

SAN PABLO ANNUAL COMMUNITY GRANT PROGRAM FY 2018-19 FINANCIAL REPORT



Please provide a brief description of how the FY 2018-19 grant was used including program events and any activities that were implemented. Use the following questions as a guideline to complete this report. You may include no more than four (4) additional pages to this report. **Only one (1) set is required as staff will make necessary copies. DO NOT INCLUDE ANY CONFIDENTIAL INFORMATION, (e.g. Social Security Numbers, Bank Account, etc.) THIS IS A PUBLIC DOCUMENT**

I. CONTACT INFORMATION

Agency Name	Earth Team	
Street Address	1301 South 46th Street, Building 155	
City/State/Zip Code	Richmond, CA 94804	
Phone/Fax/Email	844-704-4030 manuel@earthteam.net	
Contact Person/Title	Manuel Alonso, Executive Director	
Community Activity/Event Name	Sustainable Youth Internships Program: Something is in the Air 2019	
Date of Event(s)	July 1, 2018 to March 31, 2109	
Amount of grant funding received:	\$ 5,000	
Amount of grant funding spent:	\$ 5,000	
Summary of sponsored event participants	Age range: 14-18 # of San Pablo Residents: 14	
	Target # of people served: 14	Actual # of people served: 14
	Target goal: 8 Classroom visits to present Present SITA to 200 students Recruit 14 paid interns 100 hrs of education/training 2 Community Biking Events 4 Surveys commutes to calculate emissions	Actual goal: 8 Classrooms visited 200 students reached Recruited 14 asid interns 80 hrs. Education, training (to date) 2 community biking events 4 surveys conducted, data analyzed

II. PROGRAM AND EVENT INFORMATION

The Annual San Pablo Community Foundation Grant program is intended to focus on grant awards that promote any of the recommended activities, policies or programs identified in the recently adopted **City of San Pablo Childhood Obesity Prevention Task Force: Community Action Plan** adopted by the San Pablo City Council on April 21, 2014. A copy of this plan may be referenced from the City's website (www.SanPabloCA.gov), under the "City Council" Department webpage. Please describe where and how your program or event falls in one or more categories:

SITA's goal is to increase the knowledge and skills of high school students, their families, teachers, and members of the community about local air quality, its correlation to asthma, and actions citizens can take to reduce the problems, including reducing air pollution and engaging in active and alternative transportation. Active transportation including biking and biking promoted the Obesity Prevention Task Force objectives

The grant awards should also focus on enhancing or promoting any of the "**Major Policy Goals and/or Strategic Policy Initiative**" identified under the **San Pablo Adopted FY 2018-21 Priority Workplan Update**, effective November 1, 2017. A copy of this plan may be referenced from the City's website (www.SanPabloCA.gov), under the "City Council" Department webpage. Please describe where and how your program or event falls in one or more categories:

Our internship program for youth meets the Build a Healthy Community priority, and addresses very specifically the priority 100.3. Foster College And Career Readiness, Education, Youth Leadership. Youth receive 100 hrs of education and training in STEM and employability skills. It also promotes 10.2 Continue Development Of Multi-Ethnic Diversity And Awareness In City Programs And Services, since we encourage diversity and our participants are 80%+ youth of color, a majority female. Our program staff is trained in Equity and Inclusion principles, applied to this program.

Please provide a description of the program(s), event(s) and/activity, including date(s). If you were not able to complete or achieve the goals outlined on your grant application please provide a brief explanation:

- August and September 2018 - Class presentations to 500 youth and recruitment of 14 paid interns
- September 2018 to March 2019 - 100+ hours of afterschool education and training delivered to the leadership team at JF Kennedy and Richmond high schools. SITA curriculum delivered
- October thru December 2018 - 23 interns collected surveys from 343 peers at Richmond and Kennedy
- July 1, 2018 and 3/18/19 - Bike events with Rich City Rides, 11 interns in attendance. Earn a Bike
- Presentation of results to City Council (scheduled for May 2019)
- Post Surveys - Late May 2019

Please provide financial information on how the grant funds were used and the number of San Pablo residents the program/event/activity serviced (requirement of at least 75% San Pablo Residents)

The grant funds were used to pay stipends of \$400 each to participant interns from low-income families as well as transportation expenses to the project sites. These interns are 75% residents in San Pablo and attend two local schools, Richmond and JF. Kennedy.

III. PROGRAM/EVENT ATTACHMENTS

Please include any applicable supplemental documents not limited to: financial spreadsheet, revenues vs. expenses, invoices, stories, program agenda, etc. (Limited to **ONLY** four (4) pages – size 8 1/2" x 11" – single sheets)

- ☒ Page 1 description Spreadsheet budget vs actual
- ☒ Page 2 description Project Stories (blog posts by youth, published in our Webpage and social media)
- ☐ Page 3 description _____
- ☐ Page 4 description _____

IV. ADDITIONAL SUPPORT

Please list any in-kind donations provided (printing, promotional items, education materials) by any other organizations:

The Strong Foundation helped supporting this project with a financial contribution of \$2,500.

Contra Costa County offered staff time to teach classes and skills to San Pablo interns, as well as educational materials.

Other organization contributed staff time meeting with the leadership teams (Rich City Rides)

V. ADDITIONAL COMMENTS

Please share with us any additional comments:

The presentation of project results to the City Council is being scheduled for the month of May 2019.

VI. SIGNATURE

Manuel Alonso, Executive Director

Name & Title

Authorized Signature & Date

Please mail this * financial report and * supporting documents to the address below. Document must be received in the City Manager's Office (postmarks NOT accepted) by Monday, April 1, 2019 at 6:00pm.

- o Reporting criteria – single side document – 8 1/2" x 11"
 - ❖ 3 Page Financial Report
 - ❖ 4 additional pages – Program/Event Attachments (if applicable)

City of San Pablo
City Manager's Department, Bldg. 1
13831 San Pablo Avenue
San Pablo, CA 94806
c/o FY 18-19 San Pablo Community Grant Program

EarthTeam Personnel	Hours/ Units	Rate	City of San Pablo	City of San Pablo Actuals	EarthTeam	Earth Team Actuals	Total
Executive Director	20	\$35.00	\$0.00	\$0.00	\$ 700.00	\$ 600.00	\$ 600.00
Campus Coordinator	350	\$25.00	\$0.00	\$0.00	\$8,750.00	\$7,500.00	\$7,500.00
SubTotal			\$ -	\$ -	\$ 9,450.00	\$ 8,100.00	\$8,100.00
Other Direct Costs	Units	Rate	City of San Pablo		EarthTeam		Total
Student Stipends	14	\$500	\$7,000	\$4,250	\$0	\$0	\$4,250
Data Devices and plans	5	\$200	\$0	\$0	\$1,000	\$800	\$800
Marketing Materials (handouts, flyers, signage, etc.)	9	\$35	\$100	\$0	\$215	\$140	\$140
Supplies and equipment (notebooks, gloves, shirts, food, etc.)	14	\$100	\$1,400	\$0	\$0	\$1,200	\$1,200
Student Transportation (bus/van)	6	\$250	\$1,500	\$750	\$0	\$250	\$1,000
Staff Mileage	1,250	\$0.56	\$0.00	\$0.00	\$693.75	\$476.00	\$476
Media (photo, video, web)	16	\$25	\$0	\$0	\$1,250	\$175	\$175
Sub Total			\$10,000	\$5,000	\$3,159	\$3,041	\$8,041
TOTAL Project Budget and Actuals			\$10,000	\$5,000	\$12,608.75	\$11,141.00	\$16,141.00



Earth Team

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Richmond, California 94804
Phone: 844-704-4030 Fax: 844-704-4030
info@earthteam.net
www.earthteam.net

INVOICE

INVOICE # SCC-V-001
INVOICE DATE: 3/31/19

BILL TO CITY OF SAN PABLO
13831 San Pablo Ave
San Pablo, CA 94806

Customer ID:

QTY	ITEM ID#	DESCRIPTION	UNIT PRICE	ITEM TOTAL
1	SCC-Van/L	15 Passenger Van	\$250.00	\$250.00
1	SCC-Van/L	15 Passenger Van	\$250.00	\$250.00
1	SCC-VAn/L	15 Passenger Van	\$250.00	\$250.00

PAYMENT 30
TERMS
PAYMENT DUE 04/22/19

SUBTOTAL	\$750.00
TAX	\$0.00
TOTAL DUE	\$750.00

Make All Checks Payable To: Earth Team

THANK YOU FOR YOUR BUSINESS!

HEALTHY LIVING: ACTIVE TRANSPORTATION IN CITY SAN PABLO



The bike demonstration RCR graciously brought to the rally was the main attraction at the booth! Students tried their luck and their core strength by giving the bike rollers a go. A crowd soon began to form around the booth. Once they got off, a good majority almost immediately signed up for the Earn-a-Bike (EAB) program and/or the bike club.

Great job to JFK interns! It was a lot of work these past several weeks, and all of you did a tremendous job. Again, thanks to the supportive JFK faculty and Rich City Rides for partnering up in this initiative.

Interns Kyle and Itzel were almost immediately championed marketing creators and soon designed a rough sketch of what our flyers would look like.

EARTH TEAM JFK PRESENTS

EARN A FREE BIKE

ALSO EARN A BIKE LOCK, HELMET, AND LIGHTS

WHEN
March 18th (Monday)

WHERE
Outside the Cafeteria

TIME
During Lunch

SPONSORED
BY:

EARTHTEAM
Leadership Stewardship Service

RICH CITY RIDES

After some tinkering on Canva their design came to life, with more color of course. Ms. Johnson, who's the point-of-contact teacher for Kennedy High School, is helpfully the student events coordinator. She also contributed to the discussion and graciously helped with the brainstorming along the way. Special thanks to everyone at this critical meeting. Stay tuned for event updates!

YOUTH LEADERSHIP: LEARNING STEM SKILLS TO BUILD A HEALTHY COMMUNITY

Alternate Transport Youth Advocates Rehearse for Peer Presentations

February 4, 2019



Earth Team interns at Kennedy H.S. took a brief hiatus from their regular program of conducting litter assessments and switched focus on educating their peers on a VMT (Vehicles Miles Travelled) survey they performed earlier in the school year. The goal: to increase the percentage of students to use alternate transportation methods, specifically biking, to get to and from school. Armed with the knowledge the Bay Area Quality Management District (BAAQMD), the Center for Climate Protection (CCP), and others so generously shared with them, interns began developing a power point presentation. Interns...

Kennedy H.S. Interns Talk Communications with Guest Speaker



It's no surprise that Earth Team interns at Kennedy high school have been hard at work studying communications and honing their public speaking skills to educate their peers and the San Pablo / Richmond community. This week, the continued on with the good work with the help of Amy Jolly, a Center for Climate Protection representative! She stopped by from the North Bay to talk about best strategies on how to communicate our message to different audiences.

Kennedy H.S. Earth Team Sees Massive Student Support For Bike Rally



The interest level of students at Kennedy H.S. (JFK) was high, and Earth Team definitely was more than happy to oblige and cater to it. March 18th marked JFK's first bike rally! The team worked tirelessly for weeks talking to school administration to get approval, creating flyers and posting them all over campus, partnering up with supportive teachers, staff, and Rich City Rides, working through the logistics of curating an event, on top of their appointed Rumrill litter assessments.



The traffic at the booth JFK and Rich City Rides (RCR) set up was admittedly slow at first, but once students got their lunches (and Earth Team interns passed flyers out), students came trickling in. RCR took the opportunity to sign up students for their bike club initiative they're starting on the JFK campus, and to educate students on how they can earn a free bike.

YOUTH LEADERSHIP IN SAN PABLO: AIR QUALITY, HEALTHY LIVING AND
ALTERNATIVE TRANSPORTATION

LIST OF DETAILED ACTIVITIES / EVENTS

City of San Pablo – Air Quality and Human Health Activities July 2018 – June 2019

Rush Creek Bike Ride - 7/1/18

Bike ride, including bike safety and education training, with Rich City Rides, with 11 interns in attendance.

On-Campus Transportation Surveys - Fall 2018

23 student interns collected transportation use and distance as well as asthma incidence data from representative samples of their campus populations. 343 Richmond High and Kennedy High students were surveyed.

Air Quality and Human Health Curriculum - 10/2/18

23 interns participate in activities to exemplify the physical responses to asthma and poor air quality to provide more significant understanding of intersection of health and environment in relation to active transportation etc. JFK Earth Team also developed a model to connect their work with litter/ marine debris to air quality by developing a draft model of litter offsets of miles of transportation transitioned to active or alternative, called WOTS (Waste Off The Street).

Transportation and Air Quality Data Analysis - 11/13/18 - 12/10/18

23 interns cleaned and analyzed survey data to inform their outreach focus. Main reflections included conversations about barriers to bike transportation like lack of safe routes, lack of bike racks etc.

Student Leadership Team Training - 1/15/19, 1/22/19

23 student interns participated in a 2 hour training with Amy Jolly from Center for Climate Protection, focusing on messaging and communicating information about air quality, human health, and climate change.

Air Quality Presentations - 2/7/19, 2/8/19

10 interns created and presented to 100 students in 5 of Dr. LaRue Moore's classes about their survey findings as well as actions to take on and off campus to combat air pollution and climate change in Richmond and San Pablo.

Air Quality and Human Health Professional Speakers - 11/27/18, 1/15/19, 4/23/19

Michael Kent and Luz Gomez (Contra Costa Health Services) presented to student leaders about air quality, human health, and active transportation at 2-hour afterschool meetings. Ben Kaufman (Rails to Trails) presented to students and helped prepare them to educate peers about local bike efforts and transformation occurring to transportation infrastructure throughout Richmond. 10 to 14 student leaders participated in each of the 3 conversations.

Bike Rally with Rich City Rides - 3/18/19

10 student leaders prepared an on-campus bike rally with the help of teachers, administration, and Rich City Rides, to educate students about air quality, bike routes, and local Earn-A-Bike programs. The rally was held at lunch and available to all attendees of Kennedy High. At least 50 students engaged in direct conversations with leadership team.

Data Visualization Installation/ Second Bike Rally - Late April 2019

10 to 23 interns will install an art piece to communicate air quality and particulate matter concentration on campus. This will be paired with a follow up bike rally promoting alternative transportation.

Post-Survey On-Campus Transportation - Late May 2019

23 student interns collect post-data using the same survey conducted in fall to assess attitude and behavior shift throughout the year.