

## Program Application: 80555660

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### **Linked Pre-Application Form - DO NOT DELETE**

East San Jose Students - Outdoor Exploration

### **Grant Amount Requested**

\$74,695.00

### **Organization Name**

Our City

## Urban Grant Program Application Questions

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### 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 will take place at three separate locations:

Emma Prusch Farm Park: 647 S King Rd, San Jose, CA 95116

Martial Cottle Park: 5283 Snell Ave, San Jose, CA 95136

Hellyer County Park: 985 Hellyer Ave, San Jose, CA 95111

### Project Location

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

Authority District 1, Authority District 5, Authority District 6

#### **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 6, Authority District 7

#### **Project Abstract**

Our proposed project is called East San Jose Students- Outdoor Exploration and this program will focus on connecting students from Title 1 schools and high need areas in East San Jose to outdoor activities such as BioBlitzs, camping lessons, local ecology through STEAM activities, and agricultural practices and conservation efforts. Our program will be a full school day and will include transportation to the park, lunch, and will be free to the participating schools and students. The proposed pilot program will run for one year and provide each participating school (4 total) with a day of activities at one of the three selected parks. We aim to serve at least 160 low-income and minority students.

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### Project Planning

**Describe the proposed project.**

Our organization's proposal is an environmental educational program to take the students from East San Jose and local Title 1 schools and high needs schools on field trips to open space areas in Santa Clara County for them to learn and experience the outdoors in a new way, instilling their interest in outdoor activities and conservation efforts.

In collaboration with East San Jose elementary schools and districts, including Mount Pleasant Elementary School District, Evergreen School District, and Franklin-McKinley School District, specifically local schools such as Ida Jew Academy/Valle Vista Elementary School, KR Smith Elementary School, and Santee Elementary School we aim to provide students with the exposure to learn about nature and its benefits through hands-on experiences. The proposed program will be offered to the schools and students free of charge.

The open spaces proposed to visit include Emma Prusch Farm Park, Martial Cottle Park, and Hellyer County Park. Multiple activities will fill the school day, allowing students to learn about the amenities each location offers. These activities include a camping lesson to learn how to set up a camping tent and a BioBlitz walk to explore the native plants and animals in the area. Additional activities will vary by location, but the goal of highlighting the benefits of open spaces and nature will be evident in each activity. For example, at Hellyer County Park, we will include a finishing lesson, at Emma Prusch Farm Park, we will visit the farm animals, stop by the community garden, ride the tractor, and visit Veggielution. At Martial Cottle Park, we will take a tour of the agricultural farm to learn about growing our own food and explore organic foods. Throughout the day, students will have the opportunity to ask questions to local experts and explore at their own pace. The goal of the event is to connect hard-to-reach populations, such as low-income and underserved elementary-age children, who lack access to open spaces and life-changing environmental experiences due to parking and program fees, a lack of knowledge and resources regarding outdoor activities, and the distance to open spaces. We will also incorporate STEAM elements throughout the activities as they learn about the importance of clean water, water quality, conservation, and wildlife. The proposed curriculum aligns with the Common Core and Next Generation Science Standards (NGSS), as we will incorporate various English Language Arts, Math, and NGSS standards into our daily activities.

Our organization is conscious of fees and costs being a barrier to many of the students we serve, therefore, we will include transportation to the park selected on the day of the event from their school via a rental shuttle bus. Lunch will also be provided for the participants. We will have a raffle at each event of outdoor items to encourage their future exploration and will include 5 middle school students per event to support in leadership roles and role models for the younger participants.

Our organization is always open and seeking collaboration opportunities with other nonprofits and agencies. This program aims to create a full experience for the students, which is best done with the collaboration of various entities to help provide a robust and complete educational and outdoor experience. If awarded, we will reach out to other organizations such as Veggielution, Keep Coyote Creek Beautiful, Valley Water, Park Rangers, and many more to support this program. This proposed project has the full support of our local elected officials, including the city council members and county supervisor representing the area, and school principals, among other neighborhood leaders. Programs such as this proposal have been identified as a priority for our target neighborhoods as outlined by the Santa Clara County Children's Outdoor Bill of Rights, San Jose Youth Commission Workplan and priority for the 2024-25 year, the San Jose's Youth Bill of Rights, the Bill of Rights for Children and Young Adults for Santa Clara County and by feedback received at neighborhood meetings and events.

The success of the program will be measured with a pre and post program survey, participation tracking, and demographic data. Through outreach and education, this program fosters awareness of local natural resources, open spaces with their amenities, benefits of outdoor activities, and agricultural practices. The proposed pilot program will run for one year, and provide each participating school (4 total) with a day of activities at one of the three preselected parks. We aim to serve at least 160 students.

The targeted schools and districts identified serve students of predominantly low-income and minority students of Latino and Asian descent. The areas served include the Welch Park area and the McLaughlin areas, which are considered Deep Engagement Areas and a priority for the Open Space Authority, and are neighborhoods in San Jose identified as low-income and disadvantaged based on the State of California EPA and the Santa Clara County census tract. Because our target population is affected negatively by being located in park deserts, higher polluted air, economic barriers to access open spaces, providing them with tools and information on the benefits of open spaces to their health, overall wellbeing, and climate impact, will equip them with the resources needed to make better decisions in their lives and in their homes.

The funding received will be used to purchase the required insurance along with other overhead expenses, pay the Park Permits and picnic reservation fees at the park locations, pay fees at schools as needed, coordinate the hiring of staff to run the program, and review and order the required supplies for each activity. We anticipate in-kind donations will be received by our local businesses in the form of goods such as refreshments for participants, raffle items, and store credit for supplies needed for the program. We have received confirmation from the interested school districts that discounts will be provided if fees are involved to use their parking lots as our pick-up and drop-off locations, as currently planned. And lastly, our outreach material will be available in three different languages to reflect the needs of the community (Spanish, English, and Vietnamese).

**Describe key project deliverables and estimated completion dates.**

Per the estimated time frame provided, assuming grant awards are provided in spring of 2026, we anticipate we will be able to complete the following deliverables:

- April 2026: Award notification is received, and the grant agreement is signed
- May 2026: Partners are notified of the award, and dates are set for the 4 field trips (to begin in fall for the school year 2026-2027).
- June 2026: Permits are filed for the first two dates (one is September and one in October) and temporary staff is hired to help execute the grant and staff the events
- July 2026: Curriculum is finalized with the approval of the partners and school administrators, and all insurances and fees are paid
- August 2026: Logistics of the field trips are finalized (booking rental bus, coordinating lunch/refreshments, permission slips...) and materials needed for the events are purchased.
- September 2026: First event is completed and pre and post data is reviewed
- October 2026: Second event is completed, and pre/post data is reviewed
- November 2026: The last two dates are set and the required permit applications are submitted
- March 2027: Curriculum is finalized with the approval of the partners and school administrators, and all insurances and fees are paid
- April 2027: Logistics of the field trips are finalized (booking rental bus, coordinating lunch/refreshments, permission slips...) and materials needed for the events are purchased.
- May 2027: First event is completed and pre and post data is reviewed
- June 2027: Second event is completed, and pre/post data is reviewed
- July 2027: The data received from the four events is compiled and feedback is requested by the participating partners to determine feasibility to continue the program
- August 2027: Final report is completed and submitted to Open Space Authority, grant is completed and closed.

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

Yes, this project will require permits from the City of San Jose or Santa Clara County Parks depending on the site location (two sites are County Parks and will require county permits and one location is a city park and will require permits through the City of San Jose. Our organization has experience hosting events at parks in both jurisdictions and are familiar with the permit requirements and process.

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

The proposed project is for a one-year commitment to host 4 events with the collaboration from East San Jose schools and other partners. At the end of the year, we will evaluate if it is feasible to continue with this pilot program.

We will continue to seek funding support to continue the proposed project and expand access to other neighborhoods and parks. Due to financial constraints, we can always use the materials and activities developed for this project and continue to serve the community. Our organization is open to recreating a similar project on a smaller scale for schools and Family Resources Centers to educate, connect, and strengthen the community's connection to the benefits of open space, conservation efforts, and agricultural education. Management for smaller-scale projects will be overseen by the organization, and maintenance is not required, as no physical changes will be made as part of this proposal.

**Describe the project's readiness for implementation.**

Our organization is prepared to implement the program following the proposed timeline. Over the years, we have established strong community partnerships and successfully hosted free community-building events, like Paint and BioBlitz events. Our experience in educational and outdoor event coordination, along with our expert partners, ensures we will complete this project successfully. Specifically, we have connected with the mentioned schools, partners, and local elected officials, and we are all ready to execute the proposed program. We have permit quotes, insurance quotes, a budget with items to be purchased, and a tentative program agenda and curriculum. We are on track to successfully complete the proposal in the allotted time frame.

## Project Budget

Budget Summary - Grant Request & Budget Summary - Matching Funds

**Grant request: Personnel**

\$32,400.00

**Grant request: Contracted Services**

\$7,200.00

**Grant request: Supplies / Materials**

\$24,895.00

**Grant request: Other Direct Costs**

\$0.00

**Grant request: Indirect Costs**

\$12,400.00

**Total Matching Funds**

\$2,200.00

**Total Budget**

\$76,895.00

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

UGP\_Project\_Budget\_Template 2025.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: Includes 3 temporary part-time hires to help execute the grant successfully, a program manager to oversee the logistics, planning, evaluation, and staff, and a small stipend for the volunteers for the event.
- Contracted Services: Includes fees associated with collaborating with other nonprofits which bring their expertise and activities to the program.
- Supplies and Materials: Includes all the supplies need to host the events successfully and have the hands-on activities as described
- Indirect Costs: All the costs associated with this proposal including the required insurances required to implement this proposal (workers compensation, sexual abuse and molestation insurance, payroll support, admin support... etc)

**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 our proposal is partially funded, this would either mean we would have to eliminate certain components of the activities proposed or we would have to reduce our events from 4 total to a lower amount to accommodate the reduction.

## Project Goals

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

Our proposed project is called East San Jose Students- Outdoor Exploration and this program will focus on connecting students from Title 1 schools and high needs in East San Jose to outdoor activities such as BioBlitzs, camping lessons, local ecology through STEAM activities, and agricultural practices and conservation efforts. Our program will be a full school day and will include transportation to the park, lunch, and will be free to the participating schools and students. Our organization is including transportation for the students as it is an additional barrier for the schools to raise funds to rent a bus to use for this event.

This proposed project has the full support of our local elected officials, including the city council member Candelas and county supervisor Arenas representing the area, and the school principals, among other neighborhood leaders. Programs such as this proposal have been identified as a priority for our target neighborhoods as outlined by the Santa Clara County Children's Outdoor Bill of Rights, San Jose Youth Commission Workplan and priority for the 2024-25 year, the San Jose's Youth Bill of Rights, the Bill of Rights for Children and Young Adults for Santa Clara County and by feedback received at neighborhood meetings and events. This program aims to address the needs these communities have identified as priorities which include safe outdoor/open space activities, visiting farms and learning to grow their food, experience camping, and protect and preserve natural habitats.

The targeted schools and districts identified serve students of predominantly low-income and minority students of Latino and Asian descent. The areas served include the Welch Park area and the McLaughlin areas, which are considered Deep Engagement Areas and a priority for the Open Space Authority, and are neighborhoods in San Jose identified as low-income and disadvantaged based on the State of California EPA and the Santa Clara County census tract. Because our target population is affected negatively by being located in park deserts, higher polluted air, economic barriers to access open spaces, providing them with tools and information on the benefits of open spaces to their health, overall well being, and climate impact, will equip them with the resources needed to make better decisions in their lives and in their homes. Therefore, this pilot program addresses the need and current gap in the area selected connecting children to safe and quality programs outdoors for the target demographic of East San Jose's underserved children.

How does this project serve the community?

**Number of people served**

180

**Number of youth served**

160

**Number of programs provided**

4

**Other Grantee Goal #1 (optional)**

**Other Grantee Goal #2 (optional)**

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## 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.**

The lasting impacts of the proposal include increased knowledge among participants of environmental concepts, conservation actions they can take at home, agricultural practices, and careers in the fields associated with our activities. Throughout the day, the educational and enriching activities will have positive impacts on the youth, however, even more importantly, the knowledge and new concepts explored in hands-on programs such as this proposal will have lasting impacts on the children for years and perhaps their lifetimes. Our goal is to inspire children to become excited about their role in the environment and, as they grow, maintain an empowering mindset that encourages them to continue seeking connections to the outdoors and the benefits of conservation. We will have surveys and other means to measure and capture feedback from participants at the end of the event.

The program will not be open to the public, participants will be students from the schools/neighborhoods identified previously. The project site and project-related materials will be accessible to the public during the event program. After the program is complete, project-related materials can be accessed upon request. There are no fees associated with a document request.

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## 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.**

Our proposal will include activities designed to educate participants about climate change and its impact on our open spaces and native species. An example of an activity highlighting the importance of water conservation and access is a water filtration activity, where students create and test various natural materials to filter water, learning about water levels and their direct impact on our local ecology. All the activities in the proposal, whether learning about farming and agriculture to or our catch-and-release fishing lesson, will touch on the importance of conserving the resources we currently have and the drastic impacts that changes in the weather have on our population and the environment. It is critical to the success of our proposed program to talk about the impacts of changing climate trends and how they can be mitigated or prevented, as we want to connect the children's experiences and lives to the concepts they are learning to maximize the positive impact and educational benefits they take away from participating in this unique learning opportunity.

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## 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.**

Yes, this project has the support of the community, schools and principals, and local leaders, as there is a recognized need for these services. The proposed program will have a positive impact on both program participants and the broader community. Our organization has strong partnerships with local neighborhood associations, which have pledged support through community outreach, volunteer hours, and event-day logistics. Additionally, we have the full support of the office of council member Candelas, whose office has committed to assisting with outreach, coordinating logistics, and providing staff support on the day of the events. Lastly, the school districts involved have expressed interest in providing logistical support, in-kind donations, and volunteers. Attached is a letter of support from Council Member Candelas and a support letter from Ida Jew Academy/Valle Vista Elementary School Principal Dr. Alvarado.

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## Underserved Communities

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

The schools we are targeting for this proposal are classified either title 1 schools or high-needs due to the area and students served being historically underserved. Two of the schools we are working with are in the Top 25% population based on the California EPA CalEnvironScreen meaning that they are high priority areas. Specifically, our proposed program would serve children from predominantly low-income and minority students of Latino and Asian descent. The areas served include the Welch Park area and the McLaughlin areas, which are considered Deep Engagement Areas and a priority for the Open Space Authority, and are neighborhoods in San Jose identified as low-income and disadvantaged based on the State of California EPA and the Santa Clara County census tract. In the Health Places Index, one of the neighborhoods we are working with rates at 26%, meaning that 74% of the general population is healthier than our target area. Our second area is rated 44% which is also in the lower side and a priority based on this measurement. Because our target population is affected negatively by being located in park deserts, higher polluted air, and economic barriers to access open spaces, providing them with this hands on proposal which includes information and engaging them with the benefits of open spaces to their health, overall well being, and climate impact, will equip them with the resources needed to learn to make better decisions in their lives and in their homes as they grow and become more self sufficient.

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## 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.**

Our organization's mission is to strengthen underserved neighborhoods in Santa Clara County through community-building, educational, and beautification projects to improve the quality of life of all the county's residents. Our nonprofit's core pillars are centered around youth engagement, neighborhood safety, the arts, and environmental activation of our open spaces. We serve all residents, however, we focus on neighborhoods that struggle with crime, blight, and other economic, cultural, or systemic barriers. The focus of this organization is to be the bridge connecting resources to communities in need by engaging with the most vulnerable residents, including low-income and historically underserved populations. By empowering residents through community-building initiatives, such as educational events and beautification projects, this organization aims to create a positive impact on the next generation and foster pride among the existing county residents.

Our organization integrates educational components into all our programs to ensure they are of high quality and engaging. We partner with other nonprofit organizations, our local city and county agencies, and elected officials to bring communities and resources to hard-to-reach neighborhoods. A few of the programs we currently offer include: Maintaining Little Free Libraries, especially those in East San Jose to promote the love of learning and increase youth literacy rates, we partnered with the Monterey Bay Aquarium to provide school aged youth to the aquarium to learn about the ocean and related careers in an hands on interactive way with STEAM components, and our new Eco-Adventure Program launching this fall to take youth and their families to open-spaces to learn about the local ecosystems, native species, water conservation efforts, and experience the outdoors in fun ways including fishing and camping lessons and a new All-Girls Financial Literacy Camp scheduled for next Spring to educate and bring resources to young girls in East San Jose. In addition to these core programs, we also support local neighborhood associations and other neighborhood groups as fiscal sponsors and with their community-building and beautification efforts, such as block parties to connect public safety officers to the community, and murals and art events, such as Painting and BioBlitz events.

Over the years, we have built strong community partnerships. Our experience in educational and outdoor event coordination, along with our expert partners ensure we will complete this project successfully. Our primary educational partners for this project include local school principals: Ida Jew Academy/Valle Vista Elementary's Principal Dr. Alvarado, Santee Elementary's Principal Reyes, and KR Smith Elementary's Principal Gaytan. Additional support comes from the San Jose Parks and Recreation Department, Council Member Candelas for community outreach, Keep Coyote Creek Beautiful for biodiversity expertise, the County Health Department, Veggielution, Project Hope, the office of County Supervisor Arenas, Santa Clara County Parks Department, and the Board of Our City for project management along with many more. We will also reach out to our local businesses for in-kind donations and support. Together, we are well-equipped to lead this project from start to finish. We have included support letters and key staff resumes for your review.

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## Leadership & Innovation

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

The proposed project is innovative as we are taking children from high-need areas on fieldtrips to open spaces to learn about the environment, agricultural concepts, conservation efforts, and the local ecosystem. This is a multifaceted program that is meant to be an experience that will compliment what the elementary students are leaning in school and connect them to their experiences at home to help shape they perspective on what taking an active role in their community looks like and be an event they will remember for years to come. In addition to the unique and enriching hands-on curriculum for the day, the event aims to plant seeds of thought and empower the youth on what their personal actions and what they can accomplish in the future.

In addition, this proposal encourages collaboration among various nonprofit organizations, school systems, and city and county departments. Having various experts in their field come together will allow for a quality educational program and a path for future partnerships.

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## Documents Section

**Document Uploads (please combine into one file if possible)**

Letter of Support for Our City OSA Application.pdf

**Additional files (if needed)**

Letter of Support for PM Grant Application.pdf

**Additional files (if needed)**

Curriculum.docx

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

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

UGP\_Project\_Budget\_Template 2025.xlsx

**Document Uploads (please combine into one file if possible)**

Letter of Support for Our City OSA Application.pdf

**Additional files (if needed)**

Letter of Support for PM Grant Application.pdf

**Additional files (if needed)**

Curriculum.docx

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

<b>Grant Request:</b>	The amount requested from this Grant (if applicable).
<b>Matching Funds:</b>	The amount funded through matching funds (if applicable).
<b>Total:</b>	This column will be automatically calculated.
<b>SUPPLIES AND MATERIALS</b>	
Supplies and materials that are <u>directly related</u> to the project.	
<b>Item:</b>	The item listed
<b>Description of Budget Item:</b>	Please provide a description of the item with adequate detail to show how totals were calculated.
<b>Grant Request:</b>	The amount requested from this Grant (if applicable).
<b>Matching Funds:</b>	The amount funded through matching funds (if applicable).
<b>Total:</b>	This column will be automatically calculated.
<b>OTHER DIRECT COSTS</b>	
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.	
<b>Item:</b>	The item listed
<b>Description of Budget Item:</b>	Please provide a description of the item with adequate detail to show how totals were calculated.
<b>Grant Request:</b>	The amount requested from this Grant (if applicable).
<b>Matching Funds:</b>	The amount funded through matching funds (if applicable).
<b>Total:</b>	This column will be automatically calculated.
<b>INDIRECT COSTS</b>	
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.	
<b>Item:</b>	20% Administrative overhead for Nonprofits
<b>Description of Budget Item:</b>	Any additional description
<b>Grant Request:</b>	The amount requested from this Grant (if applicable).
	The percent of grant funding
<b>Total:</b>	This column will be automatically calculated.

## Instructions

<b>GRAND TOTAL</b>	
<b>Grant Request:</b>	This column will be automatically calculated.
<b>Matching Funds:</b>	This column will be automatically calculated.
<b>Total:</b>	This column will be automatically calculated.
<b>COST SHARE</b>	
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.	
<b>Matching Funds:</b>	This column will be automatically calculated.
<b>MATCHING FUNDS</b>	
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).	
<b>Source:</b>	The source of funding (e.g. In-kind contributions, Organization's contributions, Donations, Grant, etc.).
<b>Description:</b>	Any additional description.
<b>Type of Match (cash or in-kind)</b>	Indicate whether the funding is cash or in-kind match.
<b>Status of match (Secured or Pending)</b>	Indicate whether the matching funds are secured or pending.
<b>Matching Funds:</b>	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**

<b>Project Name:</b>	East San Jose - Outdoor Exploration
<b>Organization:</b>	Our City

**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
Project Facilitator (1)	Part-Time Temporary hire to support the logistic of the day of the event, and pre/post event planning (40 hours total - 10 per event)	\$ 4,200.00		\$ 4,200.00
Project Facilitator (2)	Part-Time Temporary hire to support the logistic of the day of the event, and pre/post event planning (40 hours total - 10 Per event)	\$ 4,200.00		\$ 4,200.00
Project Facilitator (3)	Part-Time Temporary hire to support the logistic of the day of the event, and pre/post event planning (40 hours total - 10 Per event)	\$ 4,200.00		\$ 4,200.00
Project Manager (1)	Part-Time Temporary hire to support the logistic of the event, evaluate outcomes, support with coordination and outreach, and hire/oversee staff and volunteers (30 hours per event: 160 hours total)	\$ 15,800.00		\$ 15,800.00
Volunteers (5)	Support hands-on activities the day of the event (STEAM, Camping, BioBlitz...) -80 hours total: 20 per event	\$ 2,000.00	\$ 2,000.00	\$ 4,000.00
				\$ -
				\$ -



Budget Form

<b>TOTAL CONTRACTED SERVICES</b>		\$ 7,200.00	\$ -	\$ 7,200.00
<b>SUPPLIES AND MATERIALS</b>				
Supplies and materials that are <u>directly related</u> to the project.				
Item	Description of Budget Item	Grant Request (\$)	Matching Funds (\$)	Total
Bus Rental	Transportation to the Parks from the Schools (4 roundtrips)	\$ 10,000.00		\$ 10,000.00
Food for Participants	Lunch and refreshments for participants (4 events)	\$ 4,000.00		\$ 4,000.00
Parking Passes	Parking passes for staff and volunteers at \$6 each	\$ 120.00		\$ 120.00
Raffle Prizes	Raffle Prizes for Participants - Surveys & Feedback (4 events)	\$ 800.00		\$ 800.00
Park Reservation	Reservation of the Picnic Area (4 events)	\$ 1,400.00		\$ 1,400.00
Special Use Permits	Permit to host the event at the park (4 events)	\$ 1,400.00		\$ 1,400.00
Planning and Outreach	Printing costs for posters, flyers, and program activities (4 events)	\$ 2,800.00		\$ 2,800.00
Shirts	Shirts and name tags for volunteers and staff (4 events)	\$ 1,200.00		\$ 1,200.00
Tents	7 tents for camping activity	\$ 350.00		\$ 350.00
Binoculars	For students to use throughout guided activities (45 total)	\$ 1,125.00		\$ 1,125.00
Fishing Poles	Child sized fishing poles and materials for guided activity (45 total)	\$ 1,000.00		\$ 1,000.00
In-Kind Donations	Our organization will reach out to our local businesses for support for these events		\$ 200.00	\$ 200.00
Materials	Materials needed for STEAM crafts	\$ 500.00		\$ 500.00
				\$ -
<b>TOTAL SUPPLIES AND MATERIALS</b>		\$ 24,695.00	\$ 200.00	\$ 24,895.00
<b>OTHER DIRECT COSTS</b>				





Budget Form

<b>TOTAL MATCHING FUNDS</b>				<b>\$ 2,200.00</b>



Sample Budget

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



Sample Budget

				\$ -
				\$ -
				\$ -
<b>TOTAL OTHER DIRECT COSTS</b>		\$ -	\$ -	\$ -
<b>INDIRECT COSTS</b>				
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.				
<b>Item</b>	<b>Description of Budget Item</b>	<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
10% Administrative overhead for Nonprofits		\$ 880.00	n/a	\$ 880.00
<b>TOTAL INDIRECT COSTS</b>		<b>\$ 880.00</b>	n/a	<b>\$ 880.00</b>
<b>PERCENT OF GRANT REQUEST</b>		<b>4.8%</b>	n/a	n/a
<b>GRAND TOTAL</b>				
		<b>Grant Request (\$)</b>	<b>Matching Funds (\$)</b>	<b>Total</b>
<b>TOTALS</b>		<b>\$ 18,480.00</b>	<b>\$ 6,692.00</b>	<b>\$ 25,172.00</b>
<b>COST SHARE</b>				
				<b>Matching Funds (cash or in-kind)</b>
A minimum of 25% of grant request in matching funds may be required.				<b>36.21%</b>
<b>MATCHING FUNDS</b>				
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).				



October 10th, 2025

**RE: Letter of Support for Our City Non-Profit Open Space Authority Urban Grant Program**

Dear Open Space Authority Urban Grant Program Team,

I am writing to strongly support **Our City's** *East San Jose Students- Outdoor Exploration* application for the Open Space Authority's Urban Grants Program. **Our City's** community work reflects a continued need to do more for our residents. Whether it is through open space educational opportunities, paint nights, and murals that highlight the spirit of San Jose, or financial literacy education, each of these important community efforts makes a difference in empowering residents and building stronger, safer neighborhoods.

Over the last ten years, Patricia Mendoza has coordinated hundreds of community meetings and events in San José's Council District 8 and beyond. Previously the president of a local neighborhood association, the Evergreen Leadership Neighborhood Association (ELNA), Patricia has most recently focused on founding and leading her own local 501(c)(3) nonprofit, **Our City**. Her years of experience make her an excellent champion for bringing any program to life.

If awarded, this grant will bring valuable experiences and education to District 8 families and the East San José community. It is important to have community-led opportunities that enhance culture and community understanding. Bringing families to open spaces to learn about the spaces and preservation is essential to that goal, and it instills lasting interest in open space conservation and activities.

Thank you for your time and consideration of this important community grant work. I strongly encourage your support for **Our City's** application. If you have any questions, please do not hesitate to contact my office at 408-535-4908 or [district8@sanjoseca.gov](mailto:district8@sanjoseca.gov).

Together, we can build safer and stronger neighborhoods.

Sincerely,



Domingo Candelas  
Councilmember District 8  
City of San José



# Ida Jew Academy and Valle Vista Elementary

Dr. Anthony Oskar Alvarado, Principal

Email: [aalvarado@mpesd.org](mailto:aalvarado@mpesd.org) | Office: (408) 223-3750 ext. 77100 | Cell: (408) 599-0884

To Whom It May Concern,

I am pleased to express my strong support for the East San Jose Students Outdoor Exploration grant proposal led by Ms. Patricia Mendoza. This initiative will provide our students with a free, full-day opportunity to explore and engage with the natural ecosystem through hands-on learning experiences at local parks.

If awarded, the program will take students to sites such as Emma Prusch Farm Park, Martial Cottle Park, or Hellyer County Park, where they will participate in activities including BioBlitz walks, camping lessons, farm-to-table learning, and STEAM-based explorations of local ecology and conservation. These experiences directly align with our school's commitment to expanding student learning beyond the classroom and fostering curiosity, environmental awareness, and leadership skills.

We are particularly excited about the possibility of incorporating our older students in leadership roles to help facilitate these experiences for younger participants, strengthening mentorship and community connections. We are also open to serving as a partner site for coordination and outreach to ensure strong student engagement.

We appreciate your consideration of this proposal and look forward to the possibility of collaborating on this meaningful initiative.

With optimism,

  
Dr. Anthony Oskar Alvarado

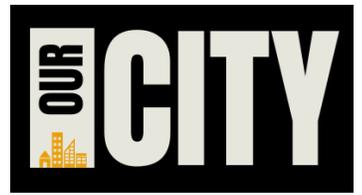


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## East San Jose Students – Outdoor Exploration Program

Local open spaces will be used to incorporate STEAM (Science, Technology, Engineering, Arts, and Math) into an engaging educational day event. 4 events are proposed to serve East San Jose elementary students at three parks (Emma Prusch Farm Park, Martial Cottle, and Hellyer County Park).

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### **Technology: Citizen Science & Data Collection**

- **Activity:** Use apps like iNaturalist or Seek to identify plants, birds, and aquatic life around the park.
- **STEAM Connection:** Integrates technology with environmental observation, encouraging families to engage with digital tools for conservation.

### **Science & Engineering: DIY Water Filtration Challenge**

- **Activity:** Provide materials like sand, gravel, activated charcoal, and cloth to let families build and test small water filters.
- **STEAM Connection:** Demonstrates engineering principles and the importance of clean water in a fun, hands-on way, and prediction journaling connects the activity to hypothesis testing.
- **Bonus:** Discuss climate impacts and conservation efforts and how these might affect our environment.

### **Arts: Nature Journaling & Eco-Inspired Art (Boating Activity & BioBlitz)**

- **Activity:** Encourage families to sketch plants, birds, or the open space landscape. Provide art supplies for painting scenes of the ecosystem.
- **STEAM Connection:** Integrates artistic expression with scientific observation, helping participants connect emotionally to nature.

### **Math: Activity Passport**

- **Activity:** Challenge students to make note of what animals or plants they see the most in the park.
- **STEAM Connection:** Applies math and estimating skills to learn about quantities of species in our local area.

## California Common Core Standards & Science, Math, and Literacy Skills Activities for K-8<sup>th</sup> Grade

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### Water Filtration Activity (NGSS & CCSS)

#### Standards Connection:

- **NGSS 2-PS1-2:** Analyze the properties of materials to determine which are best for filtering water.
  - **NGSS3-ESS3-1:** Evaluate how natural resources (like clean water and weather) impact communities.
  - **3.5 (Social Studies – Geography):** Understand how water sources impact where people live.
  - **Environmental Principles & Concepts (EP&Cs):** Human reliance on natural systems for clean water.
  - **CCSS SL.5.1:** Engage in discussions about how water filtration impacts human communities.
  -  **Activity Extension:** Participants can write or draw their final design and what worked
- 

### BioBlitz: Wildlife & Plant Scavenger Hunt (NGSS & ELA)

#### Standards Connection:

- **NGSS K-LS1-1 (From Molecules to Organisms)** – Identify how plants and animals get their needs from the environment.
- **NGSS 3-LS4-3 (Biological Evolution)** – How do animals and plants adapt to their environment?
- **ELA W.4.7 & W.6.7 (Research & Writing)** – Record and describe findings using iNaturalist or a nature journal.

 **Optional Activity:** Have students **classify organisms** into groups (native vs. invasive) or write a short paragraph on their most exciting discovery.

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### Fishing 101 & Camping 101 (NGSS & Math)

#### Standards Connection:

- **NGSS MS-LS2-1 (Ecosystems)** – Explore how fishing regulations help maintain balanced ecosystems.
- **Math 4.MD.A.1 (Measurement)** – Measure and compare fish lengths (even if simulated).
- **Math 4.MD.A.1 (Math/Measurement)** – Calculate water usage while camping.

- **ELA SL.3.1 & SL.5.1** (Speaking & Listening) – Share observations and discuss conservation efforts in the team’s effort to set up the camping tent- what worked and what didn’t.
  - **NGSS K-LS1-1** (Science)- What kind of environment is needed for humans to survive outdoors?
- 

### Picnic Lunch & Reflection (ELA & Social Studies)

#### Standards Connection:

- **ELA SL.3.1 & SL.5.1** (Speaking & Listening) – Share observations and discuss conservation efforts.
- **Social Studies 3.5** – Understand how natural resources affect community development.

### Agricultural Connections

#### Standards Connection:

#### Science Connections (NGSS-Aligned)

- **1-LS1-1 Identify parts of plants and their functions: Parts of a Plant Sorting Game:** Use real samples from the garden. Plan and conduct an investigation to determine if plants need sunlight and water to grow.
- **2-LS2-1: Plant Needs Investigation:** Students observe which plants get more/less sun or water. Plan and conduct an investigation to determine if plants need sunlight and water to grow.

#### Math Connections (CCSS-Math Aligned)

- **5.NBT.B.7 - Budgeting Exercise:** Perform operations with decimals to calculate costs or harvest yields. Plan a mini-garden within a \$20 supply budget.

#### Literacy Connections (CCSS-ELA Aligned)

- **W.3–5: Evaluation** Write opinion or explanatory pieces. Write “Why community gardens matter”?

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## Educational Prompts



**Water Filtration Activity:** The goal of this activity is to demonstrate the concept of water filtration in an educational manner in an interactive activity.

**Prompt:**

- How can we improve the water quality?
- How many layers did you need to get the water clean? How does that look in nature?
- How many tries did you need to get the water clean?

 **Bonus Challenge:** Try to identify an area in the park where you think the water would be the cleanest.

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 **BioBlitz: Wildlife & Plant Scavenger Hunt:** This activity will help participants learn about the ecosystem in a fun way, while introducing them to digital resources they can continue to use at home to keep learning about nature.

**Prompt:**

- What's the most unusual plant or insect you can find? Use iNaturalist/Seek to identify it!
- Why do you think certain animals are found near the water while others live further away?
- Can you find a native plant and an invasive plant? How might invasive species affect the ecosystem?

 **Bonus Challenge:** Try to find three different types of pollinators (e.g., bees, butterflies, beetles).

 **Fishing 101** or  **Camping 101:** The fishing lesson will help participants learn about the basics of the sport while fostering an interest in the importance of clean water. The camping tent lesson will connect

students to a positive experience in nature and create a passion to conserve open spaces and clean waterways.

**Fishing 101 Prompts:**

- Why is catch-and-release important for fish populations?
- How does healthy water quality impact fish?
- What are some sustainable fishing practices?

**Camping 101 Prompts:**

- Why is it important to choose a good tent location? What should you look for?
- How can we minimize our impact when camping in nature?
- Can you name three ways to conserve water while camping?

 **Bonus Challenge:** Try tying a bowline knot or a clove hitch—both useful for outdoor adventures!

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 **Picnic Lunch & Reflection:** Large and small group discussions will help participants connect with each other and reinforce their takeaways while helping them to identify and relate to new insights.

**Discussion Starters:**

- What was the most surprising thing you learned today?
- If you could help protect one part of this ecosystem, what would it be and why?
- What is one small change your family can make at home to conserve water or support native wildlife?

 **Bonus:** Students can sign a water conservation pledge provided to them on-site.

## East San Jose Students - Outdoor Exploration Tentative Schedule

 **Date:** Weekday (TBD)

 **Location:** Public Park (either Emma Prusch, Hellyer, or Martial Cottle)

 **Time:** 9:00 AM – 2:00 PM

### Schedule of Activities

#### 9:00 AM – 9:15 AM | Welcome & Check-In

- Meet at the main group site picnic area reserved
- Brief introduction to the event, safety guidelines, and schedule.
- Students receive an event passport to collect stamps for each activity completed.

#### 9:15 AM – 10:15 AM | BioBlitz: Wildlife & Plant Scavenger Hunt

- Participants use the **iNaturalist app** or **Seek app** to document and learn about plants, insects, and wildlife.
- Stations with local experts available for Q&A.
- Hands-on activity: Learn how to identify native vs. invasive species.

#### 10:30 AM – 11:30 AM | Farm & Community Garden Exploration

- Families rent paddle boats and explore the lake **OR** build a filtration system to clean local water
- Mini challenge: Identify birds and native plants along the shore **OR** use local water to test the filtration system created
- Discussion about water conservation and how reservoirs support local ecosystems.

#### 11:45 AM – 12:30 AM | Outdoor Skills Activity (Fishing or Camping depending on the Park Location)

- **Fishing 101:** Basics of catch-and-release fishing, led by a local expert.
  - Participants will learn about fishing regulations, techniques, and best practices
- **Camping 101:** Learn how to set up a tent, tie essential knots, and build a safe fire pit (demo only, no fire).
  - Families will team up to set-up their own tent, skills such as teamwork, planning, and coordination will be used

#### 12:30 AM – 1:15 PM | Picnic Lunch & Reflection

- Students enjoy a picnic lunch (pre-arranged box lunches).
- Optional storytelling circle: Share favorite discoveries from the BioBlitz.
- Eco-friendly raffle for participants who completed all activities.

⌚ **1:15 PM – 1:45 PM | Closing & Free Exploration**

- Wrap-up remarks and distribution of participation certificates.
- Families are encouraged to revisit favorite activities or take time to enjoy the park

⌚ **2:00 PM | Leave the Park**