

2023 All In Neighborhood Grant – Sample Application

SECTION 1: BASIC INFORMATION

Please list two contact names for your group, including working phone numbers and emails. Both contacts should be actively involved in the grant project and be able to discuss the application, as we may call for more information. We strongly DISCOURAGE third-party grant writers.

Primary Contact First Name

Monica

Primary Contact Last Name

Sample

Primary Contact Telephone

123-456-7891

Landline or cell?

Cell

Primary Contact Email

grants@citizensnyc.org

Primary Contact home address

Street

209 Joralemon Street

City

Brooklyn

State

NY

Zip Code

11201

Please indicate the race or ethnicity of the primary contact (choose all that apply)

- White
- Black or African American

- American Indian or Alaskan Native
- Asian Indian
- Chinese
- Filipino
- Japanese
- Korean
- Vietnamese
- Native Hawaiian
- Guamanian or Chamorro
- Samoan
- Other Pacific Islander
- Other

Ethnicity of primary contact (check one)

- Latinx, Hispanic, or Spanish Origin
- Not Latinx, Hispanic, or Spanish Origin**

If the primary contact identifies as part of the LGBTQ+ community, check all that apply:

- Lesbian
- Gay
- Bisexual
- Transgender
- N/A**
- Other

Is the primary contact a senior or elder (at least 65 years of age)?

- Yes**
- No

Does the primary contact identify as female?

- Yes**
- No

Is the primary contact a 1st or 2nd generation immigrant or a child of an immigrant?

- Yes
- No**

Is the primary contact a person with a disability?

- Yes
- No

Other ways that the primary contact identifies themselves that they'd like to share:

N/A

Primary Contact Social Media

Website

www.citizensnyc.org

Facebook

<https://www.facebook.com/citizensnyc/>

Twitter

<https://twitter.com/CitizensNYC>

Instagram

<https://www.instagram.com/citizenscommittee/>

LinkedIn N/A

Secondary Contact First Name

Chris

Secondary Contact Last Name

Example

Secondary Contact Telephone

234-567-9101

Landline or cell?

Cell

Secondary Contact Email

info@citizensnyc.org

Secondary Contact home address

Street

30 East 125th Street Apt 189

City

Manhattan

State

NY

Zip Code

10035

Please indicate the race or ethnicity of the secondary contact (choose all that apply)

- White**
- Black or African American
- American Indian or Alaskan Native
- Asian Indian
- Chinese
- Filipino
- Japanese
- Korean
- Vietnamese
- Native Hawaiian
- Guamanian or Chamorro
- Samoan
- Other Pacific Islander
- Other

Ethnicity of secondary contact (check one)

- Latinx, Hispanic, or Spanish Origin**
- Not Latinx, Hispanic, or Spanish Origin

If the secondary contact identifies as part of the LGBTQ+ community, check all that apply:

- Lesbian
- Gay
- Bisexual
- Transgender
- N/A
- Other**

Is the secondary contact a senior or elder (at least 65 years of age)?

- Yes
- No

Does the secondary contact identify as female?

- Yes
- No

Is the secondary contact a 1st or 2nd generation immigrant or a child of an immigrant?

- Yes
- No

Is the secondary contact a person with a disability?

- Yes
- No

Other ways that the secondary contact identifies themselves that they'd like to share:

N/A

Secondary Contact Social Media

Website N/A

Facebook N/A

Twitter N/A

Instagram N/A

LinkedIn N/A

SECTION 2: TELL US MORE ABOUT YOUR GROUP

Would you like to participate in the [DOT Open Street Program](#)? (*Optional*)

- Yes
- No

What is the name of your group or public school?

East NY on the Move

If your group has submitted applications in previous years under a different name (even slightly different), please indicate the previous name(s) below.

N/A

Group Primary Address

(Location of group/nonprofit or address of primary group leader if no physical space exists).

Street

209 Joralemon St

City

Brooklyn

State

NY

ZIP Code

11201

Borough

Brooklyn

Neighborhood

Downtown Brooklyn

Group Social Media

Website

www.citizensnyc.org

Facebook

<https://www.facebook.com/citizensnyc/>

Twitter

<https://twitter.com/CitizensNYC>

Instagram

<https://www.instagram.com/citizenscommittee/>

When was your group formed – month and year?

January 2010

What was your group's total budget in 2022?

\$50,000

Does your group have 501(c)(3) status? (*Note that groups are not required to have this status to receive a grant from us. If your group's 501(c)(3) application is pending, please state that.*)

If yes, please include a link to your group's 990 if it is available.

No

If yes, please provide your group's EIN.

N/A

If you received a grant from us previously, please list the year(s) in which you received the grant(s).

N/A

Tell us your group's story! Please describe your group's mission, major accomplishments, and any quotes from community members on the impact of your group's work.

East NY On The Move is a youth-led group whose mission is to make East NY a healthy food oasis in which most of our vegetables and fruits are grown in our own neighborhood or in adjacent neighborhoods.

Limited availability of healthy food and poor eating habits have led to a variety of health issues in East NY, most notably obesity and diabetes. Our group is working to: teach good nutrition and healthy eating habits; promote sharing of food knowledge and skills; encourage youth and adults to learn how to grow their own food by getting involved in community gardening; and increase awareness about the strong connections between large scale food production and global warming.

We were founded in 2010 by Monica Sample, Chris Example, and Joe Doe. The three of us grew up in NYC Housing Developments in East New York. We met in 2009, in our freshman year at Brooklyn College (CUNY), and immediately began talking about a project to build local power in our home neighborhood. In our organization's first year, we conducted a series of workshops in East NY about healthy eating.

SECTION 3: TELL US ABOUT YOUR GROUP'S WORK

Please note that from this point forward, all the questions relate to the one specific project for which you and other members of your group are submitting this application.

1. **What is the name of your project?**

Grow it, Eat it

2. **Please provide your detailed project description in no more than 300 words here. In your response, please define what community means to your group, and describe why the project is needed in your community.**

We will launch 'Grow It, Eat It', a youth gardening project that will involve 12 East NY high school students in cultivating and maintaining three plots at Harriet Tubman Community Garden. Our neighborhood has limited access to fresh, affordable food and youth in the community lost access to summer programming during the pandemic. By engaging youth in the community in growing food, we are bridging this gap and providing a space for youth to have quality engagement in their community and access to mentorship from community leaders. The project will be coordinated by the three founding members of our group. Four senior gardeners will also participate, each serving as mentors to three of the youth. The youth will work together to research, plant, and harvest vegetables and fruits in their plots, which will be raised beds that they will build themselves with the help of a local carpenter. As they garden, they will learn about what they are growing, including the nutritional values of their plants, how to best care for each type, and when to harvest.

The gardening will be combined with bi-weekly workshops that will be led by experienced youth gardeners and elders. The workshops will be interactive, involving breakout group activities that will allow youth to sharpen critical thinking skills and strengthen their relationships with each other. Workshop topics will include: the importance of growing our own food, healthy nutrition, the science of gardening, indigenous and earth-friendly farming practices, composting basics, the politics and business of food and water, organizing for food justice, and the role of our eating choices in climate change.

3. **Please distill your project into 2-4 sentence snapshot that summarizes your specific work proposal. Please include at least 2 sentences summarizing your specific work proposal. Use no more than 1 sentence to communicate the goal and use 1 sentence to describe how your project benefits the community. We strongly encourage you to refer to [this guide](#) for more instructions.**

East NY On the Move is supporting local high school students to cultivate and maintain three plots at a nearby community garden. The youth will learn about horticulture, plant cultivation and care, as well as the plants’ nutritional value.

4. Please indicate which category your project primarily falls under. Select up to two. We consider all categories to be under the umbrella of civic engagement.

- | | |
|---|--|
| <input type="checkbox"/> Environment | <input type="checkbox"/> Beautification/open spaces |
| <input checked="" type="checkbox"/> Food and Healthy Living | <input checked="" type="checkbox"/> Youth engagement |
| <input type="checkbox"/> Mental Health | <input type="checkbox"/> Physical Health |
| <input type="checkbox"/> Arts & Culture | <input type="checkbox"/> NYCHA/Public Housing |
| <input type="checkbox"/> Public Safety | |
| <input type="checkbox"/> Social/environmental Justice | <input type="checkbox"/> Police/community relations |
| <input type="checkbox"/> Race/community relations | <input type="checkbox"/> Entrepreneurship |
| <input type="checkbox"/> Immigrants’ rights | <input type="checkbox"/> Education/STEM (Science, Technology, Engineering, Math) |
| | <input type="checkbox"/> Emergency relief/rapid response |
| | <input type="checkbox"/> Other |

5. Tell us your start and end dates for the project state and completion.

6/29/2023 start date and 9/01/2023 end date.

6. In list form, describe your project timeline including the tasks and people responsible to complete your project?

- Initial meeting among core members to discuss project goals – Early March. Monica, Chris, Joe, Ralph
- Survey community members and local schools to determine workshop topics – Early March. Joe, Ralph
- Meeting to discuss outreach strategy and identify workshops based on survey information– Mid March. Monica, Joe, Kayla
- Three meetings to develop and finalize workshop curriculum – Late March – Early April. Joe, Kayla
- Outreach to recruit workshop facilitators – Early April. Joe, Kayla
- Outreach to recruit youth for the project – Early April. Joe, Kayla, Monica
- Orientation; youth and senior gardeners meet – Last Saturday of March. Joe, Kayla, gardeners, youth
- Workshop 1: Why Grow Your Own Food? – First Saturday of April – Jamaal, Joe, Kayla
- Workshop 2: Deciding What to Grow – Third Saturday of April – Zenobia, Joe, Kayla

- Workshop 3-7 – twice a month – guest facilitators, Joe, Kayla
- Workshop 8: Organizing for Food Justice – First Saturday in October – Yasmine, Mike, Joe, Kayla
- Harvest Dinner Celebration – Last Saturday in October – All project participants, family, and friends

7. **How will your group conduct outreach to involve existing and new members in the project? Why did you choose these methods? We encourage you to consider using a set of different approaches. If you need examples, we encourage you to read our sample application.**

To recruit youth for ‘Grow It, Eat It’, we will outreach to schools, NYCHA community centers, and community events. At schools, we will make brief presentations about the project during classes, assemblies, after school programs, and meetings of student clubs and parents teachers associations. At NYCHA, we will post flyers in community centers and make announcements at events. We will table at local functions and information fairs. We will also post and leave flyers in bodegas, barbershops, laundromats, supermarkets and other local businesses and community-based organizations. Additionally, we will post announcements about the project on a neighborhood blog and create a ‘Grow It, Eat It’ Facebook page that we will promote as we speak with youth

8. **How many volunteers will be involved in your project?**

25

9. **How many paid or stipend staff will be involved in your project?**

0

10. **Project Address: Please complement with full address if providing a venue name, such as ABC Community Center or XYZ Community Garden.**

Street

123 Johnson Street

Borough

Brooklyn

Zip Code

11201

11. Based on the location where your project will primarily take place in, please list the following:

City Council District #:	Community Board #:	State Assembly District#:
42	5	60
State Senate District#:	US Congressional (House of Representatives) District #:	
19	8	

If you do not know the above information, please visit www.mygovnyc.org

SECTION 4: PROJECT BUDGET AND REQUESTED GRANT AMOUNT

1. Tell us how much you would like to request. If awarded a grant, the grant may not equal the amount requested. (Please keep in mind that the maximum of our All In Neighborhood Grant is \$3,000.)

Total Amount Requested from CitizensNYC

\$1690

2. Are you receiving funding from other funders for this project? (Yes/No)

Yes

If yes, please provide name(s) of additional funder and amount(s)

Neighborhood residents - \$250

A&E hardware store _ \$300

SECTION 6: HOW DID YOU HEAR ABOUT CITIZENSNYC?

1. Please tell us how you heard about us. This information helps with our outreach efforts.

Borough President (*Which borough?* _____)

Blog (*What blog?* _____)

Community Board

CitizensNYC E-Newsletter

Community Education Council

Community Precinct Council

- Community Event (Name of event: _____)
- Community Organization (What organization? _____)
- Elected Official (Name of official: _____)
- Internet Search
- Facebook Ad
- Google Ad
- Twitter
- Participatory Budgeting Assembly (Council Member: _____)
- City Department (What department? _____)
- LinkNYC (Tall electronic kiosks on city streets to charge phones, make calls, etc.)
- Newspaper (What newspaper? _____)
- Radio/Television (What station? _____)
- Other (Please describe: _____)

2. Please indicate the top three quality of life issues that are most important in your community.

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Affordable Housing | <input type="checkbox"/> Public Safety | <input checked="" type="checkbox"/> Fresh Food |
| <input type="checkbox"/> Education | <input type="checkbox"/> Parks/Green Spaces | <input type="checkbox"/> Health Care |
| <input type="checkbox"/> Public Transportation | <input checked="" type="checkbox"/> Livable Wages | <input type="checkbox"/> Street Cleanliness |
| <input type="checkbox"/> Cost of Living | <input type="checkbox"/> Noise | <input type="checkbox"/> Other: |

3. By checking this box, I acknowledge that "Submitted Materials" (videos & photographs) will be deemed not to be confidential or secret, and may be used by us in any manner consistent with the Citizens Committee for New York's Website, Social Media & Marketing Privacy Policy. Citizens Committee for New York City (CitizensNYC) has the rights to include videos and photographs in any press releases, promotional materials, periodic public reports, newsletters, internal communications, and other communications that CitizensNYC may publish from time to time.

ATTENTION: The following questions are from our supplemental application. You will receive an email invitation from grants@citizensnyc.org within 3 months of your application submission to provide the information below.

SUPPLEMENTAL APPLICATION BELOW

How will the project contribute to building a sense of community and strengthening relationships among community members or project participants?

Through these workshops and community celebrations, we will recruit and grow the number of individuals in our community group so that they can participate in our work on a long-term basis. Participants will get to know our mentors and their peers on a personal level, and we foresee them bringing these positive relationships beyond our program. The lessons learnt will also help them become horticulture and healthy diet ambassadors in their extended networks. By creating a strong outreach strategy, we will be able to bring new people from the community into the project and meet with new and old residents during our workshops. We also hope to establish relationships with our outreach partners, so we help our community build a closely knitted coalition to advance environmental conservation, food security and community health.

How do you plan to sustain the impact after the grant period?

Measuring Success: We will determine the success of our project by directly asking the participating youth and their families for their feedback in the form of a survey. Gardeners at Harriet Tubman Community Garden will also be surveyed. Additionally, as vegetables and fruits are harvested, we will weigh them to see how many pounds of healthy chemical-free food we grew throughout the season.

Lasting Benefits: Though ‘Grow It, Eat It’ concludes with the Fall harvest, we will continue to engage the 12 youth via opportunities to apply the skills and knowledge they acquire from their participation in the project. Through interactive workshops that they co-lead and presentations at community events, youth will encourage neighborhood residents to think more carefully about what they eat and how that impacts their health and the environment. It is our hope that most youth will continue to garden and that they will help teach the next group of ‘Grow it, Eat It’ participants.

Tell us what you envision your project to accomplish. Please fill out the appropriate categories as you see fit.

Demographic Impact

People Directly Benefited

25

Youth Participants

12

Elder Participants

4

Environmental Impact

Square Feet Transformed

300

Tree Guards Installed

Square Feet Food is Grown In

100

Pounds of Materials Recycled

Garden Beds Built

3

Trees Cared For

Pounds of Food Scraps Composted

Gallons of Rainwater Harvested

Social and Cultural Impact

Performances/Events

1

Workshops/Classes

8

Meals/PPE

Tell us how much your project will cost - list all the items you will need to carry it out, including accurate estimates. If awarded a grant, the grant may not equal the amount requested, depending on whether budget items and amounts fall within our guidelines.

Please review the second question in our FAQ for funding guidelines.

Item	Unit Cost	Quantity	Total
Flyers (for outreach)	\$0.05	1,000	\$50
Lumber (for raised garden beds)	\$7	24	\$168
Measuring utensils, knives, chopping boards, peelers, spatulas, bowls, pans, colanders	\$50	4	\$200
Chart paper and pen bundle	\$15	5	\$75
Workshop handouts (copies)			\$50
Food for bi-weekly workshops	\$100	15	\$1500
Compostable plates (for celebration)	\$28	2	\$56
Compostable cups	\$21	2	\$42

Total Request from CitizensNYC

\$1690

You can upload up to 3 photos that you believe tell your group’s story well that includes ways in which your group impacts the community.

If you are having trouble uploading documents or would like to include any videos (max. 3 minutes) of your group’s work with your application materials, please email grants@citizensnyc.org.