhead for nonprofits

Award Amount: The Board reserves the right to award partial funding on projects. If your project were to receive partial funding, what would this mean for your project?

If the project was partially funded, we would partially execute it. LTSCV is constrained by a lack of funding for these kinds of projects, especially in starting them up. If we are able to secure funding for this, it would speed the process up and allow the project to be implemented sooner.

Project Goals

Describe the specific problems, issues, or unserved needs the project will address.

There is an abundance of outdoor education opportunities in the rest of OSA's districts, but District One is one of the less wealthy districts, and as a result has fewer opportunities to access nature. While there are a variety of reserves in the area, guided tours and experiences are often what can spark an interest in connecting with nature. It offers people the opportunity to connect with the people that work the land that they drive by and ask any questions they may have. The ultimate goal of this project is to inform and educate people on all the incredible things that are occurring in the Coyote Valley at this time.

How does this project serve the community?

Number of people served

90

Number of youth served

0

Number of programs provided

6

Other Grantee Goal #1 (optional)

Other Grantee Goal #2 (optional)

Impact

Describe the lasting impact of the project. Please include whether the program is open to the public and whether any materials developed will be available to the public.

This project would allow for the development of LTSCV's education programs. This program is open to the public, will be advertised locally, and will allow the public to access private lands for the program. The educational program materials can be made available on our website if this is something OSA would prefer.

Climate Resilience

How does this project enhance and/or raise awareness about climate resilience? Please include any metrics that can be used to help quantify or understand the climate benefits of the project.

This project definitely is focused on raising awareness about climate resilience. Having a view of Coyote Valley from the top of Tulare Hill provides a beautiful backdrop for understanding the floodplain, corridors, and how water affect settlements. It also paints a picture of the importance of mitigation, as Tulare Hill was donated to LTSCV due to the development of the Metcalf Energy center. These land banks like Tulare Hill provide crucial endangered species habitat, carbon sinks, and are a living laboratory for projects trying to quantify the nitrogen deposition from highway 101. With active restoration occurring on portions of Tulare Hill, this location paints a picture for visitors to understand the importance of these protected spaces.

Community Engagement / Stakeholder Support / Community Building

Describe the community support and/or community engagement process. Please upload any community support letters in the Documents Upload section below.

LTSCV has partnered with the Santa Clara County Farm Bureau many times in the past (we are located in the same office, and attend their events). These events will be advertised in the SCCFB Broadcaster as well as the meetings. LTSCV has run a couple of ticketed hikes in the past and advertised on Facebook and LinkedIn and have gotten a pretty good turnout in the past- these events through the grant will not be paid, so we likely would get more participation. We will also advertise through our email list and request any partners such as Saved by Nature to share our events.

Underserved Communities

Describe how the project addresses open space needs for sensitive populations such as residents of park-poor neighborhoods, underserved, or disadvantaged communities, youth, seniors, persons with disabilities, or is located within an under-resourced community.

This project directly serves DEC 6, a priority area for SCVOSA. Providing lunches and supplies to participants reduces the barrier to entry. The population of Morgan Hill will be specifically targeted for advertisements of these events.

Organizational Capacity

Briefly describe the organization and its ability to successfully implement this project. This might include successful past projects, key staff qualifications, financial resources, etc.

LTSCV is a private 501(c)(3) nonprofit organization located in Morgan Hill. We own a few properties- 115 acres of Tulare Hill and 94 acres of Coyote Ridge. LTSCV primarily focuses on conservation easements but has identified that there is a need for more outdoor environmental education for all ages, kids and adults, in our working area. We have a small amount of funding set aside for outreach and hikes on our properties, and are hoping to expand upon this. LTSCV is getting more and more donations from the public by the month, and as more people learn of our organization our capacity will be supported and grow. In the past, we have done wildflower hikes and night hikes at Tulare Hill which have been highly successful. Our CPM Alyssa LoGalbo has her degree in Environmental Studies from UCSC, extensive experience in field work, and is gaining more experience in leading hikes and naturalist events.

Leadership & Innovation

Describe how this project employs innovative approaches or encourages collaboration and partnerships.

While some of these events are a typical "nature walk", I am hoping that we get a different variety of people for the "nature and art events". By having meaningful experiences where they get to create a landscape painting, or nature journal and reflect, these events tap a bit into mindfulness which will deepen the experience. LTSCV works extensively with partners, and in the event, we will highlight the work that is happening all across the area.

Documents Section

Document Uploads (please combine into one file if possible)

UGP_Project_Budget_Template 2025 (1).xlsx

Additional files (if needed)

Additional files (if needed)

Submitted Date - Internal

Summary Field:

Name: Average Score (no bonus)

Form: Staff Review

Summary Type: average

Field: Base Score Total

Decimal: 2

Currency: No

Description/Help Text: NONE

Short Name: NONE

Field Purpose: NONE

Filter:

- ALL:
 - isComplete | is | true

Summary Field:

Name: Total Count of Submitted Reviews

Form: Staff Review

Summary Type: count

Field: NONE

Decimal: NONE

Currency: No

Description/Help Text: NONE

Short Name: NONE

Field Purpose: NONE

Filter:

- ALL:
 - isComplete | is | true
 - Folder | is | Submitted

Program Application: File Attachments

Please upload a detailed version of your budget by accessing the link below:

UGP_Project_Budget_Template 2025 (1).xlsx

Document Uploads (please combine into one file if possible)

UGP_Project_Budget_Template 2025 (1).xlsx

Instructions

Santa Clara Valley Open Space Authority | 2025 Urban Grant Program

INSTRUCTIONS

Please provide a detailed project budget. More information, including a detailed list of direct and indirect costs, is available in the Urban Grant Program Guidelines (<http://www.openspaceauthority.org/urban>). A sample budget is included in a separate tab.

The Budget Form in a separate tab in this document. The budget categories are listed below with a description of each field.

PROJECT

Project Name: The name of the project

Organization: The name of the organization requesting funding

PERSONNEL

Estimate employee and volunteer time directly related to the project. Hourly rates for employees can include salary plus fringe benefits, payroll tax, etc, but can not include indirect costs. Note: please list position titles only.

Position title: Title of each employee working directly on this project. Note: please list position title only.

Description of Budget Item: The amount of time (e.g. hours) and the hourly rate for each employee. Hourly rates can include salary plus fringe benefits, payroll taxes, etc, but can NOT include indirect costs. Please provide adequate detail to show how totals were calculated.

Grant Request: The amount requested from this Grant (if applicable).

Matching Funds: The amount funded through matching funds (if applicable).

Total: This column will be automatically calculated.

CONTRACTED SERVICES

Labor, supplies, and materials to be provided by consultants/contractors for project implementation.

Item: The item listed

Description of Budget Item: Please provide a description of the item with adequate detail to show how totals were calculated.

Instructions

Grant Request:	The amount requested from this Grant (if applicable).
Matching Funds:	The amount funded through matching funds (if applicable).
Total:	This column will be automatically calculated.
SUPPLIES AND MATERIALS	
Supplies and materials that are <u>directly related</u> to the project.	
Item:	The item listed
Description of Budget Item:	Please provide a description of the item with adequate detail to show how totals were calculated.
Grant Request:	The amount requested from this Grant (if applicable).
Matching Funds:	The amount funded through matching funds (if applicable).
Total:	This column will be automatically calculated.
OTHER DIRECT COSTS	
Other direct costs that are <u>directly related</u> to the project. This might include travel, service fees for fiscal sponsorship, or newly-acquired equipment.	
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Description of Budget Item:	Please provide a description of the item with adequate detail to show how totals were calculated.
Grant Request:	The amount requested from this Grant (if applicable).
Matching Funds:	The amount funded through matching funds (if applicable).
Total:	This column will be automatically calculated.
INDIRECT COSTS	
Indirect costs are eligible for grant funding only for 501(c)(3) Nonprofits and are <u>limited to 20%</u> of grant funding. Indirect costs cannot be counted as matching funds.	
Item:	20% Administrative overhead for Nonprofits
Description of Budget Item:	Any additional description
Grant Request:	The amount requested from this Grant (if applicable).
	The percent of grant funding
Total:	This column will be automatically calculated.

Instructions

GRAND TOTAL	
Grant Request:	This column will be automatically calculated.
Matching Funds:	This column will be automatically calculated.
Total:	This column will be automatically calculated.
COST SHARE	
A minimum of 25% of grant request in matching funds is required. A project budget with less than 25% of the grant request in matching funds does NOT meet the grant requirements and will not be considered for funding.	
Matching Funds:	This column will be automatically calculated.
MATCHING FUNDS	
Please describe the source of matching funds listed above. This might include cash match (e.g. grantee's own funds, donations, grants, etc) or in-kind match (non-cash contribution such as volunteer time).	
Source:	The source of funding (e.g. In-kind contributions, Organization's contributions, Donations, Grant, etc.).
Description:	Any additional description.
Type of Match (cash or in-kind)	Indicate whether the funding is cash or in-kind match.
Status of match (Secured or Pending)	Indicate whether the matching funds are secured or pending.
Matching Funds:	The amount funded through matching funds.

Budget Form

Santa Clara Valley Open Space Authority | 2025 Urban Grant Program

PROJECT BUDGET

Highlighted cells are automatically calculated.

PROJECT

Project Name:	LTSCV Education on Tulare Hill
Organization:	Land Trust of Santa Clara Valley

PERSONNEL

Estimate employee and volunteer time directly related to the project. Hourly rates for employees can include salary plus fringe benefits, payroll tax, etc, but can not include indirect costs. Note: please list position titles only.

Position Title	Description of Budget Item	Grant Request (\$)	Matching Funds (\$)	Total
Conservation Project Manager	Leading education events	\$ 7,000.00	\$ 500.00	\$ 7,500.00
Conservation Project Manager	Development of Education program	\$ 10,000.00	\$ 500.00	\$ 10,500.00
Executive Director	Approval and support of education program and events	\$ 8,000.00	\$ 500.00	\$ 8,500.00
Volunteer	Volunteer led poetry reading to spark inspiration for art events.		\$ 200.00	\$ 200.00
Volunteer	Support CPM and event leaders		\$ 200.00	\$ 200.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL PERSONNEL		\$ 25,000.00	\$ 1,900.00	\$ 26,900.00

Budget Form

				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL OTHER DIRECT COSTS		\$ 3,050.00	\$ 400.00	\$ 3,450.00
INDIRECT COSTS				
Indirect costs are eligible for grant funding only for 501(c)(3) Nonprofits and are <u>limited to 20%</u> of grant funding. Indirect costs cannot be counted as matching funds.				
Item	Description of Budget Item	Grant Request (\$)	Matching Funds (\$)	Total
10% overhead		\$ 3,000.00		\$ 3,000.00
TOTAL INDIRECT COSTS		\$ 3,000.00	n/a	
PERCENT OF GRANT REQUEST		9.1%	n/a	n/a
GRAND TOTAL				
		Grant Request (\$)	Matching Funds (\$)	Total
TOTALS		\$ 32,850.00	\$ 3,265.00	\$ 33,115.00
COST SHARE				
				Matching Funds (%)
A minimum of 25% of grant request in matching funds may be required. This field is automatically calculated.				9.9%
MATCHING FUNDS				

Sample Budget

				\$ -
TOTAL PERSONNEL		\$ 15,000.00	\$ 5,692.00	\$ 20,692.00
CONTRACTED SERVICES				
Labor, supplies, and materials to be provided by consultants/contractors for project implementation.				
Item	Description of Budget Item	Grant Request (\$)	Matching Funds (\$)	Total
Evaluation Consultant	20 hours @ \$100/hr. Consultant will design an evaluation of XYZ project and train staff on implementing the evaluation.	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
				\$ -
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				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL CONTRACTED SERVICES		\$ 1,000.00	\$ 1,000.00	\$ 2,000.00
SUPPLIES AND MATERIALS				
Supplies and materials that are <u>directly related</u> to the project.				
Item	Description of Budget Item	Grant Request (\$)	Matching Funds (\$)	Total
Training materials	Training binder and name badges for 50 volunteers @ \$10 per person	\$ 500.00		\$ 500.00

Sample Budget

				\$ -
				\$ -
				\$ -
TOTAL OTHER DIRECT COSTS		\$ -	\$ -	\$ -
INDIRECT COSTS				
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Item	Description of Budget Item	Grant Request (\$)	Matching Funds (\$)	Total
10% Administrative overhead for Nonprofits		\$ 880.00	n/a	\$ 880.00
TOTAL INDIRECT COSTS		\$ 880.00	n/a	\$ 880.00
PERCENT OF GRANT REQUEST		4.8%	n/a	n/a
GRAND TOTAL				
		Grant Request (\$)	Matching Funds (\$)	Total
TOTALS		\$ 18,480.00	\$ 6,692.00	\$ 25,172.00
COST SHARE				
				Matching Funds (cash or in-kind)
A minimum of 25% of grant request in matching funds may be required.				36.21%
MATCHING FUNDS				
Please describe the source of matching funds listed above. The total matching funds listed here should match the total matching funds listed under Grand Total above. This might include cash match (e.g. grantee's own funds, donations, grants, etc) or in-kind match (non-cash contribution such as volunteer time).				

Sample Budget

Source	Description	Type of Match (cash or in-kind)	Status of match (Secured or Pending)	Matching Funds (\$)
Volunteer support for XYZ Nonprofit		in-kind	pending	\$ 5,692.00
Grant from XYZ Foundation	Grant to fund evaluation consultant	cash	secured	\$ 1,000.00
TOTAL MATCHING FUNDS				\$ 6,692.00

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Budget Form

Santa Clara Valley Open Space Authority | 2025 Urban Grant Program

PROJECT BUDGET

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				\$ -
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				\$ -
TOTAL PERSONNEL		\$ 25,000.00	\$ 1,900.00	\$ 26,900.00

Budget Form

				\$ -
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PERCENT OF GRANT REQUEST		9.1%	n/a	n/a
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Budget Form

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Source	Description	Type of Match (cash or in-kind)	Status of match (Secured or Pending)	Matching Funds (\$)
LTSCV Funds			Secured	\$ 2,865.00
Volunteer Time	Non- cash contribution, rough valuation of time		pending	\$ 400.00
TOTAL MATCHING FUNDS				\$ 3,265.00

Sample Budget

				\$ -
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				\$ -
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				\$ -
				\$ -
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				\$ -
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