

Santa Clara Valley Open Space Authority

## 2017-2018 Measure Q Urban Open Space Grant Program

1/12/2018 deadline

### Our City Forest Urban Forestry Outdoor Classroom

**\$ 100,000.00** Requested  
\$ 236,637 Total Project Cost

Submitted: 1/12/2018 5:30:00 PM (Pacific)

#### Project Contact

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#### Our City Forest

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EIN 77-0371911

## B. Project Description

### Project Overview

#### 1. Grant Category (check all that apply)

- Environmental Stewardship and Restoration
- Parks, Trails, and Public Access
- Environmental Education
- Urban Agriculture / Food Systems

#### 2. What type of project is this (check all that apply)

- Capital improvement
- Planning
- Program

#### 3. Project Location: Address

*If the project will be in multiple locations, please list all addresses. If there is no street address, please describe the area(s).*  
Martial Cottle Park is located at 2583 Snell Avenue, San Jose, CA 95136. The project location is at the Our City Forest Urban Forestry Educational Site, which is located within a 2 acre parcel to the south west end of the park bordering Chynoweth Avenue. Mapping programs often show the address as 351 Chynoweth Avenue, though we cannot accept mail to either location. Our City Forest's offices are located at 1590 Las Plumas Avenue, San Jose, CA 95133.

#### 4. Project Location: Neighborhood

*If unknown, please enter "N/A."*  
Martial Cottle Park is in South San Jose, but not in any neighborhood.

#### 5. Project Location: OSA District (check all that apply)

*A detailed map of the OSA Districts can be found under the Library tab, or online at <http://www.openspaceauthority.org/about/boardmap.html>.*

- OSA District 1

- OSA District 2
- OSA District 3
- OSA District 4
- OSA District 5
- OSA District 6
- OSA District 7

#### **6. Are there any project partners?**

*If there are project partners, please list each partner and describe their roles. Required - upload letter from each partner describing their role.*

Santa Clara County Parks: The lessor of the development site and guiding entity for the parcel. Their role is described in their support letter uploaded as part of this application.

#### **7. Project Abstract**

*(Brief, 3-4 sentences)*

This project centers on the development and construction of a centerpiece outdoor classroom and the installation of interpretive signage and trails throughout the 2 acre parcel. These, taken together, will showcase outdoor exhibits and provide facilitated and self-guided tours for the community. They will provide to visitors a one-of-a-kind Urban Forest Education Center for learning about Santa Clara County's urban forest and its ecosystem, and how to engage in its growth, care, and protection

### **Community Engagement / Stakeholder Support (10 points)**

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#### **8. Describe the community support and/or community engagement process.**

*When applicable, the application should include letters of support from local jurisdiction(s), particularly for capital improvement projects. Please submit letters using the Documents Upload tab.*

Our City Forest (OCF) is a major advocate for urban forestry, and programs touch on all aspects of environmental stewardship. The partnerships formed in this pursuit led to the creation of a 2-acre parcel at Martial Cottle Park, which opened in 2015.

Santa Clara County Parks endorses this proposal and are eager for OCF to obtain the resources to develop the site. The proposed plan uses guidelines set by County Parks, so the parcel will fit within larger park design while also offering unique services and opportunities.

OCF engages with over 5,000 volunteers annually, and we anticipate this to be a popular site. Already, students from local schools have volunteered in plantings adjacent to and inside the park, and we will volunteer recruitment with them and surrounding neighborhood groups. These groups have been instrumental in helping to obtain the site and with ongoing development.

The work at the site has been only possible through volunteers. Currently, two staff and up to 12 AmeriCorps members focus on the site, with volunteer support. Two days a week are dedicated here, but this can only be maintained with additional funding to move beyond maintenance of existing infrastructure.

We are supported by Councilmember Khamis, who has visited the park many times and volunteered at nearby plantings. Supervisor Wasserman also supports the proposal. Both leaders know of the unique opportunity an urban forestry-specific classroom provides and the expertise OCF brings.

### **Project Planning (20 points)**

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#### **9. Describe the proposed project**

OCF has worked to develop Martial Cottle, within its means, while seeking more financial support. Partnering with the City of San José and Santa Clara County, the site has fencing and water. OCF has already planted a California native garden, an arboretum of over 30 native and drought-tolerant trees, and a lawn-to-drought tolerant garden demonstration site. These outdoor spaces are integral elements of current educational programming now ready for a home.

At completion, the project will include an outdoor classroom to enable the year-round hosting of workshops and speakers. Educational signs and trails will also be installed. Three interpretive signs would be located within the parcel. Please see the site map for more information.

An OCF staff will function as project manager, and a contractor will be hired to oversee the construction. Upon completion, OCF will host an event to launch the completed project. When OCF volunteers or staff are not present, the parcel will remain open and still present a learning opportunity for park visitors.

The outdoor classroom is a hexagonal structure made by Poligon, who designed other structures at the park. This 36' x 31' (1,116 sq. ft.) structure has integrated seating and will serve as the outdoor classroom. The chosen size can host 100 people. Specifications are included.

The signs will be designed by OCF staff and installed by KVO Industries. The three signs will measure 36" x 24" and be on exterior grade high pressure laminate and mounted on in-ground double pedestal beams. The lawn conversion sign will be an enlarged image of the sheet mulching graphic included here. Another sign will describe the arboretum, including the benefits of trees. The third sign will describe the native garden and its benefits. Specifications for the interpretive signs are included. Trails will be built by AmeriCorps members and volunteers. They will focus at the classroom and developed sections to facilitate discussion. Two volunteers assisting have professional experience with screening trails and laying flagstone. Please see the map for a diagram of trails.

Community involvement is key. During the first five years, the project will engage at least 1,000 volunteers, and at least 60 AmeriCorps members, led by OCF staff. This will foster the sense of community pride critical to cultivating environmental stewards. The site will be open to the public 8 am to 5 pm daily. School and community groups will be able to reserve the classroom by emailing OCF.

For at least ten years following the grant, landscaping, trail building, and overall parcel maintenance will be led by OCF staff, volunteers and AmeriCorps members. Additional features are planned after this grant, including an interactive oak ecosystem model, rain catchment from the roof of the classroom, and a small orchard. This added infrastructure will mesh perfectly with the classroom and programming.

#### **10. What is the lifetime of this project?**

*For capital improvement projects, applicants must state how long the project would remain on the site AND demonstrate that they have appropriate permissions. Please submit the Land Tenure form and documentation using the Documents Upload tab.*

- 5 Years (minimum for capital improvement projects)
- Other time period - explain:
- Perpetuity
- Not applicable

#### **11. Describe your plans for operating and maintaining the project over the next 10 years, and indicate your source of funds for ongoing management.**

*This question is required for all capital improvement projects. For planning and program projects, please answer if applicable, otherwise enter "N/A."*

The partnership with Parks allows the site to be used in perpetuity, as is stated in our lease. Long-term partnerships with stakeholders including City, County, State, and Federal agencies, and our broader community, provide a bright future for the use of an outdoor classroom for community members. Educational programming is a primary focus of OCF, lending experience implementing innovative educational strategies and shaping these to serve diverse populations. Educational grants are also part of the future of the site. Our funders support urban forestry volunteer programs involving tree care and education - hallmarks of this parcel.

OCF will have two staff and up to 12 AmeriCorps members dedicated to programming, site development, and community engagement at least two days a week. AmeriCorps members will maintain trails and host workshops with the help of volunteers. The AmeriCorps grant is awarded in three-year terms. OCF is on its 12th year of AmeriCorps, and have been approved for 2018-2019. The next term is 2019 to 2022, which we anticipate no difficulty in securing funding. AmeriCorps is federally funded in 2019. AmeriCorps grant goals include outreach and education, so members will be assigned to the site going forward. Regardless of AmeriCorps, OCF will manage the site in perpetuity, as it matches the core funded goals of education and stewardship supported by the City of San Jose and other partners.

OCF currently has a grant through Santa Clara County to plant trees and educate the public, and this parcel fits their vision. The location of the classroom within Martial Cottle will lead to success, including promotion through the park's newsletter and website, and being part of its Annual Harvest Fair and Spring Fest that bring thousands to the park.

OCF will be able to better recruit long-term, specific volunteers. Some volunteer-led workshops will be donation based to help fund maintenance. Currently, the programs held are limited by weather because there is no shelter on site. Hosting these events are part of OCF's funded goals from the City of San Jose.

Additional plans are already drawn up, including gutters on the outdoor classroom to demonstrate rain catchment and trails to be screened rather than woodchipped. A tool shed, and tools for ongoing volunteer workdays, will be installed. Expanding the native garden and completing the arboretum, plus establishing the species over the years is an ongoing project. Volunteers have donated some funds already, and we are raising more.

Furthermore, OCF has demonstrated success operating its 2-acre Community Nursery since 2011. Although primarily a production site, thousands of residents visit it yearly. Weekly workshops are led OCF staff, members, and docents, albeit with some difficulty due to the nursery being situated adjacent to and within the flight path of an international airport. CalFire has called it an urban forestry model for the state.

## 12. Describe the project's readiness for implementation.

Please include the status of any planning, design, or funding development necessary for project completion. This includes the status of CEQA compliance and any permits required for this project. **REQUIRED: CEQA form, if applicable.**

With a plan, staff, volunteers, service members all in place currently as match, the project is ready! Signage and classroom costs have been identified, and quotes for this work have been obtained by the contractors to be hired (and are reflected in the request). OCF selected the structures and signage to fit with the master plan of Martial Cottle Park and to not require any additional CEQA work. Please see attached for the Notice of Determination for the EIR. Trails that lead to the signs and back will be built by the experienced volunteers supported by AmeriCorps members.

OCF staff members already train AmeriCorps members in programming and maintenance. The staff have a workplan and tools needed for it. Access to the OCF Nursery ensures good selection of plants endemic to and propagated from the area. OCF has offered educational programming here since 2015 and events are scheduled through April 2018, as described in Parks newsletters. Events will repeat into the summer and beyond. Over 130 plants are on site and being maintained. The lawn conversion demonstration is complete and used in workshops. The shelter provided by the classroom would allow for longer discussions, aided by the signage. The same applies to the garden and arboretum, which will be part of other workshops. The ultimate goal is opening the site daily for park visitors to explore at their leisure and be educated regardless of programming or staff present.

## Project Budget (15 points)

### 13. Budget Summary

This is a budget summary only; a detailed Project Budget must be submitted using the Documents Upload Tab. Please note: after the application is submitted, the software will automatically total all lines. This additional TOTAL will not be used.

<input type="text"/>	Grant request: Personnel
<input type="text" value="100,000"/>	Grant request: Contracted Services
<input type="text"/>	Grant request: Supplies/Materials
<input type="text"/>	Grant request: Other Direct Costs
<input type="text"/>	Grant request: Indirect Costs
<input type="text" value="100,000"/>	TOTAL GRANT REQUEST
<input type="text" value="136,636.80"/>	TOTAL MATCHING FUNDS
<input type="text" value="236,636.80"/>	TOTAL PROJECT COSTS (grant request + matching funds)
<input type="text" value="%136.64"/>	PERCENT MATCH (matching funds / grant request)
<input type="text" value="573,273.60"/>	<b>TOTAL</b>

## Project Goals (15 points)

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

The construction of an outdoor classroom and interpretive signage, plus the educational programming made possible by these, will resolve several issues and create a community resource.

In 2011, OCF launched its nursery as part of San Jose's Green Vision, and it is home to 9,000 trees and plants and has 2,000 yearly visitors. Due to its location, immediately adjacent to and beneath the San Jose airport flight path, it is not a good educational site. The noise from the overhead jets is constant and loud. Per the lease San Jose and the FAA, OCF is unable to plant trees, construct structures, or even store materials over a given height.

OCF's parcel at Martial Cottle has been limited by small donations and the funds only to maintain the parcel. What is needed is funding to install an outdoor classroom as a hub. OCF has been looking for a centerpiece to further its mission of environmental education. To OCF's knowledge, no other such place exists outside of Coldwater Canyon Park in Los Angeles. The lack of shelter limits what can be done. Many events have been cancelled or reduced due to weather. A tree tour during the 2017 Harvest Fest was cut short due to heat, and we are limited to morning work due to afternoon exposure. Each workday has pop-up canopies, but the heavy winds of the area have destroyed two already, and they cost \$400! Also, due to uneven ground, we cannot leave the parcel unattended. This project will allow any visitor to go on a self-guided tour. The shaded outdoor classroom structure will expand the hours devoted to developing the site and offering programming. This proposal to construct an outdoor classroom addresses the lack of access to environmental education. Many environmental programs rarely discuss urban trees. The urban forest here is drought-ravaged, and piecemeal in both administrative jurisdiction and physical continuity. Most people's interactions with nature are not in the hills and valleys surrounding the urbanized County; this classroom will enable everyone to understand nature literally in their own yard.

The importance of trees and vegetation to our health and the state of our environment cannot be overstated. Studies prove that trees filter pollutants, which reduces respiratory problems. Trees reduce runoff, preventing flooding or the overwhelming of stormwater systems while replenishing aquifers. Trees are especially important during a time where temperatures in San Jose are expected to rise and the urban forest of our present is no longer adapted to the climate. Urban canopy coverage is below 12% in some areas of the area, so efforts to educate and engage is critical.

What is needed for a healthy urban forest is an informed community. No single agency can be responsible for its health; it benefits all and must be stewarded by all. Creating trails and spaces like outdoor classrooms for the community is a way to create this connection and appreciation.

**15. Please list the project's goals (both social and environmental).**

*These should be specific, measurable goals (e.g. 600 people participating in educational programs). Please see Appendix E of the Grant Program Guidelines for a list of sample goals.*

Education project elements are as follows: 1000 people will use the facility annually between the workshops, events, and general open hours. At least 100 of the visitors will be youth, and 300 of whom will live within a half mile of the area. A total of 12 workshops will be offered annually with at least 5 different docents to ensure varied content and presentation. 10 specialized 'Tree Amigo' volunteers will participate in projects at the site as part of 1000 volunteers expected.

Habitat creation will eventually total all 2 acres of the parcel in 10 years, with 43,560 sq. ft. of native plants, 87,120 sq. ft. of invasive plants and grasses removed, and 100 trees planted. All will be drought tolerant.

Two miles of trails will be constructed, with ½ mile of these people pervious surfaces still usable for those with mobility disabilities.

For each lawn conversion workshop participant that converts their lawn, 31 gallons of water per square foot will be saved annually.

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**Impact (15 points)**

**16. Describe the lasting impact of the project.**

Having an urban forestry classroom at Martial Cottle will put San Jose and the larger Santa Clara Valley on the map as leaders in environmental education and stewardship. It will bring more attention to the park's mission to safeguard agricultural heritage and increase the amount of visitors this new park gets annually. As the arboretum grows and trees mature, residents will have a place to go and see full size shade trees that they can plant in their own yard or park strip, and some species currently present are not currently common in the urban forest. With an outdoor classroom, thousands of students can be bussed to this location for hands on, interactive field trips to learn about plants, water, and the environment. Additionally, with an established native and drought-tolerant garden, homeowners will have a valuable resource to see and learn various ways of how they can replicate water saving landscapes. There will be adequate space for workshops and talks that will be open to the community for the lifetime of the structures. OCF has been leased the parcel in perpetuity so we will utilize the structure to pursue their mission of urban forestry education for years to come.

The arboretum already has 42 different species of drought-tolerant trees. As the trees mature, they will provide shade which and help mitigate localized rising urban temperatures. In sum, the parcel has 94 trees (see Martial Cottle Species List 2018). The lawn conversion exhibit will teach residents how to increase biodiversity on their property by creating habitat in their front lawns throughout San Jose.

Once the outdoor classroom, trails, and signs are installed and the exhibits are completed, the site will be open to the public year-round. The site will become a training and education center that will empower local citizens to be environmental stewards. A portion of the trails will be screened to provide access to people with disabilities.

There are 20 schools within a three mile radius of Martial Cottle. If project is awarded OCF will invite all of the schools in the area to volunteer events. Internships will be offered to high school and college students to assist with site development and programming. Teachers will be able to reserve the classroom to utilize to pursue their lesson plans. Even if the subject is not directly related to urban forestry, students will have an outdoor area to learn in and have fresh air. The proposed project will benefit multiple groups in the community for many years to come.

Having a place that provides urban forestry education will benefit the health of people in San Jose and ensure the existence of mature trees that are well stewarded and a comprehensive cross-section of uncommon and common urban trees.

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**Leadership & Innovation (10 points)**

**17. Describe how this project employs innovative approaches or encourages collaboration and partnership in the field of parks, open space, urban agriculture, land conservation, or environmental education.**

The site will provide environmental education for any visitor, and the classroom will also be home to a variety of workshops offered by no other organization in the region. It will allow OCF to invite docents and specialized speakers to present on environmental topics to augment urban forestry education. OCF will be able to host evening events, like the graduation of the AmeriCorps service members, and volunteer appreciation events, that will foster mutually beneficial relationships. Park partners will be able to co-host events with OCF and combine outreach efforts and resources.

The lawn conversion workshops are a good example. Master Gardeners have a shelter that serves as an outdoor classroom,

but it is only available for their workshops. We invited them to host and instruct, the design portion of a workshop. The first part of the event was held at their parcel, and the installation portion was held at the OCF parcel. One workshop had even hit 50 attendees. This event was held thrice in 2017, and two more are already scheduled in 2018. Constructing the classroom will allow partnerships like this to expand, as each parcel at Martial Cottle offers distinct opportunities.

OCF uses a train-the-trainer model, where a person is trained and that makes them qualified to then instruct others. This model is how OCF has successfully trained AmeriCorps members so they may train volunteers, and so on.

## **Organizational Capacity (15 points)**

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### **18. Briefly describe the organization.**

*Please include the year the organization was founded and its mission and goals. If the applicant is a Fiscal Sponsor, please describe both the APPLICANT and the SPONSORED ORGANIZATION.*

Educational programming is a primary focus of Our City Forest and has been since its 1994 founding. OCF provides vital county-wide services to residents like providing trees and shrubs grown at the nursery by volunteers, planting trees, caring for trees, watering trees, K-8 school classes, free urban forestry workshops, lawn conversion services, volunteer opportunities, and assistance for seniors, and training AmeriCorps members in urban forestry. With its mission to to cultivate a green and healthy Silicon Valley by engaging community members in the appreciation, protection, growth and maintenance of our urban forest. The organization offers free or discounted services to senior citizens, veterans, low-income households, and people with disabilities. Programs are donation based for community members that don't meet the aforementioned criteria.

AmeriCorps service members trained as urban forestry specialists carry out planting, maintenance, and related activities as needed or requested by the community on behalf of the organization. OCF always teaches that education is more important than planting trees, because it increases awareness and helps to preserve the existing urban forest. With increased awareness, trees will certainly be planted as the need is more fully understood. Equally important, they will be stewarded.

### **19. Describe the organization's ability to successfully implement this project. This might include successful past projects, staffing levels, financial resources, etc.**

*If applicant cannot otherwise demonstrate its capacity, expertise, and experience, please provide names and contact information of individuals knowledgeable about the organization's work.*

Our City Forest's ability to implement this project is best demonstrated by its success in constructing a community nursery from the ground up. It developed a full-scale cultivation operation, including a greenhouse, on what was an abandoned 2-acre lot next to the San Jose International Airport. Assisted by 1,000 or more volunteers annually, the nursery now has a reputation for providing one of the best selections of native and drought-tolerant species in the South Bay. While many of its trees and shrubs are designated for OCF's community plantings and agency contract grows, there is plenty for the 2,000 or more annual visitors to select from. Some customers include the Cities of San Jose, Campbell, Watsonville, Menlo Park, and Saratoga, small tree care companies, and regional environmental nonprofits. OCF, in five years, turned an empty parcel into a professional production nursery. OCF has a staff of 10 plus an AmeriCorps team of 36 service members, which provides a wide array of urban forestry programs and services throughout the county. Staff trains the service members who, in turn, recruit and support the 5,000 volunteers and at-risk youth program participants annually. Staff members leading this project share relevant expertise to support this project. President Rhonda Berry pieced together the financing and oversaw the development of the nursery. Tree Care Manager Gabrielle Trudeau has been involved in the development of Ulistac Natural Area. Our City Forest has planted over 68,000 trees in Santa Clara County since 1994. Additionally, OCF hosts over 5,000 volunteers per year and has provides valuable planting and educational services to the community of San Jose and neighboring cities. In 2016, for example OCF installed almost 7,000 trees and shrubs around the county, converting over 90,000 sqft into green space. This year, Our City Forest is leveraging the BeautifySanJose program sponsored by the City of San Jose to fully plant out the barren road shoulders of Branham and Snell near Martial Cottle Park, as well as numerous other sites. With the 5 years of experience developing the Nursery, OCF is confident that the outdoor classroom at Martial Cottle will prove to be an even more welcoming atmosphere for urban forestry related trainings and events, and have the capacity to involve more school children. We hope to open its doors annually to more people than the nursery currently hosts. Park Manager Eric Goodrich fully supports this project proposal, as stated in the enclosed letter. With County support this project can begin as soon as grant is awarded. Our lease states that the parcel must remain in continuous use, so the classroom would help OCF fulfill the conditions of the lease by increasing the amount of time people may use the parcel. Key policy makers such as Councilmember Khamis and Supervisor Wasserman have seen firsthand the success of Our City Forest projects and also offer their support.

### **20. Briefly describe key staff members and volunteers' qualifications and experience relevant to the project.**

OCF's Director of Urban Forestry, Loren Klick, is a certified arborist and a landscape contractor; he oversees OCF programs to coordinate their mutual goals, and will be involved at Martial Cottle in this capacity. He has been with OCF for 5 years. If he or anyone described here leaves OCF, their successor will dedicate the same time, as the parcel's success is integral to OCF's mission.

AmeriCorps members serve for 11 months. They are trained on topics related to community engagement and urban forestry. Tree Amigos are specialized volunteers with five weeks of training. They are lead volunteers in many OCF programs. OCF's Nursery will be vital to long-term success at Martial Cottle. It's led by Nara Baker, a certified arborist, with OCF since 2015. She ensures plants meet rigorous standards. Nara will supervise cultivation, and plants are included in this project's

budget as secured matching funds.

Edgar Echeverria is Planting Manager, leading AmeriCorps members in converting lawns to drought-tolerant gardens. Edgar has been with OCF for five years and his team is at Martial Cottle twice weekly. This work continues if the grant is awarded and is what makes up a portion of matching funds.

Gabrielle Trudeau is Tree Care Manager, leading work at thousands of sites yearly. Gabrielle has been with OCF for four years. Her team spends two days a week on site, hosting events and workshops. This work continuing is what makes up a portion of the matching funds.

## **BONUS POINTS: Underserved Communities (10 points)**

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### **21. Describe how the project addresses open space needs for sensitive populations such as residents of park-poor neighborhoods, underserved or disadvantaged communities, youth, seniors, or is located within a Deep Engagement Community (DEC).**

*A map of the DECs can be found under the Library tab of online at <http://www.openspaceauthority.org/urban>. This question is optional; please answer if applicable, otherwise enter "N/A."*

In these communities, either trees are not planted to avoid the potential maintenance costs, or the little canopy that exists causes financial difficulties. Costs to repair sidewalk damage from poor tree care often costs thousands of dollars, and disadvantaged communities suffer most from the policy. Additionally, properties zoned industrial in San Jose are not required to have any street trees, and the communities living beside these properties are disadvantaged. Furthermore, if a property owner receives a notice to plant a tree from the city, the species is mandated and residents don't know why that species is picked, how it is picked, and if they can plant a substitute. This is where the Urban Forestry Outdoor Classroom can help. The arboretum contains species that are common on streets and parks. The arboretum will enable residents to make informed decisions about the type of tree they're planting and what it looks like mature. In disadvantaged neighborhoods with hardly any trees, this service will be even more valuable because residents will be empowered to select the right tree for their site. Currently, residents referred to OCF can change species and obtain trees, as well as receive planting services. The parcel will be used in this capacity. Nursery visitors walk through the rows of trees trying to select a species, and often ask if we know of an address where they could see a more mature specimen. At Martial Cottle, we will not have to send them anywhere else.

## **BONUS POINTS: Community Building (10 points)**

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### **22. Describe how this project actively encourages community building by engaging or accommodating local residents in novel and creative ways.**

*This question is optional; please answer if applicable, otherwise enter "N/A."*

An urban forestry-specific educational space is rare. Each citizen is impacted by it, but too often experiences are colored by ordinance or maintenance. This site will enable Our City Forest to show residents how the trees and understories that make up the urban forest are tied to the larger history of the County and its future.

The outcome of this project will bring a new and engaging space to County Parks and the San Jose. It will enable residents to see a variety of street trees and plants, offering ideas for water-wise landscaping. The classroom will be a space for all to interact and learn about the urban ecosystem. By having an urban forest-specific parcel, awareness will increase about the importance of trees in Silicon Valley and how residents already interact with this important component of living infrastructure. This project enables residents to visualize and physically touch what their small, mandated tree could become, whereas before the only way to visualize was to do an internet search and hope the photo was labeled with the correct tree species.

Additionally, many residents of Santa Clara Valley know about its past as the Valley of Heart's Delight. Yet many do not know of the legacy of this agricultural history such as the destruction of many native trees and soils, the pathogens that remain under paved-over orchards. In raising awareness of this legacy, Our City Forest will be able to further help residents select the right tree for the right place.

## **BONUS POINTS: Leverage Funding (5 points)**

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### **23. Describe how the project leverages funding with more than 25% match by grantee (cash or in-kind).**

*This question is optional; please answer if applicable, otherwise enter "N/A."*

Our City Forest will match funds by having four dedicated staff members working 1872 hours valued at \$18,720, and up to 12 AmeriCorps service members working on the programming, educational site development, trail building, and community engagement, 2 days a week for a total of 4,992 hours valued at \$49,920, a year. 10 volunteers will work on the parcel 2 days a week for a total of 2080 hours valued at \$59,196.80. OCF's nursery has earmarked 100 trees, valued at \$8,000, and 100 shrubs valued at \$800, to match funds and ensure project completion. These matched funds total \$136,636.80. Guest speakers and partnered workshops will also help match granted funds. The proposed match funds are only for the first year of the project. OCF expects more than 10 volunteers to attend work days and events, and for attendance to increase every year following project completion, so we will definitely exceed the matching funds for this project through attendance, AmeriCorps members and staff time alone.

## C. Work Plan

### C.1. Project Work Plan

Task Number	Activities	Timeframe	Outcome/Deliverables	
1	Submit Scope of Work to Martial Cottle Park	Fill out scope of work document and submit to park manager	January 2018	County Park accepts scope of work
2	Get quote for shade structure	Select a structure to serve as the outdoor classroom then ask Poligon to send a price quote	January 2018	Chose Hexagon structure that fits 100 ppl to serve as outdoor classroom
3	Get quote for interpretive signs	Select model and type to install then ask KVO to send a quote	January 2018	Chose signs and base and mounting the work best for the project
4	Design 2 more interpretive signs	Staff and Americorps members design sign for arboretum and native garden	February-July 2018	Sign designs are selected
5	Submit sign design to KVO	Submit sign designs to KVO and receive a quote after design has been selected	February-July 2018	KVO provides a new quote for project
6	Contact installers	Contact Playgrounds Unlimited installers and ask for a quote for installation of structures	February-July 2018	Installers provide a quote to perform the work
7	Purchase structures	Purchase shade structure and interpretive signs	August 2018	Arrange delivery date and inform park manager and installers
8	Coordinate installation	Hire Playgrounds Unlimited to install structures	August 2018	Project installation begins
9	Train Americorps Members	Train Americorps members in trail building at Martial Cottle	September 2018	Americorps service members lead volunteers in trail building
10	Hold weekly workdays	Host workdays where volunteers help build trails every week	September 2018-ongoing	Additional trails built throughout the park
11	Host a Launch party	Invite community members and volunteers to grand opening of outdoor classroom	upon project completion	The community is now aware of this resource
12	Develop programming	Develop additional environmental programming	upon project completion	Present additional environmental programming
13	Outreach to local community	Inform local schools and community groups of outdoor classroom resource	upon project completion	Continue outreach annually to bring more visitors to the parcel for public use and education
14	Complete site exhibits	Complete Native Garden and arboretum trails	ongoing and post project	Volunteers helping complete project so it can be open to the public unsupervised
15				
16				
17				
18				
19				
20				

## D. Documents Upload

### Documents Requested \*

Financial statements

### Required? Attached Documents \*



[OCF 15-16 Tax Return](#)

[OCF Audit Report 15-16](#)

Authorizing Resolution from Governing Body



[OCF Measure Q Resolution 2018](#)



[download template](#)

Project Budget



[MQ OCF Outdoor Classroom Project Budget](#)

[download template](#)

Acknowledgment Form



[OCF Acknowledgement Form](#)

[download template](#)

Fiscal Sponsorship Agreement

[download template](#)

Land Tenure Form

[download template](#)

[OCF Land Tenure Form](#)

[OCF Lease Agreement with Santa Clara County](#)

CEQA Compliance Certification Form

[download template](#)

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[OCF CEQA EIR from SCCparks](#)

Letters of Support

[Support Letter Johnny Khamis Council Member SJ](#)

[OCF Letter of Support Mike Wasserman Santa Clara County Board of Supervisors](#)

Letters from Project Partners

[OCF Letter of Support Eric Goodrich Martial Cottle Park Manager](#)

Maps

[OCF Site Map for Outdoor Classroom Project](#)

[OCF MC Parcel Map](#)

[OCF Martial Cottle Guide Map](#)

[OCF Photos of Project Site](#)

Other

[OCF Summary of Achievements for 2017](#)

[OCF Americorps Service Contract](#)

[OCF Scope of Work submitted to Martial Cottle County Park](#)

[OCF Poligon Hexagon Shade Structure Flyer](#)

[OCF Poligon Hexagon Shade Structure Specs](#)

[OCF MC Native Garden Species List](#)

[OCF Martial Cottle Spring Quarterly](#)

[OCF Outdoor Classroom List of Installers](#)

[OCF KVO Industries Streamline Exhibit Bases](#)

[OCF Image of Example for Interpretive Sign](#)

[OCF Infographic for Lawn Conversion Interpretive Sign](#)

[OCF Watering Instructions for Sample Infographic](#)

[OCF Tree Care Tips for Sample Infographic](#)

[OCF Martial Cottle Arboretum Map and Species List](#)

[OCF Arboretum Wood Chip Trail Start](#)

[OCF Arboretum Planting Day](#)

[OCF Arboretum Planting Day 2](#)

[OCF MC Native Garden Location](#)

[OCF MC Lawn Conversion Area](#)

[OCF MC Lawn Conversion Irrigation Demo](#)

[OCF MC Lawn Conversion Irrigation Parts](#)

[OCF MC Lawn Conversion Workshop](#)

[OCF MC Living Holiday Tree Event with Americorps Members](#)

[OCF MC Pop Up Nursery](#)

[OCF MC Volunteer Workday](#)

[OCF MC Eagle Scout Project](#)

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