



Title President, Skyhawk

Date 3/24/2026

**Community Improvement Grant
Project Budget and Matching Funds**

PROJECT NAME:

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

Cost Estimate		Requested Funds	Matching Funds
Salaries/Wages (in-kind only)			
	30 volunteers, 90 hrs @ \$22.14	N/A	\$1,992
Contracted Services			
Materials/Supplies			
	Food and drink, est 200 people	\$800	\$800
	Tablecloth, napkin, plates	\$300	
Printing/Reproduction			
	Flyers, signage		\$350
Rentals			
	Park reservation, permit, insurance	\$550	
Other			
	Performance	\$600	\$500
	Mixer, microphones, cables	\$250	
	Total Requested Grant Amount	A. \$2,500	
	Total Matching Funds		B. \$3,642
	Total Project Cost (A+B)	\$ 6,142	

Other Funding Sources:

Funding Sources	Date Committed	Amount

Skyhawk Neighborhood Event 2025 Community Improvement Grant Questions

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

Description of Project: The Skyhawk Neighborhood Night is an event that promotes community, culture and fun, where neighbors gather and meet one another; enjoy an afternoon of food, entertainment, arts and culture; and share resources on common needs and interests, such as fire safety, creek maintenance, and school safety.

Objectives and goals: (a) Build community through offering an afternoon of music, food, vendors, and words from a diverse showing of cultures represented in our neighborhood. (b) Offer an annual event that helps build community bonds among our neighbors, where they can meet, connect, and build strong ties.



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

Skyhawk United is a new 501(c)(3) formed by Skyhawk community members for the purpose of building community, promoting neighborhood safety, and sharing resources. Our mission is to build a strong community, protect our shared values, and improve the safety and livability of the Skyhawk and its surrounding neighborhoods.

Skyhawk United is made up of a Board of Directors, an Executive Committee and Subcommittees that will promote the event through their friends and social networks.

Skyhawk United has a strong Facebook presence (www.facebook.com/groups/skyhawkunited), and an Email distribution list with over 400 subscribers, where we will advertise the Neighborhood Night. Event organizers will also utilize NextDoor, the Skyhawk United website (skyhawkunited.org), and our monthly board meetings to promote the event. As well, the group will post advertisements in the local elementary school (Austin Creek Elementary) newsletter.

3. Describe the community support for your project.

The Neighborhood Night event hosts a variety of associations, nonprofits, and local artists that all bring their unique talents, resources, and entertainment to the event. These include (but are not limited to): the Redwood Empire Chinese Association, the Jazz Apostles, the Santa Rosa Chinese Christian Church, the Parent Club at Austin Creek Elementary, representatives from the local fire and police departments, and local youth leader.

Event Organizers include members of Skyhawk United Board of Directors: David Chen, Ann Brown, Weixiang Shi and Tracy Gu.

Skyhawk United Subcommittee Chairs will also volunteer their time to lead outreach efforts; secure vendors, entertainment and speakers; and organize set-up and clean-up crews. These individuals include Diana Coddling (Park and Common Area subcommittee); Beibei Sun (Austin Creek Elementary Liaison); Tracy Gu (Business Partnerships and Social Media subcommittee); Lisa Zheng (Youth Programming subcommittee); Peter Schnack (Safety and Evacuation subcommittee); and David Paul (Eastlake HOA Liaison).

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

Event organizers will be responsible for field maintenance. We encourage all attendees to pick up after themselves and use the receptacles in the grounds for trash pickup. Event organizers will assign volunteers for clean-up and ensure that the site looks better than when we arrived.

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

All parties will bring their own tables, chairs and equipment for their presentations. The Skyhawk United organization will provide compostable plates and recyclable utensils to promote environmental consciousness and conservation. Our planning team will consult with Recology to ensure we have recycling and compost bins on site. Our clean up crew will pack out all trash from the bins.

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

The designated site of the Neighborhood Night will take place on the soccer field below Austin Creek Elementary. The field provides ample room for the projected attendees (250-300 people) so guests can practice social distancing, if they choose. Hand sanitizers will be available at several locations on the field, and all food vendors will wear gloves to ensure safe food delivery and service.

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.

The total event budget equals \$6,142, where \$2,500 is requested from the Community Improvement grant. (See budget page).