

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	The Watershed Project	
Street Address	1327 South 46th Street, Building 155	
City/State/Zip Code	Richmond, CA, 94804	
Phone/Fax/Email	(510) 665-3430 (office), (510) 224-4085 (cell), juliana@thewatershedproject.org	
Contact Person/Title	Juliana Gonzalez, Executive Director	
Community Activity/Event Name	From Me to the Sea: A Watershed Approach to Pollution Prevention	
Date of Event(s)	9/1/18 - 4/1/19	
Amount of grant funding received:	\$ 5,000	
Amount of grant funding spent:	\$ 5,000	
Summary of sponsored event participants	Age range: 3rd-5th grade # of San Pablo Residents: 184	
	Target # of people served: 135	Actual # of people served: 184
	Target goal: Our initial target goal was to reach 135 elementary school students in San Pablo with \$5,000 of support from the San Pablo Community Foundation. With \$10,000 of support, we would have been able to reach 270.	Actual goal: With \$5,000 of support, we were able to reach 184 third-fifth grade students in San Pablo.

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:

From Me to the Sea falls into the "Active Living" category under the Community Action Plan. As part of this environmental education program, we facilitated three field trips. During the field trips, students hiked in a local regional park and played active games outdoors. This addressed two of the major goals under this plan: "Increasing physical activity levels," and "Improving nutrition and physical activity in schools." Another priority area we addressed was offering free programs for all ages, since From Me to the Sea was free for the schools involved.

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:

From Me to the Sea addresses the Major Policy Goal "Build a Healthy Community" identified under the newest Priority Workplan (effective March 1, 2019). Students participate in a free program that supports college readiness through science education, active living through outdoor field trips, and youth leadership by empowering students to educate their community on ways to prevent marine debris. In line with the Keep San Pablo Clean litter control initiative, students gain an understanding of their local watershed and how water, pollutants, and trash move through the watershed.

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:

With the support of the San Pablo Community Foundation, we have had an extremely successful year of implementing From Me to the Sea in San Pablo, reaching 184 students at Downer Elementary, their 7 teachers, and parent chaperones. Beginning in August, we completed district partnership requirements, trained support staff, revised curriculum, scheduled program dates, secured buses, and purchased materials. Due to a rainy field trip season this year, our field trips were pushed closer to spring than winter. The programs we have completed to date were highly successful, with overwhelmingly positive feedback from students and teachers. See attachments for details.

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)

Number of San Pablo residents serviced: 184 students in San Pablo, for a total of 100% of the audience served. See attached budget.

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)

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|-------------------------------------|--------------------|---|
| <input checked="" type="checkbox"/> | Page 1 description | From Me to the Sea program overview document for teachers. |
| <input checked="" type="checkbox"/> | Page 2 description | Photos from field trips with 3rd grade students from Downer Elementary. |
| <input checked="" type="checkbox"/> | Page 3 description | Table of activities, From Me to the Sea 2018-2019. |
| <input checked="" type="checkbox"/> | Page 4 description | Budget detail table (budget vs. actual). |

IV. ADDITIONAL SUPPORT

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

Parks Express: Discounted buses for field trips.

The Watershed Project: Field trip materials, staff travel, staff time after April 1.

V. ADDITIONAL COMMENTS

Please share with us any additional comments:

VI. SIGNATURE

Juliana Gonzalez, Executive Director

Name & Title

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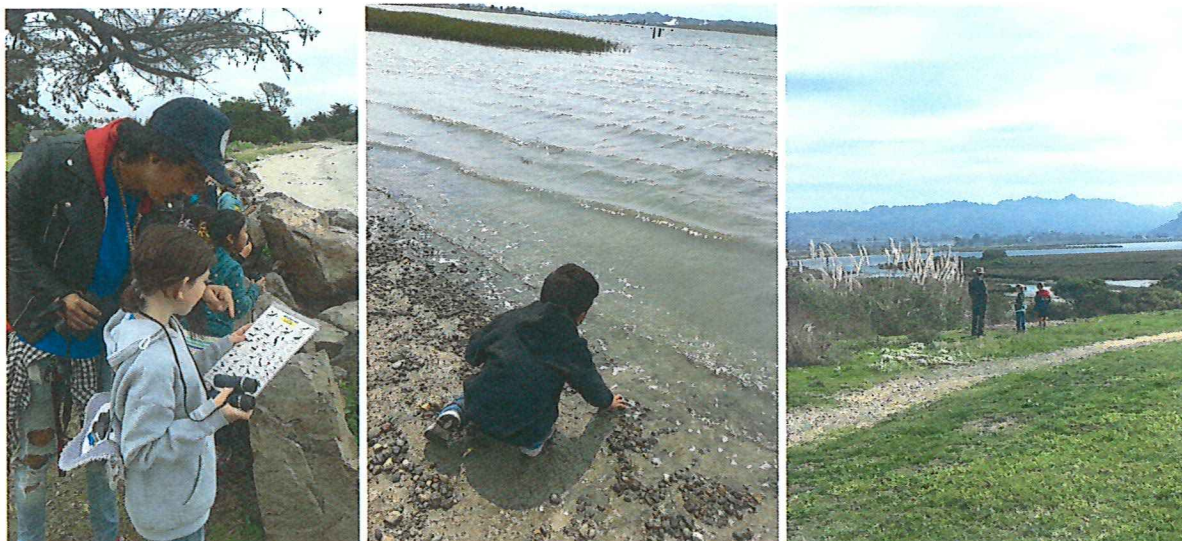
Authorized Signature & Date

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

From Me to the Sea



In our *From Me to the Sea* elementary school program, students make connections between their schools, watersheds and marine debris through hands-on activities, shoreline exploration and action projects.

Program Goals

- Students will have a positive outdoor experience.
- Students will learn about watersheds and how they are connected to their watershed.
- Students will learn about how they can reduce plastic waste and will communicate what they have learned to others.

Program Outline

- *Lesson 1: Introduction to Marine Debris*
- *Field Trip: Shoreline Exploration*
- *Lesson 2: Reflection and Action*

Standards Connections

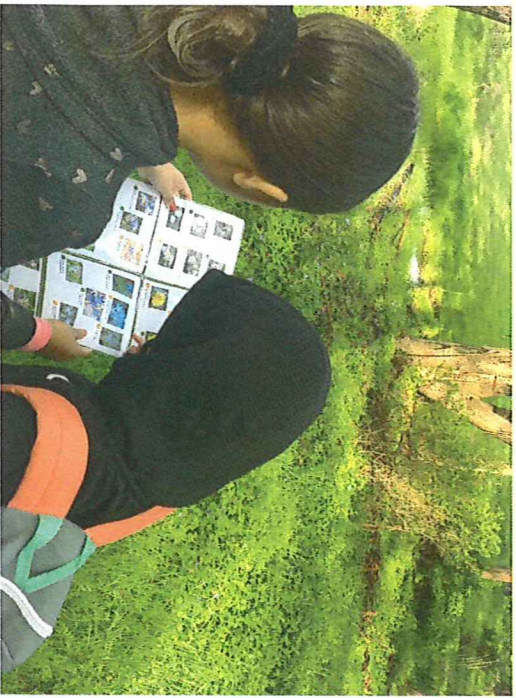
From Me to the Sea supports learning in the following NGSS practices:

Asking questions (for science) | Planning and carrying out investigations | Obtaining, evaluating, and communicating information

From Me to the Sea addresses aspects of the following NGSS Disciplinary Core Ideas:

LS2.A: Interdependent Relationships in Ecosystems | ESS3.C: Human Impacts on Earth Systems | ETS1.B: Developing Possible Solutions

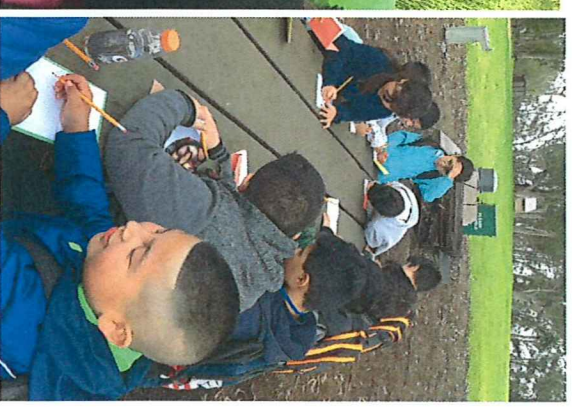
Photos from 2018-2019 From Me to the Sea Field Trips (3rd Grade, Downer Elementary)



Left to right: 1. Students use a plant guide to identify plants they discover on their field trip to Point Pinole Regional Shoreline.

2. Students observe the shoreline with binoculars as they learn about salt marsh ecosystems.

3. Students discover wildlife in a puddle after a recent rain, including worms, insects, and snails.



Left to right: 1. Students enjoy a hike through the eucalyptus trees as they learn about Point Pinole's history as a dynamite factory.

2. Students use a bird guide to identify turkey vultures, a red-tailed hawk, and western bluebirds.

3. Students record their observations and reflections from the day in their nature journals.

Table of Activities: From Me to the Sea 2018-2019

Date	School/Grade	Activity	Activity Description
8/13/18 - 11/1/18	All classes	Program planning	Schedule lessons and field trips, district partnership process, curriculum revisions
9/19/18	N/A	TWP field trip staff training	Field trip activities, safety, group management tips and tricks
10/31/18	N/A		
12/17/18	All classes	Field trip transportation secured	1 bus secured through Michael's Transportation
1/29/19	All classes		2 buses secured through Parks Express
3/22/19	Downer 3rd grade (4 classes)	Lesson 1	Introductions, evidence cards, watershed model, and action cards
4/15/19	Downer 4th-5th grade (3 classes)		Introductions, watershed mapping, storm drain tour
3/27/19	Downer 3rd grade (2 classes)	Field Trip to Point Pinole Regional Shoreline	Shoreline observation and bird watching with binoculars, hiking, ecosystem games, nature journaling
3/28/19	Downer 3rd grade (2 classes)		
4/19/19	Downer 4th-5th grade (3 classes)		
4/18/19	Downer 3rd grade (4 classes)	Lesson 2	Field trip reflection, schoolyard cleanup, ocean and action art
4/26/19	Downer 4th-5th grade (3 classes)		Field trip reflection, storm drain evidence cards, waterfront property design, action brainstorming

As of April 1, we have completed Lesson 1 and the field trip with four third-grade classes, and the remainder of the lessons and field trips will take place by the end of April. Based on in-class discussion and observations, the lessons were highly successful in teaching students how water, and pollution, moves through their watershed into the bay. During the field trips, students had the chance to experience the shoreline ecosystem firsthand, and made the connection that preventing marine debris helps protect this important local ecosystem. Students had a blast using binoculars, bird and plant guides, hiking and playing games, learning about local history and ecology, and using nature journals. The feedback from students and teachers was overwhelmingly positive. At the end of each field trip, we asked each participant to choose one word to describe the day--responses included, "fun," "exciting," "adventure," "birds," "nature," and "water." The teachers we will be serving next are very excited for the opportunity to bring this free program to their students.

From Me to the Sea Expenses 2018-2019

Budget Proposed to SPCF					Actual Cost				
Labor	Hours	Cost	Matched Funds	Hours	Cost	SPCF	Matched Funds		
Program Promotion	5	\$250		5 Manager* / 0 Support Staff**	\$250	\$250			
Curriculum Development	17	\$850		12 Manager / 2 Support Staff	\$670	\$670			
Field trip and lesson coordination	25	\$1,250		7 Manager / 14 Support Staff	\$840	\$840			
Class Visits	40	\$1,800	\$400	0 Manager / 35 Support Staff	\$1,225	\$1,025	\$200		
Field Trips	55	\$2,250	\$350	0 Manager / 40 Support Staff	\$1,400	\$1,225	\$175		
Support Staff	55	\$1,575	\$350	0 Manager / 15 Support Staff	\$525	\$350	\$175		
Labor Subtotal	197	\$7,975	\$1,100		\$4,910	\$4,360	\$550		
Supplies and Transportation	Quantity	Cost	Matched Funds	Description/Quantity	Cost	SPCF	Matched Funds		
Printing/Copying		\$25	\$100	550 pages @ \$0.25 each	\$138	\$25	\$113		
Field Trip Transportation	9 buses	\$2,000	\$3,500	4 buses	\$1,178	\$615	\$563		
In-Class Art/Activity Supplies			\$300		\$150		\$150		
Direct Subtotal		\$2,025	\$3,900		\$1,465	\$640	\$825		
Total		\$10,000	\$5,000		\$6,375	\$5,000	\$1,375		

*Program Manager rate = \$50/hour

**Support Staff rate = \$35/hour