

BENEVILLA  
\$1,485

---

---

The City of Surprise  
Neighborhood Grant Program  
PROJECT SUMMARY FORM  
FY 2016 – 2017

---

**IMPORTANT:** The Project Application Forms on the following three pages must be thoroughly completed.

**For more information contact:**

Jodi Tas

Assistant to Council

623.222.1330

[Jodi.tas@surpriseaz.gov](mailto:Jodi.tas@surpriseaz.gov)

# PROJECT APPLICATION FORMS

---

Please provide the following information regarding your proposed project. **This three page application form is due to Jodi Tas on Wednesday, November 30th by 5:00PM.**

Name of Neighborhood:	Surprise Community Garden -Surprise Original Townsite
Name of Proposed Project:	Community Garden Information Kiosk
<p>Contact Person:</p> <p>Other Contacts (If Applicable):</p> <p>Note: May include a community partner working on the project.</p>	<p>Name: <u>Joseph Earl</u></p> <p>Address: <u>16752 N Greasewood St. Surprise AZ. 85378</u></p> <p>Telephone: <u>623 584 4999</u></p> <p>Email: <u>TEarl@benevilla.org</u></p> <p>Name: <u>Linda Cabrera</u></p> <p>Address: <u>16752 N Greasewood St. Surprise AZ. 85378</u></p> <p>Telephone: _____</p> <p>Email: <u>Cabrera_LD@yahoo.com</u></p>
<p>Description of project including:</p> <p>a) goal/need of the project,</p> <p>b) how support has evolved in the neighborhood,</p> <p>c) who is involved, and</p> <p>d) what you expect the benefits to be when the project is complete.</p> <p>Note: Please use additional paper if needed.</p>	<p>See project description on additional sheet:</p>

## **PROJECT DESCRIPTION:**

### **Bringing public awareness –Surprise Community Garden**

We would like to construct an information exchange kiosk just outside the Surprise Community Garden. This kiosk would be used to provide a means of getting information about the garden to the public in a more effective way. It will have a literature holder that will contain fliers; there will be an enclosed bulletin board and a magnetic dry-erase board to be used to announce upcoming events. There will also be a locked secured drop box for any persons that wish to leave questions or submit garden applications. The purpose of this kiosk is to provide information about the garden during off hours when there is no staff available.

## **PROJECT GOAL:**

**The primary objective of this project is to provide information enhancing awareness of the garden.**

There are residents in this community that are either not aware of the community garden or not informed of all it has to offer. This kiosk will contain pertinent information about the garden, benefits it provides to prospective gardeners and appropriate information on what to plant and proper care necessary to have a resourceful garden. There are signs posted on the street to direct residents of this community to the garden area as they travel in the vicinity of the Benevilla campus. However, if it's after normal working hours, there is no available staff to provide information. With this kiosk we will be able to answer many of the questions that anyone interested in the garden may have at any time of the day. The secure lock box will be checked every two days by a designated garden volunteer.

We have found that when the information is available to those whom may have an interest they are more inclined to participate. This garden provides a healthy and reliable food source for families that may not otherwise be able to purchase the vegetables that they themselves can grow. It also offers a learning experience for various youth and service groups throughout the community.

## **PROJECT LEADERS:**

**This project will be managed by a team of community garden members and a representative of Benevilla. We will also be partnering with Boy Scout Troop 862.**

Marie Yager-Jones (Garden Coordinator )

Linda Cabrera and Pol Dano (Garden Operations and Maintenance)

Dan Hoyt (Garden Outreach Committee)

Tony Earl (Benevilla Garden Liaison)

Stone Bennett (Boy Scout Team Leader)

## **BENEFIT OF THIS PROJECT:**

We anticipate that this project will be completed and operational by March 2017. With the completion of this kiosk, it is expected that the community of Surprise will be better informed and will have a means of obtaining information about the garden and upcoming events at their convenience. There will also be information available on how to join and what is required to be a participant of the Surprise Community Garden.

## PROJECT APPLICATION FORMS (Continued)

Please use the following worksheets to estimate your project expenses.

### PROPOSED PROJECT EXPENSES

*Note: These are only common categories and may not be all inclusive of the expenses for your project or program. Please add to this list on this sheet or another sheet of paper if needed and leave sections blank that do not apply to your project or program.*

Type of Cost	Description of Expense	Projected \$ Amount
<b>Salaries/Wages</b> such as youth to clean up after an event, babysitters, etc.		\$
<b>Contracted Services</b> such as site planning, sidewalk installation, etc.	Digging footer and pouring cement for posts.	\$ 415.26
<b>Material/Supplies</b> such as refreshments, safety equipment, etc.	Concrete, lumber (assorted sizes), roofing(GI sheets) Bulletin boards, suggestion box, literature holder and permit fee.	\$ 1485.00
<b>Communication</b> such as long distance phone calls, internet usage, etc.		\$
<b>Printing/Reproduction</b> such as fliers, invitations, applications, etc.		\$

<b>Rentals/Leases</b> such as renting a PA System for an event		\$
<b>Capital Purchases</b> such as playground equipment, trees, etc.		\$
<b>Other</b>		\$
<b>Grand Total of Expenses</b>	<b>a)</b>	\$ 1900.26

## PROPOSED PROJECT REVENUE

---

### Cash Donations from Partners

Name of Neighborhood, Person, or, Organization                      \$ Amount

	\$
	\$
	\$
	\$
	\$
	\$
<b>Total Cash From Partners</b>	<b>b)</b> \$

**In-Kind Donations from Partners**

**Person/Group & Activity Performed**

**\$ Amount**

	\$	
	\$	
	\$	
	\$	
	\$	
<b>Total In-Kind From Partners</b>	<b>c)</b>	\$

**# of Hours  
X \$23.07  
per hour =**

**Volunteer Hours (Valued at \$23.07 per hour)**

**Person/Group & Activity Performed**

Eagle scouts, will be digging footer and pouring cement for posts. 9 scouts per 2 hours each.	\$	415.26
	\$	
	\$	
	\$	
	\$	
<b>Total Volunteer Labor</b>	<b>d)</b>	\$ 415.26

**Grand Total (b+c+d=e)**

**e)**

\$ 415.26

**Project Overage or Shortage (a-e=f)**

**f)**

\$ 1485.00

**City Grant Request**

**g)**

\$ 1485.00

**(Total cash request from the City of Surprise)**

Signature Page for Surprise Community Garden Kiosk

Ronald R. Jensen

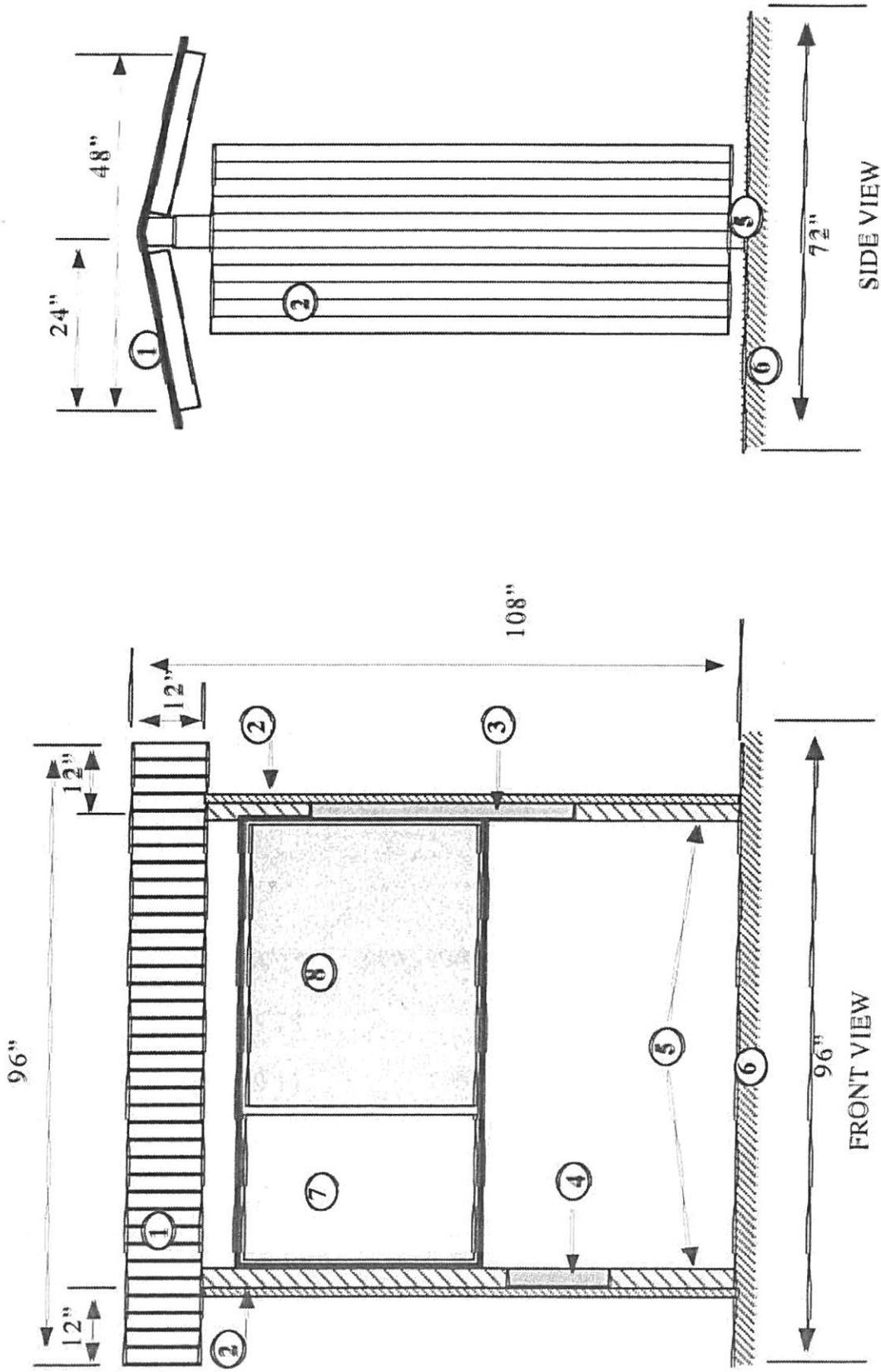
Juliano

Patrick Folan

Vicki White

Jensen

Surprise Community Garden  
INFORMATION KIOSK



- Legend:
- 1. Roof = galvanized
  - 2. Side wall 3/4x4x72
  - 3. Literature holders, 2 - 12x11 Exh. A
  - 4. Suggestion locked box - 11x16 Exh. B
  - 5. 4x4x8' wood posts
  - 6. Concrete slab 6'x9'
  - 7. Dry erase/magnetic board, 24x36 Exh. C
  - 8. Enclosed bulletin board 36x48 Exh. D

Estimated bill of materials:

• Concrete slab/footer	\$124.00
• Lumber, assorted sizes	\$200.00
• Roof, GI sheets	\$50.00
• Bulletin boards, suggestion box, literature holder	\$793.00
• Permit fee	\$225.00
Subtotal	\$1,392.00
Estimated tax	\$93.00
Grand total	\$1485.00