

Received 9/29/21



community advisory board
City of Santa Rosa

Community Advisory Board
Community Improvement Grant
2021 Application Form

Project Name: Tool Acquisitions Program	Requested Grant Amount: \$ <u>2323.28</u>
Project Physical Address: 642 5th Street Santa Rosa, CA. 95404	Other Funding Sources: \$ <u>Please see question #7</u>
Nearest cross street: Humboldt St.	TOTAL Project Cost: \$ <u>Please see question #7</u>
What is your CAB area? (Check one) <input type="checkbox"/> Northwest <input type="checkbox"/> Northeast <input type="checkbox"/> Southwest <input type="checkbox"/> Southeast <input type="checkbox"/> Core <input checked="" type="checkbox"/> Citywide Not sure? Click here: http://srcity.org/DocumentCenter/Home/View/14754	Group or organization: Santa Rosa Tool Library
Property Owner (see page 3 for all requirements): Jessie Whitesides <small>Name – Property Owner</small>	How did you hear about the Grant Program? Jim Wilkinson (Referred 2009) <small>Executive Director</small> <small>Title</small>
Contact Person responsible for Grant Application Dustin Zuckerman <small>Name – Contact Person</small>	administrator@borrowtools.org <small>Email</small>
642 5th Street <small>Address</small>	707-229-3949 <small>Phone</small>
Santa Rosa <small>City</small>	95404 <small>Zip</small>

GRANT SCOPE: This Application Packet describes the intended use of the requested Grant funds to complete the Project identified above and the elements listed in the Project Budget. I declare under penalty of perjury, under the laws of the State of California, that the information contained in this Application Packet, including required attachments, is accurate.

Print Name Dustin Zuckerman

Signature Dustin Zuckerman
Digitally signed by Dustin Zuckerman
Date: 2021.09.29 08:36:03 -0700

Title Executive Director

Date 09/29/2021

PROJECT NAME:

Cost Estimate: List all features, amenities, supplies and plans (Add or delete rows as needed)

Cost Estimate		Requested Funds	Match
Salaries/Wages (In-kind only)			
		N/A	
Contracted Services			
Materials/Supplies			
	Tools: hand and power tools	\$2,323.28	
Printing/Reproduction			
Rentals			
Other			
Total Requested Grant Amount		A. \$2,323.28 (unable to fill in -->)	A.
Total Matching Funds			B. 0
Total Project Cost (A+B)			\$ 2,323.28

Other Funding Sources:

Funding Sources	Date Committed	Amount
Total		

1. Describe your project, including objectives and goals, and explain how your project will meet these goals.

Project Description: The Santa Rosa Tool Library (SRTL) is a 501(c)3 Public Charity dedicated to helping people who live or work in Sonoma County reduce the cost of maintaining the places in which they live, work, and play. SRTL offers hundreds of hand and power tools for landscaping, home repair, and automotive work, free of charge.

Objective:

- To purchase high demand tools that are typically not donated, so we may meet the growing demand for our service.
- To purchase high demand tools that have not been returned due to the pandemic and our year-long closure.

Goal: We want to prevent adding borrowers to a waiting list for high demand and seasonal tools. Immediate access to tools is essential for time-sensitive and seasonal projects, saving our borrowers time and money.

How this project will meet this goal: SRTL staff and directors will determine the success of this goal based on the length of the waiting list, or lack thereof, for our most requested tools.

a. Who will benefit and how many people our project is expected to impact:

Eligible Borrowers:

- People who live or work in Sonoma County: (Borrowers must be at least 18 years old)
- Nonprofit Organizations and Community Groups: SRTL has developed an Organizational Borrower Program which allows non-profit organizations and community groups to hold tools for up to seven days prior to the project date, as opposed to the two day hold period for individual borrowers. Organizational Borrowers are also allowed to borrow a larger quantity of tools than individual borrowers.

Organizational Borrowers (2019):

- AmeriCorps Boys and Girls Club of Sonoma Valley
- Boy Scouts of America (various troops)
- CalSERVES
- Church of the Oaks – Cotati
- Community Garden Network
- Land Paths
- Pepperwood Preserve
- Santa Rosa City Schools
- Various churches and neighborhood groups

People impacted:

In 2019, our last complete year opened, 759 Sonoma County residents, workers, and organizations visited us 1860 time to borrow 6936 tools.

b. Please describe any needed and obtained for your project

No approvals or permits required for this project.

2. What is your outreach plan? Please also explain how your project will be open and accessible to the community.

We promote our service on social media sites and tabling at public events. Borrowers primarily learn about us from word-of-mouth.

SRTL tools are available to eligible borrowers:

Limited Hours due to Pandemic

Wednesday: 5:00pm-7:00pm

Saturday: 9:00am-200pm

Regular Hours

Thursday: 5:00pm-7:00pm

Friday: 5:00pm-7:00pm

Saturday: 9:00am-200pm

3. Describe the community support for your project.

a. What organizations, neighborhood associations, non-profits, residents, etc. are involved in the project? b. What roles are they playing and how collaborative is the project?

Organizational and Business Contributors (2019/2020)

- Santa Rosa Junior College: Donates/upgrades SRTL computers and software.
- Church of the Oaks (Cotati): Annual financial contribution (Quarterly tithings).
- Community Bikes (Lite Initiatives): Financial Contribution due to pandemic closure (One month rent).
- Hilti Tools: Contributes demolition hammers upon request.
- Blue Barrel: Contributes tool kits for rain water catchment systems.
- Oliver's Market: Contributes up to 5% of purchases made by our supporters who participate in their Community Card program.

c. What other support exists for your project?

Board of Directors

- Russell Scarola - President - Professor at Sonoma State University
- Steven Alcorta - Treasurer - Librarian at Sonoma County Library
- Shelly Murphy - Secretary - Hair Stylist at Rascal's Hair Studio
- Bob Peterson - Library Technician at Santa Rosa Junior College
- Dan Parun - Financial Advisor at Independent Contractor
- Dustin Zuckerman – Executive Director (SRTL) - Library Technician Santa Rosa Junior College

Volunteers

- Marc Capitelli - Circulation Technician - Retired Auto Mechanic
- Dan Parun (SRTL Board Member) Circulation Technician
- Thomas Happ - Tool Repair Technician - Retired Electrical Engineer
- Yadira Camargo - Spanish Translation - Library Technical at Santa Rosa Junior College
- Andre Siedentopf –Technology Support - Computing Technician at Santa Rosa JC
- Susan Goranson - Accounting Consultant – CPA at Goranson & Associates
- Roy N Johnston - Legal Consultant – Attorney at Johnston & Thomas Attorneys at Law

Our Borrowers

- SRTL borrowers and supporters have donated approximately 70% of SRTL's tool inventory.
- SRTL borrowers have also donated funds to help offset our operational expenses. Funds are collected at our service desk, annual online donation campaign, and Tool Sale.

4. Is there ongoing maintenance required for your project? If so, what is the plan for maintenance and who is going to be responsible?

The Santa Rosa Tool Library takes responsibility for the maintenance of all tools circulated and received. Volunteers Thomas Happ and Marc Capitelli perform basic inspection and maintenance to keep all tools safe and in working order. If the tool cannot be repaired, it is discarded.

5. Projects should reflect environmental consciousness regarding materials, energy, and conservation. Please describe how your project will meet this goal.

Reuse

SRTL helps to foster a more sustainable, localized community by allowing multiple borrowers to use a single tool, thereby reducing waste.

Emissions

- All power tools are electric. We do not loan gas powered tools.
- SRTL is one of the few tool libraries that will add a borrower to a waiting list for unavailable tools. We will also hold available tools for up to two business (2) days. Without these courtesies borrowers would need show up to the tool library to compete for tools that might not be available. This results in reduced transportation time and fuel emissions.

Environmental

SRTL has been a liaison for many Sonoma County environmentally-based nonprofit organizations such as Land Paths, Pepperwood Preserve, and the Community Garden Network. By facilitating the use of tools for volunteer projects, research, and trail maintenance, SRTL assists these organizations to better restore and conserve our local environments and be better stewards of outdoor spaces.

6. Please provide a brief statement on how you will keep project participants safe during implementation (e.g. social distancing protocols, gloves, masks, etc.).

All SRTL staff are fully vaccinated and follow CDC suggestions for workplace PPE. At this time all borrowers are required to follow CDC guidelines for outdoor activities as we are now offering curbside service. We have extended the loan period for all tools from 7 days to 14 days to reduce contact frequency. All returned tools are quarantined for 72 hours before they are recirculated.

7. Project Budget: Grant requests may not exceed \$2,500. Please explain how the requested funds will be used, how the cost estimate was determined and the status of matching funds. This section is supplemental information to the Cost Estimate Form.

Tools have been selected based on the quality of the tool, ability to find replacement parts, shipping and handling charges, and price comparisons between Friedman Brothers, Home Depot, and Lowe's. We have decided that all tools would be purchased at Home Depot since they offer tax exemption for 501(c)3 Public Charities.

Home Depot

Tools/Item	Brand	Unit Price	Qty	Total
String Trimmer	Ryobi	\$75.56	6	\$453.36
Reciprocating Saw	Makita	\$99.00	3	\$297.00
Hammer Drill	Dewalt	\$79.00	3	\$237.00
Posthole Digger	Razer-Back	\$54.98	4	\$220.00
Leaf Blower	Toro	\$69.97	3	\$210.00
Circular Saw	Ryobi	\$69.00	3	\$207.00
Orbit Sander	Dewalt	\$69.00	3	\$207.00
Pole Saw Pruner	Fiskars	\$45.98	4	\$183.92
Digging Bar/Tamper	Bully Tools	\$55.99	3	\$168.00
Angle Grinder	Dewalt	\$64.97	2	\$140.00
		Subtotal = \$2,323.28		
		Tax Exempt = \$0		
		Total = \$2,323.28		

Matching Funds

The Santa Rosa Tool Library is an ongoing community service who received financial contributions from our borrowers. In 2020 the tool library received \$6,720.00 (\$8,590.00 in 2019) financial contributions. We anticipate similar contributions for 2021. It is our understanding that these financial contributions meet the matching funds required.



June 30, 2021

1 P

Community Advisory Board Committee
Danielle Ronshausen
P: (707) 543-4696

Dear Community Advisory Board,

I am writing this letter in support of the Santa Rosa Tool Library (SRTL). The tool library has been a tenant in my shared professional office for over 10 years now, and the addition of the organization to our office has been very well received. I have been an Architect in the area for over 23 years, and with my own practice on 5th street for 15 years. At the downturn of the economy I took to subletting my unique space to other professionals. Since then I have housed an artist and two lawyers, as well as the SRTL.

Our shared situation allows the SRTL to store their inventory in our back room and away from the general public. Our professional offices are open during the day, with a small overlapping of open SRTL hours at 5pm. It has been remarkable to work past 5pm to hear all of the positive feedback that Dustin receives for maintaining this valuable service. The public is so pleased with the services that the SRTL provides, we are proud to support and offer space to them. As a tool borrower myself, I whole heartedly support their efforts and hope that they will be with us for years to come.

Sincerely,

Jessie Whitesides, NCARB
Architect

CC:

Attached:

A02 - Owner