

**CITY OF EMERYVILLE
FY 17-18 COMMUNITY GRANTS**

GRANT APPLICATION NARRATIVE

Applicant's Name: Emeryville Citizens Assistance Program
Address: 3610 San Pablo Ave, Emeryville, CA 94608
Contact Person/Telephone: Nellie Hannon, (510) 499-1263, cell: (510) 501-7477
Community Promotion Grant Amount Requested: \$66,884.78
Non-Profit Fiscal Agent, if applicable.

Program/Activity Description
<p>ECAP programs support at-risk families and individuals by providing daily food distributions, free clothing, counseling and other resource referrals for housing and personal needs. ECAP also assist families in surrounding neighborhoods with home issues like cleaning, personal relationship counseling, and providing food, clothing and basic needs. Often our work is instrumental in keeping families from entering Child Protective Services. We work with the surrounding community helping to keep our neighborhood clean. Our goals include establishing a computer lab to assist clients with job searches, designing resumes and preparing for job interviews. Additionally, we have started food preparation classes and our emphasis is on providing health food for clients. ECAP has revamped our clothing distribution, more effectively identifying and providing school clothes to families and distributing clothes to expectant mothers and their new babies.</p> <p>As problem solvers, we continually find new ways to provide effective services to meet the individualized needs of the increasing client population. We will be collaborating with the family resource center in the new ECCL to enhance services for the families in the Emeryville Unified School District and throughout our community.</p> <p>We depend solely on donation from corporations and individuals in Emeryville and surrounding areas, as well as the City of Emeryville providing a building and energy costs. ECAP does not have any paid employees. Mrs. Hannon and a multitude of other volunteers devote thousands of hours providing services to people who otherwise could not make it.</p>
Please see additional attachment listing our current programs.

CITY OF EMERYVILLE
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GRANT APPLICATION NARRATIVE

Applicant Name:		
Program/Activity and Location:	Start Date(s)	Completion Date(s)
Food Pantry, 3610 San Pablo Avenue, Emeryville, CA 94608	July 1, 2017	June 30, 2018

Additional Information - List any other information which may be helpful in evaluating the proposed program./activity.

Applicant's Name: Emeryville Citizens Assistance Program

**CITY OF EMERYVILLE
COMMUNITY GRANTS
FY 17-18
PROPOSED BUDGET**

Proposed FY17-18 Program/Activity Cash Expenses

Line-Item	Projected Cost	Community Grant Request
Admin. Salaries & Fees (including any Fiscal Agent fees)	0	
Artistic Salaries & Fees	0	
Other Salaries & Fees	0	
Equipment/Supplies/Materials		
1. Cleaning/janitorial		
2. Hygiene	2,000	
3. Vehicles	1,000	
4. Office supplies	10,000	
5. Building maintenance	1,000	
6. Pallet jack and power washer	1,600	
Travel/Transportation	10,500	
Promotion/Publicity	500	
Other Expenses (Specify)		
1. Insurance	5,200	
2. Legal/accounting/consultants	1,000	
3. Credit line – Alameda County	5,000	
4. Contingency	5,000	
Other Administrative Expenses (Specify)		
1. Rent	50,255.76	50,255.76
2. Taxes/Insurance	7,038.00	7,038.00
3. EBMUD	812.52	812.52
4. ATT	1,153.04	1,153.04
5. Verizon	1,586.59	1,586.59
6. PG&E	6,038.87	6,038.87
Total Program/Activity Cash Expenses	\$112,184.78	\$66,884.78

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CITY OF EMERYVILLE

Projected FY 17-18 Program/Activity Cash Income	
	Cash Amount
Emeryville Community Promotions Grant Request	\$66,884.78
Other Funding Sources	
Other Public Grants	
Private Foundations	
Corporate Contributions	\$20,000.00
Concessions/Ticket	
Sales, Other Cash, Private Donations	\$25,300.00
Other Funding Total:	\$45,300.00
Total Program/Activity Cash Income	\$112,184.78